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PROCUREMENT SUBCONTRACTOR REQUEST FORM (SRF)

It is ADOT's responsibility to ensure that prime contractors employ subcontractors in accordance with various Federal and State regulations. With this in mind, ADOT has implemented a subcontractor approval streamlining process which will ensure compliance while decreasing the required approval time. Field Reports / 206 S. 17th Ave, MD 133A Phoenix, AZ 85007 / FReports@azdot.gov

SUBCONTRACTOR _____	PROCUREMENT CONTRACT NO. _____
ADDRESS _____	ADOT TRACS NO. _____
CITY, STATE, ZIP _____	ADOT PROJECT NO. _____
TELEPHONE NO. _____	PRIME CONTRACTOR: _____
EMAIL ADDRESS (REQUIRED) _____	TELEPHONE NO. _____
CONTACT NAME (PRINT) _____	PRIME CONTRACT AMOUNT \$ _____
SUBCONTRACTOR R.O.C. NO. _____ CLASS _____	ESTIMATED SUBCONTRACT AMOUNT \$ _____
SUBCONTRACTOR FED EIN _____ AZ UTRACS NO. _____	I CERTIFY THAT I AM A BONA FIDE TRUCK OWNER/OPER
LOWER TIER TO: _____	_____
DBE: <input type="checkbox"/> YES	Signature / Date

SUBCONTRACTED BID ITEMS No.'s

(Check box and provided dollar amount for Joint/Partial Items)

SUBCONTRACTED NON-PAY ITEMS

(Provide Description of Work)

<input type="checkbox"/> _____ \$ _____	<input type="checkbox"/> _____ \$ _____	_____
<input type="checkbox"/> _____ \$ _____	<input type="checkbox"/> _____ \$ _____	_____
<input type="checkbox"/> _____ \$ _____	<input type="checkbox"/> _____ \$ _____	_____
<input type="checkbox"/> _____ \$ _____	<input type="checkbox"/> _____ \$ _____	_____
<input type="checkbox"/> _____ \$ _____	<input type="checkbox"/> _____ \$ _____	_____
<input type="checkbox"/> _____ \$ _____	<input type="checkbox"/> _____ \$ _____	_____
<input type="checkbox"/> _____ \$ _____	<input type="checkbox"/> _____ \$ _____	_____

CERTIFICATION:

The Prime Contractor and Subcontractor certifies the following :

- A) The Subcontractor has received applicable Documents No. 6-12 per Special Provisions.
- B) The Prime Contractor and Subcontractor will execute Documents No. 1 and 4 or 5 prior to the start of Subcontractor's work. DBE subcontracts to be submitted at Pre-Construction conference (Spec. 108.01/.03)
- C) Upon execution, Prime Contractor will send Field Office and Field Reports copies of Documents No. 1-3, and 4 OR 5
 1. Subcontract Agreement containing the above Bid Items of Work
 2. Standard Specifications 107.18 and 107.19 Federal Aid and Non Federal Aid projects (FA and Non FA projects)
 3. Cargo Preference Act (FA projects only)
 4. Certification, Contracts or Subcontracts subject to EEO Clause August 1, 2000 (Non FA projects only)
 5. Certification, Contracts or Subcontracts subject to EEO clause April, 1969 (FA projects only)
 6. Executive Order 2009-09 Superseding 99-4 Amending 75-5 (Non FA projects only over \$300,000)
 7. Standard Federal EEO Construction Contract Specifications (Executive Order 11246) Rev. 4/15/1981 (FA and Non FA projects)
 8. Notice of Requirement for Affirmative Action to ensure EEO (Executive Order 11246) Rev. 4/15/1981 (FA and Non FA projects)
 9. FHWA 1273-(Rev.5-12) (FA projects only)
 10. EEO Compliance Reports, March 1, 2015 (FA Projects only)
 11. a) Contractor Compliance Agreement Assurances, b) DBE Special Provisions (EPRISE, 03/15/11), or c) DBE Special Provisions (EPRISENGL, 03/11/15)
 12. Wage Determination Decision # AZ _____ Mod # _____ (As per special provisions for above referenced project)

_____ Authorized Prime Contractor Signature	_____ Authorized Subcontractor Signature	_____ Authorized Lower Tier Signature
_____ Title	_____ Title	_____ Title
_____ Date	_____ Date	_____ Date

According to the appropriate Contract Provisions, the Procurement Officer has approved this date the subletting of the work items described above.

Percentage Subcontracted To Date: _____ %

Total Subcontracted To Date: \$ _____

Subcontract in Field Reports: YES NO

Committed DBE Non-committed DBE

Unit: _____

Procurement Officer - ADOT / Date

Field Reports / Date

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14-517 Rev 04/16