



LIVINGSTON COUNTY FISCAL SERVICES
LIVINGSTON COUNTY, MICHIGAN
304 E. Grand River Ave., Suite 204 | Howell, MI 48843
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RFQu-LC-24-05
Construction Management Services for Minor Projects

ADDENDUM #1

The purpose of this addendum is:

- to communicate questions received, and the answers to those questions
- to include building floorplans/maps

QUESTIONS	ANSWERS
If a vendor is unable to remit the 2% fee to MAC, will that vendor be able to bid?	No.
Can a vendor choose to not include a 2% fee?	The 2% administrative fee is required to be remitted, no exception. We have had vendors that have been part of the program that have chosen to absorb the 2% fee in their pricing because they receive the benefit of not having to put together other public bids, which in turn saves them time and cost. We have also had other vendors that have simply added the 2% to their overhead. Either way, it is required.
Can you explain exactly how the fee should be applied? Monthly, one time, annual?	The vendor will be contacted by MAC on a quarterly basis for all of its self-reported sales (all billings made to an entity whether it be for sales or service) and the 2% will be applied to all sales and services made to entities using the contract.
Will the 2% administrative fee be paid by our company to MAC, or will Livingston County be withholding 2% and pay MAC directly?	The 2% administrative fee will be paid by the vendor to MAC.
Would you like our suggestion on how we pay other buying cooperatives?	Sure, please propose your solution in your response.

The bid due date remains March 18, 2024 by 2:00 p.m. EST.

ACCEPTANCE/ACKNOWLEDGEMENT OF ADDENDUM #1
RFQu-LC-24-05
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To be signed and returned with proposal submission.

Company:	Date:
Authorized Signature:	
Printed:	