

1. **In what format would the OST provide portfolio holdings, cash flows, and performance information to the Investment Advisor?**

Holdings and cash flow reports would be available in both Excel and .pdf formats, while the performance data would be available in .pdf format only.

2. **For the purposes of reviewing and analyzing cash flows, what level of detail (e.g., daily, weekly) would be provided to the advisor?**

While cash flow analysis is not a required service under this RFP, OST will provide monthly cash flow data.

3. **Would you require the Investment Advisor to perform accounting and/or performance calculations for the various OST portfolios?**

We would not require the Advisor to perform accounting calculations. While OST will continue to do most of the performance calculations occasional performance calculations may be needed for presentation during monthly and quarterly meetings.

4. **Would you please provide further detail regarding the format of the monthly meetings (e.g., would OST require a formal written report from the Advisor)?**

A majority of the monthly meetings would be performed via conference call. The meetings would be informal discussions on market behavior, performance of holdings, market outlook, and investment strategy. We would not require a formal report, but an electronic copy of some visual aids to reference during the discussion may prove helpful. Utilizing the services of an investment advisor is new to OST. Accordingly, the exact form that the monthly and quarterly meetings will take will be a dynamic process.

5. **What kind of formal reporting would OST like the Investment Advisor to provide at the quarterly meetings?**

The quarterly meetings would be more formal, as the Advisor would be meeting with the treasurer and OST staff and then again with the LGIP Advisory Committee. As mentioned in the response to question 4, utilizing the services of an investment advisor is new to OST, making the exact form that the monthly and quarterly meetings will take a dynamic process.

6. **What is your timeframe for launching the Extended Asset Fund?**

We would like to have the Extended Asset Fund ready for launch by the end of 2010. However, the actual launching of the Fund will depend on the timing and pace of the economic recovery.

Since participants are taking the interest rate risk the timing of the launch is much more important than that of a 2a-7 like fund.

7. Would the Investment Advisor be precluded from providing administrative services to the Extended Asset Fund?

The Investment Advisor would be precluded from providing administrative services to the Extended Asset Fund. However, the Investment Advisor may be required to dispense advice about the administration of the Extended Asset Fund.

8. Regarding educating participants on the Extended Asset Fund, what methods does OST currently use to communicate with and educate LGIP participants?

OST is currently using its website, www.tre.wa.gov, as its primary method of communication with participants. However, we also contact participants via phone, fax, and email. Additionally, classes are set up at in-state conferences to train municipalities of the benefits and uses of the LGIP, as well as more general investment education. With regards to educating/marketing of the Extended Asset Fund we envision a couple of question and answer sessions to be conducted at locations around the state, e.g., one in eastern Washington and one or two in western Washington. We would expect the participation of our investment advisor at such meetings.

9. Can you provide any examples of special projects or other services that the Investment Advisor may be asked to provide?

Currently, we have no special projects planned. However, one potential such project would be an evaluation of our investment statutes and how they may be updated to allow for other investment products.

10. For the preparation of our response, would it be possible to get a holdings report in addition to the other portfolio information you provided?

We will be providing a detailed list of holdings for the finalist phase of the selection process.