



Official Gazette

City of Spokane, Washington

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

Volume 116

September 9, 2026

Issue 36



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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Statement of Ownership

STATEMENT OF OWNERSHIP
MANAGEMENT AND CIRCULATION

THE OFFICIAL GAZETTE is published weekly at 808 W. Spokane Falls Blvd., Spokane, Spokane County, Washington, 99201-3342.

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Outside-County	0	0
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I certify that the statements made by me above are true and complete.

September 3, 2026, GIACOBBE, BYRD, Editor
Published: September 9, 2026

General Notices

**Regular Meeting Notice/Agenda
The Civil Service Commission
9:30 AM – September 15th, 2026**

NOTICE IS HEREBY GIVEN by the City of Spokane Civil Service Commission, that a regularly scheduled meeting of the Civil Service Commission will be held on September 15th, 2026, commencing at 9:30 A.M. in the City Briefing Center – Lower Level of City Hall (808 W. Spokane Falls Blvd., Spokane WA, 99201). The purpose of the meeting is to conduct the monthly commission meeting and to discuss other matters as reflected on the attached agenda.

The meeting will be conducted in person and open to the public with commission members, staff and presenters attending in-person.

Oral public comment will be accepted at the meeting for agenda items to be decided by the Commission, excluding hearing items. Individuals who want to provide oral comment at this time but are unable to physically attend the meeting shall contact the Commission at civilservice@spokanecity.org to request by 5:00 P.M. the day before the meeting, (Monday, September 14th, 2026) so the Commission can make arrangements for you to participate telephonically at the meeting.

Dated this 3rd day of September 2026.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Debbie DeCorde 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 Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Agenda

Regular Meeting of the Civil Service Commission
 9:30 AM – September 15th, 2026
 City Hall – City Council Briefing Center – Lower Level
 808. W Spokane Falls Blvd., Spokane, WA 99201

1. **Call to Order/Roll Call**
2. **Approval of Minutes**
 - a. August 18th, 2026, Minutes
3. **Chief Examiner Update**
4. **New Business**
 - a. Resolution 2026-13: Classification Actions
5. **Other Business**
 - a. Special meeting date discussion: S. Richmond Appeal
6. **Adjourn**

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

Order of Forfeiture – No Claim

In a seizure conducted by the Spokane Police Department in the State of Washington for the county of Spokane.

Report No.: **2026-20103450** Date of Seizure Notice: 06/25/2026 Date of Seizure: 06/16/2026 Claim Deadline: 08/24/2026 Seizure No.:26-016

To: Steven D Hulme

The seizing agency, Spokane Police Department (SPD), to the said claimant, **Steven D Hulme**:

You are hereby notified that the SPD seized the property listed below, pursuant to RCW 69.50.505. These items are subject to forfeiture and no property rights exist in them.

A Felony Drug Notice of Seizure and Intended Forfeiture was served on the above recipient within fifteen days following the date of seizure pursuant to RCW 69.50.505.

“Failure of a party to file an application for an adjudicative proceeding within the time limit or limits established by statute or agency rule constitutes a default and results in the loss of that party’s right to an adjudicative proceeding, and the agency may proceed to resolve the case without further notice to, or hearing for the benefit of, that party, except that any default or other dispositive order affecting that party shall be served upon him or her or upon his or her attorney, if any.” RCW 34.05.440.

The above named recipient failed to file an application for an adjudicative proceeding within the time limit. This constitutes a default and results in the loss of the above named recipient’s right to an adjudicative hearing. RCW 69.50.505. As a result, the SPD has now resolved this seizure as a default and the items listed below are hereby forfeited to the SPD.

THE FOLLOWING PROPERTY HAS BEEN FORFEITED:

Item #	Description (for vehicles, do not include the VIN #)
5	Taurus TX .22 Pistol and Magazine
7	\$1,233.00 Currency from blue bag

AVAILABLE PROCEDURES AND TIME LIMITS FOR SEEKING RECONSIDERATION OR OTHER RELIEF

The above-named recipient is entitled to seek reconsideration or other administrative relief pursuant to RCW 34.05. “Within seven days after service of a default order ... the party against whom it was entered may file

a written motion requesting that the order be vacated, and stating the grounds relied upon.” See RCW 34.05.440(3). “Within ten days of the service of a final order, any party may file a petition for reconsideration, stating the specific grounds upon which relief is requested.” See RCW 34.05.470(1). Any motion to vacate or petition for reconsideration must be served upon the Spokane Police Department, Civil Enforcement Unit, 1100 West Mallon Avenue, Spokane, WA 99260. “A petition for judicial review of an order shall be filed with the court and served on the agency, the office of the attorney general, and all parties of record within thirty days after service of the final order.” See RCW 34.05.542(1). “A petition for judicial review of agency action ... is not timely unless filed with the court and served on the agency, the office of the attorney general, and all other parties of record within thirty days after the agency action” See RCW 34.05.542(3).

Lt. Ben Maplethorpe, #1216
Spokane Police Department
1100 W. Mallon Ave
Spokane, WA 99260

Date of First Publication: September 9, 2026

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. C36920

An ordinance to extend the duration of interim zoning ordinance C36646 concerning height limits; setting a public hearing; and reiterating a work program.

WHEREAS, on March 24, 2025, City Council adopted ordinance C36646, an interim zoning ordinance regarding height limits; and

WHEREAS, on September 15, 2025, City Council adopted ordinance C36749, which extended the duration of ordinance C36646 to March 24, 2026; and

WHEREAS, on February 23, 2026, City Council adopted ordinance C36749, which extended the duration of ordinance C36834 to September 24, 2026; and

WHEREAS, on November 3, 2025, City Council adopted ordinance C36773, approving a consultant contract for the project entitled “Code Assessment and Modernization of Title 17 of the Spokane Municipal Code”; and

WHEREAS, the Planning and Economic Development department continues to perform related studies and public engagement as part of the periodic update to the City’s Comprehensive Plan, requiring additional time beyond the original expiration; and

WHEREAS, the Code Assessment and Modernization of Title 17 of the Spokane Municipal Code is expected to continue beyond the expiration of September 24, 2026; and

WHEREAS, pursuant to RCW 36.70A.390, the City Council held a public hearing in support of the adoption of this ordinance.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. Hearing. That the hearing held at the time of adoption of this ordinance fulfills the requirement of RCW 36.70A.390 to hold a hearing in connection with this extension.

Section 2. Work Plan. That the Planning and Economic Development Department shall continue to study, conduct additional public engagement, and evaluate height limits as part of the periodic update to the Comprehensive Plan and the Code Assessment and Modernization of Title 17 of the Spokane Municipal Code projects.

Section 3. Duration. That the duration of the interim zoning ordinance enacted by ordinance C36646 shall be extended an additional six months to March 24, 2027.

Section 4. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

ORDINANCE NO.C36922

An ordinance expanding access to cooling, heating, and weatherization services; amending Sections 07.08.158 and 10.57.10 of the Spokane Municipal Code.

WHEREAS, a study published in 2025 demonstrated that 84% of survey respondents in Spokane have in-home air conditioning (58.8% with central air and 34.9% with a portable or window unit), but 23% reported limitations to use, primarily due to utility costs; and

WHEREAS, the Spokane Extreme Heat Resilience Plan, published by the Spokane Community Resilience Collaborative, finds that improving accessibility to high-efficiency residential HVAC systems that can provide in-home cooling is essential for creating healthier and more equitable communities; and

WHEREAS, the Spokane Extreme Heat Resilience Plan calls for services aimed at increasing accessibility of air conditioning that consider both homeowners and renters as well as the cost of maintenance; and

WHEREAS, the Spokane Extreme Heat Resilience Plan recommends low-cost weatherization services that support income-eligible residents; and

WHEREAS, according to Spokane's "Climate Risk and Vulnerability Assessment," the elderly and youth are particularly vulnerable to health impacts resulting from extreme heat; and

WHEREAS, the City seeks to expand access to cooling, heating, and weatherization services using existing funds dedicated to ensuring habitability.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That Section 07.08.158 of the Spokane Municipal Code is amended to read as follows:
Section 07.08.158 Legal Services, Habitability, and Relocation Fund

- A. There is established a special revenue fund entitled the "legal services, habitability, and relocation fund" into which shall be paid two percent of all revenue collected pursuant to [SMC 8.07C](#) each year for five calendar years (2023-2027) to seed the fund and then it shall thereafter be maintained with 100% proceeds from substandard housing enforcement actions (~~((by the Legal Services and Relocation Program))~~) and monetary sanctions collected from enforcement actions pursuant to [Chapter 10.57](#).

- B. As provided in the annual budget, the “legal services, habitability, and relocation fund” is appropriated to provide for legal services and relocation funds arising out of rental units that fall below standards of habitability, as established by SMC 10.57.070, and to expand access to cooling, heating, and weatherization services that improve public health and safety and improve the habitability of the city’s housing stock. The city council may also provide for additional revenues to be paid into such fund from time to time from any available funds of the City.

Section 2. That Section 10.57.100 of the Spokane Municipal Code is amended to read as follows:

Section 10.57.100 Legal Services, Habitability, and Relocation ((Program)) Programs

- A. The City of Spokane is authorized to use monies from the Legal Services, Habitability, and Relocation Fund to expand access to cooling, heating, and weatherization services that improve public health and safety and improve the habitability of the city’s housing stock. Additionally, the City may contract with another entity to provide attorney services for landlord and tenant legal services and mediation costs, with a focus on habitability and violations of the Chapter 59.18 RCW - Residential Landlord Tenant Act (“RLTA”). ~~((The city investment would provide seed money for first year of salary and benefits for an attorney and reasonable litigation costs, including mediation fees. Legal fees from successful representation would be used to sustain the attorney(s) and associated costs for the long term.))~~
- B. The City is further authorized to disburse monies from the Legal Services, Habitability, and Relocation Fund to provide immediate relocation funds to tenants living in rental units that are below the standards of habitability and likely to be able to recover relocation funds from their landlord, which will reimburse the fund. The City is also authorized to disburse monies from the Legal Services, Habitability, and Relocation Fund to landlords to assist with tenant removal or relocation. ~~((The attorney described in Section A shall establish an application, review, and appeals process for the relocation fund program.))~~
- C. Minimum program requirements:
1. A program that focuses on pursuing legal remedies for rental housing units that clearly fall below standard of habitability defined in the Spokane Municipal Code and/or violate the RLTA in consultation with Code Enforcement.
 2. A program that provides prompt relocation funds from City directly to the tenant once it appears ~~((to the attorney described in Section A))~~ that a landlord is more likely than not to be held liable under state law and then collects from the landlord and any settlement funds as first priority a reimbursement to the relocation funds advanced ~~((and any attorney fees that could be used to fund the attorney positions in the future))~~.
 3. A program that builds increased capacity for ~~((these))~~ cooling, heating, and weatherization services that improve public health and safety and improve the habitability of the city’s housing stock, including education and outreach.
 4. Services provided under this section may only be provided to individuals ~~((from households with incomes less than 400% of the federal poverty level))~~ that meet the criteria established under SMC 08.07C.

Section 3. 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 4. 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

An ordinance repealing duplicative charitable solicitation license requirements; amending Section 08.01.080 and repealing Chapter 10.42 of the Spokane Municipal Code.

WHEREAS, the City has maintained a no-fee charitable solicitation license requirement since 1978; and

WHEREAS, the City’s charitable solicitation license is duplicative of state requirements where oversight is provided under Washington state law in RCW 19.09, which is adopted by reference in SMC 10.58.020; and

WHEREAS, the City intends to reduce the administrative burden on charitable organizations and City staff by eliminating this duplicative license requirement.

NOW THEREFORE, the City of Spokane does ordain:

Section 1 . That Section 08.01.070 of the Spokane Municipal Code is amended to read as follows:

Section 08.01.070 Business Registration Required

- A. No person may engage in business in the city of Spokane or with the City without first having obtained and being the holder of a valid annual business registration or temporary business registration a Spokane city endorsement as provided in this chapter. Annual general business licenses with a Spokane city endorsement shall be issued and registered through the Washington State Department of Revenue’s Business Licensing Service (BLS). A general business license is good for twelve months and must be renewed before expiration for the next twelve months. Any temporary registrations, to include itinerant vendor registrations, shall be issued and registered by the City of Spokane Taxes and Licenses Office. In addition, persons whose activities fall within the definition of [SMC 10.40.010](#) must obtain an “itinerant vendor” permit as provided in [SMC 10.40.010](#), in addition to a business registration. A business license does not authorize illegal activities.
- B. If a business changes names or locations during a registration year, it must notify the Washington State Business Licensing Service to obtain a new registration document to display in the place of business that reflects the change of name or location. A change of location may require the filing of a new application through the Business Licensing Service, as described in this chapter.
- C. A person or business conducting the following activities shall register for an annual regulatory business license or obtain an annual permit in addition to obtaining a general business license and shall follow the requirements of the activity's respective chapter:

Annual Regulatory Licenses and Permits	Licensing Requirements
Amusement Facility License	SMC 10.23A
Commercial Tree License	SMC 10.25
Building Moving and Relocation Permit	SMC 10.26
Sidewalk Café, Streateries, and Parklets License	SMC 12.15
Contractors and Workers Licensing: Blaster, Boiler Operator, Fire Equipment Servicer, Gas Hearing Mechanic	SMC 10.29
Fireworks Permit	SMC 10.33A

For-hire Vehicle Driver and For-hire Operator License	SMC 10.34A
Infectious Waste License	SMC 10.35
Itinerant Vendor License	SMC 10.40
Special Police Officer License	SMC 10.41A
((Charitable Solicitation License))	((SMC 10.42))
Telephone and Telegraph Construction Permit	SMC 10.43
Emergency Medical Transport Permit	SMC 10.47
Food Delivery License	SMC 10.515
Short Term Rental License	SMC 10.52
Residential Rental ((House)) <u>Property</u> License	SMC 10.57

Section 2. That Chapter 10.42 of the Spokane Municipal Code is hereby repealed.

Section 3. 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 4. 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.

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

Police Records Specialist SPN 016 Open Entry

Date Open: September 7th, 2026

Date Closed: Continuous

Salary: \$46,729.44 annual salary, payable bi-weekly, to a maximum of \$72,954.72

Class Summary:

Performs difficult specialized records management work providing information and records maintenance functions in the Records section of the Police 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.

- Provides records management for multiple law enforcement agencies and criminal justice agencies throughout Spokane County. Receives counter, fax, and telephone inquiries from internal customers and external law enforcement agencies, answers questions of a general and law enforcement nature, and refers individuals to appropriate sources of information.
- Employees are assigned multiple distinct functions within one of the primary work groups including criminal records, domestic violence orders, and public window.

- **Criminal records:** Reviews, verifies, and processes reports, warrants, requests, teletypes, and faxes. Enters, updates, and corrects multiple databases as required. Reports processed include, but are not limited to, runaway/missing person reports, stolen vehicle recoveries, warrants, offender based tracking systems, and ineligibility to possess a firearm. Receives, sorts, reviews, scans, indexes, makes copies, corrects, and disseminates documents as required by applicable laws, policies, and procedures.
- **Domestic violence orders:** Reviews, verifies, and processes court orders, enters information into databases, and updates databases as the court orders are served or status is changed. Works closely with court staff to review court orders and makes requests for any corrections when needed. Court orders may include criminal no-contact orders and a variety of civil protection orders including but not limited to domestic violence protection orders, anti-harassment orders, extreme risk protection orders, and restraining orders.
- **Public window:** Reviews applications for gun licenses and conducts criminal background checks for concealed pistol licenses and firearm dealers. Generates paperwork and submits requests to outside agencies (DOL etc.). Interacts with customers in person, by phone, and by email. Performs cash transaction duties handling funds, change, receipts, reconciliation, deposits, and disbursements.
- Performs related work as required.

Minimum Qualifications:**Open-Entry Requirements:**

- *Education:* High school diploma or equivalent.
- *Experience:* Two years of clerical office work experience with primary duties in data entry or administrative tasks. One year of business or clerical education above the high school level may substitute for one year of the experience requirement. An associate degree or higher from an accredited college or university in business, communications, social science, criminal justice, or a closely related field may substitute for the two-year experience requirement. Must be able to type at the rate of 200 keystrokes (40 words) per minute.
- *Equivalency:* We accept equivalent combinations of education and experience. We welcome job seekers with relevant backgrounds to apply.

Licenses and Certifications:

- Employees must obtain ACCESS II certification within the probationary period.

Background Check:

- All candidates must submit to fingerprint and background investigation prior to appointment.

Pre-employment Requirements:

- All applicants are subject to a thorough police background investigation, including but not limited to criminal history, fingerprinting, and polygraph.
- To facilitate the background investigation, applicants must submit a Personal History Statement (PHS) form. Completion of this form is MANDATORY for employment consideration

Note: The City of Spokane no longer screens for cannabis during the initial hiring process; however, cannabis use after employment is not permitted. Applicants may be subject to random drug tests during employment.

Examination Details:

Applicants must first meet the minimum qualifications to be invited to take the examination. Those who pass the examination will then go on the hiring list.

The examination will be conducted in the form of a skills simulation. The skills simulation exam, an assessment that replicates real job tasks in a virtual environment, will evaluate your ability to use core programs essential to the position.

The examination may include such subjects as:

- Microsoft Excel
- Microsoft Word

- Microsoft Outlook
- Proofreading
- Typing

This is an online examination that 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.

Once you receive the test link, the testing window is Thursday, 12:00 AM, to the following Monday at 11:59PM. 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

Please note: The email will come from City of Spokane (info@governmentjobs.com).

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

Additional examinations shall be administered as applications are received with results merged into one eligible list according to final ratings, pursuant to the Merit System Rules of the Civil Service Commission: Rule IV, Section 13 – Continuous Examinations.

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.

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 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 31st day of August 2026.

SCOTT STEPHENS

Chair

KELSEY MYERS

Chief Examiner

Police Records Specialist SPN 016**Promotional**

Date Open: September 7th, 2026

Date Closed: September 21st, 2026

Salary: \$46,729.44 annual salary, payable bi-weekly, to a maximum of \$72,954.72

Class Summary:

Performs difficult specialized records management work providing information and records maintenance functions in the Records section of the Police 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.

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- Employees are assigned multiple distinct functions within one of the primary work groups including criminal records, domestic violence orders and public window.
- **Criminal records:** Reviews, verifies, and processes reports, warrants, requests, teletypes, and faxes. Enters, updates, and corrects multiple databases as required. Reports processed include, but are not limited to, runaway/missing person reports, stolen vehicle recoveries, warrants, offender based tracking systems, and ineligibility to possess a firearm. Receives, sorts, reviews, scans, indexes, makes copies, corrects, and disseminates documents as required by applicable laws, policies, and procedures.
- **Domestic violence orders:** Reviews, verifies, and processes court orders, enters information into databases, and updates databases as the court orders are served or status is changed. Works closely with court staff to review court orders and makes requests for any corrections when needed. Court orders may include criminal no-contact orders and a variety of civil protection orders including but not limited to domestic violence protection orders, anti-harassment orders, extreme risk protection orders, and restraining orders.
- **Public window:** Reviews applications for gun licenses and conducts criminal background checks for concealed pistol licenses and firearm dealers. Generates paperwork and submits requests to outside agencies (DOL etc.). Interacts with customers in person, by phone, and by email. Performs cash transaction duties handling funds, change, receipts, reconciliation, deposits, and disbursements.
- Performs related work as required.

Minimum Qualifications:**Promotional Requirements:**

- *Experience:* At least two years of regular employment with the City at the level of Office Clerk Assistant or higher clerical classification and ability to type at the rate of 200 keystrokes (40 words) per minute.

Licenses and Certifications:

- Employees must obtain ACCESS II certification within the probationary period.

Background Check:

- All candidates must submit to fingerprint and background investigation prior to appointment.

Pre-employment Requirements:

- All applicants are subject to a thorough police background investigation, including but not limited to criminal history, fingerprinting, and polygraph.
- To facilitate the background investigation, applicants must submit a Personal History Statement (PHS) form. Completion of this form is MANDATORY for employment consideration.

Note: The City of Spokane no longer screens for cannabis during the initial hiring process; however, cannabis use after employment is not permitted. Applicants may be subject to random drug tests during employment.

Examination Details:

Applicants must first meet the minimum qualifications to be invited to take the examination. Those who pass the examination will then go on the hiring list.

The examination will be conducted in person and will consist of multiple-choice questions.

Possible subjects covered in the examination:

- Microsoft Excel
- Microsoft Word
- Microsoft Outlook
- Proofreading
- Typing

Important Details:

- Test Date: Wednesday, September 23rd, 2026
- Test Time: 9:00 a.m.
- Test Method: Computer
- Test Location: Civil Service Test Room, 4th floor City Hall, 808 W Spokane Falls Blvd, Spokane, WA 99201
- Test Duration: 2 Hours

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

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.

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- 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 31st day of August 2026.

SCOTT STEPHENS
Chair

KELSEY MYERS
Chief Examiner

Emergency Communications Training & Quality Specialist SPN 276
Open Entry

Date Open: September 7th, 2026

Date Closed: September 21st, 2026

Salary: \$90,493.92 annual salary, payable bi-weekly, to a maximum of \$128,599.92

Class Summary:

Responsible for new hire and ongoing training and quality assurance of 911 Emergency Communications Call Takers and Dispatchers.

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.

- Conducts quality assurance reviews, administers training, and otherwise support the center's professional development and performance improvement.
- Deliver new hire training utilizing varied delivery methods that prepares all new hires for success following new hire training.
- Conduct quality assurance audits on calls, radio traffic, chats, and systems, ensuring compliance with policies, guidelines, and best practices.
- Executes training and quality programs for Emergency Communications, ensuring compliance with applicable laws, policies, guidelines, and best practices.
- Help respond to open records requests by collecting audio and transcripts.
- Track and analyze staff errors, questions, and needs. Identify trends and work to resolve common quality and training issues.
- Develop staff through training, coaching, and mentoring to improve outcomes.

- 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:* Completion of two years of college (90 quarter credit hours or 60 semester credit hours) to include college level English; AND
- *Experience:* Two years of call center training experience OR four years of dispatching experience with a public safety agency.

Background Check:

- All applicants are subject to a thorough background investigation, including but not limited to criminal history and pre-employment drug screening.

Licenses and Certifications:

- Individuals in this classification must obtain and maintain all required certifications in approved emergency communications protocols and software to include: the Washington State Public Safety Telecommunicator certification, Emergency Dispatch certification, ED-Q certification, and ACCESS II certification.

- Note: Certification and training is paid for by the City of Spokane.

Examination Details:

Applicants must first meet the minimum qualifications to be invited to take the examination. Those who pass the examination will then go on the hiring list.

The examination will consist of multiple-choice questions.

Possible subjects covered in the examination:

- Training
- Quality Assurance
- Computer Skills
- Attention to Detail
- Communication and Interpersonal Skills

This is an online examination that 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 instructions and links will be emailed to qualified applicants on September 23rd, 2026. The testing window is September 24th - 28th.

Please note: The email will come from City of Spokane (info@governmentjobs.com).

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

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.

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 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 31st day of August 2026.

SCOTT STEPHENS
Chair

KELSEY MYERS
Chief Examiner

Amendment
Police Radio Dispatcher I SPN 283
Announcement as of August 31st, 2026

The above titled announcement is hereby amended to read:
The closing date is September 14th, 2026.

Equipment Servicer SPN 626
Open Entry

Date Open: September 7th, 2026

Date Closed: September 21st, 2026

Salary: \$50,132.88 annual salary, payable bi-weekly, to a maximum of \$78,884.64

Class Summary:

Performs semi-skilled work in the servicing of automotive equipment in a shop or on site.

Examples of Job Functions:

- Determines, in accordance with orders received from the supervisor, priority for servicing equipment.
- Performs tire changing and repair, minor electrical repair, steam cleaning engines and undercarriages, lubrication, oil changing, wheel bearing packing and similar activities on all assigned automotive equipment.
- May be assigned to and responsible for the above functions and routine servicing, maintenance and minor repair of a specific class of heavy equipment; such as, street sweepers, graders, packers or similar equipment.
- Performs preventive maintenance inspections, taxi inspections, emission tests, and other periodic tests as required.
- Maintains records of vehicle servicing data; insures adequate service supplies are on hand.
- Assists journey-level mechanic in repair of automotive equipment and in making outside service calls; does minor welding, machining and painting.
- Performs related work as required.

Minimum Qualifications:

Open-Entry Requirements:

- *Experience:* Two years of experience in automotive equipment service and repair.
- *Equivalency:* We may accept different combinations of education and experience. We welcome job seekers with relevant backgrounds to apply.
- *License:* Possession of a valid driver's license.
 - A valid driver's license must be maintained throughout employment.
 - A Class B Commercial Driver's License (CDL) must be obtained during the probationary period. Once acquired, it must be maintained throughout employment.

Lift Requirement:

- Job offer is contingent on passing a lift test.
- Ability to lift and to carry parts, tools, and equipment up to 100 lbs.

Examination Details:

Applicants must first meet the minimum qualifications to be invited to take the examination. Those who pass the examination will then go on the hiring list.

The examination will consist of multiple-choice questions.

Possible subjects covered in the examination:

- General Technical Knowledge
- Electrical Work
- Power Train
- Tires and Brakes
- Safety

This is an online examination that 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 instructions and links will be emailed to qualified applicants on September 24th, 2026. The testing window is September 24th – 28th.

Please note: The email will come from City of Spokane (info@governmentjobs.com).

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

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.

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 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 3rd day of September 2026.

SCOTT STEPHENS
Chair

KELSEY MYERS
Chief Examiner

Fire Lieutenant SPN 936

Promotional

Date Open: September 7th, 2026

Date Closed: September 21st, 2026

Salary: \$118,995.10 annual salary, payable bi-weekly, to a maximum of \$133,274.33

Class Summary:

Performs first level supervisory, skilled firefighting, and emergency medical techniques as a station shift commander or a company officer.

Examples of Job Functions:

- Responds to fire, medical and other incidents. Determines the best routes to incidents, and supervises the activities of assigned personnel or may act as incident commander until relieved by a superior officer. Participates in all phases of emergency operation and basic life support. Performs firefighting,

rescue and salvage work, and cleanup operation. Supervises the recovery, cleaning, and inspection of company equipment after fire, medical or other types of incidents.

- Responds to medical emergencies and participates in various aspects of medical emergency care.
- Supervises, on an assigned shift, the cleaning and care of firefighting apparatus, equipment, and station quarters. Inspects personnel, quarters and equipment. Maintains discipline, and instructs and drills assigned personnel in emergency medical skills, firefighting, and related subjects.
- Performs such fire prevention functions as inspection of business establishments, apartment complexes and schools.
- Inspects assigned district periodically to become familiar with buildings, location and condition of fire hydrants and streets, and to identify potential fire hazards and dangers and to compile comprehensive pre-incident plans. Advises residents regarding potential dangers.
- May be assigned the following duties: Investigator in SIU, Training Officer, or Clinical Standards and Practices Officer.
- May be designated acting station commander in the absence of the regular commander.
- Maintains company records and prepares necessary reports.
- Performs related work as required.

Minimum Qualifications:**Promotional Requirements:**

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

- *Experience:* Completion of four years combined service with the Spokane Fire Department in subordinate positions of the uniformed Fire Service.
- *License:* Possession of a valid driver's license.

Examination Details:

Applicants must first meet the minimum qualifications to be invited to take the examination. Those who pass the examination will then go on the hiring list.

The examination will consist of the following:

- Promotional Evaluation Worksheet: 15%
- Multiple-choice Test: 25%
- Assessment Center: 60%

Promotional Evaluation Worksheets

An email containing the Promotional Evaluation Worksheet and Instructions will be sent to all qualifying applicants after the recruitment closes.

Assessment Orientation

On the day of the multiple-choice exam, Civil Service will conduct an assessment center orientation to introduce the assessment center process, not to discuss specific test content. The orientation will be held in-person beginning at 9:00 a.m. There will be a short break and then the multiple-choice exam will begin.

Multiple-Choice Test

The multiple-choice test will be conducted at the National Guard Readiness Center (1626 N. Rebecca St, Spokane, WA 99217) on Thursday, September 24th, 2026, at 9:00 a.m. Please plan on being at the Fire Training Center for approximately 3 hours. The 2-hour multiple-choice test will include subjects as outlined in the [2026 SFD Lieutenant Promotional Exam Bibliography](#). The top 40 candidates who achieve a passing score on the multiple-choice exam will advance to the assessment center based on the combined score of the multiple-choice test (85%) and Promotional Evaluation Worksheet (15%).

Assessment Center

The assessment center will be conducted at the Fire Training Center (1618 N. Rebecca St, Spokane, WA 99217) during the week of October 12th, 2026. Qualified candidates will be invited to self-schedule their

assessment from available dates and times. The assessment center will consist of tactical and interpersonal problems.

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

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.

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 with Job Title – Applicant Name in the subject line of the email
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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 3rd day of September 2026.

SCOTT STEPHENS
Chair

KELSEY MYERS
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

CALL FOR BIDS
CSO Basin 34 (I-90) Stormwater Mitigation/Separation Facility
Engineering Services File No. 2018052

***Please note: As of July 2026, bid delivery day and time has been moved to Tuesdays at 10:00 a.m. to 11:00 a.m. followed by the bid opening at 11:15 a.m.

This project consists of the construction of a diversion structure, stormwater lift station, 4 Modular Wetland stormwater treatment systems, 4 type 2 deep drywells, 5 catch basins, associated site piping including approximately 200 total linear feet of stormwater forcemain pipe and appurtenances including a valve vault, 380 linear feet of stormwater pipe of varying sizes, 250 square yards of HMA pavement, 123 linear feet of sidewalk and driveways, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 11:00 a.m. September 29th, 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 10:00 a.m. and 11:00 a.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 10:00 a.m. to 11:00 a.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 11:15 a.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 2026 Standard Specifications.

Note regarding new apprentice program requirements: Section 1-07.9(3) herein has been substantially revise.

It is anticipated that this project will be funded in part by the Washington State Department of Ecology. Neither the State of Washington nor any of its departments or employees are, or shall be, a party to any contract or any subcontract resulting from this solicitation for bids.

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 at <https://my.spokanecity.org/business/bid-and-design/project-forms/>. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

Advertisement Dates:

September 9, and September 16, 2026

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR PROPOSALS #6595-26 Wastewater System PFAS Sample Testing Services

City of Spokane Riverside Park Water Reclamation Facility

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 **11:00 a.m. on TUESDAY, SEPTEMBER 22, 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.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for Addenda posting or other communication via email. Registration is free.

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

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

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

Public Bid Opening: Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at **11:15 a.m. on TUESDAY, SEPTEMBER 22, 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 #.

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

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email 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.

Connie Wahl, C.P.M., CPPB
Senior Procurement Specialist,
City of Spokane Purchasing & Contracts
Published dates: August 26, September 2 and 9, 2026

REQUEST FOR INFORMATION #6599-26
City of Spokane Downtown Bicycle Parking Program

City of Spokane Planning Services Department

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

Response Submittal: Responses must be submitted electronically through the City of Spokane's online procurement system portal until **11:00 a.m. on TUESDAY, SEPTEMBER 22, 2026**. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Response, the Respondent 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, Respondents 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 Respondent'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 Information.

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

Public Bid Opening: Sealed Responses will be acknowledged and unsealed at the City virtual public bid opening meeting at **11:15 a.m. on TUESDAY, SEPTEMBER 22, 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 #.

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

Published dates: August 26, September 2 and 9, 2026

GENERAL REPAIR AND MAINTENANCE OF MEDIUM AND HEAVY DUTY TRUCKS AND EQUIPMENT (2026)
CITY OF SPOKANE
FLEET SERVICES DEPARTMENT
RFP #6613-26

Description: To provide Fleet Maintenance and Repair Services for the City of Spokane Fleet Services, which are Medium and Heavy Duty Vocational vehicles. Work will be done on an “as needed” basis and vehicles will be preferred to be picked up and delivered

Bid Opening: Sealed electronic responses will be accepted until Tuesday, September 22, 2026 at 11:00am. Responses will be publicly acknowledged at 11:15am. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

To view this solicitation, access Plans and Specifications, and submit a proposal, you must first register in the City's bidding portal at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, you will also be added to the solicitation distribution list for changes and/or additions via Addenda form.

Potential bidders are asked to post their questions on our bidding portal under the tab labeled “Clarifications” under the relative project number.

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. Only firm proposals with signatures will be tabulated.

Thea Prince
Purchasing Department

Published: September 2 & September 9, 2026

REQUEST FOR PROPOSALS #6617-26
Ecology GROSS Grant Regional Stormwater Education – Phase 2 Champaign Implementation

City of Spokane Wastewater Department

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

Bid Submittal: Bids must be submitted electronically through the City of Spokane's online procurement system portal until 11:00 a.m. on TUESDAY September 21st 2026 Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Bid, the Bidder must be a registered supplier on the City's online procurement system, ProcureWare. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Bidders 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 Bidder's responsibility to check the City of Spokane's procurement system identified above for Addenda or other information that may be posted regarding this Invitation to Bid.

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

Public Bid Opening: Sealed Bids will be unsealed and read at the City virtual public bid opening meeting at 11:15 a.m. on TUESDAY September 21st 2026. For the link to attend virtually, visit the City's Purchasing website. 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. 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.

Tanya Lester
Procurement Specialist
City of Spokane Purchasing & Contracts

Published dates: September 9 ,2026 & September 16 , 2026

**GENERAL REPAIR AND MAINTENANCE OF LIGHT DUTY VEHICLES AND EQUIPMENT
CITY OF SPOKANE
FLEET SERVICES DEPARTMENT
RFP #6622-26**

Description: The City of Spokane, through its Fleet Services Department, is initiating this Request for Proposals (RFP) to solicit proposals from shops interested in providing maintenance and repair services for the City's fleet of light duty vehicles and equipment.

Bid Opening: Sealed electronic responses will be accepted until Tuesday, September 29, 2026 at 11:00am. Responses will be publicly acknowledged at 11:15am. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procurement.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

To view this solicitation, access Plans and Specifications, and submit a proposal, you must first register in the City's bidding portal at <https://spokane.procurement.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, you will also be added to the solicitation distribution list for changes and/or additions via Addenda form.

Potential bidders are asked to post their questions on our bidding portal under the tab labeled "Clarifications" under the relative project number.

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. Only firm proposals with signatures will be tabulated.

Thea Prince
Purchasing Department

Published: September 9 & September 16, 2026
