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## ADDENDUM 1

**To:** All Interested Proposers

**From:** Araceli Hernandez, Inventory Bid Technician

**Date:** May 18, 2012

**Subject:** RFP #12-039 Underwriting Service for the Issuance of Certificates of Obligation Bonds

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The addendum has been issued to notify vendors of the following questions submitted to the Purchasing Department.

1. Do we resubmit a CIQ form with this proposal if one was already submitted with a proposal last year?

**Response: The CIQ Form should be provided with this proposal if the Evaluating Committee members changed from any previous proposals submitted.**

2. Do all questions need to be submitted in individual pages regardless if they are numbered heading, lettered sub-bullets, and have short answers?

**Response: All questions need to be answered but do not have to be on separate pages, they do have to be clearly identified.**

3. Similarly, questions 3a. and 5c. ask the same question. Should we answer this question in both places?

**Response: Both questions need to be answered.**

4. Question 7a. asks for pricing thoughts and information assuming a pricing date of June 21, 2012. However, it also states “assuming comparable market data as of May 24,

2012". Do you want us to assume estimated coupons and yields for the stated June pricing (assuming no change in rates) as of the market close on May 24, 2012?

**Response: Correct estimate the rates based on the May 24, 2012 rate at the close of market.**

5. Please confirm if a firm responds for the role of Senior Manager, will it also be considered for the role of Co-Manager if not selected as the Senior Manager on transaction?

**Response: The firm needs to indicate that if not selected for senior manager that it wants to be considered for co-manager.**