ADDENDUM NO. 1

DATE: June 12, 2018

TO: All Potential Proposers

FROM: Penny Owens, Assistant Purchasing Agent, City of Knoxville

SUBJECT: Addendum No. I to the RFP for Securities Safekeeping/Custodial Services

RFPS TO BE OPENED: June 15, 2018 at 11:00:00 a.m. (Eastern Time)

This addendum is being published to respond to the following questions received concerning the referenced RFP. This addendum becomes a part of the contract documents and modifies the original specifications as noted.

QUESTION #1: How many daily NAVs do you require?

Response: No daily NAV's are required. We require one at the end of the month.

Question #2: What are the underlying assets for each NAV? Separately managed accounts, mutual funds, commingled funds and/or alternatives?

Response: The City manages our own funds. This is a custodial arrangement only. Our portfolio is made up of municipal bonds, treasury bonds and CD's.

Question #3: How will your record keeper submit participant trades to Wells Fargo?

Response: Via email.

Question #4: Do you hold any physical securities? If so, how many?

Response: We do not hold any physical securities.

Question #5: Section 7.3.3 requires a Drug Free Affidavit which is not included in the forms. Could you please provide the form?

Response: Attached please find the Drug Free Affidavit to be included with all submissions.

END OF ADDENDUM 1

DRUG-FREE WORKPLACE AFFIDAVIT

State of _____

County of _____

_____, being duly sworn, deposes, and says that:

(1)   He/She is a principal officer of _____, the firm that has submitted the attached Proposal, his or her title being _____ of the firm; and

(2)   He/She has personal knowledge of the policies of the above-named firm with respect to the maintenance of a drug-free workplace; and

(3)   He/She certifies that all provisions and requirements of the Tennessee Drug-Free Workplace Program, as established by Tenn. Code Ann. §§ 50-9-101 et. seq., have been met and implemented.

_____
(Signed)

_____
(Title)

Subscribed and sworn to before me this _____day of _____, _____.

Title_____

My Commission expires _____