



Official Gazette

City of Spokane, Washington

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

Volume 108

SEPTEMBER 26, 2018

Issue 38



MAYOR AND CITY COUNCIL

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Minutes

NOTICE**NO MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, September 17, 2018**

The minutes for the Monday, September 17, 2018, 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 3, 2018, issue of the *Official Gazette*.

General Notices

NOTICE**APPLICATION PERIOD OPEN FOR 2018-2019 PROPOSED ANNUAL
COMPREHENSIVE PLAN AMENDMENTS**

The City of Spokane will be accepting applications to amend the text or maps in the Comprehensive Plan until

October 31, 2018 per SMC 17G.020. All complete applications received will be reviewed by a city council subcommittee and those placed on the Annual Comprehensive Plan Amendment Work Program for the City of Spokane will begin full review in early 2019. Anyone may make a proposal to amend the City's Comprehensive Plan.

The City of Spokane's Comprehensive Plan addresses many facets of city life, including land use, transportation, capital facilities, housing, economic development, natural environment and parks, neighborhoods, social health, urban design, historic preservation, and leadership. The City of Spokane is committed to conducting an annual process to consider amendments to the comprehensive plan. The Growth Management Act specifies that amendments to a comprehensive plan cannot be made more frequently than once per year. The purpose for this is two-fold: it gives the plan stability over time, avoiding spontaneous changes in response to development pressures, and it groups all proposed amendments in a common process for consideration, providing the opportunity to examine their collective effects on the plan.

Following review by a City Council subcommittee, who sets the Annual Comprehensive Plan Amendment Work Program, Plan Commission consideration of each amendment proposal on the Work Program will be conducted at public workshops held during the public comment period, typically in the summer. Applicants will be afforded the opportunity to address the Plan Commission during the workshop regarding their application. The City Council considers the amendment proposals, staff report, and Plan Commission's amendment recommendations within the context of its budget discussions, and acts on the amendment proposals prior to or at the same time as it adopts the City budget, usually late fall.

If you have any questions regarding the Comprehensive Plan Amendment process or would like to schedule a pre-application meeting, please contact Tirrell Black at (509) 625-6300 or tblack@spokanecity.org.

Publish: September 12, 19 & 26, 2018 and October 3, 10, 17 & 24, 2018

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.

IT INFRASTRUCTURE MANAGER – PUBLIC WORKS SPN 144 OPEN

DATE OPEN: Monday, September 24, 2018 **DATE CLOSED:** Sunday, October 14, 2018 at 11:59 p.m.
SALARY: \$84,522.24 annual salary, payable bi-weekly, to a maximum of \$110,684.88

DESCRIPTION:

This is an IT Leadership role in which you will drive services for all business units within Public Works, lead technical resources, and provide strategic planning and management representation.

DUTIES:

- Manages and supervises work groups responsible for enterprise systems or SCADA system administration, related network infrastructure, on- and off-site data centers, desktop support, help desk, product deployment and quality assurance, including off-hours customer service support.
- In Public Works - oversees applications, interfaces, and services related to technology services both internal and external in conjunction with ITSD.
- Manages annual budget for functional area; has delegated authority to exercise discretion in allocating financial resources, including budget adjustments; fiscal management responsibilities include contract management, dealing with multiple funding sources and complying with numerous specialized funding source requirements.
- Manages and ensures effectiveness of servers, including e-mail, print, and backup servers, and their associated operating systems and software; manages and ensures optimal operation of all network hardware and equipment, including routers, switches, hubs, etc.
- Oversees related network/server performance testing and provides related performance statistics and reports; develops strategies for maintaining network/server infrastructure.
- Designs and implements short- and long-term strategic plans to make certain network capacity will meet existing and future requirements; defines performance measurements and is accountable for accomplishments.
- Develops and implements fiscal management strategies to maximize resource utilization and achieve efficiencies;
- Develops, implements, and maintains policies, procedures, and associated training plans to achieve broad objectives for network resource administration and appropriate use.
- Prepares RFPs, bid proposals, scope of work reports, and other documentation for IT projects and associated efforts; negotiates with vendors, outsourcers, and contractors to secure products and services.
- Serves as a technical expert or key contributor on large, complex projects; collaborates with project managers to determine timelines and project tasks; provides direction on the integration of technology infrastructure, hardware, software and security to support existing and new digital product development.
- Provides leadership for project teams and other organized work groups across functional, departmental and/or jurisdictional lines to achieve important outcomes requiring coordination and integration of diverse perspectives, skill sets, competencies and resources.
- Makes independent decisions requiring advanced technical competencies in order to effectively manage and integrate services; provides authoritative advice to technically-oriented staff.
- Represents functional area on a variety of issues before external constituencies; defuses potentially troublesome issues related to policies and procedures; resolves significant problems and gathers external feedback through facilitating group processes.
- Ensures integration and execution of information security protocols and initiatives in cooperation with the Senior Information Security officer.
- Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

Open Entry Requirements:

Education and Experience

A Bachelor's degree from an accredited four-year college or university with major coursework in computer science, information systems or a related field;

AND five years of technology infrastructure experience that emphasized the development, enhancement, maintenance and administration of network/server systems (**primary focus with SCADA / PLC**), including three years of managerial experience managing complex projects and infrastructure teams.

An equivalent combination of the above specified minimum education and experience, and systems-specific technical certifications (e.g. CCNP, CCIE, CCDE, MCSE) relating to job duties may also be qualifying.

NOTE: A copy of college transcripts is required if used to qualify for this position, and must be received no later than the closing date.

EXAMINATION DETAILS:

You must meet the minimum qualifications and pass the Civil Service examination (Training and Experience Evaluation) for this position in order to be eligible for hire. The scored T&E comprises 100% of your total exam score, with Veteran points administered according to state law.

T&E EVALUATION DETAILS

The T&E Evaluation is designed to evaluate the relevance, level, recency, progression, and quality of the applicant's education, training and experience.

*****ATTENTION*****

Please read the following examination information carefully and completely.

- The online employment application is the T&E Evaluation and should include all of your relevant education, training, and experience.
- The T&E Evaluation is administered using the "Work Experience" and "Education" sections of the online employment application. Failure to complete these sections will result in a lower score.
- A resume may be included with your application, however it will not substitute for any section noted above and will not be used in the rating process.

All candidates who attain a passing score on the examination shall be certified for vacancies in the order of their final ranking in accordance with Rule V, Section 5 of the Civil Service Commission Merit System Rules.

Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the closing date.

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 with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th 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 20th day of September 2018.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

LABORATORY TECHNICIAN SPN 654 OPEN/PROMOTIONAL ENTRY

DATE OPEN: Monday, September 24, 2018 **DATE CLOSED:** Sunday, October 7, 2018 at 11:59 p.m.
SALARY: \$42,407.28 annual salary, payable bi-weekly, to a maximum of \$66,231.36

DESCRIPTION:

Performs responsible technical work performing physical, chemical and bacteriological analyses and sampling of water, waste water treatment chemicals, biosolids, soils and industrial waste.

DUTIES:

- Meets with area industries to collect and sample their discharges to the City's sewer system.
- Conducts physical, chemical and bacteriological analysis and monitoring of influent, effluent, biosolids and other processes throughout the treatment plant, and soils associated with land application sites.
- Instructs the waste water operators in the proper use of sampling equipment, and uses Dissolved Oxygen (DO) meters, pH meters, and other required equipment.
- Conducts difficult analyses where independent decisions for proper procedures may be required.
- Maintains related records and files and prepares reports as required.
- Calibrates, operates, and maintains laboratory, sampling and other equipment.
- May be required to develop methods of analysis for analyzing environmental wastes to comply with accreditation or regulatory requirements.
- May require independent action in the selection of proper laboratory technique.
- Operates an automobile or pick-up truck.

MINIMUM QUALIFICATIONS:**Open Entry Requirements:** (Required at the time of application.)

Education: Graduation from an accredited four-year college or university with a degree in chemistry, biology, or related laboratory science.

License: Valid driver's license.

*Experience in analytical laboratory work may be substituted on a year-for-year basis for up to two years of the educational requirement.

Applicants must obtain certification by the Washington State Department of Ecology as a Water Pollution Control Plant Operator I or Operator In Training, within the probationary period.

Promotional Requirements:

Current City employees who meet the above open requirements and have completed their probationary period will be placed on the promotional eligibility list.

EXAMINATION DETAILS:

Applicants will need to meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a written test, with weights assigned as follows:

Open Entry: Written test weighted at 100% of the final score.

Promotional: Written test weighted at 80% and Promotional Evaluation weighted at 20% of the final score.

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 in the Civil Service Test Room (4th floor, City Hall) on **Wednesday, October 17, 2018 at 9:00 a.m.** Plan approximately 3 hours for testing.

Self-schedule written test date and time: Upon acceptance of your application, you will receive an e-mail with complete instructions to self-schedule your test session. Additional sessions may be added depending on the number of applications accepted.

The written test may include such subjects as:

Laboratory Principles and Methods

Employee Relations

Microsoft Excel

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 time of test, the most recent PAR on file will be used, regardless of date administered.

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. As a Fair Chance employer, the City of Spokane does not conduct initial background screening for non-public safety positions.

We encourage you to apply immediately. Applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the filing cut-off date

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 with **Job Title – Applicant Name** in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
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By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 20th day of September 2018.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR QUALIFICATIONS

ELECTRICAL ENGINEERING SERVICES FOR 2019-2020 PROJECTS

City of Spokane Engineering Services Department

RFQ #4487-18

Sealed Statement of Qualification Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 8, 2018**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **ELECTRICAL ENGINEERING SERVICES FOR 2019-2020 PROJECTS** for the City of Spokane Engineering Services Department.

The Request for Qualifications document is available for download on the City of Spokane Purchasing Webpage: <https://my.spokanecity.org/administrative/purchasing/current-projects/>

It is the responsibility of Proposers to check the Purchasing Webpage above for Addenda or other additional information that may be posted regarding this Request for Qualifications.

Statement of Qualification Proposal documents should be submitted **no later than 1:00 p.m. on Monday, October 8, 2018**. 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 Statement of Qualification Proposals delivered late. **Only firm Statement of Qualification Proposals with signatures will be evaluated.**

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

DELIVERY BY MAIL:

City of Spokane – Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201

HAND DELIVERY:

**City of Spokane – “My Spokane” Service Desk
1st Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201**

The right is reserved to reject any and all Statement of Qualification 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:

“RFQ #4487-18, ELECTRICAL ENGINEERING SERVICES FOR 2019-2020 PROJECTS, DUE: 10/8/2018”

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

Publish: September 19 & 26, 2018

REQUEST FOR QUALIFICATIONS**ELECTRICAL ENGINEERING SERVICES FOR 2019-2020 FEDERAL AID PROJECTS**

City of Spokane Engineering Services Department

RFQ #4488-18

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

Publish: September 19 & 26, 2018

REQUEST FOR QUALIFICATIONS**CULTURAL RESOURCE CONSULTANT SERVICES FOR 2019-2020 PROJECTS****City of Spokane Engineering Services Department****RFQ #4489-18**

Sealed Statement of Qualification Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 8, 2018**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **CULTURAL RESOURCE CONSULTANT SERVICES FOR 2019-2020 PROJECTS** for the City of Spokane Engineering Services Department.

The Request for Qualifications document is available for download on the City of Spokane Purchasing Webpage: <https://my.spokanecity.org/administrative/purchasing/current-projects/>

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All response packages are to be clearly marked with:

“RFQ #4489-18, CULTURAL RESOURCE CONSULTANT SERVICES FOR 2019-2020 PROJECTS, DUE: 10/8/2018”

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

Publish: September 19 & 26, 2018

REQUEST FOR QUALIFICATIONS**CULTURAL RESOURCE CONSULTANT SERVICES FOR 2019-2020 FEDERAL AID PROJECTS****City of Spokane Engineering Services Department****RFQ #4490-18**

Sealed Statement of Qualification Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 8, 2018**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **CULTURAL RESOURCE CONSULTANT SERVICES FOR 2019-2020 FEDERAL AID PROJECTS** for the City of Spokane Engineering Services Department.

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“RFQ #4490-18, CULTURAL RESOURCE CONSULTANT SERVICES FOR 2019-2020 FEDERAL AID PROJECTS, DUE: 10/8/2018”

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

Publish: September 19 & 26, 2018

REQUEST FOR QUALIFICATIONS

LANDSCAPE ARCHITECT SERVICES FOR 2019-2020 PROJECTS

City of Spokane Engineering Services Department

RFQ #4491-18

Sealed Statement of Qualification Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 15, 2018**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **LANDSCAPE ARCHITECT SERVICES FOR 2019-2020 PROJECTS** for the City of Spokane Engineering Services Department.

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All response packages are to be clearly marked with:

“RFQ #4491-18, LANDSCAPE ARCHITECT SERVICES FOR 2019-2020 PROJECTS, DUE: 10/15/2018”

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

Publish: September 26 & October 3, 2018

REQUEST FOR QUALIFICATIONS**LANDSCAPE ARCHITECT SERVICES FOR 2019-2020 FEDERAL AID PROJECTS**

City of Spokane Engineering Services Department

RFQ #4492-18

Sealed Statement of Qualification Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 15, 2018**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **LANDSCAPE ARCHITECT SERVICES FOR 2019-2020 FEDERAL AID PROJECTS** for the City of Spokane Engineering Services Department.

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“RFQ #4492-18, LANDSCAPE ARCHITECT SERVICES FOR 2019-2020 FEDERAL AID PROJECTS, DUE: 10/15/2018”

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

Publish: September 26 & October 3, 2018

REQUEST FOR QUALIFICATIONS

GEOTECHNICAL ENGINEERING SERVICES FOR 2019-2020 PROJECTS

City of Spokane Engineering Services Department

RFQ #4493-18

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“RFQ #4493-18, GEOTECHNICAL ENGINEERING SERVICES FOR 2019-2020 PROJECTS, DUE: 10/15/2018”

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

Publish: September 26 & October 3, 2018

REQUEST FOR QUALIFICATIONS**GEOTECHNICAL ENGINEERING SERVICES FOR 2019-2020 FEDERAL AID PROJECTS****City of Spokane Engineering Services Department****RFQ #4494-18**

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The Request for Qualifications document is available for download on the City of Spokane Purchasing Webpage: <https://my.spokanecity.org/administrative/purchasing/current-projects/>

It is the responsibility of Proposers to check the Purchasing Webpage above for Addenda or other additional information that may be posted regarding this Request for Qualifications.

Statement of Qualification Proposal documents should be submitted **no later than 1:00 p.m. on Monday, October 15, 2018**. 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 Statement of Qualification Proposals delivered late. **Only firm Statement of Qualification Proposals with signatures will be evaluated.**

Submit one (1) paper original, three (3) paper copies, and one (1) reproducible electronic copy (CD or thumb drive) of the Proposal to:

DELIVERY BY MAIL:

**City of Spokane – Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201**

HAND DELIVERY:

**City of Spokane – “My Spokane” Service Desk
1st Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201**

The right is reserved to reject any and all Statement of Qualification 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:

“RFQ #4494-18, GEOTECHNICAL ENGINEERING SERVICES FOR 2019-2020 FEDERAL AID PROJECTS, DUE: 10/15/2018”

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

Publish: September 26 & October 3, 2018

REQUEST FOR QUALIFICATIONS**PART 12D INDEPENDENT CONSULTANT INSPECTION AND REPORT
FOR UPRIVER DAM****City of Spokane Water & Hydroelectric Services Department****RFQ #4496-18**

Sealed Statement of Qualification Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 8, 2018**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **PART 12D INDEPENDENT CONSULTANT INSPECTION AND REPORT FOR UPRIVER DAM** for the City of Spokane Water & Hydroelectric Services Department.

The Request for Qualifications document is available for download on the City of Spokane Purchasing Webpage: <https://my.spokanecity.org/administrative/purchasing/current-projects/>

It is the responsibility of Proposers to check the Purchasing Webpage above for Addenda or other additional information that may be posted regarding this Request for Qualifications.

Statement of Qualification Proposal documents should be submitted **no later than 1:00 p.m. on Monday, October 8, 2018**. 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 Statement of Qualification Proposals delivered late. **Only firm Statement of Qualification Proposals with signatures will be evaluated.**

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

DELIVERY BY MAIL:

City of Spokane – Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201

HAND DELIVERY:

City of Spokane – “My Spokane” Service Desk
1st Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201

The right is reserved to reject any and all Statement of Qualification 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:

“RFQ #4496-18, PART 12D INDEPENDENT CONSULTANT INSPECTION AND REPORT FOR UPRIVER DAM, DUE: 10/8/2018”

Thea Prince
City of Spokane Purchasing

Publish: September 26 & October 3, 2018

PARKWATER WELL STATION PUMP #4

Water Department

BID #4497-18

Sealed bids will be opened at 1:15 p.m., **MONDAY, OCTOBER 8, 2018** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **PARKWATER WELL STATION PUMP #4** for the Water & Hydroelectric Services Department.

Detailed specifications and proposal forms are posted on the City of Spokane Webpage at: <https://my.spokanecity.org/administrative/purchasing/current-projects/>

Submittal Instructions:

Bid proposal forms may be submitted until 1:00 PM 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, one (1) paper copy, and one (1) reproducible electronic copy (CD or thumb drive) of the Proposal to:

DELIVERY BY MAIL:

City of Spokane – Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201

HAND DELIVERY:

**City of Spokane – “My Spokane” Service Desk
1st 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. Only firm proposals with signatures will be tabulated.

Envelopes containing proposals are to be marked:

“PARKWATER WELL STATION PUMP #4, BID #4497-18, DUE 1/8/18”.

Thea Prince
Purchasing Department

Publish: September 26 & October 3, 2018
