



Official Gazette

City of Spokane, Washington

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

Volume 115

MARCH 26, 2025

Issue 13



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

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Minutes

NOTICE**MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, March 17, 2025**

The minutes for the Monday, March 17, 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, April 2, 2025, issue of the *Official Gazette*.

STANDING COMMITTEE MINUTES**City of Spokane****Finance and Administration Committee****City Hall (808 W. Spokane Falls Blvd), Council Chambers****February 24, 2025****Call to Order: 12:00 PM**

Recording of the meeting may be viewed here: Spokane City Council

Attendance

Committee Members Present:

Council Member Paul Dillon (Chair), Council Member Micheal Cathcart, Council Member Kitty Klitzke, Council President Betsy Wilkerson

Agenda Items**Public Testimony****Discussion Items**

1. 2023 Accountability Audit Exit Conference
 - ◇ No Action Taken; Discussion & Presentation Only
2. Joint Resolution Regarding Airport Property Sale
 - ◇ No Action Taken; Discussion & Presentation Only
3. Presentation – Washington Hospitality Association
 - ◇ No Action Taken; Discussion & Presentation Only
4. Visit Spokane Update
 - ◇ No Action Taken; Discussion & Presentation Only
5. ARCH – Technical Services for PMO & IT Projects
 - ◇ No Action Taken; Discussion & Presentation Only
6. Oracle's Peoplesoft and Database Annual Support
 - ◇ No Action Taken; Discussion & Presentation Only
7. Volt – Technical Services for PMO & IT Projects
 - ◇ No Action Taken; Discussion & Presentation Only
8. Leading Pedestrian Intervals/No Turn on Red
 - ◇ No Action Taken; Discussion & Presentation Only
9. Public works Board Loan for Francis and Assembly Intersection
 - ◇ No Action Taken; Discussion & Presentation Only
10. Amending Tourism and Cultural Investment Grant Award
 - ◇ No Action Taken; Discussion & Presentation Only
11. Amending Tourism and Cultural Investment Grant Award
 - ◇ No Action Taken; Discussion & Presentation Only
12. Ordinance Revision to SMC CH. 13.08
 - ◇ No Action Taken; Discussion & Presentation Only
13. Ordinance Revision – Street Cost Recovery
 - ◇ No Action Taken; Discussion & Presentation Only
14. Development Agreement – Lower Terrace Sewer
 - ◇ No Action Taken; Discussion & Presentation Only

15. Resolution Opposing House Bill 1339
 - ◇ No Action Taken; Discussion & Presentation Only
16. Ordinance Relating to Addressing Standards
 - ◇ No Action Taken; Discussion & Presentation Only
17. Timely Public Posting & Council Notification of Financial Data ACT
 - ◇ No Action Taken; Discussion & Presentation Only
18. Administrative Code Clean Up & Streamlining
 - ◇ No Action Taken; Discussion & Presentation Only
19. Board & Committee Updates
 - a. Katherine Fairborn, City Council Budget Director, presentation and discussion
 - b. Giacobbe Byrd, Director, City Council Office, presentation and discussion
 - c. Alex Gibilisco, City Council Manager of Equity and Inclusion, presentation and discussion

Consent Items

1. 0520 – Animal License Code
2. 0520 – Ordinance Relating to Mechanical Newspaper Dispensers
3. 0520 – Intergovernmental Purchase Contracts & Interlocal Purchase Agreements
4. 0520 – Ordinance Relating to Purchasing and Contracts
5. 0520 – General Business & Regulatory License Code Consolidation
6. 0520 – An Ordinance Correcting Municipal Code References
7. 1100 – Automated Pavement Condition Surveys
8. 5100 – Vehicle Pre-Purchase Approval for Various Departments
9. 0500 – Outside Counsel Contract Amendment
10. 4100 – Water Meter Test Bench Replacement
11. 5800 – Settlement Resolution
12. 5300 – State and local Cyber Security Grant Program
13. 5300 – Grant Extension for State and Local Cyber Security Grant Program
14. 5300 – Grant Amendment for SLCGP
15. 5300 – Axteca Cityworks Annual Support
16. 4490 – Contract Renewal for vacuum Support Services
17. 4100 – 2025 water Department Purchase of Copper Pipe
18. 4320 – Public Rule – Industrial Pretreatment Program Fees
19. 0370 – Low Bid Award Wellesley Avenue – Maple to Division Chip Seal
20. 0370 – Low Bid Award – Maxwell Avenue – Pettet to Walnut Pedestrian Bike Safety
21. 0370 – Low Bid Award 2025 Street Maintenance Curb Ramps 2024042
22. 0450 – Underground Injection Control Rehab in Wellhead Protection Zone
23. 0370 – Low Bid Award – Perry Street Sewer Main 19th Avenue to 18th Avenue
24. 1100 – Transmap Pavement Assessment Contract Amendment
25. 4490 – Value Blanket for the Purchase of Boiler Replacement Parts
26. 0370 – Low Bid Award Lincoln Street Pedestrian Bike Safety 2023112
27. 4490 – Contract Renewal for Chemical Management Services
28. 4100 – McGard Fire Hydrant Locks & Wrenches – Value Blanket Renewal
29. 4490 – Value Blanket for Purchase of Vibrating Conveyor Parts
30. 0370 – Low Bid Award Rockwood Blvd. Water Grind and Overlay Grand to Cowley
31. 4490 – Sole Source Contract Award for ABB Software

Executive session

None.

Adjournment

The meeting adjourned at 2:13PM

STANDING COMMITTEE MINUTES
City of Spokane
Public Infrastructure, Environment & Sustainability Committee
City Council Chambers
March 17, 2025

Call to Order: 12:00 PM

Recording of the meeting may be viewed here: <https://vimeo.com/1066718467>

Attendance

Committee Members Present: Betsy Wilkerson, Kitty Klitzke, Jonathan Bingle, Michael Cathcart, Zack Zappone
 Lili Navarrete arrived at 12:05 PM, Paul Dillon arrived at 12:10 PM

Discussion Items

1. 5200 - AQUIFER PROTECTION AREA - MARLENE FEIST (15 minutes)
 - ◇ No action taken, Presentation Only
2. 4100 - FIRE PROTECTION WATER AVAILABILITY - LOREN SEARL (15 minutes)
 - ◇ No action taken, Presentation Only
3. 4250 - GRANT OPPORTUNITIES–LOCAL BRIDGE, NATIONAL HWY SYSTEM ASSET MANAGEMENT - KEVIN PICANCO (10 minutes)
 - ◇ No action taken, Presentation Only
4. ORDINANCE AMENDING DESIGNATED TRUCK ROUTES - ADAM MCDANIEL (5 minutes)
 - ◇ No action taken, Presentation Only
5. 4250 - CONSULTANT CONTRACT FOR KPFF CONSULTING ENGINEERS FOR THORPE TUNNELS - KEVIN PICANCO (5 minutes)
 - ◇ No action taken, Presentation Only
6. 4250 - HILL N DALE PARK STORMWATER TREATMENT FACILITY GRANT- COLIN NAAKE (5 minutes)
 - ◇ No action taken, Presentation Only
7. 0650 - CLIMATE PLANNING PROJECT UPDATE - MAREN MURPHY (20 minutes)
 - ◇ No action taken, Presentation Only
8. BOARD AND COMMITTEE UPDATES - ROUND TABLE (10 Minutes)

Consent Items

1. 4500 & 4490 - MULTI-YEAR AGREEMENT WITH SENSKE SERVICES (SOLID WASTE COLLECTION)
2. 4250 - TRAFFIC DATA COLLECTION ON-CALL SERVICES (INTEGRATED CAPITAL MANAGEMENT)
3. 4490 - CONTRACT RENEWAL FOR LANDFILL NOXIOUS WEED ABATEMENT (SOLID WASTE DISPOSAL)
4. 4490 - CONTRACT AWARD FOR COMPRESSOR MAINTENANCE (SOLID WASTE DISPOSAL)
5. 1100 - ICE KICKER PURCHASE AMENDMENT (STREETS)
6. 4490 - SEMI TRUCK LEASE EXTENSION (SOLID WASTE DISPOSAL)

Executive Session

None.

Adjournment

The meeting adjourned at 1:25 PM

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.

ATTORNEY ASSISTANT SPN 027 Open Entry

DATE OPEN: Monday, March 24, 2025

DATE CLOSED: Monday, April 7, 2025

SALARY: \$52,262.64 annual salary, payable bi-weekly, to a maximum of \$81,411.12

CLASS SUMMARY:

Attorney Assistants perform paraprofessional legal and secretarial work in the Office of the City Attorney, Office of the Hearing Examiner, the Police Department's Civil Enforcement Unit, or other department that employs attorneys.

EXAMPLES OF JOB FUNCTIONS:

- Prepares, organizes, reviews and files a variety of legal pleadings such as trial briefs, motions, orders, judgments, notices of appearance, answers to complaints, depositions, affidavits, interrogatories, summons and subpoenas.
- Prepares ordinances and resolutions using proper forms of execution and acknowledgment.
- Prepares contracts for attorney approval.
- Selects, prepares, and completes legal documents incidental to the closing of real estate transactions, such as deeds, promissory notes, deeds of trust, reconveyances, closing statements, UCC documents and excise tax affidavits, under a limited practice certification from the Washington State Supreme Court pursuant to APR 12. Effectuates closing between the parties.
- Locates debtors, arranges accounts receivable payments, maintains payment records and data bases, drafts legal documents to press claims on behalf of the City, presents City's case in Small Claims Court, works with collection agencies and performs related collection duties.
- Maintains case docket and diary; collects, assembles and organizes documents into working files.
- Files, retrieves and disposes of documents.
- Creates and maintains files by extracting information from local and state databases; enters case and client information into applicable computer databases and manages documents within.
- Responsible for closing, storage and/or destruction of files according to policies and procedures.
- Selects and/or makes recommendations for purchase of supplies and equipment.
- Assists in the preparation of the office's budget and maintains budget and expense account records, financial records, and payroll records.
- Acts as receptionist as required. Sorts, reads, and annotates incoming mail and legal documents; attaches appropriate files to facilitate the necessary action; maintains follow up.
- Maintains the office's library.
- Makes arrangements for and coordinates appointments, meetings, conferences and depositions.
- Independently meets the public and other City employees; answers inquiries requiring knowledge of City policies, procedures and activities, or directs persons to proper offices.
- Operates various office equipment.
- Performs other duties as required.

MINIMUM QUALIFICATIONS:

Applicants must meet all requirements when they apply.

- *Education:* High school diploma or equivalent
- *Experience:* Two years of experience as a legal secretary under the direction of an attorney in a predominantly civil or appellate practice.
- *Substitution:* Satisfactory completion of a legal secretary or similar training program OR a Limited Practice Officer (LPO) certification may substitute for one year of experience.
- *Equivalency:* We may accept different combinations of education and experience. We welcome job seekers with relevant backgrounds to apply.

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%

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.

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.** Computer 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, March 24, 2025, and Monday, April 7, 2025, will test Thursday, April 10, 2025, through Monday, April 14, 2025.

T&E Subjects May Include:

- Work Experience related to:
 - ◊ attorney assistance and court litigation
 - ◊ administration of a legal office
 - ◊ contracts
- Computer Skills and Experience

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

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 18th day of March 2025.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

ACCOUNTANT SPN 110
Promotional

DATE OPEN: Monday, March 24, 2025

DATE CLOSED: Monday, April 7, 2025

SALARY: \$66,064.32 annual salary, payable bi-weekly, to a maximum of \$93,542.40

CLASS SUMMARY:

Performs the full range of professional accounting tasks; processes a variety of financial transactions, analyzes and reconciles accounting information, and prepares financial records and reports. Duties are generally repetitive and restricted in scope but may be of substantial intricacy. Work product is typically reviewed upon completion for conformity to policy and requirements and is subject to external audit. A high level of concentration and attention to detail are required.

EXAMPLES OF JOB FUNCTIONS:

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.

- Provides responsible professional accounting expertise and assistance for various City departments and functions. Responds to requests for information and resolves issues within the scope of authority; refers matters requiring policy formation or interpretation to supervisor for resolution.
- Maintains fiscal accountability and ensures compliance with rules, regulations, standards, policies, and procedures. Evaluates transactions routed for approval in the financial system.
- Performs routine audits of financial records and transactions, identifies and researches discrepancies, and resolves or makes recommendations for corrective actions.
- Provides budget coding and system transaction advice and expertise. Guides, trains, and reviews work of subordinate staff, and approves minor process updates or adjustments to facilitate daily work.
- Reconciles general ledger and subsidiary accounts related to revenues and expenses, and assets and liabilities, including postings from payroll, accounts payable, cash receipts, and accounts receivable.
- Prepares periodic financial statements, including monthly revenue and expenditure reports for departments; prepares monthly financial reports and periodic checks of budgets, encumbrances, carryover, etc.
- Analyzes, calculates, and compiles financial data and statistics, manipulating large amounts of data, some of which may be from multiple systems; prepares reports for historical records and business decision-making by senior staff and management. Provides support to the development of the Comprehensive Annual Financial Report (CAFR).
- Reviews, analyzes, and administers contract terms, ensuring compliance with purchasing and legal policy and procedures. Verifies and ensures availability of funds.
- Monitors and tracks financial status of projects and programs. Applies procedures and controls for receipt and disbursement of special funds and grants.
- Participates in grants accounting and administration; reviews funding agreements, sets up tracking spreadsheets, compiles supporting documentation, and prepares periodic billings for grants; posts payments or drawdowns of accounts; updates financial information for periodic grant reports.
- Conducts and monitors financial audits of agencies receiving money through the City to determine compliance with fiscal requirements; interprets and evaluates financial reporting requirements.
- Performs preliminary budget development or assists in the preparation of annual budgets.
- Tracks financial resources and details, including balancing cash and debt, reviewing bank accounts, reconciling payments and receipts, and monitoring investments or obligations. Prepares, allocates, and submits tax payments.
- Performs accounting for assets, which may include preparation of general ledger transactions; identifies and records capital assets such as equipment, vehicles, and structures; determines assets to be capitalized or expensed; ensures physical descriptions match records, and compiles supporting documentation. Conducts inventory counts and assists with maintaining inventory records.
- Maintains records and files; coordinates with other jurisdictions and auditors on the submission of data and reports as required.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Promotional Requirements:

- Education: Bachelor's degree in Accounting.
- Experience: Two years of experience in the classification of Accounting Clerk (SPN 106).
- Equivalency: We may accept different combinations of education and experience. We welcome job seekers with relevant backgrounds to apply.

NOTE: Current City of Spokane employees who have completed initial probation and are within the line of progression, can apply to this promotion if they meet the open entry requirements, per Civil Service Rule VI, Section 3.

Open Entry Requirements:

- Education: Bachelor's degree in Accounting.
- Equivalency: We may accept different combinations of education and experience. We welcome job seekers with relevant backgrounds to apply.

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 multiple-choice test with weights assigned as follows:

- Multiple-Choice Test 100%

MULTIPLE CHOICE EXAMINATION DETAILS:

- Test Date: Thursday, April 10, 2025
- 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: 1.5 Hours
- Test Subjects:
 - ◇ Accounting
 - ◇ Attention to Detail
 - ◇ Budget
 - ◇ Computer Skills
 - ◇ Mathematical Reasoning

NOTE: Additional sessions may be added, depending 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 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

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 19th day of March 2025.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

Lincoln Street Pedestrian Bike Safety - REBID Engineering Services File No. 2023112

This project consists of the construction of approximately 5,300 square yards of full depth pavement replacement including a roadway realignment, 10,200 square yards of pavement overlay, 2,000 linear feet of sidewalk, 200 linear feet of storm sewer, 10 drainage structures, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. April 7th, 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.

Bid delivery noon to 1:00 p.m.:

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

Gate entrance is off North Foothills Drive. See Map:

<https://static.spokanecity.org/documents/business/bidinfo/construction-management-office-location.pdf>

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 2025 Standard Specifications.

Note regarding new apprentice program requirements: Section 1-07.9(3) herein has been substantially revised including a new state GSP for projects over \$2M.

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 19 and 26, and April 2, 2025

**2025 Maintenance ADA Ramps
Engineering Services File No. 2024042**

*****NOTE: THIS PROJECT HAS A SHORTENED BID PERIOD*****

This project consists of the construction of approximately 70 ADA accessible wheelchair ramps, including 1500 linear feet curb removal and replacement, and 1300 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 31, 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.

Bid delivery noon to 1:00 p.m.:

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

Gate entrance is off North Foothills Drive. See Map: <https://static.spokanecity.org/documents/business/bidinfo/construction-management-office-location.pdf>

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 2025 Standard Specifications.

Note regarding new apprentice program requirements: Section 1-07.9(3) herein has been substantially revised including a new state GSP for projects over \$2M.

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 19 and 26, 2025

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR QUALIFICATIONS #6349-25 Sidewalk Condition Assessment Data Collection

City of Spokane Integrated Capital Management 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, MARCH 31, 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, MARCH 31, 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 #.

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, 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.

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City of Spokane Purchasing & Contracts

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