

Central District Community Preservation & Development Authority

REQUEST FOR QUOTATIONS

Room 209 Demolition & Renovation

The McKinney Center for Community & Economic Development
2120 S. Jackson Street, Seattle, WA 98144

RFQ Issued By	Central District Community Preservation & Development Authority (CDCPDA)
Project Contact	Chelsea Zibolsky
RFQ Issue Date	July 13, 2026
Quotations Due	August 7, by 5:00 PM PST
Submit To	info@cdcpda.org and cc czibolsky@cdcpda.org
Anticipated Start	August 17, 2026, pending award and permit requirements
Anticipated Completion	On or before October 1, 2026 (strongly preferred; see Section 1)

1. Project Overview

The Central District Community Preservation & Development Authority (CDCPDA) is seeking quotations from qualified, licensed contractors to perform selective demolition and renovation work in Room 209 of The McKinney Center for Community & Economic Development, located at 2120 S. Jackson Street, Seattle, WA 98144.

Room 209 is being converted into a permanent public exhibit space honoring the centennial legacy of Rev. Dr. Samuel Berry McKinney. This RFQ covers the demolition and buildout phase only. Museum-quality artifact installation and display work will be managed under a separate procurement.

The work must be completed no later than October 1, 2026 is the strongly preferred completion date. The CDCPDA understands that permitting timelines may affect scheduling and will consider proposals with alternate completion dates; respondents should clearly note any constraints in their quotation.

2. About the Space

Room 209 is located on the second floor of The McKinney Center for Community & Economic Development. The following information is provided for reference. Contractors are required to conduct their own measurements and site assessment during the mandatory site visit.

Known Conditions	Description
Approximate Square Footage	Approximately 341 sq ft (to be verified by contractor at site visit)

Floor	Second floor
Existing Cabinetry	Built-in upper and lower cabinet units along the back wall - navy/dark blue finish. All to be removed.
Plumbing	Existing sink within the room. To be capped and closed - no rerouting required.
Ceiling	Drop ceiling with existing fluorescent panel lighting. Lighting to be replaced.
Structural	One center support column present in the room. Column is to remain; contractor must account for it in work planning.
Adjacent Spaces	Room 208 shares a wall. Building is occupied during normal business hours.
Access	Second floor, stairwell access. Elevator availability for contractor use during the project will be confirmed prior to the site visit and communicated to all registered attendees. Contractors should plan accordingly when considering equipment and material transport.

The CDCPDA does not have complete electrical, plumbing, or structural documentation for this space. All measurements, existing conditions assessments, and utility verification are the responsibility of the contractor and must be completed during the site visit prior to submission of a quotation.

3. Scope of Work

Contractors must provide a quotation covering all of the following items. Each line item must be quoted separately so that the CDCPDA can evaluate individual components.

3.1 Demolition

Item	Scope
Cabinet Removal	Full removal of all existing built-in upper and lower cabinet units. Includes all hardware and anchoring. Walls to be left clean and ready for painting and display use.
Sink & Plumbing	Cap and close existing sink and associated plumbing. Work must be code-compliant. No rerouting required. Contractor to confirm scope at site visit.
Existing Lighting	Remove existing fluorescent ceiling panel lighting. Dispose of properly per applicable regulations (fluorescent lamps).
Debris Removal	All demolition debris to be removed from the premises. Site to be left clean and broom-swept at end of each work day.

3.2 Renovation & Buildout

Item	Scope
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Wall Repair & Preparation	Repair, patch, and prepare all walls following cabinet removal. Walls must be smooth and ready for painting. Contractor to include surface prep and primer coat. Final paint color to be specified by the CDCPDA.
Lighting Installation	Supply and install new lighting appropriate for a public exhibit space. Lighting must provide even, high-quality illumination across the room without harsh glare or shadow. Contractor to provide lighting specifications and fixture recommendations as part of the quotation. The CDCPDA will review and approve fixture selection prior to purchase.
Electrical	Any electrical work required to support new lighting installation, including new circuits, switches, or panel work as needed. All work must meet applicable code. Contractor to assess and include in quotation.
ADA Pathway Compliance	Ensure all renovation work supports ADA-compliant visitor circulation throughout the room. Minimum 36-inch clear pathway width must be maintained. Contractor to flag any existing conditions that may affect compliance.
Acoustic Treatment (Conditional)	Provide a separate line item quotation for acoustic treatment of the room to reduce sound bleed into adjacent spaces. The CDCPDA will determine whether to include this item following receipt of quotations.
Monitor Wall Mount (Rough-In)	Install blocking, backing, or structural reinforcement in the wall at a location to be specified by the CDCPDA during the site visit, sufficient to support a wall-mounted display monitor. Contractor to note requirements based on wall construction observed at site visit.

4. What is Excluded from This RFQ

The following items are NOT part of this scope and will be addressed under separate procurement:

- Museum-quality display case installation
- Exhibit panel or signage fabrication and installation
- QR code hardware or kiosk installation
- Monitor/TV supply and installation (wall mount rough-in only is included above)
- Artwork installation or framing
- Furniture or fixture supply

5. Mandatory Site Visit

Attendance at the site visit is mandatory. Quotations submitted without documented site visit attendance will not be considered.

The CDCPDA will host a mandatory site visit at Room 209, The McKinney Center for Community & Economic Development, 2120 S. Jackson Street, Seattle, WA 98144.

The site visit will be scheduled at a mutually agreeable date and time. The CDCPDA will contact all respondents who express interest to coordinate scheduling. The site visit will be held at Room 209, The McKinney Center for Community & Economic Development, 2120 S. Jackson Street, Seattle, WA 98144. Respondents must confirm their intent to participate by emailing info@cdcpda.org and ccczibolsky@cdcpda.org. Attendance remains mandatory; quotations submitted without documented site visit participation will not be considered.

During the site visit, contractors will have the opportunity to:

- Take their own measurements of the room
- Assess existing conditions including walls, ceiling, electrical, and plumbing
- Review the location for the wall-mounted monitor rough-in
- Ask questions of the CDCPDA project contact
- Review the floor plan and adjacent spaces

No additional site access will be provided after the scheduled site visit date. Contractors must complete all assessments during this visit.

6. Quotation Requirements

Quotations must include all of the following to be considered responsive:

1	Itemized cost breakdown by each scope item listed in Section 3. Do not submit a single lump sum only.
2	Separate line item for acoustic treatment (Section 3.2) so the CDCPDA can elect to include or exclude.
3	Proposed lighting fixture specifications and any recommendations for the exhibit space.
4	Proposed project schedule with estimated start date, milestones, and completion date.
5	Proof of current Washington State contractor license. Include license number.
6	Contractors must be licensed and bonded in the state of Washington to be considered for this opportunity. Proof of general liability insurance (minimum \$1,000,000 per occurrence) is required. Additional insurance requirements will be confirmed prior to contract execution.
7	Two references from comparable commercial interior renovation or buildout projects completed in the past three years. Include project name, scope, value, and contact information.
8	Any assumptions made in preparing the quotation, including any items that could not be confirmed without additional access or documentation.

7. Evaluation Criteria

The CDCPDA will evaluate quotations based on the following factors. Price is important but not the sole consideration.

Criteria	Weight
Total cost and itemized value	40%
Relevant experience with commercial interior renovation	25%
Proposed project schedule and ability to meet completion deadline	20%
Quality and completeness of quotation	15%

8. Terms & Conditions

- This RFQ does not constitute a commitment by the CDCPDA to award a contract.
- The CDCPDA reserves the right to reject any or all quotations, to waive informalities, and to accept the quotation deemed most advantageous to the organization.
- The CDCPDA reserves the right to negotiate with one or more respondents.
- All quotations become the property of the CDCPDA upon submission and will not be returned.
- Quotations submitted after the deadline will not be considered.
- Contractor will be required to obtain all necessary permits prior to beginning work. Permit costs should be included in the quotation.
- The selected contractor must carry the CDCPDA as an additional insured on all applicable policies.
- Work hours are subject to building management approval. The McKinney Center is an occupied building. Contractors must coordinate access with the CDCPDA staff.
- The CDCPDA encourages quotations from BIPOC-owned, women-owned, and small businesses. Where quotations are otherwise comparable, BIPOC ownership, women ownership, or small business status may be considered as a factor in final selection.

9. Questions

All questions regarding this RFQ must be submitted in writing by email to info@cdcpda.org and cc czibolsky@cdcpda.org no later than August 1, 2026. Questions and answers will be shared with all registered site visit attendees.

No verbal responses to questions will be binding. Only written responses issued by the CDCPDA will be considered official.

10. Submission Instructions

Quotations must be submitted via email to info@cdcpda.org and cc czibolsky@cdcpda.org by August 7, 2026 at 5:00 PM PST. Late submissions will not be accepted.

Email subject line must read: RFQ Response -- Room 209 Renovation - [COMPANY NAME]

Submissions should be in PDF format. All required documents listed in Section 6 must be included in a single submission.