

APPENDIX F

Consortium Agreement & Terms

SOLICITATION #37-23-055 **Strategic Sourcing Optimization Services**

The Purchasing Division, on behalf of the County of Wayne (County), in compliance with the County's Procurement Ordinance, solicited bids/proposals for a consortium model contract with Wayne County as "Lead Agency". Wayne County Procurement has now completed the evaluation for the above referenced solicitation.

Cooperative Purchasing Consortium

The above reference solicitation was competitively bid and awarded. The Procurement Director, in accordance to Section 120-181, is sponsoring an agreement that has been designated as a cooperative contract and **Procurement Consulting Group** has agreed to extend their pricing to local municipalities, school districts and units of government within Wayne County and Michigan. Wayne County Procurement is sponsoring this cooperative agreement under Michigan Association of Counties (MAC) CoPro+ program, a shared services solution program.

Administrative Fees

An administrative remit fee of 1.5% will be collected from **Procurement Consulting Group** on a quarterly basis. The fee will be calculated against the quarterly sales volume (actual sales) for all purchases made under this agreement. A request for Quarterly Sales Report will be sent out from PPIM (Public Procurement Institute of Michigan). PPIM is the CoPro+ consortium administrator.

All administrative fees collected under the CoPro+ consortium will be distributed between PPIM and CoPro+ members that place a sales order against this Master Agreement.

Signature

The County and the Supplier, by their authorized officers and representatives have executed this Addendum to the Contract.

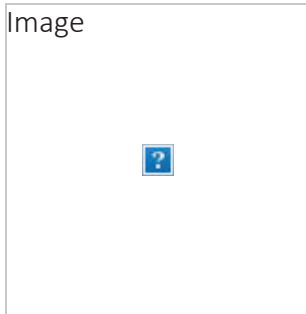
By: Nicole Martin

Date: 01/13/2026

Its: Chief Administrative Officer

From: [Robert Widigan](#)
To: [Nicole Martin](#)
Cc: [Travis Grubb](#); [James Colangelo](#)
Subject: Re: CoPro+ Appendix for PCG Contract- Review and Approval Requested
Date: Wednesday, January 14, 2026 11:52:22 AM
Attachments: [image001.png](#)

I concurrence with adding the appendix, approved.



Robert J.F. Widigan
Interim Procurement
Director
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From: Nicole Martin <nicole@pcg-pro.com>
Sent: Tuesday, January 13, 2026 08:46
To: Robert Widigan <Rwidigan@waynecountymi.gov>
Cc: Travis Grubb <Tgrubb@waynecountymi.gov>; James Colangelo <Jcolangelo1@waynecountymi.gov>
Subject: CoPro+ Appendix for PCG Contract- Review and Approval Requested

Good morning, Rob,

During a recent review of the PCG contract, it appears that a CoPro+ Appendix was not signed at the time of execution. If it was executed, I have been unable to locate the document.

Page 89 of the attached contract notes PCG's agreement to participate as a Wayne County–hosted CoPro+ contract. To close the loop and allow PCG to extend services to other municipalities, a signed appendix needs to be on file. We have encountered similar situations with other contracts and have treated them as clerical oversights by adding the signed appendix to the project folder.

In this instance, it appears the appendix may have been inadvertently overlooked during the solicitation process. Can you please provide your concurrence with adding the appendix? Upon receipt of your response, I will place the signed document in the project folder along with a memo to file.

Please let me know if you have any questions or need additional information.

Thank you.



Nicole J. Martin

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