

# SOLICITATION NUMBER: 17-139

## Addendum Number: 4

The purpose of this addendum is to modify the solicitation identified as 17-139 ("Solicitation") to reflect the change(s) identified and described below.

### Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

### Description of Modification to Solicitation:

Issued to change section 3.1.5.2 of the bid specifications. Bid opening date and time remain the same.

4/19/17 – 11:00 A.M.

#### From:

3.1.5.2 The commission percentage will be the amount collected by the Vendor and remitted to Kanawha County Schools which will be the actual payout as a percentage of proceeds. This percentage commission, as indicated within the pricing pages, and actual payout amount shall be the net amount remaining after certain adjustments have been made for debts, deductions or other expenses, which includes but is not limited to operating, delivery, taxes and fees pertaining to the distribution and sales of vending products.

#### To:

3.1.5.2 The commission percentage, as indicated within the pricing pages, will be the actual payout percentage of the total collections from the established retail sale price. The Vendor will collect and remit payment to Kanawha County Schools' from the total vending collections before additional costs or other expenses. These additional costs or other expenses include, but are not limited to: operating, delivery, taxes and fees pertaining to the distribution and sales of vending products. Moreover, the additional costs or other expenses are to be absorbed by the Vendor and shall not be passed through to Kanawha County School's commission percentage.

Example: The established retail sale rate of a bottle of soda is \$1.00. The commission percentage as provided to Kanawha County Schools by the Vendor is 50%. There is an imposed tax of \$.03 per bottle and an additional fee of \$.01 per bottle.

The commission paid to Kanawha County Schools is \$.50 for the bottle of soda. The \$.03 per bottle tax and additional \$.01 per bottle fee associated with the sale of the product are absorbed within the Vendor's remaining proceeds.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

# ATTACHMENT A

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: 17-139**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any County personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

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Company

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Authorized Signature

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Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

