



## RESOLUTION 2025-03-26 (2)

**Date:** March 26, 2025

**To:** THA Board of Commissioners

**From:** April Black  
Executive Director

**Re:** Approval to Amend Contract with Du & Associates

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*This resolution would allow Tacoma Housing Authority (THA) to amend contract number CO-2024-005559 with Du & Associates to expand their original scope of work and to add value to the contract total.*

### BACKGROUND

THA received board approval on August 28, 2024, to contract with Du & Associates to assist with building THA's Asset Management Function, Resolution 2024-08-28 (4).

THA seeks to expand the original scope of work to include the following areas:

- Leasing Oversight of Housing Hilltop and other THA properties
- Management Agreement Review and Recommendations
- Direct Asset Management of THA portfolio
- Provide analysis of reporting requirements for all THA properties and reporting to stakeholders
- Yardi Training
- Mock MOR

### RECOMMENDATION

Approve THA to enter into a contract with Du & Associates for an additional \$150,000.00. The new contract will total NTE \$250,000.00.



**RESOLUTION 2025-03-26 (2)**

(Approval to Contract with Du & Associates)

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

**WHEREAS**, Tacoma Housing Authority issued a RFP for a consultant to assist building their Asset Management Function; and

**WHEREAS**, THA received Board Approval to contract with Du & Associates, Resolution 2024-08-28 (2); and

**WHEREAS**, THA seeks to expand the scope of services and to add value to the current contract value; and

**WHEREAS**, THA requires Board Approval to add \$150,000 to the contract value now, therefore, be it;

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows: Approval to enter into a contract for and additional \$150,000.00 with Du & Associates.

**Approved: March 26, 2025**

  
Derek Young, Chair