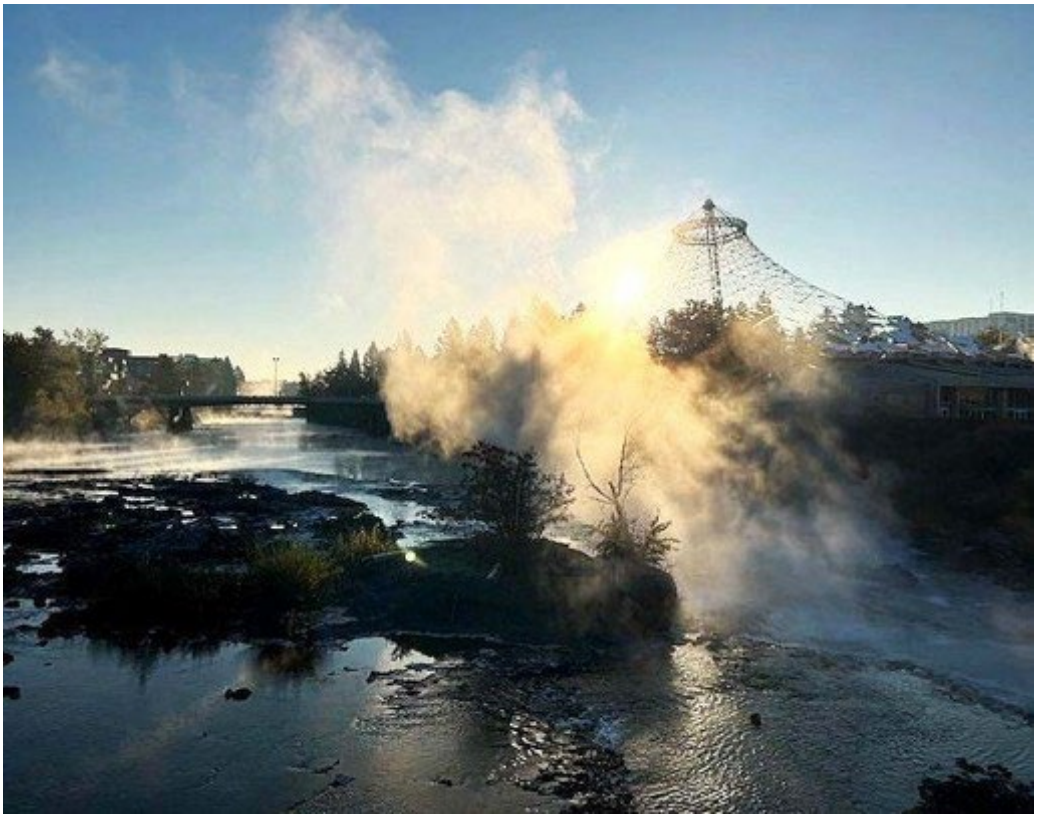
Official Gazette

City of Spokane, Washington

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

Volume 116 **October 14, 2026** Issue 41 Part I of II



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

(USPS 403-480)
Published by Authority of City Charter Section 39

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

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

To receive the Official Gazette by e-mail, send your request to:
clerks@spokanecity.org

Inside this Issue

Minutes:	Page 1246
General Notices:	Page 1250
Ordinances:	Page 1253
Job Opportunities:	Page 1275
Notices for Bids:	Page 1279

The Official Gazette
USPS 403-480
0% Advertising
Periodical postage paid at
Spokane, WA

POSTMASTER:
Send address changes to:
Official Gazette
Office of the Spokane City Clerk
808 W. Spokane Falls Blvd.
5th Floor Municipal Bldg.
Spokane, WA 99201-3342

Subscription Rates:
Within Spokane County:
$9.90 per year
Outside Spokane County:
$27.50 per year

Subscription checks made payable to:
City Treasurer

Address Change:
Official Gazette
Office of Spokane City Clerk
808 W. Spokane Falls Blvd.
5th Floor Municipal Bldg.
Spokane, WA 99201-3342

Minutes

NOTICE
AGENDA REVIEW
MEETING MINUTES OF SPOKANE CITY COUNCIL
Tuesday September 8, 2026

The minutes for the Tuesday September 8, 2026, Spokane City Council Agenda Review Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 21, 2026, issue of the *Official Gazette*.

NOTICE
LEGISLATIVE SESSION
MEETING MINUTES OF SPOKANE CITY COUNCIL
Wednesday September 9, 2026

The minutes for the Wednesday September 9, 2026, Spokane City Council Legislative Session Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 21, 2026, issue of the *Official Gazette*.

NOTICE
AGENDA REVIEW
MEETING MINUTES OF SPOKANE CITY COUNCIL
Tuesday September 15, 2026

The minutes for the Tuesday September 15, 2026, Spokane City Council Agenda Review Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 21, 2026, issue of the *Official Gazette*.

NOTICE
LEGISLATIVE SESSION
MEETING MINUTES OF SPOKANE CITY COUNCIL
Wednesday September 16, 2026

The minutes for the Wednesday September 16, 2026, Spokane City Council Legislative Session Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 21, 2026, issue of the *Official Gazette*.

NOTICE
AGENDA REVIEW
MEETING MINUTES OF SPOKANE CITY COUNCIL
Tuesday September 22, 2026

The minutes for the Tuesday September 22, 2026, Spokane City Council Agenda Review Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 21, 2026, issue of the *Official Gazette*.

NOTICE
LEGISLATIVE SESSION
MEETING MINUTES OF SPOKANE CITY COUNCIL
Wednesday September 23, 2026

The minutes for the Wednesday September 23, 2026, Spokane City Council Legislative Session Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 21, 2026, issue of the *Official Gazette*.

NOTICE
AGENDA REVIEW
MEETING MINUTES OF SPOKANE CITY COUNCIL
Tuesday September 29, 2026

The minutes for the Tuesday September 29, 2026, Spokane City Council Agenda Review Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 21, 2026, issue of the *Official Gazette*.

NOTICE
LEGISLATIVE SESSION
MEETING MINUTES OF SPOKANE CITY COUNCIL
Wednesday September 30, 2026

The minutes for the Wednesday September 30, 2026, Spokane City Council Legislative Session Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 21, 2026, issue of the *Official Gazette*.

NOTICE
AGENDA REVIEW
MEETING MINUTES OF SPOKANE CITY COUNCIL
Tuesday October 6, 2026

The minutes for the Tuesday October 6, 2026, Spokane City Council Agenda Review Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 21, 2026, issue of the *Official Gazette*.

NOTICE
LEGISLATIVE SESSION
MEETING MINUTES OF SPOKANE CITY COUNCIL
Wednesday October 7, 2026

The minutes for the Wednesday October 7, 2026, Spokane City Council Legislative Session Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 21, 2026, issue of the *Official Gazette*.

STANDING COMMITTEE MINUTES
City of Spokane
Urban Experience Committee
City Hall (808 W. Spokane Falls Blvd)
Council Chambers, August 18, 2026

Call to Order: 1:06 p.m.

Recording of the meeting may be viewed here: https://vimeo.com/1219388407?fl=pl&fe=sh

Attendance
Committee Members Present:
Council Member Paul Dillon, Council President Betsy Wilkerson, Council Member Michael Cathcart, Council Member Kitty Klitzke, Council Member Kate Telis, Council Member Sarah Dixit, Council Member Zack Zappone.

Discussion Items (No Action Taken)
1. OVERVIEW OF CITY'S RESPONSE TO THE SPOKANE COMPLEX FIRES - Mayor Brown (20 minutes)
2. WASHINGTON STATE DEPARTMENT OF COMMERCE FOR THE WILDFIRE HOUSING ASSISTANCE FUND CONTRACT RESOLUTION - DAWN KINDER (5 minutes)
3. RESOLUTION SETTING FORTH THE CITY COUNCIL'S APPROVAL OF INVESTMENTS FROM THE OPIOID RESPONSE FUND FOR CULTURALLY RESPONSIVE TREATMENT SERVICES - MAGGIE YATES (5 minutes)
4. TEMPORARY COMMERCIAL ACTIVATION ORDINANCE - ADAM MCDANIEL (5 minutes)
5. PUBLIC FACILITIES DISTRICT UPDATE - STEPHANIE CURRAN (10 minutes)
6. 0750 - VISIT SPOKANE DIRECTOR OF FILM & EVENT DEVELOPMENT POSITION - STEVE MACDONALD (15 minutes)
7. 0750 - MONTHLY COMMUNITY & ECONOMIC DEVELOPMENT UPDATE - STEVE MACDONALD (10 minutes)
8. MONTHLY PERMIT REPORT - TAMI PALMQUIST (10 minutes)
9. ORDINANCE REDUCING DEMOLITION PERMITS FOR STRUCTURES DAMAGED IN THE SPOKANE COMPLEX FIRES - TAMI PALMQUIST (5 minutes)
10. EXTENSION OF INTERIM ZONING ORDINANCE FOR HEIGHT LIMITS - SPENCER GARDNER (5 minutes)
11. RESOLUTION RATIFYING EMERGENCY EXECUTIVE ORDERS - CHRIS WRIGHT (15 minutes)

Consent Items - No Discussion
1. AUTHORIZATION OF EMERGENCY CONTRACT WITH BLESSINGS & BEYOND FOR SPOKANE COMPLEX FIRE SHELTER MEAL SERVICES (HOUSING & HOMELESS SERVICES)
2. ORDINANCE ENACTING A NEW SECTION TO THE SMC CREATING THE DEFINITION OF MICRO UNITS AND APPLICABLE SEWER UTILITY RATES (PUBLIC WORKS)
3. MFTE CONDITIONAL AGREEMENT FOR 1175 W SUMMIT PARKWAY (PLANNING SERVICES)
4. CSO 34-1 SPORT COURT IMPROVEMENTS CONTRACT AMENDMENT (PARKS & RECREATION) ORDINANCE EXEMPTION OF THE UTILITY TAX FOR CLIMATE COMMITMENT ACT COMPLIANCE (PUBLIC WORKS)

Public Testimony
None.

Executive Session
None.

Adjournment
The meeting adjourned at 3:48 p.m.

STANDING COMMITTEE MINUTES
City of Spokane
Urban Experience Committee
City Hall (808 W. Spokane Falls Blvd)
Council Chambers, September 15, 2026

Call to Order: 1:04 p.m.

Recording of the meeting may be viewed here:
https://vimeo.com/1227142552?fl=pl&fe=sh

Attendance
Committee Members Present:
Council Member Paul Dillon, Council President Betsy Wilkerson, Council Member Michael Cathcart, Council Member Sarah Dixit, Council Member Zack Zappone.

Discussion Items (No Action Taken)
1. PRESENTATION ON THE POET LAUREATE PROGRAM - MERI SMITH (10 minutes)
2. PRESENTATION FROM THE SPOKANE TECH HUB - PATRICK McHAIL (15 minutes)
3. NORMAN-JEFFERSON BUILDING (WINDSOR HOTEL & ANNEX) NOMINATION TO THE SPOKANE REGISTER OF HISTORIC PLACES MEGAN DUVALL (5 minutes)
4. RESOLUTION OF INTENTION TO MODIFY THE BOUNDARIES OF THE EAST SPRAGUE PARKING AND BUSINESS IMPROVEMENT AREA – AMANDA BECK (5 minutes)
5. AN ORDINANCE EXPANDING THE BOUNDARIES OF THE EAST SPRAGUE PARKING AND BUSINESS IMPROVEMENT AREA AND AMENDING SECTION 04.31C.020 SMC. - AMANDA BECK (5 minutes)
6. 0750 - MONTHLY COMMUNITY & ECONOMIC DEVELOPMENT UPDATE - STEVE MACDONALD (10 minutes)
7. INFORMATIONAL REPORT PERIODIC UPDATE TO THE CITY'S COMPREHENSIVE PLAN, PLANSPOKANE 2046 - TIRRELL BLACK (10 minutes)
8. PROVIDING REGULATORY RELIEF FOR RESIDENTIAL PROPERTY OWNERS REBUILDING AFTER THE SPOKANE COMPLEX FIRES - ADAM MCDANIEL/SPENCER GARDNER (5 minutes)
9. EXTENDING THE PERMIT FEE DEFERRAL PROGRAM TO THE REBUILDING OF PROPERTIES DAMAGED OR DESTROYED BY THE SPOKANE COMPLEX FIRES - ADAM MCDANIEL (5 minutes)
10. MONTHLY PERMIT REPORT - TAMI PALMQUIST (10 minutes)
11. DIVISION STREET TRANSIT ORIENTED DEVELOPMENT (TOD) PLAN - COLIN QUINN-HURST (10 minutes)
12. HHS DIRECTOR'S REPORT - DAWN KINDER (10 minutes)
13. SPECIAL BUDGET ORDINANCE – OPIOID FUNDING - ARIELLE ANDERSON (5 minutes)
14. RESOLUTION APPROVING 2027 INCLEMENT WEATHER SHELTER OPERATORS - PARADIS POURZANJANI (10 minutes)
15. CONTRACT AMENDMENT TO OPR 2026-0190: SCATTERED SITE SHELTERS OPERATED BY JEWEL'S HELPING HANDS - KERI CEDERQUIST(10 minutes)
16. APPROVAL OF LEGISLATIVE SERVICES CONTRACT - FEDERICI GOVERNMENT RELATIONS - ERIK POULSEN (5 minutes)
17. APPROVAL OF LEGISLATIVE SERVICES CONTRACT - LUKE ESSER – ERIK POULSEN (5 minutes)

Consent Items - No Discussion
1. CBC CONDITIONAL CONTRACT FOR 126 W SINTO AVE (PLANNING SERVICES)
2. CONTRACT AMENDMENT TO OPR 2025-0785: HOUSING NAVIGATION CENTER OPERATED BY JEWEL'S HELPING HANDS (HOUSING & HOMELESS SERVICES)
3. CHHS ACCEPTANCE OF PY 2026 FORMULA GRANTS – CDBG, HOME, ESG (HOUSING & HOMELESS SERVICES)

Public Testimony
None.

Executive Session
None.

Adjournment
The meeting adjourned at 3:00 p.m.

General Notices

Regular Meeting Notice/Agenda
The Civil Service Commission
9:30 AM – October 20th, 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 October 20th, 2026, commencing at 9:30 A.M. in the City Council Chambers – Lower Level of City Hall (808 W. Spokane Falls Blvd., Spokane WA, 99201). The purpose of the meeting is to conduct the monthly commission meeting and to discuss other matters as reflected on the attached agenda.

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

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, October 19th, 2026) so the Commission can make arrangements for you to participate telephonically at the meeting.

Dated this 8th day of October 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 Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email 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 – October 20th, 2026
City Hall – City Council Chambers – Lower Level
808. W Spokane Falls Blvd., Spokane, WA 99201

1. **Call to Order/Roll Call**
2. **Approval of Minutes**
   a. September 15th, 2026, Minutes
3. **Chief Examiner Update**
4. **New Business**

a. Resolution 2026-14: Classification Actions

5. **Other Business**
   a. Budget Presentation by Chief Examiner, Kelsey Myers
   b. Marketing Presentation by Marketing Coordinator, Paxton Powell
6. **Adjourn**

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

Spokane City/County Historic Landmarks
Preliminary Agenda
Wednesday, October 21, 2026
3:00 PM
Hybrid Meeting
Microsoft Teams/City Council Briefing Center

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

3:00 PM **Public Hearing:**

A. **Register Nomination (per SMC 17D.100.020):**
   1. Frederick E. Westcott Model Home – 1215 E 19th Avenue
B. **Special Valuation Application (per SMC 17D.100.310):**
   1. Folsom House – 528 E. 14th Avenue
   2. Browne's Contributing Building – 1925 W. Pacific Avenue
   3. Marr House – 204 W 16th Avenue
   4. Wharton Building – 411 West First Avenue

4:30 PM **Commission Briefing Session:**

1. Call to Order
2. Approve 8/19/2026 and 9/16/2026 meeting minutes
3. Old Business
4. New Business
5. Chairman's Report
6. HPO Staff Report
7. Other (Announcement and events)

Adjournment:

The next SHLC meeting will be held on Wednesday, November 18, 2026

Updates to this agenda may occur prior to the meeting – please see https://www.historicspokane.org/current-agenda-items for the most current agenda and details to join the meeting virtually.

Members of the public are encouraged to join the online meeting using the following information. To participate via video follow the hyperlink below on your computer or mobile device (click on "Join the meeting now")
Microsoft Teams meeting
Join the meeting now
Meeting ID: 262 603 992 298 7
Passcode: qe7ka2yH

Dial in by phone
+1 323-618-1887,,123930118# United States, Los Angeles
Find a local number
Phone conference ID: 123 930 118#

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd., Spokane, WA, 99201; or ddecorde@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

NOTICE
ABANDONED AND SEIZURE
FIREARM AUCTION
FEDERAL FIREARM LICENSEE'S ONLY
OCTOBER 23, 2026

This is to provide notification that there will be a live auction of Spokane Police Department (curios and relics) and Spokane County Sheriff's Office abandoned firearms and seizure items. This is an FFL only auction, per RCW 9.41.098. ATF will be onsite to confirm paperwork. This auction will be held October 23rd, at Premier Auction Center (https://premierauctioncenter.com). Viewing will be October 22nd and 23rd. A complete list of auction items will be available October 16th, by visiting the Spokane Police Department Property Evidence Facility's website at the following link: https://my.spokanecity.org/police/information/evidence-facility/.

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: 06/16/2026
Seizure No.:26-016

Date of Seizure Notice: 06/25/2026
Claim Deadline: 08/24/2026

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 69.50.505These 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

Published weekly September 9, 2026, through October 14, 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. C36941

An interim ordinance adopting an interim official control providing regulatory relief for residential property owners rebuilding after the Spokane Complex Fires; adopting a new Chapter 17C.440 of the Spokane Municipal Code; and declaring an emergency.

WHEREAS, on August 1, 2026, the Old Trails Fire, Autumn Lane Fire, and Fairview Fire began in Spokane County; and

WHEREAS, Mayor Brown proclaimed an emergency for the Old Trails Fire (Executive Order 2026-0004), and expanded that order on August 4, 2026, to include the Autumn Lane Fire and Fairview Fire, collectively naming the fires as the Spokane Complex fires (Executive Order 2026-0005, which was ratified by the City Council on August 19, 2026; and

WHEREAS, the City of Spokane intends to provide relief to property owners impacted by the Spokane Complex Fires through expedited review of permits, as well as appropriate waivers, modifications, interpretations, and administrative flexibility from zoning and development requirements to facilitate reconstruction; and

WHEREAS, the City recognizes that reconstruction of fire-damaged property may present site conditions, regulatory conflicts, or other circumstances that cannot reasonably be anticipated in advance and that limited administrative flexibility is necessary to allow timely and practical rebuilding; and

WHEREAS, some affected property owners are already prepared to begin the rebuilding process and require immediate certainty about the code requirements that will apply to rebuilding; and

WHEREAS, the City of Spokane Comprehensive Plan includes policies that seek to ensure new development is compatible with existing neighborhoods, such as policy LU 5.5 Compatible Development; and

WHEREAS, the draft City of Spokane Comprehensive Plan currently under consideration by the Spokane Plan Commission also includes policies that seek to ensure new development allows neighborhoods to evolve incrementally over time, specifically policy DP 1.2; and

WHEREAS, the devastation caused by the fires could lead to the immediate and irreversible wholesale transformation of affected neighborhoods through changes in housing types and densities that are not consistent with healthy, incremental growth and change over an extended period of time as provided for in the City of Spokane Comprehensive Plan and associated development regulations; and

WHEREAS, the emergent need requires action on a timeline that is too short to allow compliance with SEPA processes and is categorically exempt from SEPA under WAC 197-11-880; and

WHEREAS, the proposed text amendments were drafted and reviewed consistent with the requirements of RCW 36.70A.370 to assure protection of private property rights; and

WHEREAS, the City Council finds that the onset of the Spokane Complex Fires and aftermath was sudden, unexpected, and requires immediate action to prevent or mitigate the continuing threat of harm to the community; and

WHEREAS, the City Council finds also that the normal course of legislative procedures of the City Council cannot timely address the harm from the aftermath of the Spokane Complex Fires without causing or exacerbating harm to the community; and

WHEREAS, the Spokane City Council finds that this ordinance is necessary for the protection of the public peace, health, and safety and for the immediate support of City government and its existing public institutions consistent with Section 19 of the City Charter.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as the City Council's initial findings of fact in support of the interim official control established by this ordinance.

Section 2. Purpose. The purpose of this interim official control is to provide regulatory relief for residential property owners rebuilding after the Spokane Complex Fires.

Section 3. Duration of Interim Official Control. The interim official control imposed by this Ordinance shall be in effect for a period of up to one year, beginning on the date of the adoption of this Ordinance. During this period, the City will evaluate how to make these standards permanent pursuant to the City's public notice and participation process set forth in SMC 17G.025.

Section 4. Work Plan. Pursuant to RCW 36.70A.390, a work plan related to this ordinance shall include continued public participation and noticing pursuant to SMC Chapter 17G.025, as well as consideration of additional regulatory relief for residential property owners rebuilding after the Spokane Complex Fires in the City's development code update following the update to the City's Comprehensive Plan.

Section 5. Public Hearing. Pursuant to RCW 35.63.200 and 36.70A.390, the City Council held a public hearing on this interim official control on the date of adoption of this ordinance. Immediately after the public hearing, the City Council adopted findings of fact on the subject of this interim official control.

Section 6. That there is adopted a new Chapter 17C.440 of the Spokane Municipal Code to read as follows:

Chapter 17C.440	Spokane Complex Fires Regulatory Relief
17C.440.010	Definitions
17C.440.020	Like-for-Like Eligibility and Requirements
17C.440.030	Facilitating Like-for-Like Residential Property Rebuilding
17C.440.040	Additional Housing Units
17C.440.050	Accessory Dwelling Units (ADUs)
17C.440.060	General Facilities Charges
17C.440.070	Duration

Section 17C.440.010 Definitions

"Like-for-Like" is the replacement of residential structures in the same general location and of roughly the same size as a previously existing legally established residential structure.

Section 17C.440.020 Like-for-Like Eligibility and Requirements

A. Authority is granted to the Planning Director by this ordinance to facilitate Like-for-Like residential rebuild projects that meet the following conditions:
B. The Like-for-Like rebuild project shall be reconstructing or replacing a residential structure that was destroyed or damaged by the Spokane Complex Fires and was legally established before August 1, 2026.

C. The Like-for-Like residential structure shall not result in the creation of more housing units than the previously existing, legally established residential structure, except that one Attached Accessory Dwelling Unit may be included in rebuild projects using these Like-for-Like provisions.

D. A property owner may construct Detached Accessory Dwelling Units (DADUs) on the property separate from a primary structure without affecting the application of these Like-for-Like provisions for the primary structure. The DADU shall follow all applicable standards in Title 17 or any successor code, unless the structure it replaces was legally established before August 1, 2026, in which case the Like-for-Like DADU may also be evaluated under this ordinance.

Section 17C.440.030 Facilitating Like-for-Like Residential Property Rebuilding

A. The Planning Director is authorized to waive, modify, interpret, or determine the applicability of dimensional standards, design requirements, and other site development standards contained in Title 17 and any successor code when the Director determines that such relief is necessary to facilitate rebuilding of residential structures damaged or destroyed by the Spokane Complex Fires. Such authority includes, but is not limited to, requirements related to setbacks, building height, coverage, building placement, parking, landscaping, screening, design requirements, and requirements applicable to legally established nonconforming structures or site development.

B. The Planning Director may resolve conflicts or inconsistencies between applicable regulations, development standards, and prior approvals and may address circumstances not specifically anticipated by this ordinance in a manner consistent with its purpose.

C. The Planning Director may impose reasonable conditions on any waiver or modification and may establish standardized waivers, modifications, interpretations, procedures, or other administrative guidance necessary to implement this ordinance.

D. The authority granted by this ordinance does not authorize the Planning Director to change the zoning designation of property, authorize a use not otherwise permitted by the applicable zoning district, or waive or modify requirements imposed by applicable state or federal law.

Section 17C.440.040 Additional Housing Units

A. Except as provided herein and notwithstanding any other standards contained in Title 17 and any successor code, a lot in an R1 or R2 zone with a structure that was destroyed; substantially damaged; or otherwise made uninhabitable as a direct result of the Spokane Complex Fires shall not contain more than four (4) dwelling units, inclusive of Accessory Dwelling Units, consistent with RCW 36.70A.635.

B. If a lot governed by subsection (A) included more than four (4) dwelling units prior to August 1, 2026, the owner shall be permitted to rebuild with the same number of units in place as of August 1, 2026.

Section 17C.440.050 Accessory Dwelling Units (ADUs)

Notwithstanding any other standards contained in Title 17 and any successor code, the following relief is granted for the permitting and development of an ADU on lots containing a dwelling unit that was destroyed, substantially damaged, or otherwise made uninhabitable as a direct result of the Spokane Complex Fires.

A. A lawfully established ADU may remain and be occupied following the destruction or loss of occupancy of the principal dwelling, as long as the ADU is not determined to be uninhabitable by the Building Official.

B. A new accessory dwelling unit may be permitted, constructed, and occupied before reconstruction or replacement of the principal dwelling, provided the unit otherwise complies with applicable ADU standards. The absence of an existing principal dwelling shall not, by itself, disqualify the unit from treatment as an ADU.

C. Notwithstanding any provision of the Spokane Municipal Code requiring an ADU to utilize utility service established for the principal dwelling, an ADU authorized pursuant to this ordinance may utilize an existing, temporary, or separate approved utility connection. A temporary or separate utility connection authorized under this ordinance shall not, by itself, affect the unit’s status as an ADU.

D. Except as expressly modified by this subsection, an ADU authorized under this ordinance remains subject to otherwise applicable accessory dwelling unit standards and requirements of Title 17 and any successor code.

Section 17C.440.060 General Facilities Charges

A residential rebuild project for a residential property destroyed or damaged by the Spokane Complex Fires and legally established before August 1, 2026, that retains the same water meter service size as the previously existing legally established residential structure shall not be charged a general facilities charge authorized by SMC 13.03.0730 and SMC 13.04.2040 for the rebuild project.

Section 17C.440.070 Duration

The provisions of this ordinance shall expire on December 31, 2029, unless extended or modified by the Spokane City Council. Regulatory relief granted by the Director before this date shall remain valid until the expiration of any associated permit or application.

Section 7. 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 8. 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.

Section 9. Emergency Clause. The City Council declares that an urgency and emergency exists such that this ordinance is needed for the immediate preservation of the public peace, health, or safety, and/or for the immediate support of City government and its existing public institutions, and that because of such need, this ordinance shall be effective immediately under Section 01.01.080 SMC and Section 19 of the City Charter, upon the affirmative vote of one more than a majority of the City Council.

Passed by City Council October 7, 2026
Delivered to Mayor October 9, 2026

ORDINANCE NO. C36945

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO ACCEPT A GRANT AWARD FROM THE WASHINGTON STATE DEPARTMENT OF ECOLOGY FOR THE SPILL PREVENTION, PREPAREDNESS, AND RESPONSE PROGRAM AND APPROPRIATE FUNDING FOR HAZARDOUS MATERIALS RESPONSE EQUIPMENT AND PERSONNEL COSTS, 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 Fire Grants - Miscellaneous 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 Fire Grants - Miscellaneous Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

1) Increase revenue by $160,000.
A) Of the increased revenue, $160,000 is provided by a grant from the Washington State Department of Ecology.

2) Increase appropriation by $160,000.
A) Of the increased appropriation, $60,000 is provided solely for wages and benefits.
B) Of the increased appropriation, $100,000 is provided solely for capitalized machinery and equipment.

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 accept and appropriate a grant award from the Washington State Department of Ecology, 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 October 7, 2026
Delivered to Mayor October 9, 2026

ORDINANCE NO. C36946

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO ADJUST PAY RANGES TO ALIGN WITH SALARY ANALYSIS, 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 various Funds listed below, 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 General Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

3) Change the grade and associated pay range for the classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
L270	030	Crime and Intelligence Analyst I	---	A04-32	---	$51,240-$80,284

4) Change the grade and associated pay range for the classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-A	831	Transportation & Sustainability Operations Manager	---	A01-48	---	$87,905-$123,693

Section 2. That in the budget of the Water – Wastewater Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

1) Change the grade and associated pay range for the classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
L270	559	Public Works Trainer	---	A05-38	---	$56,961-$91,162

Section 3. That in the budget of the Accounting Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

1) Change the grade and associated pay range for the classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	117	Payroll Manager	A02-47	A02-48	$84,773-$119,851	$86,861-$124,006

Section 4. 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 adjust pay ranges to align with salary analysis, 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 October 7, 2026
Delivered to Mayor October 9, 2026

ORDINANCE NO. C36947

An ordinance adopting an interim official control to create a Temporary Disaster Housing Program for Spokane residents displaced by local and state-declared emergencies; amending Section 17C.319.200 and the Development Fee Schedule as referenced in Chapter 08.02**;** adopting a new Chapter 17C.430 of the Spokane Municipal Code; setting a public hearing; and declaring an emergency.

WHEREAS, on August 1, 2026, the Old Trails Fire, Autumn Lane Fire, and Fairview Fire began in Spokane County; and

WHEREAS, Mayor Brown proclaimed an emergency for the Old Trails Fire (Executive Order 2026-0004), and expanded that order on August 4, 2026, to include the Autumn Lane Fire and Fairview Fire, collectively naming the fires as the Spokane Complex fires (Executive Order 2026-0005, which was ratified by the City Council on August 19, 2026; and

WHEREAS, the City of Spokane intends to establish a temporary disaster housing program for the purpose of permitting and regulating temporary housing for Spokane residents displaced by local and state-declared emergencies; and

WHEREAS, the City Council finds that the onset of the Spokane Complex Fires and aftermath was sudden, unexpected, and requires immediate action to prevent or mitigate the continuing threat of harm to the community; and

WHEREAS, the City Council finds also that the normal course of legislative procedures of the City Council cannot timely address the harm from the aftermath of the Spokane Complex Fires without causing or exacerbating harm to the community; and

WHEREAS, the Spokane City Council finds that this ordinance is necessary for the protection of the public peace, health, and safety and for the immediate support of City government and its existing public institutions consistent with Section 19 of the City Charter.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That the Development Fee Schedule in Chapter 08.02 of the Spokane Municipal Code is amended to read as follows:

Development Fee Schedule 2026

Automatic Annual Adjustment

Effective January 1, 2026, and the first January of each year thereafter, the development fees shall be adjusted by the City of Spokane Building Official for an amount equal to the weighted average of the 2nd quarter Employment Cost Index for State and Local Government Workers (ECI GW) with a weight of 0.7 and the June to June Consumer Price Index for All Urban Consumers West Class BC (CPI-U West BC) with a weight of 0.3. The calculated adjustment factor shall not exceed the three-year average of the weighted values from the previous periods. The new determined fees will be rounded to the nearest dollar if they are over $100 and the nearest dime if they are below. Rounded fees shall not exceed the calculated upper limit "average percentage". In addition, the adjusted fees shall be presented to the city council for approval and a copy of the approved fees filed with the city clerk and city building official before becoming effective. No other fee schedules shall be affected by such automatic adjustments unless expressly noted.

Building permit fees shall not be included in the annual automatic adjustment because updates occur semi-annually through the International Code Council (ICC) published updates.

All hourly and other variable fees are based on the designated metric or fraction thereof.

Development Fee Schedule	Fee Amount
Shared Fees	
Processing/Application Fee (except.as.otherwise.identified)	$65.00
Technology Fee	2.5%
Development Services Review Fee	$119.00
Re-Inspection Fee	$156.00
Work Beyond Scope of Permit	$156.00
Work Done Without Permit/Investigative Fees - Greater Of:	2x the Inspection Fee(s) or $311
Inspection Outside Normal Working Hours (2-hr minimum)	$119.00 per hour
Additional, Excessive, Phased Reviews	50% Original Review Fee
Additional, Excessive, Phased Inspections	$109.00
Trade Review	$119.00 per hour
Refund Administration Fee - Plan Review and Processing/Application Fees are non-refundable, no refunds of less than $30 unless City error.	N/A
State Building Code Fee	State Determined Fee
Permit or Application Extension Fee	$46.60
Recording Fee	County Determined Fee
State Environmental Policy Act (SEPA)	
SEPA Environmental Checklist Initial Review	$518.00
Threshold Determination of MDNS	$337.00
Threshold Determination Resulting in Declaration of Significance	Actual Cost
Threshold Determination Resulting in Declaration of Significance - Deposit	$3,365.00
Public Notice	Actual Cost
Environmental Document Reproduction	Actual Cost
Appeal Fees	
Appeal of Administrative Decision to Hearing Examiner	$363.00
Exception: Junk Vehicle Determination Appeal	$208.00
Appeal of Hearing Examiner Decision to City Council	$725.00
Appeal Preparation Fee	Actual Cost
Request for Reconsideration	$259.00
Blasting Licenses and Permits	
Blaster's License	$57.00
Blasting Permit	$285.00
Boiler and Gas Heating Mechanic License Fees	
License Application and Examination Fee	$114.00
Annual License Fee	$57.00

Annual Inspector License Fee	$57.00
Boiler Installation Inspection Fees	
Low Pressure & Hot Water Boiler < 500,000 BTUs	$163.00
LP & HWB 500,000 to < 2,000,000 BTUs	$275.00
LP & HWB 2,000,000 BTUs and greater	$440.00
Power Boilers < 1,000,000 BTUs	$440.00
Power Boilers from 1,000,000 to < 5,000,000 BTUs	$880.00
Power Boilers 5,000,000 BTUs and greater - Base	$880.00
Power Boilers 5,000,000 BTUs and greater - Additional Charge per million BTUs	$26.00
Electric Boiler less than or equal to 250 kw	$259.00
Unfired Pressure Vessel	$62.10
Boiler Operating Permit & Accessory Fees	
Boilers - Base City Inspected Operating Permit Fee	$88.00
Boilers - per Vessel	$36.20
Hydrostatic Pressure Test	$150.00
Repair Inspections - Hourly	$119.00
Building Permit Fees	
$1 - $2,000 Job Value Fee - Base	$73.00
$2,001 - $25,000 Job Value Fee - Base	$73.00
$2,001 - $25,000 Job Value Fee - Variable per $1000 over $2000	$13.00
$25,001 - $50,000 Job Value Fee - Base	$372.00
$25,001 - $50,000 Job Value Fee - Variable per $1000 over $25,000	$10.00
$50,001 - $100,000 Job Value Fee - Base	$622.00
$50,001 - $100,000 Job Value Fee - Variable per $1000 over $50,000	$7.00
$100,001 - $500,000 Job Value Fee - Base	$972.00
$100,001 - $500,000 Job Value Fee - Variable per $1000 over $100,000	$5.00
$500,001 - $1,000,000 Job Value Fee - Base	$2,972.00
$500,001 - $1,000,000 Job Value Fee - Variable per $1000 over $500,000	$4.00
Over $1,000,000 Job Value Fee - Base	$4,972.00
Over $1,000,000 Job Value Fee - Variable per $1000 over $1,000,000	$3.00
Plan Review for Commercial & Multi-Family over 2 units	65% of Job Value Fee
Fast Track Plan Review Fee	125% of Job Value Fee
Early Start and Fast Track Approval	25% Additional fee
Stock Plan Review Fee	25% of Job Value Fee
Reduced Plan Review Fee	25% of Job Value Fee
*Applications for successive identical buildings on a single site submitted simultaneously are eligible for the Reduced Plan Review Fee. In these instances, the full plan review fee applies to the first of the duplicate buildings.	
Plan Review for New Single-Family Residences (SFR), Accessory Dwelling Units, & Duplexes	50% of Job Value Fee
Plan Review for SFR & Duplex Accessory Structures & Additions	25% of Job Value Fee
Revision Review Fee - Hourly	$119.00 per hour
Plan Review for SFR & Duplex Accessory Structure Remodels	25% of Job Value Fee
Demolition of SFR or Duplex	$46.60
Demolition of Other Structures - Per 1,000 Sq Ft - [maximum fee $450]	$46.60
Demolition of Residential Accessory Structures - (i.e. -garages, pools)	$36.20
Demolition Permit for structures damaged in the Spokane Complex Fires of 2026 (No Processing Fee or Technology Fee will be added; only addition of the $6.50 State Building Code Fee)	$28.50
*Additional fees may be required for historically eligible or listed properties in accordance with Historic Preservation's Fee Schedule	
Fence Permit Fee per 100 linear feet or fraction thereof	$20.00

Grading Permit Fee for 10,000 cubic yards or less	$150.00
Grading Permit Fee for each additional 10,000 cubic yards or fraction thereof	$31.10
Grading Plan Review for 1,000 cubic yards or less	$78.00
Grading Plan Review for 1,001 - 100,000 cubic yards	$197.00
Grading Plan Review for each 10,000 cubic yards over 100,000	$10.40
Sign Permit Fee for Wall, Projecting, and Incidental Signs - Per Sign	$48.70
Sign Permit Fee for Pole and Billboard - Per Sign	$121.00
Sign Review Fee	$119.00
Factory Built Housing - Per Section	$78.00
Manufactured (Mobile) Home - Per Section	$78.00
Temporary Structures - 1st 180 days	$259.00
Temporary Structures - 2nd 180 days	$570.00
Relocation Determination Fee	$78.00
Swimming Pool Permit Fee (when accessory to SFR or Duplex)	$98.40
Swimming Pool Permit Fee (for all others)	$223.00
Adult Family Home Inspection	$254.00
Family Home Child Care Capacity Inspection	$254.00
Safety Inspection - Commercial Building - Per hour (2-hr minimum)	$119.00 per hour
Safety Inspection - SFR, Electrical Only	$98.40
Safety Inspection - SFR, 2 or more categories	$197.00
Safety Inspection - Duplex	$254.00
Safety Inspection - Multi-Family 3 to 6 units	$327.00
Safety Inspection - Multi-Family over 6 units - Base	$327.00
Safety Inspection - Multi-Family over 6 units – Variable per unit over 6	$36.20
Electrical Service Reconnect - Residence	$41.40
Electrical Service Reconnect - Commercial	98.40
Expired Building Permit Renewal when No Inspections	100% of Permit Fee
Expired Building Permit Renewal when Foundation Approved	75% of Permit Fee
Expired Building Permit Renewal when All Rough-ins Approved	25% of Permit Fee
Expired Building Permit Renewal with Additional Work	Job Value Fee
Expired Plumbing Permit Renewal when No Inspections	100% of Permit Fee
Expired Plumbing Permit Renewal when Top Outs Approved	25% of Permit Fee
Expired Mechanical Permit Renewal when No Inspections	100% of Permit Fee
Expired Mechanical Permit Renewal when Rough-Ins Approved	25% of Permit Fee
Expired Electrical Permit Renewal when No Inspections	100% of Permit Fee
Expired Electrical Permit Renewal when Rough-Ins/Service Approved	25% of Permit Fee
Certificate of Occupancy Fees	
For Change of Occupancy when no work is required	$93.20
Temporary Certificate of Occupancy Issuance (not to exceed 100% of the building permit fee)	$518.00
Temporary Certificate of Occupancy Extension (not to exceed 100% of the building permit fee)	$259.00
Solar Fees	
SFR-Duplex Solar Plan Review Fee (DSC)	$78.00
SFR-Duplex Solar Inspection Fee (DSC)	$156.00
MFCOM Solar Plan Review Fee (DSC)	65% of Job Value Fee
MFCOM Solar Inspection Fee (DSC)	Job Value Based
Electrical fees assessed as applicable to the scope of work	See Electrical Fees
Fire Review and Inspection Fees assessed in accordance with the Fire Codes	See Fire Code
Electrical Permit Fees	
New Square Footage up to 5000 sq ft - Variable per 100 sq ft	$5.00
New Square Footage over 5,000 sq ft - Base	$250.00

New Square Footage over 5,000 sq ft - Variable per 100 sq. ft.	$3.00
Alterations/Wiring of Existing Space (per circuit)	$7.20
Light Standard	$10.40
Service, 1-200 Amps	$52.00
Service, 201-400 Amps	$64.20
Service, 401-600 Amps	$78.00
Service, 601-800 Amps	$90.10
Service, 801-1,000 Amps	$104.00
Service, Over 1,000 Amps - Base	$104.00
Service, Over 1,000 Amps - Variable per 100 Amps over 1,000 Amps	$7.20
Service, Over 600V, Surcharge	$62.10
Alarms, Telecommunications, and Other Low-Voltage Control Circuits and Systems (per 2,500 sq. ft.)	$13.50
Temporary Service	$46.60
Transformer - Base	$41.40
Transformer - Variable per 200 Amps or fraction thereof	$12.40
Generator (emergency, standby, and resource recovery) - Base	$41.40
Generator (emergency, standby, and resource recovery) - Variable per 200 Amps or fraction thereof	$12.40
\Note¿Generators.of.❶6.kW.or.less.are.considered.equivalent.to.a.866.Amp. service	NA
Feeder or Subpanel	$20.70
Ground Work-Ground Ufer	$31.10
Extensive Ground Work	$109.00
Annual Electrical Permit, 12 Inspections/1 - 3 Electricians	$2,300.00
Annual Electrical Permit, 24 Inspections/4 - 6 Electricians	$4,600.00
Annual Electrical Permit, 36 Inspections/7 - 12 Electricians	$6,900.00
Annual Electrical Permit, 52 Inspections/13+ Electricians	$8,200.00
Load Test	$46.60
Energy Storage Systems	$52.00
Elevator Permit Fees	
Install: Elevator, Escalator, or Moving Walk $5,000 Value or Less	$259.00
Install: Elevator, Escalator, or Moving Walk Install > $5,000 Value - Base	$259.00
Install: Elevator, Escalator, or Moving Walk Install > $5,000 Value – Variable per $1,000 in valuation over $5,000	$4.10
Install: Stair Climber or Platform Lift	$91.10
Install: Dumbwaiter or Material Lift	$184.00
Install: Temporary Personnel Hoist (Construction Lift)	$363.00
Operating Permit: Hydraulic Elevator - Annual, Base	$184.00
Operating Permit: Hydraulic Elevator - Annual, Variable per stop over two	$22.80
Operating Permit: Cable Elevator - Annual, Base	$366.00
Operating Permit: Cable Elevator - Annual, Variable per stop over two	$22.80
Operating Permit: Escalator or Moving Walk	$366.00
Operating Permit: Dumbwaiter, Platform/Material Lift, or Stair Climber	$91.10
Alteration or Repair: $5,000 Value or Less	$259.00
Alteration or Repair: > $5,000 Value - Base	$259.00
Alteration or Repair: > $5,000 Value – Variable for each $1,000 over $5,000	$4.10
Elevator Reinspection: Hourly	$119.00
Uncorrected Deficiencies (assessed at 90, 120, and 150 days)	$184.00
Document Replacement Fee	$65.00
Temp Hoist: Semi-Annual or Jump Inspection	$184.00
Temp Hoist: Semi-Annual Operating Permit	$184.00
Temporary Operating Permit Fee - Base	$119.00
Temporary Operating Permit Fee – Variable per stop over two	$15.50
Plan Review for Installs and Major Alterations	$119.00

Variance Request w/ Site Visit - Base	$184.00
Variance Request w/ Site Visit - Variable	$91.10
Variance Request via Desk Evaluation (w/o site visit)	$91.10
Technical Advice Site Visit Fee - Base	$184.00
Technical Advice Site Visit Fee – Variable per hour more than two	$91.10
Decommissioning Conveyance Fee	$184.00
Re-Commissioning Conveyance Fee - Base	$184.00
Re-Commissioning Conveyance Fee – Variable per hour more than two	$91.10
Operating a Conveyance w/o Permit: 30 Day Penalty Fee Conveyances.in.operation.without.a.permit.more.than.786.days.may.be .....removed.from.service.by.the.inspector	$170.00
Mechanical Permit Fees	
Air Handler (per 10,000 cfm or fraction of)	$17.60
Clothes Dryer (Gas)	$15.50
Ductwork System	$15.50
Evaporative Cooler	$15.50
Gas Log	$15.50
Gas Piping: per outlet	$4.10
Water Heater	$15.50
Hot Water Tank Heat Pump	$15.50
Heat Pump, Compressor, or A/C: less than 15 tons	$23.80
Heat Pump, Compressor, or A/C: 15 to 50 tons	$46.60
Heat Pump, Compressor, or A/C: Over 50 tons	$78.00
Heating Equipment: 1 to 100,000 BTUs or 32 kW	$17.60
Heating Equipment: More than 100,000 BTUs or 32 kW	$26.00
Hood: Type I (per 12 ft or 12 ft portion of hood)	$72.50
Hood: Type II	$15.50
Hydronic Piping: per outlet	$4.10
Miscellaneous (items not covered elsewhere)	$15.50
Propane Tanks	$15.50
Range/Cooking Equipment (Gas)	$15.50
Refrigeration or Absorption System: 1 - 500,000 BTUs	$26.00
Refrigeration or Absorption System: 500,001 - 1,750,000 BTUs	$46.60
Refrigeration or Absorption System: Over 1,750,000 BTUs	$78.00
Unlisted or Unused Appliance: Up to 400,000 BTUs	$78.00
Unlisted or Unused Appliance: Over 400,000 BTUs	$130.00
Vent Fans	$10.40
Wood/Pellet Stove or Insert	$41.40
Electrical Disconnects/Reconnects for HVAC replacements and thermostat wiring are assessed at the “Alterations• .per.circuit” rate found within the Electrical Permit Fees.	
Plumbing Permit Fees	
Per Plumbing Fixture on a trap	$13.50
*** Includes, but.is.not.limited.to, installs, relocations, replacements, and rough-ins of backflow devices, dishwashers, garbage disposals, drains, showers, sinks, toilets, tubs, water softeners, etc.	
Medical Gas Outlet	$13.50
Sewage Ejector	$13.50
Vacuum Breaker/Backflow Device	$13.50
Miscellaneous (plumbing not covered elsewhere)	$13.50
Water.Heaters.are.covered.within.Mechanical.Permit.Fees	

Code Enforcement: Existing Building and Conservation Code Fees	
General: Bill equal to all costs and expenses incurred by City	Cost Incurred
Boarding and Securing	Cost Incurred
Property Monitoring	$300.00
Annual Hearing Processing Fee - First Year	$2,000.00
Annual Hearing Processing Fee - Each Subsequent Year	$5,000.00
Code Enforcement: Obstruction From Vegetation and Debris Fees	
Vegetation and Debris Abatement	Cost Incurred
Vegetation and Debris Abatement Surcharge	$250.00
Code Enforcement: Existing Building and Conservation Code Fees	
Annual Foreclosure Property Registration Fee	$350.00
Sidewalk Café Fees	
Sidewalk Café Annual Fee	$156.00
Site Modification Review Fee	$285.00
Initial Review Fee	$311.00
Parklets and Streateries	
Annual License Fee	$156.00
Site Modification Review Fee	$285.00
Initial Review Fee	$311.00
Refundable Cash Bond	$1,000.00
2-hour zone per square foot per month	$3.04
4-hour and all-day zones per square foot per month	$2.05
Time-restricted fee parking	$1.05
Device Removal and Replacement Fee - Single Space Meter	$60.00
Device Removal and Replacement Fee - Dual Space Meter	$120.00
Device Removal and Replacement Fee - Kiosk	$500.00
Streets and Airspace Fees	
Skywalk Application to Hearing Examiner	$7,413.00
Skywalk Annual Inspection	$609.00
Skywalk Renewal (within 20 years of permit issuance)	$2,371.00
Street Address Assignment	$15.50
Street Address Change	$63.20
ROW Obstruction: Dumpster or Temp Storage Unit (Pod) per 15-day period	$156.00
ROW Obstruction: Long-term (more than 20 days) per square foot per month	$0.20
ROW Obstruction: With Excavation 1-3 Days	$156.00
ROW Obstruction: No Excavation 1-3 Days	$41.40
ROW Obstruction: No-Each Additional Day	$20.70
Master Annual Permit	Expense based
Obstruction W/O Permit or Exempt Notification	$518.00
Work Beyond Scope of Permit	$259.00
No Fee for Activities Done Under City Contract	$0.00
Traffic Control Plan Review Fee	$81.00
Building Move Permit	$179.00
Road Oiling (and other dust palliatives)	$162.00
Street Vacation Application Fee	$645.00
Approach Permit: Commercial	$54.00
Approach Permit: Residential Driveway	$32.10
IT Plan Review for Fiber Projects	$98.40 per hour

House Move Rescheduling Fee – This.is.an.additional.processing.fee.assessed .....for.house.moves.that.are.rescheduled.after.arrangements.for.staff.had .....already.been.made.	$65.00
Oversize or Overweight Movements	
Oversize Load - Per 30 Days or fraction of	$81.00
Overweight Load (on specified route) - Per 30 Days or fraction of	$121.00
Superload - Per Trip	$121.00
(Engineering) Private Construction Plan Review Fee Table:	
$1 - $10,000 Job Value Fee	$300.00
$10,001 - $50,000 Job Value Fee - Base	$300.00
$10,001 - $50,000 Job Value Fee - Variable for each $1,000 over $10,000	$15.00
$50,001 - $100,000 Job Value Fee - Base	$900.00
$50,001 - $100,000 Job Value Fee - Variable for each $1,000 over $50,000	$13.00
$100,001 - $500,000 Job Value Fee - Base	$1,550.00
$100,001 - $500,000 Job Value Fee - Variable for each $1,000 over $100,000	$10.50
$500,001 - $1,000,000 Job Value Fee - Base	$5,750.00
$500,001 - $1,000,000 Job Value Fee - Variable for each $1,000 over $500,000	$9.50
Over $1,000,000 Job Value Fee - Base	$10,500.00
Over $1,000,000 Job Value Fee - Variable for each $1,000 over $1,000,000	$8.75
Additional Review (for excessive plan changes)	$119 per hour
On-Site Water Systems Review Fee - outside City limits or no bldg permit	$259.00
On-Site Sanitary Sewer Systems Review - outside City limits or no bldg permit	$259.00
Standard (Simple) Stormwater Systems Review: Under 10 lots - Base	$415.00
Standard (Simple) Stormwater Systems Review: Under 10 lots - Variable per lot	$10.40
Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Base	$518.00
Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Variable per lot	$10.40
Standard (Simple) Stormwater Systems Review: Over 100 lots - Base	$725.00
Standard (Simple) Stormwater Systems Review: Over 100 lots - Variable per lot	$10.40
Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	$259.00
Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	$518.00
Complex Stormwater Systems Review: Under 10 lots - Base	$518.00
Complex Stormwater Systems Review: Under 10 lots - Variable per lot	$10.40
Complex Stormwater Systems Review: 10 - 100 lots - Base	$777.00
Complex Stormwater Systems Review: 10 - 100 lots - Variable per lot	$15.50
Complex Stormwater Systems Review: Over 100 lots - Base	$1,036.00
Complex Stormwater Systems Review: Over 100 lots - Variable per lot	$15.50
Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	$518.00
Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	$1,036.00
Storm Sewer Review - in accordance with subsection (A) above.	No Charge
Waiver or Variance Review	$119.00
Site Development Plan Review	$259.00
Traffic Impact Analysis Review Fee	$208.00
Hydraulic Analysis Review Fee	$601.00
(Engineering) Private Construction Inspection Fee Table:	
$1 - $5,000 Job Value Fee	$500.00
$5,001 - $10,000 Job Value Fee	$1,000.00
$10,001 - $50,000 Job Value Fee - Base	$1,000.00
$10,001 - $50,000 Job Value Fee - Variable for each $1,000 over $10,000	$25.00
$50,001 - $100,000 Job Value Fee - Base	$2,000.00
$50,001 - $100,000 Job Value Fee - Variable for each $1,000 over $50,000	$20.00
$100,001 - $500,000 Job Value Fee - Base	$3,000.00

$100,001 - $500,000 Job Value Fee - Variable for each $1,000 over $100,000	$15.00
$500,001 - $1,000,000 Job Value Fee - Base	$9,000.00
$500,001 - $1,000,000 Job Value Fee - Variable for each $1,000 over $500,000	$10.00
Over $1,000,000 Job Value Fee - Base	$14,000.00
Over $1,000,000 Job Value Fee - Variable for each $1,000 over $1,000,000	$5.00
Non-Typical, Specialty Project Inspection	$119.00
Non-Typical, Specialty Project Overtime Inspection	1.5x the Inspection Fee(s)
Non-Typical, Specialty Project Survey Crew Inspection	$119.00
Non-Typical, Specialty Project Survey Crew Overtime Inspection	1.5x the Inspection Fee(s)
Multi-Family Housing Property Tax Incentive Program	
Multi-Family Tax Exemption (MFTE) Application	$1,000.00
MFTE Extension Application	$1,000.00
MFTE Final Certificate	$2,000.00
MFTE Final Certificate Conversion from 12 to 8 year	$500.00
Shorelines Management	
$2,500 - $10,000 Project Value Fee	$1,243.00
$10,001 - $50,000 Project Value Fee	$1,657.00
$50,001 - $250,000 Project Value Fee	$3,106.00
$250,001 - $1,000,000 Project Value Fee	$6,005.00
Over $1,000,000 Project Value Fee - Base	$7,248.00
Over $1,000,000 Project Value Fee - Variable	0.1% of project valuation
Variance Fee	$2,382.00
Conditional Use Fee	$2,071.00
Pre-Submittal Review	$622.00
Shoreline Exemption Fee	$622.00
Permit Amendment Fee	80% of fee in this schedule
Plats	
One-Year Extension of Preliminary Plat Approval	$518.00
Phasing of Approved Preliminary Plat	$622.00
Vacation of Approved Preliminary Plat	$829.00
Final Long Plat - Base	$3,422.00
Final Long Plat - Additional fee per lot	$30.00
Alteration of Approved Preliminary, Final Long Plat or BSP	80% of fee in this schedule
Final Short Plat Filing Fee	$2,352.00
Final Short Plat Filing Fee - Additional fee per lot	$30.00
Final Short Plat Filing Fee with Minor Engineering Review	$350.00
Final Short Plat Filing Fee with Minor Engineering Review - Additional fee per lot	$30.00
Final Binding Site Plan	$3,075.00
Final Binding Site Plan - fee per additional acre	$30.00
Boundary Line Adjustment Filing Fee	$384.00
Street Name Change	$2,589.00
Use of Planning Staff Not Covered by Plat Fees	$119.00
Concurrency Inquiry Application	$208.00
Zoning	
Staff Preparation of Notification Map and Associated Documents	$215.00
Type I Application	$1,124.00
Type II Application	$4,478.00

Type II Application - per additional acre	$62.10
Type II Application with Minor Engineering Review	$1,124.00
Type III Application	$4,752.00
Type III Application - per additional acre	$223.00
Site Plan Review and/or Modification	$844.00
Site Plan Review and/or Modification - per additional 10 acres	$570.00
Planned Unit Development (PUD) Bonus Density	$912.00
Final PUD	$3,412.00
Temporary Use Permit	$699.00
Floodplain Development Permit	$1,180.00
Floodplain Development Permit -per additional acre	$57.00
Formal Written Interpretation of Zoning Code	$753.00
Public Hearing for Other Matters	$1,962.00
Use of Planning Staff Not Covered by Above Fees - Hourly	$119.00
Zoning Verification Letter	$119.00
Design Review	
Design Review by Urban Design Staff	$600.00
Design Review by Design Review Board	$1,275.00
Comprehensive Plan and Land Use Code Amendments	
Threshold Review Fee	$500.00
Comp Plan, Map, Text, or other Land Use Code Amendment - Base	$7,000.00
Comp Plan, Map, Text, or other Land Use Code Amendment - Variable per additional 10 acres	$1,075.00
Use of Planning Staff Not Covered by Above Fees	$119.00
Formal Written Interpretation of Comp Plan	$1,075.00
Short Term Rental License Fee	
Registration for STR - Residential Zone - Application	$200.00
Registration for STR - Residential Zone - Renewal	$100.00
Registration for STR - Other Zone - Application	$300.00
Registration for STR - Other Zone - Renewal	$150.00
Temporary Disaster Housing Program	
Emergency Encroachment Permit	$0.00
Temporary Disaster Housing Program Registration	$0.00
* No City land use application, zoning review, temporary-use permit, registration, or similar administrative processing fee shall be charged for a Temporary Disaster Housing Registration or an Emergency Encroachment Permit	

Section 2. That Section 17C.319.200 of the Spokane Municipal Code is amended to read as follows:

Section 17C.319.200 Recreational Camping

The purpose of this section is to regulate the use and occupancy of recreational vehicles, tents, huts, and other temporary shelters on private property in all zones.

A. A recreational vehicle, tent, hut, or other temporary shelter may not be occupied on private property, except a manufactured home park or a mobile home park, for more than fourteen days in a consecutive twelve-month period, unless authorized through the Temporary Disaster Housing Program under SMC Chapter 17C.430.

B. A recreational vehicle (see SMC 17A.020.180) is designed as a temporary living unit and is prohibited from being used as a permanent dwelling unit except in a manufactured or mobile home park unless the recreational vehicle fails to comply with fire and safety ordinances.

C. Recreational vehicles in a manufactured or mobile home park are required to be hooked up to utilities and have an internal toilet and internal shower, or toilets and showers are provided by the manufactured or mobile home facility.

Section 3. Findings of Fact. The recitals set forth above are hereby adopted as the City Council's initial findings of fact in support of the interim official control established by this ordinance. The City Council may, in its discretion, adopt additional findings after public hearing referenced in Section 7 below.

Section 4. Purpose. The purpose of this interim official control is to establish a Temporary Disaster Housing Program for the purpose of permitting and regulating temporary housing for Spokane residents displaced by local and state-declared emergencies.

Section 5. Duration of Interim Official Control. The interim official control imposed by this Ordinance shall be in effect for a period of up to one year, beginning on the date of the adoption of this Ordinance. During this period, the City will evaluate how to make these standards permanent pursuant to the City's public notice and participation process set forth in SMC 17G.025.

Section 6. Work Plan. Pursuant to RCW 36.70A.390, a work plan related to this ordinance shall include continued public participation and noticing pursuant to chapter 17G.025 SMC, as well as consideration of disaster temporary housing in the City's development code update following the update to the City's Comprehensive Plan.

Section 7. Public Hearing. Pursuant to RCW 35.63.200 and 36.70A.390, the City Council will hold a public hearing on this interim official control on October 7, 2026. Immediately after the public hearing, the City Council will adopt findings of fact on the subject of this interim official control.

Section 8. That there is adopted a new Chapter 17C.430 of the Spokane Municipal Code to read as follows:

Chapter 17C.430	Temporary Disaster Housing Program
17C.430.010	Definitions
17C.430.020	Temporary Disaster Housing Program Purpose
17C.430.030	Allowable Temporary Disaster Housing Locations
17C.430.040	Temporary Disaster Housing Review Process
17C.430.050	Temporary Disaster Housing Safety Requirements
17C.430.060	Temporary Disaster Housing Program Terms and Conditions

Section 17C.430.010 Definitions

Term	Definition
Approved Public Right-of-Way	Approved Public Right-of-Way means a specific, designated section of a street adjacent to the Disaster-Affected Property that the City has explicitly authorized for temporary occupancy due to the impracticality of locating a Temporary Disaster Housing unit on a survivor's Disaster-Affected Property
Disaster-Affected Property	Disaster-Affected Property means a legally established lot located wholly within the incorporated city limits of the city of Spokane containing a dwelling unit that is

	destroyed or substantially damaged or otherwise made uninhabitable as a direct result of a disaster as declared by local or state emergency.
Disaster Survivor	Disaster Survivor means a resident of the city of Spokane whose primary residence is destroyed, substantially damaged, or otherwise made unavailable for occupancy as a direct result of a disaster as declared by local or state emergency. Documentation may include an insurance claim, inspection or fire report, emergency-management record, utility record, lease, identification showing the affected address, or any other reliable evidence accepted by the City.
Qualified Property	Qualified Property means a Disaster-Affected Property or Approved Public Right of Way authorized under this chapter.
Temporary Disaster Housing	Temporary Disaster Housing means a recreational vehicle, travel trailer, motor home, truck camper, park model recreational vehicle, manufactured home, modular dwelling, FEMA or other agency-provided transportable temporary housing unit, or other movable or temporary residential unit approved by the Building Official. Tents, yurts, and structures not originally manufactured or designed for permanent or long-term residential occupancy are not temporary disaster housing unless specifically approved for emergency shelter use by the Building Official, Fire Marshal, or their designees.
Temporary Disaster Housing Program Registration	Temporary Disaster Housing Program Registration means the no-fee administrative program established by this chapter.

Section 17C.430.020 Temporary Disaster Housing Program Purpose

A. The purpose of this chapter is to provide a temporary, expedited, and coordinated process for the safe placement and occupancy of Temporary Disaster Housing for residents displaced from their primary residences. The purpose of this chapter is to remove unnecessary regulatory barriers while preserving minimum requirements for site safety, fire access, potable water, wastewater disposal, electrical safety, weather protection, and protection of neighboring properties. This chapter is further intended to prevent secondary public health impacts, including weather exposure, homelessness, and unsanitary conditions, while supporting the rapid recovery and rebuilding efforts following a disaster that permanently displaces residents of the city of Spokane.

B. This chapter shall be narrowly applied to the Temporary Disaster Housing Program authorized by the City of Spokane that is occupied by Disaster Survivors, including their caregivers, as applicable.

C. The Temporary Disaster Housing Program, its applications, policies, procedures, and requirements, shall be considered vital documents as defined in SMC 18.11.020.

D. To the extent necessary to implement the Temporary Disaster Housing Program, application requirements required in SMC 17G.061.010 and conflicting zoning use limitations, accessory-structure standards, recreational-vehicle storage standards, density limitations, lot coverage, parking, landscaping, screening, design review, notice and hearing requirements, and permanent frontage-improvement requirements are superseded.

E. A Temporary Disaster Housing Program Registration is temporary and does not establish a nonconforming use, vested development right, permanent residential use of a recreational vehicle, right to camp on or obstruct access to public property, or permanent entitlement to utility service.

F. This chapter shall not be interpreted to waive any applicable state or federal law, including requirements of the Washington State Building Code (Chapter 19.27 RCW), Washington State Fire Code, or requirements necessary to address an imminent health or safety hazard.

G. This chapter shall not be interpreted to waive the Property Maintenance and Use Standards established in SMC Chapter 10.63.

H. This chapter shall not be interpreted to waive utility operational requirements or permits and inspections required for permanent construction, permanent utility service, or reconstruction of a primary dwelling.

I. Any City division may develop rules, policies, and procedures consistent with this chapter. Any public rule shall be adopted pursuant to Chapter 03.14 of the Spokane Municipal Code.

Section 17C.430.030 Allowable Temporary Disaster Housing Locations

A. The City may permit one Temporary Disaster Housing unit on a Disaster-Affected Property.

B. A second Temporary Disaster Housing unit may be approved by the City on a Disaster-Affected Property only upon demonstration that the Disaster-Affected Property is large enough to safely accommodate both units, does not impede fire engine access, and is occupied exclusively by Disaster Survivors, including their caregivers, as applicable.

C. Temporary Disaster Housing may be permitted in an Approved Public Right-of-Way only when locating the housing unit on the Disaster-Affected Property is determined by the City to be physically impractical due to hazardous debris, active construction limits, or severe post-fire topography. Such placements are subject to the following criteria:
   1. The occupant shall obtain a no-fee Emergency Encroachment Permit issued by the City.
   2. Temporary Disaster Housing units placed on an Approved Public Right-of-Way shall be positioned exclusively on paved or hard-scaped surfaces. Placement on turf, open park green space, or within environmentally critical areas is prohibited.
   3. Placement of the Temporary Disaster Housing unit within the public right-of-way shall occur directly adjacent to the Affected Property's frontage whenever feasible. A unit shall not block active travel lanes, sidewalks, bicycle lanes, utility vaults, or clear intersection sight triangles.
   4. A Temporary Disaster Housing unit may not occupy an Approved Public Right-of-Way unless a continuous, sanitary method for potable water and holding-tank wastewater disposal is fully verified and maintained consistent with the requirements of this chapter.
   5. A Temporary Disaster Housing unit may not impede fire engines or street plowing access.

D. A Temporary Disaster Housing unit shall not be placed within an identified immediate hazard area, including geologically hazardous areas, steep slopes vulnerable to landslide or mudslide, or regulated critical area buffers.

Section 17C.430.040 Temporary Disaster Housing Review Process

A. An applicant for the Temporary Disaster Housing Program shall submit a no-fee Temporary Disaster Housing Program Registration application before occupancy. The City may authorize emergency occupancy before formal registration for up to ten (10) business days when immediate shelter is authorized pursuant to a local emergency declaration and the occupant notifies the City within forty-eight (48) hours of placement, and no imminent safety hazard exists.

B. The Temporary Disaster Housing Program Registration application shall include, and the Development Services Center shall coordinate for review, the following:
   1. Property address or parcel number of a property within the city of Spokane;
   2. Reasonable documentation of declared disaster-related displacement;
   3. Documentation from an authorized federal, state, or local debris-removal program, or a written evaluation from a qualified environmental professional, confirming that disaster debris has been removed and the proposed Temporary Disaster Housing unit footprint, primary access route, and utility connection areas on the Disaster-Affected Property are safe for temporary occupancy and free from unmitigated hazardous materials or unstable structural debris, when necessary;
   4. Type, dimensions, and approximate location of the Temporary Disaster Housing unit on the lot;
   5. Determination of whether the Temporary Disaster Housing unit has continuous access to an approved source of potable water;
   6. Determination of whether the Temporary Disaster Housing unit requires direct utility connections or approved self-contained off-grid sanitation units; and
   7. Vehicle or unit identification numbers (VIN/Serial Number), where applicable.

C. The Director of Community and Economic Development or their designee may grant initial registration approval based on the applicant's signed certification that the Temporary Disaster Housing unit and site comply with the applicable life-safety and sanitation requirements of this chapter. The City retains the right to inspect the unit and site to verify compliance.

D. The applicant shall sign an indemnity agreement holding the City free and harmless from any and all claims, actions, or damages of every kind and description which may accrue to, or be suffered by, any persons by reason of or related to the operation and occupancy of a Temporary Disaster Housing unit authorized by this chapter.

Section 17C.430.050 Temporary Disaster Housing Safety Requirements

A. A Temporary Disaster Housing unit shall have continuous access to a City-approved source of potable water.

B. A Temporary Disaster Housing unit shall be served by a City-approved wastewater-disposal method.

C. A Temporary Disaster Housing unit shall be served by a City-approved solid waste disposal method.

D. Potable water, wastewater disposal, and solid waste service required by this section do not require connection to City utility systems when an alternative method is approved by the City or other authority having jurisdiction. When City utility service is provided, applicable requirements, rates, fees, and charges under SMC Title 13 shall apply.

E. Wastewater, graywater, sewage, or any other liquid waste shall not be discharged onto the ground surface, into a street, alley, City stormwater facility, watercourse, damaged utility infrastructure, or unapproved on-site sewage system. Any violation of this subsection constitutes an immediate public health hazard and may result in immediate correction, cessation of occupancy, utility disconnection, or revocation of the Temporary Disaster Housing Program Registration.

F. Approval of temporary utility service to a Temporary Disaster Housing unit does not establish a permanent right to service, alter City service-area boundaries, waive capacity limitations, or obligate the City to provide service when the system cannot safely or lawfully do so.

G. Fire ash and debris shall be contained or otherwise managed to prevent migration onto public property or into the City's stormwater system.

H. Electrical service to a Temporary Disaster Housing unit shall be provided through an approved utility connection, temporary construction service mast, or other method approved by the authority having jurisdiction.

I. Temporary utility connections to a Temporary Disaster Housing unit shall be disconnected or converted to approved permanent service when the occupancy ends. The property owner is responsible for lawful abandonment, removal, or conversion of temporary connections unless otherwise agreed by the utility provider having jurisdiction.

J. Any Temporary Disaster Housing unit occupied between November 1 and April 1 shall be winterized to prevent frozen pipes, water leaks, sewage releases, and ice hazards.

K. Propane cylinders, fuel containers, and generators shall be located, connected, ventilated, and protected in accordance with the International Fire Code and manufacturer requirements. Unvented liquid-fuel heaters, open-flame propane heaters, and other combustion appliances not specifically manufactured and listed for indoor residential use are prohibited.

L. A Temporary Disaster Housing unit shall have operational smoke alarms. A carbon monoxide alarm is mandatory when the Temporary Disaster Housing unit contains or is served by a fuel-fired appliance, an onboard generator, or has an attached or integral garage structure.

M. A Temporary Disaster Housing unit shall contain at least one (1) listed portable fire extinguisher with a minimum rating of 2A:10B:C.

N. Required egress doors and emergency escape openings shall remain operable and unobstructed, capable of being readily opened from the interior, and allow occupants to exit the Temporary Disaster Housing unit safely.

O. Temporary skirting or utility enclosures shall not obstruct required ventilation openings, appliance exhaust vents, access to emergency shut-off valves, or emergency egress pathways of the Temporary Disaster Housing unit.

P. The City may establish additional conditions upon approval of a Temporary Disaster Housing Program Registration to protect public health, safety, municipal utility infrastructure, emergency access, or neighboring property and may conduct a site inspection to ensure safety and compliance with this chapter

Section 17C.430.060 Temporary Disaster Housing Program Terms and Conditions

A. The City may issue a Temporary Disaster Housing Program Registration authorized under this chapter for up to an initial period of twelve (12) months.

B. The City may terminate or revoke a Temporary Disaster Housing Program Registration due to:
   1. the issuance of a certificate of occupancy or final inspection approval for replacement permanent housing available to the Disaster Survivor;
   2. the permanent relocation of the Disaster Survivor to another primary residence outside of the Temporary Disaster Housing unit; or

3. Revocation by the City when the registration was obtained through material misrepresentation, fraud, or for violations of this chapter.

C. The City may extend a Temporary Disaster Housing Registration for periods of up to twelve (12) months when the Disaster Survivor remains displaced and demonstrates progress towards permanent housing as evidenced by:
   1. an active building permit application or issued building permit for reconstruction on the Affected Property;
   2. Documentation of active construction of permanent housing; or
   3. Other documentation that demonstrates active efforts to obtain, repair, reconstruct, or replace permanent housing.

D. Within thirty (30) days after the Temporary Disaster Housing occupancy concludes or the registration expires, terminates, or is revoked, the unit shall cease residential use and be completely removed from the Affected Property or brought into full compliance with the City's Land Use and Property Maintenance and Use Standards. All temporary utility connections shall be safely disconnected, capped, and abandoned under the oversight of the utility provider having jurisdiction.

E. The City may issue an emergency order for immediate correction, utility disconnection, evacuation of the Temporary Disaster Housing unit or affected area, or immediate cessation of occupancy when a site condition presents an imminent threat to life, public health, safety, or utility-system integrity.

F. The denial, refusal, or revocation of a Temporary Disaster Housing Program Registration is appealable to the Hearing Examiner within ten (10) calendar days following the procedures outlined in Spokane Municipal Code 17G.050. Any emergency order shall remain in full force and effect during the pendency of the appeal unless explicitly stayed by the issuing City official or the Hearing Examiner upon a showing of extreme hardship and alternative safety mitigation.

G. Violations of this chapter are a civil infraction subject to the enforcement, procedures, penalties, and remedies outlined in Spokane Municipal Code Chapter 01.05.

Section 9. 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 10. 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.

Section 11. Emergency Clause. The City Council declares that an urgency and emergency exists such that this ordinance is needed for the immediate preservation of the public peace, health, or safety, and/or for the immediate support of City government and its existing public institutions, and that because of such need, this ordinance shall be effective immediately under Section 01.01.080 of the Spokane Municipal Code and Section 19 of the City Charter, upon the affirmative vote of one more than a majority of the City Council.

Passed by City Council October 7, 2026
Delivered to Mayor October 9, 2026

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.

Amendment
Emergency Communications Call Taker I 277
Announcement as of October 5th, 2026

The above titled announcement is hereby amended to read:
The closing date is October 19th, 2026, at 4 p.m.

Parking Foreperson SPN 439
Promotional

Date Open: October 12th, 2026 **Date Closed:** October 26th, 2026
Salary: $58,818.96 annual salary, payable bi-weekly, to a maximum of $96,904.08

Class Summary:
Performs supervisory and skilled work in the collection and accounting of parking meter revenue, the repair and maintenance of parking meters, and the enforcement of parking regulations, including disabled parking.

Examples of Job Functions:
- Supervises, and participates in, the enforcement of the City's Parking ordinances including: Disabled Parking, Loading Zones. May testify and present evidence in court.
- Assigns and supervises collection, enforcement, and maintenance operations as well as other related duties.
- Investigates applications of parking regulations including, but not limited to, meter timing, the location of loading zones, reports of continual violations, and citizen complaints. Makes recommendations as to appropriate action.
- Supervises and participates in the collection of coins from parking meters. Answers questions from the public regarding parking ordinances and meter operation. Supervises and assists in sorting, counting, and packaging coins.
- Supervises and participates in the installation or replacement of meters and bases. Participates in the disassembly of meters and the determination of the cause of malfunctions. Performs more difficult repair work. Reassembles meters and checks for proper operation and timing. Paints and silk screens meters when required.
- Inspects parking meters on the street for possible malfunction and makes the necessary emergency field repairs. Removes and returns defective meters to the repair shop.
- Issues citations for vehicle, disabled parking.
- Prepares records and reports including collections, citations issued, and parking meter maintenance, utilizing applicable computer software.
- Operates various automotive vehicles and hand repair tools.
- Performs related work as required.

Minimum Qualifications:
Promotional Requirements:
- *Experience*: Completion of at least two years of service with the City in the classification of Parking Enforcement Specialist II (SPN 435).
- *Licenses*: Applicants must possess a valid driver's license.

Lift Requirement:

- Job offer is contingent on passing a lift test.
- Enough strength to lift and carry objects weighing up to 65 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 be conducted in person and will consist of short answer items.

Important Details:

- Test Date: Thursday, October 29th, 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.

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 6th day of October 2026.

SCOTT STEPHENS
Chair

KELSEY MYERS
Chief Examiner

Laboratory Technician SPN 654
Open Entry

Date Open: October 12th, 2026 **Date Closed:** October 26th, 2026
Salary: $55,582.56 annual salary, payable bi-weekly, to a maximum of $86,819.04

Class Summary:
Performs responsible technical work performing physical, chemical and bacteriological analyses and sampling of water, waste water treatment chemicals, biosolids, soils and industrial waste.

Examples of Job Functions:

- Meets with area industries to collect and sample their discharges to the City's sewer system
- Conducts physical, chemical and bacteriological analysis and monitoring of influent, effluent, bio-solids and other processes throughout the treatment plant, and soils associated with land application sites.

- Instructs the waste water operators in the proper use of sampling equipment, and uses Dissolved Oxygen (DO) meters, pH meters, and other required equipment.
- Conducts difficult analyses where independent decisions for proper procedures may be required.
- Maintains related records and files and prepares reports as required.
- Calibrates, operates, and maintains laboratory, sampling and other equipment.
- May be required to develop methods of analysis for analyzing environmental wastes to comply with accreditation or regulatory requirements.
- May require independent action in the selection of proper laboratory technique.
- Operates an automobile or pick-up truck.
- Performs related work as required.

Minimum Qualifications:
Open Entry Requirements:

- *Education:* Graduation from an accredited four-year college or university with a degree in chemistry, biology, or related laboratory science.
- *Substitution:* Experience in analytical laboratory work or field sampling to fulfill environmental regulatory requirements may be substituted on a year-for-year basis for up to two years of the educational requirement.
- *Licenses and Certification:* Applicants must possess a valid driver's license and obtain certification by the Washington State Department of Ecology as a Wastewater Treatment Plant Operator I or Operator In Training within one year of appointment.

Lift Requirement:

- Job offer is contingent on passing a lift test.
- Ability to lift and move lab equipment weighing up to 50 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 & skills simulation.

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 October 28th, 2026. The testing window is October 29th – November 2nd. Please note: The email will come from City of Spokane (info@governmentjobs.com).

Multiple Choice:
Possible subjects covered in the examination:

- Biology
- Chemistry
- Computer Skills
- Interpersonal Skills
- Mathematics

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.
Areas assessed:

- Microsoft Word

- Microsoft Excel
- Typing
- Proofreading
- Microsoft Outlook

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 7th day of October 2026.

SCOTT STEPHENS
Chair

KELSEY MYERS
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

PUBLIC WORKS INVITATION TO BID #6632-26
RIVERFRONT PARK PAW PARK DOG PARK DEVELOPMENT

City of Spokane Parks & Recreation Department

The City of Spokane is soliciting electronic Bids for the above titled Public Works Invitation to Bid.

Bid Submittal: Bids must be submitted electronically through the City of Spokane's online procurement system portal until **11:00 a.m. on TUESDAY NOVEMBER 3, 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 NOVEMBER 3, 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.

Thea Prince
Sr. Procurement Specialist
City of Spokane Purchasing & Contracts

Publish: October 7 and 14, 2026

REQUEST FOR QUALIFICATIONS
2027017
GEOTECHNICAL ENGINEERING CONSULTANT SERVICES FOR FEDERAL AID PROJECTS 2027

DUE DATE: **TUESDAY, Nov 3, 2026 No later than 1:00 p.m.**
DELIVERY: **via email to: dbuller@spokanecity.org**

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Department of Engineering Services (hereinafter "City") is initiating this Request for Qualifications (RFQ) to solicit Proposals from Firms with expertise in geotechnical engineering.

1.2 FUNDING

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

A portion of the funding for this project may come from local, state or federal sources. Where applicable, the contract awarded as a result of this procurement will incorporate the requirements of state or federal funding programs.

1.3 PERIOD OF PERFORMANCE

The period of performance of the contract resulting from this RFQ is tentatively scheduled to begin on or about December 15, 2026, and end on or about December 15, 2027.

1.4 CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

2. SCOPE OF SERVICES

The scope of services will include tasks associated with geotechnical engineering both during design and construction. Sample types of tasks/project components include:

Design phase assistance

- Classification of soils by appropriate methods
- Determination of soil properties by appropriate means
- Determination of foundation and wall design parameters
- Pavement subgrade characterization and pavement design
- Evaluation of Water mounding in relationship to stormwater injections
- Conducting geophysical studies, test borings, test excavations, infiltration testing, aquifer testing
- Identification of restrictive infiltration layers below the ground surface
- Slope stability and groundwater seepage analysis
- Geotechnical report preparations
- Phase 1 and Phase 2 environmental site assessments
- Conducting special inspections or other geotechnical related construction phase inspections

Construction phase assistance

- Soil/aggregate testing
- HMA testing
- Concrete testing

The following is a list of federal aid projects that may require geotechnical engineering work.

- Freya – Palouse Roundabout
- Sunset Shared Use Trail – Deer Heights to Spotted Rd.
- Millwood Trail – Greene St to Felts Field
- Spokane Falls Blvd. Rebuild – Post St. to Division St.
- Riverside Ave. – Monroe to Wall
- Safe Streets for Spokane
- Division St BRT Active Transportation
- Cooper Elementary SRTS
- Pacific Greenway Phase 2
- Monroe Street Bridge Preservation
- Inland Empire Way NB Connection
- Arterial Crosswalk Enhancements (HSIP)
- Flett Middle School SRTS
- Fish Lake Trail Phase 2
- Ash / Maple / Monroe Grind and Overlay
- 29th Ave. – Sprague Ave Grind and Overlay
- Crestline St. Chip Seal – Illinois to Francis
- Mission Ave. – Napa to Greene Grind & Overlay

Estimated individual project fees are expected to range from approximately $5,000 to $95,000 and shall be based on negotiated hourly rate for each project. The City will contract separately with the consultant selected as a result of this RFQ for each of the above named projects for which the City requires a geotechnical engineering consultant. The City does not guarantee that all work listed above will be awarded to the Firm selected as a result of this RFQ.

3. GENERAL INFORMATION

3.1 RFQ COORDINATOR

The RFQ Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this RFQ shall be with the RFQ Coordinator, as follows:

Name	Dan Buller
Address	808 W. Spokane Falls Blvd., Spokane, WA 99201
Phone Number	509-625-6391
E-Mail Address	dbuller@spokanecity.org

Any other communication will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by Addendum.

3.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Step	**Expected Dates**
Issue Request for Qualifications	Week Oct 12, 2026
Proposals due	Nov 3, 2026

Evaluate proposals, conduct online (Teams) interviews with top three finalists.	Weeks of Nov 2 & Nov 9, 2026
Announce tentative selection	Week of Nov 9, 2026
City Council approval	Mid November – mid December, 2026
Announce final selection	Mid December, 2026

The City reserves the right to revise the above schedule.

3.3 SUBMISSION OF PROPOSALS

Proposals shall be submitted via email to dbuller@spokanecity.org. The email shall include subject line "SOQ – Geotechnical Engineering Consultant".

Proposals shall be submitted in pdf format. The entire submittal shall consist of not more than three pdf files (and, ideally, a single pdf file). Note that the City email server will not accept files larger than 15 MB, so files should be configured accordingly.

3.4 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

Materials submitted in response to this competitive procurement shall become the property of the City.

All received Proposals shall remain confidential until the award of contract. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records."

Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored.

The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

All requests for information should be directed to the RFQ Coordinator.

3.5 REVISIONS TO THE RFQ

In the event it becomes necessary to revise any part of this RFQ or provide any other pertinent information, such revision will be posted on https://cityofspokaneplans.com. Proposers should check this site periodically prior to the due date.

The City also reserves the right to cancel or reissue the RFQ in whole or in part prior to final award of a contract.

3.6 ACCEPTANCE PERIOD

Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.

3.7 RESPONSIVENESS

The Proposer is specifically notified that failure to comply with any part of the RFQ may result in rejection of the Proposal as non-responsive.

The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.8 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFQ, in conduct of a presentation, or any other activities related to responding to this RFQ

3.9 NO OBLIGATION TO CONTRACT

This RFQ does not obligate the City to contract for services specified herein.

3.10 REJECTION OF PROPOSALS

The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this RFQ.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted via email. The major sections of the Proposal are to be submitted in the order noted below:

1. Letter of Submittal.

2. Qualifications Statement.

Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal but should assist the Proposer in preparing a thorough response.

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed (electronic signatures are acceptable) and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/email address of legal entity or individual with whom contract would be written.

2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.).

3. Location of the facility from which the Firm would operate.

4. Identify any current or former City employees employed by or on the Firm’s governing board as of the date of the Proposal or during the previous twelve (12) months.

5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications unless otherwise agreed by the City.

6. Acknowledgement that the Firm certifies that it has not been debarred, suspended, ineligible for, or otherwise excluded from participation in Federal Assistance programs under Executive Order 12549, Title 31 U.S. Code 6101 Note, Executive Order 12549, Executive Order 12689, Title 48 Codified Federal Regulation 9.404, "Debarment and Suspension". Further Acknowledge that Firm will not contract with a subcontractor that is likewise debarred, suspended, ineligible for, or otherwise excluded, as referenced in the foregoing Executive Orders, U.S. Codes and Codified Federal Regulations; and the Firm agrees to comply with City requirements to follow cost principals outlined in 2 CFR 200, Subpart E – Cost Principles for financial disbursements under its Grant Agreement. The Firm also agrees to comply with audit requirements outlined in 2 CFR 200 Subpart F – Audit Requirements".

4.3 PROPOSAL (QUALIFICATION STATEMENT)

Proposers shall limit their Proposal response to a maximum of 6 pages excluding "letter of submittal", résumés and reference letters. The Firm's Proposal response to the RFQ shall include at a minimum the following items:

1. A description of the Firm's qualifications/experience in the areas of geotechnical engineering for public works projects of the type described in section 2 above.

2. A staffing plan listing:

   a) personnel who will be responsible for carrying out the work.
   b) a description of qualifications, skills (e.g., brief résumés), and responsibilities for each project participant.

3. References of at least three current/former clients for whom the Firm performed similar services on similar projects to those described herein. Identify contact persons and email addresses and phone numbers. The Firm grants permission to the City to contact the references. City staff references, if provided, shall be above and beyond the three references noted above. The City may evaluate references at the City's discretion.

4. Include a list of contracts the Firm has had during the last two (2) years that relate to the Firm's ability to perform the services needed under this RFQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses. The Firm grants permission to the City to contact the references.

5. If the Firm has had a contract terminated for default in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the Firm's non-performance or poor performance, and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Firm's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposal on the grounds of the past experience. If no such termination for default has been experienced by the Firm in the past five (5) years, so indicate.

5. EVALUATION

5.1 EVALUATION PROCEDURE

Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals.

The RFQ Coordinator may contact the Firm for clarification of any portion of the Firm's Proposal.

5.2 EVALUATION WEIGHTING AND SCORING

The following weighting will be assigned to the Proposal for evaluation purposes:

Criteria	Weighting
Qualifications of key personnel including project manager and firm	40%
Past performance/references relevant to areas itemized above on similar projects	40%
Ability to respond to City requests for assistance in a timely manner	20%

5.3 AWARD OF CONTRACT

This RFQ does not obligate the City to award a contract.

Award of contract, when made, will be to the Proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The Proposer should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may incorporate some or all or the Proposal.

6. CONTRACT TERMS

6.1 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

6.2 AMERICANS WITH DISABILITIES ACT INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Engineering Services at eraea@spokanecity.org or by calling 509-625-6700.

6.3 TITLE VI

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.”.

6.4 ADDITIONAL TERMS AND CONDITIONS

See https://static.spokanecity.org/documents/administrative/purchasing/cos-engineering-request-for-qualifications-terms-and-conditions.pdf for current terms and conditions applicable to any contract awarded from this request for contract.

Publish: October 14 and 21, 2026

REQUEST FOR QUALIFICATIONS
2027018
CULTURAL RESOURCES CONSULTANT SERVICES FOR FEDERAL AID PROJECTS 2027

DUE DATE: **TUESDAY, Nov 3, 2026, No later than 1:00 p.m.**
DELIVERY: **via email to: dbuller@spokanecity.org**

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Department of Engineering Services (hereinafter "City") is initiating this Request for Qualifications (RFQ) to solicit Proposals from Firms with expertise in cultural resources.

1.2 FUNDING

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

A portion of the funding for this project may come from local, state or federal sources. Where applicable, the contract awarded as a result of this procurement will incorporate the requirements of state or federal funding programs.

1.3 PERIOD OF PERFORMANCE

The period of performance of the contract resulting from this RFQ is tentatively scheduled to begin on or about December 15, 2026 and end on or about December 15, 2027.

1.4 CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

2. SCOPE OF SERVICES

The scope of services will include tasks associated with cultural resources review both during design and construction. Sample types of tasks/project components include:

- Preparation of cultural and historic resources studies including field exploration as required
- Coordination with area Indian tribes and DAHP
- Consultation with City of Spokane design engineers to recommend ways to eliminate project effects on cultural/historic resources
- Construction phase monitoring

The following is a list of federal aid projects that may require cultural resource review work.

- Freya – Palouse Roundabout
- Sunset Shared Use Trail – Deer Heights to Spotted Rd.
- Millwood Trail – Greene St to Felts Field
- Spokane Falls Blvd. Rebuild – Post St. to Division St.
- Riverside Ave. – Monroe to Wall

- Safe Streets for Spokane
- Division St BRT Active Transportation
- Cooper Elementary SRTS
- Pacific Greenway Phase 2
- Monroe Street Bridge Preservation
- Inland Empire Way NB Connection
- Arterial Crosswalk Enhancements (HSIP)
- Flett Middle School SRTS
- Fish Lake Trail Phase 2
- Ash / Maple / Monroe Grind and Overlay
- 29th Ave. – Sprague Ave Grind and Overlay
- Crestline St. Chip Seal – Illinois to Francis
- Mission Ave. – Napa to Greene Grind & Overlay

Estimated individual project fees are expected to range from approximately $5,000 to $95,000 and shall be based on negotiated hourly rate for each project. The City will contract separately with the consultant selected as a result of this RFQ for each of the above named projects for which the City requires cultural resource review assistance. The City does not guarantee that all work listed above will be awarded to the Firm selected as a result of this RFQ.

3. GENERAL INFORMATION

3.1 RFQ COORDINATOR

The RFQ Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this RFQ shall be with the RFQ Coordinator, as follows:

Name	Dan Buller
Address	808 W. Spokane Falls Blvd., Spokane, WA 99201
Phone Number	509-625-6391
E-Mail Address	dbuller@spokanecity.org

Any other communication will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by Addendum.

3.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Step	**Expected Dates**
Issue Request for Qualifications	Week Oct 12, 2026
Proposals due	Nov 3, 2026
Evaluate proposals, conduct online (Teams) interviews with top three finalists.	Weeks of Nov 2 & Nov 9, 2026
Announce tentative selection	Week of Nov 9, 2026
City Council approval	Mid November – mid December, 2026
Announce final selection	Mid December, 2026

The City reserves the right to revise the above schedule.

3.3 SUBMISSION OF PROPOSALS

Proposals shall be submitted via email to dbuller@spokanecity.org. The email shall include subject line “SOQ – Cultural Resource Review Consultant”.

Proposals shall be submitted in pdf format. The entire submittal shall consist of not more than three pdf files (and, ideally, a single pdf file). Note that the City email server will not accept files larger than 15 MB, so files should be configured accordingly.

3.4 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

Materials submitted in response to this competitive procurement shall become the property of the City.

All received Proposals shall remain confidential until the award of contract. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records."

Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored.

The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

All requests for information should be directed to the RFQ Coordinator.

3.5 REVISIONS TO THE RFQ

In the event it becomes necessary to revise any part of this RFQ or provide any other pertinent information, such revision will be posted on https://cityofspokaneplans.com. Proposers should check this site periodically prior to the due date.

The City also reserves the right to cancel or reissue the RFQ in whole or in part prior to final award of a contract.

3.6 ACCEPTANCE PERIOD

Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.

3.7 RESPONSIVENESS

The Proposer is specifically notified that failure to comply with any part of the RFQ may result in rejection of the Proposal as non-responsive.

The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.8 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFQ, in conduct of a presentation, or any other activities related to responding to this RFQ

3.9 NO OBLIGATION TO CONTRACT

This RFQ does not obligate the City to contract for services specified herein.

3.10 REJECTION OF PROPOSALS

The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this RFQ.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted via email. The major sections of the Proposal are to be submitted in the order noted below:

1. Letter of Submittal.
2. Qualifications Statement.

Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal but should assist the Proposer in preparing a thorough response.

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed (electronic signatures are acceptable) and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/email address of legal entity or individual with whom contract would be written.

2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.).

3. Location of the facility from which the Firm would operate.

4. Identify any current or former City employees employed by or on the Firm’s governing board as of the date of the Proposal or during the previous twelve (12) months.

5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications unless otherwise agreed by the City.

6. Acknowledgement that the Firm certifies that it has not been debarred, suspended, ineligible for, or otherwise excluded from participation in Federal Assistance programs under Executive Order 12549, Title 31 U.S. Code 6101 Note, Executive Order 12549, Executive Order 12689, Title 48 Codified Federal Regulation 9.404, "Debarment and Suspension". Further Acknowledge that Firm will not contract with a subcontractor that is likewise debarred, suspended, ineligible for, or otherwise excluded, as referenced in the foregoing Executive Orders, U.S. Codes and Codified Federal Regulations; and the Firm agrees to comply with City requirements to follow cost principals outlined in 2 CFR 200, Subpart E – Cost Principles for financial disbursements under its Grant Agreement. The Firm also agrees to comply with audit requirements outlined in 2 CFR 200 Subpart F – Audit Requirements”.

4.3 PROPOSAL (QUALIFICATION STATEMENT)

Proposers shall limit their Proposal response to a maximum of 6 pages excluding "letter of submittal", résumés and reference letters. The Firm's Proposal response to the RFQ shall include at a minimum the following items:

1. A description of the Firm's qualifications/experience in the areas of cultural resource review for public works projects of the type described in section 2 above.

2. A staffing plan listing:

   a) personnel who will be responsible for carrying out the work.
   b) a description of qualifications, skills (e.g., brief résumés), and responsibilities for each project participant.

3. References of at least three current/former clients for whom the Firm performed similar services on similar projects to those described herein. Identify contact persons and email addresses and phone numbers. The Firm grants permission to the City to contact the references. City staff references, if provided, shall be above and beyond the three references noted above. The City may evaluate references at the City's discretion.

4. Include a list of contracts the Firm has had during the last two (2) years that relate to the Firm's ability to perform the services needed under this RFQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses. The Firm grants permission to the City to contact the references.

5. If the Firm has had a contract terminated for default in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the Firm's non-performance or poor performance, and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Firm's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposal on the grounds of the past experience. If no such termination for default has been experienced by the Firm in the past five (5) years, so indicate.

5. EVALUATION

5.1 EVALUATION PROCEDURE

Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals.

The RFQ Coordinator may contact the Firm for clarification of any portion of the Firm's Proposal.

5.2 EVALUATION WEIGHTING AND SCORING

The following weighting will be assigned to the Proposal for evaluation purposes:

Criteria	Weighting
Qualifications of key personnel	25%
Expertise and approach to various tasks described in Scope of Services	25%
Past performance/references relevant to areas itemized above on similar projects	25%
Cost Containment	25%

5.3 AWARD OF CONTRACT

This RFQ does not obligate the City to award a contract.

Award of contract, when made, will be to the Proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The Proposer should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may incorporate some or all or the Proposal.

6. CONTRACT TERMS

6.1 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

6.2 AMERICANS WITH DISABILITIES ACT INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Engineering Services at eraea@spokanecity.org or by calling 509-625-6700.

6.3 TITLE VI

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.”.

6.4 ADDITIONAL TERMS AND CONDITIONS

See https://static.spokanecity.org/documents/administrative/purchasing/cos-engineering-request-for-qualifications-terms-and-conditions.pdf for current terms and conditions applicable to any contract awarded from this request for contract.

Publish: October 14 and 21, 2026

P E R I O D I C A L

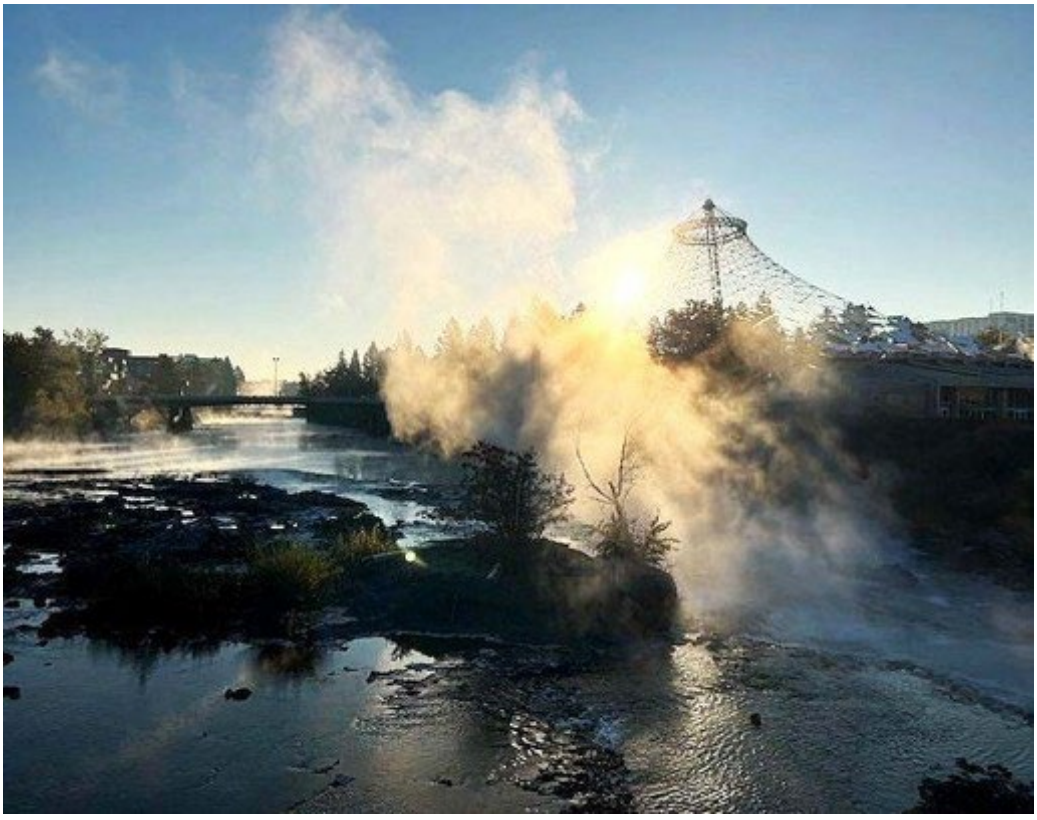
Note: For the remainder of the Notices for Bids, see Volume 116, Issue 40 Part II of the Official Gazette.

Official Gazette

City of Spokane, Washington

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

Volume 116 **October 14, 2026** Issue 41 Part II of II



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

(USPS 403-480)
Published by Authority of City Charter Section 39

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

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

To receive the Official Gazette by e-mail, send your request to:
clerks@spokanecity.org

Inside this Issue

Notice for Bids Cont.: Page 1294

The Official Gazette
USPS 403-480
0% Advertising
Periodical postage paid at Spokane, WA

POSTMASTER:
Send address changes to:
Official Gazette
Office of the Spokane City Clerk
808 W. Spokane Falls Blvd.
5th Floor Municipal Bldg.
Spokane, WA 99201-3342

Subscription Rates:
Within Spokane County:
$9.90 per year
Outside Spokane County:
$27.50 per year

Subscription checks made payable to:
City Treasurer

Address Change:
Official Gazette
Office of Spokane City Clerk
808 W. Spokane Falls Blvd.
5th Floor Municipal Bldg.
Spokane, WA 99201-3342

Notice for Bids Cont.

Paving, Sidewalks, Sewer, etc.

REQUEST FOR QUALIFICATIONS
2027019
SURVEYING CONSULTANT SERVICES FOR
FEDERAL AID PROJECTS 2027

DUE DATE: **TUESDAY, Nov 3, 2026, No later than 1:00 p.m.**
DELIVERY: **via email to: dbuller@spokanecity.org**

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Department of Engineering Services (hereinafter "City") is initiating this Request for Qualifications (RFQ) to solicit Proposals from Firms with expertise in surveying.

1.2 FUNDING

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

A portion of the funding for this project may come from local, state or federal sources. Where applicable, the contract awarded as a result of this procurement will incorporate the requirements of state or federal funding programs.

1.3 PERIOD OF PERFORMANCE

The period of performance of the contract resulting from this RFQ is tentatively scheduled to begin on or about December 15, 2026, and end on or about December 15, 2027.

1.4 CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

2. SCOPE OF SERVICES

The scope of services will include tasks associated with surveying both during design and construction. Sample types of tasks/project components include:

- Boundary surveying
- Topographical and site surveying
- Mapping
- Construction staking
- Writing of parcel or easement legal descriptions

- Monument preservation and DNR permit processing

The following is a list of federal aid projects that may require surveying work.

- Freya – Palouse Roundabout
- Sunset Shared Use Trail – Deer Heights to Spotted Rd.
- Millwood Trail – Greene St to Felts Field
- Spokane Falls Blvd. Rebuild – Post St. to Division St.
- Riverside Ave. – Monroe to Wall
- Safe Streets for Spokane
- Division St BRT Active Transportation
- Cooper Elementary SRTS
- Pacific Greenway Phase 2
- Monroe Street Bridge Preservation
- Inland Empire Way NB Connection
- Arterial Crosswalk Enhancements (HSIP)
- Flett Middle School SRTS
- Fish Lake Trail Phase 2
- Ash / Maple / Monroe Grind and Overlay
- 29th Ave. – Sprague Ave Grind and Overlay
- Crestline St. Chip Seal – Illinois to Francis
- Mission Ave. – Napa to Greene Grind & Overlay

Estimated individual project fees are expected to range from approximately $5,000 to $95,000 and shall be based on negotiated hourly rate for each project. The City will contract separately with the consultant selected as a result of this RFQ for each of the above named projects for which the City requires surveying assistance. The City does not guarantee that all work listed above will be awarded to the Firm selected as a result of this RFQ.

3. GENERAL INFORMATION

3.1 RFQ COORDINATOR

The RFQ Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this RFQ shall be with the RFQ Coordinator, as follows:

Name	Dan Buller
Address	808 W. Spokane Falls Blvd., Spokane, WA 99201
Phone Number	509-625-6391
E-Mail Address	dbuller@spokanecity.org

Any other communication will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by Addendum.

3.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Step	**Expected Dates**
Issue Request for Qualifications	Week Oct 12, 2026
Proposals due	Nov 3, 2026
Evaluate proposals, conduct online (Teams) interviews with top three finalists.	Weeks of Nov 2 & Nov 9, 2026
Announce tentative selection	Week of Nov 9, 2026

City Council approval	Mid November – mid December, 2026
Announce final selection	Mid December, 2026

The City reserves the right to revise the above schedule.

3.3 SUBMISSION OF PROPOSALS

Proposals shall be submitted via email to dbuller@spokanecity.org. The email shall include subject line "SOQ – Surveying Consultant".
Proposals shall be submitted in pdf format. The entire submittal shall consist of not more than three pdf files (and, ideally, a single pdf file). Note that the City email server will not accept files larger than 15 MB, so files should be configured accordingly.

3.4 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

Materials submitted in response to this competitive procurement shall become the property of the City.

All received Proposals shall remain confidential until the award of contract. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records."

Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored.

The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

All requests for information should be directed to the RFQ Coordinator.

3.5 REVISIONS TO THE RFQ

In the event it becomes necessary to revise any part of this RFQ or provide any other pertinent information, such revision will be posted on https://cityofspokaneplans.com. Proposers should check this site periodically prior to the due date.

The City also reserves the right to cancel or reissue the RFQ in whole or in part prior to final award of a contract.

3.6 ACCEPTANCE PERIOD

Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.

3.7 RESPONSIVENESS

The Proposer is specifically notified that failure to comply with any part of the RFQ may result in rejection of the Proposal as non-responsive.

The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.8 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFQ, in conduct of a presentation, or any other activities related to responding to this RFQ

3.9 NO OBLIGATION TO CONTRACT

This RFQ does not obligate the City to contract for services specified herein.

3.10 REJECTION OF PROPOSALS

The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this RFQ.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted via email. The major sections of the Proposal are to be submitted in the order noted below:

1. Letter of Submittal.
2. Qualifications Statement.

Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal but should assist the Proposer in preparing a thorough response.

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed (electronic signatures are acceptable) and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/email address of legal entity or individual with whom contract would be written.

2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.).

3. Location of the facility from which the Firm would operate.

4. Identify any current or former City employees employed by or on the Firm’s governing board as of the date of the Proposal or during the previous twelve (12) months.

5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications unless otherwise agreed by the City.

6. Acknowledgement that the Firm certifies that it has not been debarred, suspended, ineligible for, or otherwise excluded from participation in Federal Assistance programs under Executive Order 12549, Title 31 U.S. Code 6101 Note, Executive Order 12549, Executive Order 12689, Title 48 Codified Federal Regulation 9.404, "Debarment and Suspension". Further Acknowledge that Firm will not contract with a subcontractor that is likewise debarred, suspended, ineligible for, or otherwise excluded, as referenced in the foregoing Executive Orders, U.S. Codes and Codified Federal Regulations; and the Firm agrees to comply with

City requirements to follow cost principals outlined in 2 CFR 200, Subpart E – Cost Principles for financial disbursements under its Grant Agreement. The Firm also agrees to comply with audit requirements outlined in 2 CFR 200 Subpart F – Audit Requirements".

4.3 PROPOSAL (QUALIFICATION STATEMENT)

Proposers shall limit their Proposal response to a maximum of 6 pages excluding "letter of submittal", résumés and reference letters. The Firm's Proposal response to the RFQ shall include at a minimum the following items:

1. A description of the Firm's qualifications/experience in the area of surveying for public works projects of the type described in section 2 above.

2. A staffing plan listing:

   a) personnel who will be responsible for carrying out the work.
   b) a description of qualifications, skills (e.g., brief résumés), and responsibilities for each project participant.

3. References of at least three current/former clients for whom the Firm performed similar services on similar projects to those described herein. Identify contact persons and email addresses and phone numbers. The Firm grants permission to the City to contact the references. City staff references, if provided, shall be above and beyond the three references noted above. The City may evaluate references at the City's discretion.

4. Include a list of contracts the Firm has had during the last two (2) years that relate to the Firm's ability to perform the services needed under this RFQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses. The Firm grants permission to the City to contact the references.

5. If the Firm has had a contract terminated for default in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the Firm's non-performance or poor performance, and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Firm's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposal on the grounds of the past experience. If no such termination for default has been experienced by the Firm in the past five (5) years, so indicate.

5. EVALUATION

5.1 EVALUATION PROCEDURE

Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals.

The RFQ Coordinator may contact the Firm for clarification of any portion of the Firm's Proposal.

5.2 EVALUATION WEIGHTING AND SCORING

The following weighting will be assigned to the Proposal for evaluation purposes:

Criteria	Weighting
Qualifications of key personnel including project manager and firm	40%

Past performance/references relevant to areas itemized above on similar projects	40%
Ability to respond to City requests for assistance in a timely manner	20%

5.3 AWARD OF CONTRACT

This RFQ does not obligate the City to award a contract.

Award of contract, when made, will be to the Proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The Proposer should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may incorporate some or all or the Proposal.

6. CONTRACT TERMS

6.1 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

6.2 AMERICANS WITH DISABILITIES ACT INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Engineering Services at eraea@spokanecity.org or by calling 509-625-6700.

6.3 TITLE VI

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.".

6.4 ADDITIONAL TERMS AND CONDITIONS

See https://static.spokanecity.org/documents/administrative/purchasing/cos-engineering-request-for-qualifications-terms-and-conditions.pdf for current terms and conditions applicable to any contract awarded from this request for contract.

Publish: October 14 and 21, 2026

REQUEST FOR QUALIFICATIONS
2027020
STRUCTURAL ENGINEERING CONSULTANT SERVICES FOR
FEDERAL AID PROJECTS 2027

DUE DATE: **TUESDAY, Nov 3, 2026, No later than 1:00 p.m.**
DELIVERY: **via email to: dbuller@spokanecity.org**

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Department of Engineering Services (hereinafter "City") is initiating this Request for Qualifications (RFQ) to solicit Proposals from Firms with expertise in structural engineering.

1.2 FUNDING

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

A portion of the funding for this project may come from local, state or federal sources. Where applicable, the contract awarded as a result of this procurement will incorporate the requirements of state or federal funding programs.

1.3 PERIOD OF PERFORMANCE

The period of performance of the contract resulting from this RFQ is tentatively scheduled to begin on or about December 15, 2026 and end on or about December 15, 2027.

1.4 CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

2. SCOPE OF SERVICES

The scope of services will include tasks associated with structural engineering both during design and construction. Sample types of tasks/project components include:

- Reinforced concrete design and analysis (ex. tanks, retaining walls, MSE walls, foundations and structural members such as beams and columns)
- CMU buildings
- Water reservoir foundations
- Steel design and analysis of existing structures
- Timber design and analysis including temporary staging, shoring and forming
- Miscellaneous – signal pole bases, anchors, mast arms, sheet piling and caissons

The following is a list of federal aid projects that may require structural engineering work.

- Freya – Palouse Roundabout
- Sunset Shared Use Trail – Deer Heights to Spotted Rd.
- Millwood Trail – Greene St to Felts Field

- Spokane Falls Blvd. Rebuild – Post St. to Division St.
- Riverside Ave. – Monroe to Wall
- Safe Streets for Spokane
- Division St BRT Active Transportation
- Cooper Elementary SRTS
- Pacific Greenway Phase 2
- Monroe Street Bridge Preservation
- Inland Empire Way NB Connection
- Arterial Crosswalk Enhancements (HSIP)
- Flett Middle School SRTS
- Fish Lake Trail Phase 2
- Ash / Maple / Monroe Grind and Overlay
- 29th Ave. – Sprague Ave Grind and Overlay
- Crestline St. Chip Seal – Illinois to Francis
- Mission Ave. – Napa to Greene Grind & Overlay

Estimated individual project fees are expected to range from approximately $5,000 to $95,000 and shall be based on negotiated hourly rate for each project. The City will contract separately with the consultant selected as a result of this RFQ for each of the above named projects for which the City requires structural engineering assistance. The City does not guarantee that all work listed above will be awarded to the Firm selected as a result of this RFQ.

3. GENERAL INFORMATION

3.1 RFQ COORDINATOR

The RFQ Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this RFQ shall be with the RFQ Coordinator, as follows:

Name	Dan Buller
Address	808 W. Spokane Falls Blvd., Spokane, WA 99201
Phone Number	509-625-6391
E-Mail Address	dbuller@spokanecity.org

Any other communication will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by Addendum.

3.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Step	**Expected Dates**
Issue Request for Qualifications	Week Oct 12, 2026
Proposals due	Nov 3, 2026
Evaluate proposals, conduct online (Teams) interviews with top three finalists.	Weeks of Nov 2 & Nov 9, 2026
Announce tentative selection	Week of Nov 9, 2026
City Council approval	Mid November – mid December, 2026
Announce final selection	Mid December, 2026

The City reserves the right to revise the above schedule.

3.3 SUBMISSION OF PROPOSALS

Proposals shall be submitted via email to dbuller@spokanecity.org. The email shall include subject line “SOQ – Structural Engineering Consultant”.

Proposals shall be submitted in pdf format. The entire submittal shall consist of not more than three pdf files (and, ideally, a single pdf file). Note that the City email server will not accept files larger than 15 MB, so files should be configured accordingly.

3.4 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

Materials submitted in response to this competitive procurement shall become the property of the City.

All received Proposals shall remain confidential until the award of contract. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records."

Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored.

The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

All requests for information should be directed to the RFQ Coordinator.

3.5 REVISIONS TO THE RFQ

In the event it becomes necessary to revise any part of this RFQ or provide any other pertinent information, such revision will be posted on https://cityofspokaneplans.com. Proposers should check this site periodically prior to the due date.

The City also reserves the right to cancel or reissue the RFQ in whole or in part prior to final award of a contract.

3.6 ACCEPTANCE PERIOD

Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.

3.7 RESPONSIVENESS

The Proposer is specifically notified that failure to comply with any part of the RFQ may result in rejection of the Proposal as non-responsive.

The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.8 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFQ, in conduct of a presentation, or any other activities related to responding to this RFQ

3.9 NO OBLIGATION TO CONTRACT

This RFQ does not obligate the City to contract for services specified herein.

3.10 REJECTION OF PROPOSALS

The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this RFQ.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted via email. The major sections of the Proposal are to be submitted in the order noted below:

1. Letter of Submittal.
2. Qualifications Statement.

Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal but should assist the Proposer in preparing a thorough response.

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed (electronic signatures are acceptable) and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/email address of legal entity or individual with whom contract would be written.

2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.).

3. Location of the facility from which the Firm would operate.

4. Identify any current or former City employees employed by or on the Firm’s governing board as of the date of the Proposal or during the previous twelve (12) months.

5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications unless otherwise agreed by the City.

6. Acknowledgement that the Firm certifies that it has not been debarred, suspended, ineligible for, or otherwise excluded from participation in Federal Assistance programs under Executive Order 12549, Title 31 U.S. Code 6101 Note, Executive Order 12549, Executive Order 12689, Title 48 Codified Federal Regulation 9.404, "Debarment and Suspension". Further Acknowledge that Firm will not contract with a subcontractor that is likewise debarred, suspended, ineligible for, or otherwise excluded, as referenced in the foregoing Executive Orders, U.S. Codes and Codified Federal Regulations; and the Firm agrees to comply with City requirements to follow cost principals outlined in 2 CFR 200, Subpart E – Cost Principles for financial disbursements under its Grant Agreement. The Firm also agrees to comply with audit requirements outlined in 2 CFR 200 Subpart F – Audit Requirements”.

4.3 PROPOSAL (QUALIFICATION STATEMENT)

Proposers shall limit their Proposal response to a maximum of 6 pages excluding “letter of submittal”, résumés and reference letters. The Firm’s Proposal response to the RFQ shall include at a minimum the following items:

1. A description of the Firm's qualifications/experience in the areas of structural engineering for public works projects of the type described in section 2 above.

2. A staffing plan listing:

   a) personnel who will be responsible for carrying out the work.
   b) a description of qualifications, skills (e.g., brief résumés), and responsibilities for each project participant.

3. References of at least three current/former clients for whom the Firm performed similar services on similar projects to those described herein. Identify contact persons and email addresses and phone numbers. The Firm grants permission to the City to contact the references. City staff references, if provided, shall be above and beyond the three references noted above. The City may evaluate references at the City's discretion.

4. Include a list of contracts the Firm has had during the last two (2) years that relate to the Firm's ability to perform the services needed under this RFQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses. The Firm grants permission to the City to contact the references.

5. If the Firm has had a contract terminated for default in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the Firm's non-performance or poor performance, and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Firm's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposal on the grounds of the past experience. If no such termination for default has been experienced by the Firm in the past five (5) years, so indicate.

5. EVALUATION

5.1 EVALUATION PROCEDURE

Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals.

The RFQ Coordinator may contact the Firm for clarification of any portion of the Firm's Proposal.

5.2 EVALUATION WEIGHTING AND SCORING

The following weighting will be assigned to the Proposal for evaluation purposes:

Criteria	Weighting
Qualifications of key personnel including project manager and firm	40%
Past performance/references relevant to areas itemized above on similar projects	40%
Ability to respond to City requests for assistance in a timely manner	20%

5.3 AWARD OF CONTRACT

This RFQ does not obligate the City to award a contract.

Award of contract, when made, will be to the Proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The Proposer should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may incorporate some or all or the Proposal.

6. CONTRACT TERMS

6.1 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

6.2 AMERICANS WITH DISABILITIES ACT INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Engineering Services at eraea@spokanecity.org or by calling 509-625-6700.

6.3 TITLE VI

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.”.

6.4 ADDITIONAL TERMS AND CONDITIONS

See https://static.spokanecity.org/documents/administrative/purchasing/cos-engineering-request-for-qualifications-terms-and-conditions.pdf for current terms and conditions applicable to any contract awarded from this request for contract.

Publish: October 14 and 21, 2026

REQUEST FOR QUALIFICATIONS
2027021
REAL ESTATE ACQUISITION CONSULTANT SERVICES FOR
FEDERAL AID PROJECTS 2027

DUE DATE: **TUESDAY, Nov 3, 2026, No later than 1:00 p.m.**
DELIVERY: **via email to: dbuller@spokanecity.org**

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Department of Engineering Services (hereinafter "City") is initiating this Request for Qualifications (RFQ) to solicit Proposals from Firms with expertise in real estate acquisition.

1.2 FUNDING

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

A portion of the funding for this project may come from local, state or federal sources. Where applicable, the contract awarded as a result of this procurement will incorporate the requirements of state or federal funding programs.

1.3 PERIOD OF PERFORMANCE

The period of performance of the contract resulting from this RFQ is tentatively scheduled to begin on or about December 15, 2026 and end on or about December 15, 2027.

1.4 CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

2. SCOPE OF SERVICES

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

- Appraisals & review appraisals
- Negotiate with property owners
- Prepare offer letters and administrative offer summaries
- Obtain property owner signatures
- Prepare ROW certification packages
- Relocation assistance

The following is a list of federal aid projects that may require real estate services.

- Freya – Palouse Roundabout
- Sunset Shared Use Trail – Deer Heights to Spotted Rd.
- Millwood Trail – Greene St to Felts Field
- Spokane Falls Blvd. Rebuild – Post St. to Division St.

- Riverside Ave. – Monroe to Wall
- Safe Streets for Spokane
- Division St BRT Active Transportation
- Cooper Elementary SRTS
- Pacific Greenway Phase 2
- Monroe Street Bridge Preservation
- Inland Empire Way NB Connection
- Arterial Crosswalk Enhancements (HSIP)
- Flett Middle School SRTS
- Fish Lake Trail Phase 2
- Ash / Maple / Monroe Grind and Overlay
- 29th Ave. – Sprague Ave Grind and Overlay
- Crestline St. Chip Seal – Illinois to Francis
- Mission Ave. – Napa to Greene Grind & Overlay

Estimated individual project fees are expected to range from approximately $5,000 to $95,000 and shall be based on negotiated hourly rate for each project. The City will contract separately with the consultant selected as a result of this RFQ for each of the above named projects for which the City requires real estate assistance. The City does not guarantee that all work listed above will be awarded to the Firm selected as a result of this RFQ.

3. GENERAL INFORMATION

3.1 RFQ COORDINATOR

The RFQ Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this RFQ shall be with the RFQ Coordinator, as follows:

Name	Dan Buller
Address	808 W. Spokane Falls Blvd., Spokane, WA 99201
Phone Number	509-625-6391
E-Mail Address	dbuller@spokanecity.org

Any other communication will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by Addendum.

3.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Step	**Expected Dates**
Issue Request for Qualifications	Week Oct 12, 2026
Proposals due	Nov 3, 2026
Evaluate proposals, conduct online (Teams) interviews with top three finalists.	Weeks of Nov 2 & Nov 9, 2026
Announce tentative selection	Week of Nov 9, 2026
City Council approval	Mid November – mid December, 2026
Announce final selection	Mid December, 2026

The City reserves the right to revise the above schedule.

3.3 SUBMISSION OF PROPOSALS

Proposals shall be submitted via email to dbuller@spokanecity.org. The email shall include subject line “SOQ – Real Estate Acquisition Consultant”.

Proposals shall be submitted in pdf format. The entire submittal shall consist of not more than three pdf files (and, ideally, a single pdf file). Note that the City email server will not accept files larger than 15 MB, so files should be configured accordingly.

3.4 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

Materials submitted in response to this competitive procurement shall become the property of the City.

All received Proposals shall remain confidential until the award of contract. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records."

Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored.

The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

All requests for information should be directed to the RFQ Coordinator.

3.5 REVISIONS TO THE RFQ

In the event it becomes necessary to revise any part of this RFQ or provide any other pertinent information, such revision will be posted on https://cityofspokaneplans.com. Proposers should check this site periodically prior to the due date.

The City also reserves the right to cancel or reissue the RFQ in whole or in part prior to final award of a contract.

3.6 ACCEPTANCE PERIOD

Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.

3.7 RESPONSIVENESS

The Proposer is specifically notified that failure to comply with any part of the RFQ may result in rejection of the Proposal as non-responsive.

The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.8 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFQ, in conduct of a presentation, or any other activities related to responding to this RFQ

3.9 NO OBLIGATION TO CONTRACT

This RFQ does not obligate the City to contract for services specified herein.

3.10 REJECTION OF PROPOSALS

The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this RFQ.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted via email. The major sections of the Proposal are to be submitted in the order noted below:

1. Letter of Submittal.
2. Qualifications Statement.

Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal but should assist the Proposer in preparing a thorough response.

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed (electronic signatures are acceptable) and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/email address of legal entity or individual with whom contract would be written.

2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.).

3. Location of the facility from which the Firm would operate.

4. Identify any current or former City employees employed by or on the Firm’s governing board as of the date of the Proposal or during the previous twelve (12) months.

5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications unless otherwise agreed by the City.

6. Acknowledgement that the Firm certifies that it has not been debarred, suspended, ineligible for, or otherwise excluded from participation in Federal Assistance programs under Executive Order 12549, Title 31 U.S. Code 6101 Note, Executive Order 12549, Executive Order 12689, Title 48 Codified Federal Regulation 9.404, "Debarment and Suspension". Further Acknowledge that Firm will not contract with a subcontractor that is likewise debarred, suspended, ineligible for, or otherwise excluded, as referenced in the foregoing Executive Orders, U.S. Codes and Codified Federal Regulations; and the Firm agrees to comply with City requirements to follow cost principals outlined in 2 CFR 200, Subpart E – Cost Principles for financial disbursements under its Grant Agreement. The Firm also agrees to comply with audit requirements outlined in 2 CFR 200 Subpart F – Audit Requirements”.

4.3 PROPOSAL (QUALIFICATION STATEMENT)

Proposers shall limit their Proposal response to a maximum of 6 pages excluding “letter of submittal”, résumés and reference letters. The Firm’s Proposal response to the RFQ shall include at a minimum the following items:

1. A description of the Firm's qualifications/experience in the area of real estate acquisition for public works projects of the type described in section 2 above.

2. A staffing plan listing:

   a) personnel who will be responsible for carrying out the work.
   b) a description of qualifications, skills (e.g., brief résumés), and responsibilities for each project participant.

3. References of at least three current/former clients for whom the Firm performed similar services on similar projects to those described herein. Identify contact persons and email addresses and phone numbers. The Firm grants permission to the City to contact the references. City staff references, if provided, shall be above and beyond the three references noted above. The City may evaluate references at the City's discretion.

4. Include a list of contracts the Firm has had during the last two (2) years that relate to the Firm's ability to perform the services needed under this RFQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses. The Firm grants permission to the City to contact the references.

5. If the Firm has had a contract terminated for default in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the Firm's non-performance or poor performance, and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Firm's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposal on the grounds of the past experience. If no such termination for default has been experienced by the Firm in the past five (5) years, so indicate.

5. EVALUATION

5.1 EVALUATION PROCEDURE

Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals.

The RFQ Coordinator may contact the Firm for clarification of any portion of the Firm's Proposal.

5.2 EVALUATION WEIGHTING AND SCORING

The following weighting will be assigned to the Proposal for evaluation purposes:

Criteria	Weighting
Qualifications of key personnel	25%
Expertise and approach to various tasks described in Scope of Services	25%
Past performance/references relevant to areas itemized above on similar projects	25%
Cost Containment	25%

5.3 AWARD OF CONTRACT

This RFQ does not obligate the City to award a contract.

Award of contract, when made, will be to the Proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The Proposer should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may incorporate some or all or the Proposal.

6. CONTRACT TERMS

6.1 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

6.2 AMERICANS WITH DISABILITIES ACT INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Engineering Services at eraea@spokanecity.org or by calling 509-625-6700.

6.3 TITLE VI

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.”.

6.4 ADDITIONAL TERMS AND CONDITIONS

See https://static.spokanecity.org/documents/administrative/purchasing/cos-engineering-request-for-qualifications-terms-and-conditions.pdf for current terms and conditions applicable to any contract awarded from this request for contract.

Publish: October 14 and 21, 2026

REQUEST FOR QUALIFICATIONS
2027022
ENVIRONMENTAL REVIEW CONSULTANT SERVICES FOR FEDERAL AID PROJECTS 2027

DUE DATE: **TUESDAY, Nov 3, 2026, No later than 1:00 p.m.**
DELIVERY: **via email to: dbuller@spokanecity.org**

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Department of Engineering Services (hereinafter "City") is initiating this Request for Qualifications (RFQ) to solicit Proposals from Firms with expertise in environmental review.

1.2 FUNDING

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

A portion of the funding for this project may come from local, state or federal sources. Where applicable, the contract awarded as a result of this procurement will incorporate the requirements of state or federal funding programs.

1.3 PERIOD OF PERFORMANCE

The period of performance of the contract resulting from this RFQ is tentatively scheduled to begin on or about December 15, 2026 and end on or about December 15, 2027.

1.4 CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

2. SCOPE OF SERVICES

The scope of services will include tasks associated with environmental review both during design and construction. Sample types of tasks/project components include:

- NEPA
- SEPA
- Wetland delineation
- Habitat management plan
- Shorelines conditional use permit
- USACE permits
- Critical areas ordinance checklist
- JARPA
- HPA

The following is a list of federal aid projects that may require environmental review engineering work.

- Freya – Palouse Roundabout
- Sunset Shared Use Trail – Deer Heights to Spotted Rd.
- Millwood Trail – Greene St to Felts Field
- Spokane Falls Blvd. Rebuild – Post St. to Division St.
- Riverside Ave. – Monroe to Wall
- Safe Streets for Spokane
- Division St BRT Active Transportation
- Cooper Elementary SRTS
- Pacific Greenway Phase 2
- Monroe Street Bridge Preservation
- Inland Empire Way NB Connection
- Arterial Crosswalk Enhancements (HSIP)
- Flett Middle School SRTS
- Fish Lake Trail Phase 2
- Ash / Maple / Monroe Grind and Overlay
- 29th Ave. – Sprague Ave Grind and Overlay
- Crestline St. Chip Seal – Illinois to Francis
- Mission Ave. – Napa to Greene Grind & Overlay

Estimated individual project fees are expected to range from approximately $5,000 to $95,000 and shall be based on negotiated hourly rate for each project. The City will contract separately with the consultant selected as a result of this RFQ for each of the above named projects for which the City requires environmental review assistance. The City does not guarantee that all work listed above will be awarded to the Firm selected as a result of this RFQ.

3. GENERAL INFORMATION

3.1 RFQ COORDINATOR

The RFQ Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this RFQ shall be with the RFQ Coordinator, as follows:

Name	Dan Buller
Address	808 W. Spokane Falls Blvd., Spokane, WA 99201
Phone Number	509-625-6391
E-Mail Address	dbuller@spokanecity.org

Any other communication will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by Addendum.

3.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Step	**Expected Dates**
Issue Request for Qualifications	Week Oct 12, 2026
Proposals due	Nov 3, 2026
Evaluate proposals, conduct online (Teams) interviews with top three finalists.	Weeks of Nov 2 & Nov 9, 2026
Announce tentative selection	Week of Nov 9, 2026
City Council approval	Mid November – mid December, 2026
Announce final selection	Mid December, 2026

The City reserves the right to revise the above schedule.

3.3 SUBMISSION OF PROPOSALS

Proposals shall be submitted via email to dbuller@spokanecity.org. The email shall include subject line "SOQ – Environmental Review Consultant".

Proposals shall be submitted in pdf format. The entire submittal shall consist of not more than three pdf files (and, ideally, a single pdf file). Note that the City email server will not accept files larger than 15 MB, so files should be configured accordingly.

3.4 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

Materials submitted in response to this competitive procurement shall become the property of the City.

All received Proposals shall remain confidential until the award of contract. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records."

Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored.

The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

All requests for information should be directed to the RFQ Coordinator.

3.5 REVISIONS TO THE RFQ

In the event it becomes necessary to revise any part of this RFQ or provide any other pertinent information, such revision will be posted on https://cityofspokaneplans.com. Proposers should check this site periodically prior to the due date.

The City also reserves the right to cancel or reissue the RFQ in whole or in part prior to final award of a contract.

3.6 ACCEPTANCE PERIOD

Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.

3.7 RESPONSIVENESS

The Proposer is specifically notified that failure to comply with any part of the RFQ may result in rejection of the Proposal as non-responsive.

The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.8 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFQ, in conduct of a presentation, or any other activities related to responding to this RFQ

3.9 NO OBLIGATION TO CONTRACT

This RFQ does not obligate the City to contract for services specified herein.

3.10 REJECTION OF PROPOSALS

The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this RFQ.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted via email. The major sections of the Proposal are to be submitted in the order noted below:

1. Letter of Submittal.
2. Qualifications Statement.

Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal but should assist the Proposer in preparing a thorough response.

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed (electronic signatures are acceptable) and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/email address of legal entity or individual with whom contract would be written.

2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.).

3. Location of the facility from which the Firm would operate.

4. Identify any current or former City employees employed by or on the Firm’s governing board as of the date of the Proposal or during the previous twelve (12) months.

5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications unless otherwise agreed by the City.

6. Acknowledgement that the Firm certifies that it has not been debarred, suspended, ineligible for, or otherwise excluded from participation in Federal Assistance programs under Executive Order 12549, Title 31 U.S. Code 6101 Note, Executive Order 12549, Executive Order 12689, Title 48 Codified Federal Regulation 9.404, "Debarment and Suspension". Further Acknowledge that Firm will not contract with a subcontractor that is likewise debarred,

suspended, ineligible for, or otherwise excluded, as referenced in the foregoing Executive Orders, U.S. Codes and Codified Federal Regulations; and the Firm agrees to comply with City requirements to follow cost principals outlined in 2 CFR 200, Subpart E – Cost Principles for financial disbursements under its Grant Agreement. The Firm also agrees to comply with audit requirements outlined in 2 CFR 200 Subpart F – Audit Requirements".

4.3 PROPOSAL (QUALIFICATION STATEMENT)

Proposers shall limit their Proposal response to a maximum of 6 pages excluding "letter of submittal", résumés and reference letters. The Firm's Proposal response to the RFQ shall include at a minimum the following items:

1. A description of the Firm's qualifications/experience in the areas of environmental review for public works projects of the type described in section 2 above.

2. A staffing plan listing:

   a) personnel who will be responsible for carrying out the work.
   b) a description of qualifications, skills (e.g., brief résumés), and responsibilities for each project participant.

3. References of at least three current/former clients for whom the Firm performed similar services on similar projects to those described herein. Identify contact persons and email addresses and phone numbers. The Firm grants permission to the City to contact the references. City staff references, if provided, shall be above and beyond the three references noted above. The City may evaluate references at the City's discretion.

4. Include a list of contracts the Firm has had during the last two (2) years that relate to the Firm's ability to perform the services needed under this RFQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses. The Firm grants permission to the City to contact the references.

5. If the Firm has had a contract terminated for default in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the Firm's non-performance or poor performance, and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Firm's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposal on the grounds of the past experience. If no such termination for default has been experienced by the Firm in the past five (5) years, so indicate.

5. EVALUATION

5.1 EVALUATION PROCEDURE

Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals.

The RFQ Coordinator may contact the Firm for clarification of any portion of the Firm's Proposal.

5.2 EVALUATION WEIGHTING AND SCORING

The following weighting will be assigned to the Proposal for evaluation purposes:

Criteria	Weighting
Qualifications of key personnel	25%
Expertise and approach to various tasks described in Scope of Services	25%
Past performance/references relevant to areas itemized above on similar projects	25%
Cost Containment	25%

5.3 AWARD OF CONTRACT

This RFQ does not obligate the City to award a contract.

Award of contract, when made, will be to the Proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The Proposer should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may incorporate some or all or the Proposal.

6. CONTRACT TERMS

6.1 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

6.2 AMERICANS WITH DISABILITIES ACT INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Engineering Services at eraea@spokanecity.org or by calling 509-625-6700.

6.3 TITLE VI

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.”.

6.4 ADDITIONAL TERMS AND CONDITIONS

See https://static.spokanecity.org/documents/administrative/purchasing/cos-engineering-request-for-qualifications-terms-and-conditions.pdf for current terms and conditions applicable to any contract awarded from this request for contract.

Publish: October 14 and 21, 2026

REQUEST FOR QUALIFICATIONS
2027023
ENVIRONMENTAL REVIEW CONSULTANT SERVICES FOR
NON FEDERAL AID PROJECTS 2027-28

DUE DATE: **TUESDAY, Nov 3, 2026, No later than 1:00 p.m.**
DELIVERY: **via email to: dbuller@spokanecity.org**

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Department of Engineering Services (hereinafter "City") is initiating this Request for Qualifications (RFQ) to solicit Proposals from Firms with expertise in environmental review.

1.2 FUNDING

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

A portion of the funding for this project may come from local, state or federal sources. Where applicable, the contract awarded as a result of this procurement will incorporate the requirements of state or federal funding programs.

1.3 PERIOD OF PERFORMANCE

The period of performance of the contract resulting from this RFQ is tentatively scheduled to begin on or about December 15, 2026 and end on or about December 15, 2028 with an optional one year renewal.

1.4 CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

2. SCOPE OF SERVICES

The scope of services will include tasks associated with environmental review both during design and construction. Sample types of tasks/project components include:

- NEPA
- SEPA
- Wetland delineation
- Habitat management plan
- Shorelines conditional use permit
- USACE permits
- Critical areas ordinance checklist
- JARPA
- HPA

Estimated individual project fees are expected to range from approximately $5,000 to $95,000 and shall be based on negotiated hourly rate for each project. The City will enter into a master contract with the consultant selected as a result of this RFQ.

3. GENERAL INFORMATION

3.1 RFQ COORDINATOR

The RFQ Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this RFQ shall be with the RFQ Coordinator, as follows:

Name	Dan Buller
Address	808 W. Spokane Falls Blvd., Spokane, WA 99201
Phone Number	509-625-6391
E-Mail Address	dbuller@spokanecity.org

Any other communication will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by Addendum.

3.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Step	**Expected Dates**
Issue Request for Qualifications	Week Oct 12, 2026
Proposals due	Nov 3, 2026
Evaluate proposals, conduct online (Teams) interviews with top three finalists.	Weeks of Nov 2 & Nov 9, 2026
Announce tentative selection	Week of Nov 9, 2026
City Council approval	Mid November – mid December, 2026
Announce final selection	Mid December, 2026

The City reserves the right to revise the above schedule.

3.3 SUBMISSION OF PROPOSALS

Proposals shall be submitted via email to dbuller@spokanecity.org. The email shall include subject line "SOQ – Environmental Review Consultant".

Proposals shall be submitted in pdf format. The entire submittal shall consist of not more than three pdf files (and, ideally, a single pdf file).

Another RFQ for environmental review services for fed aid projects is being advertised concurrently with this RFQ. Unless you communicate to us that you do not wish to be considered for both RFQs, you will automatically be considered for both and therefore a single SOQ is all that is required.

3.4 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

Materials submitted in response to this competitive procurement shall become the property of the City.

All received Proposals shall remain confidential until the award of contract. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records."

Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored.

The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

All requests for information should be directed to the RFQ Coordinator.

3.5 REVISIONS TO THE RFQ

In the event it becomes necessary to revise any part of this RFQ or provide any other pertinent information, such revision will be posted on https://cityofspokaneplans.com. Proposers should check this site periodically prior to the due date.

The City also reserves the right to cancel or reissue the RFQ in whole or in part prior to final award of a contract.

3.6 ACCEPTANCE PERIOD

Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.

3.7 RESPONSIVENESS

The Proposer is specifically notified that failure to comply with any part of the RFQ may result in rejection of the Proposal as non-responsive.

The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.8 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFQ, in conduct of a presentation, or any other activities related to responding to this RFQ

3.9 NO OBLIGATION TO CONTRACT

This RFQ does not obligate the City to contract for services specified herein.

3.10 REJECTION OF PROPOSALS

The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this RFQ.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted via email. The major sections of the Proposal are to be submitted in the order noted below:

1. Letter of Submittal.
2. Qualifications Statement.

Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal but should assist the Proposer in preparing a thorough response.

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed (electronic signatures are acceptable) and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/email address of legal entity or individual with whom contract would be written.

2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.).

3. Location of the facility from which the Firm would operate.

4. Identify any current or former City employees employed by or on the Firm's governing board as of the date of the Proposal or during the previous twelve (12) months.

5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications unless otherwise agreed by the City.

6. Acknowledgement that the Firm certifies that it has not been debarred, suspended, ineligible for, or otherwise excluded from participation in Federal Assistance programs under Executive Order 12549, Title 31 U.S. Code 6101 Note, Executive Order 12549, Executive Order 12689, Title 48 Codified Federal Regulation 9.404, "Debarment and Suspension". Further Acknowledge that Firm will not contract with a subcontractor that is likewise debarred, suspended, ineligible for, or otherwise excluded, as referenced in the foregoing Executive Orders, U.S. Codes and Codified Federal Regulations; and the Firm agrees to comply with City requirements to follow cost principals outlined in 2 CFR 200, Subpart E – Cost Principles for financial disbursements under its Grant Agreement. The Firm also agrees to comply with audit requirements outlined in 2 CFR 200 Subpart F – Audit Requirements".

4.3 PROPOSAL (QUALIFICATION STATEMENT)

Proposers shall limit their Proposal response to a maximum of 6 pages excluding "letter of submittal", résumés and reference letters. The Firm's Proposal response to the RFQ shall include at a minimum the following items:

1. A description of the Firm's qualifications/experience in the areas of environmental review for public works projects of the type described in section 2 above.

2. A staffing plan listing:

    a) personnel who will be responsible for carrying out the work.
    b) a description of qualifications, skills (e.g., brief résumés), and responsibilities for each project participant.

3. References of at least three current/former clients for whom the Firm performed similar services on similar projects to those described herein. Identify contact persons and email addresses and phone numbers. The Firm grants permission to the City to contact the references. City staff

references, if provided, shall be above and beyond the three references noted above. The City may evaluate references at the City's discretion.

4. Include a list of contracts the Firm has had during the last two (2) years that relate to the Firm's ability to perform the services needed under this RFQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses. The Firm grants permission to the City to contact the references.

5. If the Firm has had a contract terminated for default in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the Firm's non-performance or poor performance, and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Firm's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposal on the grounds of the past experience. If no such termination for default has been experienced by the Firm in the past five (5) years, so indicate.

5. EVALUATION

5.1 EVALUATION PROCEDURE

Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals.

The RFQ Coordinator may contact the Firm for clarification of any portion of the Firm's Proposal.

5.2 EVALUATION WEIGHTING AND SCORING

The following weighting will be assigned to the Proposal for evaluation purposes:

Criteria	Weighting
Qualifications of key personnel	25%
Expertise and approach to various tasks described in Scope of Services	25%
Past performance/references relevant to areas itemized above on similar projects	25%
Cost Containment	25%

5.3 AWARD OF CONTRACT

This RFQ does not obligate the City to award a contract.

Award of contract, when made, will be to the Proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The Proposer should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may incorporate some or all or the Proposal.

6. CONTRACT TERMS

6.1 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of

age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

6.2 AMERICANS WITH DISABILITIES ACT INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Engineering Services at eraea@spokanecity.org or by calling 509-625-6700.

6.3 TITLE VI

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.”.

6.4 ADDITIONAL TERMS AND CONDITIONS

See https://static.spokanecity.org/documents/administrative/purchasing/cos-engineering-request-for-qualifications-terms-and-conditions.pdf for current terms and conditions applicable to any contract awarded from this request for contract.

Publish: October 14 and 21, 2026

REQUEST FOR QUALIFICATIONS
2027024
GEOTECHNICAL ENGINEERING CONSULTANT SERVICES FOR NON FEDERAL AID PROJECTS 2027-28

DUE DATE: **TUESDAY, Nov 3, 2026, No later than 1:00 p.m.**
DELIVERY: **via email to: dbuller@spokanecity.org**

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Department of Engineering Services (hereinafter "City") is initiating this Request for Qualifications (RFQ) to solicit Proposals from Firms with expertise in geotechnical engineering.

1.2 FUNDING

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

A portion of the funding for this project may come from local, state or federal sources. Where applicable, the contract awarded as a result of this procurement will incorporate the requirements of state or federal funding programs.

1.3 PERIOD OF PERFORMANCE

The period of performance of the contract resulting from this RFQ is tentatively scheduled to begin on or about December 15, 2026 and end on or about December 15, 2028 with an optional one year renewal.

1.4 CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

2. SCOPE OF SERVICES

The scope of services will include tasks associated with geotechnical engineering both during design and construction. Sample types of tasks/project components include:

Design phase assistance

- Classification of soils by appropriate methods
- Determination of soil properties by appropriate means
- Determination of foundation and wall design parameters
- Pavement subgrade characterization and pavement design
- Evaluation of Water mounding in relationship to stormwater injections
- Conducting geophysical studies, test borings, test excavations, infiltration testing, aquifer testing
- Identification of restrictive infiltration layers below the ground surface
- Slope stability and groundwater seepage analysis
- Geotechnical report preparations
- Phase 1 and Phase 2 environmental site assessments

Construction phase assistance

- Soil/aggregate testing
- HMA testing
- Concrete testing

Estimated individual project fees are expected to range from approximately $5,000 to $95,000 and shall be based on negotiated hourly rate for each project. The City will enter into a master contract with the consultant selected as a result of this RFQ.

3. GENERAL INFORMATION

3.1 RFQ COORDINATOR

The RFQ Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this RFQ shall be with the RFQ Coordinator, as follows:

Name	Dan Buller
Address	808 W. Spokane Falls Blvd., Spokane, WA 99201
Phone Number	509-625-6391
E-Mail Address	dbuller@spokanecity.org

Any other communication will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by Addendum.

3.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Step	**Expected Dates**
Issue Request for Qualifications	Week Oct 12, 2026
Proposals due	Nov 3, 2026
Evaluate proposals, conduct online (Teams) interviews with top three finalists.	Weeks of Nov 2 & Nov 9, 2026
Announce tentative selection	Week of Nov 9, 2026
City Council approval	Mid November – mid December, 2026
Announce final selection	Mid December, 2026

The City reserves the right to revise the above schedule.

3.3 SUBMISSION OF PROPOSALS

Proposals shall be submitted via email to dbuller@spokanecity.org. The email shall include subject line "SOQ – Geotechnical Engineering Consultant".

Proposals shall be submitted in pdf format. The entire submittal shall consist of not more than three pdf files (and, ideally, a single pdf file). Note that the City email server will not accept files larger than 15 MB, so files should be configured accordingly.

Another RFQ for geotechnical services for fed aid projects is being advertised concurrently with this RFQ. Unless you communicate to us that you do not wish to be considered for both RFQs, you will automatically be considered for both and therefore a single SOQ is all that is required.

3.4 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

Materials submitted in response to this competitive procurement shall become the property of the City.

All received Proposals shall remain confidential until the award of contract. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records."

Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored.

The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

All requests for information should be directed to the RFQ Coordinator.

3.5 REVISIONS TO THE RFQ

In the event it becomes necessary to revise any part of this RFQ or provide any other pertinent information, such revision will be posted on https://cityofspokaneplans.com. Proposers should check this site periodically prior to the due date.

The City also reserves the right to cancel or reissue the RFQ in whole or in part prior to final award of a contract.

3.6 ACCEPTANCE PERIOD

Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.

3.7 RESPONSIVENESS

The Proposer is specifically notified that failure to comply with any part of the RFQ may result in rejection of the Proposal as non-responsive.

The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.8 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFQ, in conduct of a presentation, or any other activities related to responding to this RFQ

3.9 NO OBLIGATION TO CONTRACT

This RFQ does not obligate the City to contract for services specified herein.

3.10 REJECTION OF PROPOSALS

The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this RFQ.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted via email. The major sections of the Proposal are to be submitted in the order noted below:

1. Letter of Submittal.
2. Qualifications Statement.

Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal but should assist the Proposer in preparing a thorough response.

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed (electronic signatures are acceptable) and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/email address of legal entity or individual with whom contract would be written.

2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.).

3. Location of the facility from which the Firm would operate.

4. Identify any current or former City employees employed by or on the Firm's governing board as of the date of the Proposal or during the previous twelve (12) months.

5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications unless otherwise agreed by the City.

6. Acknowledgement that the Firm certifies that it has not been debarred, suspended, ineligible for, or otherwise excluded from participation in Federal Assistance programs under Executive Order 12549, Title 31 U.S. Code 6101 Note, Executive Order 12549, Executive Order 12689, Title 48 Codified Federal Regulation 9.404, "Debarment and Suspension". Further Acknowledge that Firm will not contract with a subcontractor that is likewise debarred, suspended, ineligible for, or otherwise excluded, as referenced in the foregoing Executive Orders, U.S. Codes and Codified Federal Regulations; and the Firm agrees to comply with City requirements to follow cost principals outlined in 2 CFR 200, Subpart E – Cost Principles for financial disbursements under its Grant Agreement. The Firm also agrees to comply with audit requirements outlined in 2 CFR 200 Subpart F – Audit Requirements".

4.3 PROPOSAL (QUALIFICATION STATEMENT)

Proposers shall limit their Proposal response to a maximum of 6 pages excluding "letter of submittal", résumés and reference letters. The Firm's Proposal response to the RFQ shall include at a minimum the following items:

1. A description of the Firm's qualifications/experience in the areas of geotechnical engineering for public works projects of the type described in section 2 above.

2. A staffing plan listing:

   a) personnel who will be responsible for carrying out the work.
   b) a description of qualifications, skills (e.g., brief résumés), and responsibilities for each project participant.

3. References of at least three current/former clients for whom the Firm performed similar services on similar projects to those described herein. Identify contact persons and email addresses and phone numbers. The Firm grants permission to the City to contact the references. City staff references, if provided, shall be above and beyond the three references noted above. The City may evaluate references at the City's discretion.

4. Include a list of contracts the Firm has had during the last two (2) years that relate to the Firm's ability to perform the services needed under this RFQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses. The Firm grants permission to the City to contact the references.

5. If the Firm has had a contract terminated for default in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the Firm's non-performance or poor performance, and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Firm's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposal on the grounds of the past experience. If no such termination for default has been experienced by the Firm in the past five (5) years, so indicate.

5. EVALUATION

5.1 EVALUATION PROCEDURE

Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals.

The RFQ Coordinator may contact the Firm for clarification of any portion of the Firm's Proposal.

5.2 EVALUATION WEIGHTING AND SCORING

The following weighting will be assigned to the Proposal for evaluation purposes:

Criteria	Weighting
Qualifications of key personnel including project manager and firm	40%
Past performance/references relevant to areas itemized above on similar projects	40%
Ability to respond to City requests for assistance in a timely manner	20%

5.3 AWARD OF CONTRACT

This RFQ does not obligate the City to award a contract.

Award of contract, when made, will be to the Proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The Proposer should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may incorporate some or all or the Proposal.

6. CONTRACT TERMS

6.1 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

6.2 AMERICANS WITH DISABILITIES ACT INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Engineering Services at eraea@spokanecity.org or by calling 509-625-6700.

6.3 TITLE VI

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.”.

6.4 ADDITIONAL TERMS AND CONDITIONS

See https://static.spokanecity.org/documents/administrative/purchasing/cos-engineering-request-for-qualifications-terms-and-conditions.pdf for current terms and conditions applicable to any contract awarded from this request for contract.

Publish: October 14 and 21, 2026

REQUEST FOR QUALIFICATIONS
2027025
CULTURAL RESOURCES CONSULTANT SERVICES FOR NON FEDERAL AID PROJECTS 2027-28

DUE DATE: **TUESDAY, Nov 3, 2026, No later than 1:00 p.m.**
DELIVERY: **via email to: dbuller@spokanecity.org**

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Department of Engineering Services (hereinafter "City") is initiating this Request for Qualifications (RFQ) to solicit Proposals from Firms with expertise in cultural resources.

1.2 FUNDING

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

A portion of the funding for this project may come from local, state or federal sources. Where applicable, the contract awarded as a result of this procurement will incorporate the requirements of state or federal funding programs.

1.3 PERIOD OF PERFORMANCE

The period of performance of the contract resulting from this RFQ is tentatively scheduled to begin on or about December 15, 2026 and end on or about December 15, 2028 with an optional one year renewal.

1.4 CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

2. SCOPE OF SERVICES

The scope of services will include tasks associated with cultural resources review both during design and construction. Sample types of tasks/project components include:

- Preparation of cultural and historic resources studies including field exploration as required
- Coordination with area Indian tribes and DAHP
- Consultation with City of Spokane design engineers to recommend ways to eliminate project effects on cultural/historic resources
- Construction phase monitoring

Estimated individual project fees are expected to range from approximately $5,000 to $95,000 and shall be based on negotiated hourly rate for each project. The City will enter into a master contract with the consultant selected as a result of this RFQ.

3. GENERAL INFORMATION

3.1 RFQ COORDINATOR

The RFQ Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this RFQ shall be with the RFQ Coordinator, as follows:

Name	Dan Buller
Address	808 W. Spokane Falls Blvd., Spokane, WA 99201

Phone Number	509-625-6391
E-Mail Address	dbuller@spokanecity.org

Any other communication will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by Addendum.

3.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Step	Expected Dates
Issue Request for Qualifications	Week Oct 12, 2026
Proposals due	Nov 3, 2026
Evaluate proposals, conduct online (Teams) interviews with top three finalists.	Weeks of Nov 2 & Nov 9, 2026
Announce tentative selection	Week of Nov 9, 2026
City Council approval	Mid November – mid December, 2026
Announce final selection	Mid December, 2026

The City reserves the right to revise the above schedule.

3.3 SUBMISSION OF PROPOSALS

Proposals shall be submitted via email to dbuller@spokanecity.org. The email shall include subject line "SOQ – Cultural Resource Review Consultant".

Proposals shall be submitted in pdf format. The entire submittal shall consist of not more than three pdf files (and, ideally, a single pdf file). Note that the City email server will not accept files larger than 15 MB, so files should be configured accordingly.

Another RFQ for cultural resource services for fed aid projects is being advertised concurrently with this RFQ. Unless you communicate to us that you do not wish to be considered for both RFQs, you will automatically be considered for both and therefore a single SOQ is all that is required.

3.4 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

Materials submitted in response to this competitive procurement shall become the property of the City.

All received Proposals shall remain confidential until the award of contract. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records."

Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored.

The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

All requests for information should be directed to the RFQ Coordinator.

3.5 REVISIONS TO THE RFQ

In the event it becomes necessary to revise any part of this RFQ or provide any other pertinent information, such revision will be posted on https://cityofspokaneplans.com. Proposers should check this site periodically prior to the due date.

The City also reserves the right to cancel or reissue the RFQ in whole or in part prior to final award of a contract.

3.6 ACCEPTANCE PERIOD

Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.

3.7 RESPONSIVENESS

The Proposer is specifically notified that failure to comply with any part of the RFQ may result in rejection of the Proposal as non-responsive.

The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.8 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFQ, in conduct of a presentation, or any other activities related to responding to this RFQ

3.9 NO OBLIGATION TO CONTRACT

This RFQ does not obligate the City to contract for services specified herein.

3.10 REJECTION OF PROPOSALS

The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this RFQ.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted via email. The major sections of the Proposal are to be submitted in the order noted below:

1. Letter of Submittal.
2. Qualifications Statement.

Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal but should assist the Proposer in preparing a thorough response.

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed (electronic signatures are acceptable) and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/email address of legal entity or individual with whom contract would be written.

2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.).

3. Location of the facility from which the Firm would operate.

4. Identify any current or former City employees employed by or on the Firm's governing board as of the date of the Proposal or during the previous twelve (12) months.

5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications unless otherwise agreed by the City.

6. Acknowledgement that the Firm certifies that it has not been debarred, suspended, ineligible for, or otherwise excluded from participation in Federal Assistance programs under Executive Order 12549, Title 31 U.S. Code 6101 Note, Executive Order 12549, Executive Order 12689, Title 48 Codified Federal Regulation 9.404, "Debarment and Suspension". Further Acknowledge that Firm will not contract with a subcontractor that is likewise debarred, suspended, ineligible for, or otherwise excluded, as referenced in the foregoing Executive Orders, U.S. Codes and Codified Federal Regulations; and the Firm agrees to comply with City requirements to follow cost principals outlined in 2 CFR 200, Subpart E – Cost Principles for financial disbursements under its Grant Agreement. The Firm also agrees to comply with audit requirements outlined in 2 CFR 200 Subpart F – Audit Requirements".

4.3 PROPOSAL (QUALIFICATION STATEMENT)

Proposers shall limit their Proposal response to a maximum of 6 pages excluding "letter of submittal", résumés and reference letters. The Firm's Proposal response to the RFQ shall include at a minimum the following items:

1. A description of the Firm's qualifications/experience in the areas of cultural resource review for public works projects of the type described in section 2 above.

2. A staffing plan listing:
   a) personnel who will be responsible for carrying out the work.
   b) a description of qualifications, skills (e.g., brief résumés), and responsibilities for each project participant.

3. References of at least three current/former clients for whom the Firm performed similar services on similar projects to those described herein. Identify contact persons and email addresses and phone numbers. The Firm grants permission to the City to contact the references. City staff references, if provided, shall be above and beyond the three references noted above. The City may evaluate references at the City's discretion.

4. Include a list of contracts the Firm has had during the last two (2) years that relate to the Firm's ability to perform the services needed under this RFQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses. The Firm grants permission to the City to contact the references.

5. If the Firm has had a contract terminated for default in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the Firm's non-performance or poor performance, and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Firm's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposal on the grounds of the past experience. If no such termination for default has been experienced by the Firm in the past five (5) years, so indicate.

5. EVALUATION

5.1 EVALUATION PROCEDURE

Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals.

The RFQ Coordinator may contact the Firm for clarification of any portion of the Firm's Proposal.

5.2 EVALUATION WEIGHTING AND SCORING

The following weighting will be assigned to the Proposal for evaluation purposes:

Criteria	Weighting
Qualifications of key personnel	25%
Expertise and approach to various tasks described in Scope of Services	25%
Past performance/references relevant to areas itemized above on similar projects	25%
Cost Containment	25%

5.3 AWARD OF CONTRACT

This RFQ does not obligate the City to award a contract.

Award of contract, when made, will be to the Proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The Proposer should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may incorporate some or all or the Proposal.

6. CONTRACT TERMS

6.1 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

6.2 AMERICANS WITH DISABILITIES ACT INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Engineering Services at eraea@spokanecity.org or by calling 509-625-6700.

6.3 TITLE VI

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.".

6.4 ADDITIONAL TERMS AND CONDITIONS

See https://static.spokanecity.org/documents/administrative/purchasing/cos-engineering-request-for-qualifications-terms-and-conditions.pdf for current terms and conditions applicable to any contract awarded from this request for contract.

Publish: October 14 and 21, 2026

REQUEST FOR QUALIFICATIONS
2027026
SURVEYING CONSULTANT FOR
NON FEDERAL AID PROJECTS 2027-28

DUE DATE: **TUESDAY, Nov 3, 2026, No later than 1:00 p.m.**
DELIVERY: **via email to: dbuller@spokanecity.org**

1. INTRODUCTION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Department of Engineering Services (hereinafter "City") is initiating this Request for Qualifications (RFQ) to solicit Proposals from Firms with expertise in surveying.

1.2 FUNDING

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

A portion of the funding for this project may come from local, state or federal sources. Where applicable, the contract awarded as a result of this procurement will incorporate the requirements of state or federal funding programs.

1.3 PERIOD OF PERFORMANCE

The period of performance of the contract resulting from this RFQ is tentatively scheduled to begin on or about December 15, 2026 and end on or about December 15, 2028 with an optional one year renewal.

1.4 CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

2. SCOPE OF SERVICES

The scope of services will include tasks associated with surveying both during design and construction. Sample types of tasks/project components include:

- Boundary surveying
- Topographical and site surveying
- Mapping
- Construction staking
- Writing of parcel or easement legal descriptions
- Monument preservation and DNR permit processing

Estimated individual project fees are expected to range from approximately $5,000 to $95,000 and shall be based on negotiated hourly rate for each project. The City will enter into a master contract with the consultant selected as a result of this RFQ.

3. GENERAL INFORMATION

3.1 RFQ COORDINATOR

The RFQ Coordinator is the sole point of contact in the City for this procurement. All communication between the Proposer and the City upon receipt of this RFQ shall be with the RFQ Coordinator, as follows:

Name	Dan Buller
Address	808 W. Spokane Falls Blvd., Spokane, WA 99201
Phone Number	509-625-6391
E-Mail Address	dbuller@spokanecity.org

Any other communication will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by Addendum.

3.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Step	Expected Dates
Issue Request for Qualifications	Week Oct 12, 2026
Proposals due	Nov 3, 2026
Evaluate proposals, conduct online (Teams) interviews with top three finalists.	Weeks of Nov 2 & Nov 9, 2026
Announce tentative selection	Week of Nov 9, 2026
City Council approval	Mid November – mid December, 2026
Announce final selection	Mid December, 2026

The City reserves the right to revise the above schedule.

3.3 SUBMISSION OF PROPOSALS

Proposals shall be submitted via email to dbuller@spokanecity.org. The email shall include subject line "SOQ – Surveying Consultant".

Proposals shall be submitted in pdf format. The entire submittal shall consist of not more than three pdf files (and, ideally, a single pdf file). Note that the City email server will not accept files larger than 15 MB, so files should be configured accordingly.

Another RFQ for surveying for fed aid projects is being advertised concurrently with this RFQ. Unless you communicate to us that you do not wish to be considered for both RFQs, you will automatically be considered for both and therefore a single SOQ is all that is required.

3.4 PROPRIETARY INFORMATION / PUBLIC DISCLOSURE

Materials submitted in response to this competitive procurement shall become the property of the City.

All received Proposals shall remain confidential until the award of contract. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records."

Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored.

The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

All requests for information should be directed to the RFQ Coordinator.

3.5 REVISIONS TO THE RFQ

In the event it becomes necessary to revise any part of this RFQ or provide any other pertinent information, such revision will be posted on https://cityofspokaneplans.com. Proposers should check this site periodically prior to the due date.

The City also reserves the right to cancel or reissue the RFQ in whole or in part prior to final award of a contract.

3.6 ACCEPTANCE PERIOD

Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.

3.7 RESPONSIVENESS

The Proposer is specifically notified that failure to comply with any part of the RFQ may result in rejection of the Proposal as non-responsive.

The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

3.8 COSTS TO PROPOSE

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFQ, in conduct of a presentation, or any other activities related to responding to this RFQ

3.9 NO OBLIGATION TO CONTRACT

This RFQ does not obligate the City to contract for services specified herein.

3.10 REJECTION OF PROPOSALS

The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this RFQ.

4. PROPOSAL CONTENTS

4.1 PREPARATION OF PROPOSAL

Proposals shall be submitted via email. The major sections of the Proposal are to be submitted in the order noted below:

1. Letter of Submittal.
2. Qualifications Statement.

Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal but should assist the Proposer in preparing a thorough response.

4.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed (electronic signatures are acceptable) and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/email address of legal entity or individual with whom contract would be written.

2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.).

3. Location of the facility from which the Firm would operate.

4. Identify any current or former City employees employed by or on the Firm's governing board as of the date of the Proposal or during the previous twelve (12) months.

5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications unless otherwise agreed by the City.

6. Acknowledgement that the Firm certifies that it has not been debarred, suspended, ineligible for, or otherwise excluded from participation in Federal Assistance programs under Executive Order 12549, Title 31 U.S. Code 6101 Note, Executive Order 12549, Executive Order 12689, Title 48 Codified Federal Regulation 9.404, "Debarment and Suspension". Further Acknowledge that Firm will not contract with a subcontractor that is likewise debarred, suspended, ineligible for, or otherwise excluded, as referenced in the foregoing Executive Orders, U.S. Codes and Codified Federal Regulations; and the Firm agrees to comply with City requirements to follow cost principals outlined in 2 CFR 200, Subpart E – Cost Principles for financial disbursements under its Grant Agreement. The Firm also agrees to comply with audit requirements outlined in 2 CFR 200 Subpart F – Audit Requirements".

4.3 PROPOSAL (QUALIFICATION STATEMENT)

Proposers shall limit their Proposal response to a maximum of 6 pages excluding "letter of submittal", résumés and reference letters. The Firm's Proposal response to the RFQ shall include at a minimum the following items:

1. A description of the Firm's qualifications/experience in the area of surveying for public works projects of the type described in section 2 above.

2. A staffing plan listing:

   a) personnel who will be responsible for carrying out the work.
   b) a description of qualifications, skills (e.g., brief résumés), and responsibilities for each project participant.

3. References of at least three current/former clients for whom the Firm performed similar services on similar projects to those described herein. Identify contact persons and email addresses and phone numbers. The Firm grants permission to the City to contact the references. City staff references, if provided, shall be above and beyond the three references noted above. The City may evaluate references at the City's discretion.

4. Include a list of contracts the Firm has had during the last two (2) years that relate to the Firm's ability to perform the services needed under this RFQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/email addresses. The Firm grants permission to the City to contact the references.

5. If the Firm has had a contract terminated for default in the last five (5) years, describe such incident. Termination for default is defined as notice to stop performance due to the Firm's non-performance or poor performance, and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Firm's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposal on the grounds of the past experience. If no such termination for default has been experienced by the Firm in the past five (5) years, so indicate.

5. EVALUATION

5.1 EVALUATION PROCEDURE

Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals.

The RFQ Coordinator may contact the Firm for clarification of any portion of the Firm's Proposal.

5.2 EVALUATION WEIGHTING AND SCORING

The following weighting will be assigned to the Proposal for evaluation purposes:

Criteria	Weighting
Qualifications of key personnel including project manager and firm	40%
Past performance/references relevant to areas itemized above on similar projects	40%
Ability to respond to City requests for assistance in a timely manner	20%

5.3 AWARD OF CONTRACT

This RFQ does not obligate the City to award a contract.

Award of contract, when made, will be to the Proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The Proposer should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may incorporate some or all or the Proposal.

6. CONTRACT TERMS

6.1 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

6.2 AMERICANS WITH DISABILITIES ACT INFORMATION

The City of Spokane in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Engineering Services at eraea@spokanecity.org or by calling 509-625-6700.

6.3 TITLE VI

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.".

6.4 ADDITIONAL TERMS AND CONDITIONS

See https://static.spokanecity.org/documents/administrative/purchasing/cos-engineering-request-for-qualifications-terms-and-conditions.pdf for current terms and conditions applicable to any contract awarded from this request for contract.

Publish: October 14 and 21, 2026

Notice for Bids

Supplies, Equipment, Maintenance, etc.

INVITATION TO BID #6495-26
Scaffolding Services As-Needed For Boiler Maintenance Outages Scheduled and Unscheduled - Prevailing Wages – Unit Price

City of Spokane Solid Waste Disposal, Waste To Energy

The City of Spokane is soliciting electronic Bids for the above titled Invitation to Bid.

Mandatory Pre-Bid Conference
A MANDATORY pre-bid conference and walk through will be held on Monday, November 2, 2026, at 11:30AM. The location will be the Waste to Energy Facility (WTEF) Admin Offices, 2900 S Geiger Blvd., Spokane WA. Boilers are down at this time for maintenance. **This meeting is MANDATORY only bidders who attended would be able to submit a bid.**

Bid Submittal: Bids must be submitted electronically through the City of Spokane's online procurement system portal until 11:00 a.m. on **TUESDAY, JANUARY 19, 2027**. 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, JANUARY 19, 2027**. 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.

Rick Rinderle
City of Spokane Purchasing & Contracts

Publish: October 7 and 14, 2026

PUBLIC WORKS INVITATION TO BID #6610-26
Upriver Dam Spillway Gantry Crane Replacement

City of Spokane Water & Hydroelectric Services Department

The City of Spokane is soliciting electronic Bids for the above titled Public Works Invitation to Bid.

Pre-Bid Meeting:
A Pre-Proposal Conference is scheduled to be held on Tuesday October 27th at 2:00 PM

Bid Submittal: Bids must be submitted electronically through the City of Spokane's online procurement system portal until **11:00 a.m. on TUESDAY November 3rd 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 November 3rd 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

Publish: October 7 and 14, 2026

INVITATION TO BID #6624-26
Interceptor CCTV Sonar & Laser inspection – Prevailing Wages

City of Spokane Wastewater Maintenance Department

The City of Spokane is soliciting electronic Bids for the above titled Invitation to Bid.

Bid Submittal: Bids must be submitted electronically through the City of Spokane's online procurement system portal until **11:00 a.m. on TUESDAY October 20th**. 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 October 20th.** 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

Publish: October 7 and 14, 2026

INVITATION TO BIDS # 6631-26
Activated Powder Carbon, As Needed Over 5-Year Period (Re-bid)

City of Spokane Solid Waste Disposal, Waste To Energy

The City of Spokane is soliciting electronic Bids for the above titled Invitation to Bid.

Bid Submittal: Bids must be submitted electronically through the City of Spokane's online procurement system portal until **11:00 a.m. on TUESDAY, November 3, 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, November 3, 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.

Rick Rinderle
Procurement Specialist
City of Spokane Purchasing & Contracts

Publish: October 14 and 21, 2026

INVITATION TO BID #6636-26
Rodder Truck Refurbish

City of Spokane Wastewater Maintenance Department

The City of Spokane is soliciting electronic Bids for the above titled Invitation to Bid.

Bid Submittal: Bids must be submitted electronically through the City of Spokane's online procurement system portal until **11:00 a.m. on TUESDAY October 20th**. 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 October 20th.** 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 #.

PERIODICAL

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

Publish: October 7 and 14, 2026