

District 43 43ENVR25 Outreach – 12/11/24

HQ Division of Environmental Analysis On-call Cultural Resources Support Services Contract
Q&A session

Question:

Can you define "Vendor" vs. Subconsultant?

Answer:

Vendor Services are Trade services incidental to the core A&E services.

Question:

For vendors, can we assume we just list them or say that we will contract as needed vs. all the documentation, e.g., letters and rate, estimate % from other subs?

Answer:

Firms providing Trade services will be required to submit their rate sheets (in lieu of bids) listing each item with its corresponding unit cost, inclusive of all direct and indirect costs used for all clients. Vendor rate sheets shall not include individual personnel labor rates. The Department will scrutinize the vendor Rate Sheets and Prime's supporting documentations for fair and reasonableness of vendor rate sheets during cost negotiation phase.

Vendor name and description of services shall be clearly identified in the Prime's transmittal letter and other sections of the SOQ as noted.

All Vendors and the associated service descriptions shall be listed in the SOQ. DBE and Non-DBE vendor names should be identified in the SOQ and include their respective Transmittal Letter accompanied with the A&E Conflict of Interest forms.