

RFP for Countywide Annual Cultural Resources Services

Questions and Answers

Below are the questions asked and answers given pertaining to the Request for Proposals for Countywide Annual Cultural Resources Services from April 29, 2020 to May 14, 2020.

1. Due to current COVID-19 health and safety measures, can we submit our proposal via email as a PDF, in lieu of delivering hard copies?

Yes, due to the current COVID-19 health and safety measures proposal may be submitted as a pdf in lieu of hardcopies. If submitting RFPs through e-mail please send to Josh Metcalf at Josh.Metcalf@lewiscountywa.gov and make sure to cc me at Ann.Weckback@lewiscountywa.gov. The page requirement will still be limited to 10 sheets so understand any information in the e-mail itself or any attachments provided over the 10 sheet limit will not be distributed to reviewers.
2. Would a cover and cover letter be included within the 10-page limit?

Yes, any materials submitted will count towards the 10 page limit.
3. Under the Submittal section of the RFP, item 4 Costs associated with Services “Cost breakdown should include hourly rates per Classification along with fixed fee and overhead” are you looking for a proposed project-specific budget or rate schedules?

I am looking for a table of hourly rates, overhead, fixed fee or profit, and the maximum billing rate per hour per each staff member anticipated to be working on the proposed projects.