



# Official Gazette

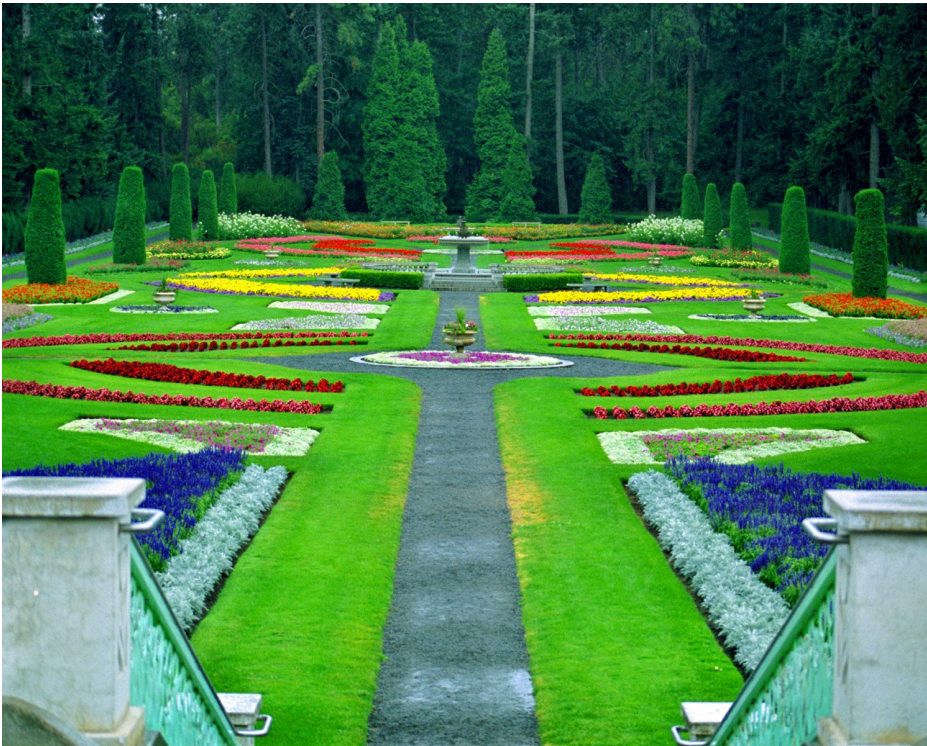
## City of Spokane, Washington

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

Volume 111

**JUNE 9, 2021**

Issue 23



### 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](mailto:clerks@spokanecity.org)

### INSIDE THIS ISSUE

MINUTES	518
HEARING NOTICES	522
GENERAL NOTICES	523
POLICIES AND PROCEDURES	524
NOTICES FOR BIDS	526

**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

**MINUTES OF SPOKANE CITY COUNCIL****Monday, May 24, 2021****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 Fifteenth Updated Proclamation 20-28.15, dated January 19, 2021, 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 termination of the state of emergency pursuant to RCW 43.06.210, or until rescinded, whichever occurs first. Proclamations 20-28, et seq, were amended by the Washington State Legislature to recognize the extension of statutory waivers and suspensions therein until termination of the state of emergency pursuant to RCW 43.06.210 or until rescinded.

While all public meetings must continue to be held remotely, an option for an additional in-person meeting component is permitted in Phase 3 regions consistent with the business meetings requirements contained in the Miscellaneous Venues guidance incorporated into Proclamation 20-25, et seq. At this time, the City Council has decided to continue its meetings with remote access only and to not include an in-person attendance component.

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 Cathcart, Mumm, Stratton and Wilkerson were present. Council Members Burke and Kinnear were absent. (Council President Beggs was in attendance in the Council Chambers and also participated in the meeting via WebEx. Council Members Cathcart, Mumm, Stratton, and Wilkerson attended the meeting via WebEx.) Council Member Mumm left the meeting at 3:45 p.m.

City Attorney Mike Ormsby (WebEx), City Administrator Johnnie Perkins, Director of Policy and Government Relations Brian McClatchey (WebEx), and Deputy City Clerk Laurie Farnsworth (in Chambers) were also virtually present for the meeting.

**Advance Agenda Review**

There was no Advance Agenda to review as the May 31, 2021, City Council Meeting was canceled in recognition of the Memorial Day Holiday. However, an updated briefing was provided by staff during the meeting on the following matter which has been deferred to the June 7, 2021, City Council Agenda: Thirty-six-month Leases with Enterprise Fleet Management (Spokane) for five Hyundai Kona Electric Vehicles using Sourcewell Contract #060618-EFM—\$611.38 per vehicle per month. Total Lease Amount: \$110,048.40. (OPR 2021-0269)

**ADMINISTRATIVE SESSION****Current Agenda Review**

The City Council reviewed the May 24, 2021, Current Agenda for any changes and received a briefing from staff on the 2021 Arterial Chip Seal (OPR 2021-0334 / ENG 2021086).

**Suspension of Council Rules**

**Motion** by Council Member Mumm, seconded by Council Member Stratton, **to suspend** Council Rules to modify the Agenda; **carried unanimously (Council Members Burke and Kinnear absent).**

Contract Amendment with Ulupalakua Ranch, Inc. (OPR 2018-0628)

**Motion** by Council Member Wilkerson, seconded by Council Member Stratton, **to add** the Third Amendment to Lease Agreement with Ulupalakua Ranch, Inc. (Richland, WA) for the Spokane EnVision Demonstration Site at 130 S. Arthur Street to the Current Consent Agenda; **carried unanimously (Council Members Burke and Kinnear absent).**

**For Council Action on Current Consent Agenda items, see section of minutes below following Council's consideration of Legislative Agenda items.**

#### **Current Legislative Agenda Items**

The regularly scheduled May 24, 2021, 6:00 p.m. Legislative Session of City Council was canceled. Council considered all Legislative items during its regularly scheduled 3:30 p.m. Briefing / Administrative Session.

### **LEGISLATIVE AGENDA**

#### **SPECIAL BUDGET ORDINANCES**

##### **Ordinance C36052 (Council Sponsor: Council President Beggs)**

After an opportunity for public testimony, with one individual requesting to speak, and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Special Budget Ordinance C36052** 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 and appropriating funds in:

General Fund

FROM: Unappropriated Reserves, \$43,750;

TO: Operating Transfer Out, same amount;

and

Asset Management Fund

FROM: General Fund, \$43,750,

Contributions / Donations, \$33,750;

TO: Operating Rentals / Leases, \$77,500.

(This action provides budget authority for Envision Center lease costs through the end of the year.)  
(Relates to OPR 2018-0628 under Consent Agenda)

**Ayes:** Beggs, Cathcart, Mumm, Stratton, and Wilkerson

**Nays:** None

**Abstain:** None

**Absent:** Burke, Kinnear

There were no **Emergency Ordinances**.

There were no **Resolutions**.

#### **FINAL READING ORDINANCES**

##### **Final Reading Ordinance C36039 (Council Sponsors: Council President Beggs and Council Member Cathcart)**

After an opportunity for public testimony, with no individuals requesting to speak, and the opportunity for Council commentary, with none provided, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Ordinance C36039** granting a non-exclusive franchise to use the public right-of-way to EverGem LLC to provide noncable telecommunications service to the public that is subject to certain conditions and duties as further provided.

**Ayes:** Beggs, Cathcart, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** Burke, Kinnear, Mumm

There were no **First Reading Ordinances**.

There were no **Special Considerations**.

There were no **Hearings**.

### CONSENT AGENDA

**Upon Unanimous Voice Vote (in the affirmative), the City Council (Council Members Burke, Kinnear, and Mumm absent) approved Staff Recommendations for the following items:**

One-year Contract Extension with Superior, LLC (Lake Mary, FL) for continued joint administration of the False Alarm Program from July 1, 2021, through June 30, 2022—\$330,000 per year revenue. (Council Sponsor: Council Member Kinnear) (OPR 2011-0535)

Contract with Glacier Construction Services (Mukilteo, WA) for landfill repairs and improvements from June 1, 2021, through December 31, 2021—\$1,759,005 (excl. tax) plus an administrative reserve of 10% of the contract price. (Council Sponsor: Council President Beggs) (OPR 2021-0332 / PW ITB 5412-21)

Low Bid of Shamrock Paving Inc. (Spokane) for 2021 Arterial Chip Seal—\$1,525,525. An administrative reserve of \$152,552.50, which is 10% of the contract price, will be set aside. (Council Sponsors: Council President Beggs and Council Member Cathcart) (OPR 2021-0334 / ENG 2021086)

Multiple Family Housing Property Tax Exemption Agreements with:

- a. Rad Space, LLC (Casper, WY) for nine new multi-family units in an existing commercial building at 131 S. Sherman Street, Parcel Number 35202.1606. (Council Sponsor: Council Member Kinnear) (OPR 2021-0335)
- b. Liberty Project, LLC (Spokane) for twenty-four new multi-family units at 3001 E. Liberty Avenue, Parcel Numbers 35033.1304 and 35033.1305. (Council Sponsor: Council Member Kinnear) (OPR 2021-0336)
- c. Evan Verduin (Spokane) for four new multi-family units at 1860 N. Hamilton Street, Parcel Number 352084.2928. (Council Sponsor: Council Member Kinnear) (OPR 2021-0337)
- d. 509 Capital Properties, LLC (Spokane) for four new buildings of between four and six units each for a total of twenty-one multi-family units at 515 S. Conklin Street, Parcel Number 35201.5442. (Council Sponsor: Council Member Kinnear) (OPR 2021-0338)
- e. 509 Capital Properties, LLC (Spokane) for three new buildings of between four and five units each, for a total of fourteen multi-family units at 514 S. Conklin, Parcel Number 35201.5441. (Council Sponsor: Council Member Kinnear) (OPR 2021-0339)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through May 14, 2021, total \$8,445,411.04 (Check Nos. 579356-579471; ACH Payment Nos.: (90196-90404), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$4,745,288.67.
- b. Payroll claims of previously approved obligations through May 15, 2021: \$7,654,411.69 (Payroll Check Nos. 559127-559245).

City Council Meeting Minutes: May 10 and May 20, 2021. (CPR 2021-0013)

Third Amendment to Lease Agreement with Ulupalakua Ranch, Inc. (Richland, WA) for the Spokane EnVision Demonstration Site at 130 S. Arthur Street from June 1, 2021, through August 31, 2021--\$48,960. (OPR 2018-0628) (Relates to Special Budget Ordinance C36052)

**OPEN FORUM**

The following individual spoke during the Open Forum:

- Nicolette Ocheltree

**ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 4:05 p.m.

---

**STUDY SESSION MEETING MINUTES  
SPOKANE CITY COUNCIL  
Thursday, June 3, 2021**

A regularly scheduled Study Session of the Spokane City Council was held virtually on the above date at 11:04 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, Kinnear, Mumm, Stratton and Wilkerson were present via Webex. Council Member Burke was 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 Fifteenth Updated Proclamation 20-28.15, dated January 19, 2021, 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 termination of the state of emergency pursuant to RCW 43.06.210, or until rescinded, whichever occurs first. Proclamations 20-28, et seq, were amended by the Washington State Legislature to recognize the extension of statutory waivers and suspensions therein until termination of the state of emergency pursuant to RCW 43.06.210 or until rescinded.

While all public meetings must continue to be held remotely, an option for an additional in-person meeting component is permitted in Phase 3 regions consistent with the business meetings requirements contained in the Miscellaneous Venues guidance incorporated into Proclamation 20-25, et seq. At this time, the City Council has decided to continue its meetings with remote access only and to not include an in-person attendance component.

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

- COVID Update
- Housing Development Incentive Proposals
- Downtown Plan Resolution

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 12:25 p.m.

---

**STUDY SESSION MEETING MINUTES  
SPOKANE CITY COUNCIL  
Thursday, May 27, 2021**

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 Cathcart, Kinnear, Stratton and Wilkerson were present via Webex. Council Member Mumm arrived at 11:16 a.m. Council Member Burke was 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 Fifteenth Updated Proclamation 20-28.15, dated January 19, 2021, 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 termination of the state of emergency pursuant to RCW 43.06.210, or until rescinded, whichever occurs first. Proclamations 20-28, et seq, were amended by the Washington State Legislature to recognize the extension of statutory waivers and suspensions therein until termination of the state of emergency pursuant to RCW 43.06.210 or until rescinded.

While all public meetings must continue to be held remotely, an option for an additional in-person meeting component is permitted in Phase 3 regions consistent with the business meetings requirements contained in the Miscellaneous Venues guidance incorporated into Proclamation 20-25, et seq. At this time, the City Council has decided to continue its meetings with remote access only and to not include an in-person attendance component.



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

- Downtown Plan Update
- State Legislative Session Recap
- Impact Fees Ordinance Discussion
- American Rescue Plan Discussion

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

Council Members Kinnear and Stratton left at 12:26 p.m.

The meeting adjourned at 12:36 p.m.

# Hearing Notices

## SPOKANE CITY-COUNTY HISTORIC LANDMARKS AGENDA

Wednesday, June 16, 2021

Webex Teleconference

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

A. **Spokane Register Nomination (per SMC 17D.100.020):**

1. Brodrecht House – 529 W Cleveland Ave
2. Libby Jr High/Middle School – 2912 E 1<sup>st</sup> Ave

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 found in the agenda located on the City of Spokane website at: <https://static.spokanecity.org/documents/bcc/commissions/spokane-city-county-historic-landmarks-commission/agendas/2021/06/shlc-agenda-2021-06-16.pdf>

**To participate by phone**

Call: 1-408-418-9388

Enter: **187 677 3560** followed by # when prompted for a meeting number or access code

Enter # when prompted for an attendee ID

Meeting

Password: fXKdTxH96U8

---

# General Notices

## REGULAR MEETING NOTICE/AGENDA THE CIVIL SERVICE COMMISSION 9:30 a.m. – JUNE 15, 2021

Notice is hereby given that, pursuant to Governor Jay Inslee's Fifteenth Updated Proclamation 20-28.15, dated January 19, 2021, 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 termination of the state of emergency pursuant to RCW 43.06.210 or until rescinded, whichever occurs first. Proclamations 20-28, et seq, were amended by the Washington State Legislature to recognize the extension of statutory waivers and suspensions therein until termination of the state of emergency pursuant to RCW 43.06.210 or until rescinded.

While all public meetings must continue to be held remotely, an option for an additional in-person meeting component is permitted in Phase 3 regions consistent with the business meetings requirements contained in the Miscellaneous Venues guidance incorporated into Proclamation 20-25, et seq. At this time, the Civil Service Commission has decided to continue its meetings with remote access only and to not include an in-person attendance component.

The regularly scheduled Civil Service Commission Meeting, June 15, 2021 at 9:30 a.m. will be held virtually, some members of the Civil Service Commission staff will be attending virtually.

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 by calling 1-408-418-9388 and entering the access code 1876 91 9370 when prompted.**

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](mailto:civilservice@spokanecity.org).

---

### AGENDA REGULAR MEETING OF THE CIVIL SERVICE COMMISSION 9:30 A.M. June 15, 2021 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. May 18, 2021 Minutes
3. **CHIEF EXAMINER UPDATE**
4. **NEW BUSINESS**
  - a. Findings of Fact, Conclusions of Law and Decision in the V. Nicholas Appeal
5. **OTHER BUSINESS**
  - a. Chief Examiner Offer Letter
6. **ADJOURN**

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

---

# Policies and Procedures

CITY OF SPOKANE  
ADMINISTRATIVE POLICY AND PROCEDURE

ADMIN 5600-21-10  
LGL 2021-0024

TITLE: **SMALL AND ATTRACTIVE ASSETS (SNA)**  
EFFECTIVE DATE: May 28, 2021

## 1.0 GENERAL

### 1.1 PURPOSE

A small and attractive asset policy to maintain accountability over tangible items that may have the likelihood of disappearing without being noticed.

1.2 Any questions or comments should be directed to the Accounting Department.

### 1.3 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

## 2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy applies to all City Departments and Divisions except the Library Department.

## 3.0 REFERENCES

Not Applicable

## 4.0 DEFINITIONS

4.1 Small and attractive assets also known as SNA – Are items defined as easily movable, desirable items with a unit cost of \$500.00 to \$4,999.99 (an item that is priced under the \$5,000 criteria for fixed assets) and have a life expectancy of more than one year. This consists of items that are either concealable or portable and are also not likely to be missed immediately upon disappearance and could be replaced without suspicion during voucher audits. Examples include, but are not limited to, drones, cameras, mobile public works power equipment, etc. All weapons, firearms, and signal guns must be accounted for regardless of dollar amount at the department level.

4.2 Annual inventory - In this policy is defined to mean inventory conducted on a rotational basis. Any single item in inventory is to be reviewed in a period that does not exceed one year.

## 5.0 POLICY

5.1 It is the policy of the City to maintain accountability over all tangible items that may have the likelihood of disappearing without being noticed. Department accountants will maintain the records that will facilitate the annual inventory of small and attractive assets. In departments that have department leads who maintain and control physical assets/records, the department lead will conduct the annual inventory. If there is no department lead, department accounting staff will perform or assist with the inventory. There should be segregation of duties between the employees conducting the inventory and the person reconciling the details/financial records.

The IT Department tracks all laptop and desktop computers [excluding Spokane Police Department (SPD) and Spokane Fire Department (SFD)] in the Fixed Assets System and puts them on a replacement plan. SPD and



SFD have their own IT group that tracks these items per their department procedures. If laptops are purchased as part of a City project or initiative and cost in excess of \$500 or desktop computers cost in excess of \$1,000, they shall be tracked as small and attractive.

The City chooses not to track peripheral devices, such as monitors, keyboards and scanners as small and attractive.

5.2 Small and attractive assets **do not** include:

- Fixtures such as desks, tables, and shelving.
- Small tools and minor equipment used for public works.
- Equipment with a minimal monetary value like shovels, wrenches, or hand/shop tools.
- Items that are consumed such as asphalt, bottled water, or printer paper.

Small and attractive assets also **do not** include items that, while they may meet the threshold when purchased, are used as an accessory for a larger capital asset such as vehicle accessories like light bars, cages, sirens, etc.

5.3 Small and attractive assets may include but is not limited to:

- Computer equipment such as tablets and laptops (not tracked in fixed assets through the IT department)
- Drones
- Weapons and firearms
- Optical devices (binoculars, telescopes, range finders, infrared viewers)
- Cameras and photographic equipment (video cameras)
- Unmounted television sets
- Power/landscaping tools (chain saws, mowers, blowers, trimmers, etc.)
- Shop equipment (generators, pumps, scaffolding, ladders)
- Data processing accessory equipment and components (data displays, etc.)
- Other items a Department or Division determines to be a small and attractive asset.

5.4 Asset Identification will contain the serial number, model, or other identifying information such as a barcode with a T number. The use of a non-tagged asset number is not advisable. Whenever feasible, each piece of property will be tagged, engraved, or marked with the City's name. Such markings will be removed or obliterated only when the item is sold, scrapped, cannibalized, or otherwise disposed of.

- Purchases made with grant funds require additional tracking such as the CFDA # or grant name associated with the purchase. Before disposing of any asset paid for with grant funds, determine whether grantor approval is necessary before disposal.

## 6.0 PROCEDURE

6.1 Each department lead/accountant or their designee will prepare a list at least annually of their small and attractive items.

Laptops managed by IT Department, SPD, and SFD, will be periodically monitored during the year by doing a network connection analysis and must be physically inventoried at least once every other year to inspect condition.

If an item is deleted, the department accountant will note the reason and/or fill out a disposal form located in the procedural manual and have it signed by the department head for record and take the measures necessary to remove it from the list.

The list and signed disposal forms will then be provided to the Accounting Department to be kept with the asset records.

6.2 The Small and Attractive Asset Policy Procedure Manual contains expanded explanation and procedures for tracking small and attractive assets in accordance with this policy.

## 7.0 RESPONSIBILITIES

7.1 The Director of Accounting maintains responsibility for updating the procedure manual.

7.2 The department head is responsible for ensuring compliance of this policy within their Department.

7.3 The Accounting Department is responsible for administering this policy.

## 8.0 APPENDICES

Small and Attractive Policy Procedural Manual

Attachments on file in the City Clerk's Office.

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

### Cycle 8 (2018) Traffic Calming Engineering Services File No. 2018065, 066, 067

This project consists of the construction of approximately 1,850 square yards of sidewalk, 50 linear feet of storm sewer, 2 drainage structures, 2150 linear feet of curb or curb and gutter, 650 square yards of 3-inch thick pavement patching, 335 square yards of 5-inch thick pavement patching, 1 Pedestrian Hybrid Beacon System – RRFB's, 2 sets of "Driver Speed Feedback" signs, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 14, 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](http://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.

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: June 9 & 16, 2021

---

**Hoffman Well Rehabilitation  
Engineering Services File No. 2018104**

This project consists of the construction and rehabilitation of the Hoffman Well, including vertical turbine line shaft pumps, motors, motor control centers, steel casing liner, concrete pedestal, 8", 18" and 24" to 30" diameter piping, electrical, concrete vaults, excavation, site grading and restoration, structural modifications to well caisson, fencing, water and sewer connections, electrical and conduit work, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 14, 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](http://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.

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.

*A prebid conference will be held at the project site, Hoffman Well located at 2109 E. Hoffman Ave., Spokane, WA 99207 from 10:00 am to 12:00 p.m. on June 3, 2021. The pre-bid conference will be an open house style that will allow the contractor to view the interior of the well building and allow them to ask questions from onsite City personnel. Due to Covid restrictions a maximum of 1 bidders' personnel will be allowed into the well station at a time with a maximum time limit of 20 minutes per bidder. Masks will be required for entry.*

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.

**\*\*\*\*Critical time limits exist for this project and are as follows:**

***The contractor shall only be permitted to perform work on the Hoffman Well piping and pumps (interior and exterior), well casing, electrical components and all related appurtenances between the following dates, October 1st through April 15th. No work on these items shall be allowed outside of these dates. Landscape restoration, grading and pavement patching are not included in this requirement and shall be in compliance as detailed in other sections of the Special Provisions.***

Publish: May 26, June 2 and 9, 2021

---

**Havana Well Station  
Engineering Services File No. 2019171**

This project consists of the construction of two CMU buildings to house 6 vertical turbine pumps and motors, as well as the associated electrical and mechanical appurtenances to support the function of the well stations. Site improvements will include connections to existing water transmission mains, grading, paving, and landscaping. This project will take place within the City of Spokane Valley and the City of Spokane.

The City of Spokane will receive bids until 1:00 p.m. June 21, 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](http://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.

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.

Publish: June 2, 9, and 16, 2021

---

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### On-Call Miscellaneous Welding-Fabrication Services, to include Hydraulic Cylinder Repair, and Machine Shop Services - As Needed

City of Spokane – Fleet Department

**RFP # 5453-21**

**Description:** The City of Spokane is soliciting proposals for On-Call Miscellaneous Welding-Fabrication Services, to include Hydraulic Cylinder Repair, and Machine Shop Services for City fleet vehicles and related equipment. Work will be done on an “as needed” basis.

There will be several contracts awarded from this RFP – to the top three (3) contractors. This allows the City of Spokane the flexibility to allocate requirements among awarded contractors’ Shops to prevent inundation, and to best meet City’s needs in reducing turn-around time.

The period of performance of any contract resulting from this RFP is tentatively scheduled to begin on or about August 1, 2021 and to end on July 31, 2026. The total contract period not to exceed five (5) years.

Electronic Bids will be unsealed at the 1:15 p.m. public bid opening via WebEx meeting on **MONDAY, JUNE 14**, for **On-Call Miscellaneous Welding-Fabrication Services, to include Hydraulic Cylinder Repair, and Machine Shop Services - As Needed** for the City of Spokane – Fleet Department. **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 Invitation to Bid 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 Invitation to Bid.

Questions from potential Proposers will only 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 June 14, 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.

Rick Rinderle  
City of Spokane Purchasing

Publish: June 2 & 9, 2021

---

**SPOKANE PUBLIC LIBRARY  
MOBILE LIBRARY SHELVING  
Spokane Public Library**

**RFP #2021-06-001**

Quotes will be accepted by Spokane Public Library, for Mobile Library Shelving (Group 4 Project No. 18515-02).

The Request for Proposal document is available by contacting Harding Dowell, Group 4 Architecture, at [hdowell@g4Arch.com](mailto:hdowell@g4Arch.com).

Questions must be directed to Harding Dowell, Group 4 Architecture, at [hdowell@g4Arch.com](mailto:hdowell@g4Arch.com).

Quotes shall be provided via email to the following party no later than 9:00 a.m. on June 18, 2021.

Matt Walker  
Program Manager  
Hill International, Inc.  
[matthewwalker@hillintl.com](mailto:matthewwalker@hillintl.com)

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.

Penny Brown CPA  
Finance Director  
Spokane Public Library

Publish: June 9 & 16, 2021

---





