INFORMATION BULLETIN NO. 03-05

TO:      ADOT Project Managers/Monitors, Resident Engineers
         And Consultant Engineering Firms

FROM:    Engineering Consultants Section

SUBJECT: DEBARMENT AND SUSPENSION PROCESS
         AND REVISED CONTRACT LANGUAGE

In an effort to protect the Federal and State governments from conducting business with firms
that are currently suspended and/or debarred, Engineering Consultants Section procedures
were modified to include the review of the GSA List of Parties Excluded from Federal
Procurement and Non-Procurement Programs prior to entering into contract.

In addition, our contract debarment language was modified to allow receipt of a written
explanation to the Department, when applicable, if a firm is unable to certify to all debarment
contract conditions. The Department will make a determination whether to enter into contract
based on a firm’s historical performance, qualifications and the written explanation.

Effective this date, all our contract boilerplates will include our revised Debarment and
Suspension contract language.

In addition, during the negotiation phase, ECS staff will review the GSA List of Parties Excluded
from Federal Procurement and Nonprocurement Programs (www.epls.gov) to verify that the
selected consultant and lower tier subconsultant(s) are not excluded from participation in
Federal programs.

If you have questions regarding this bulletin or the contract language, please call the
undersigned at (602) 712-7720.

Susan Tellez
Contract Administrator