



State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF INVESTMENT

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August 30, 2024

To: All Interested Bidders

**Re: Request for Proposals – Custodial and Administrative Services for the
State of New Jersey Cash Management Fund**

Proposal Submission Due Date: September 18, 2024

ADDENDUM #1

The following constitutes Addendum #1 to the above referenced Request for Proposals.

This Addendum is divided into the following parts:

- Part 1: Answers to questions posed during the Q&A;
- Part 2: Additions, deletions, or modifications to the Request for Proposals.

It is the sole responsibility of the Bidder to be knowledgeable of all the additions, deletions, clarifications and modifications to the Request for Proposals (RFP) as set forth in this Addendum #1 and any other addendum issued in connection with this RFP.

All other instructions, terms and conditions of the RFP shall remain the same.

PART 1

Q#	RFP Section	Question	Answer
1	1.1	Is NJ DOI is accepting bids for a portion of the services requested?	No, DOI is seeking one custodian for the Cash Management Fund services.
2	1.1	<p>Regarding RFP page 5 referencing the State of New Jersey Standard Terms and Conditions:</p> <p>For the contemplated custodial contract under this RFP, we would like to confirm that the following sections of the standard terms and conditions would not be applicable: 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, 3.9 and 3.11 as well as Section 7.0 in its entirety.</p>	<p>The provisions set forth in Section 3 of the State of New Jersey Standard Terms and Conditions are made part of every contract entered into on behalf of the State of New Jersey. Any work performed must be conducted in accordance with applicable New Jersey law and the specific facts at the time the work is performed and in accordance with the directives and of the applicable Department.</p> <p>The provisions of Section 7 of the State of New Jersey Standard Terms and Conditions are made part of every contract entered into on by the State of New Jersey as required by 2 CFR 200.317, when federal funds are to be used. The Division does not anticipate using federal funds with respect to this contract.</p>
3	1.3	Does the DOI for the State of New Jersey have a pre-existing relationship with our parent company [redacted] that would conflict with our proposal?	As required by N.J.S.A. 52:25-24.2 Bidders are required to identify all 10% or greater owners. The Bidder (or its parent) having a pre-existing relationship with the State is not an automatic disqualifying factor for a Bidder.
4	3	Section 3.0 – Scope of Work (Page 13): Would the DOI allow for the use of a third party to provide any services not currently supported by potential bidders, if applicable?	The Contractor may use a subcontractor (third party) to provide services, provided that the Contractor retains full responsibility for the performance of all of its obligations under the Contract, including payment to the subcontractor. The subcontractor would have no legal relationship with the State.
5	3.1.1	Section 3.1.1 – Participant Accounting (Page 15): Under the first bullet, the DOI indicates that we would have the ability to modify our “computer	This provision of the RFP is intended to notify Bidders that certain aspects of the Cash Management Fund may

		program” to meet the need in changes of “permissible investments.” Can you please clarify what this means and perhaps provide an example of any required “modifications?”	change over time, including investments held by the Fund and charges to participants, and that such changes may result in DOI requesting modification to the Contractor’s software/computer program. Not all of these changes will require modifications to the Contractor’s computer programs. Any State modification requiring significant changes to the Contractor’s computer programs would be subject to a negotiated amendment between the State and the Contractor.
6	3.1.1	Section 3.1.1 – Participant Accounting (Page 15): Regarding the second bullet, can you please provide sample volumes, types of activity driven by the 6,100 individual participant accounts?	There are generally no fewer than 25 and no more than 200 transactions per day. These transactions are comprised of contributions, withdrawals and transfers. Note that many of the 6,100 accounts are dormant but active accounts with \$0 balances.
7	3.1.1, 3.1.2	Sections 3.1.1, 3.1.2 – Participant Accounting, State Participant Accounting (Page 16): There are a number of references to desired timeframes. Our question specifically relates to the one indicating wires going out by 2 PM, or within two hours of receipt of transfer, whichever is earlier. Should we assume eastern standard time, and can you provide indicative volumes of transactions, particularly during “historically high volume time periods” (e.g., month end, quarter end etc.)?	All times within the RFP are Eastern Time (daylight time during the summer, standard time during the winter). There are generally no fewer than 25 and no more than 200 transactions per day, with the higher amounts generally occurring on the last business day of the week and month.
8	3.1.2	Section 3.1.2 – State Participant Accounting (Page 16): Under the second bullet, the DOI discusses a receipt of a summary of withdrawals and contributions by 12:30 PM, which means we would have less than two hours to wire out any wire withdrawals by the 2 PM timeframe established in the earlier bullet. Is this correct?	The State will ordinarily transmit summaries to the Contractor by noon each day. But to retain the two-hour timeframe, we are amending the timeframe in the final bullet of 3.1.1 to 2:30 PM. See #1 of Part 2 of this Addendum.
9	3.1.2	Section 3.1.2 – State Participant Accounting (Page 16): Under the third bullet, the DOI indicates a limitless daylight overdraft capability is that accurate, are there any limits established with the incumbent regarding daylight overdrafts? Are they uncommitted under the current servicing agreements?	The Contractor should have no daylight overdraft limits that would conflict with its obligations under the Contract. This same requirement is part of the State’s existing contract.

10	5.15	Section 5.15 – Performance Measurement and Analytics (Page 46): Can you please provide a more detailed description of the performance measurement requirements at both the portfolio and participant level?	The performance measurement and analytics requirements are outlined in Section 3.8 of the RFP. These requirements are at the portfolio level, and not at the participant level.
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PART 2

RFP Section	Page #	Additions, deletions, or modifications to the Request for Proposals*
3.1.1	16	<p>The final bullet point is amended to read as follows:</p> <p>The custodian shall send outgoing wires (withdrawals) by 2:00 <u>2:30</u> PM to participants, or within 2 hours of receipt of the transfer request, whichever is earlier.</p>

* Deletions are shown by ~~strikethrough~~, additions are shown by underlining.