



DO NOT FAX / DO NOT ALTER

SUBCONTRACTOR REQUEST FORM (SRF)

It is MCDOT's responsibility to ensure that prime contractors employ subcontractors in accordance with various Federal and State regulations. MCDOT has implemented a subcontractor approval process which will ensure compliance.

Submit Completed Form To: (email) _____

SUBCONTRACTOR _____
ADDRESS _____
CITY, STATE, ZIP _____
TELEPHONE NO. _____
EMAIL ADDRESS (REQUIRED) _____
CONTACT NAME (PRINTED) _____
LABOR COMPLIANCE NAME _____
LABOR COMPLIANCE EMAIL _____
SUBCONTRACTOR R.O.C. NO. _____
SUBCONTRACTOR FED EIN NO. _____

FEDERAL NO./ADOT NO. _____
MCDOT PROJECT NO. _____
PRIME CONTRACTOR _____
TELEPHONE NO. _____
PRIME CONTRACT AMOUNT \$ _____
ESTIMATED SUBCONTRACT AMOUNT \$ _____
SUBCONTRACTOR AZ UTRACS NO. _____
PRIME AZ UTRACS NO. _____

I CERTIFY THAT I AM A BONA FIDE TRUCK OWNER/OPERATOR

LOWER TIER TO: _____
DBE: YES (documentation may be required)

Signature _____ Date _____

SUBCONTRACTED BID ITEMS No.'s

SUBCONTRACTED NON-PAY ITEMS

(Check box and provide dollar amount for Joint / Partial Items)

(Provide Description of Work)

<input type="checkbox"/>	_____	\$ _____	_____
<input type="checkbox"/>	_____	\$ _____	_____
<input type="checkbox"/>	_____	\$ _____	_____
<input type="checkbox"/>	_____	\$ _____	_____
<input type="checkbox"/>	_____	\$ _____	_____
<input type="checkbox"/>	_____	\$ _____	_____
<input type="checkbox"/>	_____	\$ _____	_____
<input type="checkbox"/>	_____	\$ _____	_____

*Attach additional SRF Form(s) if more bid items are needed

CERTIFICATION:

The Prime Contractor and Subcontractor certifies the following:

- A) The Subcontractor has received applicable Documents No. 2 through 15 identified below per Special Provisions.
- B) The Prime Contractor and Subcontractor hereby transmit executed contract documents (numbers 1 through 13) to MCDOT for Subcontractor approval. MCDOT approval is required prior to the start of Subcontractor's work.
- C) DBE Subcontract documents shall be submitted at the Pre-Construction Conference per Special Provisions.
 1. Subcontract Agreement containing the above Bid Items of Work
 2. Standard Federal EEO, Executive Order 11246 Revised 04-15-81 (Federal Aid and Non FA projects)
 3. Affirmative Action to Ensure Equal Employment Opportunity (Executive Order 11246), April 15, 1981 (Fed Aid and Non FA)
 4. FHWA 1273 Rev.5-12 (Federal Aid Projects only)
 5. EEO Compliance Reports, August 24, 2016 (Federal Aid Projects only)
 6. Certification of Nonsegregated Facilities, September 29, 1975 (Federal Aid Projects Only)
 7. DBE Provisions: with DBE Goal-LPA EPRISE 7/01/2017 or without DBE Goal-LPA EPRISE No Goal 09/19/16 (Federal Aid Projects Only)
 8. MCDOT Title VI Assurances, Appendix A through Appendix E (Fed Aid and Non FA)
 9. Exhibit 3A - Prompt Pay and Payment Reporting Provisions (Federal Aid Projects only)
 10. Exhibit 16 - Labor Compliance and Payroll
 11. Exhibit 31 - Section 106 of ADOT 2008 Standard Specifications - CONTROL OF MATERIALS with Cargo Preference Act
 12. Exhibit 32 - Section 109 of Maricopa Association of Governments - Measurements and Payments
 13. Wage Determination Decision # _____ Mod # _____ (Federal Aid Projects only) As per special provisions for above referenced project

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

FOR MCDOT USE ONLY

According to the appropriate Contract Provisions the Chief Construction Engineer has approved this date _____ the subletting of the work items described above.

Percent Subcontracted to date: _____ %

Total Prime Subcontracted to date: \$ _____

Subcontract in Project File: Yes No

Committed DBE Non-Committed DBE

Committed DBE Subcontract and Affidavit Amount Match
Branch Copy File No. _____

Chief Construction Engineer Date