

Sub-part 6101 – Public Transit

Chapter 53010 Procurement and Third Party Contract Management

Purpose

- 100 Provide general guidance on procurement and third party contract management for subrecipient contractors.
- 101 Describes the overall procurement and third party contract management requirements that are applicable for all public transportation subrecipient contractors.
- 102 For procurements, including third party contracting, in addition to applicable state purchasing laws and procedures, e.g. Procurement Manual prepared by the Department of Finance and Administration, the MDOT has adopted and passed down the provisions of the most recent version of FTA Circular 4220.1E, The FTA Best Practices Procurement Manual including revisions, as well as The Best Practices Manual and Circular 4220.1E (Both documents may be accessed at www.fta.dot.gov)
- 103 The most recent versions of the following project administration and management requirements are also passed down:
- U.S., 49 C.F.R. Part 18, entitled “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments”, as amended (referred to as the “Common Rule”)
 - 49 C.F. R. Part 19, entitled “Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations”, as amended.
- (These documents are available at www.dot.gov or by contacting the MDOT’s Public Transit Division.)
- 104 For general contract management purposes, all FTA funded subrecipients must comply with the applicable provisions of these rules along with the most current versions of:
- FTA Circulars 9040.1E, “Nonurbanized Area Formula Program Guidance and Grant Application Instructions”;
 - 9070.1E, “Elderly and Persons with Disabilities Program Guidance and Application Instructions”; and
 - 5010.1C, “Grant Management Guidelines”
- (These documents are available at www.dot.gov or by contacting the MDOT’s Public Transit Division)
- 105 Unless an issue is specifically addressed by state law or other administrative procedures which provide guidance, all MDOT subrecipient contractors will also rely on the provisions of Chapter VIII, Parts A-E of the most current version of the State Management Plan For

Federal Transit Administration Funded Transportation Programs for guidance when conducting procurements and managing third party contracts.

- 106 Unless so specified in writing, with the exception of vehicle purchases and/or refurbishing, all routine procurement and third-party contracting activities are the responsibility of the contractor. It is the policy of the MDOT that contractors use their own procurement system as long as it conforms to applicable Federal requirements, state purchasing laws and the Contract Agreement with the MDOT.