

Los Angeles Water and Power Employees' Retirement Plan

Private Equity Consultant RFP

Frequently Asked Questions as of July 10, 2017

1. Is the RFP available in Microsoft Word format?

Yes. The RFP questionnaire is available in Word format. However, the compliance documents and appendices are not.

2. Who can I contact for questions concerning City of Los Angeles compliance forms?

- *For Non-Discrimination, Equal Employment, and Affirmative Action Forms, please contact the City of LA Office of Contract Compliance at 213.847.2634 or visit their website at <http://bca.lacity.org>.*
- *For Business Tax Registration Certificate and Vendor Registration Number, please contact the City of LA Office of Finance at 213.473.5901 or visit their website at <http://finance.lacity.org/>.*

3. What City documents must be submitted along with the RFP questionnaire?

- *Non-Discrimination, Equal Employment Practices, and Affirmative Action Program must be submitted at the same time with the RFP response.*
- *Certification of Compliance with Child Support Obligations form must also be submitted at the same time with the RFP response.*
- *W-9 Forms must also be submitted at the same time with the RFP response.*
- *Living Wage Ordinance must be completed by the winning bidder and may be submitted up to 30 days after contract signing.*
- *Business Tax Registration Certificate and/or Vendor Registration Number must be obtained by the winning bidder.*

Note: Please check with the respective offices indicated on Question 2 above to ensure that all City forms and their due dates are current.

4. Are the Affirmative Action Program Provisions mandatory?

Yes.

5. Our firm does not have a physical office in Los Angeles; do we still need to obtain a Business Tax Registration Certificate (BTRC)?

It is mandatory for the winning bidder to obtain a BTRC.

6. Can I alter City of Los Angeles forms in Appendix B to suit our responses?

No. City forms are not to be altered in any form or substance.

7. Is the response to the RFP subject to the California Public Records Act?

This will clarify that Responses received by the City are public records and are subject to disclosure under the California Public Records Act (Government Code §6250 et seq.) ("CPRA"). However, as the CPRA provides for certain exemptions, including Government Code §6254.26(a) pertaining to alternative investments, Proposers may specifically and clearly identify only those portions of their proposal claimed to be exempt from disclosure and the legal basis therefore. In the event the City determines that such designated portions are nonetheless required to be disclosed despite the Proposers claim of exemption, the City will notify the Proposer of its intention to make the disclosure and afford the Proposer a sufficient opportunity to seek protective relief from a court of law. The Proposer shall be further required to defend and indemnify the City in any action brought against the City for its refusal to disclose such material to any party making a request.

If a Proposer elects to designate any portion of its Proposal as exempt from disclosure, then the Proposer is requested to additionally submit one (1) electronic copy via email and one (1) hard copy of the redacted Response that can be made available for public inspection.

8. Which Board meeting dates will the Private Equity consultant be expected to attend?

Our regular Board meetings are scheduled on the 2nd and 4th Wednesdays of each month. However, at this time, we have not yet set a Board date for interviews, or any pre-specified dates for the selected Private Equity consultant to attend throughout the year.

9. Under Required Minimum Qualification (g), is experience required to be with each client over \$5 billion, or in aggregate of \$5 billion?

The Proposer must have provided services to three public plans, each with a size of \$5 billion in total plan assets; however, Private Equity assets need not total \$5 billion. Aggregating clients' assets in order to meet the minimum would not meet this qualification.

10. Would you consider two providers for this RFP?

No. We are searching for one provider which best provides the services outlined in the RFP.

11. May I still submit a response to the RFP if I did not already submit a notification of intent to submit a proposal?

Yes.

12. For the supplemental excel file provided, should the table only include primary investments or all investment types (e.g.: secondaries and co-investments)?

Table should include only primary investments, but respondent can add a separate tab in the excel worksheet to include other investment types such as secondaries, co-investments, or other types not included in the excel file along with the primary investments.

13. For questions number 27, 74, and 89 (applicable to xls file):

- a. Should respondent interpret 'International Private Equity' as all investments made outside of the US across all strategies?

Yes, or also known as "rest-of-the-world."

- b. Does the Plan prefer respondents to exclude international strategies from the other categories?

Yes, but under 'International Private Equity,' respondent can further break it down by sub-strategies (e.g.: buyouts, venture capital, growth capital, special situations, etc.)