



Responses to Questions Regarding the Request for Proposals for Performance Reporting Services for the Private Markets Portfolio of the City and County of San Francisco Employees' Retirement System

September 4, 2020

Q	The sample agreement has the language below further suggesting you are looking for an entity that is an RIA. Would you consider bidders that are not registered investment advisers and that will not act as a formal fiduciary?
A	The terms of the model agreement may be modified, but there cannot be material changes to the fiduciary requirements outlined in the RFP.
Q	Number of folks on the Private Equity Team?
A	As of September 4, 2020, SFERS' private markets team consists of six people and the private credit team consists of four people.
Q	Number of fund investments?
A	As of December 31, 2019, the private equity portfolio had 267 active funds, the real assets portfolio had 94 active funds, and the private credit portfolio had 66 active funds.
Q	Portfolio Allocation and breakdown details?
A	SFERS' Investment Policy Statement as of August 2020 lists the private equity allocation as 18%, the real assets allocation as 17%, and the private credit allocation as 10%. No official sub allocation targets exist.
Q	Current systems being utilized today? Are any being sunset as a result of this RFP?
A	Burgiss is used in addition to systems provided by SFERS' current consultant. The systems provided by SFERS' current consultant would be sunset if a new consultant is awarded the contract; Burgiss will not.
Q	Regarding the Equal Employment Opportunity Employer Information Report Form EEO-1 on Workforce Composition, the link to the form provided (https://www.eeoc.gov/employers/eeo1survey/upload/eeo1-2-2.pdf) brings us to a web page that says "The requested web page cannot be found". Can you please provide this form in a different format or provide instructions as to where the form is located on the SFERS government website? Additionally, please confirm this form is to be submitted with our RFP submission on September 30th and not prior to RFP submission.
A	Given the EEOC's decision to delay the opening of 2019 EEO-1 Component Data Collection, we ask respondents to provide SFERS with the last Equal Employment Opportunity Employer

	Information Report Form EEO-1 on Workforce Composition (Section D) that your firm filed with the EEOC.
Q	Regarding the Required Vendor Forms, are all proposers required to complete the documents at the time of RFP submission or only once SFERS notifies their chosen provider? Additionally if proposers have completed these forms in the past but some information has since changed, are proposers required to re-submit or only notify SFERS of these changes?
A	The vendor forms required by Section VII.B. and Appendix C of the RFP are required before a proposer is awarded a contract. They are not required at the time of submission. If Proposers have completed these forms in the past, they are not required to resubmit. Changes should be made to the Proposer's profile at https://sfcitypartner.sfgov.org/pages/index.aspx .
Q	The RFP document mentions proposals will be public documents but proposers may mark certain items as "Business Confidential". In addition to identifying confidential information in the RFP submission, as per the instructions, would it be acceptable for proposers to provide a fully redacted copy that removes any confidential information to assist SFERS's response to any future FOIA requests?
A	SFERS does not encourage proposers to take this extra measure.
Q	With reference to the Scope OF Work in Section II.1 a) b), c) and f), and specifically in RFP Questions 4. b) and e), please confirm that SFERS is seeking a data collection and reconciliation service, as well as a performance reporting and analytics technology tool?
A	Confirmed.