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<b>PROJECT TITLE</b>	<b>EXHIBITS</b> (List all attached exhibits - Scope of Work, Work Schedule, Payment Schedule, Renewal Options, etc.)
<b>CONTRACTOR</b>	<b>CITY OF REDMOND PROJECT ADMINISTRATOR</b> (Name, address, phone #)  City of Redmond
<b>CONTRACTOR'S CONTACT INFORMATION</b> (Name, address, phone #)	<b>BUDGET OR FUNDING SOURCE</b>
<b>CONTRACT COMPLETION DATE</b>	<b>MAXIMUM AMOUNT PAYABLE</b>

**THIS AGREEMENT** is entered into on \_\_\_\_\_, 20\_\_ between the City of Redmond, Washington, hereinafter called "the CITY", and the above person, firm or organization, hereinafter called "the CONSULTANT".

**WHEREAS**, the CITY desires to accomplish the above-referenced project; and

**WHEREAS**, the CITY does not have sufficient staff or expertise to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary services for the project; and

**WHEREAS**, the CONSULTANT has represented to the CITY that the CONSULTANT is in compliance with the professional registration statutes of the State of Washington, if applicable, and has signified a willingness to furnish consulting services to the CITY, now, therefore,

**IN CONSIDERATION OF** the terms and conditions set forth below, or attached and incorporated and made a part hereof, the parties agree as follows:

1. **Retention of Consultant - Scope of Work.** The CITY hereby retains the CONSULTANT to provide professional services as defined in this agreement and as necessary to accomplish the scope of work attached hereto as Exhibit A and incorporated herein by this reference as if set forth in full. The CONSULTANT shall furnish all services, labor and related equipment necessary to conduct and complete the work, except as specifically noted otherwise in this agreement.

2. **Completion of Work.** The CONSULTANT shall not begin any work under the terms of this agreement until authorized in writing by the CITY. The CONSULTANT shall complete all work required by this agreement according to the schedule attached as Exhibit B and incorporated herein by this reference as if set forth in full. A failure to complete the work according to the attached schedule, except where such failure is due to circumstances beyond the control of the CONSULTANT, shall be deemed a breach of this agreement. The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the CITY, in the event of a delay attributable to the CITY, or because of unavoidable delays caused by circumstances beyond the control of the CONSULTANT. All such extensions shall be in writing and shall be executed by both parties.

3. **Payment.** The CONSULTANT shall be paid by the CITY for satisfactorily completed work and services satisfactorily rendered under this agreement as provided in Exhibit C, attached hereto and incorporated herein by this reference as if set forth in full. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in the Scope of Work attached. The CONSULTANT shall be entitled to invoice

the CITY no more frequently than once per month during the course of the completion of work and services by the CONSULTANT. Invoices shall detail the work performed or services rendered, the time involved (if compensation is based on an hourly rate) and the amount to be paid. The CITY shall pay all such invoices within 30 days of submittal, unless the CITY gives notice that the invoice is in dispute. In no event shall the total of all invoices paid exceed the maximum amount payable set forth above, if any, and the CONSULTANT agrees to perform all services contemplated by this agreement for no more than said maximum amount.

4. Changes in Work. The CONSULTANT shall make such changes and revisions in the complete work provided by this agreement as may be necessary to correct errors made by the CONSULTANT and appearing therein when required to do so by the CITY. The CONSULTANT shall make such corrective changes and revisions without additional compensation from the CITY. Should the CITY find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the CITY. This work shall be considered as Extra Work and will be paid for as provided in Section 5.

5. Extra Work.

A. The CITY may, at any time, by written order, make changes within the general scope of the agreement in the services to be performed. If any such change causes an increase or decrease in the estimated cost of, or the time required for, performance of any part of the work or services under this agreement, whether or not changed by the order, or otherwise affects any other terms or conditions of the agreement, the CITY shall make an equitable adjustment in the (1) maximum amount payable; (2) delivery or completion schedule or both; and (3) other affected terms, and shall modify the agreement accordingly.

B. The CONSULTANT must submit any "proposal for adjustment" under this clause within 30 days from the date of receipt of the written order to make changes. However, if the CITY decides that the facts justify it, the CITY may receive and act upon a proposal submitted before final payment of the agreement.

C. Failure to agree to any adjustment shall be a dispute under the Disputes clause of this agreement, as provided in Section 13. Notwithstanding any such dispute, the CONSULTANT shall proceed with the agreement as changed.

D. Notwithstanding any other provision in this section, the maximum amount payable for this agreement shall not be increased or considered to be increased except by specific written amendment of this agreement.

6. **Ownership of Work Product.** Any and all documents, drawings, reports, and other work product produced by the CONSULTANT under this agreement shall become the property of the CITY upon payment of the CONSULTANT'S fees and charges therefore. The CITY shall have the complete right to use and re-use such work product in any manner deemed appropriate by the CITY, provided, that use on any project other than that for which the work product is prepared shall be at the CITY'S risk unless such use is agreed to by the CONSULTANT.

7. **Independent Contractor.** The CONSULTANT is an independent contractor for the performance of services under this agreement. The CITY shall not be liable for, nor obligated to pay to the CONSULTANT, or any employee of the CONSULTANT, sick leave, vacation pay, overtime or any other benefit applicable to employees of the CITY, nor to pay or deduct any social security, income tax, or other tax from the payments made to the CONSULTANT which may arise as an incident of the CONSULTANT performing services for the CITY. The CITY shall not be obligated to pay industrial insurance for the services rendered by the CONSULTANT.

8. **Indemnity.** The CONSULTANT agrees to hold harmless, indemnify and defend the CITY, its officers, agents, and employees, from and against any and all claims, losses, or liability, for injuries, sickness or death of persons, including employees of the CONSULTANT, or damage to property, arising out of any willful misconduct or negligent act, error, or omission of the CONSULTANT, its officers, agents, subconsultants or employees, in connection with the services required by this agreement, provided, however, that:

A. The CONSULTANT's obligations to indemnify, defend and hold harmless shall not extend to injuries, sickness, death or damage caused by or resulting from the sole willful misconduct or sole negligence of the CITY, its officers, agents or employees; and

B. The CONSULTANT's obligations to indemnify, defend and hold harmless for injuries, sickness, death or damage caused by or resulting from the concurrent negligence or willful misconduct of the CONSULTANT and the CITY, or of the CONSULTANT and a third party other than an officer, agent, subconsultant or employee of the CONSULTANT, shall apply only to the extent of the negligence or willful misconduct of the CONSULTANT.

9. **Insurance.** The CONSULTANT shall provide the following minimum insurance coverages:

A. Worker's compensation and employer's liability insurance as required by the State of Washington;

**B. General public liability and property damage insurance in an amount not less than a combined single limit of two million dollars (\$2,000,000) for bodily injury, including death, and property damage per occurrence.**

**C. Professional liability insurance, if commercially available in CONSULTANT's field of expertise, in the amount of two million dollars (\$2,000,000) or more against claims arising out of work provided for in this agreement.**

**The amounts listed above are the minimum deemed necessary by the CITY to protect the CITY'S interests in this matter. The CITY has made no recommendation to the CONSULTANT as to the insurance necessary to protect the CONSULTANT'S interests and any decision by the CONSULTANT to carry or not carry insurance amounts in excess of the above is solely that of the CONSULTANT.**

**All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. Excepting the professional liability insurance, the CITY will be named on all insurance as an additional insured. The CONSULTANT shall submit a certificate of insurance to the CITY evidencing the coverages specified above, together with an additional insured endorsement naming the CITY, within fifteen (15) days of the execution of this agreement. The additional insured endorsement shall provide that to the extent of the CONSULTANT's negligence, the CONSULTANT's insurance shall be primary and non-contributing as to the City, and any other insurance maintained by the CITY shall be excess and not contributing insurance with respect to the CONSULTANT's insurance. The certificates of insurance shall cover the work specified in or performed under this agreement. No cancellation, reduction or modification of the foregoing policies shall be effective without thirty (30) days prior written notice to the CITY.**

**10. Records. The CONSULTANT shall keep all records related to this agreement for a period of three years following completion of the work for which the CONSULTANT is retained. The CONSULTANT shall permit any authorized representative of the CITY, and any person authorized by the CITY for audit purposes, to inspect such records at all reasonable times during regular business hours of the CONSULTANT. Upon request, the CONSULTANT will provide the CITY with reproducible copies of any such records. The copies will be provided without cost if required to substantiate any billing of the CONSULTANT, but the CONSULTANT may charge the CITY for copies requested for any other purpose.**

**11. Notices. All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth in the box for the same appearing at the outset of this Agreement. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.**

12. **Project Administrator.** The Project Administrator shall be responsible for coordinating the work of the CONSULTANT, for providing any necessary information for and direction of the CONSULTANT's work in order to ensure that it meets the requirements of this Agreement, and for reviewing, monitoring and approving the quality and quantity of such work. The CONSULTANT shall report to and take any necessary direction from the Project Administrator.

13. **Disputes.** Any dispute concerning questions of fact in connection with the work not disposed of by agreement between the CONSULTANT and the CITY shall be referred for resolution to a mutually acceptable mediator. The parties shall each be responsible for one-half of the mediator's fees and costs.

14. **Termination.** The CITY reserves the right to terminate this agreement at any time upon ten (10) days written notice to the CONSULTANT. Any such notice shall be given to the address specified above. In the event that this agreement is terminated by the City other than for fault on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT for all services performed. No payment shall be made for any work completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. In the event that services of the CONSULTANT are terminated by the CITY for fault on part of the CONSULTANT, the amount to be paid shall be determined by the CITY with consideration given to the actual cost incurred by the CONSULTANT in performing the work to the date of termination, the amount of work originally required which would satisfactorily complete it to date of termination, whether that work is in a form or type which is usable to the CITY at the time of termination, the cost of the CITY of employing another firm to complete the work required, and the time which may be required to do so.

15. **Non-Discrimination.** The CONSULTANT agrees not to discriminate against any customer, employee or applicant for employment, subcontractor, supplier or materialman, because of race, creed, color, national origin, sex, religion, honorable discharged veteran or military status, familial status, sexual orientation, age, or the presence of any sensory, mental, or physical disability or the use of a trained dog or service animal by a person with a disability, except for a bona fide occupational qualification. The CONSULTANT understands that if it violates this provision, this Agreement may be terminated by the CITY and that the CONSULTANT may be barred from performing any services for the CITY now or in the future.

16. **Compliance and Governing Law.** The CONSULTANT shall at all times comply with all applicable federal, state, and local laws, rules, ordinances, and regulations. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

17. **Subcontracting or Assignment.** The CONSULTANT may not assign or subcontract any portion of the services to be provided under this agreement without the express written consent of the CITY. Any sub-consultants approved by the CITY at the outset of this agreement are named on separate Exhibit attached hereto and incorporated herein by this reference as if set forth in full.

18. **Non-Waiver.** Payment for any part of the work or services by the CITY shall not constitute a waiver by the CITY of any remedies of any type it may have against the CONSULTANT for any breach of the agreement by the CONSULTANT, or for failure of the CONSULTANT to perform work required of it under the agreement by the CITY. Waiver of any right or entitlement under this agreement by the CITY shall not constitute waiver of any other right or entitlement.

19. **Litigation.** In the event that either party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this agreement, the parties agree that such actions shall be initiated in the Superior Court of the State of Washington, in and for King County. The parties agree that all questions shall be resolved by application of Washington law and that parties to such actions shall have the right of appeal from such decisions of the Superior Court in accordance with the law of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, in and for King County. The prevailing party in any such litigation shall be entitled to recover its costs, including reasonable attorney's fees, in addition to any other award.

20. **Taxes.** The CONSULTANT will be solely responsible for the payment of any and all applicable taxes related to the services provided under this agreement and if such taxes are required to be passed through to the CITY by law, the same shall be duly itemized on any billings submitted to the CITY by the CONSULTANT.

21. **City Business License.** The CONSULTANT has obtained, or agrees to obtain, a business license from the CITY prior to commencing to perform any services under this agreement. The CONSULTANT will maintain the business license in good standing throughout the term of this Agreement.

22. **Entire Agreement.** This agreement represents the entire integrated agreement between the CITY and the CONSULTANT, superseding all prior negotiations, representations or agreements, written or oral. This agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto. These standard terms and conditions set forth above supersede any conflicting terms and conditions on any attached and incorporate exhibit. Where conflicting language exists, the CITY'S terms and conditions shall govern.

**page 8 – Consulting Services Agreement, Non-Public Work  
City of Redmond, standard form**

**IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the  
day and year first above written.**

**CONSULTANT:**

**CITY OF REDMOND:**

\_\_\_\_\_  
**By:** \_\_\_\_\_  
**Title:** \_\_\_\_\_

\_\_\_\_\_  
**Angela Birney, Mayor**  
**DATED:** \_\_\_\_\_

**ATTEST/AUTHENTICATED:**

\_\_\_\_\_  
**City Clerk, City of Redmond**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Office of the City Attorney**



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# Economic Study of Redmond Centers

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The City of Redmond is overhauling their existing development incentive packages for the Overlake, Marymoor, and Downtown Centers to better prepare for expected growth over the next 20 years. The City will need to design incentive packages that can both encourage the level of development necessary to meet growth targets, while helping the City achieve its goals related to affordability, livability, sustainability, and equity. This project will help City staff and community stakeholders understand the draft incentive packages' effectiveness in meeting growth and policy objectives.

Central questions for this project include:

- Are the draft incentive packages feasible for the types of development the City is looking to incentivize?
  - What are the various costs and considerations for developers associated with each incentive requirement?
- Do development outcomes from the incentive packages help the City meet their policy goals?
  - What are the various costs and considerations for the City in implementing and managing the various incentive programs?

# Exhibit A: Scope of Work

## Task 1. Kick-off Meeting and Project Management

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### Task 1.1 Kickoff & Project Schedule

The kickoff meeting will play a key role in aligning expectations for approach, roles, and communications protocols. We also like to take time in every kickoff meeting to ask the client to define what success will look like for the project, to ensure we understand the client's aspirations and the most important outcomes. At this meeting, we will review the schedule and relevant data and resources, and discuss the preferred format and audience for key deliverables.

### Task 1.2 Ongoing Check-ins and Project Coordination Meetings

Throughout the course of the project, ECONorthwest will host regular check-in meetings with the project management team to share progress, address questions, and set direction.

#### Task 1 Meetings

- Kickoff Meeting (virtual or in-person if timing aligns with schedules)
- Biweekly Check-in Meetings (virtual)
- Six team coordination meetings (2 per incentive package)

#### Task 1 Deliverable:

- Refined project schedule
- Kickoff Meeting Summary

## Task 2. Stakeholder Engagement and Analysis Framework

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ECONorthwest will conduct outreach with stakeholders to better inform the analysis and recommendations in Tasks 3 and 4. Stakeholder engagement will run in parallel with Task 3 to help inform our assumptions, validate findings, and gain perspectives on development in the City and any potential recommendations.

### Task 2.1 Review of Incentive Structures

Prior to developing a list of stakeholders to engage, ECONorthwest will conduct a thorough review of the City's incentive structure for Overlake (and for Marymoor and Downtown when they become available). We will also work with staff during a regular check-in meeting to

further narrow the list of incentives to analyze, as some incentives have financial impacts and others have more spatial considerations that are difficult to quantify.

## Task 2.2 Review Local Market Conditions

ECONorthwest will conduct a review of local market conditions within each of the three centers to have a better understanding of recent development trends. Tasks 2.1 and 2.2 will help us identify stakeholders who may utilize the incentive structures in the future and in what ways. They will also help inform key topics and questions to consider prioritizing in the interviews.

City staff indicated they may have recent and relevant market research to share. If so, ECONorthwest will utilize that in place of or in addition to our market research.

## Task 2.2 Analysis Framework

After completing a thorough review of the City's incentive structures and understanding local market conditions, ECONorthwest will develop an analysis framework for Task 3 and work with staff to ensure it aligns with the City's goals for the project prior to beginning the work. Given this project has relevant moving partner projects on varying timelines, including an ongoing zoning code update, it will be important to coordinate closely with city staff to ensure the information needed to conduct a thorough analysis is complete and available.

Completing Tasks 2.1 and 2.2 prior to engaging stakeholders will help ensure interview time is used efficiently and the information obtained can inform each part of the analysis and recommendations.

## Task 2.3 Stakeholder Interviews

ECONorthwest will work with city staff during regular check-ins to develop a targeted list of stakeholders to interview, and key topic areas that will help organize and facilitate the interviews. This coordination will also ensure that the three centers are appropriately represented.

Possible stakeholders include:

- local and regional developers that adequately represent the prototypes analyzed in Task 3
- architects and other design professionals who would work directly with design incentives

### Task 2 Interviews:

- a maximum of 15 interviews or 3-5 focus groups (ECONorthwest will work with staff to distribute interviews as needed to ensure centers are adequately represented, knowing that some interviews can inform the work for multiple centers)

## Deliverables:

- Memo summarizing analysis framework to be agreed upon prior to beginning analysis
- Summary of stakeholder engagement will be included in an appendix of the final report

# Task 3 - Economic Analysis of Incentive Packages

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## Task 3.1 Finalize Local Market Research

ECONorthwest will finalize the market research (received or conducted) in Task 2.2 on overall market trends, conditions and prototypical development within the Overlake, Downtown and Marymoor Centers (and adjacent areas if necessary). We will identify examples of recent development within and surrounding the three areas which will help estimate prices and/or rents, and provide data regarding construction type, site and building characteristics, such as unit size, location, density, lot size, parking and other features to help inform the development of physical prototypes to test the financial performance of the incentives.

The analysis will include a **maximum of 6 development prototypes**. Prototypes could include the following:

- 3-story multifamily wood frame
- 4-story multifamily wood frame
- 4 over 1 podium mixed use
- 5 over 2 podium mixed use
- Lower density tower or mass timber mixed use
- 21-23 story tower mixed use

The appropriate tenure for each prototype will be determined by physical form.

ECONorthwest will work with city staff and stakeholders to confirm building prototypes to test prior to beginning the financial analysis. These prototypes will be used to test the potential performance of the incentives both individually and cumulatively.

## Task 3.2 Evaluate Incentives Related to Site Layout and Building Form and Scale

MAKERS will evaluate the incentives relating to site layout and building form and scale. As part of this evaluation, MAKERS may use existing development examples and/or available development prototypes to determine and communicate feasibility. MAKERS may also develop simple diagrammatic 3-D massing models of up to five prototype sites/building types identified in Task 3.1 (provided this approach is agreed upon in writing by the City and ECONorthwest).

These models will provide high-level spatial analysis and help identify considerations for specific form and site-based incentives (trees requirements, open/public space, etc.). The models can also be used to help communicate concepts to decision-makers and community members.

The number of modeled prototypes will depend on the size and complexity of the site and building plus the chosen level of detail for the model. Such 3-D models would be developed based on building and site information developed by ECONorthwest's analysis and/or provided by the City. 3-D models developed for Overlake will serve as analysis base for Downtown and Marymoor.

### Task 3.3 Evaluate Financial Impacts of Green Building Requirements

In partnership with ECONorthwest, DCW Cost Management will prepare probable construction cost estimates related to the green building requirements identified in the base zoning requirements for the three centers. Cost estimates for green building components will be prepared for each development prototype and used as part of the financial feasibility analysis in Task 3.4.

### Task 3.4 Evaluate Financial Impacts of Incentive Packages

Once prototypes and site conditions are developed, ECONorthwest will evaluate the financial impacts on the prototypical developments opting in to the incentive packages (relative to developments building under base zoning entitlements) in each of the three centers, given the estimated construction and development costs for the area. Our team will use development proformas to understand the sensitivity of costs, benefits, and weighting of incentives to desired development types and market conditions in the three centers.

The central question of this analysis is: will accessing the incentives create more value for developers relative to the cost of providing the program options? This will help us identify which incentives are most likely to pursue or not pursue and why.

*DCW Cost Management will assist ECONorthwest with understanding impacts associated with new green building requirements for each development prototypes under this task.*

### Task 3.5 Evaluate Costs to the City to Implement and Manage Program Options

As part of Task 3, the City would also like to understand the estimated costs to the City to implement and manage the incentive programs across the three centers. Ultimately, the cost of implementing and managing these types of programs will be a matter of staff time and capacity. Implementation and program management will need to be considered from the perspective of a project's life cycle:

- Land use entitlements and permitting: additional effort required from staff to verify project points and qualifying incentive

- Physical compliance: added levels of complexity for inspections during construction
- Programmatic compliance: managing necessary agreements such as phasing plans, ground floor leases, development agreements, etc.
- Ongoing compliance: for elements that extend beyond construction and immediate occupancy such as affordability

ECONorthwest will lean on its implementation experience to help the City understand what the range of implications may be for staffing needs and expertise to help identify the programmatic resources needed from a budget perspective. This analysis will also be informed about our understanding of utilization of the incentives in the analysis conducted in Task 3.2 so we can best help city staff understand which incentives might be of most interest to developers and how often they might use them.

#### Deliverables:

- Technical Memo summarizing methodology and results of feasibility analysis (including the assessment which incentives are most likely to be pursued or not pursued)
- Qualitative evaluation of program management costs will be included in final report

## Task 4 -Analysis of City Goals

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### Task 4.1 Establish Framework for Evaluation

Utilizing the results from the economic analysis in Task 3, ECONorthwest will meet with staff to review results that will help inform which incentives are more likely to be utilized and in what ways. Once there is an understanding of how incentives are likely to perform, ECONorthwest and MAKERS will work with city staff to discuss priorities and create a framework to assess how those incentives can help the City meet its goals related to affordability, displacement, livability, among others.

This framework will identify areas where any priorities systems in the packages should be refined and begin to inform any recommendations for the point system.

### Task 4.2 Analysis of City Goals

Once a framework for the analysis has been developed, ECONorthwest (with MAKERS advising on urban design context components) will assess how (and to what degree) the draft incentive packages, in the context of the feasibility results, will help the City achieve its goals. This will largely be a qualitative exercise, but working with staff in Task 4.1 on creating a framework will assist in identifying ways to make the analysis rigorous. We will identify how the various incentives help the City achieve each one of its goals and create some scenarios that optimize outcomes to understand how changes to the weighting criteria could affect outcomes and utilization.

The central question for this task is: Does the structure of the incentive program and the elements within the program advance the City's goals and policies?

### Task 4.3 Recommendations

ECONorthwest will prepare detailed recommendations for how the City should consider adjusting its program options within the three incentive packages to encourage participation by developers, which will ultimately assist the city in meeting its goals. These recommendations will be rooted in the results from the analyses completed in Tasks 3.2 and 4.2, our relevant housing work from across the state and the west coast and stakeholder interviews conducted in Task 2.3.

#### Deliverables:

- Goal matrix summarizing how well the incentive packages help the City achieve its policy goals
- Presentation to staff on draft recommendations

## Exhibit B: Completion of Work -Task 5 - Final Report

ECONorthwest will assemble the materials produced throughout the project into a final report to summarize the results of the project.

#### Deliverables:

- Final Report Document that summarizes recommendations on implementation of incentives in Overlake, Downtown, Marymoor Village
- Packaged presentation materials utilized throughout the project

## Exhibit C: Budget

Our proposed budget reflects all activities described by city staff and will be billed on a time and materials basis, not to exceed \$87,000.

Labor Expenses	HOURS BY TASK					TOTALS		
	Task 1	Task 2	Task 3	Task 4	Task 5	Hours	\$	% of Budget
	Project Management	Stakeholder Engagement & Analysis Framework	Economic Analysis	Analysis of City Goals	Final Report on Incentives			
ECONorthwest								
Tyler Bump, Project Director	12	10	15	8	8	53	\$14,840	17%
Morgan Shook, Senior Policy Advisor	2	1	3	3	2	11	\$3,300	4%
Lee Ann Ryan, Project Manager	20	15	20	20	15	90	\$14,850	17%
Michelle Anderson, Technical Manager	8	5	48	5	8	74	\$12,210	14%
Mackenzie Visser, Associate		6	35	8	6	55	\$7,700	9%
Sub-Total	42	37	121	44	39	283	\$52,900	61%
MAKERS Architecture and Urban Design								
Bob Bengford, Partner	4	2	4	8		18	\$4,230	5%
Katy Saunders, Associate	16	2	16	16		50	\$8,250	10%
Yifan Xing, Associate			24	8		32	\$3,680	4%
DCW Cost Management								
Trish Drew, Director			74			74	\$12,580	15%
Sub-Total	20	4	118	32	0	174	\$28,740	33%
Totals by Task	Task 1	Task 2	Task 3	Task 4	Task 5	Totals	Summary of Expenses	
Total Labor	\$12,160	\$8,040	\$40,140	\$13,825	\$7,475	Labor	\$81,640	94%
						Contingency	\$5,000	6%
Total by Task	\$12,160	\$8,040	\$40,140	\$13,825	\$7,475			
% of Total Budget	14%	9%	46%	16%	9%	Budget	\$86,640	100%

*Note: DCW Cost Management costs under Task 3.3 are for green building cost estimating, to be billed to the Environmental Sustainability Program.*



## **Economic Study of Redmond 2050 Centers Incentive Packages**

### **Exhibit D - Option for Renewal**

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The City reserves the right to renew this contract for one (1) additional one-year renewal term, for a potential maximum total term of two (2) years, upon serving notice to Consultant within thirty (30) calendar days prior to expiration. If a renewal provision is exercised, all terms and conditions of original contract shall remain in full force and effect. A renewal will be accomplished through a separate contract with reference to the original contract. Acceptance of a renewal offer will be by mutual agreement of both parties. The Mayor or designee is authorized to exercise this renewal option.

Should the City exercise a renewal option, the City and Consultant may discuss any necessary changes to services and will confirm price/rates prior to each renewal. Consultant shall notify the City in writing at least thirty (30) days prior to any proposed price adjustment. Acceptance of such a request will be at the sole discretion of the City.

