

RFP Addendum # 1

Request for Proposals for
LEGAL SERVICES
(Solicitation # 5703)

Date of Addendum # 1: November 10, 2022

The Request for Proposals (RFP) for the above named project is amended as noted in this Addendum. This Addendum consists of two pages.

The following is a list of questions received and SHA's responses to those questions.

Question 1. Compliance with Federal Section 3 requirements: Given the highly specialized nature of legal work, in particular real estate development using LIHTC and other sources of public funding, the agency's requirement to comply with Section 3 does not appear relevant in the context of legal services. Is SHA willing to delete the Section 3 compliance requirements in its contract with the successful bidder?

Response: *There won't be any Section 3 requirements in the Contract. We include the Section 3 information in the RFP to meet HUD requirements. Legal Services are exempt from the Section 3 requirements, so no Section 3 form is required to be submitted with your proposal.*

Question 2. Form of Agreement. Section 10 (contract requirements) contains a link to a form of agreement and states some of the provisions are non-negotiable. Will SHA indicate which provisions in the form of agreement are non-negotiable?

Response: *Any HUD required language is non-negotiable. We will discuss that with the selected firm during negotiations.*

Question 3. Insurance requirements: The firm has professional liability coverage provided by Attorney's Liability Assurance Society (ALAS) which is rated by Fitch (not by Best). Will SHA accept ALAS for professional liability coverage? Also, per our ALAS policy, this firm cannot agree to a waiver of subrogation, and the ALAS policy has coverage limits which are not as outlined in the RFP. Is SHA willing to negotiate the insurance requirements to reflect the nature of the successful bidder's professional liability coverage?

Response: *Yes, all that you mentioned can be negotiated.*

Question 4. Indemnification requirements: Given our professional and ethical standards as attorneys, the firm will not agree to blanket indemnification language. Is

the indemnification provision in Section 10 of SHA's standard consultant contract negotiable and/or are you willing to eliminate this provision?

Response: *The Indemnification language will be negotiated to meet both parties needs.*

Question 5. Attachment A Forms: To the extent that some of these forms are not applicable, do we still need to complete each form as part of our proposal?

Response: *The Seattle Housing Authority (SHA) is funded by HUD. The forms under Attachment A are HUD required forms, so yes, you will need to submit them with your proposal.*

Question 6. Response to these questions: The RFP did not state when and how we can expect a response to our questions that are submitted by November 10. Can you tell us when and how you plan to notify us with the answers to the questions we have submitted?

Response: *Once the deadline for questions has passed, all questions submitted will be sent to the appropriate SHA staff for responses. Those responses will be put into an Addenda to be posted on SHA's website and will be sent to each firm that submitted questions. That should take one to two days to get that done..*

Question 7. Format of Response: We would like to provide a table of contents in our response. Will that page be excluded from the 6 page limit?

Response: *No. Don't count the table of contents in your page limit.*

END OF ADDENDUM # 1 TO RFP # 5703