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CITY OF SPOKANE  
EXECUTIVE ORDER

CITY CLERK'S OFFICE

EO 2020-00 16  
LGL 2020-00 08

**TITLE: EXECUTIVE ORDER FOR WRITTEN FINDING OF EMERGENCY JUSTIFYING THE EXECUTION OF AN AMENDMENT TO A PUBLIC WORKS CONTRACT AND A PUBLIC WORKS CONTRACT FOR IMPROVEMENTS TO A FACILITY TO PROVIDE ADEQUATE SPACE FOR THE REGIONAL EMERGENCY RESPONSE TO THE NEED FOR HEALTHY SHELTERING**

EFFECTIVE DATE: October 8, 2020  
REVISION DATE IF APPLICABLE:

Factual Background Information to Finding of Emergency to Support Execution of a public works contract for the construction of improvements to a facility to provide adequate space for the Regional Emergency Response to the need for Healthy Sheltering:

WHEREAS, Washington Governor Jay Inslee issued a proclamation declaring a State of Emergency ("Proclamation") for the entire State of Washington ("State") on February 29, 2020. Spokane Mayor Nadine Woodward issued an Executive Declaration of Civil Emergency or Disaster ("Declaration") in the City of Spokane ("City") on March 16, 2020, which Declaration was ratified and amended by the Spokane City Council ("Council") by Resolution No. 2020-20 on March 16, 2020.

WHEREAS, an important focus of the actions taken by State and City Authorities was to emphasize the public safety and health requirements of the response to the COVID-19 crisis. A very important part of this response has been both the separation and social distancing of individuals. In order to provide for the appropriate distancing in Homeless Shelters funded by the City in this region, additional shelter space had to be identified and put into operation.

WHEREAS, the City, Spokane County ("County") and other agencies, most notably the Spokane Regional Health District ("SRHD") did establish an Emergency Operations Center ("EOC") to coordinate the regional approach to the COVID Crisis. It was recognized by the EOC that the emergency contract capabilities needed for this project and other efforts directed at serving the homeless population in a safe environment that complies with public health standards were best administered by the City. (Exhibit "A"). Subsequently the responsibilities of the EOC were transitioned to the Regional COVID Recovery Group.

WHEREAS, during this process it was identified that given the volume of people accessing one facility for healthy sheltering was so large and social distancing measures were difficult to support, at least two separate locations for housing individuals was the best solution.

Whereas the Board of County Commissioners of Spokane County have authorized the expenditure of up to \$2,000,000 to acquire a facility at W. 55 Mission Avenue, construct and install improvements in that facility and to construct and install certain improvements in the Cannon Street Facility previously acquired by the City of Spokane (Cannon Facility);

Whereas the improvements to the Cannon Facility need to be completed and the building ready for occupancy by November 1, 2020 in order to continue to provide safe housing options during the COVID related crisis;

WHEREAS, the City has identified a contractor who can perform the necessary work and a contract was prepared with this contractor and has been executed by the Mayor to allow improvements to be completed by the necessary date;

WHEREAS, a contract with Rockin' DW Construction was executed by the Mayor for the City on or about August 27, 2020. As that contract has proceeded, additional work that is required to be done to provide safe and healthy shelter has been identified. This additional work will require an Amendment to the existing contract to perform certain demolition work and the award of a new contract will be necessary to perform new construction. Completion of this additional work will provide for space for up to 80 additional individuals for safe and healthy sheltering in the fall of 2020;

WHEREAS, it is in the best interests of this population that this required work be performed before November 1, 2020 as that is when the weather becomes very unpredictable which creates further unsafe conditions for those without housing;

WHEREAS, the Governor's Proclamation grants entities like the City the authority under RCW 38.52.070 to execute contracts without the time consuming procedures and formalities prescribed by law.

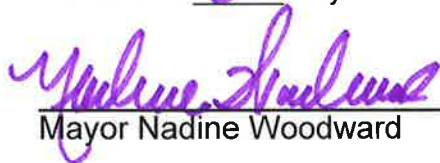
WHEREAS, Section 7.06.180 of the Spokane Municipal Code provides that if an emergency requires procurement prior to City Council Action, the Mayor may declare an emergency and award necessary contracts and other agreements to address the emergency situation.

NOW, THEREFORE, Nadine Woodward, Mayor, do hereby order and direct:

1) An emergency situation exists and that the public safety and health of the community necessitates the execution of an amendment to the public works contract with Rockin' DW Construction executed on or about September 1, 2020 for certain demolition work on the Cannon facility and to also execute an additional contract for construction work in order to provide for the Regional response to healthy sheltering in response to the COVID-19 pandemic.

2) The finding of this emergency situation and the necessity for the execution of these agreements is based upon the facts set forth herein and the records and files of the City.

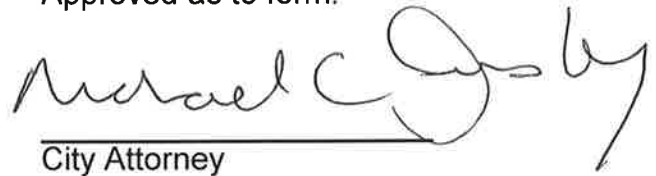
Dated this 8 day of October, 2020.

  
\_\_\_\_\_  
Mayor Nadine Woodward

Attest:

  
\_\_\_\_\_  
City Clerk

Approved as to form:

  
\_\_\_\_\_  
City Attorney

Date of Publication: 10/28/2020

Effective Date: 10/8/2020



April 13, 2020



To: Wes Crago, City Administrator, City of Spokane  
From: Amelia Clark, Administrator, Spokane Regional Health District  
Subject: Approval for City of Spokane to execute contracts for regional isolation facility as part of the overall incident response to COVID-19

**Background:**

In early March, 2020 The City of Spokane was assigned to lead the Community Care>Vulnerable Populations branch of the EOC. This included: Identifying location for Isolation Facility, Identifying needs to operate the facility, identifying an operator(s) to support the needs of the facility, identifying team members to support execution of this task, and seeking approval from the EOC and SRHD as required by Commerce.

March 31, 2020 stakeholders from the Inland COVID-19 Response Team incident command and the Isolation Facility Operators participated in a final walk-through of the identified isolation facility and approved the plan. Spokane Regional Health District approved the multi-agency plan to establish a 100 bed isolation facility to provide 24/7 managed care space for those with COVID-19 like symptoms or tested positive. This critical need required immediate effort and emergency contract capabilities which are best served by the City of Spokane.

**Recommendation:** The Spokane Regional Health District recommends that the City of Spokane act as initial financial agent to establish the necessary operations and contracts to implement this isolation facility on behalf of the regional COVID-19 response. It is recommended that the one available Vulnerable Populations vendor be contracted for the initial April period and a Request for Proposal process be done for sustained resources at this isolation facility and/or future requirements to serve the public and vulnerable populations. Future efforts will be coordinated with all involved agencies to ensure this isolation requirement is sustained.

Signatory Authority: Lyndia C Wilson, Director, on behalf of Amelia Clark

*Lyndia C Wilson* 4/13/2020