

Call for Letters of Interest (LOI)

Mobile Shower Unit for Unsheltered Individuals

Release Date: April 30, 2026

Submission Deadline: May 20, 2026

Submission Instructions: Submit complete Letter of Interest to hcdgrants@tucsonaz.gov.

Overview

The City of Tucson Housing and Community Development (HCD) Department is seeking Letters of Interest (LOIs) from qualified not-for-profit organizations to operate a mobile shower unit program serving individuals experiencing homelessness.

HCD owns a mobile shower trailer and intends to loan this unit, at no cost, to a selected not-for-profit organization for the purpose of providing hygiene services to unsheltered individuals in the Tucson community. The loan period shall begin as a period of 36 months and be remain renewable for additional 36 month periods thereafter at the discretion of the City of Tucson. This initiative is intended to expand access to basic hygiene, improve health outcomes, and support ongoing outreach and engagement efforts.

Available Resource

The City will provide one (1) mobile shower trailer. The City will additionally provide onboarding training and limited ongoing technical assistance as it relates to shower trailer operation, permitting requirements, and other relevant issues encountered by the selected recipient organization. Respondents should be aware:

- The loan does not include a towing vehicle, generators, water, wastewater disposal services, staffing, or operating supplies.
- The trailer can be transported using a truck with sufficient towing capacity.
- A Commercial Driver's License (CDL) is not required to tow the unit.
- Specifications for the shower trailer are included as an attachment.
- The mobile shower trailer cannot be transported with graywater/blackwater and must be connected to a sewer cleanout line during operation.
- Site permitting is required and, if the unit is located in the street, staff training requirements apply.

Responsibilities of the Selected Organization

The selected not-for-profit will be fully responsible for all aspects of program implementation, including transportation, staffing, supplies, water provision, permitting, wastewater disposal, maintenance, and all

repair costs incurred during the loan period. The City of Tucson will provide initial orientation regarding operating the mobile shower unit and permitting requirements at the request of the selected organization.

Eligibility

Eligible applicants must be a registered not-for-profit organization, demonstrate experience working with individuals experiencing homelessness, and have the operational capacity to manage a mobile hygiene program.

Letter of Interest Requirements

Interested organizations must submit a brief Letter of Interest (2–4 pages) including:

Organizational Capacity & Experience

- Description of experience providing services to individuals experiencing homelessness
- History of outreach and engagement with unsheltered populations
- Staffing structure and program management capacity

Program Implementation & Financial Plan

- Plan to cover all costs associated with operating the shower program
- Approach to funding operations (e.g., grants, donations, partnerships)
- Plan for maintaining the trailer, including addressing repair needs during the loan period

Proposed Operations Plan

- Frequency of use (days per week/month)
- Proposed service locations
- Hours of operation
- Strategy for site coordination and community engagement

Additional Information (Optional but Encouraged)

- Partnerships with other service providers
- Safety and sanitation protocols
- Data tracking or performance measurement approach

Attachments

- Attachment 1. Mobile Shower Trailer Specifications
- Attachment 2. Sample List of Commonly Needed Supplies

Selection Process

HCD will review submissions based on experience, feasibility, financial sustainability, and alignment with community needs. The City may request additional information or conduct follow-up discussions with applicants.

Loan Agreement

selection, the City of Tucson will enter into a formal loan agreement with the selected organization. The agreement will outline:

- Terms and duration of the loan
- Responsibilities for operation and maintenance
- Liability and insurance requirements
- Conditions for return of the unit

Submission Instructions

Letters of interest must be submitted by the due date and time listed on page 1 of this document. Letters should be emailed to HCDgrants@tucsonaz.gov with the subject line Mobile Shower Unit LOI – [Organization Name].

Questions

Questions regarding this opportunity and the mobile shower unit may be submitted to Allison Chappell, Housing First Program Director, at allison.chappell@tucsonaz.gov.

Disclaimer

The City of Tucson reserves the right to accept or reject any or all submissions, to waive informalities, and to select the proposal deemed most advantageous to the City.

ATTACHMENT 1 – MOBILE SHOWER SPECIFICATIONS

5 Station 28' Handicap Accessible Combo Trailer with 600 gallon waste tank

Quantity

1

Interior Color

Grey Pebble FRP

Exterior Color

Pewter Gray


**All Interior Color Choices include waterproof White Trim Package*

- STANDARD ITEMS - ALL TRAILERS -

- Oversized Structural Steel Beams
- All Steel Cage Construction
- E-Z Lube Hubs
- Poly Insulation
- Smooth Aluminum Exterior Siding
- One Piece Aluminum Seamless Roof
- Electric Brakes
- Keyed alike Locks
- Independent Torsion Axles
- Commercial PEX Water Lines
- Chip Resistant Undercoating
- Marine Grade Sub Floor
- 2 5/16" Trailer Receiver
- 16" - 8 lug rims

- STANDARD ITEMS - PER TRAILER DESIGN -

- A/C (13,500 BTU)
- Heavy Duty Fold-up Alum. Steps & Handle
- Timed Faucets
- LED Interior - Exterior Trailer Lighting
- LPG on Demand water heater - shower trailers
- Scissor Jack Stabilizers
- FRP (fiberglass wall panels)
- Vinyl sheet flooring
- Waste Water Tank
- Waste Tank Sight Gauge



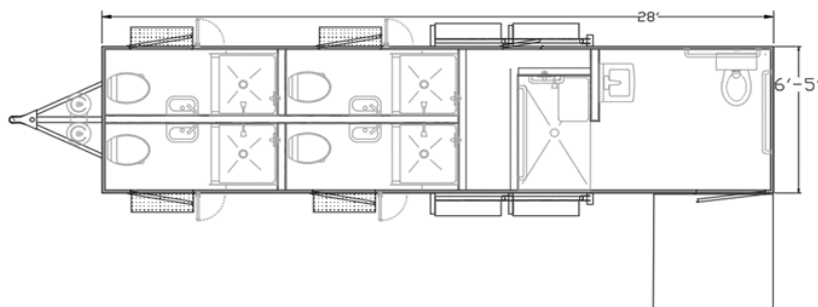
Valterra 3" RV style.
1 per tank.

COHSI Standard Dump Valve

Power Options:
110V plug(s) - cord(s) included
30 amp plug(s) - cord sold separate
50 amp plug(s) - cord sold separate
Direct wire-

Both: Doors on Streetside / Doors on Curbside

Circle your choice



OPTIONAL ITEMS

Qty	Option
	Interior upgrade to Smooth White , Grey or Taupe FRP Panels with White Chair Rail (per Trailer foot)
	Interior upgrade to Stainless Steel Subway Tile or Shiplap Accent Wall behind sink(s) - (per square foot)
	Upgrade to High Privacy Metal Partitions from Standard Partitions - Increased Height w/ Privacy Door (per Stall)
	Upgrade to Non Stock Partition Color (Stock Partition : Latte, Slate, Charcoal)
	Upgrade to Panel Doors from Standard Partitions (per Door)
	Generator Mount on Tongue of Trailer with Vinyl Cover
	Remote Monitoring Application (includes Deep Cycle Battery)
	Single Solar Panel (includes Deep Cycle Battery)
	Deep Cycle Battery (per Battery)
	Aluminum Diamond Plate Fold up Ramp and Railing - Drop Box Units (Wheelchair access)
	Aluminum Sectional Ramp with 5' Platform & Railing - On site assembly required (not included)
1	Lowering Trailer with Fold up Ramp and Railing - (Wheelchair access, Grinder Pump Toilet required)
	Lowering Handicap Accessible Module w/Fold up Ramp & Railing - Hydraulic Lowering (Wheelchair access, Grinder Pump Toilet required)
	Outreach Lift System - Handicap lift ramp with additional step. (Attendant is required to operate)
1	Add External Water Bottle Filler

Qty	Option	Qty	Option
Inc	Coin Rubber Floor (per Trailer foot)		Standard Residential Toilet (upgrade)
Inc	Aluminum Wheels		Add Toilet
5	Powered Vent/ Skylight with Vent Cover		Add Urinal
	Diamond Plate Rock Guard		Add Sink (Wall-Mount/ Pedestal)
	Spare Tire (mounted)		Upgrade from Single Pedstal Sink to Single Cabinet Vanity
4	Vacant/ Occupied LED Indicator - Operated by Timer		Upgrade from Single Pedestal Sink to Double Skirted Sink (existing layout permitting)
	Water tank / pump, 105 gallons		Single Framed Mirror
	Water tank / pump, 140 gallons		Double Framed Mirror
	Water tank / pump, 225 gallons (215 gallons usable)		Fold Down Seat (15")
	Water tank / pump, 300 gallons (275 gallons usable)		Fold Down Seat (18")
	Water tank / pump, 400 gallons (380 gallons usable)		Baby Changing Station (vertical or Horizontal)
	Hot Water Heater (Utility - Handwash)		
	Replace LPG Tankless w/ Electric (Increases Power Requirement)		
Inc	Fiberglass Subfloor - per Trailer foot (included w/shower trailers)	5	12"x4" Stainless Steel Shelf
5	Wall Heater		
	Cold Weather Package (per Trailer foot) - Helps trailer operate more comfortably in conditions around the freezing temp of 32 degrees. Power MUST always be on	Qty	Customer Installed Accessories
	Dual 40# Propane Tanks mounted on Tongue		Double Roll Toilet Paper Dispenser
1	Dual 100# Propane Tanks mounted on Tongue (no generator)		Stainless Steel C-Fold Towel Dispenser
5	Outlets - GFI protected		Enmotion Hands Free Towel Dispenser
	Music Amp w/ 2 speakers (Bluetooth and USB card)		Stainless Steel Garbage Can
	Additional Speaker		Foaming or Liquid Soap Dispenser
	Electric Hand Dryer (No Heat)		Sanitary Napkin Disposal SS
	Electric Front Jack. (requires battery)		
Inc	Grey Water Diverter (Excludes ADA Room)		

Options selected are highlighted in blue.

ATTACHMENT 2 –SUPPLY LIST

The shower trailer will come equipped with the following supplies based on the levels of availability at the time of transfer. Any replacement and refill needs are the responsibility of the operator organization.

- **Shower curtains**
- **Shampoo, conditioner, body wash dispensers:** These are mounted in the shower stalls. City will provide operator organization with any additional stock on hand.
- **Shampoo, conditioner, body wash gallon refills:** City will provide operator organization with any additional stock on hand. Operator organization will be responsible for maintaining necessary supplies beyond the limited supplies provided at the time of transfer. City will provide links to products purchased at Amazon if requested.
- **Heavy duty water hoses:** Replacements can be purchased at Home Depot or Lowes.
- Body towels and wash clothes
- Bins to store towels
- Locking storage bins to hold participants belongings
- Trash cans for soiled towels
- **Sewer hoses in various lengths:** City will provide links to products purchased at Amazon if requested
- **50' power cord for generator hook-up:** City will provide links to products purchased at Amazon if requested.
- **Traffic cones:** City will provide cones without CITY logo. Operator organization will need to purchase additional if needed depending on set-up.
- **Gas cans**

NECESSARY AND SUGGESTED ITEMS NOT PROVIDED BY THE CITY OF TUCSON.

- 5000 to 6500 watt gas powered generator
- 1-2 pop-up tents
- 2 folding tables
- 5-10 folding chairs
- A frame signs to advertise shower trailer
- Additional consumable supplies beyond those available at time of transfer and provided to operator organization