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Questions and Responses

Securities Litigation Monitoring, Evaluation and Reporting Services

Date: July 23, 2019

Whereas the RFP states at page 10 of 14, "One original and three (3) copies of the proposal and three (3) copies of the fee proposal must be received in the FCERA offices by 5:00 p.m. PST on August 9, 2019":

1. Does FCERA define "proposal" to be Exhibit A through and including Exhibit G as set forth at page 6 of 14 and page 7 of 14?
2. Does FCERA define "fee proposal" to be Exhibit H as set forth at page 7 of 14?
3. With respect to the "One original", does FCERA define original as (a) a combined response to Exhibit A through and including Exhibit H or (b) a response to Exhibit A through and including Exhibit G while omitting Exhibit H?

Responses:

- R1. While the RFP does not expressly define "proposal", the proposal requirements are found on pages 6 and 7. The RFP "proposal submission" requirements start at page 5 and include a complete cover letter as described, starting on page 5 in the RFP, including Exhibit A through and including Exhibit H. The proposal submission procedures are contained on page 11.
- R2. While the RFP does not expressly define "fee proposal," it is a subsection of the entire proposal submission and must be included as requested in a separate sealed envelope and returned with the proposal submission.
- R3. Include an original, inclusive of H in a separate sealed envelope. There will be 4 in total of everything requested.

Whereas the RFP states at page 10 of 14, "an electronic PDF version must be submitted with the proposal":

4. Does FCERA prefer to receive the electronic PDF version on a memory stick/USB flash drive, compact disc, DVD disc, or by email?
5. Should the electronic PDF version contain (a) the combined response to Exhibit A through and including Exhibit H, (b) the response to Exhibit A through and including Exhibit G while omitting Exhibit H, or (c) something else entirely?

Responses:

- R4. & R5. Thank you for asking. USB flash drives are preferred. An email address is provided for the electronic version submission and can be used for responses. However, each proposer must also submit an original with copies before the deadline for a complete response. We suggest providing a USB flash drive, in case there is an issue with email delivery. Separate flash drives or separate emails, separating Exhibit H, are preferred.