



# Official Gazette

## City of Spokane, Washington

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

Volume 115

JANUARY 15, 2025

Issue 3



### 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)

### The Official Gazette

(USPS 403-480)

Published by Authority of City Charter Section 39

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

Official Gazette Archive:  
<https://my.spokanecity.org/gazettes/>

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

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

### INSIDE THIS ISSUE

MINUTES	38
HEARING NOTICES	38
GENERAL NOTICES	39
JOB OPPORTUNITIES	40
NOTICES FOR BIDS	44

**The Official Gazette**

USPS 403-480

0% Advertising

Periodical postage paid at  
Spokane, WA**POSTMASTER:**

Send address changes to:

Official Gazette

Office of the Spokane City Clerk

808 W. Spokane Falls Blvd.

5th Floor Municipal Bldg.

Spokane, WA 99201-3342

**Subscription Rates:**

Within Spokane County:

\$9.90 per year

Outside Spokane County:

\$27.50 per year

**Subscription checks made****payable to:**

City Treasurer

**Address Change:**

Official Gazette

Office of Spokane City Clerk

808 W. Spokane Falls Blvd.

5th Floor Municipal Bldg.

Spokane, WA 99201-3342

# Minutes

**NOTICE****MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, January 6, 2025**

The minutes for the Monday, January 6, 2025, Spokane City Council Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, January 22, 2025, issue of the *Official Gazette*

# Hearing Notices

**UPDATED NOTICE OF PUBLIC HEARING**

**PROPOSED AMENDMENTS TO THE SPOKANE MUNICIPAL CODE RELATED TO THE  
BUILDING OPPORTUNITY FOR HOUSING PROJECT  
PROPOSED ORDINANCE C36629**

(Note: This is an update to the notice previously published in the December 24 and 31, 2024, issues of the *Official Gazette*.)

The City of Spokane City Council will hold a Public Hearing in a hybrid format on **Monday, January 27, 2025 beginning at 6 p.m.** in the Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Blvd. and virtually, to receive public testimony regarding proposed citywide amendments to SMC Chapters 17A.020.060, 17C.111.205, 17C.111.210, 17C.111.220, 17C.111.235, 17C.111.310, 17C.111.315, 17C.111.320, 17C.111.325, 17C.111.335, 17C.111.420, 17C.111.450, 17C.230.020, 17C.230.100, 17C.230.110, 17C.230.120, 17C.230.130, 17C.230.140, 17G.080.040, and 17G.080.065. Information about the City Council agenda and how to join the meeting and testify is available on the City's website:

<https://my.spokanecity.org/citycouncil/meetings/>

Public testimony on these applications will be taken at the hearing and will be made part of the record. Written comments and oral testimony at the public hearing will be made part of the public record. **Only the applicant, persons submitting written comments, and persons testifying at the hearing may appeal the decision.** Any person may submit written comments on the proposed action or request additional information by contacting:

*City of Spokane, Planning Services & Economic Development*

*Ryan Shea, Planner II, 808 W. Spokane Falls Blvd., Spokane, WA 99201*

*(509) 625-6500; [rshea@spokanecity.org](mailto:rshea@spokanecity.org)*

**Description of Proposal:** The proposal will make changes to the above referenced sections of Spokane's Unified Development Code (Title 17) to correct, clarify, and adjust standards to enable more flexibility in response to development applications and to create consistency with changes made to off-street parking standards.

**Location:** Citywide

**SEPA:** A SEPA Checklist for this non-project action has been submitted. A Determination of Non-Significance (DNS) was issued on October 30, 2024, under WAC 197-11-340(2); the lead agency did not act on this proposal for at least a 14-day comment period which ended November 13, 2024.

**To learn more:** Project webpage: <https://my.spokanecity.org/projects/building-opportunity-for-housing-follow-up-code-amendments/>

**More information on the process:** The City Council may hold discussion on the proposed ordinance during its Agenda Review Session on Monday, January 13, 2025, at 3:30 p.m. There is no public testimony at the Agenda Review Session. A 1<sup>st</sup> reading of the ordinance will occur on Monday, January 13, 2025, at 6 p.m. A final reading and hearing for the ordinance will occur on the evening of Monday, January 27, 2025, at 6 p.m. Public testimony will be taken at both the first reading and hearing. The City Council may continue this public hearing to a following meeting at their discretion.

**How to Attend the Meeting:** The Public can attend the meeting in-person in the City Council Chambers at 808 W Spokane Falls Blvd. People may also attend online or call in by phone to hear and testify. Access the **meeting link** and **call-in information** at the agenda posted in advance on the City Council website: <https://my.spokanecity.org/citycouncil/meetings/>

**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 [mLOWmaster@spokanecity.org](mailto:mLOWmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Publish: January 8 and 15, 2025

# General Notices

## NOTICE SEIZED PERSONAL PROPERTY ONLINE AUCTION January 22nd, 2025

This is to provide notification that there will be an online auction of Spokane Police Department seized personal property. The online auction will be held January 22, 2025 and available items will be sold through J. Stout Auctions, at the following link: <https://www.jstoutauction.com/spokane-washington-location/> To view a complete list of auction items, visit the Spokane Police Department Property Evidence Facility's website at the following link: <https://my.spokanecity.org/police/information/evidence-facility/>.

**Publish: January 15, 2025**

---

### Regular Meeting Notice/Agenda The Civil Service Commission 9:30 AM – January 21, 2025

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 January 21, 2025, 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](mailto:civilservice@spokanecity.org) or request by 5:00 P.M. the day before the meeting, (Monday, January 20, 2025) so the Commission can make arrangements for you to participate telephonically at the meeting.

DATED THIS 8<sup>th</sup> DAY OF JANUARY 2025.

**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 [mLOWmaster@spokanecity.org](mailto: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.

---

**Agenda**  
**Regular Meeting of the Civil Service Commission**  
 9:30 AM – January 21, 2025  
 City Hall – City Council Chambers – Lower Level  
 808. W Spokane Falls Blvd., Spokane, WA 99201

1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF MINUTES**
  - a. October 15, 2024, Minutes
3. **CHIEF EXAMINER UPDATE**
4. **NEW BUSINESS**
  - a. Mayor Brown Presentation
  - b. Resolution 2025-01: Classification Actions
  - c. Resolution 2025-02: Request to Void Current Firefighter Eligible List
  - d. 2025 Work Plan Presentation
5. **OTHER BUSINESS**
6. **ADJOURN**

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

# Job Opportunities

We are an equal opportunity employer and value diversity within our organization. We do not discriminate on the basis of race, religion, color, national origin, gender identity, sexual orientation, age, marital status, familial status, genetic information, veteran/military status, or disability status.

**AMENDMENT**

**AMENDMENT**

**AMENDMENT**

**ASSOCIATE TRAFFIC ENGINEER**

SPN 252

Announcement of 06/05/2024)

The above titled announcement is hereby amended to read:

**Closing Date: Monday, January 20<sup>th</sup>, 2025**

---

**FIRE PROTECTION ENGINEER SPN 334**  
Open Entry

**DATE OPEN: Monday, January 13, 2025**

**DATE CLOSED: Monday, February 10, 2025**

**SALARY: \$97,342.56 annual salary, payable bi-weekly, to a maximum of \$137,223.36**

**DESCRIPTION:**

Performs responsible supervisory work and or specialized professional plan examination work in connection with reviewing plans and specifications of proposed buildings and structures and site development for conformance with City Building and Fire Codes and accepted engineering practices.

**DUTIES:**

- Reviews and approves plans and specifications of proposed buildings, structures, and site developments. Performs engineering calculations and evaluates layout and design proposals to assure compliance with policies, standards, procedures, and codes. Authorizes the issuance of Fire Department permits.
- Provides instruction, advice, and guidance to subordinates and associates on the proper methods of reviewing designs for buildings, fire protection and life safety systems. Assists in developing plan checking and inspection policy. Assists the inspection staff regarding more technical code interpretations and problems.

- Consults with, and provides counsel and advice to, architects, engineers, developers, property owners, and contractors regarding interpretation and conformity with codes and regulations. Evaluates performance based engineering proposals for fire and building code equivalencies and makes determinations as to effectiveness of achieving anticipated results.
- Inspects proposed developments and existing buildings. Submits reports and recommendations on building conditions and interpretation of code requirements necessary for construction projects.
- Advises and assists private and public organizations in safeguarding life and property against fire, explosion, and related hazards. Studies industrial, mercantile, and public buildings, and other property before construction, considering such factors as, fire resistance of construction, occupancies and storage array of contents in buildings, water supplies and delivery, and egress requirements.
- Reviews materials or equipment, such as building components protection, fire-detection equipment, fire alarm systems, and fire extinguishing devices and systems, and advises on location, handling, installation, and maintenance. Reviews materials, equipment, or methods for alleviation of conditions conducive to fire.
- Evaluates laws, ordinances, and regulations affecting fire prevention, fire protection systems, life safety systems, fire or life safety, and recommends modifications to or creation of new regulations.
- Performs related work as required.

#### MINIMUM QUALIFICATIONS:

##### Open Entry Requirements:

- *Licenses & Certifications:*
  - ◇ Licensed Professional Engineer – Fire Protection Engineer. If current licensure is from another state, Washington State license must be obtained during the probationary period.
  - ◇ All applicants must possess a valid driver's license or evidence of equivalent mobility.

#### EXAMINATION DETAILS:

For information on what to expect with the hiring process, a test information guide, and frequently asked questions, please visit our website.

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire.

**Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.**

Upon request, at time of application, City of Spokane will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

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

- T&E 100%

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.** Reservations can also be made through your local, public library.

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, January 13, 2025, and Monday, January 27, 2025, will test Thursday, January 30, 2025, through Tuesday, February 4, 2025.
- Applicants who apply and meet the minimum qualifications between Monday, January 27, 2025, and Monday, February 10, 2025, will test Thursday, February 13, 2025, through Tuesday, February 18, 2025.

#### 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.

**Test Subjects May Include:**

- Training: Licenses and Certifications
- Experience: Plan Review, Public Sector Projects, Fire Protection, Fire Code Application, Collaboration, Alternate Methods and Materials, Engineering Analysis

**TO APPLY:**

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

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 8th day of January 2025.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

---

**FACILITIES MAINTENANCE FOREPERSON SPN 697**  
Promotional

**DATE OPEN: Monday, January 13, 2025**

**DATE CLOSED: Monday, January 27, 2025**

**SALARY: \$57,378.24 annual salary, payable bi-weekly, to a maximum of \$94,523.76**

**DESCRIPTION:**

Performs supervisory work over a large crew or several small crews; depending on department or area of assignment, work supervised may include maintenance, cleanup, repair, construction, restoration, or abatements of City-owned or private properties.

**DUTIES:**

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

- Organizes, assigns, inspects, and participates in the work of regular and seasonal employees engaged in a particular specialty area of maintenance, cleanup, repair, construction, restoration, or abatements of facilities, structures, recreation areas, grounds, lots, etc.
- Hires, trains, and conducts annual evaluations of subordinate personnel. Provides guidance and corrective action for employees as required. Recruits, hires, trains, and dismisses temporary employees. Schedules staffing and coordinates activities of work crews; directs preparation and recovery during project work. Establishes priorities and safety guidance for staff; conducts regular safety meetings and training. Develops and maintains standard operational procedures for each position within the work group.
- In the Parks Department, multiple assignments each include several of the following areas: Supervises seasonal or periodic opening, closing and cleanup of facilities, parks and City-owned properties. Directs planting, mowing, weed control, and irrigation. Supervises maintenance of recreation facilities such as playgrounds, sports fields, etc. Supervises horticultural work in gardens and other public areas. Plans and directs upkeep of buildings, paths, and parking areas, including litter and graffiti removal, homeless camp cleanup, and snow removal. Performs planning and setup for capital projects and manages project work.
- In the Water Department, multiple functions include planning and directing snow removal from facilities, parking lots, sidewalks, walkways, and other public areas; planning, directing, and advising others on asphalt and concrete removal and replacement locations and practices, and directing mowing, weed control, and irrigation of assigned areas. Constructs and maintains Community Gardens and assists other departments with tree and vegetation planting, etc.
- In Code Enforcement, duties include oversight of litter control activities including cleaning of the downtown corridor, illegal dumps, the homeless encampment program, code-related abatements, graffiti removal, etc. Responds to related citizen complaints. Coordinates work with Enforcement Specialists, Police Officers, and leadership directives.
- Coordinates repair and prevention of vandalism and/or other abuse or misuse of City or private property. Provides pertinent information to police and social services.
- Coordinates activities with other supervisors and contractors. Keeps time, material, work, profit/loss, and other required records. Determines appropriate billing for services performed. Makes necessary reports. Inspects repairs and approves contractor payments. Reviews and evaluates program performance and recommends improvements.

- Assists in the preparation of preliminary budget estimates. Manages and tracks budget for assigned areas. Approves work orders, purchase orders, and credit purchases. Ensures proper maintenance of vehicles and equipment. Issues tools, supplies, and materials.
- Reviews development plans that impact assigned functions. Reads maps, blueprints, drawings, and specifications. Prepares bills of materials; prepares cost estimates on remodeling and new projects. Solicits vendors for minor contract bids.
- Meets with customers/public to address questions, problems, and complaints, and handles various correspondences. Investigates issues and provides resolution.
- Performs related work as required.

**MINIMUM QUALIFICATIONS: Promotional Requirements:**

- *Experience:* One year as a Labor Foreperson (SPN 505) or two years as a Laborer II (SPN 502) or higher laboring classification with experience in work direction of classified employees in City facilities maintenance work.
- *Licenses and Certifications:*
  - ◇ Applicants must possess a valid driver's license.
  - ◇ Employees must possess or obtain any certifications or licenses required for the work performed: If required, must obtain First Aid card within 90 days of appointment, Public Operator Pesticide License within six months, flagging certification within one year, CDL as required for operating heavy vehicles, etc.

**EXAMINATION DETAILS:**

For information on what to expect with the hiring process, a test information guide, and frequently asked questions, please visit our website.

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire.

**Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.**

Upon request, at time of application, City of Spokane will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

The examination will consist of an online multiple-choice and short answer examination, with scoring weight assigned as follows:

- Multiple-choice & Short Answer Examination 100%

**MULTIPLE-CHOICE & SHORT ANSWER EXAMINATION DETAILS:**

- Test Date: Thursday, January 30, 2025
- Test Time: 9:00 A.M.
- Test Location: Civil Service Test Room, 4th Floor, City Hall
- Approximate Duration of Exam: 2 hours and 30 minutes
- The examination may include such subjects as:
  - ◇ Supervision
  - ◇ Computer Skills
  - ◇ Safety
  - ◇ Interpersonal Skills
  - ◇ Facilities Maintenance

**NOTE: Please be advised that additional sessions may be scheduled based on the number of applicants.**

**TO APPLY:**

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

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 8th day of January 2025.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

### CALL FOR BIDS

DESMET AVENUE AND SUPERIOR STREET SEWER REROUTE  
Engineering Services File No. 2020079

This project consists of the replacement of approximately 700 linear feet of 10-inch PVC and 100 linear feet of restrained joint C900 sewer line crossing the Centennial Trail and BNSF railroad, sewer manhole structures, a cased jack and bore crossing under BNSF railroad, asphalt replacement, sidewalk improvements, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. February 3, 2025, 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 Construction Management Office 998 East North Foothills Drive Spokane, WA 99208. Hand delivered bids shall be delivered to the first floor of the Construction Management Office 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.

**Please note the location change for bid delivery as of June 2024; the gate entrance is off North Foothills Drive. See Map:** <https://static.spokanecity.org/documents/business/bidinfo/construction-management-office-location.pdf>

**Construction Management Office  
998 East North Foothills Drive  
Spokane, WA 99208**

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

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

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

Cashier's check, a certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within TEN (10) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

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

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2024 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: January 15, 22, and 29, 2025



**CALL FOR BIDS**  
**Scott Elementary Safe Routes to School**  
Engineering Services File No. 2023120

This project consists of the construction of approximately, 3,200 linear feet of sidewalk, 3200 linear feet of curb or curb and gutter, 15 drainage structures, 2,150 square yards of HMA pavement repair, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. **February 3, 2025**, 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 Construction Management Office 998 East North Foothills Drive Spokane, WA 99208. Hand delivered bids shall be delivered to the first floor of the Construction Management Office 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.

**Please note the location change for bid delivery as of June 2024; the gate entrance is off North Foothills Drive. See Map:** <https://static.spokanecity.org/documents/business/bidinfo/construction-management-office-location.pdf>

**Construction Management Office**  
**998 East North Foothills Drive**  
**Spokane, WA 99208**

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.

Publish: January 15, 22, and 29, 2025

---

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

**PW INVITATION TO BID**  
**Water Meter Test Bench – Water Department**  
Water & Hydroelectric Department  
**PW ITB #6258-24**

**Description:** *The City of Spokane Water & Hydroelectric Department, is soliciting electronic bids for the removal and installation of a new Water Meter Test Bench.*

**Bid Opening:** Sealed electronic bids will be accepted until **Monday, February 3rd, 2025, at 1:00pm**. Bids will be publicly opened at 1:15pm. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

The Public Work Invitation to Bid document is available for download through the City of Spokane's online procurement system <https://spokane.procureware.com>. Registration is required to view and download this solicitation. Solicitation documents will not be mailed, e-mailed, or provided in person.

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

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

All Proposal documents shall be submitted electronically through the City of Spokane's online procurement system **no later than 1:00 p.m. on Monday, February 3rd<sup>th</sup> 2025**. Hard copy and/or late submittals will not be accepted. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals submitted late.

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

Tanya Lester  
Purchasing Department

Publish: January 15 and 22, 2025

---

**REQUEST FOR PROPOSALS #6265-25**  
**Traffic Data Collection On-call Services**  
City of Spokane Integrated Capital Management

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

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, FEBRUARY 3, 2025**. Hard copies, emails, and late submittals will not be accepted.

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

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

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

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, FEBRUARY 3, 2025**. For the link to attend virtually, visit the City's Purchasing website at <https://my.spokanecity.org/administrative/purchasing/>. 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 #.

This project may be funded by federal and state grant monies. Firms are warned to take into consideration applicable federal requirements in making their Proposal and performing the work.

**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](mailto:mlowmaster@spokanecity.org). Persons who are deaf, hard of hearing, deaf-blind, and speech disabled may contact Risk Management through the Washington Relay Service at 7-1-1 forty-eight (48) hours before the meeting date.

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

Publish: January 8, 15, and 22, 2025

---

**REQUEST FOR QUALIFICATIONS #6293-25**  
**Clean Building Act (CBA) Compliance Assurance Services**  
City of Spokane Facilities Department

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

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, FEBRUARY 3, 2025**. Hard copies, emails, and late submittals will not be accepted.

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

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

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

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, FEBRUARY 3, 2025**. For the link to attend virtually, visit the City's Purchasing website at <https://my.spokanecity.org/administrative/purchasing/>. 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 #.

This project may be funded by federal and state grant monies. Firms are warned to take into consideration applicable federal requirements in making their Proposal and performing the work.

**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 [mlovmaster@spokanecity.org](mailto:mlovmaster@spokanecity.org). Persons who are deaf, hard of hearing, deaf-blind, and speech disabled may contact Risk Management through the Washington Relay Service at 7-1-1 forty-eight (48) hours before the meeting date.

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

Publish: January 8, 15, and 22, 2025

---

**Building Addition, Equipment Installation, and Valve-and-Piping Installation**  
Solid Waste Disposal – Waste to Energy Facility  
**#PW ITB 6298-25**  
**INVITATION TO BID NOTICE**

**Description:** The City of Spokane is soliciting electronic bids for Building Addition, Equipment Installation, and Valve-and-Piping Installation project.

**Mandatory Pre-Bid Conference:** A MANDATORY pre-bid conference will be held on TUESDAY, February 4, 2025 AT 10:00 am. The location will be at the Spokane Solid Waste Disposal, Waste To Energy Facility, Admin Office, 2900 S. Geiger Blvd, Spokane WA 99224. **Only those vendors who attend the Mandatory Pre-Bid Conference will be able to bid on this project.**

**Mandatory Pre-Bid Conference:** Note: To have access to or receive copies of proprietary drawings, Bidders will be required to present a signed copy of the City of Spokane, Non-Disclosure Agreement (NDA), pages 15 and 16 of the bid document. Bidders attending the Mandatory Pre-Bid Conference who do not bring a signed copy of the NDA to present at the Mandatory Pre-Bid Conference, will be required to complete NDA prior to being granted access or receiving copies of proprietary drawings. Only those vendors who attend the Mandatory Pre-Bid Conference will be able to bid on this project, and those bidders who submit a bid must also submit a signed copy of NDA with its bid response.

**Bid Opening:** Electronic Bids will be unsealed at the 1:15 p.m. public bid opening via Microsoft Teams platform on MONDAY, FEBRUARY 24, 2025, for Building Addition, Equipment Installation, and Valve-and-Piping Installation project. To watch the City of Spokane Bid Opening Meeting, go to our website: <https://my.spokanecity.org/administrative/purchasing> and then click on the “join meeting” link on the right-hand side of the page. Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

The Invitation to Bid document is available for download through the City of Spokane’s online procurement system <https://spokane.procreware.com>. Registration is required to view and download this solicitation. Solicitation documents will not be mailed, e-mailed, or provided in person. It is the responsibility of Proposers to check the City of Spokane’s online procurement system identified above for Addenda or other additional information that may be posted regarding this Invitation for Bids. Questions from potential Proposers will be accepted through the “Clarifications” tab under the associated project number in the online procurement system.

All Proposal documents shall be submitted electronically through the City of Spokane’s online procurement system **no later than 1:00 p.m. on Monday, February 24, 2025**. Hard copy and/or late submittals will not be accepted. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals submitted late.

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

Rick Rinderle  
Purchasing Department

Publish: January 15 and 22, 2025

---

**PW INVITATION TO BID**  
**SPOKANE POLICE ACADEMY ADDITION**  
City of Spokane Facilities Department  
**PW ITB #6304-25**

**Description:** The City of Spokane is soliciting electronic bids for the Spokane Police Department Addition.

**Mandatory Pre-Bid Conference:** Thursday, January 16, 2025 at 9:00 am at Spokane Police Academy, 2302 N Waterworks St., Spokane WA. Only those vendors who attend the Mandatory Pre-Bid Conference will be able to bid on this project.

**Bid Opening:** Sealed electronic bids will be accepted until **Monday, January 27, 2025, 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.

The Public Work Invitation to Bid document is available for download through the City of Spokane's online procurement system <https://spokane.procurement.com>. Registration is required to view and download this solicitation. Solicitation documents will not be mailed, e-mailed, or provided in person.

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

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

All Proposal documents shall be submitted electronically through the City of Spokane's online procurement system **no later than 1:00 p.m. on Monday, January 27, 2025**. Hard copy and/or late submittals will not be accepted. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals submitted late.

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

Thea Prince  
City of Spokane Purchasing

Publish: January 8 and 15, 2025

---



