

## ADDT ARIZONA DEPARTMENT OF TRANSPORTATION

### **PROFESSIONAL SERVICES DISADVANTAGED BUSINESS ENTERPRISE (DBE)** Intended Participation Affidavit – Summary

				,			
Contract No.:	TRACS No.:		Mod No.:	Task N	0.:		
Consultant Name:			AZ UTRACS Registrat	ion No.:			
DBE Liaison Name:	Contact Phone Number:						
Contract or Task Amount:			Contract DBE Goal %				
Note: Total Contract/Tas	sk Amount musi	t include the original and any a	dditional amount ap	plied to the Con	tract or Task Ord	ler.	
Α	В	С	D	E	F	G	
DBE Firm Name	Vendor Type	Work Description	Total Contract/ Task Amount	Adjustments	Total Amount Toward DBE Goal	DBE Performin at Least 30%? Y/I	
		(H	I) Total Amount Tov	vard DBE Goal			
			(I) Total % of DBE	Commitment			
			(J) Contrac	t DBE Goal %			
By signature below, the under herein should this contract		s that formal agreements/subco	ntracts with the liste	d DBE firms will o	occurfor the worl	cited	
(Name of Principal/Officer)			(Title)				
(Principal/OfficerSignature)			(Date)				



# ARIZONA DEPARTMENT OF TRANSPORTATION

### **PROFESSIONAL SERVICES DISADVANTAGED BUSINESS ENTERPRISE (DBE)** Intended Participation Affidavit – Summary

#### **INSTRUCTIONS**

- 1. Do not submit *Instructions* 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 the initial cost proposal.
- 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/TRACS No.: number identifier for contracts, projects, solicitations, and purchase orders

Mod No.: contract modification number (use if applicable)

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

Consultant Name: name of consulting firm

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 AZ UTRACS website http://www.azutracs.com

DBE Liaison Name: the designated employee who shall be responsible for the administration of the consultant's DBE program Contract or Task Amount: Total dollar amount consultant proposes for total work to be completed on contract or task assignment;  $any\ revisions\ or\ contract\ modifications\ will include\ original\ and\ previous\ additional\ amounts\ so\ the\ contract\ or\ task\ assignment\ can$ 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 a mount? DBEs must perform at least 30% of its contract a ward 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