MINUTES OF SPOKANE CITY COUNCIL

Monday, October 5, 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 Eleventh Updated Proclamation 20-28.11, dated October 2, 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 November 9, 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, Mumm, Stratton, and Wilkerson were present. (Council President Beggs was in attendance in the Council Chambers and also participated in the meeting via WebEx. Council Members Burke, Cathcart, Mumm, Stratton, and Wilkerson attended the meeting via WebEx.) Council Member Kinnear was absent.

City Attorney Mike Ormsby (attending via WebEx), City Council Policy Advisor Brian McClatchey (via WebEx), and City Clerk Terri Pfister (Chambers) were also virtually present.

Advance Agenda Review
The City Council received an overview from staff on the October 12, 2020, Advance Agenda items.

Emergency Ordinances C35860 and C35861 (Deferred from July 13, 2020, Agenda) (Council Sponsor: Council President Beggs)
Subsequent to Council discussion, the following action was taken:

Motion by Council Member Stratton, seconded by Council Member Cathcart, to defer indefinitely Emergency Ordinances C35860 (establishing a local residential tenancy code) and C35861 (requiring specific cause for most residential evictions); carried 5-1 (Council Member Burke “no” and Council Member Kinnear absent).

Final Reading Ordinance C35924 (Deferred from September 21, 2020, Agenda) (Council Sponsor: Council Member Cathcart)
Subsequent to Council discussion, the following action was taken:

Motion by Council Member Cathcart, seconded by Council Member Stratton, to defer Final Reading Ordinance C35924—granting Yellowstone Pipe Line Company, a corporation, chartered in the State of Delaware, the nonexclusive right, privilege, authority, and franchise to construct, operate, maintain, remove, replace, and repair existing pipeline facilities together with equipment and appurtenances thereto, for the transportation of petroleum products and byproducts in the public right-of-way within and through the City of Spokane, Spokane County, WA—to November 2, 2020; carried unanimously (Council Member Kinnear absent).

Action to Approve October 12, 2020, Advance Agenda
Following staff reports and Council inquiry and discussion regarding the October 12, 2020, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Wilkerson, seconded by Council Member Stratton, to approve the Advance Agenda for Monday, October 12, 2020, as amended; with
October 13, 2020

Official Gazette, Spokane, WA

Motion to amend the current motion by Council Member Cathcart, seconded by Council Member Mumm, to move Special Budget Ordinance C35950 (allowing for purchase of a Haz Mat equipment truck) to the 3:30 p.m. Briefing Session; carried unanimously (Council Member Kinnear absent).

Main Motion, as amended/modified, to approve the Advance Agenda for Monday, October 12, 2020, as amended; carried unanimously (Council Member Kinnear absent).

ADMINISTRATIVE SESSION

Current Agenda Review
The City Council considered the October 5, 2020, Current Agenda.

Suspension of Council Rules
Motion by Council Member Mumm, seconded by Council Member Burke, to suspend the Council Rules; carried unanimously (Council Member Kinnear absent).

Addition of OPR 2020-0742 and OPR 2019-0582 to the Current Consent Agenda
Motion by Council Member Mumm, seconded by Council Member Burke to add Item No. 14 [Interlocal Cooperation Agreement with Spokane County regarding the renovation costs for Spokane County Mental Health Crisis Stabilization Facility for law enforcement and first responders (OPR 2020-0742)] and Item No. 15 [Second Amendment to Interlocal Agreement with Spokane Regional Emergency Communication regarding temporary 9-1-1 dispatch backup support services extending the termination date to February 1, 2021 (OPR 2019-0852)] to the Current Consent Agenda; carried unanimously (Council Member Kinnear absent).

Addition of an Amendment to Resolution 2020-0005 to Appoint Alternates to Spokane Regional Transportation Council (Cross Reference: CPR 1993-0113)
Motion by Council Member Burke, seconded by Council Member Mumm, to add to today’s (October 5) Consent Agenda (as Item No. 16) an amendment to Resolution 2020-0005 to add Council Members Mumm, Stratton, Wilkerson, Cathcart, and Council President Beggs as alternates to the Spokane Regional Transportation Council and delegating the schedule of which alternates will attend as needed to Council President Beggs; carried unanimously (Council Member Kinnear absent).

CONSENT AGENDA

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

Value Blanket Renewal with Atlas Copco (Arlington, WA) for compressor rentals as-needed and during scheduled/unscheduled outages at the Waste to Energy Facility from January 1, 2021, through December 31, 2021—not to exceed $135,000 (incl. tax). (OPR 2016-0819 / RFQ 5119-19)

Purchase from Evergreen Tractor (Spokane) of feedbelt pulleys and rollers for the Waste to Energy Facility—not to exceed $110,000 (excl. tax). (OPR 2020-0727 / RFQ 5323-20)

Contract with Shamrock Paving, Inc. (Spokane), for road construction services at the Waste to Energy Facility from October 1, 2020, through June 1, 2021—$106,066 (incl. tax). An administrative reserve of $10,606.60, which is 10% of the contract price, will be set aside. (OPR 2020-0728 / PW ITB 5322-20)

Contract Extension No. 4 of 4 with Hydrotech Generator Repair Plus, Inc. (Spokane Valley) for the off-site rebuilding of hydraulic and pneumatic cylinders throughout the Waste to Energy Facility from January 1, 2021, through December 31, 2021—not to exceed $100,000 (incl. tax). (OPR 2016-0913 / RFP 4303-16)

Contract Renewals Nos. 1 of 4 for the Waste to Energy Facility from January 1, 2021, through December 31, 2021, with:

a. Big Sky Industrial (Spokane) for vacuum support services—not to exceed $110,000 (incl. tax). (OPR 2019-0956 / PW ITB 5098-19)

b. Bay Valve Service, LLC (Longview, WA) for onsite valve repair services—not to exceed $300,000 (incl. tax). (OPR 2019-0957 / PW ITB 5133-19)

Acceptance of fiscal year 2019 Continuum of Care Program Grant Award from the U.S. Department of Housing and Urban Development and approval to enter into sub recipient agreements with the awarded grantees. (OPR 2020-0729)
Grant Acceptance from the Washington Traffic Safety Commission for federal funding provided by the U.S. Department of Transportation's National Highway Safety Administration Grant Project for DUI Enforcement from October 1, 2020, through September 30, 2021—$155,024. (OPR 2020-0730)

Contract Renewal No. 2 of 2 for bacteriological and chemical analysis of ground and drinking water on an as-needed basis for the Solid Waste and Water Departments from October 1, 2020, to September 30, 2021, with:

a. Anatek Labs, Inc. (Spokane)—not to exceed $58,575 (incl. tax). (OPR 2016-0784 / RFP 4259-16)

b. Edge Analytical, Inc. (Burlington, WA)—not to exceed $58,575 (incl. tax). (OPR 2016-0795 / RFP 4259-16)

Contract Renewal No. 1 of 2 with ALS Canada LTD. (Burlington, Ontario, CA) for specialized testing of wastewater and stormwater, which fulfills the Department of Ecology issued discharge permit—$55,930 (plus tax). (OPR 2017-0770 / RFP 4372-17)

Contract with Transmap Corporation (Columbus, OH) for condition assessment of the City’s Arterial Street System—not to exceed $65,000 (incl. tax). (OPR 2020-0731 / IRFP 5318-20)


Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through September 25, 2020, total $9,894,475.64 (Check Nos. 574673 - 574806; ACH Nos. 82502 - 82739), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total $9,379,779.96.


Interlocal Cooperation Agreement with Spokane County regarding the renovation costs for Spokane County Mental Health Crisis Stabilization Facility for law enforcement and first responders—$1,100,000. (OPR 2020-0742)

Second Amendment to Interlocal Agreement with Spokane Regional Emergency Communication regarding temporary 9-1-1 dispatch backup support services extending the termination date to February 1, 2021. (OPR 2019-0852)

Amendment to Resolution 2020-0005 to add Council Members Mumm, Stratton, Wilkerson, Cathcart, and Council President Beggs as alternates to the Spokane Regional Transportation Council and delegating the schedule of which alternates will attend as needed to Council President Beggs.

SPECIAL BUDGET ORDINANCE
Special Budget Ordinance C35949 (Council Sponsor: Council Member Mumm) (Note: Special Budget Ordinance was moved to 3:30 p.m. Administrative Session by Council Action taken on September 28, 2020.)

Upon Unanimous Roll Call Vote (Council Member Kinnear absent), the City Council passed Special Budget Ordinance C35949 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:

Various Funds
FROM: Various Accounts, $3,243,903;
TO: Various Accounts, same amount.

(This action provides funding for City operational costs incurred due to the COVID-19 public health emergency during the period of March 1, 2020, thru November 30, 2020, and budgets for $614,742 in FEMA and $2,629,161 in City CARES Act Funding.)

CITY COUNCIL PROCLAMATION
October 8, 2020 Ombuds Day
Council Member Cathcart read a proclamation in recognition of Ombuds Day and in recognition of the City’s Police Ombudsman. Police Ombudsman Bart Logue thanked the City Council for the proclamation.
2019 ANNUAL REPORTS – OFFICE OF THE POLICE OMBUDSMAN AND OFFICE OF THE POLICE OMBUDSMAN COMMISSION

Police Ombudsman Bart Logue and Office of Police Ombudsman Committee Chair Jenny Rose presented the 2019 Annual Reports of the Office of the Police Ombudsman and Office of the Police Ombudsman Commission, and Council inquiry and commentary was held.

EXECUTIVE SESSION
No Executive Session was held.

LEGISLATIVE SESSION - CANCELED
The regularly scheduled 6:00 p.m. Legislative Session was canceled and was not held for October 5, 2020. City Council instead considered the Legislative Agenda items during the regularly scheduled 3:30 p.m. Briefing/Administrative Sessions.

ADJOURNMENT
There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 4:56 p.m.

STUDY SESSION MEETING MINUTES
SPOKANE CITY COUNCIL
Thursday, October 1, 2020

A regularly scheduled Study Session of the Spokane City Council was held virtually on the above date at 11:03 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 Ninth Updated Proclamation 20-28.9, on September 2, 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 October 1, 2020.

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

- Temporary Extension of For-Hire License Expirations
- Spokane Resource Center/Workforce Council Update

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 12:00 p.m.

STUDY SESSION MEETING MINUTES
SPOKANE CITY COUNCIL
Thursday, October 8, 2020

A regularly scheduled Study Session of the Spokane City Council was held virtually on the above date at 11:02 a.m. in the City Council Chambers, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Beggs and Council Members Cathcart, Stratton, and Wilkerson were present via Webex. Council Members Burke, Kinnear, and Mumm were absent. 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 Eleventh Updated Proclamation 20-28.11, on October 2, 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 November 9, 2020.

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

- LTAC Appointee Interview (Rowena Pineda)
- Forfeiture Presentation
- 2021 Budget Presentation (Health and Public Safety Services)
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 12:00 p.m.

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**STANDING COMMITTEE MINUTES**  
City of Spokane  
Public Infrastructure, Environment, and Sustainability  
August 24, 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/45130571

**Review and approval of minutes**  
Council President Beggs asked for a motion to approve the minutes of the July 27, 2020 meeting.

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

**Discussion items**

A. **Council Requests**

1. Consent items for discussion  
2. Legislative update (if needed)  
3. **Fluoride**  
   Council President Beggs introduced the topic, and several guests spoke about fluoride, including Vanetta Adellatif, Emily Firman, Torney Smith, and others. The guests discussed their organizations and the benefits of community fluoride. Council President Beggs stated that there would be a study session on this topic on Thursday. The Committee discussed fluoride and the timing of the Council’s vote for adoption.

4. **Sustainability Action Subcommittee Update, Greenhouse Gas Targets, Community Platform – We Renew**  
   Kara Odegard introduced Dr. Brian Henning from Gonzaga. Dr. Henning discussed the SAS Recommendations of Greenhouse reduction targets and the WeRenew program that the Committee has reviewed.

5. **Hwy 195 Corridor discussion**  
   Council President Beggs introduced Mike Gribner, WSDOT. Mike gave an overview of the highway access connections, the volume of vehicles, and the concerns. There is currently a study and analyzed next year. Mike discussed the interest to divert the shorter trips onto local access roads rather than the highway. A discussion was had on the alternatives for access and the costs of the combinations.

6. **Street Sweeping information**  
   Clint Harris discussed the sweeping information to date for the Street Department. He discussed the work completed and the costs.

B. **Staff Requests**

1. **Street Design Standards and SMC’s update**  
   Inga Note discussed the proposed updates to the Spokane Municipal Code relating to the updates for the Street Design Standards. She reviewed the schedule for completion and the components of the street design standards.

2. **UIS Project – Billing System Conversion – Contract Extension**
Brandon Meiers discussed the Utility Information System project implementation. He discussed the project goals and costs. In 2019, the contract was awarded to Systems & Software for the new system called enQuesta. The timeline has been impacted by personnel availability due to COVID restrictions. Brandon is requested to move the go-live from November 2020 to April 2021, with a project extension cost of $320,000 for a total project cost of $3.7 million. Marlene Feist spoke about the U-Help contract extension and discussed the program for utility billing assistance.

3. Rate Setting Process
   This topic is not needed at this time.

4. Yellowstone Pipeline Franchise Agreement
   Tim Szambelan discussed the franchise agreement and the pipeline safety review process. He gave an overview of the information provided in the briefing paper. A discussion was had on safety planning and liability.

Strategic Plan Session

A. Priority Strategy 1. Rapidly accelerating street pavement maintenance projects
   - No report for this meeting.

B. Priority Strategy 2. Repurposing public property to stimulate private investment
   - No report for this meeting.

C. Priority Strategy 3. Sustainable city
   - No report for this meeting.

Consent items

1. One-year contract extension with Linn Machine & Manufacturing, Inc. (SWC)
2. Value Blanket for the purchase of prefabricated boiler tubes (WTE)
3. Contract for the purchase and installation of a rooftop fall arrest system (WTE)
4. Utility Preliminary Engineering Agreement UTB 1433 (Water)

Executive session
None.

Adjournment
The meeting adjourned at 3:15 p.m.

Hearing Notices

SPOKANE CITY-COUNTY HISTORIC LANDMARKS AGENDA
Wednesday, October 21, 2020
Webex Teleconference

I. Public Hearing: 3:00 P.M.

A. Spokane Register Nomination (per SMC 17D.100.020):
   1. Webster Building – 415 W Sprague Ave

B. Special Valuation Application (per SMC 17D.100.310):
   1. US Rubber Building – 1011 W 1st Ave
   2. Wonder Building (Phase 2) – 835 N Post St
   3. Otis Hotel (Phase 2) – 110 S Madison St
   4. Thompson House – 1430 E Overbluff Rd

In order to comply with public health measures and Governor Inslee’s Stay Home, Stay Safe order, the Spokane Historic Landmarks Commission meeting will be held by Webex Teleconference.

Members of the general public are encouraged to join the on-line meeting using the following information:

To participate via video, on your computer or mobile device, follow the link in the agenda. The agenda can be found on the City Website at: https://static.spokanecity.org/documents/bcc/commissions/spokane-city-county-historic-landmarks-commission/agendas/2020/10/shlc-agenda-2020-10-21.pdf
To participate by phone

Call: 1-408-418-9388
Enter: 146 006 1132 followed by # when prompted for a meeting number or access code
Enter # when prompted for an attendee ID
Meeting Password: vjU5xFpkD34

NOTICE OF HEARING
NOTICE OF PUBLIC HEARING ON PROPOSED FINANCING OF PUBLIC IMPROVEMENTS WITH COMMUNITY REVITALIZATION FINANCING

Pursuant to Ordinance No. C34032, the City of Spokane, Washington formed an increment area in accordance with the provisions of Chapter 39.89 RCW for the purpose of financing all or a portion of certain “public improvements” (as defined in RCW 39.89.020(4)) located on the north bank of the Spokane River Gorge directly north of and adjacent to the Central Business District and south of the West Central neighborhood in the City of Spokane within the boundaries of the West Quadrant Increment Area [see map below]. The City proposes to extend the apportionment period and revise the description of the public improvements to include the following:

(1) Infrastructure improvements within the Increment Area that include: (i) Street and road construction and maintenance; (ii) Water and sewer system construction and improvements; (iii) Sidewalks and street lights; (iv) Parking facilities; (v) Stormwater and drainage management systems; and (2) Expenditures associated with purchasing, rehabilitating, retrofitting for energy efficiency, and constructing housing for the purpose of creating or preserving permanently affordable housing as defined in this Ordinance; and (3) Expenditures for any of the following purposes: (i) Providing environmental analysis, professional management, planning, and promotion within the Increment Area, including the management and promotion of retail trade activities in the Increment Area; (ii) Providing maintenance and security for common or public areas in the Increment Area; or (iii) Historic preservation activities authorized under RCW 35.21.395 (the Neighborhood Public Improvements, which shall be inclusive of those public improvements defined by RCW 39.89.020(4)).

The City estimates that only a portion of estimated project costs will be financed using community revitalization financing. Other potential funding sources for the public improvements include, but are not limited to: proceeds of Community Development Block Grants, State InterAgency Recreation funds, grants from bike and trail non-profit entities, Transportation Enhancement Grants, and Transportation Improvement Board funds. The City does not currently plan to allocate or contribute any other City resources or revenues to finance public improvements within the Increment Area.

It is estimated that that community revitalization financing will be used for a period continuing until the earlier of (1) such time as the tax allocation revenues derived from the imposition of regular property taxes on the increment value are no longer necessary or obligated to pay the costs of the public improvements; or (2) December 31, 2047.

The Spokane City Council has fixed Monday, October 26, 2020 at 6:00 p.m., as the time and date for a VIRTUAL PUBLIC HEARING to be held pursuant to RCW 39.89.050(2). Pursuant to Governor Jay Inslee’s Eleventh Updated Proclamation 20-28.11, dated October 2, 2020, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and that the in-person attendance requirement in RCW 42.30.030 has been suspended until at least through November 9, 2020. Temporarily and until further notice, the public’s ability to attend City Council meetings is by remote access only. In-person attendance is not permitted at this time. The public is encouraged to tune in to the meeting as noted below.

The regularly scheduled Spokane City Council 6:00 p.m. Legislative Session will be held virtually and streamed live online and airing on City Cable 5. The public is encouraged to tune in to the meeting live on Channel 5, at https://my.spokanecity.org/citycable5/live, or by calling 1-408-418-9388 and entering the access code 146 398 1284 for the 6:00 p.m. Legislative Session when prompted; meeting password is 0320.

To participate in virtual public comment at the October 26 hearing:

Sign up to give testimony at https://forms.gle/RtciKb2ju6322BB7. You must sign up in order to be called on to testify. The form will be open at 5:00 p.m. on Monday, October 26, 2020, and will close at 6:00 p.m. At 6:00 p.m., you will call in to the meeting using the information above. When it is your turn to testify, Council President will call your name and direct you to hit *3 on your phone to ask to be unmuted. The system will alert you when you have been unmuted and you can begin giving your testimony. When you are done, you will need to hit *3 again.

A notice containing call-in information and how to participate in virtual public comment will also be included with the posted October 26 City Council Agenda packet. Agenda packets are posted at the following link: https://my.spokanecity.org/citycouncil/documents/.

All persons who desire to comment upon or object thereto are encouraged to make such comments or objections in
writing and file the same with the City Clerk (clerks@spokanecity.org) at or prior to the date fixed for such hearing.

This will be the only hearing on the proposed amendments. The City Council reserves the right to continue this public hearing.
REGULAR MEETING NOTICE/AGENDA
THE CIVIL SERVICE COMMISSION
9:30 a.m. – OCTOBER 20, 2020

Notice is hereby given that, pursuant to Governor Jay Inslee’s Proclamation 20-28.11, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and that the in-person attendance requirement in RCW 42.30.030 has been suspended until 11:59 p.m. November 9, 2020.

Temporarily and until further notice, the public’s ability to attend Civil Service Commission meetings is by remote access only. In-person attendance is not permitted at this time. The public is encouraged to tune in to the meeting as noted below. The public will be able to address the Commission regarding the agenda during the meeting by submitting written public comment via email to civilservice@spokanecity.org.

The regularly scheduled Civil Service Commission Meeting, October 20th, 2020 at 9:30 a.m. will be held virtually, some members of the Civil Service Commission staff will be attending virtually.

The public is encouraged to tune in to the meeting by calling 408-418-9388 and entering the access code 146 564 2466 when prompted.

AGENDA
REGULAR MEETING OF THE CIVIL SERVICE COMMISSION

9:30 AM October 20, 2020
CITY HALL – CITY COUNCIL BRIEFING CENTER
808 W. SPOKANE FALLS BLVD., SPOKANE, WA 99201

1. CALL TO ORDER/ROLL CALL

2. APPROVAL OF MINUTES
   a. September 15, 2020 Minutes

   Action Required

3. CHIEF EXAMINER UPDATE

4. OTHER BUSINESS
   a. Chief Examiner Job Specification Discussion
      Pearson

5. ADJOURN

Notes: The meeting is open to the public, with the possibility of the Commission adjourning into executive session.
### ORDINANCE NO. C35949

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, declaring a public emergency, and providing it shall take effect immediately upon passage under Section 16(D) of the City Charter as necessary for the immediate support of the public health, safety, and welfare of the citizens of Spokane”, 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 various funds, 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 General Fund, and the budget annexed thereto with reference to the General Fund, the following changes be made:

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<td>$2,068</td>
</tr>
<tr>
<td>Legal</td>
<td>Reserve for Budget Adjustment</td>
<td>$1,552</td>
</tr>
</tbody>
</table>
0650-30210 Planning Services Reserve for Budget Adjustment $961
0680-11410 Police Reserve for Budget Adjustment $15,416
0690-16100 Probation Services Reserve for Budget Adjustment $1,711
0700-14100 Public Defender Reserve for Budget Adjustment $7,302
0860-30400 Treasury Services Reserve for Budget Adjustment $1,729

$728,601

Section 2. That in the budget of the Street Fund, and the budget annexed thereto with reference to the Street Fund, the following changes be made:

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1100-93529</td>
<td>1100-21700</td>
</tr>
<tr>
<td>99999-33311</td>
<td>42300-59951</td>
</tr>
<tr>
<td>1100-98867</td>
<td>1100-99999</td>
</tr>
<tr>
<td>99999-33183</td>
<td>99999</td>
</tr>
<tr>
<td>Dept of Commerce</td>
<td>Street Fund</td>
</tr>
<tr>
<td>FEMA</td>
<td>Reserve for Budget Adjustment</td>
</tr>
</tbody>
</table>

$13,648

Section 3. That in the budget of the Code Enforcement Fund, and the budget annexed thereto with reference to the Code Enforcement Fund, the following changes be made:

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1200-93529</td>
<td>1200-30210</td>
</tr>
<tr>
<td>99999-33311</td>
<td>24600-59951</td>
</tr>
<tr>
<td>1200-98867</td>
<td>1200-99999</td>
</tr>
<tr>
<td>99999-33183</td>
<td>99999</td>
</tr>
<tr>
<td>Dept of Commerce</td>
<td>Code Enforcement Fund</td>
</tr>
<tr>
<td>FEMA</td>
<td>Reserve for Budget Adjustment</td>
</tr>
</tbody>
</table>

$9,341

Section 4. That in the budget of the Library Fund, and the budget annexed thereto with reference to the Library Fund, the following changes be made:

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1300-93529</td>
<td>1300-93529</td>
</tr>
<tr>
<td>99999-33311</td>
<td>99999-33311</td>
</tr>
<tr>
<td>1300-98867</td>
<td>1300-98867</td>
</tr>
<tr>
<td>99999-33183</td>
<td>99999-33183</td>
</tr>
<tr>
<td>Dept of Commerce</td>
<td>Library Fund</td>
</tr>
<tr>
<td>FEMA</td>
<td>Reserve for Budget Adjustment</td>
</tr>
</tbody>
</table>

$9,341
Section 5. That in the budget of the Park Fund, and the budget annexed thereto with reference to the Park Fund, the following changes be made:

FROM:
- 1400-93529 Park Fund
  - 99999-33311 Dept of Commerce $26,690
  - 1400-98867 FEMA $6,320
  - 99999-33183

TO:
- 1400-30210 Park Fund
  - 76120-59951 Reserve for Budget Adjustment $12,140
  - 1400-99999 Unappropriated Reserves $20,870

Section 6. That in the budget of the Parking System Fund, and the budget annexed thereto with reference to the Parking System Fund, the following changes be made:

FROM:
- 1460-93529 Parking System Fund
  - 99999-33311 Dept of Commerce $27,516
  - 1460-98867 FEMA $1,525
  - 99999-33183

TO:
- 1460-21200 Parking System Fund
  - 21710-59951 Reserve for Budget Adjustment $2,453
  - 1460-99999 Unappropriated Reserves $26,588

Section 7. That in the budget of the LEIS Fund, and the budget annexed thereto with reference to the LEIS Fund, the following changes be made:

FROM:
- 1510-93529 LEIS Fund
  - 99999-33311 Dept of Commerce $11,663

TO:
- 1510-99999 LEIS Fund
  - 99999 Unappropriated Reserves $11,663

Section 8. That in the budget of the Human Services Grants Fund, and the budget annexed thereto with reference to the Human Services Grants Fund, the following changes be made:

FROM:
- 1540-95593 Human Services Grants Fund
  - 65410-33183 FEMA $100,000

TO:
- 1540-95593 Human Services Grants Fund

Total: $28,385
Section 9. That in the budget of the Intermodal Facility Operations Fund, and the budget annexed thereto with reference to the Intermodal Facility Operations Fund, the following changes be made:

FROM: 1570-93529 Intermodal Facility Operations Fund 99999-33311 Dept of Commerce $58,214
       1625-98867 99999-33183 FEMA $9,674
       $67,888

TO: 1570-23100 Intermodal Facility Operations Fund 18200-54920 Alarm/Security Services $58,214
     $100,000

Section 10. That in the budget of the Public Safety Personnel Fund, and the budget annexed thereto with reference to the Public Safety Personnel Fund, the following changes be made:

FROM: 1625-93529 Public Safety Personnel Fund 99999-33311 Dept of Commerce $5,461
       1625-98867 99999-33183 FEMA $9,674
       $15,135

TO: 1625-99999 Public Safety Personnel Fund 99999 Unappropriated Reserves $15,135
     $15,135

Section 11. That in the budget of the Combined Communications Center Fund, and the budget annexed thereto with reference to the Combined Communications Center Fund, the following changes be made:

FROM: 1630-93529 Combined Communications Center Fund 99999-33311 Dept of Commerce $2,105
       1630-98867 99999-33183 FEMA $2,309
       $4,414

TO: 1630-99999 Combined Communications Center Fund 99999 Unappropriated Reserves $4,414
     $4,414

Section 12. That in the budget of the CD/HS Operations Fund, and the budget annexed thereto with reference to the CD/HS Operations Fund, the following changes be made:

FROM: 1680-93529 CD/HS Operations Fund 99999-33311 Dept of Commerce $1,873
       $1,873

TO: 1680-99999 CD/HS Operations Fund 99999 Unappropriated Reserves $1,873
     $1,873

Section 13. That in the budget of the Miscellaneous Community Development Grants Fund, and the budget annexed thereto with reference to the Miscellaneous Community Development Grants Fund, the following changes be made:

FROM: 1700-93529 Miscellaneous Community Development Grants Fund
Section 14. That in the budget of the Emergency Medical Services Fund, and the budget annexed thereto with reference to the Emergency Medical Services Fund, the following changes be made:

FROM:
1970-93529 Emergency Medical Services Fund
99999-33311 Dept of Commerce $234,462
1970-98867
99999-33183 FEMA $416,732

TO:
1970-35121 Emergency Medical Services Fund
22300-59951 Reserve for Budget Adjustment $211,058
1970-99999
99999 Unappropriated Reserves $440,136

$651,194

Section 15. That in the budget of the Water - Wastewater Fund (Water Division), and the budget annexed thereto with reference to the Water - Wastewater Fund (Water Division), the following changes be made:

FROM:
4100-93529 Water – Wastewater Fund (Water Division)
99999-33311 Dept of Commerce $107,760
4100-98867
99999-33183 FEMA $5,069

TO:
4100-42440 Water – Wastewater Fund (Water Division)
34148-59951 Reserve for Budget Adjustment $6,759
4100-99999
99999 Unappropriated Reserves $106,070

$112,829

Section 16. That in the budget of the ICM Fund, and the budget annexed thereto with reference to the ICM Fund, the following changes be made:

FROM:
4250-93529 ICM Fund
99999-33311 Dept of Commerce $2,804

TO:
4250-99999 ICM Fund
99999 Unappropriated Reserves $2,804

$2,804

Section 17. That in the budget of the Water - Wastewater Fund (Sewer Maintenance Division), and the budget annexed thereto with reference to the Water – Wastewater Fund (Sewer Maintenance Division), the following changes be made:

FROM:
4310-93529 Water – Wastewater Fund (Sewer Maintenance Division)
99999-33311 Dept of Commerce $4,935
4310-98867
99999-33183 FEMA $2,255

$6,650
TO: 4310-43117 Water – Wastewater Fund (Sewer Maintenance Division)
35148-59951 Reserve for Budget Adjustment $3,007
4310-99999 99999 Unappropriated Reserves $4,183

Section 18. That in the budget of the Advanced WW Treatment Fund, and the budget annexed thereto with reference to the Advanced WW Treatment Fund, the following changes be made:

FROM: 4320-93529 Advanced WW Treatment Fund
99999-33311 Dept of Commerce $28,299
4320-98867 FEMA $4,260

TO: 4320-99999 Advanced WW Treatment Fund
99999 Unappropriated Reserves $26,879
4320-30210 35141-59951 Reserve for Budget Adjustment $5,680

$32,559

Section 19. That in the budget of the Stormwater Fund, and the budget annexed thereto with reference to the Stormwater Fund, the following changes be made:

FROM: 4330-93529 Stormwater Fund
99999-33311 Dept of Commerce $7,067

TO: 4330-99999 Stormwater Fund
99999 Unappropriated Reserves $7,067

$7,067

Section 20. That in the budget of the Water – Wastewater Fund (Environmental Programs), and the budget annexed thereto with reference to the Water – Wastewater Fund (Environmental Programs), the following changes be made:

FROM: 4360-93529 Water – Wastewater Fund (Environmental Programs)
99999-33311 Dept of Commerce $55
4360-98867 Water – Wastewater Fund (Environmental Programs)
99999-33183 FEMA $165

$220

TO: 4360-43510 Water – Wastewater Fund (Environmental Programs)
54941-59951 Reserve for Budget Adjustment $220

$220

Section 21. That in the budget of the Solid Waste Fund (Solid Waste Disposal), and the budget annexed thereto with reference to the Solid Waste Fund (Solid Waste Disposal), the following changes be made:

FROM: 4490-93529 Solid Waste Fund (Solid Waste Disposal)
99999-33311 Dept of Commerce $3,684
4490-98867 FEMA $2,442
99999-33183

$6,126

TO: 4490-30210 Solid Waste Fund (Solid Waste Disposal)
37141-59951 Reserve for Budget Adjustment $3,340
4490-99999

$3,340
Section 22. That in the budget of the Solid Waste Fund (Solid Waste Collection), and the budget annexed thereto with reference to the Solid Waste Fund (Solid Waste Collection), the following changes be made:

| FROM: | 4500-93529 | Solid Waste Fund (Solid Waste Collection) 99999-33311 Dept of Commerce | $33,703 |
|       | 4500-98867 | 99999-33183 FEMA | $1,238 |
|       |           |           | $34,941 |
| TO: | 4500-30210 | Solid Waste Fund (Solid Waste Collection) 37141-59951 Reserve for Budget Adjustment | $9,744 |
|      | 4500-99999 | 99999 Unappropriated Reserves | $25,197 |
|      |           |           | $34,941 |

Section 23. That in the budget of Golf Fund, and the budget annexed thereto with reference to the Golf Fund, the following changes be made:

| FROM: | 4600-93529 | Golf Fund 99999-33311 Dept of Commerce | $432 |
|       |           |           | $432 |
| TO: | 4600-99999 | Golf Fund 99999 Unappropriated Reserves | $432 |
|      |           |           | $432 |

Section 24. That in the budget of Development Services Center Fund, and the budget annexed thereto with reference to the Development Services Center Fund, the following changes be made:

| FROM: | 4700-93529 | Development Services Center Fund 99999-33311 Dept of Commerce | $29,477 |
|       | 4700-98867 | 99999-33183 FEMA | $1,000 |
|       |           |           | $30,477 |
| TO: | 4700-30210 | Development Services Center Fund 24100-59951 Reserve for Budget Adjustment | $3,315 |
|      | 4700-99999 | 99999 Unappropriated Reserves | $27,162 |
|      |           |           | $30,477 |

Section 25. That in the budget of Fleet Services Fund, and the budget annexed thereto with reference to the Fleet Services Fund, the following changes be made:

| FROM: | 5100-93529 | Fleet Services Fund 99999-33311 Dept of Commerce | $3,388 |
|       | 5100-98867 | 99999-33183 FEMA | $714 |
|       |           |           | $4,102 |
| TO: | 5100-30210 | Fleet Services Fund 48341-59951 Reserve for Budget Adjustment | $1,542 |
|      | 5100-99999 | 99999 Unappropriated Reserves | $2,560 |
Section 26. That in the budget of Public Works and Utilities Fund, and the budget annexed thereto with reference to the Public Works and Utilities Fund, the following changes be made:

FROM:  
5200-93529 Public Works and Utilities Fund  
99999-33311 Dept of Commerce  
$14,427  
5200-98867 FEMA  
$480  
5200-99999  
99999-33183  
$14,907

TO:  
5200-30210 Public Works and Utilities Fund  
38141-59951 Reserve for Budget Adjustment  
$7,470  
5200-99999 FEMA  
$7,437  
99999 Unappropriated Reserves  
$14,907

Section 27. That in the budget of IT Fund, and the budget annexed thereto with reference to the IT Fund, the following changes be made:

FROM:  
5300-93529 IT Fund  
99999-33311 Dept of Commerce  
$35,518  
5300-98867 FEMA  
$1,015  
99999-33183  
$36,533

TO:  
5300-30210 IT Fund  
18810-59951 Reserve for Budget Adjustment  
$15,540  
5300-99999 Unappropriated Reserves  
$20,993  
99999  
$36,533

Section 28. That in the budget of IT Capital Replacement Fund, and the budget annexed thereto with reference to the IT Capital Replacement Fund, the following changes be made:

FROM:  
5310-93529 IT Capital Replacement Fund  
99999-33311 Dept of Commerce  
$59,243

TO:  
5310-73100 IT Capital Replacement Fund  
94000-59951 Reserve for Budget Adjustment  
$59,243

Section 29. That in the budget of Purchasing & Stores Fund, and the budget annexed thereto with reference to the Purchasing & Stores Fund, the following changes be made:

FROM:  
5500-93529 Purchasing & Stores Fund  
99999-33311 Dept of Commerce  
$10,138

TO:  
5500-99999 Purchasing & Stores Fund  
99999 Unappropriated Reserves  
$10,138

Section 30. That in the budget of Accounting Fund, and the budget annexed thereto with reference to the Accounting Fund, the following changes be made:

FROM:  
5600-93529 Accounting Fund
Section 31. That in the budget of My Spokane Fund, and the budget annexed thereto with reference to the My Spokane Fund, the following changes be made:

FROM:  
5700-93529  
99999-33311  
5700-98867  
99999-33183  

My Spokane Fund  
Dept of Commerce  
$21,300  

FEMA  
$285  

$21,585  

TO:  
5700-30210  
14230-59951  
5700-99999  
99999  

Accounting Fund  
Reserve for Budget Adjustment  
$11,373  

Unappropriated Reserves  
$1,377  

$12,750  

Section 32. That in the budget of Office of Performance Management Fund, and the budget annexed thereto with reference to the Office of Performance Management Fund, the following changes be made:

FROM:  
5750-93529  
99999-33311  
5750-98867  
99999-33183  

Office of Performance Management Fund  
Dept of Commerce  
$11,244  

FEMA  
$143  

$11,387  

TO:  
5750-73250  
18880-59951  
5750-99999  
99999  

Office of Performance Management Fund  
Reserve for Budget Adjustment  
$191  

Unappropriated Reserves  
$11,196  

$11,387  

Section 33. That in the budget of Workers’ Compensation Fund, and the budget annexed thereto with reference to the Workers’ Compensation Fund, the following changes be made:

FROM:  
5810-93529  
99999-33311  
5810-98867  
99999-33183  

Workers’ Compensation Fund  
Dept of Commerce  
$11,725  

FEMA  
$16  

$11,741  

TO:  
5810-99999  
99999  

Workers’ Compensation Fund  
Unappropriated Reserves  
$11,741  

$11,741  

Section 34. That in the budget of Workers’ Compensation Fund, and the budget annexed thereto with reference to the Workers’ Compensation Fund, the following changes be made:
Section 35. That in the budget of Asset Management Operations Fund, and the budget annexed thereto with reference to the Asset Management Operations Fund, the following changes be made:

FROM: 5900-93529 Asset Management Operations Fund Dept of Commerce $7,998
       99999-33311
      5900-98867 FEMA $7,133
       99999-33183

TO: 5900-30700 Asset Management Operations Fund Reserve for Budget Adjustment $13,203
     18300-59951
      5900-99999 Unappropriated Reserves $1,928
       99999

$15,131

Section 36. 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 City’s response to the COVID-19 pandemic, its impact on City operations, and to budget for $614,742 in FEMA and $2,629,161 in City CARES Act funding, 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 October 5, 2020
Delivered to Mayor October 9, 2020
It was discovered the below Executive Order was inadvertently missed for publication and is now being published.

EXECUTIVE ORDER FOR WRITTEN FINDING OF EMERGENCY TO AWARD NECESSARY CONTRACT FOR TEMPORARY STAFFING IN THE REGIONAL EMERGENCY RESPONSE TO HEALTHY SHELTERING

EFFECTIVE DATE: June 12, 2020
REVISION DATE IF APPLICABLE:

Factual Background Information to Finding of Emergency to Support Execution of Regional Homeless Shelter Agreement with Guardian’s Foundation:


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 ECC 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, in order to satisfy the social distancing requirements in place to protect against the transfer of the COVID virus, it was necessary for the region to acquire additional facilities for its contractors and service providers to safely serve individuals experiencing homelessness. The City entered into a Memorandum of Understanding with the Spokane Public Library (“SPL”) to use portions of its Downtown Library (“Library”) to create healthy shelter conditions for guests who had been housed in the YOA Hope House and the Cannon shelter.
WHEREAS, SPL based on the approval by the voters of a bond proposition received on November of 2018, is planning on constructing and installing significant improvements to the Library and had previously executed a construction contract which provides for construction of that facility to begin on May 18.

WHEREAS, up to 109 individuals have been sheltered each day in the Library so a replacement facility has been deemed to be necessary to meet the directive of the EOC to provide safe sheltering options for individuals experiencing homelessness.

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, the City Executed an agreement with the Public Facilities District ("PFD") to house a number of guests that had resided in SPL Facilities and 527 S. Cannon site shelter in PFD Facilities;

WHEREAS, this arrangement necessitated providing temporary staff to manage the PFD Facility and the needs of the guests housed there;

WHEREAS, the CHHS Department of the City issued a request for proposal for organizations to respond if they were interested in providing staffing of any kind for clients in the regional system being managed by the City to serve people experiencing homelessness;

WHEREAS, after review of these responses, it was determined that the Guardians Foundation was best situated to provide the necessary staffing for the PFD facility;

WHEREAS, the Governor's Proclamation grants entities like the City the authority under RCW 36.52.070 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 or 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 contract with the Guardian's

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 19th day of June, 2020.

Mayor Nadine Woodward

Attest:

City Clerk

Date of Publication: 

Effective Date: 6/13/2020

Approved as to form:

City Attorney

CITY OF SPOKANE
WASHINGTON
CUSTOMER SERVICE ASSISTANT SPN 099

DATE OPEN: Monday, October 12, 2020
DATE CLOSED: Tuesday, 10/27/2020 at 4:00 p.m.

SALARY: $34,723.44 annual salary, payable bi-weekly, to a maximum of $53,703.36

DESCRIPTION:
Perform various routine, repetitive tasks relating to record keeping, transaction processing, and customer service work over the telephone or via written correspondence.

DUTIES:
- Interacts with the public to provide a full range of customer service related support activities, which includes providing information, handling or obtaining details of complaints, and receiving payments for various City services.
- Receives and responds to a high volume of telephone inquiries and web/chat requests, representing the City to public over the telephone and through written correspondence in a professional and effective manner.
- Resolves service or billing complaints by providing detailed information regarding policies and regulations, refunding money or adjusting bills when appropriate, or referring unresolved customer grievances to the appropriate department for further investigation.
- Registers participants for parks and recreation activities and provides information on scheduled classes or events; calculates and quotes rates for tours, activities, or other products and services.
- Performs various clerical and office support tasks to include typing, proofreading, filing, record keeping, mailing, sorting and retrieving documents.
- Operates a variety of office equipment to correspond with customers, and transmits information and documents using a desktop computer, facsimile machine, or postal mail.
- Utilizes various computer software applications to perform record-keeping activities including, but not limited to, the following:
  - determine the status of accounts,
  - enter monetary transactions and issue receipts,
  - create or make adjustments to service requests,
  - document details of customer interactions, including any actions taken, and
  - retrieve, research, and review information related to customer comments, inquiries or complaints.
- May assist with in-person customer inquiries or payments for services at the public counter, depending on the department to which assigned.
- Performs related work as required.

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: High school diploma or equivalent.
- Experience: Six months of customer service experience in a call center or other environment where a significant portion of the work included using a computer to enter and retrieve data.

EXAMINATION DETAILS:
Candidates must meet the minimum qualifications and pass the examination for this position, to be eligible for hire. Qualified applicants are encouraged to apply immediately. You should complete and submit a City of Spokane employment application online by 4:00 p.m. PST on the filing cut-off date.
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**
The written examination will be conducted through an online testing application called FastTest. The instructions will be emailed out via a link from FastTest (noreply@fasttestweb.com) at a date and time to be determined. Applicants will be notified once the date/time have been determined via email.

The examination will consist of a multiple choice written exam with scoring weight assigned and details as follows:

- Written Test: 100%
- Approximate Duration of Exam: 2 hours

The written test may include such subjects as Customer Service, Decision Making, and Computer Skills.

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 in 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 3rd day of September 2020.

MARK LINDSEY
Chair

KELSEY PEARSON
Interim Chief Examiner

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**Notice for Bids**

**Supplies, Equipment, Maintenance, etc.**

**PARKWATER WELL STATION: VERTICAL TURBINE REPLACEMENT PUMPS & MOTORS**
Water & Hydroelectric Services

**ITB #5337-20**

**Description:** The City of Spokane is seeking electronic bids for two (2) replacement pumps and motors for the City’s Parkwater Well Station vertical turbine pumps (no installation services will be required).

**Bid Opening:** Sealed electronic bids will be accepted until **Monday, October 19, 2020 at 1:00pm**. Bids will be publicly opened at 1:15pm via WebEx meeting (meeting link: https://spokanecity.webex.com/spokanecity/j.php?MTID=m058d8967449e56d56d8908731b4900246d3. Access code: 965 272 875 Password: 7j8sPf7Mwbf). Please note City Hall is currently closed due to the covid-19 outbreak. All bid responses must be submitted electronically through the City of Spokane’s bidding portal at https://spokane.procureware.com before the aforementioned deadline. Hard copy and/or late bids will not be accepted.
To view this solicitation and submit a bid response, you must be a registered supplier on the City’s bidding portal at https://spokane.procureware.com. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, you will also be added to the solicitation’s distribution list for changes and/or modifications via email notification.

Interested parties are asked to post questions on our bidding portal under the ‘Clarifications’ tab under the applicable project number.

The right is reserved to reject any and all submissions and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. Only firm submissions completed and submitted electronically will be tabulated.

Samantha Johnson
Purchasing Department

Publish: October 7 & 14, 2020

OFFSITE RECORDS STORAGE SERVICES

City of Spokane Office of the City Clerk

RFP #5343-20

Description: The City of Spokane is soliciting electronic Proposals for Offsite Records Storage Services

Sealed Proposals will be unsealed and acknowledged at the 1:15 p.m. public bid opening via WebEx meeting on MONDAY, OCTOBER 19, 2020, for Offsite Records Storage Services for the City of Spokane Office of the City Clerk.

The WebEx Meeting link is:

https://spokanecity.webex.com/spokanecity/j.php?MTID=m058d8967449e56d8908731b4900246d3. The access code is: 965 272 875 and the password is: 7j8sPf7Mwbf. Join by phone at 1-408-418-9388.

The Request for Proposals document is available for download through the City of Spokane’s online procurement system https://spokane.procureware.com. Registration is required to view and download this solicitation. Solicitation documents will not be mailed, e-mailed, or provided in person.

It is the responsibility of Proposers to check the City of Spokane’s online procurement system identified above for Addenda or other additional information that may be posted regarding this Request for Proposals.

Questions from potential Proposers will be accepted through the “Clarifications” tab under the associated project number in the online procurement system.

All Proposal documents shall be submitted electronically through the City of Spokane’s online procurement system no later than 1:00 p.m. on Monday, October 19, 2020. Hard copy and/or late submittals will not be accepted. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals submitted late.

The right is reserved to reject any and all Proposals and to waive any informalities.

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

Publish: October 7 & 14, 2020
REQUEST FOR QUALIFICATIONS
CITY OF SPOKANE - Engineering Services

Geotechnical Engineering, Historical Resources, Surveying, Construction Management, and Real Estate Consultants

City of Spokane Engineering Services is requesting Statement of Qualifications (SOQ) for:

- Geotechnical Engineering
- Historical Resources
- Surveying
- Construction Management
- Real Estate Consultants

The Request for Qualifications (RFQ) documents are available at the following web page: www.cityofspokaneplans.com

Questions must be directed to Dan Buller at dbuller@spokanecity.org.

SOQ's conforming to the RFQ requirements must be electronically submitted to Dan Buller no later than 1:00 p.m. on October 26, 2020.

Proposals shall be submitted via email to dbuller@spokanecity.org, following the requirement described in the Request for Qualifications at the above website.

The City of Spokane reserves the right to reject any and all SOQs. SOQs failing to comply with the requirements of this Request for Qualifications may be considered non-responsive. SOQs received late will be considered rejected. All statements of qualifications shall remain the property of the City of Spokane and shall not be returned.

Publish: October 7 & 14, 2020, Project No. 2021059, 2021060, 2021061, 2021062, 2021063