



Official Gazette

City of Spokane, Washington

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

Volume 115

DECEMBER 24, 2025

Issue 52



MAYOR AND CITY COUNCIL

MAYOR LISA BROWN

COUNCIL PRESIDENT BETSY WILKERSON

COUNCIL MEMBERS:

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ZACK ZAPPONE (DISTRICT 3)

The Official Gazette

(USPS 403-480)

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The Official Gazette

USPS 403-480

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Minutes

NOTICE**MEETING MINUTES OF SPOKANE CITY COUNCIL
Monday, December 1, 2025**

The minutes for the Monday, December 1, 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, December 31, 2025, issue of the *Official Gazette*.

NOTICE**MEETING MINUTES OF SPOKANE CITY COUNCIL
Monday, December 8, 2025**

The minutes for the Monday, December 8, 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, December 31, 2025, issue of the *Official Gazette*.

NOTICE**MEETING MINUTES OF SPOKANE CITY COUNCIL
Monday, December 15, 2025**

The minutes for the Monday, December 15, 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, December 31, 2025, issue of the *Official Gazette*.

Hearing Notices

BUILDING OFFICIAL SHOW CAUSE HEARING NOTICE

Notice is hereby given that the Building Official has caused proper notice to be served upon the persons responsible for 724 E Baldwin Ave Spokane WA 99207, PARCEL NUMBER: 35084.2602, LEGAL DESCRIPTION: HEATHS 5TH L3 B26, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on January 13th, 2026 at 1:30 p.m. These hearings are held at 808 W Spokane Falls Blvd. Spokane. WA 99201, in the Council Briefing Room, Lower Level, City Hall. Remote participation is also available via Microsoft Teams, and remote participation information for this hearing will be posted on the City website as well on each agenda, which can be found under the substandard building topic here:

<https://my.spokanecity.org/neighborhoods/code-enforcement/topics/>

Notice is hereby given that attention has been directed to anyone who knows the present address or whereabouts of the owner or to any new owner or person in the position of responsibility over this property to contact the City of Spokane regarding plans to correct deficiencies and avoid potential outcomes of the show cause hearing, which may include a demolition or receivership order. Not hearing further on this matter the said show cause hearing will proceed. For more information on this hearing, including information regarding participation in the remote hearing, please contact:

Russell Aldrich
Code Enforcement, City of Spokane
808 West Spokane Falls Blvd.
Spokane, WA 99201-3333
509-625-6300
raldrich@spokanecity.org

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 Council Briefing Center in the lower level

of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd., Spokane, WA, 99201; or ddecorde@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: December 24 and 31, 2025 and January 7, 2026

General Notices

NARCOTICS NOTICE OF SEIZURE AND INTENDED FORFEITURE

Recipient:

Ivan A. Machado-Rascon
13725 32nd Ave NE #C342,
Seattle WA 98125

SPD Report #: 2025-20206605

Date of Seizure: 10/6/2025

Seizure Number: 25-027

This is to notify you **that pursuant to RCW 69.50.505, the property listed below has been seized by the Spokane Police Department (SPD)** because they believe that it was used to facilitate the sale of controlled substances or it is proceeds acquired in whole or in part from a sale or series of sales of controlled substances in violation of RCW 69.50, RCW 69.41 or RCW 69.52 and **are subject to seizure and forfeiture and NO PROPERTY RIGHT EXISTS IN THEM.**

It is the intent of SPD to seek forfeiture of the seized property. Pursuant to RCW 69.50.505, property that is used to facilitate the sale of controlled substances, or is acquired in whole or in part with proceeds traceable to a sale or series of sales of controlled substances, or furnished or intended to be furnished in exchange for a controlled substance can be seized and kept by a law enforcement agency. If you would like to make a claim because this property belongs to you and/or you are an interested party, you **MUST, within forty-five days of the service of this notice**, notify the Spokane Police Department in writing of your claim of ownership or right to possession to the item(s) seized. Send your written claim (certified mail preferred) to:

**Forfeiture Claim,
SPD Civil Enforcement Unit,
1100 West Mallon,
Spokane, WA 99260**

In your letter, please identify the property you are claiming and whether you wish to request a copy of the police report documenting the seizure of the property. You will then receive notice of a hearing date.

Your failure to notify the Spokane Police Department in writing of a claim of ownership or right to possession of the items specified below within forty-five days of the service of this notice constitutes a default forfeiture and a loss of your right to an adjudicative hearing regarding this matter. RCW 69.50.505(4); RCW 34.05.440.

THE FOLLOWING PROPERTY HAS BEEN SEIZED:

Item #	Description
3	\$16,630.00

Publish: November 26 and December 3, 10, 17, 24, and 31, 2025

**City of Spokane
Notice of Availability of Draft EIS
& Notice of SEPA Infill Exemption and Raising of Minor New Construction Thresholds**

Proposal: Comprehensive Plan Periodic Update

Date of Issuance: December 18, 2025

Lead agency and proponent: City of Spokane, Department of Planning Services

Agency Contact: **Tirrell Black**, *Assistant Planning Director, Project Manager*, 509.625.6500
PlanSpokane@spokanecity.org

Description of Proposal: Spokane is preparing a periodic update to the City's Comprehensive Plan for the period 2026 to 2046 to address new growth targets for population and jobs, and to meet changes to the Growth Management Act (GMA). The Land Use Plan, Zoning, and development regulations would be amended, and recent state planning rules would be addressed. The Draft EIS studies three alternatives, including no action and two action alternatives and their potential impacts on the natural and built environment.

Location of Proposal: The Comprehensive Plan primarily addresses the Spokane city limits. Secondly the plan addresses unincorporated urban growth areas and utility service areas.

Comment Period: The City of Spokane is requesting comments from the public, agencies, Tribes, and all interested parties on the Draft EIS from December 18, 2025 to February 18, 2026. Comments are due by 5:00 PM, February 18, 2026.
Provide comments to Agency Contact above.

Comment Opportunities and Information Sessions:

A hybrid **Agency and Tribes Workshop** is scheduled for **Tuesday, January 6, 2026** from 9:30-11:30 a.m. at Spokane City Hall, City Council Briefing Center (Lower Floor). Attendees are encouraged to attend in person if possible; if needed, a virtual Teams link is available. Please contact the Agency Contact above.

Members of the public are encouraged to attend **community informational and listening sessions** scheduled for January and February 2026. More can be found at <https://my.spokane.edu/planspokane/draft-eis>.

- Virtual Lunch and Learn: When: January 13, 12 to 1 p.m. Where: Teams meeting, link on project webpage
- PlanSpokane Listening Hours
 - ◇ Session 1—When: January 20, 11 a.m. to 1 p.m. Where: Spokane City Hall, Tribal Room (Lobby)
 - ◇ Session 2—When: February 3, 4 to 6 p.m. Where: Hillyard Library, Events Room
 - ◇ Session 3—When: February 5, 3 to 6 p.m. Where: Liberty Park Library, Study Room A
 - ◇ Session 4—When: February 10, 4 to 6 p.m. Where: Shadle Park Library, Studio Room
 - ◇ Session 5—When: February 12, 4 to 6 pm Where: South Hill Library, Study Room A

Document Availability:

Draft EIS: The Draft EIS is posted on the City of Spokane website at <https://my.spokanecity.org/planspokane/draft-eis>. The Draft EIS is also available for review at Spokane City Hall: 808 W. Spokane Falls Blvd, Spokane, WA 99201.

Periodic Update: The Periodic Update includes policies and future regulations to direct the next 20 years of growth in Spokane. Draft chapters of the Comprehensive Plan are available at: <https://my.spokanecity.org/planspokane/chapter-review/>.

Infill Exemptions and Minor New Construction Thresholds: Per RCW 43.21C.229 (3) (b) (ii), the City of Spokane is providing 60 days' notice to Tribes, relevant state agencies, other jurisdictions that may be impacted, and the public that the City intends to adopt an infill exemption. In addition, per WAC 197-11-800 (1) (c) and (d) the City of Spokane also anticipates raising SEPA thresholds for minor new construction. The infill exemption or minor new construction thresholds could vary by geographic area.

Responsible Official: Spencer Gardner, Director, Planning Services, City of Spokane, 808 W. Spokane Falls Blvd, Spokane, WA 99201, 509.625.6097, sgardner@spokanecity.org.

Publish: December 24, 2025

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. C36803

An ordinance relating to animal control regulations amending section 10.74.030, 10.74.090 and 10.74.100 and declaring an emergency.

WHEREAS, Spokane County initiated the dispute resolution process set forth in the current Interlocal Agreement (ILA), OPR 2020-0066, after the Council's passage of Ordinance C36445 in September of 2023; and

WHEREAS, the City and the County worked through the dispute resolution process to address potential ILA amendments and amendments to the City's ordinance; and

WHEREAS, the current ILA is set to expire on December 31, 2025 and the City intends to enter into a new ILA for animal control services with the County; and

WHEREAS, this ordinance serves to align the SMC with the County's Ordinance upon adoption of a new ILA by amending SMC 10.74.030 to repeal language in the Ordinance that presently excepts out of adoption Spokane County Code (SCC) animal control ordinance Sections 5.04.060 (Impounding of Dogs) and 5.04.066 (Impounding of Cats) making them applicable to, and enforceable by, Spokane County in the provision of its services to the City in the new ILA upon its adoption; and

WHEREAS, to further support the alignment of the SMC with the County's Ordinance for purposes of adoption of a new ILA with the County, this ordinance also amends SMC 10.74.090 and 10.74.100 to specify that these SMCs do not apply to the County's provision of animal control services under the new ILA upon adoption of the same; and

WHEREAS, the SMC 10.74.090 (Impounding of Dogs) and 10.74.100 (Impounding of Cats) remains applicable to any other animal services and/or animal control entity; and

WHEREAS, the City is currently dependent on the existing contractual relationship with Spokane County, acting through the Spokane County Regional Animal Protection Service (SCRAPS) for animal control services within the city limits, and the lack of an agreed contractual framework for such services with SCRAPS the City is confronted with a possible cessation of animal control services, which cessation poses a threat to public peace, health, and safety of the residents and visitors of Spokane, and requires immediate action to prevent or mitigate the threat; and

WHEREAS, the normal course of legislative procedures of the City cannot timely address the threat of possible cessation of animal control services without causing or exacerbating harm to the community or government functions; and

WHEREAS, the adoption of this ordinance is necessary for the immediate preservation of the public peace, health, and safety of the residents and visitors of Spokane and shall become effective immediately upon passage upon the affirmative vote of five members of the City Council;

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That section 10.74.030 of the Spokane Municipal Code is amended to read as follows:

Section 10.74.030 Sections Not Adopted

The following sections of chapters 5.04 and 5.12 of the Spokane County Code (SCC) are not adopted by reference and are expressly deleted.

- 5.04.032 Declaration of dangerous dog – Administrative appeal hearing and appeal – Impounding of dog
- 5.04.033 Determination of potentially dangerous dog – Notice, administrative review, and appeal
- 5.04.035 Registration of dangerous dogs – Requirements – Annual Fee
- 5.04.036 Dangerous dog – Identification
- ~~((5.04.060 Impounding of dogs – Notice of owner or keeper – Redemption – Fee))~~
- ~~((5.04.066 Impounding of cats – Notice of owner or keeper – Redemption – Fee))~~
- 5.12.100 Enforcement provisions

Section 2. That section 10.74.090 of the Spokane Municipal Code is amended to read as follows:

Section 10.74.090 Impounding of dogs – Notice of owner or keeper – Redemption – Fee

- A. The director may impound any dog(s) committing any of the acts prohibited by this code or chapter 16.08 RCW, and any dog determined by the director to be in danger of being subjected to cruel treatment as defined by this chapter or chapter 16.52 RCW or abandoned under 16.54 RCW, or found to be sick, injured or dead.
- B. The director upon impounding a dog shall record the breed, color and sex of the dog, and whether or not the dog is wearing a current license tag. If the dog is currently licensed, the director shall also record the name and address of the owner or keeper and the number of the license tag. If the dog is not returned to its owner or keeper, the director shall notify the owner or keeper either by mail, telephone or in-person that the dog has been impounded and where it may be redeemed. Any dog identified as currently licensed and impounded pursuant to this chapter shall be held for the owner or keeper for at least one hundred twenty hours from the time of impoundment. Any unlicensed dog shall be held for the owner or keeper for at least seventy-two hours from the time of impoundment.
- C. Any impounded dog not redeemed after the expiration of the holding period as provided in subsection (B) of this section shall be deemed abandoned and ownership shall be vested in SCRAPS, and with the approval of the director the dog may be adopted out, transferred to an animal shelter or animal rescue whose standards for euthanasia are consistent with SMC 10.74.110(E). All adoptions shall be conducted pursuant to Spokane County Code Section 5.04.064.
- D. Notwithstanding the holding periods referenced in subsection (B) of this section, the director may authorize any unlicensed impounded dog be humanely euthanized if a veterinarian licensed in the state of Washington determines the dog is severely injured, sick, diseased, or suffering. The director may authorize any unlicensed impounded dog be humanely euthanized if a veterinarian licensed in the state of Washington determines the dog is an untreatable threat to the safety of other animals or people and such determination is presented to and approved by a majority vote of the SCRAPS Advisory Board.
- E. Any dog impounded pursuant to this section may be redeemed by the owner or keeper upon compliance with the redemption procedures in Spokane County Code Section 5.04.110 and payment of all redemption fees as prescribed in the department fee schedule.
- F. Any dog running at large during a rabies quarantine shall be immediately impounded by SCRAPS and kept at the animal care and control facility or an animal shelter for the remainder of the quarantine at the owner's or keeper's expense.
- G. Upon adoption of a new Interlocal Agreement (ILA) with Spokane County for the provision of animal control services, and so long as such ILA remains in effect, the requirements of this section do not apply to Spokane County. Rather, Spokane County Code (SCC) 5.04.060 (Impounding of Dogs) applies to the County's provision of services in the new ILA. The requirements of this section otherwise remain valid law applicable to any other animal control and/or services entity providing animal control and/or care services to the City of Spokane.

Section 3. That section 10.74.100 of the Spokane Municipal Code is amended to read as follows:

Section 10.74.100 Impounding of cats – Notice of owner or keeper – Redemption – Fee

- A. The director may impound any cat(s) committing any of the acts prohibited by this code that is in danger of being subjected to cruel treatment, as defined by this chapter or chapter 16.52 and 16.54 RCW, or found to be sick, injured or dead.
- B. The director upon the impounding of a cat shall record the breed, color and sex of the cat, and whether or not the cat is wearing a current license tag. If currently licensed, the director shall also record the name and address of the owner or keeper and the number of the license tag. If the cat is not returned to its licensed owner or keeper, the director shall notify the cat's owner or keeper either by mail, or telephone or personal notice that the cat has been impounded and where it may be redeemed. Any cat identified as currently licensed and impounded pursuant to this chapter shall be held for the owner or keeper for at least one hundred twenty hours from the time of impoundment. The length of time an unlicensed cat is to be held depends on the temperament of the animal, if the animal is sick or injured, space available in the animal care and control facility, and whether placement through adoption or transfer to an animal shelter or animal rescue approved by the director is available.
- C. Any impounded cat not redeemed after the expiration of the holding period as provided in subsection (B) of this section shall be deemed abandoned and ownership shall be vested in SCRAPS, and with the approval of the director the cat may be adopted out, transferred to an animal shelter or animal rescue whose standards for euthanasia are consistent with SMC 10.74.110(E). All adoptions shall be conducted pursuant to Spokane County Code Section 5.04.064.

- D. Notwithstanding the holding periods referenced in subsection (B) of this section, the director may authorize any unlicensed impounded cat be humanely euthanized if a veterinarian licensed in the state of Washington determines the cat is severely injured, sick, diseased, or suffering. The director may authorize any unlicensed impounded cat be humanely euthanized if a veterinarian licensed in the state of Washington determines the cat is an untreatable threat to the safety of other animals or people and such determination is presented to and approved by a majority vote of the SCRAPS Advisory Board.
- E. Any cat impounded pursuant to this section may be redeemed by the owner or keeper upon compliance with the redemption procedures in Spokane County Code Section 5.04.110 and payment of all redemption fees as prescribed in the department fee schedule.
- F. Any cat running at large during a rabies quarantine shall be immediately impounded by SCRAPS and kept at the animal care and control facility or an animal shelter for the remainder of the quarantine at the owner's or keeper's expense.
- G. Upon adoption of a new Interlocal Agreement (ILA) with Spokane County for the provision of animal control services, and so long as such ILA remains in effect, the requirements of this section do not apply to Spokane County. Rather, Spokane County Code (SCC) 5.04.066 (Impounding of Cats) applies to the County's provision of services in the new ILA. The requirements of this section otherwise remain valid law applicable to any other animal control and/or services entity providing animal control and/or care services to the City of Spokane.

Section 4. Clerk Corrections. 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.

Section 5. Emergency Findings. Pursuant to Section 01.01.080 Spokane Municipal Code, the City Council declares that an urgency and emergency exists such that this ordinance is needed for the immediate preservation of the public peace, health, or safety, and/or for the immediate support of City government and its existing public institutions, and that because of such need, this ordinance shall be effective immediately under Section 19 of the City Charter, upon the affirmative vote of five members of the City Council.

Passed by City Council December 18, 2025
Delivered to Mayor December 18, 2025

ORDINANCE NO. C36817

AMENDING ORDINANCE NO. C36626, ENTITLED IN PART, "AN ORDINANCE ADOPTING A BIENNIAL BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO PROVIDE ADDITIONAL APPROPRIATION TO THE HOTEL/MOTEL LODGING TAX FUND, AND DECLARING AN EMERGENCY.

WHEREAS, subsequent to the adoption of the biennial budget Ordinance No. C36626, as above entitled in part, and which passed the City Council December 9, 2024, it is necessary to make changes in the appropriations of the Hotel/Motel Lodging Tax Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days;

NOW, THEREFORE, the City Council of Spokane does ordain:

Section 1. That in the budget of the Hotel/Motel Lodging Tax Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase appropriation by \$1,000,000.
- A) Of the increased appropriation, \$1,000,000 is provided solely for the pass-through payment to the Spokane Public Facilities District.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to provide additional appropriation to the Hotel/Motel Lodging Tax Fund, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by City Council December 15, 2025
Delivered to Mayor December 18, 2025

ORDINANCE NO. C36818

AMENDING ORDINANCE NO. C36626, ENTITLED IN PART, "AN ORDINANCE ADOPTING A BIENNIAL BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO TAKE RECEIPT OF THE SMITH-BARBIERI PROGRESSIVE FUND AWARD, AND DECLARING AN EMERGENCY.

WHEREAS, subsequent to the adoption of the biennial budget Ordinance No. C36626, as above entitled in part, and which passed the City Council December 9, 2024, it is necessary to make changes in the appropriations of the Miscellaneous Grants Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days;

NOW, THEREFORE, the City Council of Spokane does ordain:

Section 1. That in the budget of the Miscellaneous Grants Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase revenue by \$2,000.
 - A) Of the increased revenue, \$2,000 is provided solely for receipt of award from the Smith-Barbieri Progressive Fund on behalf of Municipal Court.
- 2) Increase appropriation by \$2,000.
 - A) Of the increased appropriation, \$1,000 is provided solely for operating supplies.
 - B) Of the increased appropriation, \$1,000 is provided solely for clothing.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to take receipt of the Smith-Barbieri Progressive Fund award and execute the award as intended, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by City Council December 15, 2025
Delivered to Mayor December 18, 2025

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****HEAVY EQUIPMENT OPERATOR [PROMOTION]**

SPN 622

(Announcement of 12/15/2025)

The above titled announcement is hereby amended to read:

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%

IN-PERSON MULTIPLE-CHOICE EXAMINATION DETAILS:

- Test Date: Thursday, January 8th, 2026
- Test Time: 9:00 a.m. or 3:00 p.m.
- Test Method: On Paper
- Test Location: Civil Service Test Room, 4th floor City Hall, 808 W Spokane Falls Blvd, Spokane, WA 99201
- Test Duration: 1.5 Hours
- Test Subjects May Include:
 - ◇ Vehicle Operation
 - ◇ Heavy Equipment Operation & Maintenance
 - ◇ Safety & First Aid
 - ◇ Interpersonal Skills

AMENDMENT**AMENDMENT****AMENDMENT****POLICE OFFICER**

SPN 901

(Announcement of 01/13/2025)

The above titled announcement is hereby amended to read:

Closing Date: Monday, December 29, 2025

AMENDMENT**AMENDMENT****AMENDMENT****POLICE OFFICER - CERTIFIED**

SPN 901C

(Announcement of 01/13/2025)

The above titled announcement is hereby amended to read:

Closing Date: Monday, December 29, 2025

Notice for Bids

Paving, Sidewalks, Sewer, etc.

ABBREVIATED REQUEST FOR QUALIFICATIONS FREYA-PALOUSE ROUNDABOUT DESIGN

CITY OF SPOKANE, WA

DESCRIPTION: Design of a 5-Leg Roundabout at Freya-Palouse Intersection

DUE DATE: Tuesday, January 20, 2026
No later than 1:00 p.m.

DELIVERY: via email to: jradams@spokanecity.org

SCOPE OF SERVICES

The scope of services may include tasks associated with real estate acquisition both during design and construction. Sample types of tasks/project components include:

- Design of a 5-leg roundabout, including a minor amount of utility design and including plans and specifications.
- Substantial real estate acquisition will be required. The city's on-call real estate consultant will acquire the parcels or portions of parcels identified by the design consultant in the ROW plan he will prepare.
- Environmental review will be done by City personnel.
- A topo survey has been done for the site by city personnel. Follow-up survey needs will be done by city personnel.
- Some geotechnical work has been done by the City's on-call geotechnical consultant. If additional geotechnical exploration is needed, that work will be done by the design consultant or his subconsultant.
- Existing and projected traffic count information is available.

EVALUATION CRITERIA

The following criteria will be evaluated when reviewing statements of qualifications.

Criteria	Weighting
Design experience of roundabouts, particularly those more complicated than a standard four legged "cross" intersection	60%
Design experience of pedestrian/bike facilities within roundabouts	10%
Project team/staffing plan/project approach	15%
Experience with WSDOT/FHWA funded projects	15%

SUBMITTAL REQUIREMENTS

The full Request for Qualifications containing submittal requirements can be viewed at <https://cityofspokanepans.com/> or can be requested from eraea@spokanecity.org or by calling 509-625-6700.

Submittals shall be submitted via email to jradams@spokanecity.org.

Questions about the RFQ can also be directed to Jonathan Adams at jradams@spokanecity.org.

ADA INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Jonathan Adams at jradams@spokanecity.org or by calling 509-625-6267.

TITLE VI STATEMENT

The City of Spokane in accordance with 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 it will affirmatively ensure that in 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..

Publish December 24 and 31, 2025 and January 7, 2026 (2023133)
