



Official Gazette

City of Spokane, Washington

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

Volume 109

JANUARY 9, 2019

Issue 2



MAYOR AND CITY COUNCIL

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The Official Gazette

(USPS 403-480)

Published by Authority of City Charter Section 39

The Official Gazette is published weekly by the Office of the City Clerk
5th Floor, Municipal Building, Spokane, WA 99201-3342

Official Gazette Archive:
<https://my.spokanecity.org/gazettes/>

To receive the Official Gazette by e-mail, send your request to:

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The Official Gazette

USPS 403-480

0% Advertising

Periodical postage paid at
Spokane, WA**POSTMASTER:****Send address changes to:**

Official Gazette

Office of the Spokane City Clerk

808 W. Spokane Falls Blvd.

5th Floor Municipal Bldg.

Spokane, WA 99201-3342

Subscription Rates:

Within Spokane County:

\$4.75 per year

Outside Spokane County:

\$13.75 per year

**Subscription checks made
payable to:**

City Treasurer

Address Change:

Official Gazette

Office of Spokane City Clerk

808 W. Spokane Falls Blvd.

5th Floor Municipal Bldg.

Spokane, WA 99201-3342

Minutes

NOTICE**NO MEETING MINUTES OF SPOKANE CITY COUNCIL****Tuesday, December 31, 2018**

The Monday, December 31, 2018 regularly scheduled City Council meeting was not held. Therefore, no meeting minutes will be published for this date. (Note: No meeting was scheduled to be held on December 31, 2018 due to the observance of the New Years holiday.)

Hearing Notices

**Notice of City Council Ad Hoc Subcommittee Meeting
Review of proposed amendments to the Comprehensive Plan**

Notice is hereby given that there will be a public meeting of a City Council Ad Hoc Committee to review potential amendments to the City's Comprehensive Plan and to make a recommendation to the City Council on **January 15, 2019, at 1:30 a.m.** in the City Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. This meeting is open to the public but no opportunity for public testimony. Written comments submitted by 8am January 15, 2019 will be forwarded to the

Ad Hoc Committee.

This Ad Hoc Committee will review, as outlined in SMC 17G.020.026, private proposals for amendments to the City of Spokane's Comprehensive Plan. For 2019, seven proposals are requests to amend the Land Use Plan Map. Additionally, the City is considering undertaking two text amendments to Chapter 3, Land Use Chapter. These amendments are sponsored by City Council Members.

Documents relating to these amendments are available for viewing at: <https://my.spokanecity.org/projects>.

Any person may submit written comments on the proposed actions to tblack@spokanecity.org or call for additional information at:

Planning & Development Department
Attn: Tirrell Black, Associate Planner
808 West Spokane Falls Boulevard
Spokane, WA 99201-3329
Phone (509) 625-6185
tblack@spokanecity.org

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

General Notices

AGENDA REGULAR MEETING OF THE CIVIL SERVICE COMMISSION

9:30 AM JANUARY 15, 2019
CITY HALL – COUNCIL CHAMBERS
808 W. SPOKANE FALLS BLVD., SPOKANE, WA 99201

1. CALL TO ORDER/ROLL CALL

2. APPROVAL OF MINUTES

Action Required

3. PUBLIC COMMENT

4. CHIEF EXAMINER'S REPORT

5. UNFINISHED BUSINESS

Action Required

- a. Contract with Koff and Associates for Classification Plan
(Richards)

6. ADJOURN

Notes:

- The meeting is open to the public, with the possibility of the Commission adjourning into executive session.

CANCELLATION SPOKANE CITY/COUNTY HISTORIC LANDMARKS COMMISSION

MEETING OF
WEDNESDAY, JANUARY 16, 2019
*****CANCELLED*****

Please be advised that the meeting of the Spokane City/County Historic Landmarks Commission, previously scheduled for Wednesday, January 16, 2019, in the City Council Briefing Center-Lower Level of City Hall, 808 West Spokane Falls Boulevard, has been cancelled. The next tentatively scheduled meeting will be February 20, 2019.

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.

POLICE RECORDS SPECIALIST SPN 016 OPEN ENTRY

DATE OPEN: Monday, January 7, 2019

DATE CLOSED: Sunday, January 20, 2019 at 11:59 p.m.

SALARY: \$34,786.08 annual salary, payable bi-weekly, to a maximum of \$54,392.40

DESCRIPTION:

Performs difficult specialized records management work providing information and records maintenance functions in the Records section of the Police Department. Employee will be required to perform shift work which includes evenings, weekends, and holidays.

DUTIES:

Provides records management for multiple law enforcement agencies and criminal justice agencies throughout Spokane County. Receives counter and telephone inquiries, answers questions of a general and law enforcement nature, and refers individuals to appropriate sources of information.

Assigned to two or more of the five distinct work groups within the section consisting of: hot seat/data entry, court document management, public records disclosure, public window, and processing, but will be expected to learn and perform in all work group areas as needed.

- Hot seat/data entry. Reviews, verifies and processes reports, warrants, requests, teletypes and faxes. Enters, updates and corrects multiple databases as required. Reports processed include, but not limited to, runaway/missing person reports, stolen vehicle recoveries and warrants, offender based tracking system, ineligible to possess firearm.
- Court document management. Reviews court orders, enters information into databases and updates databases as the court orders are served or status is changed. These could include no contact orders, temporary protection orders, permanent protection orders, anti-harassment orders, sexual assault protection orders, vulnerable adult protection orders and restraining orders.
- Public record disclosure. Processes requests for public records; redacts the requested records according to applicable Washington State codes and provides the records to the requestor.
- Public window. Reviews applications for gun licenses, conducts criminal background checks for concealed pistol licenses, gun transfers, special commission officers, firearm dealers, and perspective military. Performs cash transaction duties handling funds, change, receipts, reconciliation, deposits, and disbursements.
- Processing. Receives, sorts, reviews, scans, indexes, makes copies, corrects and disseminates documents as required by applicable laws, policies and procedures.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Open Entry (minimum qualifications are a requirement at time of application)

Education: High school diploma or equivalent.

Experience: Two years of clerical experience involving records maintenance.

Substitutions: A year of business or clerical education above the high school level may substitute for one year of the experience requirement.

Typing Speed: Ability to type at the rate of 40 words per minute.

NOTE: Applicants are required to submit to a polygraph examination, fingerprint, and background investigation prior to appointment and obtain ACCESS II certification within the probationary period.

EXAMINATION DETAILS:

You are required to meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a written test weighted at 100% and a pass/fail performance test.

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

Written Test Details:

Written testing will be conducted in the Civil Service Test Room (4th floor, City Hall) on **February 5th, 2019** and **February 6th, 2019**, with start times of **8:30 a.m.** and **12:00 p.m.** You should plan approximately 2 hours for the written test.

Self-schedule performance test date and time: Upon acceptance of your application, you will receive an e-mail with complete instructions to self-schedule the written test session you would like to attend. Multiple sessions will be made available and are filled on a first come, first served basis.

Performance Test Details:

Keyboarding performance tests will be conducted immediately following your scheduled written test. The City can conduct typing tests for 10 candidates at a time. Accordingly, candidates should be prepared to remain for an additional 60 minutes after the completion of the written test.

******Important Note******

Candidates who have taken and passed the Civil Service typing exam or the typing portion of the Critical performance exam within the past 12 months do not need to retake the performance exam. Upon verification, the candidate will not need to remain after the completion of the written test.

The written test may include such subjects as: Interpersonal Relations; Records Management; Basic Computer Literacy; Grammar Fundamentals; Vocabulary & Spelling; Accuracy & Error Detection; and Proofreading.

TO APPLY:

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 3rd day of January 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

PUBLIC WORKS JOURNEY LEVEL INSPECTOR SPN 216
PROMOTIONAL

DATE OPEN: Monday, January 7, 2019

DATE CLOSED: Sunday, January 20, 2019 at 11:59 p.m.

SALARY: \$41,655.60 annual salary, payable bi-weekly, to a maximum of \$64,936.80

DESCRIPTION:

Performs responsible, full-skill level inspections of public works construction for conformance to project specifications and contract documents.

DUTIES:

- Inspects public works projects for compliance with specifications and ordinances.
- Checks the grade, sub-grade, line and location; forms, depth and thickness; connections and seals; backfill, compaction, and repaving; temperature of the mix and application. Obtains load tonnage tickets.
- Computes volumes, takes measurements, records locations and connections, and makes final check upon completion of project. Prepares and submits required inspection reports; measures, sketches and calculates

project quantities; prepares and submits as-built drawings for review. Prepares final project acceptance documents.

- Performs compaction tests. Collects samples of construction materials as necessary and delivers to laboratory for testing. Develops the necessary laboratory data for determining compaction. Assists in bridge monitoring and inspection. Inspects foundry products and precast concrete products for compliance with plans and specifications. Prepares Material Acceptance Reports.
- Conducts or monitors water test, sewer line air pressure, exfiltration, and infiltration tests. Performs tests on concrete for slump, air entrainment, unit weight, and concrete factor.
- Inspects and tests concrete and asphalt aggregates. Takes samples of aggregate for laboratory testing. Checks proportions of dry mix, time and temperature, quality, weight, and stockpile. Receives or collects core samples, and conducts laboratory tests and analyses of mixes for adherence to specifications.
- May be required to make trips to inspect construction materials at the manufacturing source.
- Monitors and enforces all City ordinances relating to City right-of-way, including the City's obstruction permit program.
- Investigates complaints, as directed, concerning unsafe street conditions; investigates complaints concerning project issues and reports on-site complaints to supervisor.
- Operates an automobile, computer, calculator, and occasionally uses an engineer level and transit.
- May be assigned duties as an engineering technician during the non-construction season and participate in snow removal.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Promotional Requirements:

(Current employees of the City of Spokane may meet the promotional requirements. All promotional requirements must be met at the date of the examination.)

- *Experience:* Completion of one year with the City in the classification of Engineering Technician II.

License and Certifications:

(Qualified applicants and employees in this job class must meet these requirements.)

Possession of a valid driver's license.

EXAMINATION DETAILS:

You 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 and a performance evaluation (PAR), with the following weights:

- Written Test: 80%
- PAR: 20%

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

WRITTEN TEST DETAILS

Written testing will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Wednesday, January 30, 2019, at 9:00 a.m.** The approximate duration of the test is 2 hours. Additional test sessions may be made available depending on the number of applicants.

Upon acceptance of your application, we will send you an e-mail invitation to the exam.

The written test may include such subjects as Technical Knowledge, Human Relations, Reports, Applied Mathematics, and Safety.

Please see the Test Information Guid for further details on our written testing process.

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.

Qualified applicants are encouraged to apply immediately. You should 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/job> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.or 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 3rd day of January 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

PUBLIC WORKS JOURNEY LEVEL INSPECTOR SPN 216 OPEN ENTRY

DATE OPEN: Monday, January 7, 2019 **DATE CLOSED:** Sunday, January 20, 2019 at 11:59 p.m.
SALARY: \$41,655.60 annual salary, payable bi-weekly, to a maximum of \$64,936.80

DESCRIPTION:

Performs responsible, full-skill level inspections of public works construction for conformance to project specifications and contract documents.

DUTIES:

- Inspects public works projects for compliance with specifications and ordinances.
- Checks the grade, sub-grade, line and location; forms, depth and thickness; connections and seals; backfill, compaction, and repaving; temperature of the mix and application. Obtains load tonnage tickets.
- Computes volumes, takes measurements, records locations and connections, and makes final check upon completion of project. Prepares and submits required inspection reports; measures, sketches and calculates project quantities; prepares and submits as-built drawings for review. Prepares final project acceptance documents.
- Performs compaction tests. Collects samples of construction materials as necessary and delivers to laboratory for testing. Develops the necessary laboratory data for determining compaction. Assists in bridge monitoring and inspection. Inspects foundry products and precast concrete products for compliance with plans and specifications. Prepares Material Acceptance Reports.
- Conducts or monitors water test, sewer line air pressure, exfiltration, and infiltration tests. Performs tests on concrete for slump, air entrainment, unit weight, and concrete factor.
- Inspects and tests concrete and asphalt aggregates. Takes samples of aggregate for laboratory testing. Checks proportions of dry mix, time and temperature, quality, weight, and stockpile. Receives or collects core samples, and conducts laboratory tests and analyses of mixes for adherence to specifications.
- May be required to make trips to inspect construction materials at the manufacturing source.
- Monitors and enforces all City ordinances relating to City right-of-way, including the City's obstruction permit program.
- Investigates complaints, as directed, concerning unsafe street conditions; investigates complaints concerning project issues and reports on-site complaints to supervisor.
- Operates an automobile, computer, calculator, and occasionally uses an engineer level and transit.
- May be assigned duties as an engineering technician during the non-construction season and participate in snow removal.
- Performs related work as required.

MINIMUM QUALIFICATIONS:**Open Entry Requirements:**

(Applicants who are not current employees of the City of Spokane may meet these requirements. Open-entry applicants must meet all requirements when they apply.)

- *Education:* Completion of two years of college (90 quarter credit hours or 60 semester credit hours) in Civil Engineering, Civil Engineering Technology, or a similar field with related course work emphasis in math and science.
- *Experience:* Completion of one year of experience in public works construction in a technical or supervisory capacity (such as Inspector, Quality Control Lead, Project Manager, Project Engineer, Project Superintendent, or Foreperson).
- *Substitution:* Additional technical or supervisory experience may be substituted for the education requirement on a year-for-year basis.

License and Certifications:

(Qualified applicants and employees in this job class must meet these requirements.)

Possession of a valid driver's license.

EXAMINATION DETAILS:

You 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.

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

WRITTEN TEST DETAILS

Written testing will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Wednesday, January 30, 2019, at 9:00 a.m.** The approximate duration of the test is 2 hours. Additional test sessions may be made available depending on the number of applicants.

Upon acceptance of your application, we will send you an e-mail invitation to the exam.

The written test may include such subjects as Technical Knowledge, Human Relations, Reports, Applied Mathematics, and Safety.

Please see the [Test Information Guide](#) for further details on our written testing process.

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

TO APPLY:

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 3rd day of January 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

**REFUSE COLLECTOR II SPN 550
PROMOTIONAL**

DATE OPEN: Monday, January 7, 2019

DATE CLOSED: Sunday, January 20, 2019 at 11:59 p.m.

SALARY: \$36,560.88 annual salary, payable bi-weekly, to a maximum of \$57,315.60

DESCRIPTION:

Performs heavy manual work in the collection of refuse or recyclables normally on residential collection route

DUTIES:

Drives and operates a refuse collection packer on an assigned route or a refuse collection dump truck on special trash collections; supervises the activities of assigned subordinate collectors and assists in moving, carrying and emptying refuse carts/cans; maintains daily route sheets of customers noting collection starts, stops, increases or decreases in service, and any extra charges; maintains records of charges for special collections.

Drives and operates a rear-load collection truck on an assigned route. On occasion trains others to operate rear-load truck. Tags single stream recycling and yard-waste for contaminants and performs related assigned duties. Must be able to learn several routes. Must be able to drive different trucks on various routes and not expect to be on any given route or to be using the same truck with any regularity.

Drives and operates cart delivery truck. Maintains cart inventory in serviceable condition. Cleans, stores, repairs and replaces carts as needed.

Explains ordinances, procedures and charges regarding refuse or recycling collection to property owners; receives, acts on or refers collection complaints to supervisor; advises property owner as to condition or location of containers; reports to supervision any damage done to private or public property.

Maintains daily route computer sheets; prepares accident and injury reports as required; prepares private or public property damage reports as required. Reports vehicle maintenance needs to appropriate department.

May fill in for Refuse Collector III when needed.

Performs related work as required.

MINIMUM QUALIFICATIONS:

Promotion (Must be met by date of examination.)

Experience: One year of experience in the classification of Refuse Collector I (SPN 549); AND possession of a Class "B" Commercial Driver's License (CDL) with air brake endorsement.

SHORTAGE RECRUITMENT: Employees with at least six months in the classification of Refuse Collector I who have obtained a Class "B" CDL with air brake endorsement may apply on a promotional basis.

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 written test and promotional evaluation, with weights assigned as follows:

- Written test 80%
- Promotional Evaluation 20%

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 **Thursday, January 24, 2019 at 1:00 p.m.** The approximate duration of the test is 1-1/2 hours.

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.

TO APPLY:

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

- Email: civilservice@spokanecity.or 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 3rd day of January 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

EQUIPMENT SERVICER SPN 626
OPEN ENTRY

DATE OPEN: Monday, January 7, 2019

DATE CLOSED: Sunday, January 20, 2019 at 11:59 p.m.

SALARY: \$36,560.88 annual salary, payable bi-weekly, to a maximum of \$57,315.60

DESCRIPTION:

Performs semi-skilled work in the servicing of automotive equipment in a shop or on site.

DUTIES:

- Determines priority for servicing equipment, in accordance with orders received from the supervisor.
- Performs tire changing and repair, minor electrical repair, steam cleaning engines and undercarriages, lubrication, oil changing, wheel bearing packing, and similar activities on all assigned automotive equipment.
- May be assigned to and responsible for the above functions and routine servicing, maintenance, and minor repair of a specific class of heavy equipment, such as street sweepers, graders, packers, or similar equipment.
- Performs preventive maintenance inspections, taxi inspections, emission tests, and other periodic tests as required.
- Maintains records of vehicle servicing data; ensures adequate service supplies are on hand.
- Assists journey-level mechanic in repair of automotive equipment and in making outside service calls; does minor welding, machining and painting.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Open Entry Requirements:

(Applicants who are not current employees of the City of Spokane may meet these requirements. Open-entry applicants must meet all requirements when they apply.)

- *Education:* Ability to read and write.
- *Experience:* Two years of work experience in which the primary duty was automotive equipment service and minor repair. Experience must include service and minor repair of one or more of the following: trucks of at least 10,000 lbs. G.V.W., graders, loaders, backhoes or other construction equipment.

License and Certifications:

(Qualified applicants and employees in this job class must meet these requirements.)

- Possession of a valid driver's license.

Equipment Servicers must obtain a Class B Commercial Driver's License (CDL) during the probationary period. Employees must maintain this license while they hold this job class.

EXAMINATION DETAILS:

You are required to meet the posted minimum qualifications and pass the examination for this position to be eligible for hire. The exam is a written test, with scoring weight assigned as follows: Written Test score = 100% of final score for ranking on the Civil Service eligibility list.

WRITTEN TEST DETAILS:

- The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Thursday, January 31, 2019 at 3:00 pm**. The approximate duration of the test is 2 hours.
- Additional test sessions *may* be added, depending on the number of applications accepted.
- The multiple-choice written test may include such subjects as: General Technical Knowledge, Electrical Work, Power Train, Tires and Brakes, Safety.
- Upon acceptance of your application, you will receive an email appointment confirmation for your Civil Service test.

We encourage you to apply immediately using the online application system. Submit your completed City of Spokane employment application online by 11:59 p.m. on the closing 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. 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 3rd day of January 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

NSC Euclid Ave. Water and Sewer (Market Street to Ralph Street) and NSC North Hill Distribution Loop

Engineering Services File No. 2017160 (Lead), 2017157, & 2017183

This project consists of the construction of approximately ± 205 linear feet of sanitary sewer, ± 205 linear feet of 30-inch water transmission main, $\pm 2,580$ linear feet of water distribution main, ± 320 linear feet of 36" and 48" steel casing pipe with both open cut and trenchless installation, shoring and adjacent utility support, remove and replace cement concrete panels, HMA pavement patching, communication conduits, cables, and interfaces, curb and sidewalk removal and replacement, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. January 28, 2019, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Hand delivered bids shall be delivered to the security desk on the first floor, City Hall, 808 W Spokane Falls Blvd, Spokane WA 99201-3316. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers located on the basement level of City Hall.

Copies of the Contract Documents are available at 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.

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.

Note regarding new specifications: The City of Spokane is using WSDOT's 2018 Standard Specifications. Bidder's should allow sufficient time to familiarize themselves with the WSDOT 2018 Standard Specifications prior to bidding the project.

A non-mandatory pre-bid conference will be held at Spokane City hall in the Council Briefing Center (basement) at 808 W. Spokane Falls Blvd. at 8:30 a.m. on Tuesday, January 15, 2019.

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

******Time is of the essence due to restrictions in the construction window length and the time of year in which the project is being constructed. Please note that various award phase steps have shorter than normal time frames or interim time restrictions with associated penalties and incentives. Please refer to Section 1.07.23, 1.08.4, 1.08.5 and 1.08.9.**

Publish: January 9, 16 and 23, 2019

Notice for Bids

Supplies, Equipment, Maintenance, etc.

MISCELLANEOUS WATERWORKS PRODUCTS

Water Department

BID #4505-19

Sealed bids will be opened at 1:15 p.m., **MONDAY, January 14, 2019** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **MISCELLANEOUS WATERWORK PRODUCTS** 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 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: **“MISCELLANEOUS WATERWORKS PRODUCTS, BID #4505-19, DUE 1/14/19”**.

Thea Prince
Purchasing Department

Publish: December 26, 2018 & January 2 & 9, 2019

RIVERFRONT PARK WEST HAVERMALE PROJECT

City of Spokane Parks & Recreation Department

RFQ #4507-19

Sealed Statements of Qualifications (SOQ) will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, JANUARY 28, 2019**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for RIVERFRONT PARK WEST HAVERMALE PROJECT for the City of Spokane Parks & Recreation Department.

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

SOQ documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, January 28, 2019**. SOQs must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for SOQs delivered late. **Only firm Proposals with signatures will be evaluated.**

Submit one (1) paper original, six (6) paper copies and one (1) reproducible digital copy (CD or thumb drive) of the SOQ 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 SOQs 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 #4507-19, RIVERFRONT PARK WEST HAVERMALE PROJECT, DUE: 1/28/19”

Thea Prince
Purchasing Department

Publish: December 26, 2018, January 2 & 9, 2019

SE SPORTS COMPLEX – PHASE 1

Parks & Recreation Department

BID #4508-19

Sealed bids will be opened at 1:15 p.m., **MONDAY, FEBRUARY 4, 2019** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **SE SPORTS COMPLEX – PHASE 1** for the Parks & Recreation Department.

PRE-BID CONFERENCE. A **mandatory** pre-bid conference will be held on Thursday, January 17, 2019 at 1:00 pm at 808 W Spokane Falls Blvd. City Hall Lobby - Tribal Conference Room.

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 to the Purchasing Department **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) original copy of response 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: **“SE SPORTS COMPLEX – PHASE 1, BID #4508-19, DUE 2/4/19”**.

Thea Prince
Purchasing Department

Publish: January 9 & 16, 2019

