

**DRAFT AD  
REQUEST FOR PROPOSALS  
5917  
ON-CALL SECTION 18 OBSOLESCENCE ASSESSMENTS**

The Seattle Housing Authority (SHA) is seeking proposals from qualified consultants to assist SHA in On-Call Section 18 Obsolescence Assessments.

**Pre-Submission Conference:** SHA will hold a Pre-Submission Conference on Friday, April 12, 2024, at 11:30 am PDT via MS Teams link: [Click here for the MS Teams Meeting](#). Potential proposers can e-mail Sadia Ikram, Sr. Contract Administrator at [sadia.ikram@seattlehousing.org](mailto:sadia.ikram@seattlehousing.org) to request the invitation to join the conference.

**Obtaining the RFP:** Visit our website at <https://www.seattlehousing.org/do-business-with-us/solicitations> to obtain a copy of the RFP. Any addenda issued for this RFP will be published at the above-referenced website and proposers are responsible for checking the website prior to submission of proposals for any addenda. If you are unable to download the RFP or addenda, you may e-mail Sadia Ikram, Sr. Contract Administrator at [sadia.ikram@seattlehousing.org](mailto:sadia.ikram@seattlehousing.org).

**Questions:** Any questions or requests for further information must be submitted in writing no later than 2pm PDT on Monday, April 15, 2024, to the Sr. Contract Administrator noted above by e-mail at [sadia.ikram@seattlehousing.org](mailto:sadia.ikram@seattlehousing.org)

**Submission Deadline:** Proposals must be received not later than 2pm PDT on Wednesday, May 01, 2024, at the Sr. Contract Administrator's e-mail address noted above.

**Diversity:** SHA strongly encourages minority-owned and women-owned businesses, socially and economically disadvantaged businesses, HUD Section 3 businesses, small businesses and veteran-owned businesses to submit proposals or to participate in a subcontracting capacity on SHA contracts.

**Rights Reserved:** SHA reserves the right to waive as an informality any irregularities in submittals, and/or to reject any and all proposals.

Diana Peterson  
Procurement and Contracts Manager