



Official Gazette

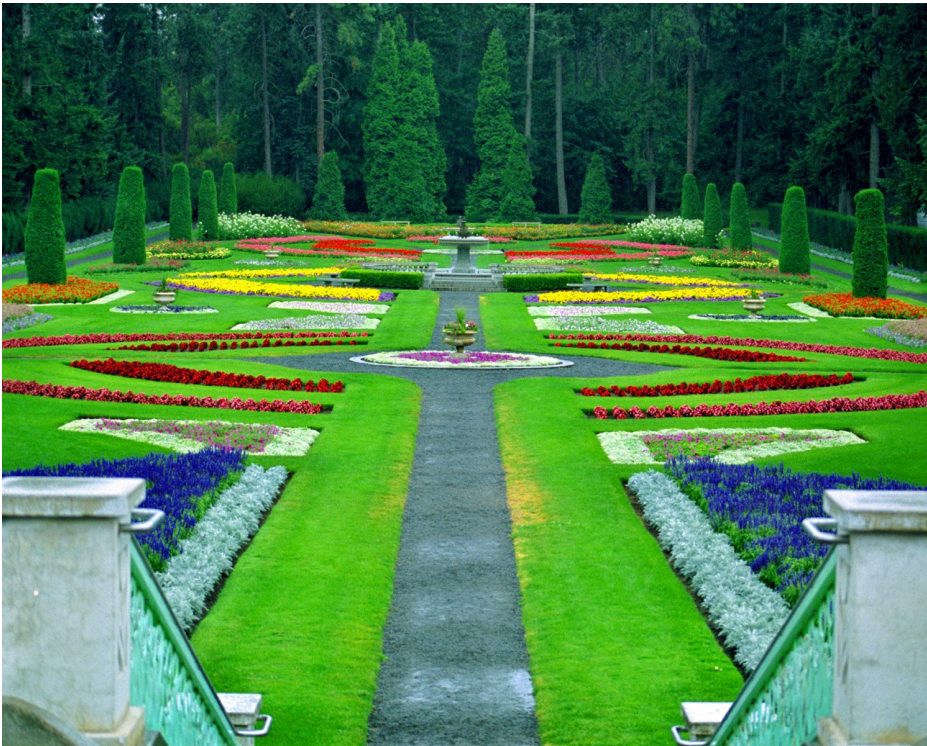
City of Spokane, Washington

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

Volume 111

MAY 5, 2021

Issue 18



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)

The Official Gazette

(USPS 403-480)

Published by Authority of City Charter Section 39

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

Official Gazette Archive:

<https://my.spokanecity.org/gazettes/>

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

clerks@spokanecity.org

INSIDE THIS ISSUE

MINUTES	390
HEARING NOTICES	390
GENERAL NOTICES	391
ORDINANCES	391
JOB OPPORTUNITIES	393
NOTICES FOR BIDS	399

The Official Gazette

USPS 403-480

0% Advertising

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

Official Gazette

Office of the Spokane City Clerk

808 W. Spokane Falls Blvd.

5th Floor Municipal Bldg.

Spokane, WA 99201-3342

Subscription Rates:

Within Spokane County:

\$4.75 per year

Outside Spokane County:

\$13.75 per year

Subscription checks made**payable to:**

City Treasurer

Address Change:

Official Gazette

Office of Spokane City Clerk

808 W. Spokane Falls Blvd.

5th Floor Municipal Bldg.

Spokane, WA 99201-3342

Minutes

NOTICE**MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, April 26, 2021**

The minutes for the Monday, April 26, 2021, Spokane City Council Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, May 12, 2021, issue of the *Official Gazette*.

Hearing Notices

**Notice of Application, Public Hearing and SEPA Determination
City of Spokane**

The Spokane City Plan Commission will hold a public hearing on Wednesday, **May 12, 2021, at 4:00 PM**, online via the WebEx Meetings software and over the phone, to hear public testimony related to the Spokane Downtown Plan.

Any person may submit written comments on the proposed actions, appear at the public hearing, or call for additional information:

Planning and Economic Development Services Department

Attn: Nathan Gwinn, Planner
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6893
ngwinn@spokanecity.org

The draft plan document and other documents relating to this subarea plan amendment are available for viewing at the City of Spokane webpage for the proposal: <https://my.spokanecity.org/projects/>

Location: The new Spokane Downtown Plan document provides policy guidance for the City of Spokane 2021 Downtown Planning Area (a subarea of the Comprehensive Plan) and is effective area-wide. The new area incorporates the area of both the 2008 Downtown Plan and the 2020 South University District Subarea Plan: Boone Ave to the **north**; Interstate 90 to the **south**; BNSF Railway/Maple St/Cedar St/Adams St to the **west**; parcels fronting Ruby St, a parcel fronting North River Dr, the Spokane River, a line extended from Scott St, BNSF Railway, and Interstate 90 Exit 282 (Hamilton St interchange) westbound on-ramp to the **east**. Map available online at <http://my.spokanecity.org/projects/downtown-plan-update/>

Description of Proposal: The City of Spokane is proposing an amendment of the Comprehensive Plan through repealing and replacing the 2008 Downtown Plan: *Fast Forward Spokane: Downtown Plan Update*. The new subarea plan is a component of the existing Comprehensive Plan when adopted by reference. Designated for the Plan Commission's work program by City Council Resolution 2019-0010, the Spokane Downtown Plan includes a vision for future development and identifies five overarching goal categories, which contain specific policies and actions that reflect a public participation process since 2019. The policies and actions set by the new subarea plan are consistent with the direction of the Comprehensive Plan.

SEPA: A Determination of Non Significance was issued on April 28, 2021 under WAC 197-11-340(2); the lead agency will not act on this proposal for at least 14 days. Comments regarding this DNS and environmental issues must be submitted no later than **12:00 PM May 12, 2021, if they are intended to alter the DNS**.

Written comments and oral testimony at the public hearing will be made part of the public record. **Only the applicant, persons submitting written comments, and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.**

How to Attend the Meeting: Due to the need for social distancing and because City Hall remains closed to the public, the Hearing will be held online using the WebEx Meetings teleconference platform. People may also call in by phone to hear

and testify. Access the **meeting link** and **call-in information** at the agenda posted one week in advance on the Commission's website: <https://my.spokanecity.org/bcc/commissions/plan-commission/>

Additionally, interested persons can contact staff at the contact info above to request connection information or submit written comment by email or mail.

General Notices

SUMMARY OF PROPOSED FRANCHISE ORDINANCE C36033

Franchise to EverGem Inc., a Washington Corporation company, to use the public right of way to provide noncable telecommunications service within its legal authority. Franchise term: 10 years with a one-time five-year renewal option. For more information, contact EverGem Inc., Nic Guy SVP of Operations; 109 S 1st St, PO Box 688, Roslyn, WA 9894; Phone: (509) 852-2843; email: Nick Guy: nickguy@evergem.com

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*.

ORDINANCE NO. C36040

An ordinance amending Ordinance No. C35971, passed by the City Council December 14, 2020, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2021 budget Ordinance No. C35971, as above entitled, and which passed the City Council December 14, 2020, it is necessary to make changes in the appropriations of the Public Safety Personnel 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 Public Safety Personnel Fund, and the budget annexed thereto with reference to the Public Safety Personnel Fund, the following changes be made:

FROM:	1625-99999 99999-	PS Personnel Fund Unappropriated Reserves	<u>\$88,838</u>
TO:	1625-11150 21250-00355	PS Personnel Fund – Patrol Mental Health Coordinator (from 0.0 to 1.0 FTE)	56,857
	1625-11150 21250-52110	PS Personnel Fund – Patrol FICA	4,350
	1625-11150 21250-52230	PS Personnel Fund – Patrol Retirement	5,686
	1625-11150 21250-52400	PS Personnel Fund – Patrol Insurance	123

1625-11150 21250-52310	PS Personnel Fund – Patrol Medical Insurance	18,546
1625-11150 21250-52330	PS Personnel Fund – Patrol Life Insurance	228
1625-11150 21250-52320	PS Personnel Fund – Patrol Dental	1,548
1625-11150 21250-51640	PS Personnel Fund – Patrol Deferred Compensation	1,500
		<u>\$88,838</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 increasing workload and success of the SPD Behavioral Health Unit 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 April 26, 2021
Delivered to Mayor April 30, 2021

ORDINANCE NO. C36041

An ordinance amending Ordinance No. C35971, passed by the City Council December 14, 2020, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2021 budget Ordinance No. C35971, as above entitled, and which passed the City Council December 14, 2020, it is necessary to establish and make changes in the appropriations of the Asset Management 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 Asset Management Fund, and the budget annexed thereto with reference to the Asset Management Fund, the following changes be made:

FROM:	5900-30900 99999-36291	Asset Management Fund Other Rents/Charges	<u>\$97,920</u>
TO:	5900-30900 18200-54501	Asset Management Fund Operating Rentals/Leases	<u>\$97,920</u>
FROM:	5900-30900 99999-39710	Asset Management Fund From General Fund	<u>\$9,000</u>
TO:	5900-30900 18200-54701	Asset Management Fund Public Utility Service	<u>\$3,000</u>
TO:	5900-30900 18200-54702	Asset Management Fund Utility Light/Power Service	<u>\$3,000</u>
TO:	5900-30900 18200-54706	Asset Management Fund Utility Natural Gas	<u>\$3,000</u>

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

FROM:	0100-99999 99999	General Fund Unappropriated Reserves	<u>\$9,000</u>
-------	---------------------	---	----------------

TO:	0020-88100	General Fund	
	97183-80101	Operating Transfer Out	<u>\$9,000</u>

Section 3. 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 extension of the lease for the Spokane EnVision Center, 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 April 26, 2021
Delivered to Mayor April 30, 2021

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.

GEOGRAPHICAL INFORMATION SYSTEMS ANALYST SPN 168 **OPEN ENTRY**

DATE OPEN: Monday, May 3, 2021 **DATE CLOSED:** Tuesday, May 18, 2021 at 4:00 p.m.
SALARY: \$64,226.88 annual salary, payable bi-weekly, to a maximum of \$91,099.44

DESCRIPTION:

Are you data driven and innovation oriented? Passionate about learning new things and then applying that information in interesting ways? Unafraid of taking on new challenges, head-on? So are we.

If you are a GIS professional who loves the work and wants to be a part of something bigger, this may be the ideal place for you. Our GIS Analysts are industry pacesetters in municipal mapping technologies and are consistently changing the way that government utilizes cartographic and archival data.

You have:

- Earned a degree with major coursework in geography, engineering, drafting, cartography, architecture, computer science, information systems or a related field
- Three years of professional GIS technical support experience, including system development, maintenance, troubleshooting and customer service.
- Considerable knowledge of GIS planning, design, development, implementation, and system operations.

Ideal candidates will be creative problem solvers, who enjoy working independently to develop innovative analyses. Excellent verbal, written communication and interpersonal skills are essential, to understand and interpret user requests and clearly communicate technical ideas.

City of Spokane GIS Analysts have professional development opportunities, annual pay step increases, a flexible working environment and great employee benefits, including a pension plan!

Please visit the City of Spokane Career Center at governmentjobs.com/careers/spokanecity, for the full job specification and compensation details.

DUTIES:

- Provides technical GIS-related support pertaining to GIS planning, design, development, implementation, and system operations.
- Researches and compiles data from City records or other sources including legal descriptions, surveys and land/right-of-way/topography maps, roads, development plans and related geographical instruments; interprets various documents including surveys and plats and makes parcel boundary line determinations using accepted principles and practices.
- Prepares and maintains GIS datasets using specialized mapping applications and hardware; creates, edits, and manipulates vector data and their associated attribute data; completes data conversions and performs technical quality analysis.

- Enters data into base layers; ensures the integrity, quality and accuracy of information and data; conducts on-site inspections to identify and verify locations, markers and monuments.
- Uses geographical positioning system (GPS) receivers to collect geographic data and complete post-processing to increase the accuracy of the data.
- Utilizes mapping applications to design, develop and assemble cartographic quality maps for use by City departments or sale to the public; scans existing maps, archives and aerial photographs; edits digital photos for visual clarity; creates, revises and manipulates maps and mapping-related records.
- Provides GIS and GPS technical support for City employee system users; troubleshoots and resolves equipment and software problems, including data conversion and analysis issues; provides a timely, accurate and prompt response to customer service requests.
- Researches and recommends new tools, equipment and methodologies to expedite and/or improve processes.
- Participates on GIS development projects; communicates with vendors and contractors regarding products and services; provides technical support pertaining to hardware/software installation, testing and other areas.
- Develops and provides user training.
- Continuously communicates with the supervisor regarding the status of assigned projects, issues, goals and objectives.
- 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 university, with major coursework in geography, engineering, drafting, cartography, architecture, computer science, information systems or a related field.
- *Experience:* Three years of professional GIS technical support experience that includes system development, maintenance, troubleshooting and customer service.
- *Licenses:* Valid driver's license or evidence of equivalent mobility.

Note: An equivalent combination of education, training and experience may also be qualifying.

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for promotion. The examination will consist of a Training and Experience Evaluation (T&E) with scoring weight assigned as follows:

- T&E: 100%

TRAINING AND EXPERIENCE EVALUATION DETAILS

You will receive a link to the Geographic Information Systems Analyst T&E in a separate email, on the morning of Thursday, May 20, 2021. Please note that this email will be sent from FastTest (noreply@fasttestweb.com). The test will be available for log-in, until 4:00 PM Pacific time on Tuesday, May 25, 2021. Your responses to the questions should be consistent with the information given in your application details and are subject to verification.

- Responses to your T&E questions should be consistent with the information given in your application details, and 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 supplemental question.
- Resumes or questionnaires uploaded as attachments to the application 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.
- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified.
- **TIP:** It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire to be submitted.

Qualified applicants are encouraged to apply immediately. 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.

COVID 19 Safety in the Workplace:

The safety of our employees and community are our highest priority. All employees are educated and trained on how to use proper social distancing, enhanced hygiene techniques, and personal protective equipment (PPE). As a public agency we are following all state required procedures in regards to PPE and COVID 19.

Precautions include:

1. Remote work when available for certain positions
2. Daily cleaning and disinfecting of surfaces
3. Temperature checks
4. In office social distancing
5. Use of video conferencing
6. Personal protective equipment

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 28th day of April 2021.

MARK LINDSEY
Chair

KELSEY PEARSON
Interim Chief Examiner

**GEOGRAPHICAL INFORMATION SYSTEMS ANALYST SPN 168
PROMOTIONAL**

DATE OPEN: Monday, May 3, 2021

DATE CLOSED: Tuesday, May 18, 2021 at 4:00 p.m.

SALARY: \$64,226.88 annual salary, payable bi-weekly, to a maximum of \$91,099.44

DESCRIPTION:

Are you data driven and innovation oriented? Passionate about learning new things and then applying that information in interesting ways? Unafraid of taking on new challenges, head-on? So are we.

If you are a GIS professional who loves the work and wants to be a part of something bigger, this may be the ideal place for you. Our GIS Analysts are industry pacesetters in municipal mapping technologies and are consistently changing the way that government utilizes cartographic and archival data.

You have:

- Earned a degree with major coursework in geography, engineering, drafting, cartography, architecture, computer science, information systems or a related field
- Three years of professional GIS technical support experience, including system development, maintenance, troubleshooting and customer service.
- Considerable knowledge of GIS planning, design, development, implementation and system operations.

Ideal candidates will be creative problem solvers, who enjoy working independently to develop innovative analyses. Excellent verbal, written communication and interpersonal skills are essential, to understand and interpret user requests and clearly communicate technical ideas.

City of Spokane GIS Analysts have professional development opportunities, annual pay step increases, a flexible working environment and great employee benefits, including a pension plan!

Please visit the City of Spokane Career Center at governmentjobs.com/careers/spokanecity, for the full job specification and compensation details.

DUTIES:

- Provides technical GIS-related support pertaining to GIS planning, design, development, implementation, and system operations.
- Researches and compiles data from City records or other sources including legal descriptions, surveys and land/right-of-way/topography maps, roads, development plans and related geographical instruments; interprets various documents including surveys and plats and makes parcel boundary line determinations using accepted principles and practices.
- Prepares and maintains GIS datasets using specialized mapping applications and hardware; creates, edits, and manipulates vector data and their associated attribute data; completes data conversions and performs technical quality analysis.
- Enters data into base layers; ensures the integrity, quality and accuracy of information and data; conducts on-site inspections to identify and verify locations, markers and monuments.
- Uses geographical positioning system (GPS) receivers to collect geographic data and complete post-processing to increase the accuracy of the data.
- Utilizes mapping applications to design, develop and assemble cartographic quality maps for use by City departments or sale to the public; scans existing maps, archives and aerial photographs; edits digital photos for visual clarity; creates, revises and manipulates maps and mapping-related records.
- Provides GIS and GPS technical support for City employee system users; troubleshoots and resolves equipment and software problems, including data conversion and analysis issues; provides a timely, accurate and prompt response to customer service requests.
- Researches and recommends new tools, equipment and methodologies to expedite and/or improve processes.
- Participates on GIS development projects; communicates with vendors and contractors regarding products and services; provides technical support pertaining to hardware/software installation, testing and other areas.
- Develops and provides user training.
- Continuously communicates with the supervisor regarding the status of assigned projects, issues, goals and objectives.
- 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 university, with major coursework in geography, engineering, drafting, cartography, architecture, computer science, information systems or a related field.
- *Experience:* Three years of professional GIS technical support experience that includes system development, maintenance, troubleshooting and customer service.
- *Licenses:* Valid driver's license or evidence of equivalent mobility.

Note: An equivalent combination of education, training and experience may also be qualifying.

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:* Two years of experience in the classification of GIS Specialist (SPN 211) and fully meets minimum qualifications.

Note: Current non-probationary City of Spokane employees within the line of progression who meet the open entry requirements may apply on a promotional basis, pursuant to Civil Service Rule VI, Section 5.

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position, to be eligible for promotion. The examination will consist of a Training and Experience Evaluation (T&E) and a performance evaluation, with weights assigned as follows:

- T&E: 80%
- Performance Evaluation: 20%.

TRAINING AND EXPERIENCE EVALUATION DETAILS

You will receive a link to the Geographic Information Systems Analyst T&E in a separate email, on the morning of Thursday, May 20, 2021. Please note that this email will be sent from FastTest (noreply@fasttestweb.com). The test will be available for log-in, until 4:00 PM Pacific time on Tuesday, May 25, 2021. Your responses to the questions should be consistent with the information given in your application details and are subject to verification.

- Responses to your T&E questions should be consistent with the information given in your application details, and 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 supplemental question.
- Resumes or questionnaires uploaded as attachments to the application 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.
- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified
- **TIP:** It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire to be submitted.

PERFORMANCE 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. 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.

COVID 19 Safety in the Workplace:

The safety of our employees and community are our highest priority. All employees are educated and trained on how to use proper social distancing, enhanced hygiene techniques, and personal protective equipment (PPE). As a public agency we are following all state required procedures in regards to PPE and COVID 19.

Precautions include:

1. Remote work when available for certain positions
2. Daily cleaning and disinfecting of surfaces
3. Temperature checks
4. In office social distancing
5. Use of video conferencing
6. Personal protective equipment

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 28th day of April 2021.

MARK LINDSEY
Chair

KELSEY PEARSON
Interim Chief Examiner

**REFUSE COLLECTOR II SPN 550
PROMOTIONAL**

DATE OPEN: Monday, May 3, 2021

DATE CLOSED: Tuesday, May 11, 2021 at 4:00 p.m.

SALARY: \$38,824.27 annual salary, payable bi-weekly, to a maximum of \$60,865.20

DESCRIPTION:

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

DUTIES:

- Drives and operates a refuse collection packer on an assigned route or a refuse collection dump truck on special trash collections; supervises the activities of assigned subordinate collectors and assists in moving, carrying and emptying refuse carts/cans; maintains daily route sheets of customers noting collection starts, stops, increases or decreases in service, and any extra charges; maintains records of charges for special collections.
- Performs related work as required.
- Drives and operates cart delivery truck. Maintains cart inventory in serviceable condition. Cleans, stores, repairs and replaces carts as needed.
- Explains ordinances, procedures and charges regarding refuse or recycling collection to property owners; receives, acts on or refers collection complaints to supervisor; advises property owner as to condition or location of containers; reports to supervision any damage done to private or public property.
- Maintains daily route computer sheets; prepares accident and injury reports as required; prepares private or public property damage reports as required. Reports vehicle maintenance needs to appropriate department.
- May fill in for Refuse Collector III when needed.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

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:* One year of experience in the classification of Refuse Collector I.
- *License:* Possession of a Class "B" Commercial Driver's License (CDL) with air brake endorsement.

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

EXAMINATION DETAILS:

Candidates must pass the examination for this classification, to be eligible for promotion by City of Spokane. The examination will consist of a written test and a performance evaluation with scoring weight assigned as follows:

- Written examination: 80%
- Performance evaluation: 20%.

WRITTEN TEST DETAILS:

Written testing will be conducted in the Nelson Center (Lunch Room, Second Floor) during the week of May 10, 2021. The approximate duration of the test is 1 hour 30 minutes. The written test may include such subjects as:

- Applied Technology
- Interpersonal Skills
- Organizational Awareness
- Safety & Occupational Hazards
- Teamwork
- Technical Competence
- Vehicle Operations

PROMOTIONAL EVALUATION DETAILS:

Pursuant to Civil Service Rule VI, Section 9, an evaluation of an employee's job performance [in the form of a Performance Appraisal Review] 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. 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.

COVID 19 Safety in the Workplace:

The safety of our employees and community are our highest priority. All employees are educated and trained on how to use proper social distancing, enhanced hygiene techniques, and personal protective equipment (PPE). As a public agency we are following all state required procedures in regards to PPE and COVID 19.

Precautions include:

1. Remote work when available for certain positions
2. Daily cleaning and disinfecting of surfaces
3. Temperature checks
4. In office social distancing
5. Use of video conferencing
6. Personal protective equipment

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 28th day of April 2021.

MARK LINDSEY
Chair

KELSEY PEARSON
Interim Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

**2021 Residential Chip Seal Program
Engineering Services File No. 2021043**

This project consists of the construction of approximately **79,000** square yards of chip seal, including associated crack sealing, pavement repair, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. on May 24, 2021 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 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 2021 Standard Specifications. Bidders should allow sufficient time to familiarize themselves with the WSDOT 2021 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 B. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

Publish: May 5, 12 & 19, 2021

Water Yards East Parking Upgrade
Engineering Services File No. 2021072

This project consists of the construction of approximately, 260+/- square yards of sidewalk, 1,000+/- linear feet of curb, finish grading & compaction of CSTC, 11,000+/- square yards of 3-inch thick HMA pavement, topsoil, landscaping, and irrigation for buffer areas and Spokanescape bioinfiltration swales, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. May 10, 2021 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 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.

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.

Publish: April 21, 28 and May 5, 2021

**2021 Arterial Chip Seal
Engineering Services File No.2021086**

This project consists of the construction of approximately 130,000 square yards of chip seal, including associated crack sealing, pavement repair, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. May 10, 2021 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 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 2021 Standard Specifications. Bidders should allow sufficient time to familiarize themselves with the WSDOT 2021 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 B. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

Publish: April 21, 28 and May 5, 2021

Notice for Bids

Supplies, Equipment, Maintenance, etc.

Magnesium Hydroxide Mg(OH)₂
Riverside Park Water Reclamation Facility (RPWRF)
#ITB 5429-21

INVITATION TO BID NOTICE

Description: The City of Spokane is soliciting electronic bids for Magnesium Hydroxide Mg(OH)₂

Bid Opening: Sealed electronic bids will be received until **Monday, May 10, 2021 at 1:00 pm**. Sealed Bids will be opened at the 1:15 p.m. public bid opening via WebEx meeting on MONDAY, MAY 10, 2021 for Magnesium Hydroxide Mg(OH)₂ for the City of Spokane Riverside Park Water Reclamation Facility (RPWRF). The WebEx Meeting link is:

<https://spokanecity.webex.com/spokanecity/653c81080ba64cd2a50d02c8218feca1?siteurl=spokanecity&MTID=m180495493bbed3ca071cef011df017de>.

The access code is: 969 608 025 and the password is: 3r3mXepmPM5.

Bid responses are only to be submitted **electronically** through the City of Spokane's bidding portal: <https://spokane.procureware.com>, on or before the aforementioned date and time. Hard copy and/or late bids shall not be accepted.

To view this solicitation and submit a bid response, you must first register in 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 distribution list for changes and/or additions via Addenda form.

Potential bidders are asked to post their questions on our bidding portal under the tab labeled "Clarifications" under the relative project number.

The right is reserved to reject any and all bids and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract.

Thea Prince
Purchasing Department

Publish: April 28 & May 5, 2021

TECHNICAL RESOURCES FOR THE INNOVATION AND TECHNOLOGY SERVICES DIVISION AND PROJECT MANAGEMENT OFFICE

City of Spokane Innovation and Technology Services Division

RFP #5435-21

Description: The City of Spokane is soliciting electronic Proposals for **TECHNICAL RESOURCES FOR THE INNOVATION AND TECHNOLOGY SERVICES DIVISION AND PROJECT MANAGEMENT OFFICE**

Sealed Proposals will be unsealed and acknowledged at the 1:15 p.m. public bid opening via WebEx meeting on **MONDAY, MAY 17, 2021**, for **TECHNICAL RESOURCES FOR THE INNOVATION AND TECHNOLOGY SERVICES DIVISION AND PROJECT MANAGEMENT OFFICE** for the City of Spokane Innovation and Technology Services Division. 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, May 17, 2021**. 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: April 28 & May 5, 2021

**SPOKANE PUBLIC LIBRARY
SECURITY SERVICES
Spokane Public Library****RFP #2021-05-001**

Proposals will be accepted by Spokane Public Library for Security Services.

Nicole Edwards is the Request for Proposal Coordinator for the Spokane Public Library.
The Request for Proposal document is available upon request via email: nedwards@spokanepubliclibrary.org.

Bids must be received by Nicole Edwards by way of email: nedwards@spokanepubliclibrary.org. Bids must be received no later than 9:00 a.m. on May 26, 2021, at which time all emailed bids will be opened and read by:

Nicole Edwards
Accounting Manager
Spokane Public Library
(509) 444-5420

Spokane Public Library reserves the right to reject any and all bids. Bids failing to comply with the requirements may be considered non-responsive. Bids received late may be rejected. All bids shall remain the property of Spokane Public Library and shall not be returned.

Nicole Edwards
Spokane Public Library

Publish: May 5 & 12, 2021
