



Official Gazette

City of Spokane, Washington

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

Volume 112

JUNE 8, 2022

Issue 23



MAYOR AND CITY COUNCIL

MAYOR NADINE WOODWARD

COUNCIL PRESIDENT BREEAN BEGGS

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The Official Gazette

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Minutes

NOTICE**NO MEETING MINUTES OF SPOKANE CITY COUNCIL****Tuesday, May 31, 2022**

The Tuesday, May 31, 2022 regularly scheduled City Council meeting was not held. Therefore, no meeting minutes will be published for this date. (Note: No meeting was scheduled to be held on Monday, May 30, 2022 due to the observance of the Memorial Day holiday.)

Hearing Notices

SPOKANE CITY-COUNTY HISTORIC LANDMARKS AGENDA**Wednesday, June 15, 2022****City Council Briefing Center, Lower Level, City Hall & Webex Teleconference**

- I. Public Hearing: 3:00 P.M.
- A. Spokane Register Nomination (per SMC 17D.100.020):
 - 1. Hansen-Heatfield House – 1220 W 11th Ave

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://spokanecity.webex.com/spokanecity/j.php?MTID=md398fbbb214baf0ee6c6d6486a4e622>

To participate by phone

Call: 1-408-418-9388

Enter: **2482 973 9678** followed by # when prompted for a meeting number or access code

Enter # when prompted for an attendee ID

Meeting

Password: **7dWjWhfVu55**

General Notices

In the Superior Court of the State of Washington for the County of Spokane, No. 22-2-00899-32

CITY OF SPOKANE, a municipal corporation, Plaintiff, v.

KEVIN JAMES KORN, property owner of 1417 W 6th Avenue, Spokane, Washington; BANK OF AMERICA, N.A., a lienholder; PARTIES IN POSSESSION of 1417 W 6th Avenue, Spokane, Washington, and all other persons or parties unknown claiming any right, title, estate, lien, or interest in the real estate described in the complaint herein, Defendants.

The State of Washington to Kevin James Korn, as the listed owner and with an interest in the real estate described in the complaint herein, Defendant:

You are hereby summoned to appear within sixty days after the date of the first publication of this summons, to wit, within sixty days after the 18th day of May, 2022, and defend the above entitled action in the above entitled court, and answer the complaint of the plaintiff City of Spokane, and serve a copy of your answer upon the undersigned attorney for plaintiff, at his office below stated; and in case of your failure so to do, judgment will be rendered against you according to the demand of the complaint, which has been filed with the clerk of said court. The object of the action is the abatement of substandard, unfit, abandoned building and nuisance property known as 1417 W. 6th Avenue, Spokane, Washington, Spokane County Parcel Number 25241.5404, and the appointment of a receiver to the sell the property free and clear of liens and rights of redemption.

Plaintiff City of Spokane's Attorney:
Matthew M. Folsom
Office of the City Attorney
808 W. Spokane Falls Blvd.
Spokane, WA 99201-3326

In the Superior Court of the State of Washington for the County of Spokane, No. 22-2-01579-32

CITY OF SPOKANE, a municipal corporation, Plaintiff, v.

MARC W. BATTERS, property owner of 6007 N. Nettleton St., Spokane, Washington, Defendant.

The State of Washington to Marc W. Batters, as the listed owner and with an interest in the real estate described in the complaint herein, Defendant:

You are hereby summoned to appear within sixty days after the date of the first publication of this summons, to wit, within sixty days after the 25th day of May, 2022, and defend the above entitled action in the above entitled court, and answer the complaint of the plaintiff City of Spokane, and serve a copy of your answer upon the undersigned attorney for plaintiff, at his office below stated; and in case of your failure so to do, judgment will be rendered against you according to the demand of the complaint, which has been filed with the clerk of said court. The object of the action is the abatement of substandard, unfit, abandoned building and nuisance property known as 6007 N. Nettleton Street, Spokane, Washington, Spokane County Parcel Number 26362.0923, and the appointment of a receiver to the sell the property free and clear of liens and rights of redemption.

Plaintiff City of Spokane's Attorney:
Matthew M. Folsom
Office of the City Attorney
808 W. Spokane Falls Blvd.
Spokane, WA 99201-3326

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*.

NOTICE OF VETO

Ordinance C36209 was passed by City Council on May 23, 2022, and was previously published on June 1, 2022 (volume 112, Issue 22, of the Official Gazette). On June 3, 2022, a veto letter was received from Mayor Woodward regarding Ordinance C36209. The Mayor's veto message appears below, along with Ordinance C36209. On June 6, 2022, the Mayor's veto was overridden by City Council upon a 5-1 vote. [Note: This ordinance will be republished again in the June 15, 2022 (Volume 112, Issue 24) Official Gazette, along with other ordinances that were passed by Spokane City Council on June 6, 2022.]



Mayor Nadine Woodward

June 3, 2022

Spokane City Council
808 W. Spokane Falls Blvd.
Spokane, WA 99201

Dear Council President Beggs and Councilmembers,

As I shared with you, after much thought and consideration, I have decided to veto Ordinance C36209. I greatly appreciate and value efforts to conserve water and am hopeful we can partner on a solution based on education and re-evaluation of our incentives-based approach.

A tiered rate structure was implemented a little over a year ago and our Water Conservation Master Plan just two years ago, so our sample size is based on a second summer of pandemic restrictions and record heat for extended stretches. My strong preference detailed in previous communications is to model a collaborative approach with our community, which I'm happy to help you lead, rather than encourage the likely divisiveness that will result from neighbors monitoring and reporting on other neighbors, no matter how well-intended the desired outcome.

I look forward to continuing the conversation on this topic as we work together on the shared outcome of water conservation. We have much work to do to gain the long-term changes in water usage behavior that will positively impact our community for years to come.

Sincerely,

Nadine Woodward
Mayor

ORDINANCE NO. C36209

An ordinance establishing water conservation and drought response measures; enacting a new section 13.04.1925; and amending section 13.04.300 of the Spokane Municipal Code.

WHEREAS, in July of 2020, the City Council convened a working group of volunteer citizens called the Water Resource Collaboration Group ("WRCG"), which was tasked with reviewing the City's Water Conservation Master Plan and proposing updates to the City Council, with the primary goal to enable greater community input on the City's water conservation strategies and goals; and

WHEREAS, the WRCG created a Community Water Survey (which received over 500 responses), hosted three Virtual Water Workshops (1 per Council District), presented at Park Board and Community Assembly meetings, and interviewed water department staff from Flagstaff, AZ, which has climate and water characteristics similar to Spokane; and

WHEREAS, Spokane residents currently use 202 gallons per person per day, which is more water, per capita, than 97% of the rest of the country, and the City and its residents can both reduce this water usage and avoid costly infrastructure upgrades by taking action now to decrease outdoor water usage; and

WHEREAS, Spokane residents use 5-6 times more water during summer months than during other times of the year; and

WHEREAS, policy NE 2.1 in the Natural Environment chapter of the City's Comprehensive Plan commits the City of Spokane to "[s]upporting a water conservation program that decreases household, commercial, industrial, and agricultural water use," and counsels that "prudent use of water should be practiced until more is known about the capacity of the aquifer. Benchmark standards should be established to monitor water consumption and aquifer capacity. Further, water billing practices should be revised to encourage water conservation. Opportunities to recycle water in industrial coolant activities and the use of treated water for non-food irrigation purposes should be explored."; and

WHEREAS, measures such as every-other-day watering restrictions and prohibitions on watering during the day can reduce outdoor water use and avoid millions of dollars in City infrastructure costs since the City currently builds its water delivery systems to keep up with peak summertime usage; and

WHEREAS, beyond cost savings, water conservation measures are needed to protect the Spokane Rathdrum Prairie Aquifer, which is hydrologically connected with the Spokane River, and under certain conditions, such as drought, the use of one can impact the other; and

WHEREAS, the City's Parks Department has been continuously working to reduce water consumption at City facilities, including spending millions of dollars on automating sprinkler systems at City facilities, in an effort to implement policy N 6.4 (Maintenance of City Property) in the Neighborhoods chapter of the Spokane Comprehensive Plan, which commits the City to "[e]nsuring that city land, property, and infrastructure within neighborhoods are adequately maintained to protect the public health, safety, and welfare"; because "[p]roperly caring for city property protects the health, safety, and welfare of its citizens while improving aesthetic values and quality of life"; and

WHEREAS, in 2021, Parks and Public Works entered a new 10-year partnership to conserve water wherein Public Works will provide Parks with up to \$250,000 annually for water-savings projects that support the Water department's stewardship program; and

WHEREAS, the City Water Department has led ongoing efforts through Water Wise Spokane to reduce both City and community-wide water use. The program includes a wide variety of incentives and resources available to water customers including SpokaneScape, conservation rebates, education, and outreach efforts, among others; and

WHEREAS, small-scale uses of water for household gardens is important to help implement Priority Action HW 1.1, located in the Health and Wellness chapter of the City's Sustainability Action Plan, which commits the City to "[s]upport the Spokane Food Policy Council (SFPC) in studying, identifying and implementing sensible and achievable codes, policies, and requirements that eliminate barriers and reduce costs for urban farms and community gardens and expand local control of food grown, processed, and sold directly to consumers."

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That there is enacted a new section 13.04.1925 of the Spokane Municipal Code to read as follows:

Section 13.04.1925 Water Conservation Measures

A. Level I:

1. Every year between June 1 – October 1 the City of Spokane shall implement the following conservation measures:
 - a. A prohibition on watering outdoor vegetation during the hours of 10 am to 6 pm;

- b. A limitation on watering outdoor vegetation on each parcel to four days per week;
- c. A suggested limitation of a total of 2 hours daily outdoor watering on each parcel; and
- d. A suggested prohibition on the use of water for washing outdoor hardscape features, such as sidewalks, driveways, decks, and patios.

B. Level II:

1. When the flow in the Spokane River, as measured at USGS monitoring location 12422500 (located at Lower Crossing) is predicted to fall below 1,000 cfs any time between June 1 – October 1 and the Mayor or a majority of the City Council declares a drought emergency the City shall implement the following conservation measures:
 - a. A prohibition on watering outdoor vegetation during the hours of 10 am to 6 pm;
 - b. A limitation on watering outdoor vegetation on each parcel to two days per week;
 - c. A limitation of a total of 2 hours outdoor watering daily on each parcel; and
 - d. A prohibition on the use of water for washing outdoor hardscape features, such as sidewalks, driveways, decks, and patios.
2. Paragraph (B) shall take effect on June 1, 2023.

C. Exemptions:

1. The Parks Department shall continue its efforts to upgrade park infrastructure as funding becomes available to comply with the above mandatory and voluntary measures. The department shall be exempt from these measures when the Parks Director informs City Council in writing that an exemption is necessary for the purposes of watering trees, watering the remaining parks with non-automated irrigation systems, allowing for the establishment of newly-planted landscape, mitigating fire risk in wildland-urban interface areas, operating pools and splashpads, and operating public golf courses/sports program facilities.
2. The Public Works and Utilities Department may grant to city residents reasonable exemptions from these measures for the purposes of watering community/personal vegetable gardens, trees located either within the public right-of-way or on private property, to allow for the establishment of newly-planted landscape, or in wildland-urban interface areas to mitigate wildfire risk.
3. The Public Works and Utilities Department and Park Department shall, no later than 180 days after the effective date of this section, publish standards and requirements specifying the process for seeking additional exemptions under this paragraph and the process and timelines for approval, rejection, and, if necessary, appeals from rejections of applications for exemptions under this paragraph.

- D. Upon enactment of this chapter, the Water Department shall provide education and community engagement to all water rate payers within the city's retail water delivery area on the importance of complying with the new legal standards for watering outside vegetation and the financial and other benefits to the community.

Section 2. That Section 13.04.300 of the Spokane Municipal Code is amended to read as follows:

Section 13.04.300 ((Penalty))Penalties and Surcharges

- A. Any person or organization violating any of the provisions of this chapter other than SMC 13.04.1925, or the rules and regulations of the director, except for those violations designated infractions in SMC 1.05.190, commits a misdemeanor.
 - B. Each day of a continuing violation shall constitute a new and separate violation unless otherwise specified.
 - C. Surcharges
 1. After December 1, 2023 and no later than May 1, 2024, the City Council in consultation with the Public Works and Utilities Department will enact any changes needed in the water rate structure to meet Spokane River flows of at least 1,000 cfs year round and authorization of surcharges for violations of SMC 13.04.1925 to be deposited to the Water Conservation Program after city staff has documented at least one educational contact with the person or entity responsible for violating SMC 13.04.1925.
 2. In the event of any conflict between this section and the published rules and regulations issued by the Director, this section shall control.
 3. The Public Works and Utilities Director may enter into inter-departmental agreements with any other City department(s), as necessary, to implement the provisions of this section.
-

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.

LEAD COURT CLERK SPN 011 PROMOTIONAL

DATE OPEN: Monday, June 6, 2022

DATE CLOSED: Monday, June 20, 2022 at 4:00 p.m.

SALARY: \$45,038.16 annual salary, payable bi-weekly, to a maximum of \$70,323.84

DESCRIPTION:

Performs regularly assigned lead work and specialized clerical and cash handling tasks to support the operations of the Spokane Municipal Court.

DUTIES:

This description was prepared to indicate the kinds of activities and levels of work difficulty required of positions in this class. It is not intended as a complete list of specific duties and responsibilities.

- Trains and mentors new and established court employees. Maintains current knowledge and answers questions of other employees on procedures, policies, and directives. Obtains information or decisions from supervisor for areas of uncertainty.
- Trains with the Supervisory Court Clerks and assumes supervisory duties during absences.
- Assists the supervisor in developing or modifying work schedules, methods, and procedures, determining work priorities, and ensuring adequate staff coverage.
- Contributes to the development of performance goals, documents performance, provides performance feedback, and provides information for the formal performance evaluation.
- Monitors status and progress of work and makes adjustments in accordance with established priorities.
- Reviews completed work for accuracy and conformance to work goals, conducts quality assurance sessions with staff, and works to correct deficiencies.
- Recommends appropriate solutions to problems encountered during daily operations and assists staff with difficult or unusual assignments.
- Follows up on escalated customer requests or complaints, and solves problems related to customer service issues.
- Resolves simple, informal complaints of employees and refers others to supervisor.
- Documents situations that may be cause for disciplinary action and provides this information to supervisor.
- Performs clerical and cash accounting duties and responsibilities within the Municipal Court.
- Performs court clerk functions and provides courtroom support for hearings in the Municipal Court.
- Prepares and maintains records and provides information relation to the production of operational reports.
- Orders supplies and approves billing invoices.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Promotional Requirements

(Current City of Spokane employees may meet the promotional requirements. All promotional requirements must be met at the date of the examination.)

- Experience:
 - For the cashiering lead, two years with the City in the classification of Court Clerk I (SPN 012) working in both the cashiering and accounting groups assigned to the Spokane Municipal Court.
 - For the clerical/courtroom lead, one year with the City in the classification of Court Clerk II (SPN 013).

EXAMINATION DETAILS:

Candidates must meet the minimum qualifications and pass the examination for this position to be eligible for promotion. Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.

Upon request, at time of application, City of Spokane 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.

The examination will consist of a written test with weights assigned as follows:

- Written Test 80% (Multiple Choice 30%, Essay Questions 50%)
- PAR 20%

EXAMINATION DETAILS:

The examination will be conducted online via FastTest.

- Location: City Hall, Civil Service - 4th Floor Test Room, 808 W. Spokane Falls Blvd.
- Date: Wednesday, June 29, 2022
- Time: 9:00 a.m. & 1:00 p.m.
 - o Qualified applicants will receive an email notification to self-schedule the examination. Additional sessions may be made available depending upon number of applicants and testing space available.

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

- Attention to Detail
- Computer Skills
- Interpersonal Skills
- Leadership
- Organizational Awareness
- Problem Solving
- Reading and Writing
- Situational Judgement
- Training

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.

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

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 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 2nd day of June 2022.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

**EXAMINATION AND CLASSIFICATION ANALYST III SPN 047
PROMOTIONAL**

DATE OPEN: Thursday, June 9, 2022

DATE CLOSED: Tuesday, June 14, 2022 at 4:00 p.m.

SALARY: \$69,112.80 annual salary, payable bi-weekly, to a maximum of \$97,927.20

DESCRIPTION:

Performs responsible professional and analytical work in public personnel administration.

DUTIES:

- Plans, organizes, and promotes the procedures and techniques of job analysis, classification, test construction, and administration, recruiting, and related areas as assigned. Performs extensive research and develops new methods and procedures as needed.
- Supervises and participates in a continuous review of the classification plan and the relationship of jobs to each other. Reviews and investigates requests for new classifications. Develops and maintains career fields and lines of progression for all positions in the classified service. Coordinates with management in salary studies as they relate to job evaluations and grade structures.
- Supervises and participates in recruitment, qualification and placement programs. Interviews applicants to determine their qualifications, veteran status, and other factors.
- Performs extensive research for test development for a wide variety of occupations.
- Constructs and administers tests and conducts test research for validity and reliability. Researches and develops written, performance, assessment centers, and other job-related examinations, as necessary. Develops and conducts assessment processes, including exercises, grading criteria and forms, and related timetables. Identifies, contacts and recruits well-qualified assessors. Monitors and controls assessment process exercises to ensure that candidates are considered and graded on job-related criteria.
- Establishes and maintains cooperative relationships with departments, professional and employee groups, and individual employees, and conducts special studies or investigations as necessary. Investigates and reports on employee complaints concerning conditions of employment and appeals from disciplinary action. Prepares position papers for Commission deliberations.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Promotional Requirements:

- *Experience:* Completion of at least two years of service with the City as an Examination & Classification Analyst II (SPN 046).

Current, non-probationary City employees within the line of progression may apply for this promotional recruitment if you meet the Open requirements below, pursuant to Rule VI Section 5 of the Civil Service Rules.

Open Entry Requirements:

- *Education:* Graduation from an accredited four-year college or university with a degree in Public or Business Administration, Psychology, Sociology or a related field; **AND**
- *Experience:* Five years of experience in progressively responsible positions related to the technical phases of public personnel administration, including at least one year in a responsible supervisory capacity.

EXAMINATION DETAILS:

You must meet the minimum qualifications and pass the examination for this position to be eligible for hire. Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off 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.

The exam is a training and experience evaluation (T&E) and a promotional evaluation (PAR), with scoring weights assigned as follows:

- T&E: 80%
- PAR Score: 20%

T&E Evaluation Details:

The T&E examination consists of a Supplemental Questionnaire, which you will complete online at the time of application. The questions may be previewed online under the tab marked **"QUESTIONS"** on the job announcement page.

- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each 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.
- **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.

Promotional Evaluation Details:

Pursuant to Civil Service Rule VI, Section 9, an evaluation of an employee's job performance [in the form of a Performance Appraisal Review (PAR)] shall be a subject in all promotion exams. The PAR should be administered by the employee's supervisor within the past year.

- The employee's most recent PAR is the Promotional Evaluation for this position.
- If the most recent PAR is expired (older than one year), the employee's payroll clerk and supervisor are notified. The supervisor is responsible for submitting an updated PAR to the HR department for approval prior to the closing date.
- If an updated PAR is not received by the closing date, the most recent PAR on file will be used, regardless of date administered.

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

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 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 3rd day of June 2022.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

AMENDMENT

AMENDMENT

AMENDMENT

ASSISSTANT ATTRACTIONS AND RETAIL MANAGER

SPN 069

(Announcement of 5/23/2022)

The above titled announcement is hereby amended to read:

Closing Date: June 13, 2022, 4:00 PM

REFUSE COLLECTOR II SPN 550
OPEN ENTRY

DATE OPEN: Monday, June 6, 2022

DATE CLOSED: Monday, June 20, 2022 at 4:00 p.m.

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

DESCRIPTION:

A career with the City of Spokane is more than a pathway to success. It's all of us, helping to build a better community, every day. Make a difference in your community by becoming part of City of Spokane's Solid Waste Collection as a Refuse Collector II.

City of Spokane's Solid Waste Collection offers a full suite of curbside collection services for residential and commercial customers. Refuse Collector IIs drive an assigned route, operating a collection packer or collection dump truck. Our services use advanced automated trucks equipped with lifting mechanisms that pick up and empty refuse containers. This operation allows us to collect refuse and recycling more efficiently, which helps to keep Spokane clean and safe.

Upon application, all candidates must possess a Class B Commercial Driver's License (CDL) with Air Brake Endorsement and one year of professional driving experience with a Class B CDL. The position does have holiday and weekend work, as needed. No travel is required for this position and work locations are exclusively within the Spokane area. Additional perks include amazing employee benefits and a pension plan!

Pursue a career with City of Spokane by applying to our team today!

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.
- Drives and operates a rear-load collection truck on an assigned route. On occasion trains others to operate a rear-load truck. Tags single stream recycling and yard-waste for contaminants and performs related assigned duties.
- Must be able to learn several routes. Must be able to drive different trucks on various routes and not expect to be on any given route or to be using the same truck with any regularity.
- 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.
- Maintains familiarity with grantor requirements in order to ensure that any accounting transactions affecting grants are properly recorded and are in compliance with grant requirements.
- Provides ad hoc financial reporting and assistance with accounting functions to the senior-level accounting staff.
- Performs periodic or annual inventories of city property, some of which may include traveling offsite to remote locations or working in extreme weather/site conditions.
- Performs related work and tasks as required.

MINIMUM QUALIFICATIONS:

Open Entry Requirements:

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

- *Experience:* One year of professional driving experience requiring a Class B Commercial Driver's License (CDL).
- *License:* Possession of a Class B Commercial Driver's License (CDL) with air brake endorsement.

EXAMINATION DETAILS:

You need to meet the minimum qualifications and pass the examination for this position to be eligible for hire. Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off 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.

The examination will consist of Supplemental Questions to be filled out at time of application and a Structured Oral Interview.

SUPPLEMENTAL QUESTIONS

The supplemental questions are located within the application process. Please fill out all questions to the best of your knowledge.

Only the top candidates based on the scoring of the supplemental questions will move forward to the structured oral examination. The number of candidates interviewed is limited to no more than 40 for this round. Candidates who are not interviewed will remain eligible for future rounds of interviews.

STRUCTURED ORAL INTERVIEWS

The structured oral examination will take place on June 29-30, 2022. Candidates will receive an email notification to sign-up for a half-hour oral telephone examination.

The structured oral examination may include such subjects as:

- Accountability
- Interpersonal Skills
- Supervisory Skills
- Vehicle Operations

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 2nd day of June 2022.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

**REFUSE COLLECTOR II SPN 550
PROMOTIONAL**

DATE OPEN: Monday, June 6, 2022**DATE CLOSED:** Monday, June 20, 2022 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.
- Drives and operates a rear-load collection truck on an assigned route. On occasion trains others to operate a rear-load truck. Tags single stream recycling and yard-waste for contaminants and performs related assigned duties.
- Must be able to learn several routes. Must be able to drive different trucks on various routes and not expect to be on any given route or to be using the same truck with any regularity.
- 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:**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:

You need to meet the minimum qualifications and pass the examination for this position to be eligible for promotion. Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off 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.

The examination will consist of a written test and a performance evaluation, with weights assigned as follows:

- Written Test: 80%
- Performance Evaluation: 20%

The written test will be conducted upstairs, at the Central Services Center (915 N Nelson St., Spokane, WA 99217) on Thursday, June 30, 2022, at 2:00 p.m. The approximate duration of the test will be 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.

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

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 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 2nd day of June 2022.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

Stormwater for Washington Basin – Knox Ave Engineering Services File No. 2017178

This project consists of the construction of 3 Modular Wetland stormwater treatment systems and approximately 360 linear feet of 21 in sanitary sewer, 440 linear feet of 6" ductile iron water main 70 linear feet of 12" ductile iron water main, 3 type 2 – deep drywells, 790 linear feet of sidewalk, 1940 square yards of HMA pavement, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 13, 2022, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand, mail or courier service to City Hall, 808 W. Spokane Falls Blvd. Spokane, WA 99201. Hand delivered bids shall be delivered to the first floor of City Hall between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

The bids will be publicly opened and read at 1:15 p.m. online using Microsoft Teams. If you would like to view the bid opening, please utilize one of the following options: to watch, go to our website: <https://my.spokanecity.org/business/bid-and-design/current-projects/> click on the link to the Microsoft Teams meeting on the right-hand side of the page. Alternatively, it may be simpler to listen by phone, which can be done as follows: call (323) 618-1887, then enter the access code 533 854 149 followed by #.

The City of Spokane, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin 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 five (5) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

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

Note regarding new specifications: The City of Spokane is using WSDOT's 2022 Standard Specifications.

Note regarding new apprentice program requirements: Section 1-07.9(3) herein has been substantially revised including a new bid item and larger penalties for non-compliance.

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.

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

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

Publish: May 25, June 1, and June 8, 2022

**COCHRAN BASIN TREATMENT FACILITIES
DOWNRIVER DISC GOLF TREATMENT FACILITY
&
DOWNRIVER PARK TREATMENT FACILITY**

Engineering Services File No. 2018058, 2018059

This project consists of the construction of approximately 27,000 cubic yards of excavation and embankment, 24,000 square yards of ponds including tree removal and site grading, 200 linear feet of storm sewer, 5,200 square yards of 3-inch thick HMA pavement, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 13, 2022, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand, mail or courier service to City Hall, 808 W. Spokane Falls Blvd. Spokane, WA 99201. Hand delivered bids shall be delivered to the first floor of City Hall between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

The bids will be publicly opened and read at 1:15 p.m. online using Microsoft Teams. If you would like to view the bid opening, please utilize one of the following options: to watch, go to our website: <https://my.spokanecity.org/business/bid-and-design/current-projects/> click on the link to the Microsoft Teams meeting on the right-hand side of the page. Alternatively, it may be simpler to listen by phone, which can be done as follows: call (323) 618-1887, then enter the access code 533 854 149 followed by #.

The City of Spokane, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252,42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin 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 five (5) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

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

Note regarding new specifications: The City of Spokane is using WSDOT's 2022 Standard Specifications.

Note regarding new apprentice program requirements: Section 1-07.9(3) herein has been substantially revised including a new bid item and larger penalties for non-compliance.

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

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.

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

Publish: May 25, June 1, and June 8, 2022

**Cycle 9 Traffic Calming Projects
Engineering Services File No. 2019088**

This project consists of the construction of approximately 450 square yard of sidewalk, 600 linear feet of curb or curb and gutter, 300 square yards of HMA pavement repair, 1 Pedestrian Hybrid Beacon, 2 drainage structures, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 13, 2022, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand, mail or courier service to City Hall, 808 W. Spokane Falls Blvd. Spokane, WA 99201. Hand delivered bids shall be delivered to the first floor of City Hall between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

The bids will be publicly opened and read at 1:15 p.m. online using Microsoft Teams. If you would like to view the bid opening, please utilize one of the following options: to watch, go to our website: <https://my.spokanecity.org/business/bid-and-design/current-projects/> click on the link to the Microsoft Teams meeting on the right-hand side of the page. Alternatively, it may be simpler to listen by phone, which can be done as follows: call (323) 618-1887, then enter the access code 533 854 149 followed by #.

The City of Spokane, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252,42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin 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 2022 Standard Specifications.

Note regarding new apprentice program requirements: Section 1-07.9(3) herein has been substantially revised including a new bid item and larger penalties for non-compliance.

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 25, June 1, and June 8, 2022

Notice for Bids

Supplies, Equipment, Maintenance, etc.

Downriver Golf Course Clubhouse Roofing Renovation Project
City of Spokane Parks Department

PW ITB #5675-22

Description: The City of Spokane is soliciting electronic bids for the Downriver Golf Course Clubhouse Roofing Renovation project.

Pre-Bid Conference: Thursday, June 16, 2022 at 1:00 pm at the Downriver Golf Course Clubhouse 3225 N Columbia Circle, Spokane WA 99205.

Bid Opening: Sealed electronic bids will be accepted until **Monday, June 27, 2022 at 1:00pm**. Bids will be publicly opened at 1:15pm. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

The Public Work 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 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, June 27, 2022**. 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.

Thea Prince
City of Spokane Purchasing

Publish: June 1 & 8, 2022
