



September 14, 2021

Open Letter To Interested Parties

The Pasadena City College Foundation desires to contract for Investment Management Consulting Services who will serve as a discretionary advisor and manage some portion of the investment portfolio for the PCC Foundation and is receiving Request For Proposals ("RFP") through **October 18, 2021**.

The qualified applicant must have been in business and have a solid business history for at least five (5) years and must have experience managing or advising assets of at least \$1 billion.

The RFP is posted on the Pasadena City College website at Pasadena.edu/foundation. Any questions about the RFP must be submitted in writing to Bobbi Abram, Executive Director and emailed to pccfoundation@pasadena.edu. All questions must be received by September 21, 2021. All questions and responses will be posted on the website October 1, 2021.

Questions will not be answered by phone or personal email.

The portfolio of investments is approximately \$66 million.

The full RFP and complete details on how to submit a response are posted on the website. The Foundation reserves the right to reject all proposals or to cancel this RFP in whole or in part, without selection of any response. However, we anticipate selection by no later than December 21, 2021.

Thank you for your interest.

The Pasadena City College Foundation Board of Directors