RFP #2020--011 Questions and Answers for Bidders

Question 1:
We are not familiar with IMCA standards. Are you able to define the standards?

Answer 1:
http://static.fmgsuite.com/media/documents/c1c71f21-c0d8-4fde-b19e-a6804b8efe79.pdf

Question 2:
We would like to confirm what type of advisory services that the TWU Foundation is seeking.

Answer 2:
Discretionary Advisory Services and/or Outsourced CIO Services

Question 3:
There seems to be a conflict between rate of return to be achieved in the IPS statement, p. 2, III. The first bullet point states “average 3.0% rate of return (adjusted for inflation, CPI)”; however, under I. Scope of Service, it states, “the pool is to achieve an annualized total return (net of fees and expenses), through appreciation and income, equal to or greater than the rate of inflation plus any spending and administrative fee.”

Answer 3:
The TWU Foundation’s annual rate of return net of fees should enable the Foundation to sustain its historic principal value and provide for modest growth while maintaining an average spend rate between 3.5% and 5% per year (average of the 20 trailing quarters’ market value).

Question 4:
Our firm will provide specific client references if selected to presentation round. Is this OK?

Answer 4:
Yes.

**Question 5:**

Regarding Section G, Question 2, What are the names of the mineral properties? How do you define administrative services or agent/advisory in this capacity? What is the total value of these properties?

**Answer 5:**

Oil and gas mineral interests; An agent or advisor to help negotiate lease opportunities, etc.; The total value is <$500,000.

**Question 6:**

Is this an open RFP or by invitation only? Can you share how many firms are participating?

**Answer 6:**

This is an open RFP; however, we did invite several firms through direct invitation. We will not know how many will participate until after the closing date of February 28.

**Question 7:**

“Minimum Qualifications” states that the proposing firm must possess an active CLMA license in good standing as of the date of the response. Will TWU Foundation accept CFA and/or CAIA?

**Answer 7:**

Yes.

**Question 8:**

List of Foundation Board Members?

**Answer 8:**

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<th>Name</th>
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<td>Carrie</td>
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<td>A.</td>
<td>Harper</td>
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<td>John</td>
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Question 9:

The IPS states a maximum distribution of 5%. What has been the historic distribution?

Answer 9:

3.5% to 5% over the last three years.

Question 10:

Does the Foundation charge an administrative fee and how much?

Answer 10:

The administrative fee is typically 1% or less and is inclusive of the 5% maximum total spend rate.

Question 11:

The IPS states that alternative investments are approved securities. Does the Foundation have any alternative investments?

Answer 11:

No, the Foundation does not have alternative investments at this time, but the Board of Directors is willing to consider them.

Question 12:

Do you feel your current IPS fully meets your needs and completely represents your specific requirements and objectives? If no, what needs improvement?

Answer 12:

Yes.
Question 13:

Why did you go out for an RFP? Do you currently have an investment advisor and if so, were they invited to bid?

Answer 13:

The TWU Foundation’s Board of Directors believes that it is their fiduciary responsibility to cyclically solicit investment managers to ensure the Foundation’s financial success. We are satisfied with our current investment managers, and they are certainly invited to bid; however, the Board believes that it should exercise its due diligence and compare firms to ensure the best interests of the Foundation now and in the future.

Question 14:

How many in-person meetings are desired each year?

Answer 14:

At least 4 in-person meetings per year.

Question 15:

Does the Foundation invest in commingled funds or individual securities?

Answer 15:

The TWU Foundation invests primarily in individual securities.

Question 16:

Does the 30-page limit include: cover page, table of contents, etc.?

Answer 16:

No. The 30-page limit may be in addition to the extraneous pages.

Question 17:

Are any of your assets pledged as collateral and if so, how much?

Answer 17:

No.
**Question 18:**

Has the spending rate been sufficient?

**Answer 18:**

Yes.

**Question 19:**

How is your mission reflected in your portfolio today? For example, would the committee be interested in including impact investing strategies relating to your mission.

**Answer 19:**

Yes.