



Eviction Legal Assistance Request for Proposal (RFP) #HOST-87-2025 Questions and Answers Addendum #1

4/17/2025

Q1. The Sample Contract has language about not subcontracting. Does this mean we cannot work with contract attorneys under this RFP?

- A. This language is not intended to prevent proposers from using contract-based professionals, such as contract attorneys, who are integrated into their service delivery model. However, any formal subcontracting arrangement outside of their core staffing model must be disclosed and may require additional review.

Q2. Are the primary services required (legal defense) or can additional services be provided without legal defense services?

- A. Eviction legal defense is the primary service required. Per the RFP “The primary services should include free legal services including legal advice for residents facing an eviction and/or in-court eviction representation. Additional services may include - community navigation and support in accessing emergency rental assistance and other eviction resources; tenant/landlord mediation; coordinated call center connecting residents facing an eviction to appropriate eviction legal defense and prevention resource(s); or other innovative programs or services aimed at providing eviction legal defense or eviction prevention services to address the increased risk of eviction.”

Q3. Can the rates be adjusted based on hours per case?

- A. The RFP requests respondents provide a budget that aligns with the number of households the respondent intends to serve and the services the respondent intends to provide. This is a competitive procurement process and both the program budget plan and proposed services and outcomes are included in the evaluation criteria. Additionally, the City reserves the right to conduct negotiations with one or more respondents. Successful respondents may be invited to enter into contract negotiations and development of a final scope of services and budget.

Q4. Will the contract(s) for legal services be based upon a base service fee model?

- A. HOST is prepared to negotiate a fee for service reimbursement model although it is not a requirement for this procurement.



Q5. If we just want to bid on a certain portion of the RFP, like landlord tenant mediations, can we do that? Or do we have to bid on the whole part?

- A. Eviction legal defense is the primary service required. Per the RFP “The primary services should include free legal services including legal advice for residents facing an eviction and/or in-court eviction representation. Additional services may include - community navigation and support in accessing emergency rental assistance and other eviction resources; tenant/landlord mediation; coordinated call center connecting residents facing an eviction to appropriate eviction legal defense and prevention resource(s); or other innovative programs or services aimed at providing eviction legal defense or eviction prevention services to address the increased risk of eviction.”