



ST. LOUIS' ORIGINAL  
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St. Louis, MO 63103  
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[spl.org](http://spl.org)

TO: All Contractors  
FROM: Rita Kirkland  
DATE: March 16, 2023  
SUBJECT: Proposal Addendum No. 1  
RFP NUMBER: 23-991700

DATE ISSUED: February 7, 2023

THE PROJECT: The St Louis Public Library Foundation of the St. Louis Public  
Municipal District DBA St. Louis Public Library RFP 23-  
991700 Investment Advisory Services

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## INTENT

This addendum is issued to provide an addition / modification in proposal plans and/or specifications.

**1. Are any state/local/federal statutes that govern the assets that are covered by this RFP?**

The foundation is a 501(c)(3) not for profit, governed by an independent Board of Directors.

All assets managed by the foundation today and in the future, are donated by corporations and individuals to promote and enhance the mission of the St. Louis Public Library.

Investments are governed by the Foundation's Board, as directed by the Investment Policy, included in the RFP package.

## Mission Statement

The St. Louis Public Library will provide learning resources and information services that support and improve individual, family, and

**2. Although the RFP and Cost Proposal are to be separated into two separate documents, both documents may be submitted in one e-mail, correct?**

Yes, if your response is submitted via e-mail, the RFP# (23-991700) and Title (Investment Advisory Services) should be clearly indicated in the subject line. The documents and pricing page can be two separate attachments.



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#### 3. Are all of the assets considered tax exempt?

Yes. Entities organized under Section 501(c)(3) of the Internal Revenue Code are generally exempt from most forms of federal income tax, which includes income and capital gains tax on stock dividends and gains on sales.

#### 4. Who is the current custodian?

The Foundation's current Investment Advisor is also the custodian.

#### 5. Would the foundation consider changing the custodian?

Yes, this will be considered by the Selection Committee.

#### 6. Does the Foundation plan to narrow submissions to a short-list to invite for one -on-one presentations, or will the finalist be selected straight from the group of written submissions?

An internal committee will review all submissions, and plans to narrow the contenders to three firms. These companies may be invited to give presentations to the Selection Committee. The highest scoring firm will be selected.

#### 7. The first qualification on page 13 reads that 5 of the Investment Manager's 10 years of experience be within the State of Missouri. Is the Foundation willing to consider candidates from outside of the State?

Yes, but the final decision by the Selection Committee may take this into consideration.

#### 8. On page 15, Communications, with respect to internet access to accounts and reports, would you consider a candidate that could email accounts and reports upon written client consent in the absence of having an online client reporting portal?

Proposers should respond with the best method to transmit required data. The method should be secure, protecting data from hacking or misuse. Again, responses will be scored accordingly.



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9. On page 20, Misc item 15 requests "at least 3 current client references" whereas page 35 Exhibit G References requests 5 references. Will a response of 3 references be graded differently than a response of 5?

Three references will suffice. Please disregard the request for 5 references.

10. Is the current provider invited to rebid?

Yes.

I have read and understand addendum 1 and 2 and said changes are reflected in the Request for Proposal. The vendor signed addendum(s) should be included with your response packet.

COMPANY \_\_\_\_\_

VENDOR'S SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

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