



ARIZONA DEPARTMENT OF TRANSPORTATION

CONSTRUCTION

DISADVANTAGED BUSINESS ENTERPRISE (DBE)

INTENDED PARTICIPATION AFFIDAVIT

TRACS No(s): \_\_\_\_\_ Project/Contract No.: \_\_\_\_\_

DBE Firm: \_\_\_\_\_ AZ UTRACS Registration No.: \_\_\_\_\_

Select:  Contractor  Trucker  Broker (Fees/Commission)  Supplier (60% DBE Credit)  Manufacturer

1. The undersigned is prepared to perform the following scope(s) of work on the above referenced project.

Table with 5 columns: NAICS Code, Bid Item No., Description / Scope of Work, Unit/ Hourly Quantity, Unit/ Hourly Price, Total Minimum Contract Amount. Includes a 'Total' row at the bottom.

Table with 4 columns: NAICS Code, Bid Item No., Description / Scope of Work, Total Minimum Contract Amount. Includes a 'Total' row at the bottom.

2. (Trucking) The undersigned affirms that of the trucking/hauling work quoted above, the following applies:

Table with 4 columns: DBE firm owns total # Trucks, Project Use, # of Trucks, Dollar Amount. Rows include DBE owned trucks, DBE leased trucks, non-DBE leased w/DBE driver, and non-DBE leased w/o DBE driver.

3. (Brokerage) The undersigned affirms that the amount of fees and commissions for work quoted above are as follows:

Total Min Contract Amount \$ \_\_\_\_\_ Fees/Commissions Portion of Bid \$ \_\_\_\_\_ or \_\_\_\_\_ %

4. The undersigned will sublet and/or award \$ \_\_\_\_\_ of work bid to a non-DBE firm.

5. The undersigned will sublet and/or award \$ \_\_\_\_\_ of work to another certified DBE firm.

Confirmation of Participation

By signature below, the undersigned agrees to enter into a formal agreement/subcontract for the work cited herein should the prime contractor receive award of this contract from the Purchaser.

I, \_\_\_\_\_ confirm that \_\_\_\_\_ (Authorized DBE firm officer, print name and title) (Name of DBE firm)

will be participating in the above project.

The DBE firm will be performing the scope as describe above for \_\_\_\_\_ (Total DBE Credit Dollar Value)

\_\_\_\_\_  
(Authorized DBE firm officer, (Date)



# ARIZONA DEPARTMENT OF TRANSPORTATION

## CONSTRUCTION DISADVANTAGED BUSINESS ENTERPRISE (DBE) Intended Participation Affidavit

### INSTRUCTIONS

1. Do not submit *Instructions* page.
2. Form is completed by DBE firms that are Consultants, Subconsultants, Lower-Tier Subconsultants, Direct Expense Vendors, and Brokers
3. The form must be signed by an authorized officer or principal of the DBE firm and submitted to the contractor.
4. The form must be submitted **by 4:00 p.m.** on or before the **seventh calendar day** after the bids are opened.
5. The DBE firm must be certified and licensed within the work category to be performed.
6. The form must be filled out **entirely**. Leave no blank spaces, use N/A or enter "0" if section does not apply.
7. If the DBE firm needs additional lines for scope of work/ work description please attach additional sheets or quotes as necessary.
8. A separate form must be submitted for each proposed DBE firm.
9. All partial items must be explained. If not, the DBE will be considered to be responsible for the entire item.
10. Completed form can be scanned and emailed to [contractorcompliance@azdot.gov](mailto:contractorcompliance@azdot.gov).

### Definitions:

1. Unit Price or Hourly Rate Bid or Lump Sum Bid
  - a. *NAICS Code*: Identify the North American Industry Classification System code that the firm is certified as a DBE to perform
  - b. *Bid Item No.*: Identify the work item number that correlates to the work being performed
  - c. *Description / Scope of Work*: Identify work to be performed
  - d. *Total Minimum Contract Amount*: Identify the total dollar of value for the work to be performed
2. Trucking
  - a. Identify total number of trucks owned by DBE and the total dollar value of work
  - b. Identify total number of DBE trucks used on the project and the total dollar value of work
  - c. Identify total number of DBE leased trucks used on the project and the total dollar value of work
  - d. Identify total number of non-DBE leased trucks with DBE drivers used on the project and the total dollar value of work
  - e. Identify total number of non-DBE leased trucks without DBE drivers used on the project and the total dollar value of work
3. Brokerage
  - a. Identify total dollar value of brokered work
  - b. Identify the fees or commission value that pertain to the total brokerage amount
4. Identify the total dollar amount to be subcontracted to a non-DBE firm
5. Identify the total dollar amount to be subcontracted to a DBE firm