



Official Gazette

City of Spokane, Washington

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

Volume 114

MARCH 13, 2024

Issue 11



MAYOR AND CITY COUNCIL

MAYOR LISA BROWN

COUNCIL PRESIDENT BETSY

WILKERSON

COUNCIL MEMBERS:

JONATHAN BINGLE (DISTRICT 1)

MICHAEL CATHCART (DISTRICT 1)

PAUL DILLON (DISTRICT 2)

KITTY KLITZKE (DISTRICT 3)

LILI NAVARRETE (DISTRICT 2)

ZACK ZAPPONE (DISTRICT 3)

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The Official Gazette

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Minutes

MINUTES OF SPOKANE CITY COUNCIL**Monday, March 4, 2024****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:32 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

Roll Call

On roll call, Council President Wilkerson and Council Members Bingle, Cathcart, Dillon, Navarrete and Zappone were present. Council Member Klitzke arrived at 3:35 p.m.

Interim City Administrator Garrett Jones; Giacobbe Byrd, Director-City Council Office; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

Candidate Interviews – Plan Commission and Lodging Tax Advisory Committee (LTAC)

The City Council interviewed Sandra Neperud, a candidate for appointment to the Plan Commission, and Jon Erickson, Cami Aguayo, Rose Noble, and Ginger Ewing, candidates for appointment to the Lodging Tax Advisory Committee.

Current Agenda Review

The City Council reviewed the March 4, 2024, Current Agenda.

MFTE Conditional Agreement with Harlan Douglass (OPR 2024-0137) (Council Sponsors: Council Members Bingle and Cathcart)

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to suspend Council Rules and add** the Multiple Family Housing Property Tax Exemption Conditional Agreement with Harlan Douglass for the future construction/renovation of approximately 192 units at Parcel Number 36204.0069, commonly known as 8625 N. Nevada Street to tonight's (March 4) agenda; **carried 7-0**.

Resolution 2024-0023 (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Motion by Council Member Zappone, seconded by Council President Wilkerson, **to add** the Wilkerson/Zappone proposed amendment to Resolution 2024-0023 (as filed on March 1, 2024, and included in agenda packet); **carried 6-1**.

A motion by Council Member Bingle, seconded by Council Member Cathcart, to adopt proposed Bingle amendment to Resolution 2024-0023 (as filed on March 1, 2024, and included in agenda packet) (adding Subsection E to Section 2.9.6 of the Rules) was followed by the following action:

Motion by Council Member Bingle, seconded by Council Member Dillon, **to withdraw** the motion to adopt Bingle amendment to Resolution 2024-0023 (adding Subsection E to Section 2.9.6 of the Rules); **carried 6-1**.

The following additional action was taken following Council discussion:

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to approve** the Cathcart amendment to Resolution 2024-0023 (as filed on March 1, 2024, and included in agenda packet) (revising Section 4.2.B of the Rules); **carried 4-3**.

Resolution 2024-0024 (Council Sponsors: Council President Wilkerson and Council Members Zappone and Navarrete)

Motion by Council Member Zappone, seconded by Council Member Klitzke, **to approve** the Zappone amendment to Resolution 2024-0024 updating the appointments of City Council Members to boards, committees, and commissions for 2024, by adding Public Partnership (City, Spokane Public Schools, Parks, and Library) and Launch NW assignments; **carried 7-0**.

Final Reading Ordinance C36485 (as amended during and deferred from the February 12, 2024, 3:30 p.m. Briefing Session) (Council Sponsors: Council Members Zappone and Dillon)

Motion by Council Member Zappone, seconded by Council Member Dillon, **to approve** the Zappone/Dillon amendment to Final Reading Ordinance C36485—relating to the regulation of special events and establishing a process allowing for expanded events, amending Sections 10.39.030, 10.39.040, and 10.39.050 of the Spokane Municipal Code—filed February 29, 2024; **carried 7-0**.

Advance Agenda Review

The City Council received an overview from staff on the March 11, 2024, Advance Agenda items.

Action to Approve March 11, 2024, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the March 11, 2024, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Cathcart, seconded by Council Member Dillon, **to approve** the March 11, 2024, Advance Agenda; **carried 7-0**.

Council Recess/Executive Session

The City Council recessed at 4:52 p.m. and immediately reconvened into an Executive Session to discuss potential and pending litigation for 30 minutes. At 5:22 p.m., the meeting was extended for five minutes until 5:27 p.m., at which time the 3:30 p.m. Briefing Session also ended. City Attorney Michael Piccolo and Assistant City Attorneys Lynden Smithson and Nate Odle were present for the Executive Session. The City Council reconvened at 6:00 p.m. for the Legislative Session.

LEGISLATIVE SESSION

Land Acknowledgement

Council President Wilkerson started the meeting off by reading the “Land Acknowledgement” (adopted by City Council on March 22, 2021, under Resolution 2021-0019) which appears on page 2 of the agenda.

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Wilkerson.

Roll Call

On roll call, Council President Wilkerson and Council Members Bingle, Cathcart, Dillon, Klitzke, Navarette, and Zappone were present.

Giacobbe Byrd, Director-City Council Office; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

Overview of Rules of Decorum and Open Forum

Council President Wilkerson provided a brief overview of the rules of decorum. She noted for Open Forum, citizens will have two minutes to address City Council, and comments should be directed to Council President Wilkerson. At the request of Council President Wilkerson, Council Director Giacobbe Byrd reviewed the randomization process for selecting citizens to speak during Open Forum.

There were no **Mayoral Proclamations**.

There were no **Community Reports**.

BOARD AND COMMISSION APPOINTMENTS

Appointments to Lodging Tax Advisory Committee (CPR 2000-0031) and Appointment and Reappointments to Plan Commission (CPR 1981-0295)

Motion by Council Member Zappone, seconded by Council Member Klitzke, **to approve** (and thereby confirm) the following appointments and reappointments; **carried 7-0**:

- Appointments of Jon Erickson, Cami Aguayo, and Rose Noble to the Lodging Tax Advisory Committee for a one-year terms, from March 4, 2024, to March 4, 2025.
- Appointment of Ginger Ewing to the Lodging Tax Advisory Committee for a four-year term, from February 12, 2024, to February 12, 2028.

- Appointment of Saundra Neperud to the Plan Commission for a four-year term, from March 4, 2024, to December 31, 2026.
- Reappointments of Tim Williams and Jesse Bank to the Plan Commission for four-year terms from March 4, 2024, to December 31, 2027.

(Clerical Note: The term end dates for the appointment / reappointments of Saundra Neperud, Tim Williams, and Jesse Bank were clerically corrected. The term end dates for each were read into the record and reflected in the agenda packet as March 4, 2028. The correct term end date for the appointment of Saundra Neperud is December 31, 2026. The correct term end date for the reappointments of Tim Williams and Jesse Bank is December 31, 2027. The above action reflects the correct term end dates for these individuals.)

CONSENT AGENDA

After public testimony and Council commentary, the following action was taken:

Upon 7-0 Voice Vote, the City Council **approved** Staff Recommendations for the following items:

Subaward Agreement with Spokane County in conjunction with the Fiscal Year 2023 Edward Byrne Memorial Justice Assistance Grant from October 1, 2022, through September 30, 2026—\$96,667. (OPR 2024-0162) (Council Sponsor: Council Member Bingle)

Contract Amendment with Spokane CDL School, LLC, to provide commercial driver license training services to the City of Spokane—\$30,000 (plus tax, if applicable). (OPR 2020-0915 / IRFP 5339-20) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Low Bid of Corridor Contractors, LLC (Spokane) for Ray Street Water Main project—\$1,362,804. An administrative reserve of \$136,280.40, which is 10% of the contract price, will be set aside. (Lincoln Heights Neighborhood) (OPR 2024-0163 / ENG 2022088) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Low Bid of Hamilton Construction Co. (Springfield, OR) for Washington/Stevens Bridge Deck Rehabilitation project—\$2,882,934. An administrative reserve of \$288,293.40, which is 10% of the contract price, will be set aside. (Riverside Neighborhood) (OPR 2024-0164 / ENG 2021088) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through February 23, 2024, total \$10,951,948.49 (Check Nos.: 601133-601294; ACH Nos.: 126409-126721), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$10,785,716.98. (CPR 2024-0002)

City Council Meeting Minutes: February 23, February 29 (Study Session), and February 29 (Community Assembly), 2024. (CPR 2024-0013)

Multiple Family Housing Property Tax Exemption Conditional Agreement with Harlan Douglass for the future construction/renovation of approximately 192 units at Parcel Number 36204.0069, commonly known as 8625 N. Nevada Street. (Note: This item was deferred indefinitely during the February 26, 2024, 3:30 p.m. Briefing Session) (Added to Agenda during 3:30 p.m. Briefing Session) (OPR 2024-0137) (Council Sponsors: Council Members Bingle and Cathcart)

LEGISLATIVE AGENDA

There were no **Special Budget Ordinances**.

There were no **Emergency Ordinances**.

RESOLUTIONS

Resolution 2024-0023 (as amended during the 3:30 p.m. Briefing Session) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

After public testimony and Council commentary, the following action was taken:

Upon 6-1 Roll Call Vote, the City Council **adopted Resolution 2024-0023**, as amended, adopting various amendments to the City Council's Rules of Procedure.

Ayes: Bingle, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone
Nos: Cathcart
Abstain: None
Absent: None

For further Council action on Resolution 2024-0023, see section of minutes under 3:30 p.m. Briefing Session.

Resolution 2024-0024 (as amended during the 3:30 p.m. Briefing Session) (Council Sponsors: Council President Wilkerson and Council Members Zappone and Navarrete)

After an opportunity for public testimony, with no individuals speaking, and Council commentary, the following action was taken:

Upon 5-2 Roll Call Vote, the City Council **adopted Resolution 2024-0024**, as amended, updating the appointments of City Council Members to boards, committees, and commissions for 2024.

Ayes: Dillon, Klitzke, Navarrete, Wilkerson, and Zappone
Nos: Bingle and Cathcart
Abstain: None
Absent: None

Resolution 2024-0025 (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

After an opportunity for public testimony and Council commentary, with no individuals requesting to speak, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2024-0025** approving settlement of Maryann Bouttu—\$100,000.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone
Nos: None
Abstain: None
Absent: None

Resolution 2024-0026 (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

After an opportunity for public testimony, with no individuals speaking, and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2024-0026** declaring the Innovia Foundation a sole source for the providing of programming, coordination, and organization for the fiftieth anniversary celebration of the 1974 World's Fair in Spokane, and authorizing a contract with the organization.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone
Nos: None
Abstain: None
Absent: None

FINAL READING ORDINANCES

Final Reading Ordinance C36485 (as amended during the 3:30 p.m. Briefing Session and previously amended during the February 12, 2024, 3:30 p.m. Briefing Session) (Deferred from February 26, 2024, Agenda) (Council Sponsors: Council Members Zappone and Dillon)

After public testimony and Council commentary, the following action was taken:

Upon 6-1 Roll Call Vote, the City Council **passed Final Reading Ordinance C36485**, as amended, relating to the regulation of special events and establishing a process allowing for expanded events, amending Sections 10.39.030, 10.39.040, and 10.39.050 of the Spokane Municipal Code.

Ayes: Bingle, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone
Nos: Cathcart
Abstain: None
Absent: None

Final Reading Ordinance C36497 (originally filed as an Emergency Ordinance but amended during the February 26, 2024, 3:30 p.m. Briefing Session, removing the emergency language, at which time the First Reading was held) (Council Sponsors: Council Members Zappone and Dillon)

After public testimony and Council commentary, the following action was taken:

Upon 5-2 Roll Call Vote, the City Council **passed Final Reading Ordinance C36497**, as amended, concerning the definition of Public Parking Lot in Title 17, adding a new chapter 17C.415 to the Spokane Municipal Code (Interim Zoning Ordinance).

Ayes: Dillon, Klitzke, Navarrete, Wilkerson, and Zappone
Nos: Bingle and Cathcart
Abstain: None
Absent: None

There were no **First Reading Ordinances**.

There were no **Special Considerations**.

There were no **Hearings**.

Council Recess

The City Council recessed at 7:42 p.m. and reconvened at 7:47 p.m. The City Clerk left the meeting at this time (pursuant to Council Rule 2.2.A). Open Forum speaker information and motion of adjournment and adjournment time were provided by Council Director Giacobbe Byrd for the minutes.

OPEN FORUM

Council President Wilkerson reviewed the rules of decorum for open forum. The following individual(s) spoke during the Open Forum:

- Dennis Flynn
- Sam Lee
- Dan DeBoise
- Trévis Ray
- Ka'din Rahman
- War Bear
- Mikki Pike Hatfield
- Mike Gleason
- Dave Bilsland
- Earl Moore
- Eugene Knowles
- Zach McGuckin
- Raul Penea
- Sunshine Wigen
- Tevita Fakasiieiki
- Jenelle Simpson
- Tanya Comstock
- Scott Ward
- Justice Forral
- Lukas Yanni

ADJOURNMENT

Motion by Council Member Cathcart, seconded by Council Member Bingle, to adjourn; **carried 7-0**.

There being no further business to come before the City Council, the meeting adjourned at 8:37 p.m.

MEETING MINUTES
City of Spokane
City Council Study Session
Council Chambers, City Hall (808 W Spokane Falls Blvd)
March 7, 2024

Meeting Recording: <https://vimeo.com/92062908>

Call to Order: 11:04 a.m.

Attendance:

Committee Members Present: Council President Wilkerson, Council Members Zappone (left at 11:09 a.m. returned at 11:17 a.m.), Cathcart, Klitzke, Dillon, and Navarrete (arrived at 11:05 a.m.).

Council Members Absent: Council Member Bingle

Agenda Items:

1. Quarterly Economic Update

- Presenter:
Dr. Patrick Jones and Dr. Kelley Cullen
- Action taken:
No action taken. Presentation and discussion only.

2. Public Works Climate Impact Work Update

- Presenter:
Logan Callen, Chris Avert, Clint Harris, Loren Searl, Raylene Gennett, Marlene Feist, and Katherine Miller
- Action taken:
No action taken. Presentation and discussion only.

Executive Session:

None

Adjournment:

The meeting adjourned at 12:36 p.m.

General Notices

REGULAR MEETING NOTICE/AGENDA THE CIVIL SERVICE COMMISSION 9:30 A.M. – March 19, 2024

NOTICE IS HEREBY GIVEN by the City of Spokane Civil Service Commission, that a regularly scheduled meeting of the Civil Service Commission will be held on March 19, 2024, commencing at 9:30 A.M. in the City Council Chambers – Lower Level of City Hall (808 W. Spokane Falls Blvd., Spokane WA, 99201). The purpose of the meeting is to conduct the monthly commission meeting and to discuss other matters as reflected on the attached agenda.

The meeting will be conducted in-person and open to the public with commission members, staff and presenters attending in-person. All meetings will be streamed live on Channel 5.

Oral public comment will be accepted at the meeting for agenda items to be decided by the Commission, excluding hearing items. Individuals who want to provide oral comment at this time but are unable to physically attend the meeting shall contact the Commission at civilservice@spokanecity.org to request by 5:00 P.M. the day before the meeting, (Monday, March 18, 2024) so the Commission can make arrangements for you to participate telephonically at the meeting.

DATED THIS 6th day of March 2024.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may

call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mowmaster@spokanecity.org Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

AGENDA
REGULAR MEETING OF THE CIVIL SERVICE
COMMISSION
9:30 A.M March 19, 2024

CITY HALL – CITY COUNCIL CHAMBERS
LOWER LEVEL CITY HALL
808 W. SPOKANE FALLS BLVD., SPOKANE, WA
99201

- 1. CALL TO ORDER/ROLL CALL**
- 2. APPROVAL OF MINUTES**
 - a. January 16, 2024 Minutes
 - b. February 20, 2024 Minutes
- 3. CHIEF EXAMINER UPDATE**
- 4. NEW BUSINESS**
 - a. Resolution 2024-02: Classification Actions
 - b. Resolution 2024-03: Chair and Vice Chair Appointments
 - c. Resolution 2024-04: Merit System Rules Adoption
- 5. OTHER BUSINESS**
- 6. ADJOURN**

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

NOTICE OF INTENT TO AWARD SOLE SOURCE

The City of Spokane intends to establish a sole source contract with **Waste Management Graham Rd Landfill** to provide the following:

Special Waste Grit Disposal
For
The City of Spokane Riverside Park Water Reclamation Facility

Companies who believe they can compete for this requirement are required to submit via email a brief statement of their intent to compete. The statement and any other questions regarding this sole source should be directed to Tanya Lester, Procurement Specialist at: tlerster@spokanecity.org by **Wednesday, March 27th, 2024, at 5:00 pm**. The City of Spokane does not guarantee that companies responding to this notice will be rendered a request to tender an offer for this procurement. In addition, the City of Spokane does not guarantee that any solicitation will occur for this procurement, but reserves the right to solicit proposals.

Companies who have not already done so should register at www.mrscrosters.com.

Dated the 4th day of March 2024

Tanya Lester
Procurement Specialist

Publish: March 13th & 20th, 2024

Help make a difference in your community.



**You're invited to attend the next
Police Advisory Committee (PAC) Quarterly Public Meeting:
Thursday, March 21, 2024 at 5:30 pm
West Central Community Center - 1603 N Belt St.
Interim Police Chief Justin Lundgren 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 or call (509) 625-4063.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mLOWmaster@spokanecity.org. Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

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. C36485

The Family Friendly Festival Ordinance, relating to the regulation of special events and establishing a process allowing for expanded events, amending Sections 10.39.010, 10.39.030, 10.39.040, and 10.39.050 of the Spokane Municipal Code.

WHEREAS, the City of Spokane's festivals and other special events contribute to the unique character and vitality of the City, and provide benefits to the community as a whole; and

WHEREAS, special events range from small neighborhood-level events to large- scale, City-wide events that bring in millions of people to the City each year including families, international visitors and outdoor enthusiasts; and

WHEREAS, there are certain circumstances during special events when there is a social element and a celebration that enhances the festive event experience for all visitors; and

WHEREAS, many families with children attend festivals and events in the City of Spokane, and current restrictions interfere with families enjoying the full range of activities within the festival area; and

WHEREAS, the Spokane City Council believes that the consumption of alcohol in public is an important issue that requires oversight to protect the safety, wellbeing, comfort and repose of the Citizens of Spokane; and

WHEREAS, the Washington Liquor and Cannabis Board provides an Application for a Special occasion License for a Nonprofit Society or Organization that, if approved, permits minors in an alcohol restricted area under limited circumstances; and

WHEREAS, while considering the social elements of serving alcohol, the Spokane City Council desires to expand access consistent with the rules established by the Washington Liquor and Cannabis Board, while providing clear rules and guidelines for special events permit's that are inclusive and mindful of all different groups of people; and

WHEREAS, the Spokane City Council believes the current Spokane Municipal Code language is too restrictive, and also has obsolete definitions and terminology not otherwise used by the Washington Liquor and Cannabis Board in connection with special occasion licenses, justifying technical changes to the code.

NOW, THEREFORE, the City of Spokane does hereby ordain as follows:

Section 1. Chapter 10.39.010 of the Spokane Municipal Code is amended as follows:

Section 10.39.010 Definitions

- A. "Applicant" is the person applying for the special event permit on their own behalf or on behalf of a group.
- B. "Assembly" is a public gathering or group of people organized for the purpose of advocating causes, public celebration, expressing ideas or conveying a message to the public or public display.
- C. (~~("Beer garden")~~) "Alcohol service area" is a (~~((completely fenced off))~~) designated area within the public right of way (~~((with a maximum occupancy of 50 people))~~) where (~~((only))~~) beer and wine are served (no spirits).
- D. "Commercial special event" means any special event organized and conducted by any person or group that does not qualify as a tax-exempt nonprofit organization.
- E. "Demonstration" is a public gathering for the purpose of a public display or the redress of grievances.
- F. "Expressive activity" includes conduct, the sole or principal object of which is the expression, dissemination, or communication by verbal, visual, literary or auditory means of opinions, views or ideas and for which no fee or

donation is charged or required as a condition of participation in or attendance at such activity. For purposes of this chapter, expressive activity does not include sport events, fundraising events or events the principal purpose of which is entertainment.

G. "Float" is any decorated parade entry.

H. "Issuing Authority" means the person who issues the special event permit. For all events held on public property, the issuing authority is the chief of police or his or her designee.

~~((I. "Legacy Event" is a large scale event with the following attributes:~~

- ~~(a) provides a long term commitment to the City with an event that draws large numbers of visitors to the city on a recurring basis;~~
- ~~(b) brings a significant and sustained economic benefit to the City of Spokane, as independently verified through increased revenues to the City;~~
- ~~(c) brings improved infrastructure and increases amenities to the areas surrounding the event.~~

~~A determination of what qualifies as a "legacy event" is made by the issuing authority.))~~

~~((J))~~ I. "Noncommercial special event" means:

1. special event organized and conducted by a group that qualifies as a tax-exempt nonprofit organization, or
2. special event whose principal purpose is expressive activity and does not involve fundraising.

~~((K))~~ J. "Outdoor concert" is any organized event for the primary purpose of presenting live or recorded music or other amplified sounds for entertainment.

~~((L))~~ K. "Parade" is any organized group marching or in procession, whether on foot, animal or vehicle.

~~((M))~~ L. "Special event" is a preplanned activity sponsored by groups or organizations that (1) involves the use of public property or facilities, (2) impacts public and/or private property, and (3) may require the provision of public safety services. Special events include parades, demonstrations, entertainment, celebrations, amusement, cultural recognition, amateur sports demonstrations, competitive events, assemblies and outdoor concerts.

~~((N))~~ O. "Tax-exempt nonprofit organization" means an organization that is exempted from payment of income taxes by federal or state law and has been in existence for a minimum of six months preceding the date of application for a special permit.

Section 2. Chapter 10.39.030 of the Spokane Municipal Code is amended as follows:

Section 10.39.030 Application Process

A. Time for Filing.

1. The application for special event permit shall be filed not less than thirty calendar days before the proposed special event.
2. The issuing authority, upon finding that there is good cause and no burden to the City, may approve an application filed fewer than thirty days before the proposed event.

B. Contents of Application.

The applicant must file the application in writing on a form supplied by the City to the license officer, setting forth:

1. the name, telephone number and address of the applicant or the principals of the applicant;
2. the date and time of the event;
3. the probable number of participants;
4. the place or route of the event, including a map and written narrative of the proposed route;
5. a description of all public ways proposed to be blocked;

6. a description of the measures to be taken to protect participants and the general public from injury, including traffic control and crowd control, emergency medical services, fire and life safety services and emergency communication systems;
 7. a description of the measures to be taken to ensure cleanup of any litter or damage resulting from the event;
 8. the number and location of portable sanitation facilities;
 9. a certification that the applicant will be financially responsible for any City fees or costs that may be imposed for the special event;
 10. a copy of the tax exemption letter issued for any applicant claiming to be a tax- exempt nonprofit organization;
 11. a description of the types and number of vehicles to be used in the special event;
 12. insurance and surety bond information;
 13. ~~((any other additional information required by special event regulations.))~~ A certification from the applicant that, prior to the event, all individuals serving alcohol on behalf of the applicant (a) will have received alcohol sales training from the Washington State Liquor and Cannabis Board ("WSLCB") either in-person or via on-line resources available from the WSLCB, or (b) possess a valid and current Mandatory Alcohol Server Training (MAST) permit.
- C. The date of the special event shall not be confirmed until the special event permit is issued.
- D. The application for a special event permit is deemed complete when the applicant has provided to the issuing authority all of the information required by this chapter.

Section 3. Chapter 10.39.040 of the Spokane Municipal Code is amended as follows:

Chapter 10.39 Special Events

Section 10.39.040 Conditions Affecting the Special Event Permit Process

- A. Reasonable and necessary conditions may be imposed with the issuance of the permit.
- B. Conditions imposed will ensure that the special event does not:
1. substantially interrupt public transportation or other vehicular and pedestrian traffic in the area of the proposed route;
 2. cause an unreasonable conflict with construction or development in the public right-of-way or at a public facility;
 3. require the diversion of police and fire personnel and equipment from their normal duties without provisions for such;
 4. interfere with the movement of police, fire, ambulance and other emergency vehicles on the streets; and
 5. interfere with any other special event for which a permit has already been granted.
- C. The use of a float requires a permit from the fire department and is subject to conditions set forth in the fire code.
- D. The use of ~~((beer gardens))~~ alcohol service area on public right of way is acceptable if following conditions have been met (this condition does not apply to ~~((beer gardens))~~ special events spaces in City parks and/or private property requiring a special event permit)
1. A Special Occasion License ~~((permit))~~ is required from the Washington Liquor and Cannabis Board. If minors will be present in the alcohol restricted area, the Special Occasion Application Addendum must be submitted to the Washington Liquor Cannabis Board with the Application for Special Occasion License.
 2. ~~((Beer garden))~~ The special event space must close by ~~((40))~~ 11 PM. If the Special Occasion Application Addendum has been submitted and minors are approved to be in the alcohol service area by the Washington State Liquor and Cannabis Board, the alcohol service area must close by 9:00 p.m. Minors under the age of 21 may be in the alcohol service area only as permitted by the Special Occasion License.

3. Liquor Endorsement must be included on insurance coverage.
4. ~~((Beer garden area must be clearly designated with a minimum of 4 foot high fencing surrounding the area; fencing, tables, chairs, etc. must be able to be removed quickly to allow passing of emergency vehicles.)).~~ The alcohol service area and special event area, including any entrances and exits, must be designed, arranged and operated according to the site requirements of the Special Occasion License.
5. The special event space must have ((G))clearly designated entrance/exit points. Any barriers must be capable of quick removal to allow entry and passage of emergency vehicles.
- ~~((6. Two uniformed security guards must be posted at every entrance/exit point unless deemed unnecessary.))~~
- ~~((7))~~ 6. No outside alcohol may be brought into ((beer garden)) alcohol service area or special event space and no alcohol may be removed from the alcohol service area.
8. ~~7. ((Wrist bands or other clearly visible identification system must be used to designate who is eligible to enter the beer garden area; no person under 21 will be allowed into the garden area)).~~ Event organizers shall employ wrist bands or other clearly visible non-transferable identification system to identify persons seeking alcohol service. Nothing in this section shall be deemed to require identification as a condition of entering the special event space or the alcohol service area.
- ~~((9. Only one beer garden allowed per event.))~~

Section 4. Chapter 10.39.050 of the Spokane Municipal Code is amended as follows:

Section 10.39.050 Denial of Permit – Revocation of Permit

- A. Denial. An application for special event permit will be denied if the applicant does not conform to the terms and conditions of this chapter. Denial of the special event permit shall be made in writing as soon as reasonably practicable. A special event permit shall not be denied on grounds relating to alcohol service when such events comply with SMC 10.39.040.D and are otherwise authorized under the Special Occasion License issued by the Washington State Liquor and Cannabis Board.
- B. Revocation. The issuing authority may revoke a special event permit and require the participants and spectators to disperse whenever the permittee is failing to satisfy the conditions or obligations under the special event permit or whenever the special event becomes an imminent danger to public safety or there is present a danger of substantial public disturbance or disorder.

Section 5. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 6. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

Passed by City Council March 4, 2024

Delivered to Mayor March 8, 2024

ORDINANCE C36497

An INTERIM ZONING ORDINANCE concerning the definition of Public Parking Lot in Title 17, and adding a new chapter 17C.415 to the Spokane Municipal Code.

WHEREAS, the Comprehensive Plan includes policies and goals to enhance pedestrian safety and access within and around designated centers and corridors, especially policies LU 2.2, LU 3.2, LU 4.1, LU 5.3, TR 6, and TR 18; and

WHEREAS, the City's Comprehensive Plan encourages a safe and walkable environment for pedestrians in Centers and Corridors; and

WHEREAS SMC Table 17C.122.070-1 refers to "Public Parking Lot" but that term is not defined in the SMC; and

WHEREAS, due to the lack of clarity in the Spokane Municipal Code regarding the term "Public Parking Lot," the City's Director of Planning and Economic Development issued an "Administrative Zoning Determination for Commercial Parking in Centers and Corridors," dated February 1, 2024, which administrative determination provides a definition for Public Parking Lot; and

WHEREAS, the Administrative Zoning Determination cites a need for clarification on the intended definition of a Public Parking Lot in the Spokane Municipal Code; and

WHEREAS, a definition for Public Parking Lot is necessary to support the effective administration of the zoning code; and

WHEREAS, the City is undergoing technical and housekeeping review of its zoning regulations which is likely to result in clarification of parking lot uses in Centers and Corridors, but such review is not likely to be complete for several months, and an interim ordinance is necessary to codify the administrative determination until completion of technical and housekeeping revisions to the Spokane Municipal Code later in 2024; and

WHEREAS, the City has complied with RCW 36.70A.370 in the adoption of this Ordinance, avoiding any unconstitutional taking of private property; and

WHEREAS, pursuant to RCW 36.70A.370, the council intends to hold a public hearing on this proposed interim zoning ordinance no later than April 22, 2024; and,

WHEREAS, prior to the City Council public hearing described in Section 5 of this ordinance, a legal notice of public hearing will be published in the Spokesman-Review newspaper; and

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its adoption of this ordinance.

NOW, THEREFORE, the City of Spokane does hereby ordain as follows:

Section 1. Interim Zoning Ordinance Adopted. An interim zoning ordinance is adopted as specified in Section 6 of this ordinance.

Section 2. Purpose. The purpose of this interim zoning ordinance is to provide a definition for Public Parking Lot, a term which is used in Title 17 but has no current definition.

Section 3. Duration of Interim Zoning Ordinance. This interim zoning ordinance shall be in effect until August 24, 2024, unless extended or cancelled at the public hearing described in Section 5 of this ordinance. It is anticipated that while this interim zoning ordinance is in effect the city will evaluate how to make these measures permanent pursuant to the public notice and participation process set forth in chapter 17G.025 of the Spokane Municipal Code.

Section 4. Work Plan. Pursuant to RCW 36.70A.390, a work plan for studies related to this ordinance shall include continued public participation and noticing pursuant to chapter 17G.025 SMC.

Section 5. Public Hearing. Pursuant to RCW 35.63.200 and 36.70A.390, the City Council will hold a public hearing on this interim zoning ordinance on April 22, 2024. Immediately after the public hearing, the City Council will adopt findings of fact on the subject of this interim zoning ordinance.

Section 6. New Section. That there is adopted a new Chapter 17C.405 of the Spokane Municipal Code, titled Interim Definition for Public Parking Lot, to read as follows:

Chapter 17C.415 Interim Definition for Public Parking Lot

Section 17C.415.010 Interim Definition for Public Parking Lot

A. Purpose.

This section provides a definition for Public Parking Lot, which is used in Title 17 without a specific definition. It also clarifies how Commercial Parking should be treated with respect to the Center and Corridor Zone Allowed Uses in SMC Table 17C.122.070-1.

B. Applicability.

The definitions of subsection (C) of this section apply to all of Title 17 SMC.

C. Definitions.

1. Public Parking Lot.

A parking area that is not accessory to another use and that is owned, operated, or maintained by the City or some other public agency.

Section 7. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 8. Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

Passed by City Council March 4, 2024
Delivered to Mayor March 8, 2024

Policies and Procedures

Notice: The previously published Public Rule, 4100-24-02, (Volume 114, Issue 9 of the Official Gazette) was published with the incorrect file number. The correct file number is LGL 2024-0024.

CITY OF SPOKANE DEPARTMENT FINANCE PUBLIC RULE AND REGULATION	RULE 0860-24-01 LGL 2024-0027 RES 2024-0017
TITLE: FINANCE – BUSINESS REGISTRATION RULES EFFECTIVE DATE: February 5, 2024 REVISION EFFECTIVE DATE: N/A	

1.0 GENERAL

1.1 This Public Rule is promulgated and published pursuant to SMC 8.01.250 and is necessary to carry out the provisions of Chapter 8.01 SMC. Appendix A, City of Spokane Business Registration Rules is incorporated herein sets out the Spokane City Business Registration Rules.

1.2 TABLE OF CONTENTS

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

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This public rule shall apply to all Business Licenses and Registrations, the Taxes and Licenses Department, the Office of Finance, Treasury for the City of Spokane.

3.0 REFERENCES

Chapter 8.01 SMC
SMC 8.01.250
RCW 36.71.090

4.0 DEFINITIONS

Not Applicable

5.0 POLICY

The Chief Financial Officer hereby adopts rules to administer and enforce the City's Business Licenses and Registrations and carry out the provisions of Chapter 8.01 SMC, as contained in Attachment A.

6.0 PROCEDURES

6.1 See Appendices

7.0 RESPONSIBILITIES

The Taxes and Licenses Department through the City's Office of Finance, Treasury and Administration Department shall administer this Public Rule and Policy.

8.0 APPENDICES

8.1 Appendix A – City of Spokane Business Registration Rules

APPENDIX A CITY OF SPOKANE BUSINESS REGISTRATION RULES

RULE 1: Lost or Replaced Registrations or Licenses.

RULE 2: Interpreter of the Ordinance.

RULE 3: Insurance Business.

RULE 4: Real Estate Brokers and Salesman.

RULE 5: Occasional Sales From a Temporary Location.

RULE 6: Sellers.

RULE 7: Persons engaging in Business. Employees

RULE 8: Building Trades.

RULE 9: Engaging in Business with the City – Exemption.

RULE 10: Exemption for Farmers & Gardeners Peddling Own Produce

The following rules are applicable to the Spokane City Business Registrations ordinances. They have been promulgated and published by the City of Spokane's Chief Financial Officer, pursuant to SMC § 8.01.250.

(Licensing/Registration is conducted by DOR).

RULE 1: Lost or Replaced Registrations or Licenses.

The City of Spokane no longer provides replacement licenses. Licenses can be reprinted from DOR.

RULE 2: Interpreter of the Ordinance.

The Department of Taxes and Licenses of the City of Spokane shall be the official interpreter of the business tax and registration code. All questions concerning the tax shall be submitted to it in writing and the opinion of the Department shall be binding upon the taxpayer.

RULE 3: Insurance Business.

Under the provisions of RCW 48.14.020, the State of Washington has pre-empted the field of imposing excise or privilege taxes upon insurers and insurance agents, other than title insurers.

In conformity with this statute, licensed insurers, and licensed insurance agents, other than title insurers, are not subject to the City license fee under the terms of Spokane Municipal Code Ch. 8.01. Licensed insurers and agents exempted by ordinance may, at their option, pay a sum equal to the tax.

Licensed insurers and licensed insurance agents who offer for sale mutual funds or other non-exempt products or services shall be subject to the City license fee.

The words, "adjuster," "broker," and "solicitor," as used herein, mean respectively, a person licensed as such under the provisions of Ch. 48.17 RCW.

Every person acting in the capacity of insurance adjuster, broker, or solicitor is presumed to be engaging in business and is taxable under Ordinance No. C-26861, unless such person is a bona fide employee. The burden is upon such person to establish the fact of his status as an employee. (See Rule 7 Employees)

The fact that a person is registered with the State of Washington Department of Revenue, and thereby is subject to the State B & O Tax, is conclusive evidence of the independent conduct of business requiring the payment of a license fee hereunder. (RCW 82.04.060 (14))

RULE 4: Real Estate Brokers and Salesmen

As used herein:

The terms "real estate broker" and "real estate salesman" mean, respectively, a person licensed as such under the provisions of Chapter 18.85 RCW.

A real estate broker is engaged in business as an independent contractor and is taxable under Ch. 8.01 SMC.

GENERAL LICENSE CODE

RULE 5: Occasional Sales From A Temporary Location.

Any school group conducting an occasional sale from a temporary location shall be exempt from both the Business Registration and Itinerant vendor Registration when the proceeds from such sale are used for school related activities.

RULE 6: Sellers.

Sellers on commission shall be subject to the business tax as independent agents unless their company pays them a salary and withholds federal income tax.

RULE 7: Persons engaging in business. Employees.

SMC Ch. 8.01 imposes registration fees upon persons engaged in business but not upon persons acting solely in the capacity of employees.

The question of whether a person is engaged in business or is acting in the capacity of an employee is not always readily determinable. The following rules may, however, be accepted as a guide but are not necessarily controlling in individual cases. In cases of doubt, all the facts should be submitted to the Department of Taxes and license for a specific ruling.

A. Persons Engaging in Business

A person engaging in business is generally one who holds their self out to the public as engaging in business either in respect to dealing in real or personal property or in respect to the rendition of services; one to whom gross income of the business inures; one upon whom liability for losses lies or who bears the expense of conducting a business; one, generally, acting in an independent capacity, whether or not subject to immediate control and supervision by a superior, or one who acts as an employer and has employees subject to his control and supervision.

Persons employed by retailers or wholesalers and selling on their own account tangible personal property of a type sold by their employers, are deemed to be engaging in business and must purchase a business license.

B. Employees

An employee is an individual whose entire compensation is fixed at a certain percentage of the business obtained by such employee, payable in all events; one who has no direct interest in the income or profits of the business other than a wage or commission; one who has no liability for the expenses of maintaining an office or place of business, for other overhead or for compensation of employees; one who has no liability for losses or indebtedness incurred in conducting the business; one whose conduct with respect to services rendered, obtaining of, or transacting business, is supervised or controlled by the employer. A corporation, joint venture, or any group of individuals acting as a unit, is not an employee.

Persons who furnish equipment on a rental basis and furnish operators thereof, are presumed to be engaging in business and not to be employees. Likewise, persons who furnish materials and the labor necessary in the placing or fabricating thereof are also presumed to be engaging in business and not to be employees. The burden of proof will be upon such persons to show otherwise.

The fact that a person is construed to be an employee under the provisions of the State Unemployment Compensation Act or the Federal Social Security Act, does not conclusively establish such person as an employee.

RULE 8: Building Trades.

Persons regularly performing odd job carpentry, painting or paperhanging, plumbing, bricklaying, electrical work, etc., for the public generally are presumed to be engaging in business. The burden of proof is upon such persons to show otherwise. Here it is immaterial whether the working person is paid by the job, by the day, or by the hour it is likewise immaterial that the working person may supply labor only, any materials used being supplied by the property owner.

RULE 9: Engaging in Business with the City—Exemption.

SMC 8.01.070 states that no person may engage in business in the City or “with the City” without first having obtained a business license. Businesses shall not be deemed to engage in business with the City”, for purposes of SMC 8.01.070 if:

1. the business dealing arises solely as a result of a contract or service agreement with the City of Spokane, initiated by the City, and the business does not otherwise engage in business in or with the City, and
2. the business does not have contracts with the City in any calendar year with an accumulated value exceeding \$12,000.

To qualify as exempted under this rule, a business must certify to the City’s Department of Taxes and Licenses that it neither solicits nor conducts any other business activities within the City and that the business contact with the City was initiated by the City.

The Chief Financial Officer, or designee, may rely upon a copy of the City’s contract with any person or entity to determine if the person or entity does not qualify for the exemption under this rule.

RULE 10: Exemption for Farmers & Gardeners Peddling Own Produce

Pursuant to RCW 36.71.090, there is an exemption from the City’s business registration requirements for any farmer, gardener, or other person, to sell, deliver, or peddle any fruits, vegetables, berries, eggs or any farm produce or edibles raised, gathered, produced, or manufactured by such person. However, nothing in this section authorizes any person to sell, deliver, or peddle, without license, any dairy product, meat, poultry, eel, fish, mollusk, or shellfish where a license is required to engage legally in such activity.

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.

SUPERVISORY INFORMATION SYSTEMS ANALYST SPN 167 OPEN ENTRY

DATE OPEN: Monday, March 11, 2024

DATE CLOSED: Monday, March 25, 2024

SALARY: \$85,691.52 annual salary, payable bi-weekly, to a maximum of \$121,793.04

DESCRIPTION:

Under administrative direction, manages and supervises information delivery and support operations, functions and staff within the Information Technology department; assists the Director in planning, organizing and directing City centralized operations, applications programming and support, and related information technology services; recommends and implements policies and procedures pertaining to assigned functions; coordinates and supervises the staff and day-to-day operations of the assigned work unit; manages assigned technology projects; and acts in the absence of the Director when assigned.

DUTIES:

- Manages and supervises the application programming and support operations, functions and staff within the Information Delivery Services section of the ITSD Division/Department or within the Police and Fire Departments; assists in planning, organizing, directing, staffing and controlling the activities of assigned areas.
- Provides advanced technical support and direction regarding the development, enhancement and maintenance of applications programming and related information technology services; resolves difficult technical issues and problems; monitors workload statistics to plan capacity and other upgrades.
- Provides technical direction and leadership pertaining to City enterprise application systems; leads, participates in, and supports programming and development activities; develops and recommends job control processes to meet end-user requirements; ensures that job related deadlines are met.
- Recruits, selects, develops and trains assigned staff; assigns, directs, monitors and evaluates staff work; ensures adherence to policies, standards and procedures; identifies, recommends and arranges for staff development; recommends and initiates employee discipline as authorized.
- Develops and recommends policies and procedures for assigned areas; participates in technology strategic planning activities and identifies opportunities to develop and enhance operational efficiencies; evaluates and recommends new tools, equipment and methodologies to expedite and/or improve assigned processes.
- Coordinates and manages a wide range of complex information technology projects; reviews and recommends project goals and technical criteria; communicates with vendors and contractors to research products and services; develops requests for proposals; reviews and recommends vendor and contractor proposals; negotiates and administers assigned contracts and agreements; monitors and administers project budgets.
- Communicates and coordinates with other departments and divisions to help identify and achieve their information technology goals; facilitates discussions regarding business needs and objectives; analyzes and identifies system requirements; plans, develops and presents options and recommendations for technology solutions.
- Ensures the timely, accurate and prompt provision of customer service and monitors customer feedback; receives and resolves customer complaints; adjusts practices as needed.
- Assists the Director with the preparation, monitoring and administration of the operational unit budget; compiles and analyzes workload data; consults with other departments regarding their information technology needs and plans; prepares complex correspondence, reports and statistical summaries.
- Attends and participates in meetings; serves on committees and task forces; represents the City to groups and individuals as assigned; continuously communicates with the Director regarding the status of assigned projects, issues, goals and objectives.
- Monitors and analyzes legislation and trends pertaining to information technology; recommends technology changes and upgrades to ensure that City technology is efficient, current and in compliance with regulations.
- Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:**Open Entry Requirements**

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

- *Education:* Bachelor's degree from an accredited four-year college or university with major coursework in computer science, information systems or a related field.
- *Experience:* Six years of professional information technology experience that included the development, enhancement and administration of enterprise-level applications programming. One year of supervisory experience is required including the development of policies, procedures, standards and best practices for information delivery services. An equivalent combination of education, training, and experience may also be qualifying.
- *Licenses:* Valid driver's license or evidence of equivalent mobility.

NOTE: Incumbent must complete internal Supervisor Series training within 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, 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 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.

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.**

Training and Experience examination links with instructions will be emailed prior to 12:00 a.m. Pacific Time on the start date and will expire at 11:59 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from City of Spokane (info@governmentjobs.com).

- Applicants who apply and meet the minimum qualifications between Monday, March 11, 2024, and Monday, March 25, 2024, will test Thursday, March 28, 2024, through Tuesday, April 2, 2024.

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 6th day of March 2024.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

SUPERVISORY INFORMATION SYSTEMS ANALYST SPN 167
PROMOTIONAL

DATE OPEN: Monday, March 11, 2024

DATE CLOSED: Monday, March 25, 2024

SALARY: \$85,691.52 annual salary, payable bi-weekly, to a maximum of \$121,793.04

DESCRIPTION:

Under administrative direction, manages and supervises information delivery and support operations, functions and staff within the Information Technology department; assists the Director in planning, organizing and directing City centralized operations, applications programming and support, and related information technology services; recommends and implements policies and procedures pertaining to assigned functions; coordinates and supervises the staff and day-to-day operations of the assigned work unit; manages assigned technology projects; and acts in the absence of the Director when assigned.

DUTIES:

- Manages and supervises the application programming and support operations, functions and staff within the Information Delivery Services section of the ITSD Division/Department or within the Police and Fire Departments; assists in planning, organizing, directing, staffing and controlling the activities of assigned areas.
- Provides advanced technical support and direction regarding the development, enhancement and maintenance of applications programming and related information technology services; resolves difficult technical issues and problems; monitors workload statistics to plan capacity and other upgrades.

- Provides technical direction and leadership pertaining to City enterprise application systems; leads, participates in, and supports programming and development activities; develops and recommends job control processes to meet end-user requirements; ensures that job related deadlines are met.
- Recruits, selects, develops and trains assigned staff; assigns, directs, monitors and evaluates staff work; ensures adherence to policies, standards and procedures; identifies, recommends and arranges for staff development; recommends and initiates employee discipline as authorized.
- Develops and recommends policies and procedures for assigned areas; participates in technology strategic planning activities and identifies opportunities to develop and enhance operational efficiencies; evaluates and recommends new tools, equipment and methodologies to expedite and/or improve assigned processes.
- Coordinates and manages a wide range of complex information technology projects; reviews and recommends project goals and technical criteria; communicates with vendors and contractors to research products and services; develops requests for proposals; reviews and recommends vendor and contractor proposals; negotiates and administers assigned contracts and agreements; monitors and administers project budgets.
- Communicates and coordinates with other departments and divisions to help identify and achieve their information technology goals; facilitates discussions regarding business needs and objectives; analyzes and identifies system requirements; plans, develops and presents options and recommendations for technology solutions.
- Ensures the timely, accurate and prompt provision of customer service and monitors customer feedback; receives and resolves customer complaints; adjusts practices as needed.
- Assists the Director with the preparation, monitoring and administration of the operational unit budget; compiles and analyzes workload data; consults with other departments regarding their information technology needs and plans; prepares complex correspondence, reports and statistical summaries.
- Attends and participates in meetings; serves on committees and task forces; represents the City to groups and individuals as assigned; continuously communicates with the Director regarding the status of assigned projects, issues, goals and objectives.
- Monitors and analyzes legislation and trends pertaining to information technology; recommends technology changes and upgrades to ensure that City technology is efficient, current and in compliance with regulations.
- Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

Promotional Requirements:

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

- *Experience:* Two years of experience in the classification of Senior Information Analyst (SPN 166) and fully meets minimum qualifications.

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

Open Entry Requirements

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

- *Education:* Bachelor's degree from an accredited four-year college or university with major coursework in computer science, information systems or a related field.
- *Experience:* Six years of professional information technology experience that included the development, enhancement and administration of enterprise-level applications programming. One year of supervisory experience is required, including the development of policies, procedures, standards and best practices, for information delivery services. An equivalent combination of education, training, and experience may also be qualifying.
- *Licenses:* Valid driver's license or evidence of equivalent mobility.

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) and performance evaluation (PAR), with scoring weight assigned as follows:

- T&E 80%
- PAR 20%

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 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.

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.**

Training and Experience examination links with instructions will be emailed prior to 12:00 a.m. Pacific Time on the start date and will expire at 11:59 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from City of Spokane (info@governmentjobs.com).

- Applicants who apply and meet the minimum qualifications between Monday, March 11, 2024, and Monday, March 25, 2024, will test Thursday, March 28, 2024, through Tuesday, April 2, 2024.

PROMOTIONAL EVALUATION DETAILS:

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

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

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 6th day of March 2024.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

INDUSTRIAL ELECTRICIAN SPN 602
OPEN ENTRY

DATE OPEN: Monday, March 11, 2024**DATE CLOSED: Monday, March 25, 2024****SALARY: \$61,637.76 annual salary, payable bi-weekly, to a maximum of \$101,497.68****DESCRIPTION:**

Performs industrial electrician journey level work in the modification, construction, installation, maintenance and repair of electrical systems and equipment in a City plant.

DUTIES:

- Installs, alters, maintains and repairs electrical wiring systems, fixtures, and other electrical equipment up to 13,200 volts.
- Troubleshoots, dismantles, cleans, repairs, and replaces motor and generator parts. Performs electrical and some mechanical work on various electrical machinery and equipment.
- Designs, installs, maintains, and repairs electrical wiring conduits and raceways.
- Maintains and repairs transformer substations with a capacity of up to 13,200 volts.
- Troubleshoots and repairs 3 Phase power systems and inverters.
- Inspects and maintains battery operated electrical systems, such as electric scissors lifts, emergency lighting, and electric carts.
- Performs preventive maintenance (PM) on a regular basis.
- Troubleshoots and repairs VFD control motors, pumps, and cranes; troubleshoots, operates, and maintains switch gear up to 13,200 volts.
- Operates City vehicles, forklifts, scissor lifts, and other equipment as required.
- Uses various power and hand tools as needed.

MINIMUM QUALIFICATIONS:**Open Entry Requirements:**

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

- *Education/Experience:* Two years of post-apprenticeship work experience in the maintenance and repair of industrial power distribution and control systems.
- *Licenses:*
 - o Possession of a general journeyman's electrician license as issued by the State of Washington.
 - o Possession of a valid driver's license.

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 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.

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.**

Training and Experience examination links with instructions will be emailed prior to 12:00 a.m. Pacific Time on the start date and will expire at 11:59 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from City of Spokane (info@governmentjobs.com).

- Applicants who apply and meet the minimum qualifications between Monday, March 11, 2024, and Monday, March 25, 2024, will test Thursday, March 28, 2024, through Tuesday, April 2, 2024.

The examination may include such subjects as:

- Electrical
- Safety & Occupational Hazards
- Teamwork

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 6th day of March 2024.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

IRRIGATION SPECIALIST SPN 610
OPEN ENTRY

DATE OPEN: Monday, March 11, 2024

DATE CLOSED: Monday, March 25, 2024

SALARY: \$45,539.28 annual salary, payable bi-weekly, to a maximum of \$71,534.88

DESCRIPTION:

Performs semi-skilled work installing, maintaining, and operating sprinkler systems.

DUTIES:

- Operates and maintains manual, hydraulic, and electronic sprinkler systems in gardens, parks, parkways, and islands.
- Assists in the installation of new sprinkler systems.
- Performs work in conjunction with the remodeling of systems currently in operation.
- Repairs and replaces sprinkler heads, controllers, timing devices, and related irrigation and sprinkler equipment.
- Assists plumbers with more difficult work essential to the installation and maintenance of sprinkler systems.
- Assists other tradesmen in the off-season.
- Works with galvanized and plastic pipe.
- Attaches vertical pipes and revolving sprinkler heads at designated points along pipeline.
- Observes revolving and stationary sprinklers to ensure uniform distribution of water to all areas.
- Inspects area irrigated to ensure adequate soaking and to prevent a waste of water.
- Programs and maintains large fountains.
- Maintains chlorinators, and performs routine maintenance work on re-circulatory systems at City swimming pools.
- Performs lead-worker functions when helpers are assigned.
- Operates automotive equipment and a two-way radio.
- Performs related work as required.

MINIMUM QUALIFICATIONS:**Open Entry Requirements:**

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

- *Experience:* Two years of experience installing, repairing, maintaining, and operating sprinkler systems such as found in parks, golf courses, school grounds and commercial applications.
- *License:* Possession of a valid driver's license.

License and Certifications:

(Employees in this job class must meet these requirements.)

- Irrigation Specialists assigned to the backflow prevention testing program must obtain a Backflow Assembly Tester certificate through the Washington State Department of Health within the probationary period. Employees must maintain this certificate while they hold this job class.

EXAMINATION DETAILS:

Candidates 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 written test with weights assigned as follows:

- Written 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 12:00 a.m. Pacific Time on the start date and will expire at 11:59 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from City of Spokane (info@governmentjobs.com).

- Applicants who apply and meet the minimum qualifications between Monday, March 11, 2024, and Monday, March 25, 2024, will test Thursday, March 28, 2024, through Tuesday, April 2, 2024.

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

- Irrigation Terminology and Definitions
- Sprinkler System Design and Installation
- Troubleshooting and Trade Related Knowledge
- Grounds Maintenance
- Safety

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 6th day of March 2024.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

**IRRIGATION SPECIALIST SPN 610
PROMOTIONAL**

DATE OPEN: Monday, March 11, 2024

DATE CLOSED: Monday, March 25, 2024

SALARY: \$45,539.28 annual salary, payable bi-weekly, to a maximum of \$71,534.88

DESCRIPTION:

Performs semi-skilled work installing, maintaining, and operating sprinkler systems.

DUTIES:

- Operates and maintains manual, hydraulic, and electronic sprinkler systems in gardens, parks, parkways, and islands.
- Assists in the installation of new sprinkler systems.
- Performs work in conjunction with the remodeling of systems currently in operation.
- Repairs and replaces sprinkler heads, controllers, timing devices, and related irrigation and sprinkler equipment.
- Assists plumbers with more difficult work essential to the installation and maintenance of sprinkler systems.
- Assists other tradesmen in the off-season.
- Works with galvanized and plastic pipe.
- Attaches vertical pipes and revolving sprinkler heads at designated points along pipeline.
- Observes revolving and stationary sprinklers to ensure uniform distribution of water to all areas.
- Inspects area irrigated to ensure adequate soaking and to prevent a waste of water.
- Programs and maintains large fountains.
- Maintains chlorinators, and performs routine maintenance work on re-circulatory systems at City swimming pools.
- Performs lead-worker functions when helpers are assigned.
- Operates automotive equipment and a two-way radio.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Promotional Requirements:

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

- *Experience:* Classified employees who have two years of experience installing, repairing, maintaining, and operating large sprinkler systems such as found in parks, golf courses, school grounds, and commercial applications may apply on a promotional basis.
- *License:* Possession of a valid driver's license.

License and Certifications:

(Employees in this job class must meet these requirements.)

- Irrigation Specialists assigned to the backflow prevention testing program must obtain a Backflow Assembly Tester certificate through the Washington State Department of Health within the probationary period. Employees must maintain this certificate while they hold this job class.

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

Open Entry Requirements:

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

- *Experience:* Two years of experience installing, repairing, maintaining, and operating sprinkler systems such as found in parks, golf courses, school grounds and commercial applications.
- *License:* Possession of a valid driver's license.

EXAMINATION DETAILS:

Candidates 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 written test with weights assigned as follows:

- Written Test 100%

IN-PERSON MULTIPLE CHOICE EXAMINATION DETAILS:

- Test Date: Thursday, March 28, 2023
- Test Time: 2:00 p.m.
- Test Location: Civil Service Test Room, 4th floor City Hall, 808 W Spokane Falls Blvd, Spokane, WA 99201
- Approximate Duration of Exam: 2 Hours
- The written test may include such subjects as:
 - o Irrigation Terminology and Definitions
 - o Sprinkler System Design and Installation
 - o Troubleshooting and Trade Related Knowledge
 - o Grounds Maintenance
 - o Safety

PROMOTIONAL EVALUATION DETAILS

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

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

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 6th day of March 2024.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

Maple Street Bridge North Bank Erosion Mitigation Engineering Services File No. 2022079

This project consists of the installation of approximately 20 CY of permeable ballast, 30 CY of 4" – 8" basalt rock, eight 3'x3'x3' gabion baskets, eight 18'± length soil nails, shotcreting, and other related miscellaneous items to correct an erosion issue beneath the north bank of the Maple Street Bridge.

The City of Spokane will receive bids until 1:00 p.m. April 1, 2024, 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.

The City of Spokane is using WSDOT's 2023 Standard Specifications for this project.

Pre-bid conference: Because of the unusual nature of this project, a prebid conference will be held at project site at 1:30 p.m. on Thursday, March 21, 2024. The project site can be accessed off of Summit Boulevard in Kendall Yards, just above the Maple Street tunnel beneath Summit Boulevard.

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: March 13, 20, & 27, 2024

**2024 Street Maintenance Curb Ramps
Engineering Services File No. 2023042**

This project consists of the construction of approximately 100 ADA accessible wheelchair ramps, including 2,600 linear feet curb removal and replacement, and 2,000 square yards of sidewalk, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. March 25, 2024, 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 the 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: March 6, 13, & 20, 2024

Notice for Bids

Supplies, Equipment, Maintenance, etc.

ON-GOING PUBLIC AUCTION SERVICES

City of Spokane

CITY RFP #6086-24
STA RFP #2024-10903

Description: On-Going Public Auction Services for the City of Spokane in a cooperative effort with Spokane Transit Authority, Spokane International Airport and Spokane Public Schools.

Bid Opening: Sealed electronic bids will be accepted until **Monday, April 8, 2024 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.procurement.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.procurement.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
City of Spokane Purchasing

Publish: March 13 & 20, 2024



