



City of Phoenix
PUBLIC TRANSIT DEPARTMENT

**PTD Disadvantaged Business Enterprises (DBE) Program
DBE – Negotiated Contract Clause (Competitive Procurement)**

FORM EO1 - PTD STATEMENT OF OUTREACH COMMITMENT

(Due with initial submittal)

Project Number:	Project Title:
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On behalf of the Submitter, I certify under penalty of perjury that the following information is true and correct.

If selected as the Successful Submitter, the Successful Submitter will:

1. Fulfill all required small business outreach requirements and shall submit all required outreach efforts documentation for contracting opportunities due at the time designated by the procuring entity, but no later than contract award;
2. Conduct all required small business outreach and will submit all supporting documentation; and
3. Comply with the Race - and Gender-Neutral post-award requirements stated in the DBE Contract Clause.

Company Name: _____

Company Mailing Address: _____

Representative Name: _____

Title: _____

E-mail: _____

Phone Number: _____

Signature

Date



**PTD Disadvantaged Business Enterprises (DBE) Program
DBE – Negotiated Contract Clause**

**Form EO2 - PTD BIDDERS LIST AND SMALL BUSINESS OUTREACH EFFORTS
(Due with initial submittal)**

Name of Submitting Company:			Contract # / Project #:		
Contract Name:					
Point of Contact:		Phone:	Email:		
Successful Respondent must conduct outreach efforts and submit supporting documentation of those efforts, as described in the Parts 26, in accordance with the detailed instructions in the Contract Clauses. Successful Respondent should make copies of this form as needed. Sections A, B, and C must be completed for all businesses being proposed by the respondent(s).			If firm is a DBE or SBE, sections D, E, and F are required to be completed. Supporting documentation is required for columns D and F.		
(A) Small Business Name and Contact Information	(B) Business Status	(C) Scope(s) of Work Solicited	(D) Solicitation Method	(E) Selection Decision	(F) Communication Final Selection Outcome
Name:	<input type="checkbox"/> DBE	NAICS Codes and Scope(s) of Work:	<input type="checkbox"/> E-Mail Blast	Firm was selected	Date Firm was notified:
Address:	<input type="checkbox"/> SBC Small Business Concern		<input type="checkbox"/> Phone Call	<input type="checkbox"/>	Method used to communicate selection:
City, State, Zip:			<input type="checkbox"/> In-Person	Dollar Value	
Number of Employees:	<input type="checkbox"/> SBE		<input type="checkbox"/> Newspaper	\$ _____	
Phone Number:	City of Phoenix Certified		<input type="checkbox"/> Website	Firm was not selected	
E-mail:	<input type="checkbox"/> Unknown		<input type="checkbox"/> Trade Listing	<input type="checkbox"/>	
Number of Years in Business:			<input type="checkbox"/> Outreach Event	Explanation:	
Gender of Majority Owner:			<input type="checkbox"/> Other		
Race of Majority Owner:					
Range of Annual Gross Receipts:					
				<input type="checkbox"/> Email	
				<input type="checkbox"/> Phone	
				<input type="checkbox"/> Letter	
				<input type="checkbox"/> Person	



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**FORM EO3 - PTD SMALL BUSINESS UTILIZATION COMMITMENT
(Due with initial submittal)**

Project Number:	Project Title:
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On behalf of the Submitter, I certify under the penalty of perjury that the information submitted herein is true and correct:

1. The firms indicated as “Selected” (Column E) in **Form EO2 - PTD – Bidders List and Small Business Outreach Efforts**, will participate in this contract;
2. Submitter will comply with the Race- and Gender-Neutral post-award compliance requirements as stated in the DBE contract clause;
3. Submitter understands and agrees that any and all changes or substitutions to subcontracts with DBE’s and Small Businesses must be authorized by the Phoenix DBE Compliance Specialist prior to implementation; and
4. The following statement is true and correct:

The proposed total participation of DBE firms on this contract will be:

\$ _____ % _____

Company Name: _____

Company Mailing Address: _____

Representative Name: _____

Title: _____

E-mail: _____

Phone Number: _____

Signature

Date