

INVESTMENT CONSULTING SERVICES RFP QUESTIONS AND ANSWERS

#	Question	Comments
1	<p>What fees are paid to the current consultant(s) for the services outlined in the Scope of Services?</p> <p>Fees for services are negotiated and based on scope of services provided and market segments coverage.</p>	
2	<p>Is there a set schedule of the monthly Investment Advisory Council Meetings for 2023 or general meeting date like second Wednesday of each month, for example? Are these meetings held in person or virtually? Or a combination of both?</p> <p>There is not a set schedule for Investment Advisory Council meetings for 2023, as of this date. The 2023 regular meeting schedule will be established prior to the end of 2022. In addition, special meetings may be established as needed. However, meetings can occur as frequently as monthly. Meetings are presently being held in-person, but there are circumstances that require virtual meetings. Consultants may request to attend; however, they are not required to attend all meetings.</p>	
3	<p>Please can we request CRPTF's 2021 CAFR?</p> <p>Please see web link to historical Annual Reports, which contains the information that would be in the CAFR.</p> <p>https://portal.ct.gov/OTT/Newsroom/Reports/Annual-Reports-of-the-Treasurer</p>	
4	<p>How many manager searches have been conducted each year, over the last 3 years for all Plans and Trusts? Could you kindly specify for which asset class(es)?</p> <p>Investment manager searches are a regular occurrence and reviews have been conducted across all CRPTF asset classes over the last three years.</p>	
5	<p>One particular insurance requirement, as outlined in the RFP, is higher than what we have seen in other public RFPs for nondiscretionary investment consulting. Could you please advise if the insurance coverage requirement (\$10M Professional Liability) is negotiable?</p> <p>Yes, the amount of insurance coverage is negotiable, and we look at factors such as size of the firm and amount of current coverage.</p>	
6	<p>Is the consultant expected to calculate performance or will the custodian be the official provider of record?</p> <p>Yes, the consultant is expected to calculate and report on asset classes, relevant benchmarks, and performance of the plans and trusts. However, the master custodian is the official book of record provider, not the consultant.</p>	

7	<p>The consultant is required to provide a formal assessment of all current public markets managers on an annual basis. Does the State have a formal annual contractual renewal process in place for these managers? Is the annual evaluation expected for all managers at the same time, or is there a schedule where a cohort of managers is evaluated periodically (e.g., every quarter)?</p> <p>There is no formal annual renewal process for contractors. Our consultant contracts typically have terms of several years and may be amended at the Treasurer's discretion and with approval of the Office of Policy and Management. The annual evaluations are expected at the same time each year.</p>	
8	<p>xxxxx can provide Audited Financial Statements under separate cover as long as a confidentiality non-disclosure agreement has been signed. A confidentiality non-disclosure document is attached for your review. Please let us know if you would like to sign this now so we can provide completed copies of our Audited Financial Statements to you with our RFP response.</p> <p>We cannot agree to sign an NDA with respect to any aspect of the RFP. Once the RFP has concluded, under CT FOIA law, all documents submitted by Respondents are public documents. If respondent believes in good faith that any portion of its submission is exempt from public disclosure under CT FOIA law, the Respondent may include an explanation containing the precise statutory basis for such exemption from disclosure under FOIA and mark the submitted material "Confidential". The Treasurer's office will use reasonable means to ensure that such confidential information is safeguarded. In the event the documents are subject to a CT FOIA request, our office will provide Respondents with an opportunity to review their submitted material to identify portions that they believe in good faith are exempt from public disclosure. The burden is on the Respondent to prove any items are confidential.</p>	
9	<p>When were the most recent Asset / Liability Studies conducted for the Plans and Trusts? If available, could you kindly provide the most recent Asset / Liability Studies?</p> <p>Links to latest actuarial valuations:</p> <p>https://portal.ct.gov/TRB/Content/Other-Resources/Statistics-and-Research/Actuarial-Valuation</p> <p>https://www.osc.ct.gov/rbsd/reports/index.html</p>	
10	<p>With the RFP being submitted in an email, is there a size limit (if any) in case we have to break our submission into multiple emails. Management Qualified Tuition Savings Program posted last September 1, 2022.</p> <p>RFP Submissions can be broken up into separate sections (i.e. part 1 of 3) to accommodate size constraints.</p>	
11	<p>How much is the allotted budget for this project/upcoming contract?</p>	

	<p>Consultant/Advisory fees and expenses are based on negotiated scope of service and are not broken out / budgeted for as a separate line item.</p>	
12	<p>Will CT accept a consolidated, reviewed financial statement (i.e., RFP applicant + parent entity) as the RFP applicant doesn't prepare separately reviewed financials? Will CT require that the RFP applicant, if awarded the contract, to prepare standalone reviewed financials?</p> <p>Combined or consolidated financial statements for the RFP applicant and parent entity can be submitted in the event the applicant is a subsidiary of a larger organization.</p>	
13	<p>With regard to <i>Legal and Policy Attachment 7b, Evaluation and Implementation of Sustainable Principles</i>, Sections 1-5 appear to be more applicable to a GP investing directly into real estate properties versus a consultant that focuses on indirect investments (i.e., recommending a GP's primary real estate fund). Is this form included in error?</p> <p>Yes.</p>	
14	<p>Section IX, RFP Conditions – Respondents are required to complete an “Attachment E of the Legal and Policy Attachments” regarding the giving of gifts, however, no Attachment E is provided in the Legal and Policy Attachments. Can you please advise which form this refers to?</p> <p>Attachment E is no longer required. Instead, the contract contains a representation covering the scope of the former Gifts Affidavit requirement.</p>	
15	<p>In regards to Sections 4a-60 & 4a-60a Conn. Gen. Stat. of CHRO form:</p> <p>Given our pre-standard contract form does NOT include the required discrimination language, will we be required to amend existing contracts that are in force if awarded the contract? Also, as a number of our contracts contain client specific discrimination language per their state's regulations, will that suffice to satisfy CT's requirements or do we need to execute a rider to ensure compliance with CT statutory requirements. The Connecticut non-discrimination language is statutory and must be included in the contract with the State. A Contractor with the State must comply with all requirements of the statute.</p> <p>Are we to submit the forms outlined in the statute as part of the RFP or is it upon award of the contract? The legal and compliance forms necessary as part of the RFP submission can be found on the Treasurer's website. These forms include the two CHRO forms that are required (Attachments 1A and 1B).</p>	
16	<p>Is the ISO 27001 a prerequisite to be considered for the contract or is it something that we can do upon contract award?</p> <p>This is negotiable and not a pre-condition for contracting.</p>	

17	<p>Real Estate and Infrastructure: Scope of Services (Section II)</p> <p>We are interested in responding to two mandates - real estate and infrastructure & natural resources.</p> <ol style="list-style-type: none"> Can we submit one response (with separate sections for the Firm Questionnaires for real estate and infrastructure & natural resources)? One response can be provided with separate responses for real estate and infrastructure/natural resources sections and notes of any differences in response if services for one or both asset class(s) is selected, if applicable. Does CRPTF have a preference for a discretionary or non-discretionary advisor? CRPTF is looking for a non-discretionary advisor. Will CRPTF provide a schedule of the terms and conditions of the Manager contracts for the monitoring of capital calls and distributions for all invested funds, in order to meet point 3.c (page 10)? Yes, as needed With regards to “assistance with manager contract amendments” in item 3.c (page 5), does CRPTF require a formal memorandum and written recommendation for CRPTF’s actions, or will it be more informal ad hoc support? This relates to public market asset classes for general consultant search while being requested for potential response to real estate and infrastructure search; for real estate and infrastructure this is addressed in 2e & f (page 9/10 and page 13/14) How does CRPTF envision the consultant working with them on negotiation support, such as those referenced in SOW items 4.i and 6.d? Will the consultant work directly with only the business team, or also be involved with CRPTF’s internal counsel, external counsel and in negotiations with the fund sponsors? This section relates to public markets, on private market investments, the consultant works with the business team and is not directly involved in legal negotiations. 	
18	<p>Real Estate and Infrastructure Policy Development and Strategic Planning (Scope of Services, Section II.B.1. & II.B.2.)</p> <p>Section II.B.1(d) & II.C.1(d) – Is it expected that the initiatives referenced in these Scope items (“investment related policy objectives”) would be outsourced to other third parties? E.g., through a process such as that contemplated in Scope of Services sections II.B.5(a) and II.C.5(a). If no, should co-investment and other specialized mandates be separately priced in as an option given potential support on implementation?</p> <p>The consultant would assist as part of the scope of the role, if requested, in policy development and strategic planning related to these activities. This could be creating a policy regarding in relation to outsourcing.</p>	

Reporting and Monitoring (Scope of Services, Section II.B.3. & II.C.3.) Real Estate and Infrastructure

Section II.B.3. & II.C.3. – Is a hard copy for reporting still required? If yes, how many copies are required?

No hardcopies are required

Section II.B.3. & II.C.3. – Can you provide a copy of the most recent quarterly report provided by the current advisor?

Yes, posted separately with Q&A

Section II.B.3. & II.C.3. – Can you provide anticipated activity of new investments per year for both the real estate and infrastructure/natural resources portfolios? Can you provide the expected annual commitment pacing and number of new investments per year?

The pacing for 2023 is underway, we expect approximately 4-7 real estate investments and 5-8 infrastructure investments in 2023 although this will vary from year to year.

Section II.B.3. & II.C.3. – Can you provide the most recent list of all real estate and infrastructure/natural resources investments? If this is not possible, can you provide the total number of holdings, thereof number that are active and in the investment period?

See quarterly reports posted along with this Q&A

Section II.B.3(b)(a) & II.C.3(b)(a) – What benchmark(s) is (are) used for real estate and infrastructure/natural resources?

Real Estate uses NCREIF ODCE benchmark and Infrastructure/Natural Resources uses CPI + 400 as the primary and Cambridge Associates as secondary.

Section II, B.3.b.b on the top of page 11 of the RFP and Section II, C.3.b.b.i. on page 14 of the RFP – Given some private market data isn't made available by investment managers within 90 days of quarter end, will the consultant be expected to provide a draft/preliminary performance report prior to 90 days, followed by a final report?

The reporting timeline is set at 95 days after quarter-end; this allows for Real Estate Benchmarks and preliminary Infrastructure/Natural Resource secondary benchmarks. The annual report is requested within the timing of benchmarks. From time to time there may be requests for analysis that includes the final benchmarks. We would be open to providing a final report once final benchmarks are available.

Section II.B.3(b)(c) & II.C.3(b)(c) – Have you been successful in negotiating with the Ci3 managers to provide all diversity statistics necessary to produce this report?

19 The diversity statistics would be provided to produce the report as needed.

	<p>Section II.B.3(b)(d) & II.C.3(b)(d) – Is the Ci3 program made up of fund-of-funds? If not, what is meant by “including sub-managers” diversity statistics? Is the manager responsible for providing diversity statistics on the sub-manager(s)?</p> <p>There is currently a fund of fund contract in legal and diversity statistics would be provided by the fund of fund manager.</p> <p>Section II.B.3(c) & II.C.3(c) – Can you provide a sample of the written certification you currently receive related to capital calls and distributions?</p> <p>A sample certification as well as a sample management fee template are posted along with the Q&A</p> <p>Section II.B.3(c) & II.C.3(c) – In order to prepare a schedule which includes the management fee policy of each fund, will you provide the management fee policies of each fund for all active legacy investments?</p> <p>Management fees policies for active investment will be provided.</p> <p>Section II.B.3(e) & II.C.3(e) – We review legal documents and advisory committee materials including amendments, consents, waivers, and extensions, from a business / investment perspective. Are you also seeking a legal opinion?</p> <p>We would be looking for business and investment perspectives.</p> <p>Section II.B.3(f) & II.C.3(f) – How frequently are capital calls and distributions forecasted and what process is used today to accomplish this?</p> <p>This is required for the pacing plan which is typically done once a year, unless there are unexpected changes that require an interim request. A forecast may be requested separately but is not a standard practice. If its required we are open to methods.</p> <p>Section II.B.3(g) & II.C.3(g) – How many times per year will the Treasurer or designated investment staff expect to need assistance in preparing interim reports for real estate and infrastructure/natural resources?</p> <p>This may occur a few times per year for each asset class and likely would involve data support. It may occur more frequently from time to time under special circumstances.</p>	
20	<p>Section 9 (References) requests references for private equity and private credit, but this RFP is for general consulting, real estate and/or infrastructure. Are references required for real estate-only respondents and if so if the requirements are those listed in Section 9 or something different.</p> <p>All references to private equity/private credit were unintended and responses/references are requested based on the relevant asset class of the response (general consulting, CHET, real estate and/or infrastructure natural resources).</p>	
21	<p>Please confirm that private equity and private credit consulting are outside the scope of this RFP.</p>	

	<p>All references to private equity/private credit were unintended and responses/references are requested based on the relevant asset class of the response (general consulting, CHET, real estate and/or infrastructure natural resources).</p>	
22	<p>Questions 6.d. through 6.g on page 26 refer to private equity and/or private credit resources and services. Is this correct?</p> <p>All references to private equity/private credit were unintended and responses/references are requested based on the relevant asset class of the response (general consulting, CHET, real estate and/or infrastructure natural resources).</p>	
23	<p>The Reference Section on page 27 requests 3 current private equity and private credit client references. Is this correct?</p> <p>All references to private equity/private credit were unintended and responses/references are requested based on the relevant asset class of the response (general consulting, CHET, real estate and/or infrastructure natural resources).</p>	
24	<p>Section 9 requests references for private equity and private credit, but this RFP is for general consulting, real estate and/or infrastructure. Are references required for real estate-only respondents and if so if the requirements are those listed in Section 9 or something different.</p> <p>All references to private equity/private credit were unintended and responses/references are requested based on the relevant asset class of the response (general consulting, CHET, real estate and/or infrastructure natural resources).</p>	
25	<p>We note CRPTF refers to private equity and private credit from question 6 onwards. Should we read these as real estate and infrastructure & natural resources instead?</p> <p>All references to private equity/private credit were unintended and responses/references are requested based on the relevant asset class of the response (general consulting, CHET, real estate and/or infrastructure natural resources).</p>	