



Official Gazette

City of Spokane, Washington

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

Volume 110

JULY 29, 2020

Issue 31



MAYOR AND CITY COUNCIL

MAYOR NADINE WOODWARD

COUNCIL PRESIDENT BREEAN BEGGS

COUNCIL MEMBERS:

KATE BURKE (DISTRICT 1)

MICHAEL CATHCART (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

KAREN STRATTON (DISTRICT 3)

BETSY WILKERSON (DISTRICT 2)

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Minutes

MINUTES OF SPOKANE CITY COUNCIL

Monday, July 20, 2020

BRIEFING SESSION

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

The regularly scheduled Spokane City Council 3:30 p.m. Briefing/Administrative Sessions and the 6:00 p.m. Legislative Session were held virtually and streamed live online and aired on City Cable 5. Pursuant to Governor Jay Inslee's Seventh Updated Proclamation 20-28.7, dated July 8, 2020, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and the in-person attendance requirement in RCW 42.30.030 has been suspended until at least through August 1, 2020. The public was encouraged to tune in to the meeting live on Channel 5, at <https://my.spokanecity.org/citycable5/live>, or by calling 408-418-9388 and entering an access code when prompted.

Roll Call

On roll call, Council President Beggs and Council Members Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson were present. (Council President Beggs and Council Member Cathcart were in attendance in the Council Chambers and also participated in the meeting via WebEx. Council Members Burke, Kinnear, Mumm, Stratton, and Wilkerson attended the meeting via WebEx.)

City Administrator Wes Crago (also attending via WebEx), City Council Policy Advisor Brian McClatchey (also attended the meeting via WebEx), and City Clerk Terri Pfister were also present on the dais in Council Chambers.

Advance Agenda Review

The City Council received an overview from staff on the July 27, 2020, Advance Agenda items.

Action to Approve July 27, 2020, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the July 27, 2020, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Burke, seconded by Council Member Mumm, **to approve** the Advance Agenda for Monday, July 27, 2020; **carried unanimously.**

ADMINISTRATIVE SESSION**Current Agenda Review**

The City Council considered the July 20, 2020, Current Agenda.

Interlocal Agreement with the City of Airway Heights (OPR 2020-0573) (Deferred from July 13, 2020, Agenda) (Relates to RES 2020-0048)

Council Member Mumm requested that Item No. 6 on the Consent Agenda—Interlocal Agreement with the City of Airway Heights for the City of Spokane to provide sewer service to select parcels owned by Spokane Airport within Airway Heights sewer service—be taken separately. (See below sections of minutes following Council's consideration of the Consent Agenda.)

CONSENT AGENDA

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

Purchases from Pape Machinery (Spokane, WA) for the Wastewater Department using Sourcewell Contract #32119-JDC of:

- a. One Excavator—\$182,932.85 (incl. tax). (OPR 2020-0582)
- b. One Mini Excavator—\$79,751.24 (incl. tax). (OPR 2020-0583)

Value Blanket increase for Fleet Services for the purchase of Automotive Filters—\$90,000. (OPR 2020-0147)

Contract Renewal with Hyland Software, Inc. (Westlake, OH) for Annual Software Maintenance and Support for the City's OnBase document imaging system from April 1, 2020, through March 31, 2021—\$68,041.67 (incl. tax). (OPR 2015-0013)

Memorandum of Understanding with the Spokane County Public Defenders' Office to exchange conflict of interest cases, including felony conflict cases, to the City—\$72,000 revenue. (OPR 2020-0585)

Accept an increase in Housing and Essential Needs (HEN) funding from the Washington State Department of Commerce and amend the City's grant agreement with Goodwill as the HEN operator—\$944,144. (OPR 2019-0271) (Relates to Special Budget Ordinance C35919.)

Report of the Mayor of pending:

Claims and payments of previously approved obligations, including those of Parks and Library, through July 10, 2020, total \$7,576,133.95 (Check Nos. 572637-572781; ACH Payment Nos. 79948-80167), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$6,201,914.21.

Payroll claims of previously approved obligations through July 11, 2020: \$7,656,622.67 (Payroll Check Nos. 557106-557187).

City Council Meeting Minutes: June 29, July 2, and July 9, 2020.

Interlocal Agreement with the City of Airway Heights (OPR 2020-0573) (Deferred from July 13, 2020, Agenda) (Relates to Resolution 2020-0048) (taken separately)

Subsequent to Council discussion and commentary by Larry Krauter, Chief Executive Officer – Spokane International Airport, Felts Field & Airport Business Park, the following action was taken:

Motion by Council Member Mumm, seconded by Council Member Kinnear, to **table indefinitely** (based on Council member conversations with Airway Heights) the Interlocal Agreement with the City of Airway Heights for the City of Spokane to provide sewer service to select parcels owned by Spokane Airport within Airway Heights' sewer service; **carried 6-1 (Council Member Cathcart "no")**.

City Council Letter to Department of Ecology

Council President Beggs introduced a proposed letter from City Council to the Department of Ecology pertaining to the Department of Ecology's preliminary draft rulemaking for discharge-specific variances on the Spokane River. The following actions were taken:

Motion by Council Member Mumm, seconded by Council Member Wilkerson, to **suspend** the Council Rules; **carried unanimously**.

Motion by Council Member Wilkerson, seconded by Council Member Kinnear, to **add** the letter to the 6:00 p.m. Legislative Agenda; **carried 6-1 (Council Member Cathcart "no")**.

Council Recess/Executive Session

The City Council adjourned at 4:08 p.m. No Executive Session was held. The City Council reconvened at 6:02 p.m. for the Legislative Session.

LEGISLATIVE SESSION**Roll Call**

On roll call, Council President Beggs and Council Members Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson were present. (Council President Beggs and Council Members Cathcart and Wilkerson were in attendance in the Council Chambers and also participated in the meeting via WebEx. Council Members Burke, Kinnear, Mumm, and Stratton attended the meeting via WebEx.)

City Council Policy Advisor Brian McClatchey (also attending via WebEx) and City Clerk Terri Pfister were also present on the dais in Council Chambers.

There was no **City Administration Report**.

There were no **Mayoral Proclamations**.

There were no **Boards and Commission Appointments**

There were no **Council Committee Reports**.

There was no **Open Forum**.

LEGISLATIVE AGENDA**SPECIAL BUDGET ORDINANCES****Special Budget Ordinance C35919 (Council Sponsor: Council President Beggs)**

The City Council considered Special Budget Ordinance C35919. There was an opportunity for public testimony, with no individuals signing up to speak. The following action was taken:

Upon Unanimous Roll Call Vote, the City Council **passed Special Budget Ordinance C35919** amending Ordinance No. C35857 passed by the City Council December 16, 2019, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2020, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2020, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Housing & Essential Needs
FROM: Contractual Services, \$944,144;
TO: Various Accounts, same amount.

(This action provides funding for rental assistance for homeless and at-risk households with qualifying short or long-term disabilities through the Housing and Essential Needs Program.)

There were no **Emergency Ordinances**.

RESOLUTIONS**Resolution 2020-0047 (Council Sponsor: Council President Beggs)**

Subsequent to a brief overview of Resolution 2020-0047 by Council President Beggs and the opportunity for public testimony, with no individuals signing up to speak, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2020-0047** setting hearing before City Council for August 17, 2020, for the vacation of portions of Cleveland Avenue and Nevada Street as requested by Catholic Charities in order to accommodate a 72-unit apartment complex.

Resolution 2020-0048 (Deferred from July 13, 2020, Agenda) (Council Sponsor: Council President Beggs)

Subsequent to a brief overview of Resolution 2020-0047 by Council President Beggs; the opportunity for public testimony, with no individuals signing up to speak, and Council commentary, the following action was taken:

Upon 6-1 Roll Call Vote (Council Member Burke voting "no"), the City Council **adopted Resolution 2020-0048** approving a sewer and access easement in order to accommodate the installation, maintenance and repair of sewer service by the City of Spokane for the named property herein (on file with the City Clerk's Office).

There were no **Final Reading Ordinances**.

There were no **First Reading Ordinances**.

SPECIAL CONSIDERATIONS

City Council Letter to the Department of Ecology (CPR 2020-0030)

Subsequent to a brief overview by Council President Beggs and an opportunity for public testimony, with no individuals signing up to speak, the following action was taken:

Upon 6-1 Roll Call Vote (Council Member Cathcart “no”), the City Council **approved** City Council Letter to the Department of Ecology pertaining to the Department of Ecology’s preliminary draft rulemaking for discharge-specific variances on the Spokane River.

There were no **Hearings**.

There was no **Second Open Forum**.

ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 6:11 p.m.

STUDY SESSION MEETING MINUTES SPOKANE CITY COUNCIL Thursday, July 16, 2020

A regularly scheduled Study Session of the Spokane City Council was held virtually on the above date at 11:05 a.m. in the City Council Chambers, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Beggs and Council Members Burke, Cathcart, Kinnear, Mumm, and Wilkerson were present via WebEx. Council Member Stratton joined the meeting via WebEx at 11:13 a.m. The public was encouraged to tune in to the meeting live on Channel 5, at <https://my.spokanecity.org/citycable5/live>, or by calling in.

Pursuant to Governor Jay Inslee’s Seventh Updated Proclamation 20-28.7, on July 8, 2020, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and the in-person attendance requirement in RCW 42.30.030 has been suspended until at least through August 1, 2020.

The purpose of the meeting was to hold discussion on the following topics:

- Arts and Culture Long-Term Planning
- Water Conservation Master Plan Resolution
- CARES Act Funding Update
- Homelessness Response Discussion

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

The meeting adjourned at 12:13 p.m.

**STUDY SESSION MEETING MINUTES
SPOKANE CITY COUNCIL
Thursday, July 23, 2020**

A regularly scheduled Study Session of the Spokane City Council was held virtually on the above date at 11:00 a.m. in the City Council Chambers, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Beggs and Council Members Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson were present via Webex. The public was encouraged to tune in to the meeting live on Channel 5, at <https://my.spokanecity.org/citycable5/live>, or by calling in.

Pursuant to Governor Jay Inslee's Seventh Updated Proclamation 20-28.7, on July 8, 2020, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and the in-person attendance requirement in RCW 42.30.030 has been suspended until at least through August 1, 2020.

The purpose of the meeting was to hold discussion on the following topics:

- Wastewater Rate Setting

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

The meeting adjourned at 11:48 a.m.

**STANDING COMMITTEE MINUTES
City of Spokane
Public Infrastructure, Environment, and Sustainability
May 18, 2020**

Committee members present in person, phone or video

Council President Breean Beggs, Committee Chair
Council Member Michael Cathcart, Vice Committee Chair
Council Member Kate Burke
Council Member Lori Kinnear
Council Member Candace Mumm
Council Member Karen Stratton
Council Member Betsy Wilkerson

Council President Beggs called the meeting to order at 1:15 p.m.
<https://vimeo.com/42002380>

Review and approval of minutes

Council President Beggs asked for a motion to approve the minutes of the April 27, 2020 meeting.

- Action taken
- Council Member Mumm moved to approve the minutes of the April 27, 2020 meeting as presented; the motion was seconded by Council Member Cathcart.

Discussion items

A. Council Requests

1. Consent items for discussion
Ben Burr Update
Dan Buller gave an update on the plans for the Ben Burr Trail near Liberty Park and the crossing that has been designed. This will be constructed and complete this fall.
2. Legislative update (if needed)
3. Northeast Public Development Authority
Council Member Cathcart discussed the NEPDA agreement with Beacon hills that is on today's City Council agenda.

B. Staff Requests

1. Hydrant Permit Program revisions
Dan Kegley discussed the adoption of the ordinance process and the revisions to the program. Council President Beggs commended Dan on his service to the City and congratulations on his upcoming retirement.
2. Sidewalk Cafes, Parklets and Streateries

Tami Palmquist gave a brief presentations on coordination to proposing policy changes to support local business in reopening. Discussion was had on the permit fees and structure of the temporary needs. Jacque West discussed the parking meter startup and curbside pickup 10 minute slots.

3. STA Bus Fare-COVID 19 Restrictions
Major Kevin King discussed the contract with STA for officers to ride the bus. Discussion was had on the usage and activities.
4. National Institute of Corrections Cooperative Agreement Grant
This item was removed from the agenda.

Strategic Plan Session

- A. Priority Strategy 1. Rapidly accelerating street pavement maintenance projects
- B. No report this meeting.
- C. Priority Strategy 2. Repurposing public property to stimulate private investment
 - No report this meeting.
- D. Priority Strategy 3. Sustainable city
 - Update on Energy Strategic Initiative
Cadie Olsen discussed the visit with the UTC. She introduced Logan Callen and Dana Zentz. Discussion was had on the project initiatives.

Consent items

1. Resolution Pledging City Involvement In ICLEI and GCOM Climate Work (CP Beggs)
2. Contract renewal to supply liquid Magnesium Hydroxide (RPWRF)
3. Contract award to replace Bio Filter media (RPWRF)
4. Contract with Applied Industrial Technologies for the as-needed purchase and installation of conveyor feed belts (WTE)
5. Value Blanket Renewal with Hitachi Zosen for the purchase of feeder and grate parts (WTE)
6. Ben Burr Crossing at 2nd & 3rd (Engineering Services)
7. Central Ave. Well #2 MurraySmith Construction Phase Assistance Budget Increase (Engineering Services)
8. Cleveland, Green, Grace, Jackson & Ralph – North South Corridor (Engineering Services)
9. S. Gorge Trail Phase 2 & CSO 22b Stormwater Separation Project (Engineering Services)
10. Housing and Essential Needs Award (NBS-CHHS)

Executive session

None.

Adjournment

The meeting adjourned at 11:45 a.m.

Public Safety & Community Health Committee **Meeting Minutes – June 1, 2020**

Call to Order: 1:15 PM

Attendance:

PSCHC Members Present: PSCHC Chair CM Kinnear; CP Beggs; CM Stratton; CM Cathcart; CM Wilkerson; CM Burke; CM Mumm (arrived at 1:17pm)

Staff/Others Present: City Administrator Wes Crago, Chief Meidl, Chief Schaeffer, SPD Assistant Chief Lundgren, Major Eric Olsen, Jan Tokumoto, Seth Hackenberg, Captain Tracie Meidl, Judge Mary Logan, Freda Gandy, Tim Sigler, Scott Simmons, and Hannahlee Allers.

Approval of May 4, 2020 minutes: Motion to approve by CM Burke; M/S by CP Beggs. The committee approved the minutes from the May 4th, 2020 PSCHC meeting unanimously.

CONSENT AGENDA ITEMS

Monthly Reports:

1. OPO Monthly Update – April 2020
3. Photo Red Update (SPD)
4. June Strategic Initiatives Report (SPD)

Consent Agenda Portion:

1. Authorize HOME affordable housing contracts for Sinto Commons and FFC Homes XII (CHHS)
2. Authorize loan to Proclaim Liberty for ECEAP-centered affordable housing development (CHHS)
3. Approval of design contract for Hoffman Well Upgrade Electrical Design (PublicWorks)
4. Mitchell Humphrey Financial Management System (FMS) Annual Software Maintenance and Support (IT)
5. DUI AG-1942 WTSC Enforcement Grant Application (SPD)
6. Approval of User License Agreement for Online Weapons Permit Applications (SPD)
7. Approval of grant application (FEMA) for Personal Protective Equipment (SFD)
8. Purchase of John Deere Loader (Fleet Services)

STRATEGIC PLANNING SESSION**Strategic Priority: Integrated 911/Dispatch**

NONE

Strategic Priority: Integrated Response

NONE

Strategic Priority: Criminal Justice Reform

NONE

Strategic Priority: City-Wide Clean & Safe

NONE

DISCUSSION ITEMS**Staff Requests:****Administrative Report on COVID-19 – City Administrator Wes Crago (15 minutes)**

City Administrator Crago said that the emergency response is winding down while economic recovery efforts are winding up. He said that Spokane County has seen a large increase in cases – largely due to 1) an outbreak in a single location and 2) an increase in testing. The number of hospitalizations is the metric that the City is paying most attention to, and thankfully that has maintained consistent. Mr. Crago emphasized the importance of wearing a mask in public or when people are within six feet of each other. CM Mumm asked what Mr. Crago can tell Council about moving to phase 3. Mr. Crago said that the City is still working on evaluating the goals to reach phase 3. Mr. Crago said that the City will rely on health professionals – particularly Dr. Lutz – to lead that effort. CM Mumm noted that she is worried about testing availability in retirement homes and places with exceptionally vulnerable members of the community. Mr. Crago said he didn't have any specific answers to availability of testing. CM Cathcart asked if achieving herd immunity will be part of the next steps in fighting the virus. Mr. Crago said he cannot answer that, but he has heard that getting to 80% compliance with wearing masks is similar to achieving herd immunity.

Mr. Crago then briefed Council on the protests that occurred yesterday. He said that our community had the opportunity to see the very best of our community and then the not-so-good when, after the peaceful protest ended, another group of individuals rioted downtown. Mr. Crago said there were isolated incidents during the march. After the protest ended, a group, which the administration is very certain were not involved with the movement, began looting businesses downtown. Law enforcement gave commands to disperse and used tear gas when there wasn't compliance. SPD also fired rubber ammunitions. Mr. Crago said that this began a long evening of keeping order. Officers were relieved by National Guard members later in the evening. Mr. Crago reiterated that it was clear that these unfortunate events were not connected with the cause of the earlier movement. Mr. Crago said we got to see the best of Spokane again when, this morning, community members came out to clean-up the City. Mr. Crago said that is the real Spokane. Mr. Crago thanked community leaders who were involved in keeping the peace. Mr. Crago said the City will be monitoring the situation today. He noted that there has been criticism about traffic control and other processes. He said that the City hears those criticisms and will try to do better moving forward. CM Stratton asked if we have any real evidence or information about who or what the groups doing the damage represented and where they came from. Chief Meidl said there was not just one group. He said he spoke to a SPD Sergeant to get this exact answer. Chief Meidl said there were people wearing masks that said "Antifa" and groups from the Proud Boys and other militia. In terms of who actually did the damage, SPD will be reviewing security camera footage. It will take days to get through it all. CM Stratton asked when we are able to identify these groups is there a way to hold them accountable. Chief Meidl said Council President could answer this better but it would be something we would have to work with legal on. Chief Meidl noted that, while some people did come from out of town to cause trouble, there were also "homegrown" people causing civil disorder. CM Wilkerson said she had heard anecdotally about these agitator groups coming into the City and wondered if there was an official communication chain about this topic. Chief Meidl said a challenge they have with a lot of their intelligence is that they don't want some of it to get out because they can then adjust their tactics. CM Wilkerson said that Council will be able to keep that information confidential if they were informed. CM Cathcart thanked Chief Meidl for his leadership yesterday and asked how the officers who were injured are doing and what we can expect tonight. Chief Meidl said that you can have the best plans until you get punched in the mouth. He said a lot of addressing this is using what we've

seen in other communities – if you respond too soon, you aggravate the situation and if you respond too late you enable violence and property damage. Chief Meidl said that because of intelligence they've received, they are preparing for tonight right now. SPD and their partners are working to get ahead of it. CM Burke pointed out that, as far as she's aware, "Antifa" isn't an organized group. CM Burke then asked if there's a policy for bringing out the Bearcat. Chief Meidl said they use the Bearcat as a tool for protection from projectiles. CM Burke asked when SPD knew that outside groups were going to be coming into town. Chief Meidl said they had good intelligence a couple days before. CM Burke said having the Bearcat driving around looked really extreme for what was going on when she was at the protest around 4:30pm. Chief Meidl said that officers began the rally in their "soft uniforms," which are meant to preemptively de-escalate. Chief Meidl said that as the event got closer, SPD heard a militant tone and instead of having officers wear militant gear they increased the number of officers. Chief Meidl said that some marchers that separated from the rally did try to agitate officers and were causing isolated incidents. Chief Meidl said that they could sense later in the day that the tone was changing. Chief Meidl said that it is correct that it isn't prudent to drive the Bearcat around before it is necessary, unless it needs to get from point A to point B. Council President asked how tactically how you divide people who are still protesting and people who are looters? Council President Beggs asked why officers were throwing tear gas into Riverfront Park. Chief Meidl said that he is still waiting to read after-action reports on Riverfront Park. Chief Meidl said there is no way to separate protesters from looters in that environment. What they have to do in that scenario is either let the agitators continue damaging or clear everyone out. CM Kinnear asked if Council Members would write down their questions and send them to her staff, she will compile them and send them along to Chief Meidl and his staff.

Kempe to Woodridge Transmission Main Discussion – City Administrator Wes Crago (15 minutes)

City Administrator Crago apologized that the administration got Council information on this project in a piecemeal way. Mr. Crago said they can do better. Overall, he said the goal of this project is to ensure safety, health, and efficiency & conservation. He said water systems are always best when they are formed in loops – this provides healthier, less stagnant water. The proposed project is a 2,000ft 12in water main to connect Kempe to Woodridge. An alternative option would be to upgrade a Woodridge water tank. Mr. Crago said that the proposed project from Kempe to Woodridge is not an emergency situation but one where we are looking down the road. The work provides improvements for ratepayers now, before an emergency. He said that the 8" line that the developer is required to install would not serve the purposes of the City's water system so we have the opportunity to tear up the ground only once and do so at a lower cost with this option. City Administrator Crago went through some of the concerns expressed by Council Members over the past few weeks, including SEPA, wildlife concerns, location, consistency with the City's plans, private property impacts, approvals, and potential legal challenges. CM Mumm thanked the engineering department for their effort in addressing her environmental concerns. CM Mumm presented the coversheet of the bid and noted that it's a 1,290ft pipeline not a 2,000ft pipeline. She presented on other issues she identified with this project. CM Mumm presented alternatives including options that mitigate Critical Area Destruction, options that reforest or no net loss to deforestation to replace loss of Priority Species Habitat for 2 candidate species and corridor usage, the potential for a re-bid for boosters and pipe size upgrade from 8" to 12", and a written agreement for joint projects. CM Stratton asked if this item is on the agenda later today. CP Beggs confirmed that yes, it will be. CM Mumm noted that it's not about approving the project, but about approving the specific bid. CM Cathcart asked Mr. Crago how much some of these mitigation estimates would cost. Mr. Crago said he estimated about \$2-3 million. Scott Simmons, Director of Public Works, said that the alternative evaluated would be upgrading the booster station at Shawnee. He said we would also be installing a larger transition main – in right-of-way and non-right-of-way. That only addresses fire flow. Mr. Simmons said the water stagnation issue would still exist even with schools in that area. CM Mumm asked if Mr. Simmons had seen the letter from Bellevue about stagnation. Mr. Simmons said he has seen it but has not had an opportunity to discuss it with the Bellevue water team. CM Mumm asked if we could pay the difference to upsize a pipe and asked if we could do this in this case. Mr. Simmons said that because the developer doesn't need to connect the Woodridge and Kempe tanks, they just need to connect to the Woodridge tank. CM Stratton asked about communication with residents in the area. Mr. Simmons said the communication would be the same with any other project of this kind.

Trueblood programs at Frontier Behavioral Health – Jan Tokumoto (10 minutes)

Jan Tokumoto, the Chief Operating Officer of Frontier Behavior Health, provided an update to Council on 6 grants that Frontier applied for through the Trueblood programs and were awarded. These grants address permanent supportive housing needs (including landlord incentives), mental health stabilization, pathways out of homelessness, co-deployment of mental health professionals, and outpatient restoration services for non-violent offenders. Ms. Tokumoto spoke highly of the partnership with SPD. She said it has made a difference in their ability to divert people from the criminal justice system. She said these grants will enhance Frontier's ability to address homelessness and mental health in our community. CM Stratton thanked Ms. Tokumoto for sharing these concrete steps. CM Wilkerson asked what the outreach would look like if the patient was in assisted living. Ms. Tokumoto said the state provides them with a list of Trueblood class members and they will be doing in-services with different organizations in the community to let them know about these opportunities.

Council Requests:

Budget transfer and increase to Forfeiture funds – CM Kinnear (10 minutes)

Major Eric Olsen said SPD is submitting a request for approval of budget transfer of \$167,300 within the existing Forfeiture fund as well as SBO to increase Forfeiture fund by \$114,200 for the purchase of police equipment. Major Olsen said that the funds will be used for the purchase of: Training regarding human trafficking; Starchase units and

service; Digital scanner software; Plain vehicles for undercover detectives; Controlled substance identifier equipment; Night vision hardware; and Mobile x-ray equipment. CM Cathcart asked for the policy for forfeiture funds. Major Olsen said that the language matches the state language and that he will provide the policy.

Update on Community Court expansion to East Central – CM Kinnear (10 minutes)

Seth Hackenberg presented on the plan to expand community court services into East Central. He said they are looking at East Central because of the potential for poverty mitigation through case management services. He noted that they are tentatively planned to be in the MLK Center at East Central. The Spokane Municipal Community Court is requesting grant funds in the amount \$166,048, from the BJA, to expand our services into the East Central neighborhood, and to hire a Poverty Alleviation Treatment Case manager. CM Wilkerson asked what the property crime increase looks like in terms of people affected. She also asked if there has been an alternative location identified within East Central. Mr. Hackenberg said that they do not have funding for another location and the MLK Center at East Central has offered to host them for free. Mr. Hackenberg said that he doesn't think the EnVision Center has room for them. Captain Tracie Meidl said that she went around the MLK Center at East Central campus knocking on neighbor's doors and distributing literature and other information on the plan to move community court to that location. She said that all the feedback she has received has been positive. CM Wilkerson said that there are other options – the Richard Allen Enterprises for example. CM Stratton asked if the West Central Community Center will be looked at as a location for community court in the future. Captain Meidl said that the West Central Community Center is looking at piloting a diversion court. Tim Sigler, Director of CHHS, said that the people participating would go to the neighborhood justice panel and wouldn't go through the justice system. CM Burke commented that she loves the community court program and one of the reasons it's such a success in Northeast Spokane is because it's located at a well-known location. CP Beggs asked for Freda Gandy's thoughts of hosting community court. Ms. Gandy said that having community court fits within the mission of the center, bringing more services to the umbrella of the center, and that the site is a location for people to fulfill their community service hours already. CM Cathcart said that the EnVision center would be a better, more secure location for this service.

CM Kinnear briefly noted that she passed around a resolution in support of police reform, specifically resulting from the killing of George Floyd in Minneapolis. She asked for Council Members to provide her and her staff with suggested edits.

State Legislative Update:

NONE

ADMINISTRATION REQUESTS:

NONE

Action Items: NONE

Executive Session: NONE

Adjournment: CM Kinnear adjourned the meeting at 2:47 PM. The next PSCHC meeting will be held Monday, June 29, 2020.

Attachments/Briefing Papers: HOME Affordable Housing Contracts for Sinto Commons and FFC Homes XII Briefing Paper; Loan to Proclaim Liberty for ECEAP-centered Affordable Housing Development Briefing Paper; Design Contract for Hoffman Well Upgrade Electrical Design Briefing Paper; Mitchell Humphrey Financial Management System Briefing Paper; Annual Software Maintenance and Support Briefing Paper; DUI AG-1942 WTSC Enforcement Grant Application and Briefing Paper; User License Agreement for Online Weapons Permit Applications Briefing Paper; Grant application (FEMA) for Personal Protective Equipment Briefing Paper; Purchase of John Deere Loader Briefing Paper; Budget Transfer and Increase to Forfeiture Funds Briefing Paper; and Community Court Expansion to East Central Briefing Materials.

Referenced attachments on file in the Office of the City Clerk

Hearing Notices

Notice of Intent to Adopt Amendment to the Unified Development Code and SEPA Review

The City of Spokane is the lead on proposed amendments to the City's Street Design Standards Chapter 3: Streets, Alleys, Bikeways, & Sidewalks, and associated municipal codes including: 17A.010.070 Delegation of Administration; 17A.020 Definitions; 17C.200 Street Tree Requirements; 12.01.010 Sidewalk Maintenance; 12.02.0202 Overhanging Vegetation; and, 17H.010 Engineering Standards.

Project Description: The City Design Standards guide and govern the development, redevelopment, and reconstruction of facilities built in the right-of-way. This transportation chapter update will include the current state of practice across the nation, with focus and reference sections that bring the design of pedestrian and bicycle facilities up to standards for better serving all ages and abilities. These standards also promote continuity and networking of the City's streets and sidewalks, as well as the integration of utilities that share right-of-way space.

Many of these standard practices have been in use in recent years for city projects with notable examples on Sprague Avenue and Monroe Street. Example updates are wider parking areas, shorter crosswalk distances, and wider sidewalks, all of which provide a strong transition from driving along the street to parking and walking to final destinations.

SEPA Status: A SEPA Determination has not yet been issued for this non-project action; a DNS is anticipated. A SEPA Checklist and project documents are on the project webpage: <https://my.spokanecity.org/projects/street-design-standards-update/>

Legislative Process: An initial Plan Commission Workshop was held on July 22nd to introduce the Commission to proposed amendments. A second Plan Commission Workshop is scheduled for August 12, 2020. A Plan Commission Public Hearing is tentatively scheduled for September 9, 2020. City Council action will occur this fall, 2020.

More information: Any person may call for additional information and/or sign up to receive email updates on this project by sending an email to the project contact. Contact Person: Inga Note, Senior Traffic Planning Engineer, inote@spokanecity.org, 509-625-6331. A current draft, information about scheduled public meetings and additional documents may be viewed on the Project Page: <https://my.spokanecity.org/projects/street-design-standards-update/>

Ordinances

These ordinances are published in this issue of the *Official Gazette* pursuant to passage by the Spokane City Council. It should be noted that these ordinances may be subject to veto by the Mayor. If an ordinance is vetoed by the Mayor, the Mayoral veto will be published in a subsequent issue of the *Official Gazette*.

REPUBLICATION OF (CORRECTED) ORDINANCE NO. C35883

Ordinance C35883 contained clerical errors which have been corrected. Ordinance C35883 was previously published in the Official Gazette on March 4, 2020 (Volume 110, Issue 10). The ordinance is republished below, as corrected.

(CORRECTED) ORDINANCE NO. C35883

An ordinance vacating Riverside Avenue between ~~from~~ the west line of Grant Street, ~~and the west line of Lot 10 of the Plat of Railroad Addition in the City of Spokane~~ as realigned by vacating Ordinance C3835 and extended north, to the east line of Lot 12, Block 5 of Railroad 1st to 3rd Addition to Spokane extended north.

WHEREAS, pursuant to Resolution 2019-0116, the City Council initiated the vacation of Riverside Avenue between the west line of Grant Street and the west line of Lot 10 of the Plat of Railroad Addition, and a hearing has been held on the resolution before the City Council as provided by RCW 35.79; and

WHEREAS, the City Council has found that the public use, benefit and welfare will best be served by the vacation of said public way; -- NOW, THEREFORE,

The City of Spokane does ordain:

Section 1. That Riverside Avenue ~~between~~ from the west line of Grant Street, and as realigned by vacating Ordinance C3835 and extended north, to the east line of Lot 12, Block 5 of Railroad 1st to 3rd Addition to Spokane extended north is hereby vacated. Parcel number not assigned.

Section 2. An easement is reserved and retained over, under, and across that portion of the vacated right-of-way described below, for the utility services of Comcast.

An easement over, under and across a portion of vacated Riverside Avenue adjacent to and lying north of Block 5, First Addition to 3rd Addition to Railroad Addition to Spokane, per Plat recorded in Volume "C" of Plats, Pages 23 and 24,

records of Spokane County, Washington, being 5.00 feet in width and lying 2.50 feet on each side of the following described centerline:

Commencing at the Northeast corner of said Block 5; thence North 3° 00' 39" West along the projected East line of said Block 5, a distance of 53.00 feet to the POINT OF BEGINNING of said centerline and easement; thence North 84°31'39" West 20.97 feet; thence North 73°21'09" West 11.68 feet to a point on the North Right-of-Way line of vacated Riverside Avenue and the terminus of this centerline and easement. The sidelines of this easement to be lengthened or shortened to terminate on the North Right-of-way line of Vacated Riverside Avenue and the projected East line of said Block 5.

**Passed by City Council February 24, 2020
Delivered to Mayor March 2, 2020**

ORDINANCE NO. C35919

An ordinance amending Ordinance No. C35857, passed by the City Council December 16, 2019, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2020, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2020, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2020 budget Ordinance No. C35857, as above entitled, and which passed the City Council December 16, 2019, it is necessary to make changes in the appropriations of the Human Services Grant Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Human Services Grant Fund, and the budget annexed thereto with reference to the Human Services Grant Fund, the following changes be made:

FROM:	1540-95572- 99999-33442-99999	HEN (Housing & Essential Needs) Contractual Services	<u>\$944,144</u>
TO:	1540-95572- 65410-54201-99999	HEN (Housing & Essential Needs) Contractual Services	<u>\$878,054</u>
	1540-95572- 65430-51991-99999	HEN (Housing & Essential Needs) Contra Salaries	<u>\$22,605</u>
	1540-95572- 65430-52991-99999	HEN (Housing & Essential Needs) Contra Benefits	<u>\$13,106</u>
	1540-95572- 65430-54992-99999	HEN (Housing & Essential Needs) Contra Other	<u>\$30,379</u>

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to provide funding for rental assistance for homeless and at-risk households with qualifying short or long-term disabilities through the Housing and Essential Needs Program, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

**Passed by City Council July 20, 2020
Delivered to Mayor July 23, 2020**

Executive Orders

RECEIVED

CITY OF SPOKANE EXECUTIVE ORDER	JUL 21 2020 CITY CLERK'S OFFICE	EO 2020-0012 LGL 2020-0008
<p>TITLE: EXECUTIVE ORDER FOR WRITTEN FINDING OF EMERGENCY JUSTIFYING THE EXECUTION OF A PUBLIC WORKS CONTRACT FOR IMPROVEMENTS TO A FACILITY TO PROVIDE ADEQUATE SPACE FOR THE REGIONAL CITY EMERGENCY RESPONSE TO THE NEED FOR HEALTHY SHELTERING</p> <p>EFFECTIVE DATE: July 21, 2020 REVISION DATE IF APPLICABLE:</p>		

Factual Background Information to Finding of Emergency to Support Execution of a public works contract for the construction of improvements to a facility to provide adequate space for the Regional Emergency Response to the need for Healthy Sheltering:

WHEREAS, Washington Governor Jay Inslee issued a proclamation declaring a State of Emergency ("Proclamation") for the entire State of Washington ("State") on February 29, 2020. Spokane Mayor Nadine Woodward issued an Executive Declaration of Civil Emergency or Disaster ("Declaration") in the City of Spokane ("City") on March 16, 2020, which Declaration was ratified and amended by the Spokane City Council ("Council") by Resolution No. 2020 20 on March 16, 2020.

WHEREAS, an important focus of the actions taken by State and City Authorities was to emphasize the public safety and health requirements of the response to the COVID-19 crisis. A very important part of this response has been both the separation and social distancing of individuals. In order to provide for the appropriate distancing in Homeless Shelters funded by the City in this region, additional shelter space had to be identified and put into operation.

WHEREAS, the City, Spokane County ("County") and other agencies, most notably the Spokane Regional Health District ("SRHD") have set up an Emergency Operations Center ("EOC") to coordinate the regional approach to the COVID Crisis. It was recognized by the EOC that the emergency contract capabilities needed for this project and other efforts directed at serving the homeless population in a safe environment that complies with public health standards were best administered by the City. (Exhibit "A").

WHEREAS, during this process it was identified that given the volume of people accessing one facility for healthy sheltering was so large and social distancing measures were difficult to support, two separate locations were the best solution.

WHEREAS, after the use of other facilities on a temporary basis to provide shelter for relocated residents, it became necessary to execute additional leases for temporary facilities;

WHEREAS, the City executed an agreement with the Public Facilities District ("PFD") to house a number of guests that had resided in two other temporary site shelters in PFD Facilities, which agreement expires on August 15, 2020;

WHEREAS, after an extensive search, there was the identification of a facility located at 55 West Mission Avenue (the "New Facility") that will help provide housing for individuals currently residing in the PFD Facilities:

WHEREAS, there were a number of improvements identified that were identified as necessary to accommodate new residents.

WHEREAS, given the short time that exists before all guests leave the PFD Facilities, time is of the essence in making necessary changes and renovations to the New Facility, which necessitates the execution of a Lease Agreement for the New Facility so that renovations and additional improvements can be completed prior to August 15, 2020;

WHEREAS, the City has identified a contractor who can perform the necessary work and a contract was prepared with this contractor and has been executed by the Mayor to allow improvements to be completed by August 13, 2020;

WHEREAS, the Governor's Proclamation grants entities like the City the authority under RCW 38.52.070 to execute contracts without the time consuming procedures and formalities prescribed by law.

WHEREAS, Section 7.06.180 of the Spokane Municipal Code provides that if an emergency requires procurement prior to City Council Action, the Mayor may declare an emergency and award necessary contracts and other agreements to address the emergency situation.

NOW, THEREFORE, Nadine Woodward, Mayor, do hereby order and direct:

- 1) An emergency situation exists and that the public safety and health of the community necessitates the execution of a public works contract with Rockin' DW Construction for construction work on a facility at 55 West Mission in Spokane, Washington to provide for the Regional response to healthy sheltering in response to the COVID-19 pandemic

2) The finding of this emergency situation and the necessity for the execution of these agreements is based upon the facts set forth herein and the records and files of the City.

Dated this 21 day of July, 2020.

Nadine Woodward
Mayor Nadine Woodward

Attest:

Yuni Appata
City Clerk

Date of Publication: 7/29/2020

Effective Date: 7/21/2020

Approved as to form:

Michael C. Orsby
City Attorney



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.

CLERK IV SPN 004 PROMOTIONAL

DATE OPEN: Monday, July 27, 2020

DATE CLOSED: Tuesday, August 11, 2020 at 4:00 p.m.

SALARY: \$42,371.78 annual salary, payable bi-weekly, to a maximum of \$66,275.21

DESCRIPTION:

Performs difficult supervisory clerical work as the Chief Clerk of a department.

DUTIES:

- Functions as the Chief Clerk in a department.
- Assists in preparing budget estimates.
- Supervises the maintenance of operating records and prepares operational reports.
- Orders and maintains office supplies.
- Plans, organizes, assigns, and reviews the work of a group of subordinate clerks performing varied clerical duties.
- Supervises general office activities and the maintenance of office files, trains new employees, and develops office forms and procedures.
- Types forms, statements, letters, receipts, reports, and other material from rough drafts or general instructions, which frequently require independent action and discretion on the difficulties encountered. Composes routine letters.
- Operates a word processor or visual display terminal.
- May perform secretarial work in a small office where stenographic ability is not required.
- Supervises subordinate clerks engaged in the preparation and issue of various public records.
- Operates standard office machines incidental to assignment.
- 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 at least one year of experience with the City at the Clerk III, or higher clerical or accounting classification.
- *Typing:* Ability to type at the rate of 200 keystrokes (40 words) per minute.

EXAMINATION DETAILS:

Candidates 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, typing test and a performance evaluation, with scoring weight assigned as follows:

- Typing Test: Pass/Fail (Ability to type at 40 words per minute.)
- Written examination: 80% (Online Testing - Multiple Choice)
- Performance evaluation (PAR): 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 Typing Test will be administered online through eSkill. Candidates will receive a link via email from eSkill on Wednesday, August 12th, 2020 at 9:00 a.m. and will have until Friday, August 14th, 2020 at 4:00 p.m. to complete and submit the typing test. The typing test MUST be submitted and given a passing mark to proceed with the examination process.

- Testing orientation will be conducted online, Wednesday, August 19th, 2020. Online written examinations will be conducted Thursday, August 20th, 2020. Orientation and testing times will be announced via email to all eligible applicants when notified to self-schedule for the exam.

Online access is required, throughout both the orientation and examination. At those times, WebEx videoconferencing will be utilized for communication. To ensure that your device is ready for WebEx, please navigate to <https://www.webex.com/test-meeting.html>, for a WebEx test meeting.

The approximate duration of the test is 1 - 1/2 hours. The written test may include such subjects as:

- Administration
- Attention to Detail
- Computer Skills
- Interpersonal Skills
- Mathematical Reasoning
- Organizational Awareness
- Purchasing
- Reading Comprehension
- Supervision
- Written Communication

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] 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.

We encourage you to apply immediately. Online applications must be completed and submitted before 4:00 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 4:00 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 23rd day of July 2020.

MARK LINDSEY
Chair

KELSEY PEARSON
Interim Chief Examiner

PROGRAM MANAGER (CHHS) SPN 071 OPEN ENTRY

DATE OPEN: Monday, July 27, 2020

DATE CLOSED: Tuesday, August 11, 2020 at 4:00 p.m.

SALARY: \$67,546.80 annual salary, payable bi-weekly, to a maximum of \$93,417.12

DESCRIPTION:

Performs a variety of professional responsibilities related to a variety of community development, human services, and other social programs including identifying needs, developing both short and long term program strategies, acting as the principal technical program expert, and providing consultation to client or partner participants of programs.

DUTIES:

- Provides leadership for a variety of service programs; designs long-term strategic planning efforts to achieve best outcomes. Initiates community needs assessment activities; designs and implements community outreach

efforts including oversight of staffing of task forces, advisory groups, and commissions; sets the frequency and nature of trainings, monitoring, and planning committee sessions.

- Analyzes new and revised legislation which govern program area in order to determine impact upon operations. Evaluates existing operations and procedures within an assigned program area. Drafts and monitors program goals, and ensures proper allocation of resources. Oversees and/or conducts studies to collect data, evaluate, and make recommendations for procedural or organizational changes, modifications, and improvements; plan and implements program changes with required resources.
- Develops and reviews departmental policies and procedures to ensure compliance with state and federal legislation, regulations, and directives. Composes, organizes and revises program reports, policies, and procedure manuals; plans and coordinates the development of new and revised programs, contracts, and interagency agreements with department staff, other City departments, and community agencies.
- Identifies issues requiring strategic or context-sensitive intervention, and recommends response to problems.
- Develops annual department budget for program area. Ensures compliance with funding requirements, including local, state, and federal grant award terms and conditions. Recommends and ensures that appropriate policies and procedures for pass-through grants are established and followed. Audits funded partners' client files for compliance. Monitors the program budget and work plans, including reviewing project budgets, reviewing billing statements, and authorizing payments. Evaluates progress and achievement of objectives, while protecting the City from financial losses.
- Researches, applies for, and manages grants and grant funding sources; prepares and manages program related contracts and MOUs. Administers grant evaluation and closeout process.
- Manages project funding competition process, including solicitation of funds, Requests for Proposals (RFP) process (including review of proposals, developing funding recommendations, and awarding funds), negotiates contracts, approves disbursements, provides technical assistance to nonprofit grantees, monitors performance, and enforces contract requirements, ensuring compliance with Federal, State and local funding requirements.
- Ensures cross-functional communication, coordination, and effective relationships within the various functions of the department, as well as other City departments, City Administration, City Council, leadership of other local jurisdictions, and elected officials. Sets agendas, directs work, and ensures staff support coverage for citizen committees and advisory boards.
- Acts as technical expert and resource person to staff regarding program policies and procedures; facilitates group process, mediation, and negotiation functions. Advocates persuasively for solutions, informed by issues affecting the unique needs of the Spokane County residents.
- Performs extensive, in-depth, and specialized administrative, budgetary, financial, and compliance research and analysis, and prepares recommendations regarding special projects.
- Represents the City in various capacities both internally and externally. Acts as department liaison with various agencies and departments on issues concerning the program(s); may serve as departmental representative on various committees and at meetings.
- Attends meetings with various community and volunteer groups; coordinate and schedule presentations; advertises program services.
- Participates in staff and professional meetings to discuss progress and conduct program planning.
- Prepares and submits various mandated financial, operational, and statistical reports.
- Distributes work and delegates assignments as appropriate. Monitors and evaluates work of subordinates or helpers.
- Performs related work as required.

Incumbents may be assigned to one or more major specialties, such as the following briefly summarized program areas:

Housing Programs:

- Plans program commitments to address housing needs and defines program objectives in coordination with partners and stakeholders. Directs housing acquisitions and dispositions of real estate, coordinating with departments to identify derelict properties for affordable housing redevelopment. Oversees management of revolving loan and grant funds; recommends, executes, and modifies grants and loans. Underwrites funding applications including assessment of applicant capacity and project viability.

Community Development:

- Provides leadership and technical direction for the development and administration of the City's community development plans and activities. Ensures program alignment with multiple City department planning documents. Lead workshops and public hearings to establish community needs, goals, and priorities. Presents plans in public meetings, develops policy and procedures, and executes program elements.

Homelessness and at-risk populations:

- Leads the development, implementation and management of a regional system of programs to respond to homelessness and to support vulnerable and at-risk populations. Provides strategic vision and coordination across various funding streams and interventions while bringing together partners from across the County to ensure effectiveness in cross-sector and multi-jurisdictional strategies.

MINIMUM QUALIFICATIONS:

Combinations of education and experience that are equivalent to the following minimum qualifications are acceptable.

Open Entry Requirements:

(Open-entry applicants must meet all requirements when they apply.)

- Education: Bachelor's degree from an accredited four-year college or university in Public Administration, Social Work, or a closely related field.
- Experience: AND Five years of professional level governmental or nonprofit work experience in community, housing, or human services programs, including at least one year in a responsible program management or supervisory capacity.

License and Certifications:

(Employees in this job class must meet these requirements.)

- Must possess a valid driver's license or evidence of equivalent mobility.

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 examination (T&E) with scoring weight assigned as follows:

- T&E: 100%

T&E Evaluation Details

The Training and Experience examination with instructions will be emailed out via a link from FastTest (noreply@fasttestweb.com) upon closure of the recruitment on August 11, 2020. You will have one week to complete the examination.

- 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 examination question.
- Resumes or questionnaires uploaded as attachments 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.

We encourage you to apply immediately. Online applications must be completed and submitted before 4:00 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:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 23rd day of July 2020.

MARK LINDSEY
Chair

KELSEY PEARSON
Interim Chief Examiner

**PROGRAM MANAGER (CHHS) SPN 071
PROMOTIONAL**

DATE OPEN: Monday, July 27, 2020

DATE CLOSED: Tuesday, August 11, 2020 at 4:00 p.m.

SALARY: \$67,546.80 annual salary, payable bi-weekly, to a maximum of \$93,417.12

DESCRIPTION:

Performs a variety of professional responsibilities related to a variety of community development, human services, and other social programs including identifying needs, developing both short and long term program strategies, acting as the principal technical program expert, and providing consultation to client or partner participants of programs.

DUTIES:

- Provides leadership for a variety of service programs; designs long-term strategic planning efforts to achieve best outcomes. Initiates community needs assessment activities; designs and implements community outreach efforts including oversight of staffing of task forces, advisory groups, and commissions; sets the frequency and nature of trainings, monitoring, and planning committee sessions.
- Analyzes new and revised legislation which govern program area in order to determine impact upon operations. Evaluates existing operations and procedures within an assigned program area. Drafts and monitors program goals, and ensures proper allocation of resources. Oversees and/or conducts studies to collect data, evaluate, and make recommendations for procedural or organizational changes, modifications, and improvements; plan and implements program changes with required resources.
- Develops and reviews departmental policies and procedures to ensure compliance with state and federal legislation, regulations, and directives. Composes, organizes and revises program reports, policies, and procedure manuals; plans and coordinates the development of new and revised programs, contracts, and interagency agreements with department staff, other City departments, and community agencies.
- Identifies issues requiring strategic or context-sensitive intervention, and recommends response to problems.
- Develops annual department budget for program area. Ensures compliance with funding requirements, including local, state, and federal grant award terms and conditions. Recommends and ensures that appropriate policies and procedures for pass-through grants are established and followed. Audits funded partners' client files for compliance. Monitors the program budget and work plans, including reviewing project budgets, reviewing billing statements, and authorizing payments. Evaluates progress and achievement of objectives, while protecting the City from financial losses.
- Researches, applies for, and manages grants and grant funding sources; prepares and manages program related contracts and MOUs. Administers grant evaluation and closeout process.
- Manages project funding competition process, including solicitation of funds, Requests for Proposals (RFP) process (including review of proposals, developing funding recommendations, and awarding funds), negotiates contracts, approves disbursements, provides technical assistance to nonprofit grantees, monitors performance, and enforces contract requirements, ensuring compliance with Federal, State and local funding requirements.
- Ensures cross-functional communication, coordination, and effective relationships within the various functions of the department, as well as other City departments, City Administration, City Council, leadership of other local jurisdictions, and elected officials. Sets agendas, directs work, and ensures staff support coverage for citizen committees and advisory boards.
- Acts as technical expert and resource person to staff regarding program policies and procedures; facilitates group process, mediation, and negotiation functions. Advocates persuasively for solutions, informed by issues affecting the unique needs of the Spokane County residents.
- Performs extensive, in-depth, and specialized administrative, budgetary, financial, and compliance research and analysis, and prepares recommendations regarding special projects.
- Represents the City in various capacities both internally and externally. Acts as department liaison with various agencies and departments on issues concerning the program(s); may serve as departmental representative on various committees and at meetings.
- Attends meetings with various community and volunteer groups; coordinate and schedule presentations; advertises program services.
- Participates in staff and professional meetings to discuss progress and conduct program planning.
- Prepares and submits various mandated financial, operational, and statistical reports.
- Distributes work and delegates assignments as appropriate. Monitors and evaluates work of subordinates or helpers.
- Performs related work as required.

Incumbents may be assigned to one or more major specialties, such as the following briefly summarized program areas:

Housing Programs:

- Plans program commitments to address housing needs and defines program objectives in coordination with partners and stakeholders. Directs housing acquisitions and dispositions of real estate, coordinating with departments to identify derelict properties for affordable housing redevelopment. Oversees management of revolving loan and grant funds; recommends, executes, and modifies grants and loans. Underwrites funding applications including assessment of applicant capacity and project viability.

Community Development:

- Provides leadership and technical direction for the development and administration of the City's community development plans and activities. Ensures program alignment with multiple City department planning documents. Lead workshops and public hearings to establish community needs, goals, and priorities. Presents plans in public meetings, develops policy and procedures, and executes program elements.

Homelessness and at-risk populations:

- Leads the development, implementation and management of a regional system of programs to respond to homelessness and to support vulnerable and at-risk populations. Provides strategic vision and coordination across various funding streams and interventions while bringing together partners from across the County to ensure effectiveness in cross-sector and multi-jurisdictional strategies.

MINIMUM QUALIFICATIONS:

Combinations of education and experience that are equivalent to the following minimum qualifications are acceptable.

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: Three years of service with the City as a Program Professional (SPN 039), or three years in another lower level professional classification in CHHS.

License and Certifications:

(Employees in this job class must meet these requirements.)

- Must possess a valid driver's license or evidence of equivalent mobility.

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 examination (T&E) and a performance evaluation with scoring weight assigned as follows:

- T&E: 80%
- Performance Evaluation (PAR): 20%

T&E Evaluation Details

The Training and Experience examination with instructions will be emailed out via a link from FastTest (noreply@fasttestweb.com) upon closure of the recruitment on August 11, 2020. You will have one week to complete the examination.

- 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 examination question.
- Resumes or questionnaires uploaded as attachments 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.

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] 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.

We encourage you to apply immediately. Online applications must be completed and submitted before 4:00 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:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 23rd day of July 2020.

MARK LINDSEY
Chair

KELSEY PEARSON
Interim Chief Examiner

BUDGET ANALYST SPN 128
OPEN ENTRY

DATE OPEN: Monday, July 27, 2020

DATE CLOSED: Tuesday, August 11, 2020 at 4:00 p.m.

SALARY: \$70,824.96 annual salary, payable bi-weekly, to a maximum of \$97,739.28

DESCRIPTION:

This position performs a wide range of analytical, technical, and advisory functions in the municipal budgetary process; assists the director in the preparation of the City's annual budget; provides direct support in management and analysis of City operations, specifically working in the areas of budget analysis and assisting with analysis of revenue collections; provides support in preparation of budget to actual comparisons and analysis for financial reporting purposes.

DUTIES:

- Performs budget preparation processes for the City's annual budget; reviews budget change requests for accuracy and compliance with budget principals and guidelines established by elected officials; participates in planning, organizing and communicating budget deadlines; prepares and ensures accuracy of all associated budget reports presented.
- Coordinates the development of the City's Capital Improvement Program budget; ensures capital improvement budgets are incorporated properly into the annual budget; directs preparation and ensures accuracy of all associated CIP reports presented.
- Analyzes and produces complex reports for use by diverse groups, including elected officials, City management, boards, commissions, and other government entities; coordinates with City management and elected officials to determine reporting needs for operating and capital budgets; works with the Information Technology (IT) Department to develop and implement necessary enhancements to reports used in the budget process.
- Facilitates and participates in public presentations as needed; provides oral briefings, recommendations, and progress reports to City management and elected officials.
- Reviews and processes budget transfers requested throughout the budget year.
- Provides general budget consulting services to City departments, converting technical budget information into operational terms for City officials and staff; interprets and provides guidance to departmental personnel related to application of established budget principals and guidelines.
- Prepares and provides workshops and training related to the CIP and annual budget processes.
- Coordinates the preparation of the city-wide indirect cost allocation plan and establishment of interfund allocation rates; reviews work of contracted plan preparer for accuracy.

- Performs budget analysis and conducts related studies to identify efficiency and cost savings; prepares reports of such activity including recommendations for action.
- Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

Combinations of education and experience that are equivalent to the following minimum qualifications are acceptable.

Open Entry Requirements:

(Open-entry applicants must meet all requirements when they apply.)

- Education: A Bachelor's degree from an accredited four-year college or university with major coursework in finance, accounting, business administration, or a related field.
- Experience: Five years of experience in the development of governmental budgets.
- Substitution: A Certified Public Accountant (CPA) license may substitute for up to two years of work experience.
- License: Possession of a valid driver's license

Note: If you are uncertain whether your qualifications meet the requirement stated above, please read through the Supplemental Questions, and contact Civil Service for assistance if needed.

EXAMINATION DETAILS:

You are required to meet the minimum qualifications above and to pass the Civil Service examination for this position, in order to be eligible for hire.

- Your examination consists of a Training and Experience (T&E) Evaluation in the form of a Supplemental Questionnaire.
- You will receive your Civil Service Eligibility List ranking after the position is closed for applications and scoring is complete.

T&E Details:

- You will complete the T&E Supplemental Questionnaire online as a part of the application process.
- You may preview the instructions and questions online in the tab marked "QUESTIONS" near the top of the job announcement.

We encourage you to apply immediately. Online applications must be completed and submitted before 4:00 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:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 23rd day of July 2020.

MARK LINDSEY
Chair

KELSEY PEARSON
Interim Chief Examiner

**WASTEWATER INSPECTOR SPN 210
PROMOTIONAL**

DATE OPEN: Monday, July 27, 2020

DATE CLOSED: Tuesday, August 11, 2020 at 4:00 p.m.

SALARY: \$44,234.28 annual salary, payable bi-weekly, to a maximum of \$68,958.29

DESCRIPTION:

Performs responsible technical inspections of sanitary and storm sewers, systems and side sewer installations and repairs for conformance to City ordinances.

DUTIES:

- Makes pre-construction check of sites. Determines from permits, blueprints, and drawings the type of system to be installed or repairs to be made.
- Makes follow-up inspection to check on work progress, conformance to ordinances, and use of correct fittings and pipes.
- Conducts TV inspections of new infrastructure and existing sanitary and storm sewers.
- Performs preventive maintenance on camera and related equipment.
- Prepares reports of new sewers and coordinates inspection projects with the Field Engineers Office.
- Advises contractors and others on ordinance requirements regulating sewer systems. Recommends possible solutions to problems incurred in the field.
- Prepares and submits reports and rough drawings of completed installations. Prepares other reports, and maintains such records as necessary.
- Assists in regular sewer maintenance work or emergency snow removal operations, as necessary.
- Uses surveyor's tape and level and operates an automobile and TV truck.
- May assume the supervisor's duties in their absence.
- Assigns, schedules and supervises the maintenance of stormwater and CSO facilities.
- Attends pre-construction meetings, inspects ongoing stormwater projects, prepares punch lists and completes Certificate of Occupancy forms.
- 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: Current service in the Wastewater Management Department and completion of one year of experience in the classification of Waste Water Specialist (SPN 541).

License and Certifications:

(Employees in this job class must meet these requirements.)

- Applicants must possess a valid Class "A" or "B", Commercial Driver's License (CDL), with tank endorsement.

EXAMINATION DETAILS:

Candidates 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 a performance evaluation, with scoring weight assigned as follows:

- 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 likely be conducted at the Wastewater Department (909 E. Sprague Ave.) The testing date and time is to be determined, due to events surrounding the COVID-19 pandemic. Additional test sessions may be made available and test location subject to change depending on the number of applicants.

The written test may include such subjects as Sewer Inspection, Safety and Occupational Hazards, Computer Skills, Supervision, Interpersonal Skills, and Communication Skills.

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 4:00 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 4:00 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 23rd day of July 2020.

MARK LINDSEY
Chair

KELSEY PEARSON
Interim Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

Ben Burr Crossings of 2nd and 3rd Avenues Engineering Services File No. 2019106

This project consists of the construction of pedestrian hybrid beacons on 2nd and 3rd Avenues to assist with the crossing of the Ben Burr Trail, addition of wayfinding signage along the Ben Burr Trail, minor sidewalk improvements and other related miscellaneous items. This project has a condition of award UDBE goal of three percent.

The City of Spokane will receive bids until 1:00 p.m. August 3, 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. The bids will be publicly opened and read at 1:15 on the first floor of city hall. While it is permissible to stay for the bid opening, in order to comply with "Stay Home, Stay Safe" order as much as possible, we request that you do not do so. Instead, please utilize one of the following options to participate in the bid opening. To watch, log in to <https://spokanecity.webex.com/join>. Alternatively, it may be simpler to listen by phone which can be done as follows: call (408) 418-9388 then enter the access code 965 272 875 followed by #. When prompted for an attendee ID number, enter #.

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 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 2020 Standard Specifications. Bidders should allow sufficient time to familiarize themselves with the WSDOT 2020 Standard Specifications prior to bidding the project.

Publish: July 15, 22 and 29, 2020

**South Gorge Trail - Phase 2 & CSO 22B Separation Project
Engineering Services File No. 2019138 & 2018111**

This project consists of the construction of approximately **5,600** cubic yards of excavation and embankment, **6,000** linear feet of storm, sanitary and clean water piping, **3,900** linear feet of waterline, **3,500** square yards of storm swale construction, of waterline, **110** drainage structures, **9,000** square yards of 5-inch thick HMA pavement, **3,500** square yards of 3-inch thick HMA pavement, **4,500** square yards of 2-inch thick HMA trail pavement, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. August 3, 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. The bids will be publicly opened and read at 1:15 p.m. in the Tribal Conference Room, first 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.

*****It is anticipated that this project will be funded in part by the Washington State Department of Ecology. Neither the State of Washington nor any of its departments or employees are, or shall be, a party to this contract or any subcontract.*****

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: July 15, 22 and 29, 2020

**Paving of Unpaved Streets
2019173 Napa Street – Francis Avenue to Dalke Avenue
2019174 Altamont Street – 46th Avenue to 49th Avenue**

Engineering Services File No. 2019173 & 2019174

TWO WEEK BID PERIOD

This project consists of the construction of approximately 550 cubic yards of excavation and embankment, 3,000 square yards of preparation of untreated roadway, 3,000 square yards of 3-inch thick asphalt pavement, 300 cubic yards of crushed surfacing top course, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. August 10, 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 between noon and 1:00 p.m. to 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. on the first floor of City Hall. In order to comply with "Stay Home, Stay Safe" order as much as possible, please utilize one of the following options to participate in the bid opening. To watch, log in to <https://spokanecity.webex.com/join>. Alternatively, it may be simpler to listen by phone which can be done as follows: call (408) 418-9388 then enter the access code 965 272 875 followed by #. When prompted for an attendee ID number, enter #.

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 July 29 and August 5, 2020.