



**REQUEST FOR PROPOSALS (RFP)
UNDERWRITING SERVICES & FINANCIAL ADVISORS
TREASURY
Addendum II**

Release Date: November 18, 2019

The following is a list of responses to questions submitted by prospective respondents to the ESD Request for Proposals for Underwriting Services and Financial Advisors. A copy of the RFP is available at:

<https://esd.ny.gov/doing-business-ny/requests-proposals/common-request-proposals-underwriting-services-and-financial>

COMMON REQUEST FOR PROPOSALS FOR UNDERWRITING SERVICES AND FINANCIAL ADVISORS

Responses to Questions

No.	Question	Answer
1	<p>I am reviewing the RFP for Underwriting and Financial Advisors. The question I have is regarding page 7, Part VI. Submission of Proposals. If we want to be considered for all 3 positions (Senior Manager, Co- Manager and Selling group), do we submit one full proposal answering all questions and if we do not qualify for one we will still be automatically considered for the others?</p> <p>Or do we have?</p>	<p>Please submit one proposal answering all related questions and you will be considered for those positions.</p>
2	<p>In respect to Appendix C, Part II Question 6, there has only been one negotiated state supported transaction sold since January 2018. Therefore, this question may not produce the desired results anticipated. Please provide additional guidance on how to answer this question, if at all.</p>	<p>Please see “Addendum I - Revised Appendix C 11.21.19” under the RFP link shown above.</p>



No.	Question	Answer
3	In regard to Part II, Question 2 in Appendix C: Would ESD prefer that we follow the timeframe convention used throughout the rest of the RFP which limits responses to deals which occurred in 2017, 2018 and 2019?	No, this is at your discretion.
4	Part II, Question 6 in Appendix C: Would ESD consider expanding the timeframe from January 2018 to either January 2016 or January 2017?	Please see “Addendum I - Revised Appendix C 11.21.19” under the RFP link shown above.
5	If the timeframe is expanded, Firms can analyze the most recent negotiated NY State-supported transaction (DASNY PIT 2018A&B) against other negotiated NY State-supported transactions. Otherwise, will Firms be required to compare DASNY PIT 2018A&B against competitive NY State-supported transactions?	Please see “Addendum I - Revised Appendix C 11.21.19” under the RFP link shown above.
6	Please confirm that: (i) ESD’s MWBE goal (30% MWBE participation) and SDVOB goal (3% SDVOB participation) will be undertaken by ESD and not by the firms responding to the RFP; and (ii) non-MWBE firms responding to the RFP do not need to complete forms OSCD 1-6 regarding Non-Discrimination and Contractor & Supplier Diversity Requirement policy.	i) Yes, the goals will be undertaken by ESD. ii) Per page 8 of the RFP, all responding firms should complete and submit OCSD-1, OCSD-2 and OCSD-4.
7	Please provide the contract procurement number as requested on mandatory State Finance Law §§139-j and 139-k forms.	This number has not yet been determined and does not need to be filled in.
8	Section VI (ii) relating to the Administrative Proposal do not include the Executive Order 177, while Section IX(v) reference Executive Order 177 as part of the Contractual Requirements. Please clarify whether the Executive Order 177 certification is required as part of the Administrative Proposal	EO 177 is a required form and must be submitted with the proposal.



No.	Question	Answer
9	Answers to Appendix B and C are limited to 5 pages each. In order to maximize the quality of our answers and their contents, are we allowed to reference the questions by number only and avoid having space taken by the questions themselves.	Yes, though please clearly reference both the appendix and question number.
10	Appendix B, question 2 is requesting us to include resumes of pertinent staff. Do the resumes count towards the 5-page limitation?	No (please see direction at the top of Appendix).
11	Appendix B, question 4: should our answer on our firm’s supplier diversity program be limited to our capital market activities only, or encompass the firm as a whole?	This particular question is directed at capital market activities.
12	Appendix C Part II question 1 is requesting certain specific data fields based on a complete listing of all transactions on which the responding bank worked in an underwriting capacity during certain years, yet embedded within the opening paragraph is also an instruction to limit the response to just four examples. Please clarify.	Please limit the response to four examples.
13	Appendix C Part II question 2: Is the context for both State supported and non-State supported debt issued by ESD?	It pertains to State supported.
14	Appendix C Part II question 4: Is the context for both State supported and non-State supported debt issued by ESD?	It pertains to State supported.

Each of the foregoing is added to and made part of the RFP. Any questions regarding this addendum may be submitted to the designated contact account at Underwriters&Advisors-RFP@esd.ny.gov.