

# SUBCONTRACTOR REQUEST FORM (SRF)

It is ADOT's responsibility to insure that prime contractors employ subcontractors in accordance with various Federal and State regulations. With this in mind, ADOT has implemented a subcontractor approval streamlining process which will insure compliance while decreasing the required approval time. Field Reports fax #602-712-3067 / 206 S. 17th Ave, MD 133A Phoenix, AZ 85007

<b>ADOT PROJECT/TRACS NO.</b> _____ / _____ <b>PRIME CONTRACTOR:</b> _____ <b>TELEPHONE NO.</b> _____ <b>FAX NO.</b> _____ <b>SUBCONTRACTOR NAME:</b> _____ <b>ADDRESS</b> _____ <b>ADDRESS</b> _____ <b>CITY, STATE, ZIP</b> _____ <b>EMAIL ADDRESS (REQUIRED)</b> _____ <b>PHONE</b> _____	<b>PRIME CONTRACT AMOUNT</b> \$ _____ <b>ESTIMATED SUBCONTRACT AMOUNT</b> \$ _____  <b>LOWER TIER TO:</b> _____ <b>SUBCONTRACTOR LICENSE NO.</b> _____ <b>DBE: Yes</b> _____ <b>No</b> _____ <b>I CERTIFY THAT I AM A BONA FIDE TRUCK OWNER/OPER</b> _____ <p style="text-align: center;">Signature/Date</p>
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**SUBCONTRACTED BID ITEMS No.'s**  
 (Specify Joint Items)

**SUBCONTRACTED NON-PAY ITEMS**  
 (Provide Description of Work)


**CERTIFICATION:**

The Prime Contractor and Subcontractor certifies the following :

- A)** The Subcontractor has received applicable Documents No. 3-10 per Special Provisions.
- B)** The Prime Contractor and Subcontractor will execute Documents No. 1 and 2 prior to the start of Subcontractor's work. DBE subcontracts to be submitted at Pre-Construction conference (Spec. 108.01/.03)
- C)** Upon execution, Prime Contractor will send Field Office and Field Reports copies of Documents No. 1 and 2 OR 6
  - 1. Subcontract Agreement containing the above Bid Items of Work
  - 2. Certification, Contracts or Subcontracts subject to EEO Clause August 1, 2000 (Non FA projects only)
  - 3. Executive Order 99-4 Amending 75-5 (Non FA projects only)
  - 4. Standard Federal EEO, Executive Order 11246 Revised 04-15-81 (Federal Aid and Non FA projects)
  - 5. Affirmative Action to Insure Equal Employment Opportunity (Executive Order 11246), April 15, 1981 (Fed Aid and NFA)
  - 6. Certification, Contracts or Subcontracts subject to EEO clause April, 1969 (Federal Aid projects only)
  - 7. FHWA 1273-(Rev.3-94) (Federal Aid projects only)
  - 8. EEO Compliance Reports, August 1, 2005 (Federal Aid Projects only)
  - 9. Certification of Nonsegregated Facilities, September 29, 1975 (Federal Aid Projects Only)
  - 10. Wage Determination Decision # \_\_\_\_\_ Mod # \_\_\_\_\_ (As per special provisions for above referenced project)

Authorized Prime Contractor Signature/Date	Authorized Subcontractor Signature/Date	Authorized Lower Tier Signature/Date
Title	Title	Title

**FOR ADOT USE ONLY**

According to the appropriate Contract Provisions, the Assistant State Engineer has approved this date the subletting of the work items described above.

Total Subcontracted To Date: \$ _____	Percentage Subcontracted To Date: _____ %
	Subcontract in Field Reports: YES _____ NO _____
Assistant State Engineer - Construction	Date _____
	Org: _____