

COUNTY OF FRESNO

ADDENDUM NUMBER: ONE (1)

RFP NUMBER: 946-5361

ADVISORY & REPORTING SERVICES FOR THE COUNTY OF FRESNO TREASURY INVESTMENT POOL

July 24, 2015

PURCHASING USE

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SERVICES FOR COF POOL\946-5361 ADD 1.DOC

IMPORTANT: SUBMIT PROPOSAL IN SEALED PACKAGE WITH PROPOSAL NUMBER, CLOSING DATE AND BUYER'S NAME
MARKED CLEARLY ON THE OUTSIDE TO:

COUNTY OF FRESNO, Purchasing
4525 EAST HAMILTON AVENUE, 2nd Floor
FRESNO, CA 93702-4599

CLOSING DATE OF PROPOSAL WILL BE AT 2:00 P.M., ON AUGUST 5, 2015.

PROPOSALS WILL BE CONSIDERED LATE WHEN THE OFFICIAL PURCHASING TIME CLOCK READS 2:00 P.M.

All proposal information will be available for review after contract award.

Clarification of specifications is to be directed to: **Nick Chin, phone (559) 600-7113,**
e-mail nchin@co.fresno.ca.us.

**NOTE THE FOLLOWING AND ATTACHED ADDITIONS, DELETIONS AND/OR CHANGES TO THE
REQUIREMENTS OF REQUEST FOR PROPOSAL NUMBER: 946-5361 AND INCLUDE THEM IN YOUR
RESPONSE. PLEASE SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL.**

- **Replace “COST PROPOSAL” in RFP with the “REVISED COST PROPOSAL” attached as part
of this Addendum.**

ACKNOWLEDGMENT OF ADDENDUM NUMBER ONE (1) TO RFP 946-5361

COMPANY NAME: _____
(PRINT)

SIGNATURE: _____

NAME & TITLE: _____
(PRINT)

QUESTIONS AND ANSWERS

Q1. Does the scope of service allow for a manager to have discretion to make trades as they see fit within guidelines or if final decision on each trade is to remain with the County?

A1. The services being requested do not allow an advisor to make trades on behalf of the County.

Q2. On page 22 of the RFP it states: "Please include details and rates/fees for all services, materials, equipment, meetings, etc. to be provided or optional under your proposal." Could you please elaborate what is meant by "or optional under your proposal"?

A2. The "optional under your proposal" language was added to accommodate any firms that may have additional services available that may be of use to the County, but not included in the primary services proposed in this RFP. (I.e. maybe the firm has a proprietary cash-flow system available at an additional cost)

Q3. The Contract Term on page 19 states that the contract is intended for a three year term and there are two optional on year periods. Should our firm's cost proposal cover only three years or all five?

A3. The cost proposal should cover all five years. The County Board of Supervisors prefers to see the entire cost of the proposal. Proposals should be submitted in accordance with the revised cost proposal attached in this Addendum.

Q4. Is it fair to say that the selected firm is an extension of staff?

A4. No, it is better to see this as an additional resource for the County investment group.

Q5. Are the advisory services just for the investment side or will they include cash-flow?

A5. The proposed scope of services includes cash-flow assistance.

Q6. Has the County ever used an external portfolio manager?

A6. In the past the County used two external managers that managed (full discretion) approximately \$50 million each. We discontinued this practice in 2014.

Q7. Why did the County issue this RFP, including reporting, if the County already has a firm that does the quarterly reporting function?

A7. The County prefers to go out with an RFP for services about every 5 years and most firms that provide Advisory services seem to offer portfolio reporting as well, so we combined these functions in the one RFP.

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Q8. What does the County envision for daily and weekly reporting?

A8. The County is looking for daily and weekly reporting that would at least cover portfolio compliance and statistics, updates on market changes, economic updates, updates on any changes or concerns with portfolio holdings, ideas for optimization and strategy, etc.

Q9. On page 19 of the RFP, it states: "Payment: The County of Fresno, if appropriate, may use Procurement Card to place and make payment for orders under the ensuing contract." Is this a requirement?

A9. The Procurement Card method of payment would be optional, not a requirement for the selected firm.

Q10. Is the County issuing the RFP due to contract expiration with the current service provider?

A10. No

Q11. On page 22 of the RFP Cost Proposal, will the County require a breakdown of cost for each service, or would it be acceptable to submit an all-inclusive cost proposal?

A11. Please submit your proposals with a breakdown of costs for each service. Proposals should be submitted in accordance with the revised cost proposal attached in this Addendum.

Q12. Would the County be able to provide the current cost it is paying for these services?

A12. Currently the County is paying \$25,000.00 annually for quarterly compliance reporting and attendance at annual meetings, which is only a portion of the scope of services being requested in this RFP.

REVISED COST PROPOSAL

Submit cost proposals on an annual basis. Please include details and rates/fees for all services, materials, equipment, meetings, etc. to be provided or optional under your proposal.

<u>Services</u>	<u>Year One</u>	<u>Year Two</u>	<u>Year Three</u>	<u>Year Four</u>	<u>Year Five</u>
Advisory and Reporting					
Quarterly Reporting					
Meetings: On-site					
Meetings: Tele-conference					
Annual Portfolio Review					
Miscellaneous/Optional:					
Total Annual Cost					