



Tacoma Housing Authority
902 South L Street
Tacoma, WA 98405

Request for Proposals:

Open Date: August 3, 2026

Submission Deadline: August 21st, 2026 at 3pm

Late Proposals Not Accepted

All submissions and questions concerning this solicitation, please contact
THA's contracting team at contracts@tacomahousing.org.



About Tacoma Housing Authority

Established in 1940, the Tacoma Housing Authority (THA) provides high-quality, stable, and sustainable housing and supportive services to people in need. It does this in ways that help them prosper and help our communities become safe, vibrant, prosperous, attractive, and just.

THA develops and manages real estate and provides rental housing. In partnership with thousands of private landlords, it helps families pay their rent in the private rental market. It delivers supportive services to help families succeed as tenants, parents, students, wage earners, and builders of assets who can one day live without assistance.

For more information about THA and to view our properties, please visit www.tacomahousing.org.

I. **Introduction:**

THA is seeking proposals for moving services to be provided on an as needed and/or recurring basis. Contracts will be for an initial one-year term with optional annual renewals.

II. **Schedule:**

	Date	Time
RFP Release Date	08/04/2026	n/a
Request for Information (RFI) Deadline	08/14/2026	3:00 pm
RFP Submission Deadline	08/21/2026	3:00 pm
THA evaluation period	08/22-28/2026	n/a
Anticipated Notice of Award	08/28/2026	n/a
Anticipated Contract Start Date	09/15/2026	n/a
Anticipated Contract Length	1-year initial contract	Optional renewal

III. **Scope of Work:**

Tacoma Housing Authority is seeking a packing, moving and storage company. The moves are local, when we are scheduling to relocate our residents. There are numerous areas where your services could be needed, abandonment, packaging and storing after a writ is executed, pack and store during remediation and or a unit or building remodel.

Please provide pricing in the following format in addition to any pricing sheets you may have. Please also include prevailing and no prevailing wage rates:

Cost per hour (straight time) \$_____ Per Hour
(within 35-mile)
(including packing material)

Cost per hour (overtime) \$_____ Per Hour

Warehouse Handling IN \$_____ Per CWT

Warehouse Handling OUT \$_____ Per CWT

Storage per Month \$_____ Per CWT

IV. **Proposal Requirements:**

For the proposals to be considered responsive, vendors should submit the following with their bid packet:

- Cover Letter
- Company Profile and Qualifications
- Completed Contractor/Vendor Intake Form – Exhibit A
- OMWBE Certification if applicable
- MWBE Self-Attestation if applicable

V. **Evaluation Criteria:**

Complete Proposal Packet	20 pts.
Cover letter	10 pts.
Company Profile and Qualifications	30 pts.
Small and Local business Preference (see Section 3 on Vendor Intake Form)	10 pts.
Price List	30 pts.

VI. **Proprietary Proposal Material:**

Any records or materials submitted to THA are public records under Washington State law and subject to public disclosure (see RCW Chapter 42.56, the Public Disclosure Act at <https://apps.leg.wa.gov/rcw/default.aspx?cite=42.56>).

VII. **Exhibits to RFP:**

Exhibit A: Contractor/Vendor Intake Form
Exhibit B: MWBE Self-Attestation Form
Exhibit C: THA Insurance Requirements
Exhibit D: THA Sample Contract

Contact Information:

Tacoma Housing Authority reserves the right to amend and modify and/or cancel this RFP and retains the right to not compensate for time spent on proposal by bidders. Only bidders who have properly registered and downloaded the original RFP directly via MRSC will receive notifications of amendments to this RFP, which bidders must download, and other correspondence pertinent to this procurement. To be awarded a Master Contract, bidders must be registered in MRSC. Visit [Sign Up MRSC Rosters](https://mrscrosters.org) <https://mrscrosters.org> [Businesses](#).

Commented [MP1]: We award a lot of contracts to non MRSC who find it on our website but this was on the DES form [IFB Template - Department of Enterprise Services](#) [Department of Enterprise Services \(DES\)](#) (.gov)<https://apps.des.wa.gov/contracting>

Questions: Questions or concerns regarding this RFP must be directed to the following Contracts & Procurement Inbox

Contracts & Procurement Inbox	
Email:	Contracts@tacomahousing.org

Questions raised during the Request for Information period will be answered and responses posted to our website as an attachment to this RFP.

All proposals should be submitted to contracts@tacomahousing.org. In the event that electronic submission isn't possible, THA will accept proposals directly at our Administration Building located at:

902 S L St.
Tacoma, WA 98405.

All submissions must be received prior to the due date and time.

Notice of award will be sent to all applicants and posted on our website under the RFP name.

Any use of Artificial Intelligence in bid proposals must be clearly disclosed in bid submission.

The RFP (and award of the Master Contract) is subject to complaints, debriefs, and protests which may impact the dates set forth above.

Thank you for your interest.