



ADDENDUM NO. 1
TO THE REQUEST FOR PROPOSAL FOR
Investment Advisory Services
July 27, 2022

This addendum covers changes to the Request for Proposal and shall become part of the contract documents. Sign and include this addendum as part of your Proposal package.

Questions and Answers regarding the Request for Proposal for Investment Advisory Services:

The proposal due date has changed to **Friday, August 5, 2022 at 5:00 PM.**

1. Page 8 of the RFP, question 10e. states “Provide a copy of your firm’s most recent certified financial statement and audited statement.” Our corporation’s annual report is over 200 pages long. Would it be acceptable to provide a link to the report in lieu of a copy?

Response: You can provide a valid link to the Report in your proposal and/or submit an electronic copy of the Report via email to the email address provided in Section VI of the RFP.

2. Which firm does the City use as a custodian?

Response: The City is currently in the process of selecting a custodian.

3. Does the City currently use an investment advisor? If so, could you share who and their fee schedule? We were wondering since the RFP states, “The City, by way of its investment advisor, purchases investments...etc.”

Response: The City currently do not have an investment advisor.

4. Since we are an SEC-registered investment advisor, we’re assuming that we should complete Attachment C (External Money Manager Questionnaire and Certification), and that Attachment A (Bank/Savings and Loan Questionnaire and Certification) and Attachment B (Broker/Dealer Questionnaire and Certification) do not apply to us. Is that correct?

Response: The Attachments to the Investment Policy (pages 22 – 36 of the RFP) are for your reference only. Section IV of the RFP lists all questionnaires required by the Policy relative to the Investment Advisory Services. The City may ask the selected firm to complete and sign

Attachment C to the Investment Policy prior to executing an Investment Advisory Services contract.

5. Are Attachment D (Investment Transaction Authorizations) and Attachment E (Investment Bid) for informational purposes only?

Response: Yes

End of Addendum No. 1

Acknowledgement of Addendum

Signature of Proposer: _____

Firm Name

Date

SUBMIT THIS SHEET AS PART OF YOUR REQUEST FOR PROPOSAL PACKAGE