

<b>AMENDMENT OF SOLICITATION</b>				1. Solicitation Number: <b>DCRB-2022-RFP-0002</b>		Page of Pages 1   4	
2. Amendment/Modification Number <b>A0001</b>		3. Effective Date <b>See Block 16C</b>		4. Requisition/Purchase Request No. <b>N/A</b>		5. Solicitation Caption <b>Investment Fee and Expense Verification and Reporting Services</b>	
6. Issued by: District of Columbia Retirement Board 900 7th Street, NW, 2nd Floor Washington, DC 20001				7. Administered by (If other than line 6) District of Columbia Retirement Board 900 7th Street, NW, 2nd Floor Washington, DC 20001			
8. Name and Address of Contractor (No. street, city, county, state and zip code)				9A. Amendment of Solicitation No.: <b>DCRB-2022-RFP-0002</b>			
				9B. Dated (See Item 11) <b>05-018-2022</b>			
				10A. Modification of Contractor/Order No.			
				10B. Dated (See Item 13)			
		DUNS #		TIN			
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>							
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input checked="" type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15 and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. <b>FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.</b> If by virtue of this amendment you desire to change an offer already submitted, such may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
<b>12. Accounting and Appropriation Data (If Required)</b>							
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTORS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14</b>							
A. This change order is issued pursuant to (Specify Authority): The changes set forth in Item 14 are made in the Contract/Order No. in Item 10A.							
B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the authority of: 27 DCMR, Chapter 36, Section 3601.3							
C. This supplemental agreement is entered into pursuant to authority of 27 DCMR, Chapter 36, Section 3601.2							
D. Other (Specify type of modification and authority) 27 DCMR, Chapter 20, Section 2008 Exercise of Option							
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and submit one (1) copy with proposal submission to the issuing office.							
14. Description of Amendment/Modification (Organized by UCF Section headings including solicitation/contract subject matter where feasible.).  Solicitation DCRB-2022-RFP-0002 is amended to include Attachment A beginning on page 2, questions from potential offerors and responses.							
Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect.							
15A. Name and Title of Signer (Type or print)				16A. Name of Contracting Officer			
				R. Rashelle Anderson			
15B. Name of Contractor		15C. Date Signed		16B. District of Columbia		16C. Date Signed	
(Signature of person authorized to sign)				R. Rashelle Anderson		5/31/2022	

		(Signature of Contracting Officer)	
--	--	------------------------------------	--

<b>AMENDMENT OF SOLICITATION</b>		2. Solicitation Number:	Page of Pages	
<b>Amendment A0001</b>		<b>DCRB-2022-RFP-0002</b>	2	4
3. Effective Date <b>See Block 16C</b>	4. Requisition/Purchase Request No. <b>N/A</b>	5. Solicitation Caption <b>Investment Fee and Expense Verification and Reporting Services</b>		

**Attachment A to Amendment A0001 Responses to Questions from Potential Offerors**

**1. Question**

Does the DCRB have historical since inception cashflow and valuation breakdowns on every private fund investment in machine readable format (eg. Excel)? This cashflow data is critical in order to perform carried interest validation, even if the scope of work is only looking at the quarterly accrued / paid amounts for a certain time period.

**Answer**

Yes, for all active private funds.

**2. Question**

The procurement mentions establishing a methodology for validation of a sample selection of funds in L2.7.5.3 (page 35.), but in the pricing description, requires pricing for all funds to be validated. Can you confirm which approach is preferred, as validating a sample set vs. the entire portfolio have material differences in pricing. If the DCRB expects a sample set, how many funds are to be a part of the sample set.

**Answer**

All funds need to be validated.

**3. Question**

Does DCRB have all historical LPAs, cashflow notices, capital account statements and financials for all private funds?

**Answer**

Yes, for all active private funds.

<b>AMENDMENT OF SOLICITATION</b>		3. Solicitation Number:	Page of Pages	
<b>Amendment A0001</b>		<b>DCRB-2022-RFP-0002</b>	3	4
3. Effective Date <b>See Block 16C</b>	4. Requisition/Purchase Request No. <b>N/A</b>	5. Solicitation Caption <b>Investment Fee and Expense Verification and Reporting Services</b>		

**4. Question**

Would DCRB be willing to split the procurement into two providers that focus on the Public vs. Private Investments respectively. If a provider would only like to respond in reference to the private investments, is that possible?

**Answer**

One contract will be awarded for the requirement referenced in the RFP.

**5. Question**

Will the provider have access to and be set up with logins to the invested fund investor portals?

**Answer**

DCRB will provide access to our investment Portal.

**6. Question**

Will the provider be allowed to correspond directly with the invested funds on behalf of the DCRB to request clarifications, supplemental fee templates, etc.?

**Answer**

Yes.

**7. Question**

What are the options on how DCRB will deliver the historical data to the contract awardee? Can the historical valuations and transactions be provided via a data or excel file?

**Answer**

What historical data? Please be specific.

<b>AMENDMENT OF SOLICITATION</b>		4. Solicitation Number:	Page of Pages	
<b>Amendment A0001</b>		<b>DCRB-2022-RFP-0002</b>	4	4
3. Effective Date <b>See Block 16C</b>	4. Requisition/Purchase Request No. <b>N/A</b>	5. Solicitation Caption <b>Investment Fee and Expense Verification and Reporting Services</b>		

**8. Question**

Our company's Fee Validation services are provided using the European methodology for waterfall calculations. Is the American methodology needed by DCRB?

**Answer**

Yes, waterfall calculations differ across our private funds. Some use the European and others the American methodology.

**9. Question**

Does the DCRB account need to be serviced by a team based in Washington DC? RFP Page 16 H.1 indicates that may be the case.

**Answer**

No.

**10. Question**

Please advise on the benchmark used by DCRB to compare their fees to the industry standard.

**Answer**

We participate in CEM's Investment Cost Survey.