

**Request for Proposal (RFP)**

**RFP #08092023**

**Institutional Custody Services for Fixed Income Portfolios**

**Q&A ADDENDUM #1**

1. To clarify, you are not looking for a proposal for advisory services for this pool. Please confirm. Confirmed.
2. When do you think you would like to transition to a new Custodian? We require an 8 week lead time to ensure all legal documents have been successfully executed. We would transition as soon as practicable after contract execution.
3. How do you wire cash out today? If by “wire cash out” you mean how does UAF draw down cash from the portfolios/accounts, we do an email request and the funds are sent via ACH with next day settlement; for funds sent to the custodian to be invested, UAF wires funds to the relevant account/tier.
4. Please provide more detail around portfolio liquidation services. Provide an example. Throughout the year, but predominantly near the end of the calendar year, individuals may donate financial instruments, such as stock (U.S. and non-U.S. equities), bond and mutual funds. The successful Respondent will be asked to take receipt and document the asset. Upon direction by the University, the successful Respondent will use its resources to sell (liquidate) the financial instrument for U.S. dollar denominated funds. It is generally the University’s policy to have the donated financial instrument sold shortly after the receipt of the financial instrument. Since these donations are financial instruments (versus property or other type of assets), we believe most financial institutions responding to the RFP will have that brokerage capability within their organization structure. We estimate 10 to twenty donations made with 15 to 20 individual positions. Some examples of securities received recently include Walmart, Inc., Marathon Petroleum Corp., Apple Inc., CFS Health Corp., The Hershey Company, Starwood Property Trust Inc., and Williams Company, Inc. The total of stock gifts received during the University’s most recent fiscal year ended June 30, 2023 is approximately $31 million, though much of this was from a single donor.
5. Please confirm that our response will be sent via hard copy and soft copy (USB); not via email. Confirmed; hard copy and USB are expected; emailed responses are not acceptable.
6. We noted that proposal submission requirements include: **"Respondents must submit one (1) signed original (hard copy) and two (2) soft copies of their Proposal (i.e. USB Flash drive).  USB's must match hard copy completely."** I have been informed by my compliance team that our firm can NOT use any form of removable media. Instead we are to utilize the bank's secure email method of delivering documentation. Would the University be willing to accept the soft copy(ies) of our Proposal as well as the Redacted copy of our Proposal via encrypted email instead of the prescribed USB flash drive? The University cannot accept emailed responses regardless of encryption.
7. The RFP breaks down the holdings in Tiers. Do the holdings in each tier correspond with the holdings in each account? If not, would you please provide the breakdown by account? Yes, the holdings in each tier correspond with the holdings in each account. Each tier is managed within its own, separate account.