



# Official Gazette

City of Spokane, Washington

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

Volume 116

April 29, 2026

Issue 17



## Mayor and City Council

Mayor Lisa Brown

Council President Betsy Wilkerson

## Council Members:

Michael Cathcart (District 1)

Paul Dillon (District 2)

Sarah Dixit (District 1)

Kitty Klitzke (District 3)

Kate Telis (District 2)

Zack Zappone (District 3)

## The Official Gazette

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# Minutes

## MINUTES OF SPOKANE CITY COUNCIL

**Monday, April 20, 2026**

### AGENDA REVIEW SESSION

The Agenda Review Session of the Spokane City Council held on the above date was called to order at 3:32 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington. A recording of the meeting can be found at the following link: <https://vimeo.com/spokanecitycouncil>.

**Roll Call**

On roll call, Council President Wilkerson and Council Members Cathcart (appearing virtually), Dillon, Dixit, and Zappone were present. Council Member Telis arrived at 3:33 p.m. and Council Member Klitzke arrived at 3:42 p.m.

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

There were no **Interviews of Nominees to Boards and Commissions**.

**BRIEFING ON AGENDA ITEMS****Final Agenda for April 20, 2026**

The City Council received a briefing from staff on the following agenda item(s), and Council inquiry and comment was held, with response by staff:

- OPR 2026-0381 (Axon Enterprise / drone platforms) and OPR 2026-0382 (Meridian Rapid Defense Group / mitigation barriers etc.) – Matt Cowles

**Updated Draft Agenda for April 27, 2026**

The City Council received a briefing from staff on the following agenda item(s), and Council inquiry and comment was held, with response by staff:

- Ordinance C36863 (Mobile Food Vendors) and Dixit Amendment – Adam McDaniel

**Draft Agenda for May 4, 2026**

The City Council received a briefing from staff on the following agenda item(s), and Council inquiry and comment was held, with response by staff:

- Special Budget Ordinance C36866 (Engineering Positions) – Dan Buller

**CONSIDERATION OF AMENDMENT AND DEFERRAL REQUESTS****April 20, 2026, Final Agenda**

Purchases of Skydio X10 Drone Platforms (OPR 2026-0381) and Meridian Archer Trailer Kit 1000 (OPR 2026-0382) (Council Sponsors: Council Members Telis and Cathcart)

**Motion** by Council Member Zappone, seconded by Council Member Telis, **to suspend** Council Rules to add OPR 2026-0381 (purchase from Axon Enterprise of Skydio X10 drone platforms) and OPR 2026-0382

(purchase from Meridian Rapid Defense Group of mitigation barriers, trailer, and needed equipment) to tonight's Legislative Agenda; **carried 6-1.**

**Motion** by Council Member Zappone, seconded by Council Member Telis, **to add** OPR 2026-0381 (purchase from Axon Enterprise of Skydio X10 drone platforms) and OPR 2026-0382 (purchase from Meridian Rapid Defense Group of mitigation barriers, trailer, and needed equipment) to tonight's Legislative Agenda; **carried 6-1.**

### **April 27, 2026, Updated Draft Agenda**

First Reading Ordinance C36863 (First Reading deferred to April 27, 2026, Agenda, from April 13, 2026, Agenda, during April 13, 2026, 3:30 p.m. Agenda Review Session, thereby deferring Final Reading to May 4, 2026, Agenda.) (Council Sponsors: Council Members Dixit and Dillon)

**Motion** by Council Member Dixit, seconded by Council Member Dillon, **to approve** the Dixit Proposed Amendment to First Reading Ordinance C36863 (relating to mobile food vending) filed April 15, 2026; **carried 6-1.**

### **May 4, 2026, Draft Agenda**

There were no considerations of amendments or deferrals for the May 4, 2026, Draft Agenda.

### **Action to Approve Agendas**

The City Council took the following action (pursuant to Council Rule 2.1.B):

**Upon Unanimous Voice Vote**, the City Council **approved** the April 27, 2026, Updated Draft Agenda, as amended, as next week's Final Agenda.

### **Council Recess/Executive Session**

The City Council recessed at 3:50 p.m. and immediately reconvened into an Executive Session to discuss pending and potential litigation until 4:05 p.m. At 4:05 p.m. the meeting was extended five minutes until 4:10 p.m., at which time the 3:30 p.m. Agenda Review Session also ended. City Attorney Michael Piccolo was present for the Executive Session. The City Council reconvened at 6:02 p.m. for the Legislative Session.

## **LEGISLATIVE SESSION**

### **Land Acknowledgement**

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

### **Pledge of Allegiance**

The Pledge of Allegiance was led by Council President Wilkerson.

### **Roll Call**

On roll call, Council President Wilkerson and Council Members Cathcart (appearing virtually), Dillon, Dixit, Klitzke, Telis, and Zappone were present.

Jackson Deese, Legislative Assistant; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

There were no **Proclamations or Salutations.**

There were no **Reports from Community Organizations**.

There was no **Poetry at the Podium**.

## **BOARDS AND COMMISSIONS APPOINTMENTS**

### **Plan Commission (CPR 1981-0295)**

Following an opportunity for public testimony and Council commentary, with none provided, the City Council **approved** (and thereby confirmed) **upon 7-0 Voice Vote** the appointment of David Rasanen to the Plan Commission for a four-year term, from April 13, 2026, to April 12, 2030.

## **REPORTS, CONTRACTS, AND CLAIMS AGENDA**

After an opportunity for public testimony, with none provided, and Council commentary, the following actions were taken:

**Upon 6-1 Voice Vote** the City Council **approved** the following item (taken separately):

Contract Amendment E with Consistent Care Support Services, LLC (Spokane) for Hot Spotters community care coordination relating to opioid use from January 1, 2026, through December 31, 2026—\$250,000. (OPR 2025-0008) (Council Sponsor: Council Member Dixit)

**Upon 6-1 Voice Vote** the City Council **approved** the following item (taken separately):

Purchase from Axon Enterprise, Inc. (Scottsdale, AZ) of four Skydio X10 drone platforms for the Spokane Police Department to strengthen the region's public safety infrastructure, ensuring readiness for both the World Cup 2026 and future large-scale events—\$126,924.32. (OPR 2026-0381) (Council Sponsors: Council Members Telis and Cathcart) (As added during 3:30 p.m. Agenda Review Session)

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

Value Blanket with Galls, LLC (Lexington, KY) for the purchase of soft body armor and external carriers for the Spokane Police Department from January 2, 2026, through April 30, 2030—estimated total \$800,000 (\$200,000 annually). (OPR 2026-0325) (Council Sponsors: Council Members Telis and Cathcart)

Value Blanket with Avidex Industries, LLC (Spokane) for purchase of equipment to replace failed audio equipment at the Fire Training Center—\$100,000. (OPR 2026-0318) (Relates to Reports, Contracts, and Claims Agenda Item No. 3) (Council Sponsors: Council President Wilkerson and Council Member Telis)

Public Works Agreement with Avidex Industries, LLC (Spokane) for audio/visual system upgrades and technical services at the Fire Training Center from April 1, 2026, through August 31, 2026—\$64,328.10 (incl. tax). (OPR 2026-0323) (Relates to Reports, Contracts, and Claims Agenda Item No. 2) (Council Sponsors: Council President Wilkerson and Council Member Telis)

Contract with TRM Services, Inc. (Spokane Valley, WA) for the purchase and installation of replacement freezer components for the Police evidence freezer at the Police Property and Evidence facility located at 4010 E. Alki Avenue from May 1, 2026, through December 31, 2026—\$54,500 (plus tax). (OPR 2026-0324 / IPWQ 6526-26) (Council Sponsors: Council Members Telis and Cathcart)

Low Bid of Wm. Winkler Company (Newman Lake, WA) for Spokane School Walk Routes project—\$1,444,183. An administrative reserve of 10.5% of the contract will be set aside. 0.5% of that 10.5% will be used as a reward, where applicable and where payable, for contractors who meet Washington State apprenticeship requirements. (Various Neighborhoods) (OPR 2026-0326 / ENG 2024080) (Council Sponsor: Council Member Klitzke)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through April 10, 2026, total \$5,572,590.81 (Check Nos.: 618533-618714; Credit Card Nos.: 002947-002977; ACH Nos.: 151140-151320), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$5,364,844.38. (CPR 2026-0002)
- b. Payroll claims of previously approved obligations through April 11, 2026: \$10,377,309.09 (Check Nos.: 580064-580175). (CPR 2026-0003)

Minutes:

- a. City Council Special Meeting Minutes: March 12 and 26, 2026. (CPR 2026-0013)
- b. City Council Standing Committee Meeting Minutes: April 13, 2026. (CPR 2026-0019)

Purchase from Meridian Rapid Defense Group (Pasadena, CA) of the Meridian Archer Trailer Kit 1000 (mitigation barriers, trailer and needed equipment) for the Spokane Police Department for World Cup 2026 activities and to enhance the safety of multiple public events in the City of Spokane—\$99,786.21. (OPR 2026-0382) (Council Sponsors: Council Members Telis and Cathcart) (As added during 3:30 p.m. Agenda Review Session)

## LEGISLATIVE AGENDA

### SPECIAL BUDGET ORDINANCES

#### **Special Budget Ordinance C36864 (Council Sponsors: Council Members Telis and Cathcart)**

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

**Upon 7-0 Roll Call Vote**, the City Council **passed Special Budget Ordinance C36864** amending Ordinance No. C36794, entitled in part "An Ordinance adopting a Mid-biennial Modification Budget for the City of Spokane," and amending it to renew the Spokane Police Department's digital forensics tool software (Cellebrite), and declaring an emergency.

**Ayes:** Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone  
**Nos:** None  
**Abstain:** None  
**Absent:** None

There were no **Emergency Ordinances**.

There were no **Resolutions**.

### FINAL READING ORDINANCE

#### **Final Reading Ordinance C36669 (First Reading held May 5, 2025) (Council Sponsors: Council Members Zappone and Dixit)**

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

**Upon 7-0 Roll Call Vote**, the City Council **passed Final Reading Ordinance C36669** amending Ordinance C34130 that vacated Syndicate Boulevard from Regal Street to Fiske Street.

**Ayes:** Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone  
**Nos:** None  
**Abstain:** None  
**Absent:** None

**Final Reading Ordinance C36855 (Council Sponsors: Council President Wilkerson and Council Member Dillon)**

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

**Upon 7-0 Roll Call Vote**, the City Council **passed Final Reading Ordinance C36855** revising the dollar thresholds for City imprest funds and amending Section 07.03.020 of the Spokane Municipal Code.

**Ayes:** Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone  
**Nos:** None  
**Abstain:** None  
**Absent:** None

**FIRST READING ORDINANCES**

The following Ordinance was read for the first time, with further action deferred. Public testimony was allowed on the First Reading Ordinance; however, no individuals spoke on the ordinance.

**ORD C36862** To extend the duration of interim official control Ordinance C36680 concerning off-premises alcohol outlets near public assets. (Council Sponsors: Council Members Klitzke and Telis) (First Reading deferred as amended to April 20, 2026, Agenda, from April 13, 2026, Agenda, during April 13, 2026, 3:30 p.m. Agenda Review Session, thereby deferring Final Reading to April 27, 2026, Agenda.)

There were no **Special Considerations**.

There were no **Hearings**.

[The City Clerk left the meeting at 6:27 p.m. (pursuant to Council Rule 2.2.A). Open Forum speaker information and motion of adjournment and adjournment time were provided by the City Council Office for the minutes.]

**OPEN FORUM**

The following individual(s) spoke during the Open Forum:

- Dave Bilsland
- Melanie Perry

**ADJOURNMENT**

**Motion** by Council Member Dillon, seconded by Council Member Zappone, **to adjourn; carried 7-0**.

There being no further business to come before the City Council, the meeting adjourned at 7:15 p.m.

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**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Urban Experience Committee**  
**City Hall (808 W. Spokane Falls Blvd)**  
**Council Chambers, April 20, 2026**

**Call to Order: 12:06 p.m.**

Recording of the meeting may be viewed here:

**Attendance**

Committee Members Present:

Council Member Paul Dillon (virtual), Council President Betsy Wilkerson (arrived 12:13), Council Member Michael Cathcart (virtual), Council Member Kitty Klitzke, Council Member Kate Telis, Council Member Sarah Dixit, Council Member Zack Zappone.

**Discussion Items (No Action Taken)**

1. PURCHASE OF SKYDIO X10 DRONE PLATFORMS - MATT COWLES (5 minutes)
2. VEHICLE MITIGATION BARRIERS - MATT COWLES (5 minutes)
3. SPECIAL BUDGET ORDINANCE - GREEN AREA MAINTENANCE MOU – CHRIS AVERYT (5 minutes)
4. SPECIAL BUDGET ORDINANCE TO ACCEPT CHIP GRANT AWARDS - NATE SULYA (5 minutes)
5. SPECIAL BUDGET ORDINANCE – 8 PARK LEVY POSITIONS, 1 ADDITIONAL PARK POSITION - JASON CONLEY (5 minutes)
6. ACTIVATION OF PUBLIC SPACES PUBLIC RULE - ADAM MCDANIEL (2 minutes)
7. EXISTING SIDEWALK MAINTENANCE AND MINOR REPAIRS PUBLIC RULE – JASON RUFFING/ADAM MCDANIEL (2 minutes)
8. SIX MONTH EXTENSION OF ORDINANCE C36699 REGARDING PLANNED UNIT DEVELOPMENTS - SPENCER GARDNER (5 minutes)
9. INFORMATIONAL REPORT PROGRESS PERIODIC UPDATE TO THE CITY'S COMPREHENSIVE PLAN, PLANSPOKANE 2046, INCLUDING CLIMATE PLANNING - TIRRELL BLACK (10 minutes)
10. 4700 - MONTHLY PERMIT REPORT - TAMI PALMQUIST (10 minutes)
11. PERMITTING SYSTEM UPDATE - TAMI PALMQUIST (5 minutes)
12. 2026 FUNDING RECOMMENDATIONS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM - HEATHER PAGE (5 minutes)
13. ANNUAL ACTION PLAN APPROVAL REQUEST - HEATHER PAGE (15 minutes)
14. HABITAT FOR HUMANITY SECOND WQTIF REQUEST - KEVIN FREIBOTT (10 minutes)
15. BROADWAY FOODS & LAUNDROMAT TIF FUNDING - KEVIN FREIBOTT (10 minutes)
16. BAUMGARTNER HOUSE NOMINATION TO THE SPOKANE REGISTER OF HISTORIC PLACES - MEGAN DUVALL (5 minutes)
17. WOLFLE-TRUNKEY HOUSE AND GARAGE NOMINATION TO THE SPOKANE REGISTER OF HISTORIC PLACES - MEGAN DUVALL (5 minutes)
18. BOARD AND COMMISSION REPORTS - ROUND TABLE (10 minutes)

**Consent Items (No Action Taken)**

1. MFTE CONDITIONAL AGREEMENT FOR 6030 N RUBY ST. (PLANNING SERVICES)
2. CONNECTING HOUSING TO INFRASTRUCTURE (CHIP) GRANT (26-96330-006) (INTEGRATED CAPITAL MANAGEMENT)
3. CONNECTING HOUSING TO INFRASTRUCTURE PROGRAM (CHIP) GRANT (2696330-008) (INTEGRATED CAPITAL MANAGEMENT)
4. HYLAND ANNUAL SOFTWARE SUBSCRIPTION AND SUPPORT (INFORMATION TECHNOLOGY)
5. ALLONE HEALTH RESOURCES (EAP) CONTRACT RENEWAL (HUMAN RESOURCES)

**Public Testimony**

None.

**Executive Session**

None.

**Adjournment**

The meeting adjourned at 2:24 p.m.

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# Ordinances

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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*.

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**ORDINANCE NO. C36669**

An ordinance amending Ordinance C34130 that vacated Syndicate Boulevard from Regal Street to Fiske Street;

**WHEREAS**, a petition for the vacation of Syndicate Boulevard from Regal Street to Fiske Street has been filed with the City Clerk representing 100% of the abutting property owners, and a hearing has been held on this petition before the City Council as provided by RCW 35.79; and

**WHEREAS**, the City Council has found that the public use, benefit and welfare will best be served by the vacation of said public way; -- NOW, THEREFORE,

The City of Spokane does ordain:

**Section 1.** That Syndicate Boulevard from Regal Street to Fiske Street is hereby vacated. Legal N/W ¼ S15 T25 R43. Parcel number not assigned.

**Section 2.** An easement is reserved and retained over and through the entire vacated area for the utility services of Avista Utilities, Qwest, Comcast and the City of Spokane to protect existing and future utilities. The easement for the water main shall be a 30-foot non-buildable easement centered over the water line.

**The above-described easements shall not apply to or encumber the portion of vacated Syndicate Boulevard described below**

**That portion of vacated Syndicate Boulevard adjacent to Lots 1-3 of Block 136 of the Plat of East Side Syndicate Addition as recorded with the Spokane County Auditor under Recording Number 3100669 and located in Book C, on Page 73.**

**Section 3.** No water service taps shall be made on the water main in the vacated area but would need to be from the nearest water main within public right-of-way.

~~**(Section 4. Adequate emergency vehicle access shall be maintained to existing and future buildings.**~~

~~**Section 5. That this ordinance shall not become effective until the owners of property abutting upon the area to be vacated shall have compensated the City of Spokane in an amount equal to (one-half or full) the assessed value of the area herein vacated.**~~

**Passed by City Council April 20, 2026  
Delivered to Mayor April 23, 2026**

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**ORDINANCE NO. C36855**

An ordinance revising the dollar thresholds for City imprest funds and amending Section 07.03.020 of the Spokane Municipal Code.

**WHEREAS**, consistent with municipal accounting principles, the City of Spokane maintains “imprest funds” to allow for spending of funds for purchases of small items, payment of travel expenses, to accommodate the payment of cash by city customer, and to provide a mechanism for revolving accounts, among other purposes; and

**WHEREAS**, the city’s departments are authorized to maintain imprest funds and in such maximum amounts as are set by ordinance; and

**WHEREAS**, the administration has requested revisions to the statutory imprest amounts and the departments authorized to maintain such accounts; and

**WHEREAS**, the City Council wishes to make an additional change to the municipal code to clarify the Mayor’s prerogatives with respect to imprest funds;

**NOW THEREFORE**, the City of Spokane does ordain,

**Section 1.** That Section 07.03.020 of the Spokane Municipal Code is amended to read as follows:

**Section 07.03.020 Amount**

A. The amount of any imprest fund shall not exceed the amount fixed in the table below:

| <b>Department</b>  | <b>Amount not to exceed</b>                       |
|--|---|
| <del>((Accounting Department Imprest Fund))</del>            | <del>(((\$1,000.00))</del>                        |
| City Attorney Imprest Fund                                   | <del>(((\$1,000.00))</del> <u>\$300.00</u>        |
| Development Services Center Imprest Fund                     | \$1,500.00  |
| Spokane 311 Imprest Fund                                     | \$4,800.00  |
| Parks and Recreation Imprest Fund                            | \$2,500.00  |
| Parks and Recreation Imprest Fund – Riverfront Park          | <del>(((\$25,000.00))</del><br><u>\$17,000.00</u> |
| Risk Management Imprest Fund                                 | \$300,000.00                                      |
| Solid Waste Collection Department Imprest Fund               | \$200.00  |
| Solid Waste Disposal Department Imprest Fund                 | \$9,000.00  |
| Spokane Fire Department Imprest Fund                         | \$700.00  |
| Spokane Municipal Court Imprest Fund                         | <del>(((\$1,300.00))</del> <u>\$2,000.00</u>      |
| Spokane Municipal Court Imprest Fund – Parking Violations    | \$300.00  |
| Spokane Police Department Imprest Fund – Administration      | \$1,500.00  |
| Spokane Police Department Imprest Fund – Investigations      | \$60,000.00                                       |
| Spokane Police Department Imprest Fund – Records             | \$3,000.00  |
| Spokane Police Department – Travel Expense Cash Advance Fund | \$20,000.00                                       |
| Spokane Public Library – Imprest Fund                        | <del>(((\$3,000.00))</del> <u>\$3,500</u>         |

|   |                                      |
|---|--------------------------------------|
| Spokane Public Library – Travel Expense Cash Advance Fund | (((\$10,000.00)) <u>\$5,000.00</u> ) |
| Street Department Imprest Fund                            | \$500.00                             |
| Water and Hydroelectric Services Department Imprest Fund  | \$1,000.00                           |

B. (~~The Mayor may increase, subject~~) Subject to subsection (A) of this section, (~~or decrease~~) the Mayor may adjust the actual amount in an imprest fund from time to time.

**Section 2. Severability.** If any section, subsection, sentence, clause, phrase, or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase, or word of this ordinance.

**Section 3. Clerical Errors.** Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

**Passed by City Council April 20, 2026**

**Delivered to Mayor April 23, 2026**

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### ORDINANCE NO. C36864

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO RENEW SPD'S DIGITAL FORENSICS TOOL SOFTWARE (CELLEBRITE), AND DECLARING AN EMERGENCY.

**WHEREAS**, subsequent to the adoption of the mid-biennium modification Ordinance No. C36794, as above entitled in part, and which passed the City Council November 24, 2025, it is necessary to make changes in the appropriations of the Forfeitures and Contributions 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 Forfeitures and Contributions Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase appropriation by \$157,782.
  - A) Of the increased appropriation, \$157,782 is provided solely for software maintenance.

**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 renew SPD's digital forensics tool software (Cellebrite), 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 April 20, 2026**

**Delivered to Mayor April 23, 2026**

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# Job Opportunities

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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, family status, genetic information, veteran/military status, or disability status.

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## Project Manager (Construction) SPN 076

Open Entry

**Date Open:** April 27<sup>th</sup>, 2026

**Date Closed:** May 11<sup>th</sup>, 2026

**Salary:** \$80,826.48 annual salary, payable bi-weekly, to a maximum of \$114,568.56

### Class Summary:

Under general direction, plans, directs, and coordinates activities concerned with the construction and maintenance of structures, facilities, and systems; provides project coordination, budgetary oversight, and administrative support for special capital improvement projects and other program activities; administers and monitors associated contracts for compliance with established standards; serves as the lead individual for reporting and presentations to directors, elected officials, boards and commissions, executive-level staff, and other stakeholders.

### 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 overall coordination and direction for special projects; serves as project manager and lead technical expert for alternative delivery methods.
- Develops strategic workflow and master planning for capital programs and processes.
- Develops and coordinates requests for proposals/qualifications and bid specifications. Prepares and reviews correspondence, reports, scope, schedules, cost estimates, and other technical data required to manage projects.
- Negotiates and administers projects; hires consultants for capital programming purposes; creates and maintains project schedules, progress tracking information, and project files.
- Schedules and conducts pre-construction and progress meetings; reviews, negotiates, and approves change orders; checks for compliance with design and specifications; and prepares and monitors construction schedules.
- Performs quality assurance of contractors' work and performance in accordance with contract terms and conditions; monitors quality control, cash flow, and costs throughout the project period; reviews progress for payment.
- Collaborates with design consultants (i.e., architects, engineers, planners, specialty consultants, etc.) on project scope, design intent, and adherence to program schedules and requirements.
- Reviews details, specifications, cost estimates, and related reports and studies with consultants, contractors, departmental representatives, and other stakeholders to ensure that all requirements and compliance regulations are met and necessary approvals are secured.
- Establishes new practices and processes for budgeting, monitoring, and programming in alignment with department priorities.
- Collaborates with departmental staff, community members, volunteer groups, City elected and appointed officials, and boards and commissions to plan and implement projects.
- Communicates with citizens, developers, engineers, architects, and public officials to answer questions and provide information relating to projects, policies, and procedures.
- Researches, compiles data, and prepares and presents progress and technical reports.
- Represents the department at public hearings or in meetings with other governmental agencies, the City Council, and community groups on matters relating to projects.
- Performs related work as required.

**Minimum Qualifications:**

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

**Open-Entry Requirements:**

- Education: Bachelor's degree with major coursework in engineering, architecture, project management, construction management, business administration, or a related field.
- Experience: Two years of project management experience that includes oversight of master planning processes, hiring of consultants, and construction management.
- Substitution: Possession of Project Management Professional (PMP) certification may substitute for two years of education.

**Licenses and Certifications:**

- Possession of a valid driver's license, to be maintained throughout employment.

**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, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory, or speaking skills needed to take the test, unless the test is intended to measure those skills.

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

- T&E 100%

**Training and Experience Evaluation Details:**

- Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications, as posted on the job announcement.
- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- Failure to complete all the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., and copy/paste from a previous answer are not qualifying responses and will not be considered.

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, April 27, 2026, and Monday, May 11, 2026, will test Thursday, May 14th, 2026, through Monday, May 18, 2026.

The examination may include such subjects as:

- Education and Training
- Construction Management
- Project Management and Land Development
- Project Collaboration
- Project Quality Assurance
- Project Communications

**To Apply:**

An application is required for 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 23rd day of April 2026.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

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**Equity and Inclusion Specialist SPN 092**  
Open Entry

**Date Open:** April 27th, 2026

**Date Closed:** May 11th, 2026

**Salary:** \$68,047.92 annual salary, payable bi-weekly, to a maximum of \$96,361.20

**Class Summary:**

Implements and guides initiatives, best practices, and trainings within one or more City departments or agencies that focus on diversity, equity, inclusion, and belonging for employees and citizens. Identifies and advises on best practices for departmental policies, marketing, training, and strategic planning.

This position is currently being recruited for the Parks department.

**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.*

- Identifies, promotes, and advises on best practices to cultivate diversity, equity, inclusion, and belonging (DEIB), as well as trust, connection, collaboration, and inclusive decision making within the structure, systems, policies, marketing, and planning of one or more City departments.
- Keeps current on topics of DEI through trainings, conferences, and continuous education to ensure that training curriculum and guidance align with changing DEI regulations and best practices.
- Collaborates on City department efforts as a DEI subject matter expert by participating in, hosting, and speaking at internal meetings, public forums, conferences or industry events.
- Develops curriculum, materials, presentations, and resources to conduct internal trainings and classes.
- Provides suggestions and actionable steps to management based on staff or public feedback, internal requests, and needs assessments.
- Evaluates, tracks, and reports metrics such as objective results and key performance indicators (KPI's) specific to the department's needs. Builds on the effectiveness of existing trainings and finds opportunities for new approaches.
- Purchases training registrations, resources, and supplies.
- Performs related work as required.

**Minimum Qualifications:**

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

**Open-Entry Requirements:**

- Education: A bachelor's degree from an accredited college or university in public or business administration, human resources, social sciences, or equity studies, and
- Experience: Two years of experience in Diversity, Equity, and Inclusion (DEI) that include duties such as conducting equity or emotional intelligence trainings, advising leadership on DEI best practices, and developing DEI initiatives.

**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 & Experience Evaluation and a Work Sample, with weights assigned as follows:

- Supplemental T&E Examination 30%
- Work Sample 70%

**Training & Experience Evaluation:**

The T&E examination consists of a Supplemental Questionnaire. The questions may be viewed online under the tab marked "QUESTIONS" on the job announcement page. The T&E must be submitted online, at the time of application.

Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications, as posted on the job announcement.

- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., and copy/paste from a previous answer are not qualifying responses and will not be considered.

**Work Sample:**

Applicants who apply and meet the minimum qualifications between Monday, April 27th, 2026, and Monday, May 11th, 2026, will receive an email containing the instructions for the Work Sample portion of their exam. Applicants will have from Thursday, May 14, 2026, through Monday, May 18, 2026, to complete the work sample and send it back for evaluation.

The examination may include such subjects as:

- DEI concepts
- Strategic Planning
- Communication

**To Apply:**

An application is required for 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 23rd day of April 2026.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

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**Park Ranger SPN 698**  
Open Entry

**Date Open:** April 27th, 2026

**Date Closed:** May 11<sup>th</sup>, 2026

**Salary:** \$43,597.44 annual salary, payable bi-weekly, to a maximum of \$67,505.04

**Class Summary:**

Performs general duty security and parking lot operations work in City Parks.

**Examples of Job Functions:**

- Patrols City parks on foot, bicycle or in a motorized vehicle to prevent damage to park property and danger to park users. Enforces appropriate codes and ordinances.
- Provides first aid response for injuries and accidents within the park; requests professional response as needed.
- Investigates suspicious activities within the park; prevents infractions of park rules and calls for police assistance if circumstances warrant.
- Issues civil infractions for park code violations and participates in the enforcement of the Parks and Recreation Division parking rules. Makes arrests under applicable special commission authority.
- May assist in the repair and restocking of parking kiosks and other applicable parking equipment
- Assists in handling parking disputes.
- Writes and reviews security-related documents, such as reports of daily activities, irregularities, and incidents.
- Collects fees from parking kiosks and summarizes daily receipts.
- Responds to park alarms and call outs.
- Performs related work as required.

**Minimum Qualifications:**

Open Entry Requirements

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

- Education: High school diploma or its equivalent.
- Experience: One year of experience performing security patrol work.
- License: Possession of a valid driver's license.

NOTE: Must obtain a limited law enforcement commission within six months of date of employment. Applicants must obtain a basic first aid and CPR card before they can be hired; however, they do not have to possess the basic first aid and CPR card to be eligible to take the examination.

#### Background Investigation

All applicants are subject to a thorough background investigation, including criminal history. A criminal history that affects a person's ability to be certified for special police officer commission constitutes a bar to employment as a Park Ranger.

#### Lift Requirement:

- Job offer is contingent on passing a lift test.
- Ability to lift 100 lbs.

#### 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%

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.

Examination links with instructions will be emailed prior to 4:00 p.m. Pacific Time on the start date and will expire at 4:00 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from City of Spokane ([info@governmentjobs.com](mailto:info@governmentjobs.com)).

- Applicants who apply and meet the minimum qualifications between Monday, April 27th, 2026, and Monday, May 11th, 2026, will test Thursday, May 21st, 2026, through Tuesday, May 26th, 2026.

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

The examination may include such subjects as:

- Safety & Security
- Communication
- Customer Service & Interpersonal Skills
- Reading Comprehension
- Vehicle Operation & Driving Regulations
- Mathematical Reasoning

**To Apply:**

An application is required for 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 23rd day of April 2026.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

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**Water Hydroelectric Plant Operator SPN 662**  
Open Entry

**Date Open:** April 27<sup>th</sup>, 2026

**Date Closed:** May 11<sup>th</sup>, 2026

**Salary:** \$56,960.64 annual salary, payable bi-weekly, to a maximum of \$91,162.08

**Class Summary:**

Operates, monitors, and assures the safety of hydroelectric and water pumping station equipment used for City water supply and power generation.

**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.
- Operates electric pumps, motors, control panels, air compressors, chlorinators, and other water pumping equipment.
- Inspects, monitors, and documents water and hydroelectric system processes by reading the river and well water level indicators, piezometers, dials, graphs, computer screens, SCADA systems, and other instruments. Records booster and well station data for water flow and pump motor use.
- Performs and records mathematical calculations related to system operations.
- Responds to system alerts and investigates and diagnoses causes.
- Maintains, compiles, and updates water system logs and reports.
- Operates and adjusts system pumps, motors, and other equipment through the SCADA system. Reviews and evaluates historical data on SCADA to determine correct actions.
- Takes chlorine samples from well or booster station pumps and checks chlorine tank levels. Installs and replaces chlorine cylinder tanks.
- Operates, monitors, regulates, and adjusts hydroelectric generators in response to river flow. Opens and closes Tainter gates at the spillway.
- Exchanges information with other utilities and government entities.
- Maintains 24-hour security of the buildings and grounds. Monitors condition of the property and performs maintenance, including vegetation management, de-icing, snow shoveling, snow plowing, etc. Inspects and uses emergency equipment including fire extinguishers, first aid supplies, and life safety equipment such as ropes, harnesses, water rescue equipment, and monitors/detectors.
- Greets and interacts with the public, including operation of the plant switchboard and routing of calls. Monitors access of visitors. Provides informative plant tours to the public by appointment. Observes and monitors activities of citizens present along the river for their safety around City facilities.
- Writes work orders for system maintenance or repair.
- Performs related work as required.

**Minimum Qualifications:**

## Open-Entry Requirements:

- Education: High school diploma or equivalent.
- Experience: Three years in the operation of industrial or municipal pumps, motors, or power generators.
- License: Possession of a valid driver's license.
- Substitutions: Possession of a valid Water Distribution Manager I certificate (or higher) 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.

## Licenses and Certifications:

- Possession of a valid driver's license. Employees must obtain a Class C commercial driver's license with a hazardous material endorsement within 90 days of hire. The Class C CDL must be maintained throughout employment.
- Employees must obtain and maintain a Water Distribution Manager 1 certificate within one year of appointment.

Note: Individuals in this classification possessing a Washington State Department of Health Water Distribution Manager II or higher certificate are eligible for a two-range pay adjustment. The pay adjustment is contingent on the budget process and Civil Service verification of the certification.

## Lift Requirement:

- Job offer is contingent on passing a lift test.
- Enough strength to lift and carry heavy objects weighing up to 100 lbs.

**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%

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.

Examination links with instructions will be emailed prior to 4:00 p.m. Pacific Time on the start date and will expire at 4:00 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from City of Spokane ([info@governmentjobs.com](mailto:info@governmentjobs.com)).

- Applicants who apply and meet the minimum qualifications between Monday, April 27th, 2026, and Monday, May 11th, 2026, will test Thursday, May 21st, 2026, through Tuesday, May 26th, 2026.

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

The examination may include such subjects as:

- Computer Skills
- Equipment Maintenance
- Electricity, Hydraulics, and Mechanics
- Interpersonal Skills
- Plant Operations

**To Apply:**

An application is required for 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 23rd day of April 2026.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

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# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

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### **Chestnut St. Bridge Scour Mitigation Engineering Services File No. 2022093**

This project consists of the construction of approximately 5,900 CY of stream bed excavation prior to installation of approximately 3,200 CY of riprap and 2,900 CY of streambed aggregates, restoration plantings, creek bypass around the work zone., and other related miscellaneous items. Due to permitting and other constraints, work below the ordinary high water mark cannot begin until 7-1-26.

The City of Spokane will receive bids until 1:00 p.m. May 18, 2026, 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. For this project, the City of Spokane is using WSDOT's 2025 Standard Specifications

Publish: April 29 and May 6, 2026

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**3rd Ave. - Stevens St. Grind and Overlay  
Engineering Services File No. 2024062**

This project consists of the construction of approximately 500 linear feet of storm sewer, 6 drainage structures, 2,100 linear feet of sidewalk, 76 curb ramps, 2000 linear feet of curb or curb and gutter, 35,000 square yards of 2-inch thick HMA pavement, 25,000 linear feet of pavement markings, 100 square feet of signs, traffic control, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. May 18, 2026, 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.

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# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

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**REQUEST FOR PROPOSALS #6559-26**  
**GARMENT & LINEN RENTAL AND LAUNDRY SERVICES**  
City of Spokane PURCHASING DEPARTMENT

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

**Proposal Submittal:**

Proposals must be submitted electronically through the City of Spokane's online procurement system portal before **1:00 p.m. on MONDAY, June 01, 2026**. 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.procurement.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for Addenda posting or other communication via email. Registration is free.

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

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

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

**Public Bid Opening:**

Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on MONDAY, June 01, 2026. 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 Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [ddecorde@spokanecity.org](mailto: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.

Katie Archer  
Procurement Specialist  
City of Spokane Purchasing & Contracts

Publish: April 29 and May 6, 2026

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