



# Official Gazette

## City of Spokane, Washington

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

Volume 107

OCTOBER 4, 2017

Issue 40



### 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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**The Official Gazette**

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# Minutes

**NOTICE****Monday, September 25, 2017**

The minutes for the Monday, September 25, 2017, Spokane City Council Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 11, 2017, issue of the *Official Gazette*.

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**CITY OF SPOKANE  
CIVIL SERVICE COMMISSION MEETING  
MINUTES  
August 15, 2017**

Craig Hult, Chair, called the regular meeting to order at 9:30 a.m. Present were Craig Hult, Pam DeCounter, Judith Gilmore, Mark Lindsey and Scott Stephens.

**Agenda Item I.****Approval of Minutes:**

Mr. Craig Hult introduced the minutes from the regular meeting of July 18, 2017. A motion to accept the July minutes was put forth by Ms. Pam DeCounter and seconded by Ms. Judith Gilmore. The motion passed unanimously.

**Agenda Item II.****Staff Activities:****July:**

Announcements issued:	9	Classifications revised:	3
Examinations:	106	Classifications new/deleted:	1/1
Requisitions received:	35	Requisitions certified:	30
Class Surveys completed:	0	Class Surveys in progress:	6
Requisitions pending:	5	Requisitions canceled:	2

Average days from department initiation of request to receipt in Civil Service: 3.7

Average days from requisition receipt to certification: 0.1

Percentage certified within 24 hours: 100%

Average days from department initiation to completion of hire: 1.6

The Chief Examiner, Ms. George-Hatcher presented statistics from the month of July which was again a very busy month.

Ms. George-Hatcher reported that the Rule Review has been completed and that as directed by the Commission at its Study Sessions, two additional changes to the rules were sent out to all members and agreed to by email vote.

Ms. George-Hatcher reported that she had provided input to Human Resources pertaining to Civil Service participation in the recruitment plan drafted by Human Resources and that are currently awaiting a final draft from them before the plan is submitted.

Ms. George-Hatcher reported that the Spokane Fire Department had completed their recruitment video which is now available for viewing on the City of Spokane's website and on the Public Safety Testing, Inc. website. She also stated that the general Civil Service recruitment video was updated and that the link is available on the classified jobs page of the City of Spokane's website and on You Tube.

Ms. George-Hatcher reported that the evaluation of quotes received for Item Banking Software and Training had been completed and that Assessment Systems, Inc. a Minneapolis, MN. Company was selected to provide the services.

Ms. Gilmore had a question regarding the checking of criminal history of applicants. Ms. George-Hatcher responded that criminal history information is not asked at the time of applications except for Police and Fire applicants and that the question is not our application forms. Criminal background checks for non-uniformed positions are only completed after an offer has been made and then only if the job requires it.

**Agenda Item III.  
Classification Resolution**

**Adopt:**

SPN 453 Utilities Service Representative- Title Change and Specification Revision (From Utilities Collector)  
SPN 958 Community Court Coordinator

**Delete:**

SPN 090 Technical Writing Professional

A motion to adopt these classifications was put forth by Ms. Gilmore and seconded by Ms. DeCounter. The motion carried unanimously.

**Agenda Item IV.  
Approval-Findings of Fact in the William Brown appeal**

A motion to accept the findings of fact in regards to the July 18, 2017 appeal denial of Mr. William Brown was put forth by Mr. Mark Lindsey and seconded by Mr. Scott Stephens. The motion carried unanimously.

**Agenda Item V.  
Administrative Complaint**

A one month extension has been requested for the administrative complaint by Ms. Christine Cavanaugh, Director of Human Resources.

The Commission went into Executive Session at 9:45 a.m. and returned at 9:58 a.m.

**Agenda Item VI.  
Adoption of Rule Changes**

A motion to adopt all the rule changes recommended by the Rule Review Committee was put forth by Mr. Lindsey and seconded by Ms. DeCounter. A motion to approve the rule changes passed unanimously.

**Agenda Item VII.  
Other Business**

There being no additional business to come before the Commission, the meeting was adjourned at 9:59 a.m.

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**STANDING COMMITTEE MINUTES  
City of Spokane  
Public Works Committee  
September 11, 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

**Committee Members Absent:**

Council President Ben Stuckart

**Staff Present:**

Hannahlee Allers, Legislative Assistant, City Council  
Xue Bai, Urban Designer, Integrated Capital Management  
Chris Cafaro, Streets Department  
Angela Cline, Division Accountant  
Anna Everano, Legislative Assistant, City Council  
Jacob Fraley, Legislative Assistant, City Council  
Raylene Gennett, Stormwater District Supervisor  
Ken Gimpel, Business Services Director  
Jacqui Halvorson, Legislative Assistant, City Council  
Brian McClatchey, Policy Advisor, City Council  
Skyler Oberst, Legislative Assistant, City Council  
Mike Ormsby, City Attorney  
David Paine, Waste to Energy Facility  
Mark Papich, Associate Engineer, Integrated Capital Management Department  
Brandon Paschal, Accounting  
Elizabeth Schoedel, Assistant City Attorney  
Scott Simmons, Director, Public Works  
Heather Trautman, Director of Neighborhood Services and Code Enforcement  
Kyle Twohig, Operations Manager, Engineering Services

**Guests Present:**

Kip Hill, Spokesman Review

Council Member Mumm 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 August 28, 2017 meeting.

**• Action Taken:**

- Council Member Fagan moved to approve the minutes of the August 28, 2017 meeting as presented; the motion was seconded by Council Member Kinnear. The minutes were approved unanimously.

Consent AgendaLatah Creek – Revised LID Assessment and Post Street – Revised LID Assessment:

Dan Buller discussed the revisions to the two LID's. The adjustments are due to boundary line and parcel adjustments that require a revised assessment for each parcel. The total of the revised assessments will equal the total of the original assessments.

**• Action Taken:**

- None

Council RequestsBarnes Road Speed Limit:

This item was moved to Council Requests on the agenda. Council Member Mumm began the discussion on the request from North Indian Trail area to change the arterial speed limit to 25 MPH. Bob Turner discussed the concern expressed by citizens that the speed would be increased when traffic comes down the hill along the curves. Bob discussed the process approval process for Council to consider and the history of other areas with lower speed limits. Council Member Mumm suggested proceeding with submitting the request to Council to consider approving the reduced speed limit as 25 MPH on Barnes Road.

Staff RequestsUpdate on Snow Plan:

Abigail Martin began the discussion on parking and sidewalks during the snow season identified as November 15–March 15 of each year. Abigail reviewed the areas that are being looked at such as one seasonal message for parking on the odd side of the street, all season long, each year. Discussion was had on enforcement for parking downtown during the snow season as well as notification for no parking of recreational vehicles and boats on the street and would result in the vehicle being impounded.

Heather and Abigail discussed the results of the survey that prioritized clear sidewalks in areas around schools and hospitals. The code officers would patrol walking routes as complaints are received. Heather spoke about the

partnerships with the schools and hospitals for making sure that areas are cleared and they are setting up meetings with these stakeholder groups, schools, STA, parks, and downtown to discuss level of commitments. As always, the City will be responsible for clearing snow from sidewalks on city owned properties and will ensure this is a focus. Heather discussed the abatement process and the proactive focus to communicate with citizens including offering volunteers the opportunity to sign up through 311 to be available to shovel their neighbors sidewalks who are in need. Staff will give an update on this at the next Public Works Committee meeting.

Update on Cochran Basin (Informational):

Xue Bai gave an update on the upcoming public meetings for the Cochran Downriver Master Planning that is in its initial phase. The stormwater facilities will focus on an area west of TJ Meenach Drive and north of Downriver Drive on City Park property. The resulting conceptual designs will illustrate the relationship between recreation, natural areas, and stormwater. The open houses are scheduled for September 12<sup>th</sup>, October 3<sup>rd</sup> and then a presentation of the concept and open house on November 9<sup>th</sup>.

Medical Lake Intertie Agreement:

Dan Kegley gave a brief overview of the draft intertie agreement and the feedback received from the committee members. The majority of the feedback was on the volume, the agreement will focus on 200 gallons per minute as supplemental and then on an emergency basis of 600 gallons per minutes. Dan discussed the other feedback received regarding conservation efforts and efficiency. Dan will send out the current draft and then will return to Council the first week of October.

Administrative Reports and Standing Updates

Other Updates/Reports:

2017 Construction Update:

Kyle Twohig gave a brief update on the East Sprague project, the opening celebration will be on September 20<sup>th</sup>. Kyle discussed other projects in process and the ongoing communication with residents.

Executive Session:

None.

**Adjournment**

The meeting adjourned at 2:55 p.m.

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**STANDING COMMITTEE MINUTES**

**City of Spokane**

**Public Works Committee**

**June 26, 2017**

Attendance:

**Committee Members Present:**

Council Member Breean Beggs, Acting Committee Chair  
Council Member Mike Fagan  
Council Member Lori Kinnear  
Council Member Candace Mumm  
Council Member Karen Stratton  
Council President Ben Stuckart

**Committee Members Absent:**

Council Member Amber Waldref, Committee Chair

**Staff Present:**

Scott Simmons, Director, Public Works  
Hannahlee Allers, Legislative Assistant, City Council  
Eldon Brown, Principal Engineer, Engineering Services  
Angela Cline, Division Accountant  
Mike Coster, Superintendent, RPWRF  
Marcia Davis, Principal Engineer, Integrated Capital Management Department  
Anna Everano, Legislative Assistant, City Council  
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  
Lars Hendron, Principal Engineer, Wastewater Management  
Gary Kaesemeyer, Director, Street Department  
Mike Lowdon, Wastewater District Supervisor  
Brian McClatchey, Policy Advisor, City Council  
Adam McDaniel, Senior Executive Assistant, City Council  
Louis Meuler, Planner, Planning Services Department  
Katherine Miller, Director, Integrated Capital Management Department  
Cadie Olsen, Environmental and Sustainability Manager, Environmental Programs  
Mike Ormsby, City Attorney  
Steve Riggs, Fleet Services Director  
Jim Sakamoto, Principal Engineer, Water Department  
Elizabeth Schoedel, Assistant City Attorney  
Loren Searl, Water Department  
Kyle Twohig, Operations Manager, Engineering Services  
Kandace Watkins, Legislative Assistant, City Council  
Scott Windsor, Director, Solid Waste Collection

**Guests Present:**

Paul Kropp, Neighborhood Alliance  
Keith Martin, WSDOT  
Bob Hilmes, WSDOT

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

Review and Approval of Minutes:

Council Member Beggs asked for a motion to approve the minutes of the June 12, 2017 meeting.

- **Action Taken:**
- Council Member Fagan moved to approve the minutes of the June 12, 2017 meeting as presented; the motion was seconded by Council Member Stratton. The minutes were approved unanimously.

Consent Agenda

Contract Addendum for Refurbishing Refuse/Recycling Containers/Roll-off Boxes:

Council Member Kinnear requested that the roll-off boxes be fitted with more reflectors to be seen better at night.

- **Action Taken:**
- None

Contact Renewal for Refurbishing Refuse/Recycling Containers/Roll-off Boxes:

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

- **Action Taken:**
- None

Purchase of a Street Sweeper:

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

- **Action Taken:**
- None

Purchase Seven Replacement Dump Trucks for Streets, Wastewater, and Water Dept.:

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

- **Action Taken:**
- None

Value Blanket Purchase of Backflow Prevention Devices:

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

- **Action Taken:**

- None

Utility Construction Agreement with WSDOT Utility Relocation for NSC construction:

Loren Searl gave a brief update on the agreement with Washington State Department of Transportation to have the City relocate water and wastewater, including catchbasin infrastructure.

- **Action Taken:**

- None

Amendment #7 to the Wastewater Management Agreement between the City and the County:

Chuck Conklin and Mike Coster discussed the amendment to the wastewater management agreement with the County to take additional flow while the County works on their system during July to October.

- **Action Taken:**

- None

Council Requests

Climate Change Ordinance:

Council President Stuckart discussed the draft ordinance on Climate Change. He discussed the draft ordinance and reviewed the briefing paper included in the packet. The ordinance will be up for adoption on July 17<sup>th</sup>.

Continuing Items:

Rate Setting: Wastewater and Integrated Capital:

Scott Simmons discussed the Wastewater rate setting process. The wastewater fund will invest in operational needs including CSO tanks, Next Level of Treatment, and green area maintenance. The proposal includes a utility bill discount for low-income seniors and people with disabilities as well as clarifying the line item on the utility bill for Integrated Capital to change to Water/Wastewater Capital. The 2.9% annual rate increase continues to fund major capital investments, additional operational needs, and continual work to protect water quality. Scott reviewed a three-year cash flow projection and discussed the reserve levels. Scott highlighted the remaining CSO projects that will be underway by the end of the year.

Staff Requests

Fix-It-Fest Update:

Gary Kaesemeyer reviewed the work that has been underway for the Fix-It-Fest and provided an up to date listing of all new and planned projects for the remainder of 2017. The projects underway or almost complete include grind/overlays on Thor between Sprague and Second, as well as North Freya between Upriver and Frederick, overlay on Thor from 3<sup>rd</sup> to 11<sup>th</sup>, Freya at Fifth Avenue, Sharp between Pearl and Hamilton as well as Sunset Blvd. The next set of projects will include 17<sup>th</sup> Avenue from Perry to Fisk and then 4<sup>th</sup> Avenue near Lewis & Clark High School after their summer program concludes.

NSC Update / East Marietta Ave. Street Permanent Closure:

Louis Meuler introduced Bob Hilmes of Washington State Department of Transportation. Louis reviewed the map of permanent street closures planned for the construction of the North/South Corridor. Bob discussed the public outreach including meetings, notices, signage, website, and mailers to the area residents. A place-making meeting will be held on July 25<sup>th</sup> at Spokane Community Colleges to kick off the next round of public engagement.

Request for Qualifications for Drinking Water Evaluation of Well Sites (Informational):

A briefing paper was provided in the packet for this informational item. Marcia Davis gave a brief overview of the scope included in the Request for Qualifications to seek an engineering consultant to study the efficiency, redundancy, and resilience of three well sites including Hoffman Well Station, Ray Street Well Station, and Well Electric.

Administrative Reports and Standing Updates

Other Updates/Reports:

2017 Construction Update:

Kyle Twohig gave a brief update on the Spokane Falls Blvd Closure by the Downtown Library. Lincoln between Main and Spokane Falls Blvd. is currently open but will need to be closed late next year and Spokane Falls Blvd. will be reopened. Discussion was had on whether Spokane Falls Blvd. could or should remain closed after construction. Council President Stuckart suggested speaking to area business owners about keeping it closed permanently since that was the current rumor. South Monroe paving will finish next month and Avista is doing some work to demolish a remaining vault.

Scott Simmons discussed the various communications regarding bus pullouts along Sprague Avenue in the East Sprague Business Association area.

Kyle gave a brief update on the TJ Meenach tank and the detour communications.

Executive Session:

None.

**Adjournment**

The meeting adjourned at 2:40 p.m.

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**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Public Works Committee**  
**June 12, 2017**

Attendance:

**Committee Members Present:**

Council Member Amber Waldref, Committee Chair  
Council Member Breean Beggs  
Council Member Mike Fagan  
Council Member Candace Mumm  
Council Member Karen Stratton

**Committee Members Absent:**

Council Member Lori Kinnear  
Council President Ben Stuckart

**Staff Present:**

Scott Simmons, Director, Public Works  
Hannahlee Allers, Legislative Assistant, City Council  
Dan Buller, Principal Engineer, Engineering Services  
Angela Cline, Division Accountant  
Chuck Conklin, Utilities Facilities Director  
Tim Dunivant, City Budget Director  
Anna Everano, Legislative Assistant, City Council  
Marlene Feist, Strategic Development Director  
Ken Gimpel, Business Services Director  
Jacqui Halverson, Legislative Assistant, City Council  
Kara Heatherly, Project Coordinator, Integrated Capital Management Department  
Lars Hendron, Principal Engineer, Wastewater Management  
Gary Kaesemeyer, Director, Street Department  
Ed Lukas, Director, Asset Management  
Abby Martin, Neighborhood Services  
Brian McClatchey, Policy Advisor, City Council  
Adam McDaniel, Senior Executive Assistant, City Council  
Val Melvin, Signal Operations Engineer, Street Department  
Louis Meuler, Planner, Planning Services Department  
Katherine Miller, Director, Integrated Capital Management Department  
Inga Note, Senior Traffic Engineer, Planning Services Department  
Cadie Olsen, Environmental and Sustainability Manager, Environmental Programs  
David Paine, Waste to Energy Facility  
Brandon Paschal, Accounting  
Jim Sakamoto, Principal Engineer, Water Department  
Elizabeth Schoedel, Assistant City Attorney  
Loren Searl, Water Department  
Dave Steele, Asset Management Group  
Mike Taylor, Program Manager NLT  
Heather Trautman, Director of Neighborhood Services and Code Enforcement  
Kyle Twohig, Operations Manager, Engineering Services  
Kandace Watkins, Legislative Assistant, City Council



Scott Windsor, Director, Solid Waste Collection  
Jo Anne Wright, Neighborhood Business Services

**Guests Present:**

Paul Kropp, Neighborhood Alliance  
Kip Hill, Spokesman Review

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 May 22, 2017 meeting.

• **Action Taken:**

- Council Member Fagan moved to approve the minutes of the May 22, 2017 meeting as presented; the motion was seconded by Council Member Stratton. The minutes were approved unanimously.

Consent Agenda

Revised Street Department Rental Agreement:

Ed Lukas gave a brief overview of the agreement between the Street Department and Solid Waste Collection for the rental and payback for the facilities renovations.

• **Action Taken:**

- None

Under the Freeway Lighting Project:

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

• **Action Taken:**

- None

West Plains Chlorine Injection Station Project Water System Plan Amendment:

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

• **Action Taken:**

- None

Budinger & Associates (Geotechnical Engineering On-Call) Contract Modification:

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

• **Action Taken:**

- None

Liberty Park CSO 33-1 Tree Planting:

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

• **Action Taken:**

- None

Emergency Amendment to the contract with United States Electric Corporation:

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

• **Action Taken:**

- None

Council Requests

Chief Garry Park Action Plan:

Jo Anne Wright briefed the committee on the action plan for the Chief Garry Park neighborhood. The neighborhood started planning and worked through the two-year process with the City Planner and Consultant. They held three public workshops and a walk about through the neighborhood to identify issues they'd like to address with the plan. Jo Anne reviewed the priorities and goals that are outlined in the plan and will be presented in a resolution to the Council in the next few months.

Continuing Items:Snow Plan Update:

Gary Kaesemeyer gave a brief overview of the areas that are being evaluated for improvements such as communication, de-icer use, equipment needs, plowing operation improvements. Heather Trautman spoke about the evaluations for addressing snow on sidewalks and parking considerations. Discussion was had on staffing levels and equipment deployment. Heather suggested a study session focused on sidewalks and parking.

Rate Setting: Solid Waste Rates:

Scott Simmons began the discussion by giving an overview of the overall rate-setting principals. Disposal will maintain reserves to cover unexpected repairs or reduction in tonnages and plan to make any needed investments to improve safety. Rate components include a reduced tipping fee at the Waste to Energy Facility to \$104.50 from \$108.41 to match county, offering the County \$3 per ton reeducation with a longer-term contract. In addition, a minimum transaction fee of \$5 for self-haul loads and yard debris minimum increase to \$7 to match County. Discussion was had on the Solid Waste Collection operations, tipping fee at the Colbert Transfer Station and the increase in minimum transaction fee for self-hauls.

Staff RequestsImpact Fees Update:

Katherine Miller gave a brief overview of the municipal code for Impact Fees; the current steps outline a creation of an Impact Fee Advisory Board, including building, real estate, business community leaders, community assembly, and neighborhood representatives. Katherine suggested that two Council Members join the board as well to stay up to date on the project. Inga Note reviewed the meeting schedule with the first meeting in July and five meetings total. The Board will focus on the current project list, financials, fee structure, incentives in the code, annexation of West Plains. Discussion was had on the fee structure and types of projects.

Green Area Maintenance:

Katherine Miller discussed the work by the consultant to evaluate the work and internal review with Parks. Dave Steele gave a brief overview of the bid process for the green area maintenance. He reviewed the scope and showed the mapping through GIS that was incorporated into the bid for companies to use as reference to the scope of the various area types. The bid by AHBL was for a total associated maintenance costs are estimated at \$535,090 for one year and capital repairs and replacements estimated at \$347,500 for a total cost of \$960,000 including tax. The contract will be at a future council meeting for the remainder of this year and next year.

Next Level of Treatment – GMP #4

Mike Taylor gave an update on the work that is ongoing at the Wastewater Reclamation Facility for the Next Level of Treatment. Mike reviewed the chemical storage building, primary clarifier and pump station construction, polymer system modifications, and the membrane system. Mike spoke about the identified issues with the SCADA networking with various aged system. He discussed the problem solving for craft parking and material staging. The solution will be to use an area across the road for west and east staging as well as parking.

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

Kyle Twohig gave a brief update on the TJ Meenach route closure mid-July to Labor Day. Communication outreach with the area stakeholders is ongoing. The gravel area of Strong Road is closed for the duration of the project. Several CSO tanks are progressing and on schedule.

Executive Session:

None.

Adjournment

The meeting adjourned at 3:15 p.m.

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**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Public Works Committee**  
**May 22, 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  
Hannahlee Allers, Legislative Assistant, City Council  
Brandon Blankenagel, Senior Engineer, Integrated Capital Management  
Eldon Brown, Principal Engineer, Engineering Services  
Dan Buller, Principal Engineer, Engineering Services  
Angela Cline, Division Accountant  
Chuck Conklin, Utilities Facilities Director  
Marcia Davis, Principal Engineer, Integrated Capital Management Department  
Anna Everano, Legislative Assistant, City Council  
Marlene Feist, Strategic Development Director  
Raylene Gennett, Stormwater District Supervisor  
Ken Gimpel, Business Services Director  
Jacqui Halverson, Legislative Assistant, City Council  
Gary Kaesemeyer, Director, Street Department  
Brian McClatchey, Policy Advisor, City Council  
Adam McDaniel, Senior Executive Assistant, City Council  
Katherine Miller, Director, Integrated Capital Management Department  
Skyler Oberst, Legislative Assistant, City Council  
Cadie Olsen, Environmental and Sustainability Manager, Environmental Programs  
Mike Ormsby, City Attorney  
David Paine, Waste to Energy Facility  
Jim Sakamoto, Principal Engineer, Water Department  
Elizabeth Schoedel, Assistant City Attorney  
Loren Searl, Water Department  
Kyle Twohig, Operations Manager, Engineering Services  
Kandace Watkins, Legislative Assistant, City Council  
Scott Windsor, Director, Solid Waste Collection

**Guests Present:**

Paul Kropp, Neighborhood Alliance  
Kip Hill, Spokesman Review  
JB Miesegeaes Beacon Hill

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 May 8, 2017 meeting.

**• Action Taken:**

- Council President Stuckart moved to approve the minutes of the May 8, 2017 meeting as presented; the motion was seconded by Council Member Beggs. The minutes were approved unanimously.

Consent Agenda2018-2023 Six-Year Comprehensive Street Program:

Brandon Blankenagel gave a brief update on the Street Program. The hearing will be set for June 22<sup>nd</sup>. The Plan Commission met and approved the plan. The draft of the program is included in the Public Works distribution. Discussion was had on the timing of street projects and applying for granting.

**• Action Taken:**

- None

Crestline Street Lane Reconfiguration and Maxwell – Mission Avenue Lane Reconfiguration:

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

- **Action Taken:**

- None

Central Avenue Well #2 Station Reconstruction:

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

- **Action Taken:**

- None

Purchase Fire Hydrants for the Water Department:

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

- **Action Taken:**

- None

Contract for Utility Cut Sidewalk and Curb Repairs:

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

- **Action Taken:**

- None

Contract Extension for NERC/FERC Reliability Standards Compliance for WTE:

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

- **Action Taken:**

- None

Contract with US Electric for bulk electrical system equipment maintenance and testing:

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

- **Action Taken:**

- None

Purchase Three Gridsmart Video Detection Systems for North Division Corridor:

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

- **Action Taken:**

- None

Council Requests

Discussion on Sidewalks:

Council Member Beggs began by reviewing the work to evaluate a levy for sidewalks. Discussion was had on sidewalk needs, including replacing vaulted sidewalks, coordinating with the neighborhoods, incorporating it into long range planning. The next steps will be to review the technical information and a subcommittee will continue to work on funding strategies.

Continuing Items:

Rate Setting: Water Rates:

Scott Simmons began the discussion by giving an overview of the overall rate-setting approach. The recommended rate is an increase of 2.9% annually for 2018-2020. The water department will continue to work to reduce distribution system leakage, install radios on meters for automated reading, and complete replacement of lead service lines. Water department plans to make strategic investments in conservation projects and education, capital infrastructure to reduce main breaks, and projects/repairs for Upriver Dam. Discussion was had on the urban utility installation program, the work to resolve distribution system loss and the water rates inside and outside the city.

Review of Matrix for applications to expand Water Retail Service Area:

Council Member Waldref began the discussion with a review of a matrix that was distributed to the Committee. Council President spoke about the steps for the review process during the Council Meeting. The Committee discussed the components of the requests and the criteria for evaluation.

**Staff Requests****NHS Street Maintenance Grant Applications:**

Brandon Blankenagel gave briefed the new grant opportunity that are federal funds through WSDOT for pavement preservation and maintenance. The opportunity is for \$49 million across the state for principal arterial streets. The city is applying for two grants for \$5 million each.

**Revised 2017 Street Maintenance Schedule:**

This item was deferred to the next Public Works Committee meeting. Gary Kaesemeyer gave a brief update on the skin patch on Sharp Avenue and grind/overlay Thor/Freya.

**Administrative Reports and Standing Updates****Other Updates/Reports:****Update on Waste to Energy Accident:**

Scott Simmons gave a brief update on the DOSH citation. The city has reviewed the findings and felt they were not reflective of the events and materials provided. An appeal has been submitted to Labor and Industries for reconsideration. Any redetermination may come back to the city in the next month.

**Update on Airway Heights Water Issues:**

Scott Simmons gave a brief update on the efforts that our Water department has been doing to support Airway Heights while they work through the water contamination issue.

**2017 Construction Update:**

Kyle Twohig gave a brief update on the East Sprague. The business owners have requested that Phase 2 begin early

**Executive Session:**

None.

**Adjournment**

The meeting adjourned at 3:10 p.m.

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**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Public Works Committee**  
**May 8, 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

**Committee Members Absent:**

Council President Ben Stuckart

**Staff Present:**

Scott Simmons, Director, Public Works  
Brandon Blankenagel, Senior Engineer, Integrated Capital Management  
Eldon Brown, Principal Engineer, Engineering Services  
Angela Cline, Division Accountant  
Chuck Conklin, Utilities Facilities Director  
Marlene Feist, Strategic Development Director  
Raylene Gennett, Stormwater District Supervisor  
Ken Gimpel, Business Services Director  
Gary Kaesemeyer, Director, Street Department  
Dan Kegley, Water Operations Director  
Lisa Key, Planning Services Director, Planning & Development  
Brian McClatchey, Policy Advisor, City Council  
Louis Meuler, Planner, Planning Services Department

Katherine Miller, Director, Integrated Capital Management Department  
Skyler Oberst, Legislative Assistant, City Council  
Cadie Olsen, Environmental and Sustainability Manager, Environmental Programs  
David Paine, Waste to Energy Facility  
Jim Sakamoto, Principal Engineer, Water Department  
Elizabeth Schoedel, Assistant City Attorney  
Mark Serbousek, Integrated Capital Management Department  
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 April 24, 2017 meeting.

• **Action Taken:**

- Council Member Fagan moved to approve the minutes of the April 24, 2017 meeting as presented; the motion was seconded by Council Member Stratton. The minutes were approved unanimously.

Consent Agenda

Contract with Hill Int'l for Design Build Services for the Post St. Bridge Project:

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

• **Action Taken:**

- None

Purchase Manhole Rings and Covers:

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

• **Action Taken:**

- None

Contract for Removal and Installation of Flooring Materials at the Waste to Energy: There being no questions on this item, it will be forwarded to Council for consideration.

• **Action Taken:**

- None

Ridgeview, Regal, Bemiss, and Shaw Pedestrian Safety (Sidewalk):

Dan Buller gave a brief overview of the funding sources for the pedestrian safety projects near these elementary schools. Discussion was had on some issues with recent sidewalk projects concrete quality and staff is looking into the solutions.

• **Action Taken:**

- None

2017 Residential Grind and Overlay Project:

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

• **Action Taken:**

- None

Centennial Trail Gap at Mission Avenue Phase I:

Brandon Blankenagel discussed the Phase I for Centennial Trail Gap at Mission Avenue. These are surface improvements to separate the trail from the Mission Park parking lot and the curb line. The crossing is still at grade and a future phase would separate the crossings of the railroad tracks and Mission Avenue.

- **Action Taken:**

- None

Council RequestsAnnual Consideration of request to expand the Water Retail Service Area:

Eldon Brown gave an overview of the applications to expand the Water Retail Service Area and showed a map of the parcels. Discussion was had on the water services located near the proposed parcels, whether the owners have sought a well, and the policy for duty to serve. Each application and map was reviewed and discussed in regards to the policy and water service area. Council Member Waldref suggested deferring the application that is on the Council's agenda to be heard at the same time as these others. Discussion was had on the timeframe for response to requests. Council Member Mumm suggested that a small work group to meet with Brian McClatchey to review each further.

- **Action Taken:**

- None

Continuing Items:Rate Setting: Solid Waste Collection and Solid Waste Disposal:

Scott Simmons reviewed the schedule for rates at the upcoming Public Works Committee meetings. Scott began the discussion by giving an overview of the Solid Waste Collection and Disposal fund. Over the next three years, Solid Waste Collections are recommending to add front-line supervisory capacity to enhance training, safety, innovation, accommodate total cost of compensation increases, support continued conversion of the garbage fleet to Compressed Natural Gas, investments in a cleaner, healthier city (Strategic Plan), and to invest in ways to lengthen equipment life, and reduce physical strain on employees.

The recommended rate increase is 1.7% annually for 2018-2020 this would include paying for increases in operating expenses and using the WTE operating efficiencies to invest in community priorities. Possible community priorities include expanded, targeted community cleanups, alley and unmaintained street grading and discount for low-income seniors and people with disabilities. The typical 68-gallon cart would increase by \$0.51 per month in 2018.

- **Action Taken:**

- None

Staff RequestsSign Code Amendment Work Program:

Lisa Key gave a brief overview of the upcoming work program to address the sign code amendment. A public hearing will be held May 22nd with final staff recommendations on or about October 26, 2017 and proposed adoption November 6, 2017. Lisa reviewed the background of the sign ordinance, scope, impact, identified stakeholders, and the timeline.

- **Action Taken:**

- None

Administrative Reports and Standing UpdatesLink Spokane Update:

This item was deferred to the next Public Works Committee meeting due to time constraints.

Other Updates/Reports: None.

Executive Session: None.

**Adjournment**

The meeting adjourned at 3:20 p.m.

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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.**

## **PARK PROGRAMMING MANAGER SPN 078 OPEN ENTRY**

**DATE OPEN:** Monday, October 2, 2017      **DATE CLOSED:** Sunday, October 15, 2017 at 11:59 p.m.  
**SALARY:** \$67,546.80 annual salary, payable bi-weekly, to a maximum of \$82,998.00

### **DESCRIPTION:**

This position leads the specialized programming for Spokane's newly designed Riverfront Park: manages, directs activities, and provides leadership relating to the sales, development, and production of events, food service, sponsorships, and marketing at Riverfront Park.

### **DUTIES:**

- Develops and executes Riverfront Park's two-year Master Programming Calendar.
- Develops and manages the programming budget (with Park Director).
- Manages and organizes programming seasons each year.
- Manages a seasonal proposal process for events and programs produced by outside entities, including oversight of venue rentals and review of event proposals.
- Manages the Riverfront Park website and event calendar, including coordinating calendars of strategic stakeholders.
- Leads programming (activities, events, and group rental), marketing, and food service teams in Riverfront Park.
- Leads production and logistics of Riverfront Park's own activities, events and programs. Works with outside event producers and entertainment buyers to coordinate production of large events.
- Coordinates with other Park teams concerning event setup work by field staff, and concerning scheduling/activities of event staff or park vendors.
- Coordinates/partners with outside event and programming producers, licensees, and vendors to create new hallmark events or add to current ones.
- Integrates Park services and programming with strategic partners to create fuller and more vibrant experiences.
- Oversees production of sponsorship and media packages.
- Oversees marketing contractors and in-house staff for design relating to maps, brochures, and other materials.
- Performs related work as required.

Note: The incumbent's typical working hours are related to park locations, events, and functions, and therefore require the ability to perform required duties for the duration of events and to respond to after-hours emergencies. Some evening and weekend work will be required.

### **MINIMUM QUALIFICATIONS:**

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

A Bachelor's degree from an accredited four-year college or university with major coursework related to public/business management, marketing, communications, or a closely related field; AND, a minimum of five years of experience pertaining to events and programming, including independent responsibility for vendors and event producers, staff, budget, and funding activities, at least one year of which must be responsible supervisory experience.

Note: An equivalent combination of education and experience that would likely provide the required knowledge and abilities may also be qualifying.

### **License:**

A valid driver's license, or otherwise demonstrated ability to move to and from multiple work locations, is required.

**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 are required to meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination consists of a scored Training and Experience (T&E) Evaluation, which comprises 100% of the final score for ranking on the Civil Service eligibility list for this position.

**T&E EVALUATION DETAILS**

The T&E exam is given as a Supplemental Questionnaire, which you will find included with the online application

- As you answer questions, your typing should be automatically saved periodically, but please be aware that you may encounter a system time out after 30 minutes of idleness.
- 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.
- You can view the list of questions online under the tab marked "QUESTIONS" near the top of the job announcement.
- Full instructions are included in the Questionnaire.

Qualified individuals are encouraged to apply immediately. You are required to complete and submit a City of Spokane employment application online by 11:59 p.m. on the filing cut-off date.

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:**

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 28th day of September 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**GOLF COURSE SUPERINTENDENT SPN 679  
PROMOTIONAL**

**DATE OPEN:** Monday, October 2, 2017      **DATE CLOSED:** Sunday, October 8, 2017 at 11:59 p.m.  
**SALARY:** \$47,021.76 annual salary, payable bi-weekly, to a maximum of \$74,353.68

**DESCRIPTION:**

Performs supervisory and skilled work in the construction and/or maintenance of a municipal golf course. Employee in this position is held responsible for the condition of assigned golf course.

**DUTIES:**

- Considerable knowledge of the standard methods, practices, tools and equipment used in golf course construction and maintenance.
- Considerable knowledge of turf diseases, insects, weeds, and the chemicals and cultural methods used in their control.
- Considerable knowledge of irrigation systems and their operation.
- Considerable knowledge of the game of golf and its rules of play.
- Knowledge of different soil types and the relation of its structure to water movement and plant nutrients.
- Ability to lay out, assign and supervise the work of skilled and unskilled employees
- Ability to establish and maintain effective public and work relations.
- Ability to perform and supervise the operation, use, and minor repair of mowers, tractors, trucks and other golf course tools and equipment.
- Ability to use a variety of hand and power tools and operate automotive equipment as necessary.

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

Present City employees with five years experience in the classification of Assistant Golf Course Superintendent may apply on a promotional basis.

Applicants must possess, or must obtain within one year of appointment, a Public Pesticide Operator's License.

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 Agronomy, Turf Grass Management or closely related field; AND, three years experience in a supervisory capacity in golf course maintenance. Additional supervisory golf course maintenance experience may be substituted on a year-for-year basis for up to two years of the educational requirements.

**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 examination will consist of a training and experience evaluation (T&E) in the form of a Supplemental Questionnaire and a scored structured interview with scoring weights assigned as follows:

- 40% Training and experience evaluation
- 40% Scored structured interview
- 20% Performance evaluation

**T&E EVALUATION DETAILS**

The T&E examination consists of a Supplemental Questionnaire. The questions may be viewed and completed online under the tab marked "QUESTIONS" on the job announcement page. The T&E must be submitted online at the time of application. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the closing date

- .Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- 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.
- "See Resume" or "See above," etc., 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.
- TIP: It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire to be submitted.

**STRUCTURED INTERVIEW DETAILS**

The structured interviews will be held on 10/11/2017 at the City of Spokane Civil Service office, 808 W Spokane Falls Blvd, Fourth floor. The interview appointment times will be sent to applicants in an email after acceptance of an application.

**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.

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/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 28th day of September 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**POLICE SERGEANT SPN 915  
PROMOTIONAL**

**DATE OPEN:** Monday, October 2, 2017      **DATE CLOSED:** Sunday, October 15, 2017 at 11:59 p.m.  
**SALARY:** \$95,004.00 annual salary, payable bi-weekly, to a maximum of \$106,404.48

**DESCRIPTION:**

Performs first-level supervisory field or office police work.

**DUTIES:**

Schedules, assigns, instructs and supervises uniformed police officers, under the direction of a senior officer, on an assigned shift; checks and inspects personnel and equipment; patrols the City to check officers in the performance of their duties; provides general advice and assistance, and issues specific instructions at the scene of activities; checks and reviews reports submitted by subordinates.

May take charge of traffic control and routing at sporting events, parades, fires, etc.

Conducts initial investigation of subordinates relating to internal affairs, use of force, traffic incidents, etc.

Supervises, under the direction of a senior officer, a special detail of detectives; assigns cases; instructs new employees; provides advice and assistance as necessary; reviews reports; and maintains necessary records.

May be assigned to supervise specialized technical or administrative activities such as: traffic safety, property control, training, crime prevention, etc.

Maintains discipline of subordinates and assumes the duties of the senior officer during his absence.

May assume Police Lieutenant's duties during temporary absence of the Lieutenant.

Performs general police duties and other related work as required.

**MINIMUM QUALIFICATIONS:**

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

- Experience: Completion of five years as a commissioned police officer with the City of Spokane.
- 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 Sergeant examination will consist of a written test, training and experience evaluation form (T&E), and oral board. Weights are assigned as follows: written test 40%, T&E 40%, oral board 20%.

Only the top 12 candidates as initially determined by the results of the written exam will advance to complete the T&E and oral board.

WRITTEN TEST DETAILS: The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on Wednesday, Oct. 25, 2017, at 9:00 a.m. The approximate duration of the test is 2-1/2 hours.

The written test will be based upon the 2017 bibliography for Police Sergeant (the link will open an Adobe PDF document).

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.

Qualified applicants are encouraged to apply immediately using the online application system. All applicants must complete and submit the online City of Spokane employment application by 11:59 p.m. on the filing cut-off date.

All candidates will be notified of their statuses following the written exam. The top 12 will receive the T&E and further instructions with their notifications. Oral board examinations will be held on Nov. 7-8, 2017.

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/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 28th day of September 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

### CALL FOR BIDS

#### Mission Avenue Grind and Overlay from Division Street to Hamilton Street Engineering Services File No. 2014092

This project consists of the construction of approximately **21,600** square yards of pavement planing and placement of 2-inch thick HMA pavement, **1,400** square yards of pavement repair, **400** linear feet of storm sewer, **15** drainage structures, **1,800** square yards of sidewalk and driveway concrete, sundry utility adjustments 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., October 23, 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 October 4, 11, and 18, 2017

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## CALL FOR BIDS

### **Maxwell-Mission Avenue Lane Reduction Engineering Services File No. 2015053**

This project consists of the construction of approximately 560 linear feet of curb, 170 square yards sidewalk for curb ramps, 110 linear feet of eight inch storm sewer pipe, two drainage structures, 610 square yards of 6-inch thick HMA pavement, 4,440 square feet of pavement marking removal, 2,160 square feet of durable heat applied pavement marking, 6,100 square feet of durable pavement marking, permanent signing, sundry utility adjustments, 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., October 23, 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 September 27, October 4 and 11, 2017

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### REQUEST FOR PROPOSALS

#### SELF-INSURED WORKERS' COMPENSATION BILL REVIEW AND PHARMACY SERVICES

Human Resources Department

RFP #4339-17

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 23, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **SELF-INSURED WORKERS' COMPENSATION BILL REVIEW AND PHARMACY SERVICES** for the Human Resources 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, October 23, 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, three (3) paper copies, 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 when considering this contract.

All response packages are to be clearly marked with:

**“RFP #4339-17, SELF-INSURED WORKERS' COMPENSATION BILL REVIEW AND PHARMACY SERVICES, DUE 10/23/17”.**

Connie Wahl, C.P.M., CPPB  
City of Spokane Purchasing

Publish: September 27 & October 4, 2017

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**REQUEST FOR BIDS**  
**POLICE DUTY GEAR – ANNUAL SUPPLY**

**City of Spokane Police Department**

**BID #4395-17**

Sealed Bids will be opened at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 9, 2017**, in the City Hall Civil Service Department Testing Room, Fourth Floor, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **POLICE DUTY GEAR – ANNUAL SUPPLY** for the City of Spokane Police Department.

The Request for Bids 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).

Bid Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, October 9, 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 tabulated.**

**Submit one (1) paper original, one (1) paper copy, and one (1) reproducible digital copy (CD or thumb drive) 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 bids 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:

**“BID #4395-17, POLICE DUTY GEAR – ANNUAL SUPPLY, DUE: 10/9/2017.”**

Connie Wahl, C.P.M., CPPB  
City of Spokane Purchasing

Publish: September 27 & October 4, 2017

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**REQUEST FOR QUALIFICATIONS**

**EMERGENCY SITE SECURITY SERVICES AT FIRE DISASTER SCENES**

**City of Spokane Fire Department**

**RFQ #4403-17**

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 23, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **EMERGENCY SITE SECURITY SERVICES AT FIRE DISASTER SCENES** for the City of Spokane Fire Department.

The Request for Qualifications document is available by contacting Thea Prince, City of Spokane Purchasing 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 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 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.

The City of Spokane City Hall Building is a secure building so allow enough time to get through security if the proposer is hand delivering the proposal.

All response packages are to be clearly marked with:

**“RFQ #4403-17, EMERGENCY SITE SECURITY SERVICES AT FIRE DISASTER SCENES, DUE 10/23/17”.**

Thea Prince  
City of Spokane Purchasing

Publish: October 4 & 11, 2017

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## REQUEST FOR QUALIFICATIONS

### EMERGENCY DEMOLITION SERVICES AT FIRE DISASTER SCENES

**City of Spokane Fire Department**

**RFQ #4404-17**

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 23, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **EMERGENCY DEMOLITION SERVICES AT FIRE DISASTER SCENES** for the City of Spokane Fire Department.

The Request for Qualifications document is available by contacting Thea Prince, City of Spokane Purchasing 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 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 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.

The City of Spokane City Hall Building is a secure building so allow enough time to get through security if the proposer is hand delivering the proposal.

All response packages are to be clearly marked with:

**“RFQ #4404-17, EMERGENCY DEMOLITION SERVICES AT FIRE DISASTER SCENES, DUE 10/23/17”.**

Thea Prince  
City of Spokane Purchasing

Publish: October 4 & 11, 2017

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**PORTABLE LIME SYSTEM PURCHASE & INSTALL****Solid Waste Disposal Department, Waste to Energy Facility****BID #4405-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, OCTOBER 23, 2017**, in the City Council Chambers – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for the **PORTABLE LIME SYSTEM PURCHASE AND INSTALL** for the City of Spokane Solid Waste Disposal Department, Waste to Energy Facility.

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:

**“PORTABLE LIME SYSTEM PURCHASE & INSTALL, BID #4405-17, DUE 10/23/17”.**

Thea Prince  
Purchasing Division

Publish: October 4 & 11, 2017

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**RAY WELL STATION TRANSFORMER PURCHASE AND INSTALLATION****Water Department****BID #4413-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, OCTOBER 23, 2017** in the City Council Chambers, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **RAY WELL STATION TRANSFORMER PURCHASE AND INSTALLATION** for the City of Spokane Water Department.

A pre-bid conference will be held on Thursday, October 12, 2017 at 1:00 pm. (local time). The meeting will be held at the Ray Street Well Station, 533 S Ray St, Spokane WA 99202

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:

**RAY WELL STATION TRANSFORMER PURCHASE AND INSTALLATION, BID #4413-17, DUE 10/23/17".**

Thea Prince  
Purchasing Department

Publish: October 4 & 11, 2017

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### **THREE (3) HEAT EXCHANGER CELLS**

**Solid Waste Disposal Department, Waste to Energy Facility**

**BID #4414-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, OCTOBER 23, 2017** in the City Council Chambers, LL City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **THREE (3) HEAT EXCHANGER CELLS** for the City of Spokane Solid Waste Department, Waste to Energy Facility.

**PRE-BID CONFERENCE.** A pre-bid conference will be held on Thursday, October 12, 2017 at 9:00 a.m. The location will be at the Waste to Energy Facility (WTEF) Admin Offices, 2900 S. Geiger Blvd, Spokane WA 99224.

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, one (1) Original Paper copy 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:

**THREE (3) HEAT EXCHANGER CELLS, BID #4414-17, DUE 10/23/17**

Thea Prince  
Purchasing Department

Publish: October 4 & 11, 2017

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