



Official Gazette

City of Spokane, Washington

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

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Issue 9



MAYOR AND CITY COUNCIL

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Minutes

NOTICE**NO MEETING MINUTES OF SPOKANE CITY COUNCIL
Tuesday, February 18, 2020**

The Tuesday, February 18, 2020 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 Monday, February 17, 2020 due to the observance of the President's Day holiday.)

**STANDING COMMITTEE MINUTES
City of Spokane
Urban Experience Committee
1/13/20 – MINUTES**
Attendance

David Paine, Andrew Chanse, Tija Danzig, Chris Averyt, Adam Potter, Kris Becker, Paul Krupp, Francisca Rapier, CM Michael Cathcart, Eric Finch, Mike Ormsby, Shae Blackwell, CM Kate Burke, Danielle Cossey, CM Karen Stratton, Kyle Overbust, CM Candace Mumm, Mark Richard, Teri Stripes, Jason Ruffing, Garrett Jones, Hannahlee Allers, CM Lori Kinnear, CP Breean Beggs, Scott Simmons, Tirrell Black, Giacobbe Byrd, Brian McClatchy, Melissa Morrison, Zack Zappone, Paul Warfield

Non-City Employees:

Toby Hatley (WRA), Mark Richard (DSP),

The meeting started at 1:18 p.m.

Approval of Minutes:

The meeting minutes for December were approved.

Agenda Items:**1. Library Bond Implementation Update- Andrew Chanse**

In temp location at Shadle. Moving out of old Shadle location, in Northtown Mall. Downtown branch to close end of February, STA location to open March 2. CM Burke comment on where the vulnerable population will be during the day. Will work with STA on wayfinding on the first floor. Finishing design/planning phases, will go out to BID late Jan/early Feb, construction hopefully by April. Wall breaking downtown mid-February.

2. 2019-2020 Warming Centers & Expanded Capacity- Tija Danzig

Last phase for a warming center, up to 50 spaces at City Gate, around \$45,000 due to dip in beds available with colder weather. \$10k from last year reserves, remainder through SBO. City Gate would be able to have day and night space, close to Women's Hearth. Low barrier, meals men/women, overnight women, City conversations with City Gate on safety and security. Concern with lighting mentioned by CM Stratton and by CM Kinnear on the tunnel.

3. Updated COPS Contract- CM Karen Stratton

Instead of year to year contract do a five year contract. Conversation on including wage increases for employees (4%). Council could budget for this year and included the 4%, if a 5 year contract then would include that in the budget.

4. Receivership and the Building Official Process- Jason Ruffing

Follow to a presentation from a few months ago regarding mainly abandoned properties. Background on Grove houses in West Central area. The proposal is to make the code more official, receivership vs. demolition. Quicker response, reuse, and savings. Code enforcement/building official process- took a three year process to get the five properties up and habitable. Contract stated homes must keep look of neighborhood and be used for affordable housing. CP Beggs comment on the hundreds of homes owned by out of state banks, is there a possibility to get those into receivership?

5. Economic Update- Kris Becker and Gavin Cooley

Update by Kris with current numbers.

Consent Items:

All consent items were approved and moved forward.

Executive Session:

There was an Executive Session at this meeting

Adjournment

The meeting was adjourned at 2:51p.m.

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.

LABORER II SPN 502 PROMOTIONAL

DATE OPEN: Monday, February 24, 2020

DATE CLOSED: Tuesday, March 10, 2020 at 4:00 p.m.

SALARY: \$37,849.18 annual salary, payable bi-weekly, to a maximum of \$59,090.40

DESCRIPTION:

Performs semi-skilled manual work in various departments which requires some previous experience and special knowledge acquired on the job.

DUTIES:

- Work performed varies with department to which assigned.
- May supervise small labor crew. Participate in loading, unloading and similar operations. Assists in setting up and dismantling playground equipment.
- Receives calls, investigates and dispatches night crews to remedy routine complaints, reports major complaints to supervisor. Checks excavations for compliance with safety regulations.
- Acts as helper or assigned as apprentice to crafts specialists and skilled trade workers in maintenance and repair of assigned buildings. May assist in minor maintenance of an assigned heating plant.
- Performs various tasks in support of solid waste disposal operations including, but not limited to, attending household hazardous waste and recycling facility, removing refrigerants from appliances, and directing the public.
- Operates compressors, jack hammers, cement mixers, brush chippers, chain saws, post-hole diggers, sewer augers and other similar power-driven equipment related to the job.
- Drives various trucks, operates rubber-wheeled tractors with attachments, front-end loaders and fork lifts. May be required to operate equipment of the next higher class on occasion. Assists in snow removal operations. Mounts sander boxes and tanks. Performs minor maintenance on street cleaning equipment.
- Services assigned equipment. Makes minor field repairs. Reports major defects. Prepares necessary reports.
- Assists in installation, repair and disconnection of water mains, hydrants and valves. Operates pipe and leak locating equipment or performs other operations peculiar to the assigned job.
- Assists in maintenance and construction of sanitary sewer and storm water infrastructure.
- Supervises crew engaged in installation, repair and maintenance of traffic signs and markers. Operates lane and crosswalk painting machines, and fabricates traffic signs using silk screens.
- 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:* Six months of work experience with the City in a lower laboring type classification. Specialized experience within a department may be required for assignment to certain positions.

- **License:** Possession of a valid driver's license. Must obtain a Class B Commercial Driver's License (CDL) with air brake endorsement within six months of appointment.

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 **Thursday, March 19, 2020, at 1:00 p.m.** The approximate duration of the test is 1 hour, 30 minutes. 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 Applied Technology, Interpersonal Skills, Organizational Awareness, Safety & Occupational Hazards, Teamwork, Technical Competence, and Vehicle Operations.

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.

Please contact our office at 509-625-6160 immediately if you have any difficulties submitting your application

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 February 2020.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

Sprague Avenue Rebuild 2B Engineering Services File No.2019113

This project consists of the construction of approximately 3500 cubic yards of excavation and embankment, 1312 linear feet of 24" ductile iron water main, 1302 linear feet of 24" Stormwater pipe, 530 linear feet of 21" sanitary sewer main, 200 linear feet of 24" sanitary sewer main, 11 drainage structures, 3000 square yards of sidewalk, 7050 square yards of 7-inch thick HMA pavement, illumination system, landscaping and sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. March 16, 2020 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.

New location for bid opening: The bids will be publicly opened and read at 1:15 p.m. in the Tribal Conference Room, 1st floor, 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: <https://my.spokanecity.org/business/bid-and-design/current-projects/>

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

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

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

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

Note regarding new specifications: The City of Spokane is using WSDOT's 2020 Standard Specifications. Bidders should allow sufficient time to familiarize themselves with the WSDOT 2020 Standard Specifications prior to bidding the project.

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

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

Publish: February 26, March 4 & 11, 2020

Notice for Bids

Supplies, Equipment, Maintenance, etc.

SPOKANE PUBLIC LIBRARY

Request for Bid

SHADLE BRANCH LIBRARY EXPANSION

Spokane Public Library is requesting bids for the General Contractor/Construction Manager for the SHADLE BRANCH LIBRARY EXPANSION for the following Subcontractor Bid Package:

Bid No. 2020-02-001; BP#01 – SELECTIVE DEMOLITION, STRUCTURAL CONCRETE & STEEL
(Due Thursday, March 5th, 2020 at 2:00:00 pm.)

A Mandatory Pre-Bid Walkthrough for BP #01 is scheduled for **Thursday, February 20, 2020, at 3:00 PM**; those interested in submitting a bid are to meet in the parking lot on the East side of the existing Shadle Branch Library (2111 W. Wellesley Ave., Spokane, WA 99205).

This is a GCCM project. Garco Construction, Inc. is the GCCM on this project and intends to bid on this package.

The scope of work will be outlined in the Contract Documents. Bids are to be submitted on the Bid Proposal form provided in Contract Specifications. A Bid Bond is required for any bid \$300,000 or above.

Contract Documents for bid packages noted above can be reviewed on or after February 11, 2020, at the following locations:

Abadan Reprographics, 603 E. 2nd Ave, Spokane, WA 99202
Spokane Regional Plan Center, Spokane, WA;

Contract Documents for bid packages noted above can be reviewed ONLINE on or after February 11, 2020, at the following locations:

Abadan Reprographics
Spokane Regional Plan Center

Bidders can obtain drawings from Abadan Reprographics; contact Desi at 509-747-2964.

Bids must be received by Spokane Public Library, Finance Department, at the office of Hill International, Inc., Lincoln Plaza, 818 West Riverside Ave., Suite 400, Spokane, WA 99201, no later than the date and time listed above, at which time bids will be opened and read. Bids received after the time specified above will not be considered. The Bid number and submittal date must appear on the outside of all bids submitted. Any firm failing to submit its proposal in accordance with the procedures set forth in the Instructions to Bidders may be considered non responsive.

Individuals with disabilities who may need special accommodations to participate in the public bid opening meeting should contact Patrick McCord, Hill International, Inc., (509) 570-0938, no later than three days before the scheduled date of the meeting so that arrangements for the modifications can be made.

Questions should be addressed to Patrick McCord, Hill International, Inc., Lincoln Plaza, 818 West Riverside Ave., Suite 400, Spokane, WA 99201, (509) 570-0938, via written correspondence or via e-mail (patrickmccord@hillintl.com).

Spokane Public Library encourages the participation of Minority-Owned and Women-Owned Business Enterprises in this Request for Proposal.

BY ORDER OF THE BOARD OF TRUSTEES
SPOKANE PUBLIC LIBRARY

Penny C Brown CPA, Finance Director
Publish: February 19 & 26, 2020

