



# Official Gazette

## City of Spokane, Washington

Statement of City Business, including a Summary of the Proceedings of the City Council

Volume 107

JULY 12, 2017

Issue 28



### MAYOR AND CITY COUNCIL

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# Minutes

## NOTICE

### NO MEETING MINUTES OF SPOKANE CITY COUNCIL Monday, July 3, 2017

The Monday, July 3, 2017 regularly scheduled City Council meeting was not held. Therefore, no meeting minutes will be published for this date.

# General Notices

## NOTICE

## NOTICE

## NOTICE

NOTICE IS HEREBY GIVEN that the regular meeting of the SPOKANE CIVIL SERVICE COMMISSION will be conducted at 9:30 a.m., Tuesday, July 18, 2017 in the City Council Briefing Room on the Lower Level, City Hall.

Items on the Agenda are as follows:

- I. Approval of Minutes
- II. Staff Activities
- III. Appointment of Fifth Commission Member
- IV. Classification Resolution
- V. Appeal of Termination
- VI. Request for Investigation
- VII. Other Business

The meeting is open to the public, with the possibility of moving into executive session only with members of the Civil Service Commission and the appropriate staff.

A Commission briefing will be held at 9:00 a.m. July 18, 2017, in the City Council Briefing Room.

Dated at Spokane, Washington, this 29<sup>th</sup> day of June, 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

TO HUMAN RESOURCES STAFF AND ALL EMPLOYEE REPRESENTATIVES:

There will be a pre-Commission/Project Evaluation Committee meeting in the Civil Service Conference Room (4B) at 11:00 a.m. on Monday, July 17, 2017.

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or

[jjackson@spokanecity.org](mailto:jjackson@spokanecity.org). Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

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**NOTICE NOTICE NOTICE**

NOTICE IS HEREBY GIVEN that there will be a special meeting of the SPOKANE CIVIL SERVICE COMMISSION at 2:00 p.m., July 20, 2017 in the Civil Service Testing Room located on the 4<sup>th</sup> Floor of City Hall.

Items on the Agenda are as follows:

DISCUSSION OF RECOMMENDATIONS BY THE RULE REVIEW COMMITTEE CONCERNING CHANGES TO THE CIVIL SERVICE RULES

**The meeting is open to the public, with the possibility of moving into executive session only with members of the Civil Service Commission and the appropriate staff.**

Dated at Spokane, Washington, this 6th day of July, 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [jjackson@spokanecity.org](mailto:jjackson@spokanecity.org). Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

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**CANCELATION  
SPOKANE CITY/COUNTY HISTORIC  
LANDMARKS COMMISSION**

**MEETING OF  
WEDNESDAY, JULY 19, 2017  
\*\*\*\*\*CANCELED\*\*\*\*\***

Please be advised that the meeting of the Spokane City/County Historic Landmarks Commission, previously scheduled for Wednesday, July 19, 2017, in the City Council Briefing Center-Lower Level of City Hall, 808 West Spokane Falls Boulevard, has been canceled. The next tentatively scheduled meeting will be August 16, 2017.

# Job Opportunities

**We are an equal opportunity employer and value diversity within our organization. We do not discriminate on the basis of race, religion, color, national origin, gender identity, sexual orientation, age, marital status, familial status, genetic information, veteran/military status, or disability status.**

**IRRIGATION SPECIALIST SPN 610  
PROMOTIONAL**

**DATE OPEN:** Monday, July 10, 2017    **DATE CLOSED:** Sunday, July 23, 2017 at 11:59 p.m.  
**SALARY:** \$39,087.36 annual salary, payable bi-weekly, to a maximum of \$58,735.44

**DESCRIPTION:**

Performs semi-skilled work installing, maintaining, and operating sprinkler systems.

**DUTIES:**

- Operates and maintains manual, hydraulic, and electronic sprinkler systems in gardens, parks, parkways, and islands.
- Assists in the installation of new sprinkler systems, and performs work in conjunction with the remodeling of systems currently in operation.
- Repairs and replaces sprinkler heads, controllers, timing devices, and related irrigation and sprinkler equipment.
- Assists plumbers with more difficult work essential to the installation and maintenance of sprinkler systems. Assists other tradesmen in the off-season.
- Works with galvanized and plastic pipe. Attaches vertical pipes and revolving sprinkler heads at designated points along pipeline.
- Observes revolving and stationary sprinklers to ensure uniform distribution of water to all areas. Inspects area irrigated to ensure adequate soaking and to prevent a waste of water.
- Programs and maintains large fountains. Maintains chlorinators, and performs routine maintenance work on re-circulatory systems at City swimming pools.
- Performs lead-worker functions when helpers are assigned.
- Operates automotive equipment and a two-way radio.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:****Promotional Requirements:** (Must be met by date of examination.)

Presently classified employees who have two years of experience installing, repairing, maintaining, and operating large sprinkler systems such as found in parks, golf courses, school grounds, and commercial applications may apply on a promotional basis. Applicants must possess a valid driver's license. **Note:** Positions assigned to the backflow prevention testing program must acquire, within one year of appointment, and maintain, a Backflow Assembly Tester certificate, which is obtained through the Washington State Department of Health.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.

**EXAMINATION DETAILS:**

Applicants must pass the examination for this classification to be eligible for hire by the City of Spokane. This exam will consist of a written test and a performance evaluation, with weights assigned as follows: written test 80%, performance evaluation 20%.

Written tests will be conducted in the Civil Service Test Room on Thursday, August 3, 2017 at 9:00 a.m. The approximate duration of the test is 2 hours.

**If your application is accepted, you must self-schedule your test time. You will receive an e-mail with complete instructions.**

The written test may include such subjects as:

- Irrigation Terms and Definitions
- Sprinkler System Design
- Sprinkler System Installation
- Basic Computer Knowledge
- Troubleshooting and System Maintenance
- Pool Maintenance
- Grounds Maintenance and Safety Issues

**PROMOTIONAL EVALUATION DETAILS**

Pursuant to Civil Service Rule VI, Section 9, an evaluation of an employee's job performance [in the form of a Performance Appraisal Review (PAR)] shall be a subject in all promotion exams. The PAR should be administered by the employee's supervisor within the past year.

- The employee's most recent PAR is the Promotional Evaluation for this position.
- If the most recent PAR is expired (older than one year), the employee's payroll clerk and supervisor are notified. The supervisor is responsible for submitting an updated PAR to the HR department for approval prior to the closing date.
- If an updated PAR is not received by the closing date, the most recent PAR on file will be used, regardless of date administered.

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with **Job Title – Applicant Name** in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 6th day of July 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**IRRIGATION SPECIALIST SPN 610  
OPEN ENTRY**

**DATE OPEN: Monday, July 10, 2017    DATE CLOSED: Sunday, July 23, 2017 at 11:59 p.m.**  
**SALARY: \$39,087.36 annual salary, payable bi-weekly, to a maximum of \$58,735.44**

**DESCRIPTION:**

Performs semi-skilled work installing, maintaining, and operating sprinkler systems.

**DUTIES:**

- Operates and maintains manual, hydraulic, and electronic sprinkler systems in gardens, parks, parkways, and islands.
- Assists in the installation of new sprinkler systems, and performs work in conjunction with the remodeling of systems currently in operation.
- Repairs and replaces sprinkler heads, controllers, timing devices, and related irrigation and sprinkler equipment.
- Assists plumbers with more difficult work essential to the installation and maintenance of sprinkler systems. Assists other tradesmen in the off-season.
- Works with galvanized and plastic pipe. Attaches vertical pipes and revolving sprinkler heads at designated points along pipeline.
- Observes revolving and stationary sprinklers to ensure uniform distribution of water to all areas. Inspects area irrigated to ensure adequate soaking and to prevent a waste of water.
- Programs and maintains large fountains. Maintains chlorinators, and performs routine maintenance work on re-circulatory systems at City swimming pools.
- Performs lead-worker functions when helpers are assigned.
- Operates automotive equipment and a two-way radio.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

**Open Entry Requirements: All requirements must be met at the time of application.**

**Experience:** Two years of work experience installing, repairing, maintaining, and operating large sprinkler systems such as found in parks, golf courses, school grounds, and commercial applications may apply on a promotional basis.

**License:** A valid driver's license is required.

**Note:** Positions assigned to the backflow prevention testing program will need to acquire, within one year of appointment, and maintain, a Backflow Assembly Tester certificate, which is obtained through the Washington State Department of Health.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**EXAMINATION DETAILS:**

You will have to meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a written test, weighted at 100%.

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

Written Test Details:

Written testing will be conducted in the Civil Service Test Room (4th floor, City Hall) on August 3, 2017 at 9:00 a.m. You should plan approximately 2 hours for testing.

Self-schedule written test date and time: Upon passing the minimum qualification review, you will receive an e-mail with complete instructions to self-schedule your test session. Multiple sessions may be made available depending on the number of applicants and are filled on a first come, first served basis.

The written test may include such subjects as:

- Irrigation Terms and Definitions
- Sprinkler System Design
- Sprinkler System Installation
- Basic Computer Knowledge
- Troubleshooting and System Maintenance
- Pool Maintenance
- Grounds Maintenance and Safety Issues

**TO APPLY:**

Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Qualified applicants are encouraged to apply immediately. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 6th day of July 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

**CALL FOR BIDS**

**Crestline Street Lane Reduction  
Engineering Services File No. 2015052**

This project consists of the construction of approximately 8,100 square feet of pavement marking removal, 18,000 square feet of new pavement marking, permanent signing, traffic island removal and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids until 1:00 p.m., July 17, 2017 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

**Copies of the Contract Documents are available at [www.cityofspokaneplans.com](http://www.cityofspokaneplans.com).** The Planholders list is also available at this website. Additional project information including the Engineer's estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: [www.spokaneengineering.org/bid-information](http://www.spokaneengineering.org/bid-information).

The City of Spokane, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulation, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin, or sex in consideration for an award.

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

Cash, cashier's check, a certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within TEN (10) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

The City of Spokane will normally award this Contract or reject bids within FORTY FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

Publish: June 28, July 5 and 12, 2017

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## 2017 CD Sidewalks

### 9th/Altamont Realignment Lighthouse Pedestrian Crossing Engineering Services File No. 2017041, 2016080, 2017103

This project consists of the removal and replacement of approximately 1,000 square yards of sidewalk and driveway, 600 linear feet of curb removal and replacement, removal of existing signing and striping and placement of permanent signing and striping, landscaping and irrigation, HMA for pavement repair, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids until 1:00 p.m., July 24th, 2017 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

**Copies of the Contract Documents are available at [www.cityofspokaneplans.com](http://www.cityofspokaneplans.com).** The Planholders list is also available at this website. Additional project information including the Engineer's estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: [www.spokaneengineering.org/bid-information](http://www.spokaneengineering.org/bid-information).

The City of Spokane, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulation, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin, or sex in consideration for an award.

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

Cash, cashier's check, a certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within FIVE (5) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

The City of Spokane will normally award this Contract or reject bids within FORTY FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

Publish: July 5, 12 and 19, 2017

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## CALL FOR BIDS

### Northside Landfill Erosion Repair Engineering Services File No. 2017122

#### NOTE: THIS PROJECT HAS A TWO WEEK BID PERIOD

This project consists of the hillside erosion repair construction, which includes approximately 3,000 cubic yards of excavation and embankment, 1,030 square yards of geotextile materials placement, 860 square yards of cellular confinement system, and other related miscellaneous items, all in accordance with the attached Contract Plans, these Contract Provisions, and the Standard Specifications.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids until 1:00 p.m., July 24, 2017 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. The bids will be publicly opened and read at 1:15 p.m. in the 4th Floor Conference Room 4A.

**Copies of the Contract Documents are available at [www.cityofspokaneplans.com](http://www.cityofspokaneplans.com).** The Planholders list is also available at this website. Additional project information including the Engineer's estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: [www.spokaneengineering.org/bid-information](http://www.spokaneengineering.org/bid-information).

The City of Spokane, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulation, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin, or sex in consideration for an award.

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

Cash, cashier's check, a certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within FIVE (5) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

The City of Spokane will normally award this Contract or reject bids within FORTY FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

A prebid conference will be held on site, Northside Landfill, 5502 W. Nine Mile Road at 1:30 p.m. on July 17, 2017.



In accordance with SMC 7.06.500 and RCW 39.04.350(1), the low bidder shall complete the Supplemental Bidder Responsibility Criteria form located in Appendix C. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

***\*\*\*\*Time is of the essence due to the length of the construction window and/or the time of year in which the project is being constructed. Please note that various award phase steps have shorter than normal time frames as detailed in section 1-03.3, 1-08.4, and 1-08.5.***

Publish: July 12 and 19, 2017

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