

**Request for Qualifications – New Construction
General Contractors (Negotiated Bid Process)**

Release Date: April 10, 2026

Deadline for submission: 12:00 pm on Thursday, April 30, 2026

Owner: Orcas Island Food Bank
Tracey L. Smith, Project Manager
PO Box 424
Eastsound, WA 98245
(360) 961-2889 / celadon.tracey@gmail.com

Project Name & TPN: Orcas Island Food Bank
TPN: 271412006000
Eastsound, WA 98245

Architect: Environmental Works
Bill Singer, Project Architect
402 15th Avenue E.
Seattle, WA 98102
(206) 787-1372 / BSinger@eworks.org

Orcas Island Food Bank (the Owner) invites licensed and bonded General Contractors in Washington State to submit their qualifications for construction, including associated site work, for a food bank project in Eastsound. General Contractors who meet the qualification standards established for this RFQ will be invited to engage in a negotiated bid process for contract award and subsequent project construction.

Interested firms are asked to complete the required documentation and return them **via email** to the Owner along with any other materials that would assist the Owner in evaluating the firm's qualifications. Following interviews with selected construction firms, the Owner will select the most qualified firm to participate in the constructability and pricing process.

Please email the Owner Project Manager for access to the current drawing set.

Introduction:

Orcas Island Food Bank (OIFB) is a non-profit organization committed to feeding Orcas Islanders with dignity since 1984. OIFB's mission is to nourish current and future generations of our community through food access, education, and advocacy.

OIFB is the largest standalone food bank in San Juan County. Each year, OIFB serves 2,200 residents, distributing close to 400,000 pounds of food to combat food insecurity and ensure no one on Orcas Island goes hungry. Through its no-cost grocery model, OIFB also provides locally sourced food to meet diverse cultural and dietary needs and gleans surplus produce and rescues groceries to minimize food waste. To learn more about OIFB, please visit <https://orcasislandfoodbank.org>

Project Description:

The project consists of new construction and associated site work of a 10,400 sf food bank. The building includes a 900 sf lobby, 1,075 sf marketplace, 550 sf sorting and staging area, a 800 sf commercial kitchen, 425 sf walk-in cooler, a 425 sf walk-in freezer, 1,650 sf warehouse with interior height up to 20' and 1,800 sf of office and support areas, including 1,150 sf of office space on the second floor. On the exterior, there will be a covered loading area, 32 parking stalls and landscaping including a 227 sf preserved wetlands and edible gardens.

The building is a wood-frame structure over concrete foundation walls on spread footings. The floors are concrete slabs on grade. The second-floor framing will be wood I-joists with plywood sheathing. The roof framing will be pre-manufactured wood ganged-nail trusses with plywood sheathing. The exterior walls will be wood stud framing. This building is designed to the 2021 IBC (International Building Code) with Washington State amendments.

The project site is 11.39 acres and contains gradually sloping terrain generally southwestern. The northwest corner is a forested area, and the southwest portion includes a wetland, wetland buffer, and a public path that runs north/south. The balance of the property is mostly field grass, blackberries, brush, and fruit trees. Access is from Enchanted Forest Road.

A short subdivision application to create four individual lots was submitted on March 17, 2025. This project will be situated on Lot #3 in the middle of the east side of the property.

Site work includes clearing, excavation, the on-site stormwater system, utility connections, landscaping, parking areas, and pedestrian circulation paths. Construction of 20 units of rental housing for low-income households will be underway to the north of the food bank when construction begins. In addition, an existing home with two rental apartments located on the project site will remain occupied throughout the construction. Daycare and youth centers on adjacent lots to the east and southeast of the food bank will continue their operations during construction.

OIFB has been awarded capital construction funding from the State of Washington Department of Commerce's Building Communities Fund and secured private funding.

The project will meet, at a minimum, LEED Silver requirements.

Scope of Work:

The Owner has approved the negotiated approach for selecting a General Contractor (GC) for this project. The chosen GC will enter into a Pre-construction Agreement with the Owner and act as a member of the design team during the design phase, providing cost-estimating services. The GC will advise on issues related to design/build systems, value engineering, constructability, scheduling, and costs. Upon completion of the design, the GC will competitively bid the job to subcontractors and will enter into a stipulated sum contract with the Owner to perform all necessary construction work according to the approved plans and specifications.

Project Budget:

The construction budget, excluding sales tax and bonding costs, is approximately \$9,000,000. The Owner will require that a minimum of state commercial prevailing wages be paid on the project; however, this is **not** a public works project. A performance bond for 100% of the contract amount, plus 5% retainage on each construction draw, will be required, with retainage released upon a timely, successful final inspection.

Contractor Selection Process:

Phase 1 – RFQ /Contractor Prequalification: Qualified General Contractors must show proven prior experience in delivering high-quality general contracting services for comparable new construction projects, on time and within budget.

Phase 2 – Preconstruction Services Agreement: The Owner intends to enter into a preconstruction services agreement with the GC. The GC will provide input on design/build systems, value engineering, constructability, schedule, and cost estimating services throughout the design process.

Phase 3 – Competitive Bidding to Subcontractors and Construction Contract Negotiation: Upon completion of construction documents and specifications, the GC will competitively bid the project to subcontractors and will enter into a stipulated sum contract with the Owner for all work necessary for the construction of the project according to the approved plans and specifications. Construction is estimated to begin in the Spring of 2027.

While the above reflects OIFB's preference, the applicant can propose other contracting arrangements.

Contracting Timeline:

April 30, 2026	Submittal deadline
May 13-15, 2026	Onsite interviews with candidates
May 18, 2026	OIFB Board of Directors evaluates recommendations
May 20, 2026	Begin contract negotiations
June 5, 2026	Preconstruction Services Agreement signed

Estimated Project Timeline:

August 2026	Value engineering completed
August 2026	Building permits submitted
November 2026	Competitive sub-bidding to begin
Spring 2027	Construction starts

Selection Criteria:

OIFB will select a general contractor who most successfully demonstrates:

1. Experience successfully coordinating food banks or similar development projects.
2. Experience successfully coordinating development projects in remote locations.
3. Familiarity with local conditions and subcontractors. Note: This project is located on Orcas Island.
4. Experience with site-sensitive approaches
5. Willingness to maintain a working partnership with OIFB and the architect to propose and incorporate alternative solutions that better meet OIFB's overall goal or economic affordability with environmental responsibility.
6. That all necessary licenses and insurances are in force.
7. Willingness to use local subcontractors where possible.
8. A demonstrated ability to deliver projects on time and within budget.
9. The ability to obtain a performance bond for 100% of the estimated contract amount.

Submittal Requirements and Instructions

At a minimum, the submittal package should include the following:

1. A cover letter and other documentation as required that:

- a. Demonstrate the applicant's qualifications for consideration by addressing each of the selection criteria listed in the section above;
 - b. Addresses the contracting elements described above and proposes any alternatives, with a statement explaining the contractor's ability to meet the maximum not-to-exceed cost for the scope of work.
2. A list of key staff expected to direct this project on site. Include resumes.
3. A list of potential (preferred) subcontractors that might be used.
4. Disclosure of any claims, lawsuits, or formal disputes, within the last five years, over work or services previously or currently being performed.
5. References

Submittal package should be emailed to Owner's Project Manager at celadon.tracey@gmail.com. Documents should be in Microsoft Word or PDF format for universal access.

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