



# Official Gazette

## City of Spokane, Washington

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

Volume 113

**JUNE 14, 2023**

Issue 24



### MAYOR AND CITY COUNCIL

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### INSIDE THIS ISSUE

MINUTES	554
HEARING NOTICES	554
GENERAL NOTICES	555
ORDINANCES	556
JOB OPPORTUNITIES	570
NOTICES FOR BIDS	578

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# Minutes

**NOTICE****MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, June 5, 2023**

The minutes for the Monday, June 5, 2023, Spokane City Council Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, June 21, 2023, issue of the *Official Gazette*.

# Hearing Notices

**SPOKANE CITY- COUNTY HISTORIC LANDMARKS AGENDA****6/21/2023****City Council Briefing Center, Lower Level & Webex****808 W. Spokane Fall Blvd.**

- I. Public Hearing: 3:00 P.M.
  - A. **Spokane Register Nomination (per SMC 17D.100.020):**
    1. Alex & Fanny Ritter House – 702 W 21st Avenue
  - B. **Special Valuation Application (per SMC 17D.100.310):**
    1. Judge Richard & Bruce Blake House – 2615 W Maxwell Avenue
    2. Cannon Streetcar Suburb Historic District Contributing Property – 1314 W 8th Avenue
    3. Meenach-McClure House – 1005 E 54<sup>th</sup> Avenue

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: <https://bit.ly/3KMEif7>

**To participate by phone**

Dial: 1-408-418-9388

Enter # when prompted for an attendee ID: 2485 759 6416

Password: 783EPyJQvJh

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# General Notices

**Help make a difference  
in your community.**



**You're invited to attend the next  
Police Advisory Committee (PAC) Quarterly Public Meeting:  
Thursday, June 15, 2023 at 5:30 pm**

**Northeast Community Center - 4001 N. Cook St.**

**Police Chief Craig Meidl and/or other members of the Spokane Police Department will be present to deliver updates and to answer community questions.**

## **PAC Serves as a Bridge from the Chief to the Community...**

PAC is a collection of community group representatives who serve as an advisory group to the Office of the Chief of Police regarding community needs and concerns, as well as community responses to proposed police programs and priorities. PAC is looking for additional community group leaders to join this committee. If you are interested, please send a request for an application to [anapolitano@spokanepolice.org](mailto:anapolitano@spokanepolice.org) or call (509) 625-4063.

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**CANCELLATION NOTICE  
REGULAR MEETING OF THE CIVIL SERVICE COMMISSION  
9:30 A.M. June 20, 2023**

The regularly scheduled meeting of the Civil Service Commission, scheduled for 9:30 a.m. on June 20, 2023, is hereby canceled.

# Ordinances

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

**ORDINANCE NO. C36387**

An ORDINANCE relating to minimum parking spaces required and bicycle parking amending Spokane Municipal Code (SMC) Sections 17C.230.110 and 17C.230.200.

WHEREAS, the City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (GMA) as set forth in RCW 36.70A, including a transportation element meeting the requirements of RCW 36.70A.070(6); and,

WHEREAS, the transportation element of the City's Comprehensive Plan includes a Bicycle Master Plan (BMP) which has a stated goal of tripling the bicycle commute mode share with a further stated goal of increasing the commute mode share to five percent over a twenty-year period; and,

WHEREAS, The Association of Pedestrian Bicycle Professionals released *Bicycle Parking Guidelines 2<sup>nd</sup> Edition* which is an industry-standard guidance document for updating bicycle parking standards within municipal code and includes bicycle parking rates for reaching a five percent commute mode share; and,

WHEREAS, the proposed actions are consistent with and supported by the Spokane Comprehensive Plan and BMP, as outlined in the Plan Commission Findings of Fact, Conclusions, and Recommendations (Exhibit A); and,

WHEREAS, by virtue of the public process outlined in Exhibits A and B, interested agencies and the public have had opportunities to participate throughout the process and all persons wishing to comment on the amendment were given opportunity to be heard; and,

WHEREAS, the City has complied with RCW 36.70A.370 in the adoption of this Ordinance; and,

WHEREAS, on February 6, 2023, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Unified Development Code; and,

WHEREAS, on February 1, 2023, a notice of intent to adopt and request for State Environment Protection Act (SEPA) agency comments was issued for the draft code pertaining to Minimum Required Parking Spaces and Bicycle Parking. The comment period ended on February 16, 2023. Two comments were received, one from the Spokane Tribe of Indians and the other from the City of Spokane Streets Department; and,

WHEREAS, A SEPA Determination of Nonsignificance and Checklist were issued by Planning Services on March 2, 2023. The comment period ended on March 22, 2023. No comments were received; and,

WHEREAS, prior to the Plan Commission public hearing, a legal notice was published in the *Spokesman-Review* on March 8 and March 15, 2023; and,

WHEREAS, on March 22, 2023, the Plan Commission held a public hearing on the proposed amendment. No public testimony was given. Plan Commission deferred deliberation to April 12, 2023; and,

WHEREAS, following the deferred deliberation on April 12, 2023, Plan Commission voted to recommend the City Council adopt, with modification, the proposed amendments (see Exhibit A); and,

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its adoption of this ordinance and further adopts the findings, conclusions, and recommendations from the Planning Services Staff Report (Exhibit B) and the City of Spokane Plan Commission (Exhibit A) for the same purposes; and,

NOW, THEREFORE, the City of Spokane Does ordain:

Section 1. That Section 17C.230.110 SMC is amended to read as follows

Section 17C.230.110 Minimum Required Parking Spaces

A. Purpose.

The purpose of required parking spaces is to provide enough parking to accommodate the majority of traffic generated by the range of uses, which might locate at the site over time. As provided in subsection (B)(3) of this section, bicycle parking may be substituted for some required parking on a site to encourage transit use and bicycling by employees and visitors to the site. The required parking numbers correspond to broad use categories, not specific uses, in response to this long-term emphasis. Provision of carpool parking, and locating it close to the building entrance, will encourage carpool use.

B. Minimum Number of Parking Spaces Required.

1. The minimum number of parking spaces for all zones is stated in Table 17C.230-1. Table 17C.230-2 states the required number of spaces for use categories. The standards of Table 17C.230-1 and Table 17C.230-2 apply unless specifically superseded by other portions of the city code.

2. Joint Use Parking.

Joint use of required parking spaces may occur where two or more uses on the same or separate sites are able to share the same parking spaces because their parking demands occur at different times. Joint use of required nonresidential parking spaces is allowed if the following documentation is submitted in writing to the planning and economic development services director as part of a building or zoning permit application or land use review:

- a. The names and addresses of the uses and of the owners or tenants that are sharing the parking.
- b. The location and number of parking spaces that are being shared.
- c. An analysis showing that the peak parking times of the uses occur at different times and that the parking area will be large enough for the anticipated demands of both uses; and
- d. A legal instrument such as an easement or deed restriction that guarantees access to the parking for both uses.

~~3. ((Bicycle parking may substitute for up to ten percent of required parking. For every five nonrequired bicycle parking spaces that meet the short or long term bicycle parking standards, the motor vehicle parking requirement is reduced by one space. Existing parking may be converted to take advantage of this provision.))~~  
Bicycle parking may substitute for up to twenty-five (25) percent of required vehicle parking. For every four (4) short-term bicycle parking spaces, the motor vehicle parking requirement is reduced by one space. For every one (1) long-term bicycle parking space, the motor vehicle parking required is reduced by one space. Vehicle parking associated with residential uses may only be substituted by long-term bicycle parking. Existing parking may be converted to take advantage of this provision. Required bicycle parking spaces may be used to substitute for vehicle parking.

4. Existing Uses.

The off-street parking and loading requirements of this chapter do not apply retroactively to established uses; however:

- a. the site to which a building is relocated must provide the required spaces; and
- b. a person increasing the floor area, or other measure of off-street parking and loading requirements, by addition or alteration, must provide spaces as required for the increase, unless the requirement under this subsection is five spaces or fewer.

5. Change of Use.

When the use of an existing building changes, additional off-street parking and loading facilities must be provided only when the number of parking or loading spaces required for the new use(s) exceeds the number of spaces required for the use that most recently occupied the building. A "credit" is given for the most recent use of the property for the number of parking spaces that would be required by the current parking standards. The new use is not required to compensate for any existing deficit.

- a. If the proposed use does not generate the requirement for greater than five additional parking spaces more than the most recent use then no additional parking spaces must be added.
- b. For example, a non-conforming building with no off-street parking spaces most recently contained an office use that if built today would require three off-street parking spaces. The use of the building is proposed to be changed to a restaurant that would normally require six spaces. The three spaces that would be required of the existing office use are subtracted from the required number of parking spaces for the proposed restaurant use. The remainder is three spaces. Since the three new spaces is less than five spaces no off-street parking spaces would be required to be installed in order to change the use of the building from an office use to a restaurant use.

6. Uses Not Mentioned.

In the case of a use not specifically mentioned in Table 17C.230-2, the requirements for off-street parking shall be determined by the planning and economic development services director. If there is/are comparable uses, the planning and economic development services director's determination shall be based on the requirements for the most comparable use(s). Where, in the judgment of the planning and economic development services director, none of the uses in Table 17C.230-2 are comparable, the planning and economic development services director may base his or her determination as to the amount of parking required for the proposed use on detailed information provided by the applicant. The information required may include, but not be limited to, a description of the physical structure(s), identification of potential users, and analysis of likely parking demand.

C. Carpool Parking.

For office, industrial, and institutional uses where there are more than twenty parking spaces on the site, the following standards must be met:

1. Five spaces or five percent of the parking spaces on site, whichever is less, must be reserved for carpool use before nine a.m. on weekdays. More spaces may be reserved, but they are not required.
2. The spaces will be those closest to the building entrance or elevator, but not closer than the spaces for disabled parking and those signed for exclusive customer use.
3. Signs must be posted indicating these spaces are reserved for carpool use before nine a.m. on weekdays.

Section 2. That Section 17C.230.200 SMC is amended to read as follows

Section 17C.230.200 Bicycle Parking

A. Purpose.

Bicycle parking is required to encourage the use of bicycles by providing safe and convenient places to park bicycles.

~~((1. Bicycle parking facilities, either off street or in the street right-of-way, shall be provided in RMF, RHD, CC1, CC2, CC3, CC4, O, OR, NR, NMU, CB, GC, and industrial zones for any new use which requires twenty or more automobile parking spaces according to Table 17C.230-1 or Table 17C.230-2. All bicycle parking facilities in the street right-of-way shall conform to City engineering services department standards.~~

~~a. The number of required bicycle parking spaces shall be five percent of the number of required off-street auto parking spaces.~~

~~b. When any covered automobile parking is provided, all bicycle parking shall be covered.~~

~~2. Within downtown and FBC CA1, CA2, CA3, zones bicycle parking facilities, either off street or in the street right-of-way, shall be provided. The number of spaces shall be the largest amount based on either subsections (a) or (b) below.~~

~~a. The number of required bicycle parking spaces shall be five percent of the number of off-street auto parking spaces being provided, whether the auto parking spaces are required by code or not.~~

~~b. A minimum of one bicycle parking space shall be provided for every ten thousand square feet of building area. When a building is less than ten thousand square feet in building area at least one bicycle parking space shall be provided.~~

~~c. When any covered automobile parking is provided, all bicycle parking shall be covered.~~

~~d. All bicycle parking facilities in the street right-of-way shall conform to City engineering services department standards.~~

- ~~3. Bicycle parking facilities accessory to nonresidential uses shall be located on the lot or within eight hundred feet of the lot. Bicycle parking accessory to residential uses shall be located on-site. Bicycle parking facilities shared by more than one use are encouraged. Bicycle and automobile parking areas shall be separated by a barrier or painted lines.))~~

B. Applicability.

1. The required number of bicycle parking spaces in all zones except Centers and Corridors for uses in SMC 17C.190 is identified in Table 17C.230-5. If the calculated number of required bicycle parking spaces results in a decimal the required number of spaces is rounded up.
  - a. No short-term bicycle parking is required for the following uses.
    - i. All uses under "Residential categories"
    - ii. Commercial parking
    - iii. Drive-through facilities
    - iv. All uses under "Other Categories"
    - v. All uses under "Industrial Categories"
  - b. No long-term bicycle parking is required for the following uses.
    - i. Commercial parking
    - ii. Drive-through facilities
    - iii. Mini-storage facilities
    - iv. Park and open areas
    - v. Schools
    - vi. All uses under "Other Categories"
2. The required number of bicycle parking spaces for allowed uses in Center and Corridor Zones is identified in Table 17C.230-6. If the calculated number of required bicycle parking spaces results in a decimal the required number of spaces is rounded up.
  - a. No short-term bicycle parking is required for the following uses.
    - i. Residential
    - ii. Public parking lot
    - iii. Drive-through business on pedestrian streets
    - iv. Mobile food vending
    - v. Limited industrial
    - vi. Heavy Industrial
    - vii. Motor vehicle sales, rental, repair, or washing
    - viii. Automotive parts and tires (with exterior storage or display)
  - b. No long-term bicycle parking is required for the following uses.
    - i. Park and open areas
    - ii. Structured parking
    - iii. Public parking lot
    - iv. Drive-through business on pedestrian streets
    - v. Self-storage or warehouse
    - vi. Mobile food vending
3. Change of Use.
  - a. When the use of an existing building changes, bicycle parking shall be provided to meet the standards set forth in this section, except where the new number of required spaces is within ten percent of the existing number of spaces.
4. The bicycle parking requirements of this section do not retroactively apply to established uses; however:
  - a. When increasing the floor area or other measures of bicycle parking requirements by addition or alteration, spaces, as required for the increase, shall be provided; and
  - b. The site to which a building is relocated must provide the required spaces.

## 5. Uses Not Mentioned.

- a. In the case of a use not specifically mentioned in Table 17C.230-5 or Table 17C.230-6, the requirements for bicycle parking shall be determined by the Planning Director.

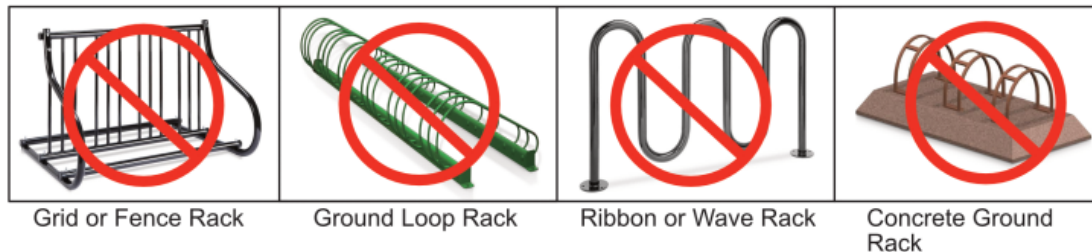
### C. Short-term bicycle parking standards

Short-term bicycle parking encourages shoppers, customers, and other visitors to use bicycles by providing a convenient and readily accessible place to park bicycles.

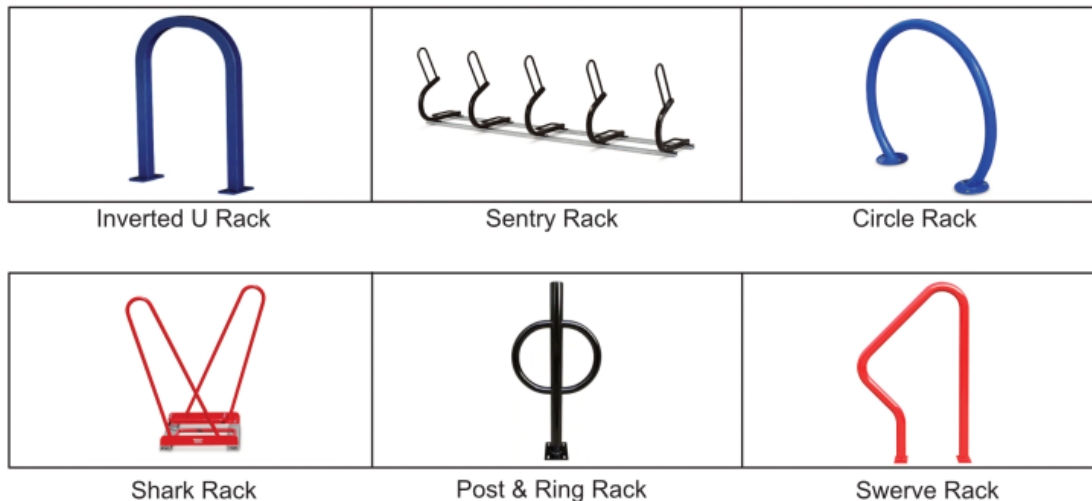
1. Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.
2. Short-term bicycle parking shall be placed on stable, firm, and slip-resistant surfaces consistent with ADA requirements.
3. A bicycle rack must allow for the locking of the bicycle frame and one (1) wheel to the rack and shall support a bicycle in a stable position with a minimum of two points of contact to the bicycle frame and without damage to the wheels, frame, or components (see below for examples that meet and do not meet this requirement).

### Examples of allowed and not allowed bike racks

Examples of bicycle racks that **do not** meet the design requirements:



Examples of bicycle racks that **do** meet the design requirements:



## 4. Short-term bicycle parking must be located:

- a. Within 50 feet of a main entrance; and
- b. On-site or within the adjacent public right-of-way.
  - i. If within the public right-of-way, bicycle racks must be entirely within the pedestrian buffer strip.
- c. Outside of a building or enclosure.
- d. As to not conflict with the opening of vehicle doors.



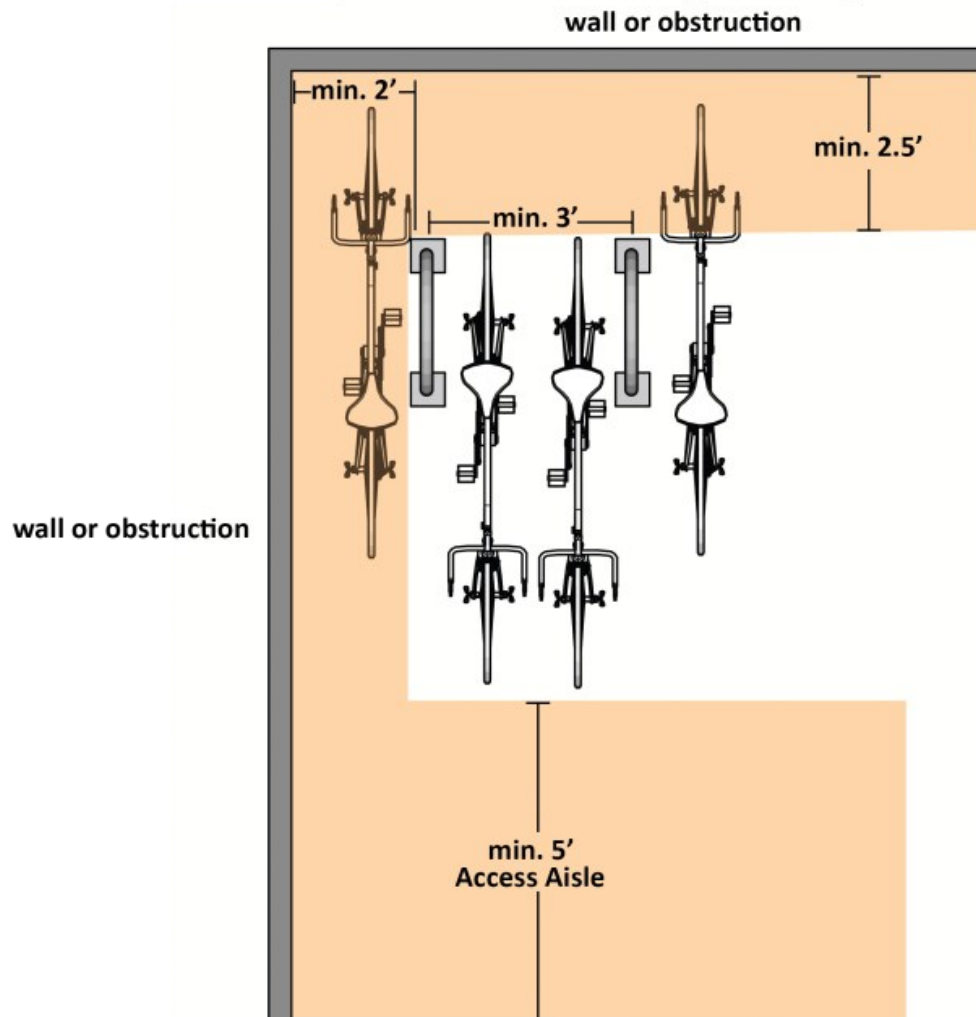
- e. At the same grade as the sidewalk or at a location that can be reached by an accessible route.
- f. Short-term bicycle parking where the number of required spaces is based on the provided vehicle parking (see Basic Utilities and Parks and Open Space in Table 17C.230-5) shall be grouped and located within or adjacent to the vehicle parking area.
  - i. If located within the vehicle parking area the bicycle racks shall be protected from vehicle interference such as the opening of car doors and potential collision by ensuring adequate space between vehicle parking stalls and bicycle parking.
- 5. Property owners and businesses located on the same side of the street and on the same block may establish a grouped bicycle parking area where short-term bicycle parking solutions may be implemented.
  - a. These areas shall be located no further than 200 feet from the main entrance of each business or property they intend to serve.
  - b. The racks shall be at a location that can be reached by an accessible route.
  - c. Bicycle parking shall meet all other relevant standards of this section.
- 6. If the development is unable to provide short-term bicycle parking as described, the developer may explore options such as:
  - a. On-site short-term bicycle parking beyond fifty (50) from the main entrance.
  - b. Bicycle parking located at the rear of the building.
  - c. Bicycle parking located within the building.
  - d. As agreed between the applicant and the Planning Director.

#### D. Long-term bicycle parking standards

Long-term bicycle parking provides employees, students, residents, commuters, and others who generally stay at a site for several hours with a secure and weather-protected place to park bicycles.

- 1. Long-term bicycle parking must be located:
  - a. Within a building.
  - b. On-site, including parking structures and garages; or
  - c. Within three hundred (300) feet of the site.
- 2. A garage dedicated exclusively to a residential unit may fulfill the requirements for one (1) long-term bicycle parking space.
- 3. Long-term bicycle parking must be provided in racks or lockers.
  - a. At least twenty-five percent (25%) of the racks must be horizontal to accommodate:
    - i. Those who cannot lift a bicycle into a vertical position; and
    - ii. Cargo, tandem, long-tailed, or similar bicycles that do not fit into vertical bicycle racks.
- 4. Long-term bicycle parking spacing requirements.
  - a. For horizontal racks such as the inverted-u rack:
    - i. A minimum of three (3) feet parallel spacing between each rack; and
    - ii. A minimum of five (5) feet perpendicular access aisle between rows of bicycle parking; and
    - iii. A minimum of two (2) feet six (6) inches of perpendicular spacing between bicycle racks and walls or obstructions; and
    - iv. A minimum of two (2) feet for user access between a wall or other obstruction and the side of the nearest parked bicycle.

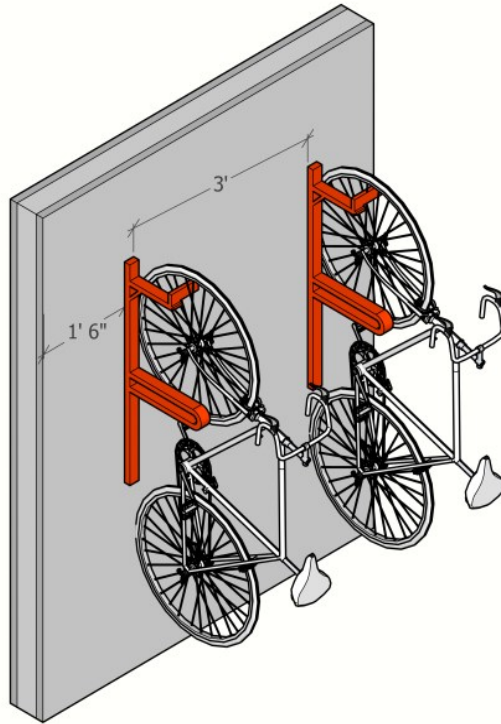
## Spacing requirements for horizontal long-term bicycle racks



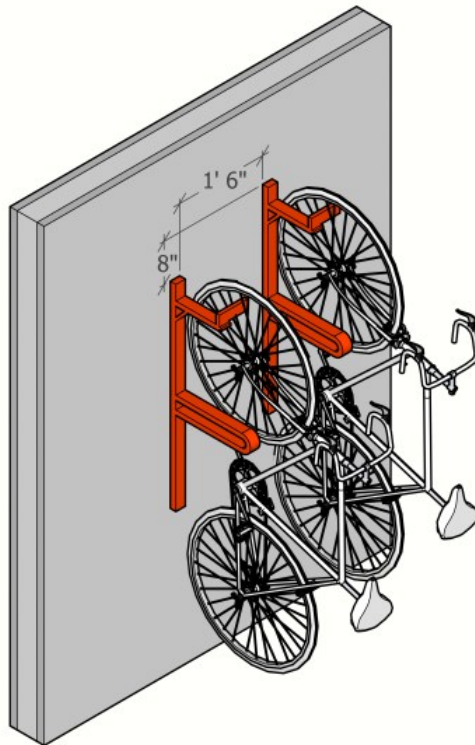
### b. For vertical wall-mounted racks:

- i. A minimum of three (3) feet parallel spacing between each rack; or, A minimum of one (1) foot six (6) inches parallel spacing combined with a minimum of an eight (8) inch vertical off-set between each rack; and
- ii. A minimum of five (5) feet perpendicular access aisle between rows of bicycle parking; and
- iii. A minimum of one (1) foot six (6) inches for user access between a wall or other obstruction and the side of the nearest parked bicycle.

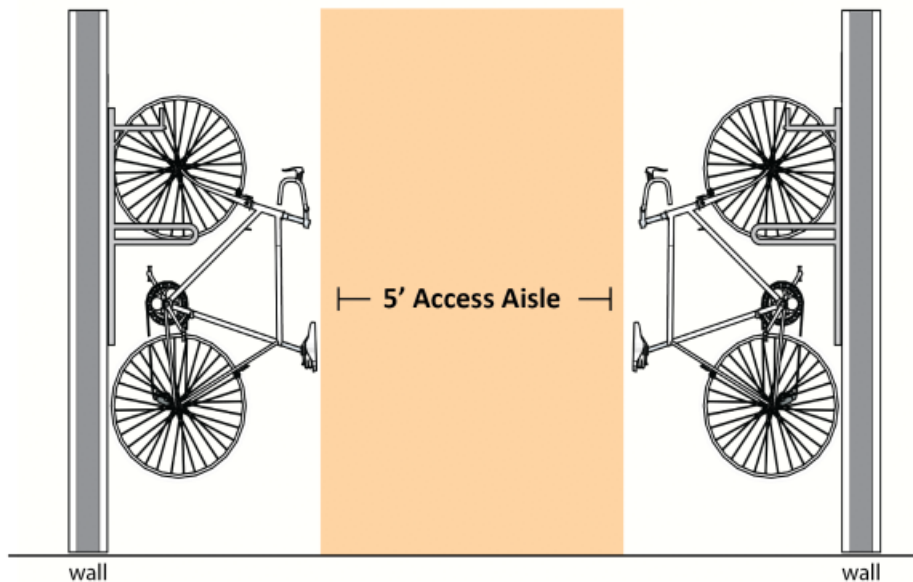
Wall-mounted bicycle rack without vertical off-sets



Wall-mounted bicycle racks with vertical off-sets



## Wall-mounted vertical bike rack access aisle



- 
5. Long-term bicycle parking must be covered. The cover must be,
    - a. Permanent; and
    - b. Impervious.
  6. Long-term bicycle parking shall be placed on floor and ground surfaces that are stable, firm, and slip resistant consistent with ADA requirements.
  7. Long-term bike storage design details must be provided with site layouts to determine the number of bicycle parking spaces.
  8. To provide security the bicycle parking must be,
    - a. In a locked room; or
    - b. In an enclosure with a locked gate or door, the walls of the enclosure are to be at least eight (8) feet tall or be floor-to-ceiling; or
    - c. In a permanently anchored, enclosed, and secured bike locker.
  9. Property owners and businesses located on the same block may establish a grouped bicycle parking area where long-term bicycle parking solutions may be implemented.
    - a. These areas shall be located no further than 300 feet from each site they intend to serve.
    - b. Bicycle parking shall be at a location that can be reached by an accessible route.
    - c. Bicycle parking shall meet all other relevant standards of this section.
  10. Residential in-unit long-term bicycle parking does not count towards fulfilling the requirements of long-term bicycle parking.
  11. If a development is unable to meet the standards of this section, the applicant may seek relief subject to the Planning Director's discretion.
    - a. The applicant shall provide reasonable evidence as to why they are unable to fulfill the requirements of this section.

- b. The applicant and the Planning Director should first explore alternatives for locating bicycle parking prior to agreeing to full relief from the requirements of this section.

<b>TABLE 17C.230-5 BICYCLE PARKING BY USE</b>				
<b>RESIDENTIAL CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Group Living</u>		<u>None</u>	<u>0</u>	<u>1 per 10 residents</u>
<u>Residential Household Living</u>	<u>Multifamily dwellings of ten or more units</u>	<u>None</u>	<u>0</u>	<u>0.5 per unit</u>
<b>COMMERCIAL CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Adult Business</u>		<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Commercial Outdoor Recreation</u>		<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Commercial Parking</u>		<u>None</u>	<u>0</u>	<u>None</u>
<u>Drive-through Facility</u>		<u>None</u>	<u>0</u>	<u>None</u>
<u>Major Event Entertainment</u>		<u>1 per 60 seats</u>	<u>2</u>	<u>None below 24,000 sq. ft. of floor area; and then 1 per 24,000 sq. ft. of floor area</u>
<u>Office</u>	<u>General Office</u>	<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 10,000 sq. ft. of floor area; and then 1 per 10,000 sq. ft. of floor area</u>
	<u>Medical/Dental Office</u>	<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 10,000 sq. ft. of floor area; and then 1 per 10,000 sq. ft. of floor area</u>
<u>Quick Vehicle Servicing</u>		<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>



<u>Retail Sales and Service</u>	<u>Retail, Personal Service, Repair-oriented</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
	<u>Restaurants and Bars</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
	<u>Health Clubs, Gyms, Lodges, Meeting Rooms and similar continuous entertainment, such as Arcades and Bowling Alleys</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
	<u>Temporary Lodging</u>	<u>1 per 30 rentable rooms</u>	<u>2</u>	<u>None below 30 rentable rooms; and then 1 per 30 rentable rooms</u>
	<u>Theaters</u>	<u>1 per 30 seats</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft.</u>
	<u>Retail sales and services of large items, such as appliances, furniture and equipment</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Mini-storage Facilities</u>		<u>2 per development</u>	<u>2</u>	<u>None</u>
<u>Vehicle Repair</u>		<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<b>INDUSTRIAL CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BI-CYCLE PARKING [3]</u></b>	<b><u>BASE-LINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BI-CYCLE PARKING</u></b>
<u>Industrial Services, Railroad Yards, Wholesale Sales</u>		<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Manufacturing and Production</u>		<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Warehouse and Freight Movement</u>		<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<u>Waste-related</u>		<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor area</u>
<b>INSTITUTIONAL CATEGORIES</b>				
<b><u>USE CATEGORIES</u></b>	<b><u>SPECIFIC USES</u></b>	<b><u>REQUIRED SHORT-TERM BI-CYCLE PARKING [3]</u></b>	<b><u>BASE-LINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BI-CYCLE PARKING</u></b>
<u>Basic Utilities</u>		<u>1 per 20 vehicle spaces (whether vehicle parking is required by code or not)</u>	<u>2</u>	<u>None below 20 vehicle spaces; and then 1 per 20 vehicle spaces (whether vehicle parking is required by code or not)</u>

<u>Colleges</u>		<u>1 per 20,000 sq. ft. of floor area associated with each building</u>	<u>2</u>	<u>None below 30 staff/faculty; and then 1 per 30 staff/faculty</u>
<u>Community Service</u>		<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Daycare</u>		<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Medical Centers</u>		<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Parks and Open Areas</u> <sup>[1] [2]</sup>		<u>1-3 amenities= 4 spaces</u> <u>4-7 amenities= 8 spaces</u> <u>7-12 amenities= 16 spaces</u> <u>12+ amenities= 24 spaces</u>  <u>Additionally:</u> <u>1 per 10 vehicle spaces</u> <u>(whether vehicle parking is required by code or not)</u>	<u>2</u>	<u>None</u>
<u>Religious Institutions</u>		<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Schools</u>	<u>Grade, Elementary, Junior High</u>	<u>1 per classroom</u>	<u>2</u>	<u>None</u>
	<u>High School</u>	<u>1 per classroom</u>	<u>2</u>	<u>None</u>

**OTHER CATEGORIES**

<u>USE CATEGORIES</u>	<u>SPECIFIC USES</u>	<u>REQUIRED SHORT-TERM BICYCLE PARKING</u>	<u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u>	<u>REQUIRED LONG-TERM BICYCLE PARKING</u>
<u>Agriculture</u>		<u>None</u>	<u>None</u>	<u>None</u>
<u>Aviation and Surface Passenger Terminals</u>		<u>None</u>	<u>None</u>	<u>None</u>
<u>Detention Facilities</u>		<u>None</u>	<u>None</u>	<u>None</u>
<u>Essential Public Facilities</u>		<u>None</u>	<u>None</u>	<u>None</u>
<u>Wireless Communication Facilities</u>		<u>None</u>	<u>None</u>	<u>None</u>
<u>Rail Lines and Utility Corridors</u>		<u>None</u>	<u>None</u>	<u>None</u>

[1] Parks and Open Space amenities, for the purpose of this section, are defined as park facilities such as playgrounds, ball fields, and splash pads. These do not include any natural area amenities such as habitat viewing station.

[2] Bicycle rack requirements based on amenities should be located near the amenities the racks are intended to serve.

[3] SMC 17C.230.200(C)(1) Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.

**TABLE 17C.230-6  
CENTER AND CORRIDOR ZONE REQUIRED BICYCLE PARKING SPACE FOR ALLOWED USES**

<b><u>CENTERS AND CORRIDORS USE CATEGORIES</u></b>	<b><u>REQUIRED SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>BASELINE SHORT-TERM BICYCLE PARKING [3]</u></b>	<b><u>REQUIRED LONG-TERM BICYCLE PARKING</u></b>
<u>Residential</u>	<u>None</u>	<u>0</u>	<u>0.5 per unit</u>
<u>Hotels, including Bed and Breakfast Inns</u>	<u>1 per 30 rentable rooms</u>	<u>2</u>	<u>None below 30 rentable rooms; and then 1 per 30 rentable rooms</u>
<u>Commercial, Financial, Retail, Personal Services</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor</u>
<u>Eating and Drinking Establishments</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor</u>
<u>Restaurants without Cocktail Lounges</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor</u>
<u>Professional and Medical Offices</u>	<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 10,000 sq. ft. of floor area; and then 1 per 10,000 sq. ft. of floor</u>
<u>Entertainment, Museum and Cultural</u>	<u>1 per 60 seats, or 1 per 12,000 sq. ft. of floor area; whichever is lesser</u>	<u>2</u>	<u>None below 24,000 sq. ft. of floor area; and then 1 per 24,000 sq. ft. of floor</u>
<u>Government, Public Service or Utility Structures, Social Services and Ed-</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor</u>
<u>Religious Institutions</u>	<u>1 per 20,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor</u>
<u>Parks and Open Space [1]</u>	<u>1-3 amenities= 4 spaces 4-7 amenities= 8 spaces 7-12 amenities= 16 spaces</u>	<u>2</u>	<u>None</u>
<u>Structured Parking [2]</u>	<u>1 per 10 vehicle parking spaces</u>	<u>2</u>	<u>None</u>
<u>Public Parking Lot</u>	<u>None</u>	<u>0</u>	<u>None</u>
<u>Limited Industrial (if entirely within a building)</u>	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor</u>
<u>Heavy Industrial</u>	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 20,000 sq. ft. of floor</u>
<u>Drive-through Businesses on Pedestrian Streets</u>	<u>None</u>	<u>0</u>	<u>None</u>

<u>Motor Vehicles Sales, Rental, Repair or Washing</u>	<u>None</u>	<u>0</u>	<u>None below 20,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Automotive Parts and Tires (with exterior storage or display)</u>	<u>None</u>	<u>0</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Gasoline Sales (serving more than six vehicles)</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Gasoline Sale (serving six vehicles or less)</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then ft. of floor area</u>
<u>Self-storage or Warehouse</u>	<u>None</u>	<u>0</u>	<u>None</u>
<u>Adult Business (subject to chapter 17C.305 SMC special provisions)</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Winery and Microbreweries</u>	<u>1 per 5,000 sq. ft. of floor area</u>	<u>2</u>	<u>None below 12,000 sq. ft. of floor area; and then 1 per 12,000 sq. ft. of floor area</u>
<u>Mobile Food Vending</u>	<u>None</u>	<u>0</u>	<u>None</u>
<p><u>[1] Bicycle rack requirements based on amenities should be located near the amenities the racks are intended to serve.</u></p> <p><u>[2] Short-term parking within structured vehicle parking facilities must be on the ground floor and within the structure. There is no requirement for the parking to be in a secured enclosure.</u></p> <p><u>[3] SMC 17C.230.200(C)(1) Bicycle racks designed to accommodate two bicycles, such as an inverted-u rack, are considered two (2) bicycle parking spaces.</u></p>			

**Passed by City Council June 5, 2023**  
**Delivered to Mayor June 9, 2023**

# 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.**

## AMENDMENT

## AMENDMENT

## AMENDMENT

### POLICE RECORDS SPECIALIST

SPN 016

(Announcement of 2/27/2023)

The above titled announcement is hereby amended to read:

Applicants 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, 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 multiple-choice test, with weights assigned as follows:

- Multiple-choice Test: 100%

#### **MULTIPLE-CHOICE TEST DETAILS:**

**This is an online examination and will require a computer that has the ability to play sound. If you do not have access to a computer, please notify Civil Service so that one may be provided.**

**You will receive a link to the Police Records Specialist examination** via email, prior to 4:00 p.m. on the dates listed below. Please note that this email will be sent from FastTest ([noreply@fasttestweb.com](mailto:noreply@fasttestweb.com)).

- Applicants who apply and meet the minimum qualifications between Tuesday May 23, 2023, and Monday, June 5, 2023, will test Thursday, June 8, 2023, through Tuesday, June 13, 2023.
- Applicants who apply and meet the minimum qualifications between Tuesday June 6, 2023, and Monday June 26, 2023, will test Thursday, June 29, 2023, through Wednesday, July 5, 2023.
- Applicants who apply and meet the minimum qualifications between Tuesday June 27, 2023, and Monday July 17, 2023, will test Thursday, July 20, 2023, through Tuesday, July 25, 2023.
- Applicants who apply and meet the minimum qualifications between Tuesday July 18, 2023, and Monday August 7, 2023, will test Thursday, August 10, 2023, through Tuesday, August 15, 2023.

The approximate duration of the test will be 2 hours and online connectivity is required, throughout.

The test may include the following subjects:

- Accuracy & Error Detection
- Basic Computer Literacy
- Grammar Fundamentals
- Interpersonal Relations
- Proofreading
- Records Management
- Vocabulary & Spelling

All examination results will be merged into one eligible list according to final ratings, pursuant to the Merit System Rules of the Civil Service Commission: Rule IV, Section 13 – Continuous Examinations.



**SIGNAL MAINTENANCE TECHNICIAN SPN 272**  
**OPEN ENTRY**

**DATE OPEN:** Monday, June 12, 2023

**DATE CLOSED:** Monday, June 26, 2023

**SALARY:** \$52,910.00 annual salary, payable bi-weekly, to a maximum of \$87,090.00

**DESCRIPTION:**

*Do you pride yourself on exceptional work ethics and a willingness to go the extra mile? Appreciate a small close-knit work group where "A good day's work for a good day's pay." is the motto? Are your core values aligned with integrity and honesty?*

***If you answered, YES to all of the above then become a part of City of Spokane's Streets Department – Signal and Lighting Section as a Signal Maintenance Technician!***

*The Signal and Lighting Section prides itself on quality work done in an efficient and timely manner. The department is seeking a team player who has a strong electrical/electronic background, knowledge of construction operations is desirable, and being familiar with Windows computer software. As a Signal and Lighting Maintenance Technician you are part of a team that works behind the scenes responding to crashes, weather events, and other incidents that affect traffic operations 24/7/365. There is opportunity for flexible work schedules, with on-call status rotations after first year of employment.*

*If you find yourself wanting to pursue a career with the City of Spokane, then we encourage you to apply today!!!*

**DUTIES:**

- Responds to reports of malfunctioning traffic, communications systems, intelligent transportation systems equipment and related equipment within the City during normal working hours, when assigned to weekend standby, and when reporting for 24/7 emergency call-outs; determines the nature of the problem, effects necessary repairs.
- Installs, modifies, tests, maintains and repairs electrical and electronic devices including, but not limited to traffic signal communication systems, intersection control systems, detection and video monitor systems.
- Installs, maintains and repairs overhead and underground electrical equipment, including installation of signal and lighting poles and the installation and splicing of cables and wiring.
- Installs, maintains and repairs traffic signals, street lighting, intelligent transportation system (ITS) devices, and general electrical wiring systems.
- Utilizes various hand and power tools in the installation and repair of various systems.
- Performs emergency repairs and/or adjustments, identifies and repairs electrical/electronic failures.
- Configures and programs various electronic systems using computers and proprietary software.
- Performs underground utility locates.
- Read and interpret signal and lighting plans and electronic schematics. Lays out equipment in the field according to plans.
- Maintains proper stocking levels of spare parts and tools on maintenance vehicles and in work areas.
- May be assigned to shop or field duty. Will be required to work at heights in an aerial man-lift basket, work underground, dig trenches or post holes, and drive a repair truck.
- Drives various vehicles, including aerial bucket truck, flusher, tank, flatbed, dump, front end loader, bobcat, and trucks pulling various trailers. May be required to assist in snow removal operations as needed.
- Prepares and maintains records.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

**Open Entry Requirements**

Applicants must meet all requirements of one of the following paths:

- **Education Path:** Completion of a two-year or equivalent program in electronics, electrical technology, or related field from an accredited academic, trade, or technical institution; or completion of a military training program in electronics, electrical work or related field.
- **Experience Path:** Completion of 2000 hours of documented electrical trainee work experience toward journey-level certification as an electrician, or one (1) year of experience in traffic signal installation, construction, maintenance, or repair.

**Licenses:** Applicants must possess a valid driver's license and obtain a Class "B" Commercial Driver's License (CDL) without air brake restriction during the probationary period.

**EXAMINATION DETAILS:**

Applicants 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, 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 multiple-choice test, with weights assigned as follows:

Multiple-choice Test 100%

**EXAMINATION DETAILS:**

This is an online examination and will require a computer. If you do not have access to a computer, please notify Civil Service so that one may be provided.

Multiple-choice examination links with instructions will be emailed prior to 4:00 p.m. Pacific Time on the start date, and will expire at 4:00 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from FastTest ([noreply@fasttestweb.com](mailto:noreply@fasttestweb.com)).

- Applicants who apply and meet the minimum qualifications between Monday, June 12, 2023, and Monday, June 26, 2023, will test Thursday, June 29 2023, through Wednesday, July 5, 2023.

NOTE: You may begin the exam at any time during the test period; however, once you begin, you will have 2 hours to complete the examination. You may take the exam only once during the open recruitment period.

- The examination may include such subjects as:
- Electrical/Electronics
- Safety
- Human Relations
- Computer Skills
- Traffic Signals & Construction

**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](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> 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 8th day of June, 2023.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Chief Examiner

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**POLICE EVIDENCE TECHNICIAN I SPN 348**  
OPEN ENTRY

**DATE OPEN: Monday, June 12, 2023**

**DATE CLOSED: Monday, June 26 2023**

**SALARY: \$41,446.80 annual salary, payable bi-weekly, to a maximum of \$65,124.72**

**DESCRIPTION:**

The Spokane Police Department (SPD) is currently accepting applications for a Police Evidence Technician II SPD Police Evidence Technicians are known for their honesty, integrity, flexibility, cohesiveness, and willingness to help where needed. A successful team member shows a strong desire for the units, agency, and community to succeed.

SPD is looking for an individual who is self-motivated, hardworking and is able to fit well in a close-knit team environment. Police Evidence Technicians primarily work within a warehouse environment which involves both laboring

and clerical type of work. As a Police Evidence Technician I, your primary duties will be to assist in returning property to victims, family and arrestees.

Our Police Evidence Technicians are encouraged to further their training whether on-the-job or formally. Various perks include the potential for an alternative work schedule after probation, no holidays/weekends, and the ability to promote after two years to the level of a Police Evidence Technician II.

This position offers guaranteed pay increases annually and opportunities for advancement. As a City of Spokane employee, you will also be part of an excellent work environment with a rewarding compensation plan, including medical, pension and 457 plan.

If you find yourself wanting to be part of an exceptional team, then we encourage you to apply today!!!

**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.*

- Receives, stores, releases, transports, and maintains the security of items submitted, including firearms/other weapons, controlled substances and related contraband, currency, vehicles, chemicals, bio-hazardous items, etc.
- Assists in logging property and evidence in and out of the Property Facility.
- Assigns a storage location for items to ensure chain-of-custody.
- Provides depositions to attorneys and testifies in court regarding chain-of-custody.
- Acts as liaison to and responds to inquiries from citizens, SPD/SCSO, and other agencies regarding the disposition of property both in person and via phone. Notifies citizens when evidence is available for release.
- Assists in researching the disposal of evidence by utilizing multiple databases to ensure cases have been fully adjudicated.
- Works with Detectives, Sergeants, and Lieutenants for approval when necessary. Determines the value of property for resale or disposal.
- Ensures accuracy of records before the destruction or release of all items.
- Prepares items, including firearms for auctions in compliance with applicable laws and guidelines.
- Works with Internal Affairs in the destruction of drugs and firearms.
- Transports items to various locations for destruction/disposal.
- Performs background checks for release of firearms in accordance with current federal, state, and local laws and regulations, as well as state/local behavioral health units.
- Utilizes multiple databases to review criminal history and make determinations regarding an individual's eligibility to possess a firearm.
- Consults with outside agencies concerning incomplete criminal histories.
- Performs safety checks on all firearms.
- Safely handles and may assist with test-fires on all eligible firearms to generate cartridge cases for entry into NIBIN (National Integrated Ballistics Information Network).
- Assists in building security, and controls access to secure storage areas.
- Assists in performing quarterly random audits of items in the Evidence Facility.
- Assists in reviewing inventory records with an Internal Affairs Officer and State Auditor.
- Performs maintenance duties to keep warehouse storage areas neat and orderly.
- Addresses areas that contain biological and chemical hazards on a regular basis, such as cleaning the drying room of unknown bodily fluids, vehicle storage areas of miscellaneous fluid leaks, and drug residue from a variety of surfaces.
- Assembles shelving and rearranges storage spaces as necessary. Maintains facility supplies and forms.
- Places vehicles on jack stands/roller pads (when applicable).
- Assists in the coordination of tow truck requirements for evidence vehicle movements and charges/jump-starts vehicle batteries.
- Operates various types of vehicles, forklifts, man lifts, material handling equipment, computers, and standard office equipment.
- Performs related duties as required.

**MINIMUM QUALIFICATIONS:****Open Entry Requirements:**

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

- *Education:* High school diploma or equivalent.

- *Experience:* One year of experience in a law enforcement agency using a records management system OR a National Crime Information Center (NCIC) system.
- *Typing:* Ability to type accurately at a rate of 200 keystrokes (40 words) per minute.

**License and Certifications (to be maintained during employment):**

(Qualified applicants and employees in this job class must meet these requirements.)

- Must possess a valid driver's license.
- Must obtain an ACCESS/WACIC Level I certificate within one year of hire.

**Additional Requirements:**

- Education verification
- Reference checks
- Criminal History
- Fingerprinting
- Driving record check
- Police background investigation and polygraph
- Pre-employment physical and drug screening

**EXAMINATION DETAILS:**

You must pass the examination for this classification to be eligible for employment by the City of Spokane. 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.

Upon notification that you have passed through the minimum qualifications, you will receive a Personal History Packet to complete and submit. This documentation will be used to conduct a background investigation. **It is a MANDATORY MINIMUM REQUIREMENT to complete the packet by 4:00 p.m., June 29, 2023. If the Personal History Packet is NOT received in Civil Service by the scheduled due date, you will be unable to proceed through the testing process.**

The examination will consist of a multiple-choice test, with weights assigned as follows:

- Multiple-choice Test 100%

**MULTIPLE CHOICE EXAMINATION DETAILS:**

This is an online examination and will require a computer. If you do not have access to a computer, please notify Civil Service so that one may be provided.

Multiple-choice examination links with instructions will be emailed prior to 4:00 p.m. Pacific Time on the start date and will expire at 4:00 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from FastTest ([noreply@fasttestweb.com](mailto:noreply@fasttestweb.com)).

- Applicants who apply and meet the minimum qualifications between Monday, June 12, 2023, and Monday, June 26, 2023, will test Thursday, June 29, 2023, through Wednesday, July 5, 2023.

NOTE: You may begin the exam at any time during the test period; however, once you begin, you will have 1.5 hours to complete the examination. You may take the exam only once during the open recruitment period.

**The written test may include such subjects as:**

- Attention Detail
- Clerical
- Interpersonal Relations
- Safety
- Seized Property
- Spatial Ability

**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](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> 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 8th day of June 2023.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Chief Examiner

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**CUSTODIAL FOREPERSON SPN 416**  
OPEN ENTRY

**DATE OPEN: Monday, June 12, 2023**

**DATE CLOSED: Monday, June 26, 2023**

**SALARY: \$48,295.44 annual salary, payable bi-weekly, to a maximum of \$75,293.28**

**DESCRIPTION:**

Performs supervisory work in the cleaning, disinfecting, and custodial care of City-owned facilities.

**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.*

- Reviews the custodial schedule tasking daily. Plans, assigns, and supervises semi-skilled employees engaged in the cleaning and custodial care of City-owned facilities.
- Schedules and adjusts as needed, the number of employees required to perform custodial work based upon the number, type, and size of scheduled activities.
- Schedules work and provides training to permanent and temporary/seasonal employees in the proper use of equipment and supplies, the occupational hazards of the work, and the necessary safety precautions.
- Coordinates cleaning and tasking in cooperation with other staff involved in setup/changeover activities. Supplements setup/changeover staff and supervises as necessary to ensure work is accomplished on schedule and according to plans.
- Obtains bids from contractors on large custodial contracts. Checks the work being performed for quality and to ensure timeliness.
- Responds to custodial requests and concerns from all other City departments.
- Determines the best equipment and supplies available for the tasks within the different facilities such as the fabrics and materials used in these facilities; orders and maintains an inventory of such equipment and supplies.
- Plans annual, semi-annual, and seasonal custodial projects.
- Participates in the hiring process for permanent custodial employees. Hires and terminates temporary/seasonal employees as needed.
- Assists in the preparation of the budget as to equipment, supplies, and the need for part-time/seasonal custodial help.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

**Open-Entry Requirements:**

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

- Experience: Four years of work supervising custodial crews involved in the cleaning and comprehensive custodial care of large buildings or complexes.
- Licenses: A valid driver's license is required, to be maintained throughout employment.

**EXAMINATION DETAILS:**

Applicants 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 examination will consist of a Training and Experience Evaluation (T&E), with scoring weight assigned as follows:

- T&E 100%

#### TRAINING AND EXPERIENCE EVALUATION DETAILS

- Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications, as posted on the job announcement.
- 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 will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., and copy/paste from a previous answer are not qualifying responses and will not be considered.
- 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.

#### EXAMINATION DETAILS:

You will receive a link to the Custodial Foreperson T&E via email, prior to 4:00 p.m. Pacific Time on the start dates and will expire at 4:00 p.m. on the due dates as listed below. Please note that this email will be sent from FastTest ([noreply@fasttestweb.com](mailto:noreply@fasttestweb.com)).

- Applicants who apply and meet the minimum qualifications between Monday, June 12, 2023, and Monday, June 26, 2023 will test Thursday, June 29, 2023 through Wednesday, July 5, 2023

#### 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](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> 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 8th day of June 2023.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Chief Examiner

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#### WTE ELECTRICAL & INSTRUMENTAL TECHNICIAN SPN 590 OPEN ENTRY

**DATE OPEN: Monday, June 12, 2023**

**DATE CLOSED: Monday, June 26, 2023**

**SALARY: \$52,032.96 annual salary, payable bi-weekly, to a maximum of \$85,712.40**

#### DESCRIPTION:

Performs skilled journey level work in the installation, maintenance and repair of waste to energy plant electrical, instrumentation, and distributive control equipment.

#### DUTIES:

- Performs journey level preventive, repair and calibration maintenance of all plant electrical instrumentation and control equipment on a scheduled basis; including, but not limited to steam turbine, generator, and instruments used to measure and control variables such as pressure, flow, temperature, motion, and force.
- Troubleshoots, installs, maintains, or repairs the following: low and high voltage electrical distribution equipment, plant conduit, lighting and power systems, motors and associated control equipment.
- Operates voltmeters, ammeters, megohm meters, and high voltage test equipment.
- Operates other equipment throughout the plant including, but not limited to, industrial forklifts, manlifts, and other mobile equipment.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:****Open Entry Requirements:**

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

- *Education:* High school diploma or equivalent.
- *Experience:* Two years of experience in the maintenance and repair of electrical instrumentation and distributive control equipment, such as hydraulic/pneumatic systems, steam turbine, turbine generator, air dampers, and related control devices.
- *Licenses:* Possession of a valid driver's license.

**EXAMINATION DETAILS:**

You must pass the examination for this classification to be eligible for employment by the City of Spokane. 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 multiple-choice test, with weights assigned as follows:

- Training & Experience Evaluation 20%
- Multiple-choice Test 80%

**TRAINING AND EXPERIENCE EVALUATION DETAILS**

The T&E examination consists of a Supplemental Questionnaire. The questions may be viewed online under the tab marked "QUESTIONS" on the job announcement page. The T&E must be submitted online, at the time of application. All applicants must complete and submit a City of Spokane employment application online, by 4:00 on the filing cut-off date.

- Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications, as posted on the job announcement.
- 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 will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., and copy/paste from a previous answer are not qualifying responses and will not be considered.

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.

**MULTIPLE-CHOICE EXAMINATION DETAILS:**

**This is an online examination and will require a computer. If you do not have access to a computer, please notify Civil Service so that one may be provided.**

Multiple-choice examination links with instructions will be emailed prior to 4:00 p.m. Pacific Time on the start date and will expire at 4:00 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from FastTest ([noreply@fasttestweb.com](mailto:noreply@fasttestweb.com)).

- Applicants who apply and meet the minimum qualifications between Monday, June 12, 2023, and Monday, June 26, 2023, will test Thursday, June 29, 2023, through Wednesday, July 5, 2023.

NOTE: You may begin the exam at any time during the test period; however, once you begin, you will have 1.5 hours to complete the examination. You may take the exam only once during the open recruitment period.

**The written test may include such subjects as:**

- **Electrical/Instrumentation**
- **Safety**
- **Motors & Generators**
- **Blueprint/Schematic Ready**

**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](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> 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 8th day of June, 2023.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

South Gorge Trail Connection  
(A Portion of the Great Gorge Loop Trail)  
REBID

Engineering Services File No. 2018097  
**TWO WEEK BID PERIOD**

This project is a rebid of the South Gorge Trail Connection that was bid in May of 2023. The addenda from the original bid period have been incorporated in the plans and specifications. Revisions and clarifications have been made to cast-in-place concrete retaining Wall 3 and Wall 4, but no other changes have been made. Because this is a rebid, note the shortened bid period.

This project consists of the construction of an elevated steel structure pathway and concrete slab on grade pathway with concrete cast-in-place retaining walls, pin piles, fiberglass reinforced plastic (FRP) grating, FRP pedestrian railing, lighting, fencing, site restoration, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 26, 2023, 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 2023 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: June 14 & 21, 2023

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**Northeast Force Main  
Engineering Services File No. 2020080**

This project consists of the construction of approximately 3235 linear feet of 8 inch sanitary sewer force main, 1900 square yards of 3 inch class ½ inch HMA, 9000 square yards of crushed surface roadway, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 26, 2023, 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 2023 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.**

Publish: June 7, 14 & 21, 2023

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**Division Pedestrian Hybrid Beacons  
Engineering Services File No. 2021071**

This project consists of the construction of 3 pedestrian hybrid beacon systems including poles and signal conduits and equipment, 450 square yards of sidewalk and island concrete, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 20, 2023, 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 2023 Standard Specifications.

Publish: May 31, June 7 & 14, 2023

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**Garland Avenue Pathway – Shaw Middle School  
REBID**

Engineering Services File No. 2021084  
**TWO WEEK BID PERIOD**

This project is a rebid of the Garland Avenue Pathway - Shaw Middle School project that was bid in May of 2023. The addenda from the original bid period have been incorporated in the plans and specifications. Minor revisions and clarifications have been made to the traffic control plans, but no other changes have been made. Because this is a rebid, note the shortened bid period. All of the bids were rejected by WSDOT on the previous advertisement due to errors in the DBE reporting. This project consists of the construction of approximately 3,300 square yards of concrete sidewalk, 340 square yards of permeable pavers, 2,200 linear feet of curb and gutter, 3 drainage structures, 1,400 square yards of



pavement repair, a traffic signal retrofit, rectangular rapid flashing beacon system, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 26<sup>th</sup>, 2023, 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 2023 Standard Specifications.

Publish: June 14 & 21, 2023

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### REQUEST FOR PROPOSALS #5867-23

#### Development Services Center Cost of Service/Fee Analysis

City of Spokane Development Services Center

The City of Spokane is soliciting electronic Proposals for the above titled Request for Proposals.

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, JUNE 26, 2023**. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for Addenda posting or other communication via email. Registration is free.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

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

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, JUNE 26, 2023**. For the link to attend virtually and the number to attend by telephone, visit the City's Purchasing website at

<https://my.spokanecity.org/administrative/purchasing/>.

Connie Wahl, C.P.M., CPPB  
Senior Procurement Specialist,  
City of Spokane Purchasing & Contracts

Publish dates: June 7, 14, & 21, 2023

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### REQUEST FOR QUALIFICATIONS #5897-23

### WEST CENTRAL INFRASTRUCTURE PROJECT

City of Spokane Planning and Economic Development Department

The City of Spokane is soliciting electronic Proposals for the above titled Request for Qualifications.

**Pre-Proposal Conference:**

A Pre-Proposal Conference is scheduled to be held on **THURSDAY, JUNE 22, 2023 at 10:30 a.m.**, local time, at City Hall, 808 W. Spokane Falls Blvd, Spokane, WA 99201, on the first floor in the Tribal Conference Room. All prospective Proposers should attend; however, attendance is not mandatory. Questions and answers will be issued by Addenda through the City of Spokane's online procurement system portal <https://spokane.procureware.com>. The City shall be bound only to written answers to questions. Any oral responses given at the Pre-Proposal Conference shall be considered unofficial.

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, JULY 24, 2023**. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for Addenda posting or other communication via email. Registration is free.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

It is the Proposer's responsibility to check the City of Spokane's procurement system identified above for Addenda or other information that may be posted regarding this Request for Qualifications.

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, JULY 24, 2023**. For the link to attend virtually and the number to attend by telephone, visit the City's Purchasing website at

<https://my.spokanecity.org/administrative/purchasing/>.

Connie Wahl, C.P.M., CPPB  
Senior Procurement Specialist,  
City of Spokane Purchasing & Contracts

Publish: June 14, 21, & 28, 2023

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**REQUEST FOR QUALIFICATIONS****Latah Bridge Inspection and Load Rating****City of Spokane Integrated Capital Management department****RFQu #5902-23**

The City of Spokane is soliciting electronic Proposals for the above titled Request for Qualifications.

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, JUNE 26, 2023**. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for Addenda posting or other communication via email. Registration is free.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

It is the Proposer's responsibility to check the City of Spokane's procurement system identified above for Addenda or other information that may be posted regarding this Request for Qualifications.

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, JUNE 26, 2023**. For the link to attend virtually and the number to attend by telephone, visit the City's Purchasing website at

<https://my.spokanecity.org/administrative/purchasing/>.

Connie Wahl, C.P.M., CPPB  
Senior Procurement Specialist,  
City of Spokane Purchasing & Contracts

Publish: June 14 & 21, 2023

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**REQUEST FOR PROPOSALS #5904-23****Court System Navigation Services for Community Members****City of Spokane Community Justice Services Department**

The City of Spokane is soliciting electronic Proposals for the above titled Request for Proposals.

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on TUESDAY, JUNE 20, 2023**. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for Addenda posting or other communication via email. Registration is free.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

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

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **TUESDAY, JUNE 20, 2023**. For the link to attend virtually and the number to attend by telephone, visit the City's Purchasing website at

<https://my.spokanecity.org/administrative/purchasing/>.

Connie Wahl, C.P.M., CPPB  
Senior Procurement Specialist,  
City of Spokane Purchasing & Contracts

Publish: May 31, June 7 & 14, 2023

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**NPDES Permit Studies and Support for Riverside Park Water Reclamation Facility**

**City of Spokane Wastewater Management**

**RFQu #5914-23**

The City of Spokane is soliciting electronic Proposals for the above titled Request for Qualifications.

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, JUNE 26, 2023**. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for Addenda posting or other communication via email. Registration is free.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

It is the Proposer's responsibility to check the City of Spokane's procurement system identified above for Addenda or other information that may be posted regarding this Request for Qualifications.

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, JUNE 26, 2023**. For the link to attend virtually and the number to attend by telephone, visit the City's Purchasing website at

<https://my.spokanecity.org/administrative/purchasing/>.

Connie Wahl, C.P.M., CPPB  
Senior Procurement Specialist,  
City of Spokane Purchasing & Contracts

Publish: June 14 & 21, 2023

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**DOWNTOWN SPOKANE ZIP LINE**

Parks & Recreation Department

**#RFP 5922-23**

**Description:** The City of Spokane is soliciting electronic proposals from qualified and experienced individuals and/or companies for the funding, building, operation and maintenance of a private zipline attraction along the Spokane River between Place of Truths Plaza and Redband Park.

**Optional Pre-bid Conference and Tour:** Pre-bid Conference and Tour will be held on Wednesday, June 28<sup>th</sup> at 10:00 am. The meeting location will be in the City Hall Lobby, Tribal Conference Room located at 808 W Spokane Falls Blvd., Spokane WA 99201. A virtual meeting option will be available for the conference portion only. Links for the TEAMS meeting are in the RFP document.

**Bid Opening:** Sealed electronic bids will be accepted until **Monday, July 24, 2023 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.

To view this solicitation, access Plans and Specifications, and submit a proposal, you must first register in the City's bidding portal at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, you will also be added to the solicitation distribution list for changes and/or additions via Addenda form.

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

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulated.**

Thea Prince  
Purchasing Department

Publish: June 7 & 14, 2023

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### Requirements Lifecycle Management Solution

City of Spokane – Project Management Office & Innovation & Technology Services Division

#### RFP # 5923-23

The City of Spokane is soliciting electronic Proposals for the above titled Request for Proposals.

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on June 26th, 2023**. Hard copies, emails, and 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.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for changes and/or modifications via email.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

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

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting via **Microsoft Teams** at 1:15 p.m. on **MONDAY May 1st, 2023**. For the link to attend virtually and the number to attend by telephone, visit the City's Purchasing website at

<https://my.spokanecity.org/administrative/purchasing/>.

Carlos Plascencia  
Procurement Specialist, City of Spokane Purchasing

Publish: June 7 & 14, 2023

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### Online Reporting Tool (OLR)

City of Spokane – City and County Supervision Departments/Criminal Justice Services

#### RFP # 5924-23

The City of Spokane is soliciting electronic Proposals for the above titled Request for Proposals.

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on July 17th, 2023**. Hard copies, emails, and 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.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for changes and/or modifications via email.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

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

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting via **Microsoft Teams** at 1:15 p.m. on **MONDAY May 1st, 2023**. For the link to attend virtually and the number to attend by telephone, visit the City's Purchasing website at

**<https://my.spokanecity.org/administrative/purchasing/>**.

Carlos Plascencia  
Procurement Specialist, City of Spokane Purchasing

Publish dates: June 7, & 14, 2023

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**Sodium Bisulfite Solution, 40% - As Needed Value Blanket**

Wastewater Management Department-Riverside Park Water Reclamation Facility

**ITB 5927-23**

Description: The City of Spokane, through its Wastewater Management Department is soliciting electronic bids for Sodium Bisulfite Solution, 40% - As Needed Value Blanket

**Bid Opening:** Electronic Bids will be unsealed at the 1:15 p.m. public bid opening via Microsoft Teams platform on MONDAY, JULY 10, 2023, for Sodium Bisulfite Solution, 40% - As Needed Value Blanket. To watch the City of Spokane Bid Opening Meeting, go to our website: <https://my.spokanecity.org/administrative/purchasing> and then click on the "join meeting" link 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 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 for Bids.

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

All Bid documents shall be submitted electronically through the City of Spokane's online procurement system no later than 1:00 p.m. on MONDAY, JULY 10, 2023. Hard copy and/or late submittals will not be accepted. Bids must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Bids submitted late.

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

Rick Rinderle  
City of Spokane Purchasing

Publish: June 14 & 21, 2023

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