

Engineering Consultants Section
SOQ Proposal Certification Form – On-Call Contracts

Contract #: _____

Firm Name: _____

PART B. CERTIFICATIONS

Please read the fourteen (14) statements below. The statements are to ensure Firms are aware and in agreement with Federal, State and ECS guidelines related to the award of this contract. Firms must submit the specific Certification form attached to each SOQ advertised, as revisions to the form may occur from time to time. Failure to sign and submit the certification form specified in this SOQ with the SOQ proposal will result in the SOQ proposal being rejected.

Submission of the SOQ by the Firm certifies that to the best of its knowledge:

1.	The Firm and its subconsultants have not engaged in collusion with respect to the contract under consideration.
2.	The Firm, its principals and subconsultants have not been suspended or debarred from doing business with any government entity.
3.	The Firm's signature on any SOQ proposal or contract constitutes an authorization to ADOT to ascertain the eligibility of the firm, its principals and subconsultants to enter into contract with the ADOT and with any other governmental agency.
4.	The Firm's Project Team members are employed by the Firm on the date of submittal.
5.	All information and statements written in the proposal are true and accurate and that ADOT reserves the right to investigate, as deemed appropriate, to verify information contained in proposals.
6.	Key members of the Project Team, including subconsultants, are currently licensed to provide the required services as requested in the SOQ package.
7.	All members of the Project Team who are former ADOT employees did not have or provide information that gives the Firm a competitive advantage; and either (1) concluded their employment with ADOT at least 12 months before the date of the SOQ or (2) have not made any material decisions about this project while employed by ADOT.
8.	Work, equating at least 51% of the contract value, shall be completed by the Firm unless otherwise specified in the SOQ or contract.
9.	No Federally appropriated funds have been paid or shall be paid, by or on behalf of the Firm for the purpose of lobbying.
10	The Firm understands that it is required to have a compliant accounting system, in accordance with generally accepted accounting principles (GAAP), Federal Acquisition Regulation (FAR) Part 31, applicable Cost Accounting Standards (CAS) and ADOT Cost Allowability Guidelines.
11.	If project is funded with Federal Aid funds, the Firm affirmatively ensures that in any subcontract entered into pursuant to this advertisement, minority business enterprises shall be afforded full opportunity to submit proposals/bids in response to this invitation and shall not be discriminated against on the grounds of race, color, or national origin, in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation.
12.	The Firm will utilize all Project Team members, subconsultants and DBE firms, if applicable, submitted in the SOQ, and will not add other Project Team members or subconsultants, unless the Firm has received prior written approval from ADOT.
13.	(a) The Firm will meet or exceed the DBE goal or make good faith efforts to meet the goal for this contract; <u>and</u> (b) the Firm will meet or exceed the DBE goal or make good faith efforts to meet the goal on each Task Order associated with this contract. Additionally, the Firm shall report on a timely basis its DBE utilization as detailed in the contract.
14.	If selected, the Firm is committed to satisfactorily carry out the Firm's commitments as detailed in the contract and its SOQ proposal.

I hereby certify that I have read and agree to adhere to the fourteen (14) statements above and/or that the statements are true to the best of my knowledge as a condition of award of this contract (must be signed by a principal of the firm).

Print Name: _____ Date: _____

Signature: _____ Individual's Title: _____