



# Official Gazette

## City of Spokane, Washington

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

Volume 107

**AUGUST 16, 2017**

Issue 33



### MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBERS:

BREEAN BEGGS (DISTRICT 2)

MIKE FAGAN (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

KAREN STRATTON (DISTRICT 3)

AMBER WALDREF (DISTRICT 1)

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# Minutes

## NOTICE

### NO MEETING MINUTES OF SPOKANE CITY COUNCIL MONDAY, AUGUST 7, 2017

The Monday, August 7, 2017 regularly scheduled City Council meeting was not held. Therefore, no meeting minutes will be published for this date.

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## MINUTES OF SPOKANE CITY COUNCIL

MONDAY, JULY 31, 2017

### BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:30 p.m. in the Council Briefing Center in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

#### Roll Call

On roll call, Council President Stuckart and Council Members Fagan, Kinnear, Mumm, Stratton and Waldref were present. Council Member Beggs arrived at 3:32 p.m.

Finance and Administration Division Director Tim Dunivant, City Council's Policy Advisor Brian McClatchey, and City Clerk Terri Pfister were also present on the dais.

#### Advance Agenda Review

There was no Advance Agenda to review since the August 17, 2017, City Council meeting is canceled.

#### ADMINISTRATIVE SESSION

##### Current Agenda Review

The City Council reviewed the July 31, 2017, Current Agenda for any changes.

##### Addition of Two Consent Agenda Items

**Motion** by Council Member Fagan, seconded by Council Member Stratton, **to suspend** the Council Rules; **carried 6-0 (Council Member Beggs absent).**

**Motion** by Council Member Fagan, seconded by Council Member Kinnear **to add** Consent Agenda Item 8 [Reschedule public hearing from July 31, 2017, to August 21, 2017, expressing the intention of the City Council to designate residential targeted areas; amending SMC 8.15.030 (RES 2017-0060)] and Item 9 [Purchase of eight Wausau Snow Plows from Wausau Equipment Co., Inc. for the Fleet Services Department (OPR 2017-0532)]; **carried 6-0 (Council Member Beggs absent).**

**(Council Member Beggs entered the meeting at 3:32 p.m.)**

#### CONSENT AGENDA

**Upon Unanimous Voice Vote (in the affirmative), the City Council approved Staff Recommendations for the following:**

Low bid of Road Products, Inc. (Spokane, WA) for Crestline Street Lane Reduction—\$306,663. An administrative reserve of \$30,666.30, which is 10% of the contract price, will be set aside. (Logan and Nevada/Lidgerwood Neighborhoods) (PRO 2017-0025; ENG 2015052)

Long-term Master Lease Agreement with Mobilitie, LLC (Newport Beach, CA) for the installation of "Small Cell" technology in the public right-of-way with preference for City-owned poles and signals. (Various Neighborhoods) (OPR 2017-0504)

Utility Construction Agreement UTB 1225 with Washington State Department of Transportation for the reimbursement of expenses incurred by the City for the relocation of utilities during the US 395/North Spokane Corridor construction—\$359,937.75 Revenue. (OPR 2017-0505)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through July 21, 2017, total \$12,520,335.41 (Check Nos. 539258-539507; ACH Payment Nos. 39841-40171), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$10,936,113.54. (CPR 2017-0002)

City Council Meeting Minutes: July 17, 2017 and July 20, 2017. (CPR 2017-0013)

City Clerk Report on Initiative No. 2017-1 filed by Stephen K. Eugster regarding an amendment to the City Charter regarding the U.S. Pavilion. (LGL 2017-0032) (Clerical Note: Per SMC 2.02.040, the next step would be for Initiative No. 2017-1 to be sent to the Hearing Examiner for a formal written opinion as to the legal validity and effect of the proposed measure. However, on August 1, 2017, the Initiative 2017-1 was withdrawn by the sponsor, Mr. Eugster; so no further action as it pertains to the matter will be taken.)

Reschedule public hearing from July 31, 2017, to August 21, 2017, expressing the intention of the City Council to designate residential targeted areas; amending SMC 8.15.030. (Rescheduling hearing is required to meeting notice requirements) (RES 2017-0060)

Purchase of eight Wausau Snow Plows from Wausau Equipment Co., Inc. (New Berlin, WI) for the Fleet Services Department—\$165,693.02. (OPR 2017-0532)

Amendment No. 3 to Interlocal Agreement with Spokane County for Transfer and Disposal Services at the City's Waste to Energy Facility. (OPR 2014-0060)

**Upon a 5-2 Roll Call Vote (Council Members Mumm and Stratton voting "no")**, the City Council **approved** Amendment No. 3 to Interlocal Agreement with Spokane County for transfer and disposal services at the City's Waste to Energy Facility.

### **Council Recess/Executive Session**

The City Council adjourned at 3:38 p.m. No Executive Session was held. The City Council reconvened again at 6:00 p.m. for the Regular Legislative Session in the City Council Briefing Center.

## **LEGISLATIVE SESSION**

### **Pledge of Allegiance**

The Pledge of Allegiance was led by Council President Stuckart.

### **Roll Call**

Council President Stuckart and Council Members Beggs, Fagan, Kinnear, Mumm, Stratton, and Waldref were present.

City Council's Policy Advisor Brian McClatchey and City Clerk Terri Pfister were also present.

There were No **Boards and Commissions Appointments**

There were no **Proclamations**.

There were no **Administrative Reports**.

There were no **Council Committee Reports**.

No individuals were signed up to speak for **Open Forum**.

## LEGISLATIVE AGENDA

### SPECIAL BUDGET ORDINANCES

#### Special Budget Ordinance C35531

Subsequent to an opportunity for public testimony, with no individuals requesting to speak, and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Ordinance C35531** amending Ordinance No. C35457 passed by the City Council November 28, 2016, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2017, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2017, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

General Fund  
FROM: Unappropriated Reserves, \$20,000;  
TO: Arterial Street Fund, same amount.

and

Arterial Street Fund  
From: General Fund, \$20,000  
To: Contractual Services, same amount.

(This action provides for traffic data collection and analysis along with public outreach on the Upper South Hill between Regal and Freya from 29<sup>th</sup> to the south City limits.)

There were no **Emergency Ordinances**.

### RESOLUTIONS

#### Resolution 2017-0062 "Restoring Internet Freedom"

Subsequent to an opportunity for public testimony, with no individuals requesting to speak, and Council commentary, the following action was taken:

**Upon 6-1 Roll Call Vote (Council Member Fagan voting "no")**, the City Council **adopted Resolution 2017-0062** opposing the Federal Communications Commission's proposal, ("Restoring Internet Freedom") that will roll back the enforcement of net neutrality principles.

#### Resolution 2017-0063 through Resolution 2017-0066 Relating to Interfund Loans

Subsequent to an opportunity for public testimony, with no individuals requesting to speak, and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted** the following resolutions relating to interfund loans from the Spokane Investment Pool to the Asset Management Fund of:

- |                      |   |
|----------------------|---|
| <b>RES 2017-0063</b> | \$2,073,973.60 of Limited Tax General Obligation Bonds, 2017 Series B (Police Evidence Facility on Alki). |
| <b>RES 2017-0064</b> | \$1,341,975.98 of Limited Tax General Obligation Bonds, 2017 Series C (Purchase of Gardner Building).     |
| <b>RES 2017-0065</b> | \$3,324,957.53 of Limited Tax General Obligation Bonds, 2017 Series D (U District LRF Project).           |

**RES 2017-0066** \$717,368.44 of Limited Tax General Obligation Bonds, 2017 Series E. (West Plains Fire Station)

Resolution 2017-0067 and Resolution 2017-0068 Relating to Advisory Votes Regarding the Identification of Funding Sources to Legally Defend Initiative No. 2016-6

**Motion** by Council Member Fagan, seconded by Council Member Kinnear, **to suspend** the Council Rules to bring forward Resolutions 2017-0067 and 2017-0068; **rejected 2-5 (Council President Stuckart and Council Members Beggs, Mumm, Stratton and Waldref voting “no”)**.

**(Council President Stuckart called for a recess at 6:10 p.m. due to a citizen being ruled out of order. The City Council took a brief recess (less than a minute) and reconvened at 6:10 p.m.)**

#### **FINAL READING ORDINANCES**

##### **Final Reading Ordinance C35523**

Subsequent to an opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C35523** amending Ordinance C27459 vacating Jenkins Street from 136.5 feet west of Monroe Street to Monroe Street, in the City of Spokane.

##### **Final Reading Ordinances C35525 through C35530 Relating to the Rates of Public Utilities and Services**

Subsequent to a presentation by Mayor David Condon and Utilities Division Director Scott Simmons, public testimony from one individual, and Council commentary, the following action was taken:

**Motion** by Council Member Waldref, seconded by Council Members Mumm and Fagan, **to defer Final Reading Ordinance C35525** to August 28, 2017; **carried unanimously**.

Additional Council commentary was held, after which the following action was taken:

**Upon Unanimous Voice Vote (in the affirmative)**, the City Council **passed** the following Final Reading Ordinances:

**ORD C35526** Amending SMC sections 13.02.0560, 13.02.0562, 13.02.0563 and 13.02.0568; to chapter 13.02 of the Spokane Municipal Code; and setting an effective date.

**ORD C35527** Amending SMC sections 13.10.010, and 13.10.030 to chapter 13.10; sections 13.035.500, and 13.035.600; to chapter 13.035 of the Spokane Municipal Code; and setting an effective date.

**ORD C35528** Amending SMC sections 13.03.1004, 13.03.1006, 13.03.1008, 13.03.1010, 13.03.1012, 13.03.1014, 13.03.1016, 13.03.1018, 13.03.1020, 13.03.1022; and 13.03.1226; to chapter 13.03 of the Spokane Municipal Code; and setting an effective date.

**ORD C35529** Amending SMC sections 13.04.2002, 13.04.2004, 13.04.2005, 13.04.2008, 13.04.2010, 13.04.2012, 13.04.2014, 13.04.2015, 13.04.2016, and 13.04.2019; of the Spokane Municipal Code; and setting an effective date.

**ORD C35530** Amending SMC sections 13.02.0502, 13.02.0504, 13.02.0506, 13.02.0508, 13.02.0510, 13.02.0512, 13.02.0514, 13.02.0516, 13.02.0518, 13.02.0520, 13.02.0528, 13.02.0530, 13.02.0552, and 13.02.0554; to chapter 13.02 of the Spokane Municipal Code; and setting an effective date.

#### **FIRST READING ORDINANCES**

**The following ordinances were read for the First Time with further action deferred:**

**ORD C35532** Relating to the humane treatment of dogs adding a new section to Chapter 10.24A and amending SMC 1.05.210.

**ORD C35533** Granting a non-exclusive franchise to use the public right-of-way to provide noncable telecommunications service to the public to Verizon Wireless (VAW) LLC, d/b/a Verizon Wireless, subject to certain conditions and duties as further provided.

**ORD C35534** Relating to imprest accounts, amending SMC sections 7.03.150 and 7.03.200.

There were no **Special Considerations**.

There were no **Hearings**.

No individuals spoke during the **Second Open Forum**.

#### **CLOSING REMARKS**

Council President Stuckart commented regarding the meeting being gaveled to a close earlier. He explained the reason for that is Robert Rules of Order say that the only persons that can do a point of order and interrupt the meeting are the participants of that meeting. If a member of the public comes up and interrupts the meeting, they are out of order. He noted he explained to the citizen they were out of order and the citizen kept violating the rules of decorum and so the meeting was briefly gaveled to a close.

#### **ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 6:48 p.m.

The regularly scheduled City Council meeting for Monday, August 7, 2017, is canceled.

Minutes prepared and submitted for publication in the August 16, 2017, issue of the *Official Gazette*.

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#### **STUDY SESSION MEETING MINUTES SPOKANE CITY COUNCIL THURSDAY, AUGUST 3, 2017**

A Special Meeting of the Spokane City Council was held on the above date at 3:33 p.m. in the City Council Briefing Center, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Stuckart and Council Members Fagan, Kinnear, Mumm and Waldref were present. Council Members Beggs and Stratton were absent.

The following topic was discussed:

- Homelessness Strategies

The meeting was open to the public but was conducted in a study session format. No public testimony was taken and discussion was limited to appropriate officials and staff.

The meeting adjourned at 4:15 p.m.

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#### **STANDING COMMITTEE MINUTES CITY OF SPOKANE PUBLIC WORKS COMMITTEE JULY 10, 2017**

#### **Attendance:**

#### **Committee Members Present:**

Council Member Amber Waldref, Committee Chair  
Council Member Breean Beggs

Council Member Mike Fagan  
Council Member Lori Kinnear  
Council Member Candace Mumm  
Council Member Karen Stratton  
Council President Ben Stuckart

**Staff Present:**

Scott Simmons, Director, Public Works  
Dan Buller, Principal Engineer, Engineering Services  
Angela Cline, Division Accountant  
Chuck Conklin, Utilities Facilities Director  
Marlene Feist, Strategic Development Director  
Jacob Fraley, Legislative Assistant, City Council  
Raylene Gennett, Stormwater District Supervisor  
Ken Gimpel, Business Services Director  
Jacqui Halverson, Legislative Assistant, City Council  
Gary Kaesemeyer, Director, Street Department  
Dan Kegley, Water Operations Director  
Brian McClatchey, Policy Advisor, City Council  
Adam McDaniel, Senior Executive Assistant, City Council  
Skyler Oberst, Legislative Assistant, City Council  
Kevin Picanco, Associate Engineer, Integrated Capital Management Department  
Elizabeth Schoedel, Assistant City Attorney  
Loren Searl, Water Department  
Tim Szambelan, Assistant City Attorney  
Kyle Twohig, Operations Manager, Engineering Services  
Kandace Watkins, Legislative Assistant, City Council  
Scott Windsor, Director, Solid Waste Collection

**Guests Present:**

Paul Kropp, Neighborhood Alliance

Council Member Waldref called the meeting to order at 1:30 p.m.

Review and Approval of Minutes:

Council Member Waldref asked for a motion to approve the minutes of the June 26, 2017 meeting.

- **Action Taken:**

- Council Member Fagan moved to approve the minutes of the June 26, 2017 meeting as presented; the motion was seconded by Council Member Stratton. The minutes were approved unanimously.

Consent AgendaTelecommunications Franchise: Verizon Wireless and Small Cell License Agreement: Mobilitie, LLC:

Tim Szambelan discussed the agreements for the telecommunications franchise with Verizon and the small cell license agreement with Mobilitie.

- **Action Taken:**

- None

Trindera (Electrical Engineers) Contract Modification:

There being no questions on this item, it will be forwarded to Council for consideration.

- **Action Taken:**

- None

2017 Community Development Sidewalk Projects:

Dan Buller and Kevin Picanco discussed the sidewalk projects and the process for the application through CHS department.

- **Action Taken:**

- None



Lincoln Gateway:

Dan Buller discussed the progress on the Lincoln Gateway and the art installation.

- **Action Taken:**
- None

Council RequestsResolution Regarding the Clean-up of Hangman Creek:

Council President Stuckart briefed the resolution supporting Ecology in enforcing cleanup of Hangman Creek. Discussion was had on the rules that Ecology can enforce and how the City could support their efforts.

Continuing Items:Rate Setting: Recap:

Scott Simmons reviewed a PowerPoint on the overview of the proposed rates for water, wastewater and stormwater, solid waste collection, solid waste disposal and water-wastewater capital. The proposal includes an increase of 2.9% for 2018, 2019 and 2020. In addition to the 3-year rates, a low-income senior and disabled discount program that utilizes the county's qualifications for discounted property tax. The discount will provide \$10.00 on the monthly bill for homeowners that are receiving all three utility services. The discount will be prorated in thirds if the homeowner is receiving only one utility service, such as water only accounts. This program is in addition to the Uhelp program.

Discussion was had on the proposed transaction fee for solid waste and yard waste delivered to the Waste to Energy Facility by residents. After discussion, it was decided to apply an increase to the minimum of 2.9% rather than implement a \$5.00 transaction fee at this time.

Scott reviewed the utility cost comparisons to other major cities as well as Cheney, Airway Heights and Post Falls. Discussion was had on the financial projections through 2026 for Solid Waste fund and the Water/Wastewater fund. The proposed rates will be at the legislative sessions for the first reading on July 24<sup>th</sup> and final reading/adoption on July 31<sup>st</sup>.

Staff RequestsDiscussion on West Plains Intertie Agreements:

Scott Simmons began the discussion with a review of the existing intertie agreement with Airway Heights. The issues with the Airway Heights wells have advanced the discussions to revise the intertie agreement to reflect the Council's goals and to meet their water use demand while protecting the City's water system. Dan Kegley discussed a summary of the proposed agreements in a PowerPoint. He reviewed the Maximum Daily Demand on the water system and the current commitments. Discussion was had on conservation efforts, water reuse and education outreach. The next steps will be to review the language in the proposed agreement and discuss the water usage quantities.

Administrative Reports and Standing UpdatesOther Updates/Reports:2017 Construction Update:

Kyle Twohig gave a brief update on Lincoln/Monroe where the work is finishing some vault repairs with impacts to traffic control. Kyle discussed the public outreach on the projects that have traffic disruptions.

Executive Session:

None.

**Adjournment**

The meeting adjourned at 3:10 p.m.

# Hearing Notices

## NOTICE OF CITY COUNCIL PUBLIC HEARING

Notice is hereby given that the City Council for the City of Spokane will hold a public hearing Monday, August 21, in the Council Briefing Center, Lower Level of City Hall, 808 West Spokane Falls Boulevard, during the City Council Legislative Session, starting at 6:00 p.m. This hearing may be continued to a later date. The purpose of the hearing is to receive public testimony related to a Development Code text amendment on the topic of existing neighborhood commercial structures in residential zones.



The proposal would expand an area where such structures may be reused for low-impact neighborhood scale and neighborhood serving businesses and multi-family uses. An existing pilot code allowing such development is limited to West Central Spokane (Spokane Municipal Code chapter 17C.370). The changes include new procedures and specifications for buildings in West Central and other areas.

The official file is available for viewing and copies may be obtained from the City of Spokane Planning and Development Department, 808 W. Spokane Falls Blvd., Spokane, WA 99201. Documents related to this application are available for viewing on the City of Spokane Planning and Development Department's website at: [my.spokanecity.org/projects/activate-existing-neighborhood-commercial-structures/](http://my.spokanecity.org/projects/activate-existing-neighborhood-commercial-structures/)

Any person may submit written comments to the City Council and appear at the public hearing to submit oral comments on the proposal. Written comments and oral testimony on this proposed action will be made part of the public record.

The public comment period for written comments regarding this Development Code text amendment will be held open until the end of the public hearing on this amendment.

To submit comments or request more information contact:

*Planning & Development Department*  
*Attn: Nathan Gwinn, Assistant Planner*  
*808 West Spokane Falls Boulevard*  
*Spokane, WA 99201-3329*  
*Phone (509) 625-6893*  
*ngwinn@spokanecity.org*

**More information on the process:** The City Council will be briefed on the Development Code Amendment on Monday, August 14 at 3:30 p.m. There is no public testimony at the briefing. The 1st Reading of the Ordinance relating to the Development Code Amendment before City Council is scheduled for Monday, August 14, 2017. Generally no presentations are made at the 1st reading, and no public testimony is taken at the 1<sup>st</sup> reading. The 2<sup>nd</sup> reading and Public Hearing for the proposed amendments is scheduled for Monday, August 21, 2017. At this meeting there will be opportunity for public testimony. The public may also submit written comment to the City Council at [citycouncil@spokanecity.org](mailto:citycouncil@spokanecity.org). The City Council reserves the right to continue this public hearing.

**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.

Publish: August 2, 9 & 16, 2017

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### CITY OF SPOKANE NOTICE OF PUBLIC HEARING

The Spokane City Council will hold a public hearing on Monday, August 21, 2017 beginning at 6:00 PM in the Council Briefing Center, lower level of City Hall, 808 W. Spokane Falls Blvd., to hear public testimony regarding an Unified Development Code amendment related to changes to the procedures for amending the Comprehensive Plan and the Unified Development Code, SMC 17G.020 and SMC 17G.025. Any person may submit written comments on the proposed actions, appear at the public hearing, or call for additional information:

Planning & Development Department  
Attn: Tirrell Black, Planner  
808 West Spokane Falls Boulevard  
Spokane, WA 99201-3333  
Phone (509) 625-6185  
[tblack@spokanecity.org](mailto:tblack@spokanecity.org)

Documents relating to this text amendment are available for viewing at:  
[my.spokanecity.org/projects/changes-to-the-annual-comp-plan-amendment-process/](http://my.spokanecity.org/projects/changes-to-the-annual-comp-plan-amendment-process/)

**Description of Proposal:** The proposal is to update the way that annual amendment proposals to the Comprehensive Plan and the Unified Development Code are reviewed. This proposal would add a threshold determination or a "docketing" step; SMC Chapters 17G.020 and 17G.025 govern these procedures.

**SEPA:** This proposal is a procedural action and is SEPA Exempt under WAC 197-11-800(19).

**Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.**

**More information on the process:** The City Council will be briefed on this proposal on Monday, August 14 at 3:30 p.m. There is no public testimony at the briefing. The 1st Reading before City Council is scheduled for Monday, August 14, 2017. Generally no presentations are made at the 1st reading, and no public testimony is taken at the 1<sup>st</sup> reading. The 2<sup>nd</sup> reading and Public Hearing for the proposal is scheduled for Monday, August 21, 2017. At this meeting there will be opportunity for public testimony. The public may also submit written comment to the City Council at [citycouncil@spokanecity.org](mailto:citycouncil@spokanecity.org). The City Council reserves the right to continue this public hearing.

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Publish August 2, 9 & 16, 2017

# General Notices

## NOTICE CITY OF SPOKANE PROPOSED FRANCHISE ORDINANCE C35533

### SUMMARY:

Franchise to Verizon Wireless (VAW) LLC, d/b/a Verizon Wireless., is a Delaware Limited Liability Company whose home office is 180 Washington Valley Road, Bendminster, NJ 07921 to use the public right of way to provide noncable telecommunications service within its legal authority. Franchise term: 10 years. For more information, contact Leleh Vaga, phone: 425-603-8275; email: [Lelah.Vaga@verizonwireless.com](mailto:Lelah.Vaga@verizonwireless.com).

Publish: August 2, 9, 16 & 23, 2017

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# 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.

## DIVISION ACCOUNTANT SPN 114 OPEN ENTRY

**DATE OPEN:** Monday, August 14, 2017

**DATE CLOSED:** Sunday, August 27, 2017 at 11:59 p.m.

**SALARY:** \$74,353.68 annual salary, payable bi-weekly, to a maximum of \$90,869.76

### DESCRIPTION:

Performs and manages advanced professional level accounting work for a variety of departments.

### DUTIES:

- Provides exceptional, responsive customer service to all stakeholders, as primary point of contact for assigned customer departments, as well as other City employees, outside customers, and internal/external auditors, requiring a high degree of integrity and competence.
- Participates, as a positive and collaborative member of the management team, in formulating and executing consistent organization-wide financial goals and initiatives. Identifies and implements best practices in accounting, financial reporting, financial processes, financial analysis, and internal controls. Evaluates, recommends, and executes process improvements.
- Responsible for the integrity of the city's financial data by a variety of means, including approval of staff's work product; compliance with contractual terms; and substantive and analytical procedures to ensure the accuracy of all financial information.
- Collaborates with department stakeholders to ensure their accounting and financial reporting requirements are successfully being met. Provides specialized and technical financial analysis, including cost/benefit analyses, in support of operational objectives and strategies.
- Trains and mentors other professional accounting and entry-level accounting staff to ensure they have the appropriate skills, knowledge, and resources to do their jobs effectively and efficiently.
- Develops goals and objectives for accounting staff, that which are aligned with Department goals and deadlines. Hires, trains, motivates, and retains high caliber personnel.
- Applies well developed accounting knowledge, exercising judgment and initiative. Prepares or assists with preparation of complex financial analysis using a variety of accounting, industry, or financial benchmarks with significant attention to detail.
- Routinely reviews, prepares, and presents financial reports and projections to customer departments, including monthly analysis of trial balances, budget to actual analysis, pro forma estimates, and other financial reports as requested. .
- Prepares and reviews fiscal grant reports, ensuring compliance with Federal regulations and grantor requirements. Ensures reimbursement requests are being performed monthly and are well documented and properly supported.
- Develops processes and controls to ensure grant expenses are accurately reported. To the extent allowable, maximizes use of grant funding.
- Demonstrates and adheres to the Accounting Department Core Values and Core Purpose.
- Prepares and reviews underlying data to develop indirect costs and overhead rates.
- Performs related work and tasks as required.

### MINIMUM QUALIFICATIONS:

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

**Education:** Graduation from an accredited four-year college or university with a degree in accounting.

**Experience:** Five years of progressively responsible accounting experience including accounting systems and finance, two of which must be in a supervisory capacity.

Substitution: A valid CPA license may substitute for the education requirement. An equivalent combination of education, training and experience may also be qualifying.

Selection of a Senior Administrative Assistant, Rule V, Section 5, Rules of the Civil Service Commission, applies.

**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:**

**EXAMINATION PROCESS**

The examination will consist of a Training and Experience (T&E) Evaluation, weighted at 100% of the final score. You are required to meet the minimum qualifications and pass the examination for this position to be eligible for hire.

**T&E EVALUATION DETAILS**

The T&E Evaluation is designed to evaluate the relevance, level, recentness, progression, and quality of the applicant's education and training, and to elicit sufficient job-related information to evaluate the amount and quality of the applicant's previous experience, as well as any other information deemed important to performing the duties of the position.

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.

**IMPORTANT:** The T&E is the Civil Service examination for this position. We present it as a Supplemental Questionnaire, which needs to be completed online and submitted as part of the application. The questions may be viewed online in the tab marked "QUESTIONS" on the job announcement.

- NOTE: Responses should be consistent with the information on your application and are subject to verification. "See Resume" or "See Application" are not qualifying responses and will not be considered.
- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question online.
- It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire as you complete your application for submission.

**TO APPLY:**

Applications must be completed online at: <http://my.spokanecity.org/job> 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.or](mailto:civilservice@spokanecity.or) 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 9th day of August 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**DIVISION ACCOUNTANT SPN 114  
PROMOTIONAL****DATE OPEN: Monday, August 14, 2017****DATE CLOSED: Sunday, August 27, 2017 at 11:59 p.m.****SALARY: \$74,353.68 annual salary, payable bi-weekly, to a maximum of \$90,869.76****DESCRIPTION:**

Performs and manages advanced professional level accounting work for a variety of departments. Oversees a complex accounting system, and independently performs highly technical and varied professional accounting tasks.

**DUTIES:**

- Provides exceptional, responsive customer service to all stakeholders, as primary point of contact for assigned customer departments, as well as other City employees, outside customers, and internal/external auditors, requiring a high degree of professionalism and competence.
- Participates, as a positive and collaborative member of the management team, in formulating and executing consistent organization-wide financial goals and initiatives. Identifies and implements best practices in accounting, financial reporting, financial processes, financial analysis, and internal controls. Evaluates, recommends, and executes process improvements.
- Responsible for the integrity of the city's financial data by a variety of means, including approval of staff's work product; compliance with contractual terms; and substantive and analytical procedures to ensure the accuracy of all financial information.
- Collaborates with department stakeholders to ensure their accounting and financial reporting requirements are successfully being met. Provides specialized and technical financial analysis, including cost/benefit analyses, in support of operational objectives and strategies.
- Trains and mentors other professional accounting and entry-level accounting staff to ensure they have the appropriate skills, knowledge, and resources to do their jobs effectively and efficiently.
- Develops goals and objectives for accounting staff, that which are aligned with Department goals and deadlines. Hires, trains, motivates, and retains high caliber personnel.
- Applies well developed accounting knowledge, exercising judgment and initiative. Prepares or assists with preparation of complex financial analysis using a variety of accounting, industry, or financial benchmarks with significant attention to detail.
- Routinely reviews, prepares, and presents financial reports and projections to customer departments, including monthly analysis of trial balances, budget to actual analysis, pro forma estimates, and other financial reports as requested.
- Prepares and reviews fiscal grant reports, ensuring compliance with Federal regulations and grantor requirements. Ensures reimbursement requests are being performed monthly and are well documented and properly supported.
- Develops processes and controls to ensure grant expenses are accurately reported. To the extent allowable, maximizes use of grant funding.
- Demonstrates and adheres to the Accounting Department Core Values and Core Purpose.
- Prepares and reviews underlying data to develop indirect costs and overhead rates.
- Performs related work and tasks as required.

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

Education and Experience: Graduation from an accredited four-year college or university with a degree in Accounting AND completion of three years of experience with the City of Spokane in the classification of Accountant II. All applicants must have at least two years of supervisory experience, which may have been obtained within or outside of City employment.

Substitution: A valid CPA license may substitute for the education requirement.

Note: Current non-probationary City of Spokane employees within the line of progression who meet the Open Entry requirements may apply on a Promotional basis, pursuant to Civil Service Rule VI Section 5.

Open Entry Requirements: Graduation from an accredited four-year college or university with a degree in accounting; AND, five years of progressively responsible accounting experience including accounting systems and finance, two of which must be in a supervisory capacity. A valid CPA license may substitute for the education requirement. An equivalent combination of education, training and experience may also be qualifying.

Selection of a Senior Administrative Assistant, Rule V, Section 5, Rules of the Civil Service Commission, applies.

**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 meet the minimum qualifications and pass the examination for this position to be eligible for promotion. The examination will consist of a Training and Experience (T&E) Evaluation, in the form of a Supplemental Questionnaire, and a Promotional Evaluation (PAR), with weights assigned as follows:

- T&E Evaluation: 80%
- PAR 20%

**T&E EVALUATION DETAILS**

The T&E Evaluation is designed to evaluate the relevance, level, recentness, progression, and quality of the applicant's education and training, and to elicit sufficient job-related information to evaluate the amount and quality of the applicant's previous experience, as well as any other information deemed important to performing the duties of the position.

**IMPORTANT:** The T&E is the Civil Service examination for this position. It is presented as a Supplemental Questionnaire, which must be completed online at the time of application. The questions may be viewed online in the tab marked "QUESTIONS" on the job announcement.

**NOTE:**

- Responses should be consistent with the information on your application and are subject to verification. "See Resume" or "See Application" are not qualifying responses and will not be considered.
- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question online.
- It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire as you complete your application for submission.

**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 test date. If an updated PAR is not received by the test 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.or](mailto:civilservice@spokanecity.or) 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 9th day of August 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

**DETECTIVE SPN 905  
PROMOTIONAL****DATE OPEN: Monday, August 14, 2017****DATE CLOSED: Sunday, August 27, 2017 at 11:59 p.m.****SALARY: \$84,292.56 annual salary, payable bi-weekly, to a maximum of \$94,398.48****DESCRIPTION:**

Performs specialized police work in the investigation of criminal offenses and related police problems.

**DUTIES:**

- Investigates individually, or as a member of a special detail, a wide variety of crime classifications, including but not limited to: narcotics, vice, assault, fraud, homicide, theft, burglary, malicious mischief, and child sexual abuse.
- Conducts surveillance of suspects and known criminals; interrogates witnesses and suspects; prepares and executes search warrants; makes arrests.
- Gathers and analyzes evidence; makes detailed written reports of the results of investigations; composes correspondence concerning assigned cases, as required.
- Prepares evidence for presentation in court, and testifies as to such evidence.
- Traces, locates, and investigates reports of missing persons.
- Conducts special investigations as directed, and cooperates with other law enforcement agencies in their investigations. May be assigned to extradition cases.
- Performs general police duties and other related work as required.

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

Experience: Completion of four years of experience with the City in the classification of Police Officer (SPN 901), Police Officer First Class (SPN 904), Police Corporal (SPN 911), or any combination thereof.

- Fitness: All applicants must be certified by the police physician as physically fit to perform the duties.
- Certifications: All applicants must possess a valid driver's license.

**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 meet the minimum qualifications and pass the examination for this position to be eligible for hire. The Detective examination will consist of a written test weighted at 100% (per MOU).

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:** The written test will be conducted at the Spokane Public Library - Downtown Branch, 1st floor meeting room on Tuesday, Sept. 12, 2017, at 9:00 a.m. The approximate duration of the test is 2-1/2 hours.

Upon acceptance of your application, we will send you an e-mail inviting you to appear for the test at the final date, time, and location.

The written test will be based upon the SPD Detective Promotional Exam 2017 Bibliography.

1. S.P.D. Lexipol Policy Manual (Current Policy at time of test)
2. RCW Selected Titles Current edition, <http://apps.leg.wa.gov/rcw/>

Limited to following sections:

Title 9: 9.02, 9.41, 9.47A, and 9.68A

Title 9A: 9A.08, 9A.16, 9A.32 through 9A.56, and 9A.88

Title 10: 10.14, 10.31, 10.93 and 10.99



Title 13: 13.32A and 13.40

Title 69: 69.41 and 69.50

3. City Criminal and Traffic Ordinances

Current edition <http://www.spokanecity.org/services/documents/smc/>

Limited to following sections:

Penal Code Chapter 10: 10.06 through 10.13 and 10.15,

Traffic Code Chapter 16 (New Chapter 46): 16.16 through 16.61.

4. Law Enforcement Digests

January 2016 – January 2017, inclusive

5. Spokane Police Guild Collective Bargaining Contract (2012-2016)

6. S.P.D. Defensive Tactics Manual Updated June 2016

7. Practical Crime Scene Processing and Investigation, 2nd Edition

2012 by Ross Gardner ISBN 978-1-4398-5302-3

8. Why People Obey the Law, by Tom R. Tyler (2006)

9. Crime Scene Photography, 2nd Edition (excluding chapter 8)

2010 by Edward M. Robinson ISBN 978-0-12-375728-9

10. Practical Homicide Investigation, 4th Edition, 2006, by Vernon Geberth

11. Practical Aspects of Interview and Interrogation, 2nd Ed., by Zulawski & Wicklander

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/job> 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.or](mailto:civilservice@spokanecity.or) 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 9th day of August 2017.

CRAIG HULT

Chair

GITA GEORGE-HATCHER

Chief Examiner

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**POLICE CORPORAL SPN 911  
PROMOTIONAL**

**DATE OPEN: Monday, August 14, 2017**

**DATE CLOSED: Sunday, August 27, 2017 at 11:59 p.m.**

**SALARY: \$84,292.56 annual salary, payable bi-weekly, to a maximum of \$94,398.48**

**DESCRIPTION:**

Performs specialized police work of a general administrative, investigative, or services nature.

**DUTIES:**

Employee may be regularly assigned to any one, or a combination of, the following duties:

- Investigations: Assigned to investigate a wide variety of crime classifications. Takes photographs and fingerprints, gathers and analyzes evidence, interviews witnesses, makes arrests, prepares reports and correspondence, prepares court evidence and testifies to such evidence. May conduct specialized investigations, such as hit and run or serious traffic accidents.

- Safety Education: Assigned to administer and present the safety education program. Presents safety promotional material to schools, civic and social organizations. Instructs school safety patrols, speaks before various organizations, and represents the department in the promotion of safety. May be assigned specialized juvenile duties on occasion.
- Investigates complaints of traffic violations occurring in school zones and takes the appropriate enforcement action.

•May perform other specialized duties at an equal level of responsibility or other related work as required.

**MINIMUM QUALIFICATIONS:**

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

**Experience:** Completion of four years of experience with the City in the classification of Police Officer (SPN 901), Police Officer First Class (SPN 904), or any combination thereof.

**Fitness:** All applicants must be certified by the police physician as physically fit to perform the duties.

**Certifications:** All applicants must possess a valid driver's license.

**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 meet the minimum qualifications and pass the examination for this position to be eligible for hire. The Police Corporal examination will consist of a written test weighted at 100% (per MOU).

**WRITTEN TEST DETAILS:** The written test will be conducted at the Spokane Public Library - Downtown Branch, 1st floor Meeting Room, on Thursday, Sept. 14, 2017, at 9:00 a.m. The approximate duration of the test is 2-1/2 hours.

Upon acceptance of your application, we will send you an e-mail inviting you to appear for the test at the final date, time, and location.

The written test will be based upon the 2017 bibliography for Police Corporal.

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.

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/job> 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) or 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 9th day of August 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### REQUEST FOR PROPOSALS

#### UNIVERSITY DISTRICT PARKING INVENTORY

#### CITY OF SPOKANE PARKING SERVICES

#### RFP #4383-17

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, AUGUST 28, 2017** in the Civil Service Testing Room, 4<sup>th</sup> Floor, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **UNIVERSITY DISTRICT PARKING INVENTORY** for the City of Spokane Parking Services.

The Request for Proposals document is available by contacting Thea Prince, City of Spokane Purchasing, 4<sup>th</sup> Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201, [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org).

Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on the due date**. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals delivered late. **Only firm Proposals with signatures will be evaluated.**

**Submit one (1) original; one (1) paper copy and one (1) reproducible digital copy (thumb drive or CD) of the Proposal to:**

**City of Spokane - Purchasing  
4<sup>th</sup> Floor – City Hall  
808 W. Spokane Falls Blvd.  
Spokane, Washington 99201**

The right is reserved to reject any and all Proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the Proposer when considering this contract.

All response packages are to be clearly marked with:

**“RFP #4383-17, UNIVERSITY DISTRICT PARKING INVENTORY, DUE 8/28/17”.**

Thea Prince  
City of Spokane Purchasing

Publish: August 9 & 16, 2017

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### REQUEST FOR PROPOSALS

#### COMMERCIAL REAL ESTATE BROKERAGE SERVICES

#### City of Spokane Asset Management Department

#### RFP #4385-17

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, AUGUST 28, 2017**, in the City Hall Civil Service Department Testing Room, Fourth Floor, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **COMMERCIAL REAL ESTATE BROKERAGE SERVICES** for the City of Spokane Asset Management Department.

The Request for Proposals document is available by contacting Connie Wahl, City of Spokane Purchasing, 4<sup>th</sup> Floor, City Hall, 808 West Spokane Falls Blvd, Spokane, WA 99201 at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org). Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, August 28, 2017**. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals delivered late. **Only firm Proposals with signatures will be evaluated.**

**Submit one (1) paper original, one (1) paper copy, and one (1) reproducible digital copy (CD or thumb drive) of the Proposal to:**

**City of Spokane - Purchasing  
4<sup>th</sup> Floor – City Hall  
808 W. Spokane Falls Blvd.  
Spokane, Washington 99201**

The right is reserved to reject any and all Proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the Proposer/Proposal when considering this contract.

All response packages are to be clearly marked with:

**“RFP #4385-17, COMMERCIAL REAL ESTATE BROKERAGE SERVICES, DUE 8/28/2017”**

Connie Wahl  
City of Spokane Purchasing

Publish: August 16 & 23, 2017

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**THORPE ROAD BOOSTER STATION VERTICAL TURBINE PUMP  
WATER DEPARTMENT**

**BID #4386-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, AUGUST 21, 2017** in the Civil Service Testing Room, 4<sup>th</sup> Floor – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **THORPE ROAD BOOSTER STATION VERTICAL TURBINE PUMP** for the City of Spokane Water Department.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org)

**Submittal Instructions:**

Bid proposal forms may be submitted to the Purchasing Department **until 1:00 P.M. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

**Submit two (2) copies of the bid, as follows:**

**Original paper bid and one (1) reproducible digital copy (CD or Thumb Drive) to:**

**Division of Purchasing  
City of Spokane  
4<sup>th</sup> Floor – City Hall  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201**

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulated.**

Envelopes containing proposals are to be marked:

**THORPE ROAD BOOSTER STATION VERTICAL TURBINE PUMP, BID #4386-17, DUE 8/21/17”.**

Thea Prince  
Purchasing Department

Publish: August 9 & 16, 2017

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**2017 MANITO PARK ROOF REPLACEMENT  
PARKS & RECREATION DEPARTMENT**

**BID #4387-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, AUGUST 28, 2017**, in the Civil Service Test Room, 4<sup>th</sup> Floor – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for the City of Spokane Parks & Recreation Department.

A pre-bid conference will be held on Thursday, August 17 at 1:00 pm. (local time). The meeting will be held on-site at the Manito Park Meeting Room, located at 1702 S. Grand Boulevard, Spokane, WA 99203. The park meeting room is located due east of the intersection of Park Street & 21<sup>st</sup> Street, adjacent the Gaiser Conservatory.

The Request for Bids document is available by contacting Thea Prince, City of Spokane Purchasing, 4<sup>th</sup> Floor, City Hall, 808 West Spokane Falls Blvd, Spokane, WA 99201 at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org).

**Submittal Instructions:**

Bid proposal forms may be submitted to the Purchasing Division **until 1:00 P.M. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

**Submit one (1) original copy of response to:**

**Division of Purchasing  
City of Spokane  
4<sup>th</sup> Floor – City Hall  
808 W. Spokane Falls Blvd.  
Spokane WA 99201**

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulated.**

Envelopes containing proposals are to be marked:

**“2017 MANITO PARK ROOF REPLACEMENT, BID #4387-17, DUE 8/28/17”.**

Thea Prince  
Purchasing Division

Publish: August 9 & August 16, 2017

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**MISSION PARK ABILITY BALLFIELD – PHASE 2  
Parks & Recreation Department**

**BID #4388-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, SEPTEMBER 18, 2017**, in the City Council Chambers – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for the **MISSION PARK ABILITY BALLFIELD – PHASE 2** for the City of Spokane Parks & Recreation Department.

A pre-bid conference will be held on Thursday, August 24 at 11:00 am. (local time). The meeting will be held in City Hall Conference Room 5A – 5<sup>th</sup> Floor – City Hall, 808 W Spokane Falls Blvd.

The Request for Bids document is available by contacting Thea Prince, City of Spokane Purchasing, 4<sup>th</sup> Floor, City Hall, 808 West Spokane Falls Blvd, Spokane, WA 99201 at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org).

**Submittal Instructions:**

Bid proposal forms may be submitted to the Purchasing Division **until 1:00 P.M. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

**Submit one (1) original copy of response to:**

**Division of Purchasing  
City of Spokane  
4<sup>th</sup> Floor – City Hall  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201**

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulated.**

Envelopes containing proposals are to be marked: **“MISSION PARK ABILITY BALLFIELD – PHASE 2, BID #4388-17, DUE 9/18/17”**.

Thea Prince  
Purchasing Division

Publish: August 16 & August 23, 2017

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**ANNUAL ULTRASONIC THICKNESS TESTING (UT)  
City of Spokane Solid Waste Disposal Department**

**RFP #4390-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, AUGUST 28, 2017** in City Conference Room 4A, 4<sup>th</sup> Floor City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **Annual Ultrasonic Thickness Testing (UT)** for the City of Spokane Solid Waste Disposal Department.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org).

**Submittal Instructions:**

Bid proposal forms may be submitted to the Purchasing Department **until 1:00 P.M. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

**Submit one (1) paper original and one (1) reproducible digital copy (thumb drive or CD) of the Proposal to:**

**Division of Purchasing  
City of Spokane  
4<sup>th</sup> Floor – City Hall  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201**

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulated.**

Envelopes containing proposals are to be marked: **“ANNUAL ULTRASONIC THICKNESS TESTING (UT), RFP #4390-17, DUE 8/28/17”**.

Thea Prince  
Purchasing Department

Publish: August 16 & 23, 2017







