

**CONSULTANT INFORMATION PAGE**

CONTRACT NO.:

CONTACT PERSON:

E-MAIL ADDRESS:

TITLE:

CONSULTANT FIRM:

ADDRESS:

CITY, STATE ZIP:

TELEPHONE:

FAX NUMBER:

DUNS #:

ADOT CERTIFIED DBE FIRM? (YES/NO)

SUBCONSULTANT(S):	TYPE OF WORK	ADOT CERTIFIED DBE FIRM (YES/NO)
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**NOTE: This page is not evaluated by the Selection Panel, but is used by Engineering Consultants Section for administrative purposes.**

**SUBCONSULTANT(S) TABLE:**

SUBCONSULTANT FIRM NAME:	
CONTACT PERSON:	
E-MAIL ADDRESS:	
TITLE:	
ADDRESS:	
CITY, STATE ZIP:	
TELEPHONE:	
FAX NUMBER:	
DUNS #:	

SUBCONSULTANT FIRM NAME:	
CONTACT PERSON:	
E-MAIL ADDRESS:	
TITLE:	
ADDRESS:	
CITY, STATE ZIP:	
TELEPHONE:	
FAX NUMBER:	
DUNS #:	

**NOTE: Each Subconsultant listed in the SOQ must be included in the Subconsultant Table of the CIP. Add additional Subconsultant Table pages as necessary. This page is not evaluated by the Selection Panel, but is used by Engineering Consultants Section for administrative purposes.**

\*Please confirm that each Subconsultant listed is in the eCMS database. If a Subconsultant's name is not in the eCMS database, contact ECS at E2@azdot.gov Allow two (2) business days to have the Subconsultant added to eCMS. Click [Here](#) check the eCMS database or go to ECS Website.

**DBE GOAL ASSURANCE/DECLARATION**

This Contract is Race Neutral (No DBE Goal – DBE use encouraged)

By signing below, and in order to submit an SOQ proposal and be considered to be awarded for this contract, in addition to all other pre-award requirement, the consultant/Proposer certifies that they will meet the established DBE goal or will make good faith efforts to meet the goal for the contract and that arrangements with certified DBEs have been made prior to SOQ and/or Cost Proposal submission. The proposer will meet the established DBE goal or will make good faith efforts to meet the goal on each Task Order assignment associated with the contract and that arrangements with certified DBEs have been made prior to SOQ and/or Task Order proposal submission.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

**SOQ SUBMITTAL CHECKLIST**

Place a check mark on the left side of the table indicating compliance with the following:

<input type="checkbox"/>	Required Page Limit Met
<input type="checkbox"/>	One PDF Document no larger than 15 MB
<input type="checkbox"/>	All Amendments Included
<input type="checkbox"/>	Introduction Letter (Including all required elements/statements)
<input type="checkbox"/>	SOQ Proposal Formatted According to Requirements Listed in Part C and any applicable amendments
<input type="checkbox"/>	Correct SOQ Certification List Signed and Dated by a Principal or Officer of the Firm
<input type="checkbox"/>	Completed Consultant Information Page (Including listing DBE firms, if applicable)
<input type="checkbox"/>	Supplemental Services Disclosure Form (REQUIRED for Supplemental Services Contract)
<input type="checkbox"/>	All Subconsultants & Proposed Work Type (Including listing DBE firms, if applicable)
<input type="checkbox"/>	Any Additional Required Documents (Specific Requirements in RFQ such as Resumes, etc.)
<input type="checkbox"/>	Commenting or User Rights Feature Enabled in SOQ PDF Document
<input type="checkbox"/>	DBE Goal Assurance/Goal Declaration completed

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