

Depending on the type of agreement, here are samples of the language needed to properly add a sub:

CPFF Project Specific:

Part II Compensation, Paragraph E is hereby modified to add the subconsultant "sub name" to perform "ABC" services for the Route "123" project. In accordance with the "prime consultant name" proposal dated mm/dd/yy, the cost breakdown for these services are included in the following table.

FP Project Specific:

Part II Compensation, Paragraph D is hereby modified to add the subconsultant "sub name" to perform "ABC" services for the Route "123" project. In accordance with the "prime consultant name" proposal dated mm/dd/yy, the fixed price cost (plus direct expenses) for these services are included on the following table.

CPFF Term Agreement (add this language to the task order):

Part II Compensation, Paragraph C.4. and C.5. are hereby modified to add the subconsultant "sub name" to perform "ABC" services for the Route "123" project. In accordance with the "prime consultant name" proposal dated mm/dd/yy, the cost breakdown for these services are included on the following table.

FP Term Agreement (add this language to the task order):

Part II Compensation, Paragraph C.3. is hereby modified to add the subconsultant "sub name" to perform "ABC" services for the Route "123" project. In accordance with the "prime consultant name" proposal dated mm/dd/yy, the fixed price cost for these services are included on the following table.