**Attachment 1 – MANDATORY REQUIREMENTS AFFIRMATION**

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| Bidders must affirm that they meet the stated Mandatory Requirements (Yes / No Affirmation). In addition, please include Supporting Documentation that evidences Bidder ability to meet the Mandatory Requirements in the table directly or below table.  |
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| **Firm Mandatory Requirements** | **Affirmation** | **Supporting Documentation** |
|  | **Yes / No** | **Please detail how the qualification is met** |
| Qualification 1 |
| Investment Advisors must be currently registered as an Investment Advisor with the Securities and Exchange Commission and remain registered during the term of the contract. If required under New York Law, Investment Advisor must also be registered with the New York State Department of Law and remain registered during the term of the contract. Investment Advisors must have completed, obtained and performed all registrations, examinations, approvals, authorizations, and consents required by any governmental authority for such engagements. |   |   |
| Qualification 2 |
| Investment Advisors are required to possess a minimum of three (3) years of experience in providing institutional investment advisory services. ERISA and non-ERISA experience will be considered. |   |   |
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| Qualification 3 |
| Investment Advisors must have at least $200 million of assets under advisement.  |   |   |
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| Qualification 4 |
| The investment consulting firm must agree to be a Fiduciary to the plan as that term is defined in New York state law.  |   |   |
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| Qualification 5 |
| The investment consulting firm must agree to disclose all conflicts of interest, all sources of revenue and all affiliations and continue to do so on an ongoing basis.  |  |  |
| Qualification 6 |
| The investment consulting firm must have a Diversity and Inclusion Recruiting Program/Strategy in place.  |  |  |