

# Microsoft Refresh MOU Contract Extension

August 4, 2020



City of Redmond  
WASHINGTON

# Agenda

- Overview of Project
- Current Memorandum of Understanding
- Expanded Scope
- Overview of Draft MOU

# Microsoft Refresh: By the Numbers

Replace 12 older office buildings

Construct 17 new office buildings, approximately 3 million sq. ft

Garage: Approximately 6,500 parking stalls

- Estimated 2.5 million cubic feet of soil removed
- Excavation began late May 2019, and will be completed February 2020
- Garage is fed from a ring road (no cars on campus)

Campus is pedestrian and bicycle friendly





# Memorandum of Understanding

## Staffing for Microsoft Development Review

- Approved July 2018
- Payments for service: \$17.1 Million
- Creates 22 staff positions (Planning, Engineering, Building, Fire, Public Works)
- Focus on providing plan review for the MS Refresh project
- Establishes:
  - Payment to the City
  - Timelines for permit review
  - Penalties for failure to meet timelines
  - Monthly meetings between City and Microsoft

# Staffing

Steven Fischer

Microsoft Refresh Project Manager

Jaime Allen

Administrative Assistant

Steven Fischer

Microsoft Refresh Project  
Manager

Brett Shepard

Inspection Supervisor

Carol Lewis

Development Services  
Supervisor

Rich Gieseke

Assistant Fire Marshal

Steve Hitch

Public Works Manager

Andy Chow

Development Engineer  
Manager

Gary Lee

Senior Planner

Kenny McLeod

Senior Building Inspector

Jozanne Moe

Architectural Plans Examiner

Deputy Fire Marshal

Deputy Fire Marshal

Teresa Reed-Jennings

Senior Utility Systems  
Engineer

Richard Meredith

Senior Transportation  
Engineer

Aaron Ruffin

Senior Planner

Talon Bengochea

Senior Electrical Inspector

Mason McGonagall

Architectural Plans  
Examiner

Deputy Fire Marshal

Deputy Fire Marshal

Man Truong

Senior Water/Wastewater  
Engineer

Bruce Brown

Senior Mechanical/Plumbing  
Inspector

Deepali Jodh

Senior Structural Engineer

Deputy Fire Marshal

Deputy Fire Marshal

Chris Prigmore

Senior Stormwater Engineer

Kimberly Kung

Senior Structural Engineer

Heidi Poole

Senior Engineer Tech

Kathleen Siegle

Permit Technician

MS Refresh  
City of Redmond Staff

# Contract Staffing vs. Work Schedule

Existing MOU Staffing		2019		2020				2021				2022				2023			
Staffing	Financial Contract Expires																		
Planning	12/31/2020																		
Planning	12/31/2021																		
Building Plan Review/Permit Tech	12/31/2020																		
Engineering: Utilities & Traffic / PW Utilities	12/31/2021																		
Engineering: Stormwater	12/31/2020																		
Engineering Tech	6/30/2022																		
Inspectors	6/30/2022																		
Fire Inspectors	6/30/2022																		
Admin & Project Manager	6/30/2022																		
Task		3	4	1	2	3	4	1	2	3	4	1	2	3	4				
Ring Road CCR																			
Village MLUE																			
Landscape/Lighting MLUE																			
CCR Landscape/Lighting																			
Garage Permits																			
CCR Building (1,2,3)																			
Building Permits Shell and Core																			
CUP Building Permits																			
Building Permits TI																			
Geowells																			
Trade Permits																			
Inspections and Punch Lists																			
Landscape/Lighting Installation																			
Temporary C/O																			
Final C/O																			
Bond Release -Tree Landscape																			
Bond Release - Civil																			
Easements																			
As-Builts																			

Staffing existing duration

Red indicates work needed to be completed outside of the MOU

Review and installation of lighting/landscaping not shown on chart

# Additional Projects



VIEW OF SOUTHEAST CORNER FROM 156TH AVENUE NE

ZIMMER GUNSUL FRASCA ARCHITECTS LLP CAPSTONE Partners LLC

## Esterra Park Block 3

235,000 sq. ft office building

Completion of the tenant improvement & inspections

## Redwest Phase 2

825,000 sq. ft of new office

Land use, civil & building permit review, inspection



[illegible]



# Staffing Costs

- The City has established the staffing cost of \$8,504,774 for the extension
- Balance of payments for the 2018 MOU (\$17,182,354) to continue through October 25, 2022 (Exhibit D)
- Credit of \$1,060,949.48 to Microsoft due to:
  - Filling all staffing positions
  - Submitting plans for review

# Proposed Changes to MOU

- Maintain existing 22 staff
- New Section 6: Building permit code compliance
- New Section 7: Building permit process
- New Section 8: Building permit prioritization
- New Section 9: Schedule

# Proposed Changes to MOU – Exhibit B

- Change review period to business days
- Add additional time for more than 3 rounds
- Change Tenant Improvement to 20 days
- Add Miscellaneous Permit, 21 days
- Add Revisions, 10 days

# Recommendation

- Recommendation to approve the proposed extension of the Microsoft Refresh MOU



# Questions











# Project Comparison

[illegible]

# Project Comparison (continued)

[illegible]

Additional staffing estimated to be \$6.2 million to complete the three projects