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**STATE OF HAWAII'
HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND**

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**ADDENDUM NO. 1
TO
REQUEST FOR QUOTE
FOR
DOCUMENT PROCESSING
AND
DATA EXTRACTION SERVICES**

The following information/specifications are added to the Request for Quote for document processing and data extraction services for the Hawaii Employer-Union Health Benefits Trust Fund (EUTF):

- Web-based application; does not require on-premises installation.
- Compatible with Google Chrome web-browser.
- Each service will require collecting documents from 81 separate investment funds across investment vehicles (a mixture of Private Equity/Private Credit/Real Assets Limited Partnerships, long-only purchases/sale confirmations) on an ad-hoc basis (3-4 per year). Emails per fund could be 1-3 per month. The number of investment funds is likely to grow by ~8-10 per year over the next 3-5 years.
 - Interested vendors must describe their experience working with financial statements and reports commonly produced by investment managers.
 - Interested vendors must describe their experience working with institutional investors and governmental pension plans and/or healthcare benefit trusts, specifically.
 - Years of experience working with institutional investors on data extraction; and
 - Number of clients for which vendor has provided a comparable service working with similar documents (investment reports and statements).
- Preferably compatible with the EUTF's existing document management software system .

EUTF's Mission: We care for the health and well being of our beneficiaries by striving to provide quality benefit plans that are affordable, reliable, and meet their changing needs. We provide informed service that is excellent, courteous, and compassionate.