



**MORIN BUILDING
8570 EXECUTIVE PARK AVENUE
FAIRFAX, VIRGINIA 22031**

September 28, 2021

To: All Prospective Offerors

Issued by: Elizabeth B. Dooley, CPPO, CPPB, Procurement Lead Buyer

Subject: Addendum 1, RFP 21-061, Institutional Fixed-Income Custody Services

The purpose of this addendum is to address questions submitted in response to the subject RFP.

Section I: Questions & Answers

Questions

1. The RFP requests that we “include an original longhand signature in at least one of the proposals submitted and shall clearly mark on the face of that proposal the word ORIGINAL”. Would Fairfax Water accept an electronic signature? **Yes.**
2. On page 10 of the RFP, reference is made to an electronic copy of the proposal to be saved on a SharePoint site which can be accessed by Fairfax Water. Please provide greater detail on how the electronic copy should be submitted. Will Fairfax Water be providing the login information and location of the SharePoint site? **Fairfax Water is requesting Offerors provide electronic versions of the paper proposals via a secure site, SharePoint is one method. The link to the secure site may be emailed, on the day and time proposals are due, to the Procurement Representative listed in the RFP.**
3. Insurance Checklist (page 21): Items 7, 10, and 24 pertain to construction contractors and should not be relevant to the services Offeror is vying to provide through this RFP. Please advise if these items are required for this RFP or if we may cross these items off as we would not be providing. **Offerors shall detail which coverages you are able to provide in your proposal; the insurance and bond items are negotiable based on appropriate coverages for the services provided.**
4. Please provide an estimate or historical transaction volume for each of the following transaction types:

- a. DTC/Fed Trades 68
- b. Wires/Transfers (In and Out) 12
- c. Principal & Interest Payments – Pooled Assets 0
- d. Principal & Interest Payments – Non Pooled Assets 228
- e. ACH/Check Disbursements (Vendor Payments) Not Applicable

Estimated transaction activity is also located in the Pricing Pro Forma (Attachment D)

- 5. Please identify who is currently providing custodial services for the 2 portfolios. US Bank.

No other changes have been made to the RFP.

RFP 21-061 – INSTITUTIONAL FIXED-INCOME CUSTODY SERVICES

Acknowledgement of Receipt of Addendum # 1

I certify that the information contained in the proposal submitted on behalf of the below named firm incorporates any and all changes to the original specification. I further certify by my signature below, that I am fully authorized to acknowledge receipt of the above addendum and also bind the below named firm to the terms, conditions and specifications of the RFP and any changes thereto made by this addendum.

ACKNOWLEDGED BY:

FOR: _____
Company Name

Date

Signature of Authorized Agent

Printed/typed name

Title