



Guide for Materials and Supplies – Third Party Checklist

Agency: _____ Project Description: _____
 FM Number: _____
 Program Award: _____

General Procurement Questions	Location of Requirement in Purchasing Package (if applicable)	FDOT Check
Does the procurement exhibit Geographic Preference? Reference: 49 C.F.R. 18.36 (c)(1)(2); FTA C 4220.1F, Ch. VI, Section 2.a(4)(g)		
Has proposed contracted entity been verified that they are not excluded or disqualified through the Excluded Parties List System (EPLS)? Reference: https://www.sam.gov/portal/public/SAM/		
Has an adequate number of sources been solicited?		
Has applicable ADA language been included?		
Has an adequate cost and/or price analysis been performed? Reference: 49 C.F.R. 18.36 (f)(1); FTA C 4220.1F, Ch. VI, Section 6		
Applicable Federal Clauses Excluding micro-purchases, except for construction contracts over \$2,000	Location of Requirement in Purchasing Package	FDOT Check
15. No government obligation to third parties.		
18. Program fraud and false or fraudulent statements and related acts. Reference: 49 U.S.C. § 5323(l)(1), 31 U.S.C. §§ 3801-3812, 18 U.S.C. § 1001, 49 C.F.R. Part 31		
1. Access to records and reports Reference: 49 U.S.C § 5325(g), 2 C.F.R. § 200.333, 49 C.F.R. Part 633		
Federal changes Reference: 49 C.F.R. Part 18		
8. Civil rights laws and regulations		
9. Disadvantaged Business Enterprise (DBE) Reference: 49 C.F.R. Part 26		
Incorporation of Federal Transit Administration (FTA) terms Reference: FTA Circular 4220.1E or subsequent revisions		
11. Energy conservation Reference: 42 U.S.C. 6321 et seq.; 49 C.F.R. Part 622, subpart C		
Applicable Federal Clauses When procurement exceeds \$10,000	Location of Requirement in Purchasing Package	FDOT Check
25. Termination Reference: 2 C.F.R. § 200.339; 2 C.F.R. Part 200, Appendix II (B)		
Applicable Federal Clauses When procurement exceeds \$25,000	Location of Requirement in Purchasing Package	FDOT Check
13. Government-wide debarment and suspension Reference: 2 C.F.R. Part 180, 2 C.F.R. Part 1200, 2 C.F.R. § 200.213, 2 C.F.R. Part 200 Appendix II (I), Executive Order 12549, Executive Order 12689		
Applicable Federal Clauses When procurement exceeds \$100,000	Location of Requirement in Purchasing Package	FDOT Check
14. Lobbying Restrictions		

Reference: 31 U.S.C. § 1352, 2 C.F.R. § 200.450, 2 C.F.R. Part 200 Appendix II (J), 49 C.F.R. Part 20		
Applicable Federal Clauses When procurement exceeds \$150,000	Location of Requirement in Purchasing Package	FDOT Check
4. Buy America requirements Reference: 49 U.S.C. 5323(j), 49 C.F.R. Part 661		
26. Violation and Breach of Contract Reference: 2 C.F.R. § 200.326, 2 C.F.R. Part 200, Appendix II(A)		
7. Clean Air Act and Federal Water Pollution Control Act Reference: 42 U.S.C. § 7401-7671q, 33 U.S.C. §§ 1251-1387, 2 C.F.R. Part 200 Appendix II(G)		
Applicable Federal Clauses When procurements involve property that may be transported by ocean vessel	Location of Requirement in Purchasing Package	FDOT Check
5. Cargo Preference Requirements Reference: 46 U.S.C. § 55305, 46 C.F.R. Part 381		
Applicable Federal Clauses When procurements involve foreign transport or travel by air	Location of Requirement in Purchasing Package	FDOT Check
12. Fly America Reference: 49 U.S.C. § 40118, 41 C.F.R. Part 301-10, 48 C.F.R. Part 47.4		
Applicable Federal Clauses Contracts for items designated by EPA, when procuring \$10,000 or more per year	Location of Requirement in Purchasing Package	FDOT Check
20. Recycled Products Reference: 42 U.S.C. § 6962, 40 C.F.R. Part 247, 2 C.F.R. Part § 200.322		

Reviewed: Approvals

Sub-recipient: _____

FDOT: _____

Date: _____

Date: _____