



**TENNESSEE HOUSING DEVELOPMENT AGENCY
REQUEST FOR PROPOSALS # 31620-00618
FOR DOCUMENT CUSTODIAN SERVICES
AMENDMENT NUMBER ONE**

DATE: March 17, 2021

RFP# 31620-00618 is amended as follows:

1. THDA responses to questions and comments in the table below amend and clarify this RFP.

Any restatement of RFP text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFP document.

QUESTION / COMMENT	THDA RESPONSE
<ul style="list-style-type: none"> What is the monthly volume of files being delivered for each agency? <ul style="list-style-type: none"> a. GNMA b. FHLMC c. FNMA 	<ul style="list-style-type: none"> See below <ul style="list-style-type: none"> a. Expected first year \$300 Million or \$25 million per month or 142 loans per month. b. Expected volume not more than \$7.5 million per month or 50 loans per month. c. None
<ul style="list-style-type: none"> Do you participate in any co-issues or PIIT Pools? 	<ul style="list-style-type: none"> No
<ul style="list-style-type: none"> Will you require a Bi-Party account? 	<ul style="list-style-type: none"> Yes
<ul style="list-style-type: none"> Do you participate in any MSRs purchases or sales? 	<ul style="list-style-type: none"> No
<ul style="list-style-type: none"> Are all files going to go through the RBC tri-party account? 	<ul style="list-style-type: none"> Yes
<ul style="list-style-type: none"> Are there other warehouse lenders? 	<ul style="list-style-type: none"> No
<ul style="list-style-type: none"> How many loans would be sent to the custodian per month? Please separate Ginnie Mae, Fannie Mae and Freddie Mac. 	<ul style="list-style-type: none"> Ginnie Mae - Approximately \$350M in Original Balances per year, 2,000 loans per year, 150 to 170 loans per month Freddie Mac - Approximately \$100M in Original balances per year, 570 loans per year, 35 to 55 loans per month. Fannie Mae – No expected production at this time.
<ul style="list-style-type: none"> What is the estimated monthly volume in the next three years? Please separate Ginnie Mae, Fannie Mae and Freddie Mac 	<ul style="list-style-type: none"> THDA expects to grow our program volume over the next 5 years. We are expanding our ability to deliver various products into the secondary market and anticipate volume increasing. At this time, we would project the same volume of loans described as year 1 to be used for your evaluation of this proposal. Ginnie Mae - Approximately \$350M in Original Balances per year, 2,000 loans per year, 150 to 170 loans per month Freddie Mac - Approximately \$100M in Original balances per year, 570 loans per year, 35 to 55 loans per month. Fannie Mae – No expected production
<ul style="list-style-type: none"> How many Ginnie Mae loans and pools are at your current custodian? How many Ginnie Mae pools are final certified? 	<ul style="list-style-type: none"> THDA has no Ginnie Mae program activity at this time. This is a new program offering and Ginnie Mae volume will come from our existing flow of loan origination business and replace a portion of our program funding allowing our tax exempt municipal bond authority to be re-directed to other business needs. THDA does not have any Ginnie Mae pools at this time.

QUESTION / COMMENT	THDA RESPONSE
<ul style="list-style-type: none"> How many Fannie Mae and Freddie Mac loans do you have at your current custodian? 	<ul style="list-style-type: none"> THDA started our Freddie Mac operations in 2020. THDA has approximately 125 Freddie Mac loans at our existing document custodian.
<ul style="list-style-type: none"> Do you deliver utilizing co-issue or PIIT? 	<ul style="list-style-type: none"> At this time THDA has not determined the method to be utilized.
<ul style="list-style-type: none"> Are the Fannie Mae Loans ASAP or ASAP+? 	<ul style="list-style-type: none"> THDA does not have any Fannie Mae loans.
<ul style="list-style-type: none"> Are all the loans THDA originated? 	<ul style="list-style-type: none"> All THDA loans are originated by lending partners in the state of Tennessee. THDA does not originate any loans directly.
<ul style="list-style-type: none"> Does THDA purchase from correspondent lenders? If yes, how many active correspondent lenders do you purchase from? If purchasing from correspondent lenders do the files come from one location? 	<ul style="list-style-type: none"> THDA has approximately 130 approved correspondent lenders, 70% of the lenders actively participate in the mortgage programs submitting at minimum 5 loans a year. THDA conducts a pre-closing compliance review of files, which are submitted from different locations. Typically, all final documents and closing packages are submitted from the lender's main location electronically, with the original mortgage note sent to THDA. THDA will be responsible for document transmissions to the custodian.
<ul style="list-style-type: none"> Could THDA provide a breakdown of the volume of loans expected for this engagement, itemized by agency? <ul style="list-style-type: none"> For the Fannie Mae loans, could THDA provide a breakdown of the following categories: MBS, Cash, ASAP? 	<ul style="list-style-type: none"> Ginnie Mae – We expect approximately \$350 million in originations and poolings per year. (Approx 2,000 loans) Freddie Mac – We are anticipate \$100 million per year in UMBS securitizations. (Approx 570 Loans) Fannie Mae – No anticipated volume at this time. <ul style="list-style-type: none"> NA
<ul style="list-style-type: none"> Could THDA provide the anticipated delivery schedule and delivery method for the loans, including physical vs. eNotes? 	<ul style="list-style-type: none"> THDA currently has a \$500M to \$600M annual pipeline of mortgage business delivered monthly as loans move through processes. Original notes are validated, packaged and sent by overnight mail to our document custodian, certified and then pooled for UMBS sale. We do not accept eNotes at this time, however, we are looking at the process and watching State of Tennessee regulations, pending further legal review, an eNotes process would be implemented with notice to all partners.
<ul style="list-style-type: none"> Will THDA retain the servicing of all the loans or a certain percentage of the loans? 	<ul style="list-style-type: none"> THDA will retain ALL servicing of all loan products from a program offerings.
<ul style="list-style-type: none"> Is an executed copy of Attachment C required in RFP responses, or upon award of the business? 	<ul style="list-style-type: none"> NO, however, we do anticipate a contract to be executed after selection substantially similar in form and substance to Attachment C.
<ul style="list-style-type: none"> Due to our parent company's cybersecurity policy restricting use of USB flash drives, would THDA accept an emailed PDF copy of the Technical and Cost Proposals, in addition to the printed and sealed originals? 	<ul style="list-style-type: none"> Yes, the files can be emailed to the RFQ Coordinator ONLY, ekelley@thda.org. Should anyone else within the THDA agency be copied on the email, the bid will be rejected.
<ul style="list-style-type: none"> Does THDA ever issue Requests for Proposals for Trustee services on your single and multifamily bond programs? <ul style="list-style-type: none"> If so, would those Trustee services be available if multi-service discounts were offered? 	<ul style="list-style-type: none"> THDA is not currently at a point where trustee services are being considered for an RFP. <ul style="list-style-type: none"> NA