

Response to Questions CML #19-013 Underwriting Services

1. With reference to the Standard Contract Terms and Conditions contained therein:
 - a. Is this the final contract for the underwriting services or will there be a subsequent agreement (or amendment) that is tailored to the provision of underwriting services? **There will be subsequent agreement(s) tailored to underwriting services, such as an Engagement Letter and/or Note Purchase Agreement.**
 - b. If this is the final contract, may an Offeror propose revisions to the terms and conditions when submitting its Proposal? **If selected, offeror may propose revisions to the term and conditions, but these are CML's standard Terms and Conditions.**

2. With reference to Appendix A contained therein:
 - a. This seems to be applicable only to firms that utilize subcontractors and suppliers in connection with the services to be provided. If an Offeror will not utilize subcontractors or suppliers, as would normally be the case for an underwriting, does that mean that the Offeror does not need to complete Appendix A? **If an Offeror will not utilize MBE/WBE subcontractors and suppliers the percentage of participation should be listed at zero.**
 - b. Alternatively, should the Offeror indicate on Appendix A that it does not intend to utilize any suppliers or subcontractors in performing the services? **Yes, see answer to 2a.**

3. The RFP mentions a technical proposal and a cost proposal and provides 17 (A-Q) items that need to be included in the proposal. Am I to interpret the cost proposal is the responses to questions K, L, and M and the technical proposal is A, B, C, D, E, F, G, H, I, J, N, O, and P? **Yes, the Cost Proposal will include responses to questions K, L and M. The Technical Proposal will include answers to all other questions.**

4. Our firm is not an MBE or WBE and we do not use subcontractors, so I am confused about how to fill out Appendix A. There may an opportunity for some of the related services provided in conjunction with underwriting services (paying agent, printer, etc...) to be provided by an MBE or WBE firm, but the ultimate responsibility for selection of those firms and paying those fees will be from the Library and not the underwriter. Please advise on how to handle this form. **If an Offeror will not utilize MBE/WBE subcontractors the percentage of participation should be listed as zero.**