



**PURCHASING DIVISION
ROOM 210 CITY HALL
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**WILMA C. PETRO, CPPB, C.P.M.
PURCHASING OFFICER**

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**NOTICE TO PROPOSERS
ADDENDUM #001**

TO THE RFP FOR: RFP017-23 – Consultant to Assist in Hiring an Investment Advisor

FOR: City of Meriden

RFP DUE DATE: **December 13, 2016 at 4:00 PM**

Please acknowledge receipt of all addenda on your Proposal Pages.

The purpose of this addendum is to:

Answer the following RFIs:

1. If we are chosen to assist Meriden in the process of finding a financial services firm (RFP, contract negotiation, etc.), does this preclude us from answering the subsequent RFP or being considered for the role of Investment Advisor? If so, what would the process entail?

A. If your company is chosen you will be unable to submit on the subsequent RFP.

2. I am writing to inquire about the Insurance Requirements described in the above RFP on pages 4 and 5. We have provided investment consulting services to institutional investors, including pension plans, and maintain ongoing coverage for Professional Liability/E&O in the amounts indicated in the RFP. To date, we have not been required to maintain General Liability, Business Automobile, or Worker's Compensation insurance. Are these latter three types of insurance required of professional services contractors (ex – accounting, legal, etc.) doing business with the City of Meriden?

A. Yes, our Safety & Risk Department requires this from all City vendors including those providing professional services.

Wilma C. Petro, CPPB, C.P.M.
Purchasing Officer

Dated: December 5, 2016