ADOT Procurement

ARIZONA DEPARTMENT OF TRANSPORTATION

PROCUREMENT PROFESSIONAL SERVICES (ON-CALL)

DISADVANTAGED BUSINESS ENTERPRISE (DBE)

Intended Participation Affidavit – Summary

Contract No.: _____ Project No. _____ Task No.: _____

Contractor Name: _____ AZUTRACS Registration No.: _____

DBE Liaison Name: _____ Contact Phone Number: _____

Task Amount: _____ Contract DBE Goal %: _____

- **Total Contract/Task Amount must include the original and any additional amount applied to the Contract or Task Assignment.**
- **DBE Firm listed above must complete at least 30% of its own contract amount.**

A	*B*	*C*	*D*	*E*	*F*	*G*
DBE Firm Name	**Vendor Type**	**Work Description**	**Total Contract/ Task Amount**	**Adjustments**	**Total Amount Toward DBE Goal**	**DBE performing at least 30%? Y/N**
				(*H*) Total Amount Toward DBE Goal	$ 0.00	
				(*I*) Total % of DBE Commitment	0.00%	
				(*J*) Contract DBE Goal %		

By signature below, the undersigned agrees that formal agreements/subcontracts with the listed DBE firms will occur for the work cited herein should this contract be awarded.

_____ (Name of Principal/Officer)

_____ (Title)

_____ (Principal/Officer Signature)

_____ (Date)

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INSTRUCTIONS

1. Do not submit *Instruction* page.
2. Identify first-tier DBE firms and any lower-tier DBE firms if used by non-DBE subconsultants for total DBE utilization.
3. When completing the calculations table, enter the Contract or Task Amount first so pop-up warning message does not appear.
4. Submit corresponding *DBE Intended Participation Affidavit* form for each DBE firm identified on this form.
5. The form must be submitted with each Task assignment.
6. The form must be filled out entirely. Leave no blank spaces, use "0" or enter N/A if section does not apply.

Definitions:

Contract No.: number identifier for contract.

Project No.: number identified for the project and purchase order.

Task No.: number identifier for any tasks assigned under an on-call contract (use if applicable); may also include a revision number identifier.

Contractor Name: name of contractor.

AZ UTRACS Registration No.: vendor registration number identifying firm is *ready, willing and able to work* with ADOT; can be found by conducting a search on the AZUTRACS Website http://www.azutracs.com

DBE Liaison Name: the designated employee who shall be responsible for the administration of the contractor's DBE program.

Contract or Task Amount: Total dollar amount contractor proposes for total work to be completed on contract or task assignment; any revisions or contract modifications will include original and previous additional amounts so the contract task assignment can be reviewed in its entirety

Contract DBE Goal: the required DBE goal on the contract

A – DBE firm's name

B – Select from dropdown if DBE is a Consultant, Subconsultant, Tier-Sub, Vendor, and Broker

C – Services provided by the DBE firm – must coincide with the NAICS Code the DBE is certified in

D – Total dollar value of work assigned to the DBE firm; if a task order revision, include original amount and all previous revised amounts

E – Any deductions from DBE's total contract amount due to subletting of work to non-DBE firms or due to DBE credit being less than 100% for suppliers or brokers

F – Total contract amount less any adjustments (*D* minus *E*)

G – Is the DBE firm performing at least 30% of its total contract amount? DBEs must perform at least 30% of its contract awards in order to receive DBE credit

H – Total sum of column *F*

I – H divided by *Contract or Task Amount*; percentage of all DBE awards with respect to the total contract or task amount

J – Assigned DBE goal on the contract