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4	Contracts with State, Local, and Federally Recognized Indian Tribal Governments	Revised 4/2017
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1. Procurement Team Responsibilities in Support of the Small Business Program

Revised 9/2024

2. The FAA Small Business Office (AAP-20) and Liaison Representative Involvement

Revised 4/2024

B. Contracting with Small Businesses

Revised 1/2024

1. Subcontracting Considerations

Revised 4/2024

2. Prime Contracting with Small Business

Revised 9/2024

3. Subcontracting with Small Business

Revised 4/2024

4. Size Standard Verification

Revised 4/2024

5. Mentor-Protégé

Added 1/2024

6. Joint Ventures

Revised 9/2024

7. Tiered Evaluations

Added 1/2024

C. Contract Consolidation and Bundling

Revised 1/2024

1. General

Added 1/2024

2. Consolidation

Added 1/2024

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Revised 4/2009

A Labor-Related Laws

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Revised 7/2007

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Added 7/2007

4 Contract Work Hours and Safety Standards Act

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5 Construction Contracts/Davis-Bacon Act

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6 Procedures for Construction Contracts

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7 Walsh-Healey Public Contracts Act

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8 Fair Labor Standards Act

9 Service Contracts/Service Contract Labor Standards

Revised 7/2023

10 Procedures for Service Contracts

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11 Professional Employee Compensation

Revised 10/2020

12 Dismantling, Demolition, or Removal of Improvements

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13 Convict Labor

14 Equal Employment Opportunity

Revised 10/2023

15 Equal Opportunity for Veterans

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16 Employment Opportunity for Workers for Disabilities

Revised 4/2022

17 Forced or Indentured Child Labor

Revised 7/2024

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20 Project Labor Agreements

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Added 1/2022

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T3.6.3 Environment and Conservation

Revised 4/2023

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2 Responsibilities Revised 9/2021

3 Hazardous Material Identification and Safety Data Revised 1/2024

4 Notice of Radioactive Material Revised 10/2016

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10 BioPreferred and Biobased Designated Products Revised 1/2024

11 Preference for Recycled-Content Products Revised 1/2024

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2 FAA Buy American Preference- Steel and Manufactured Goods Revised 10/2022

3 Buy American Act - Supplies Revised 1/2024

4 Buy American Act - Construction Materials Revised 1/2024

5 Buy American – Contract Compliance Revised 10/2022

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7 Balance of Payments Program Revised 1/2024

8 Payment in Local Foreign Currency Revised 4/2022

9 Trade Agreements Revised 1/2024

10 Restrictions on Certain Foreign Purchases Revised 4/2022

11 Prohibition on Contracting with Entities that Engage in Certain Activities or Transactions Relating to Iran Revised 1/2024

12 Customs and Duties Revised 1/2023

13 International Agreements and Coordination Revised 4/2022

14 Examination of Records by Comptroller General Revised 1/2024

15 Inconsistency Between English Version and Translation of Contract Revised 4/2022

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	12 Guard Services	Revised 4/2011
	13 Contractor-Assisted Maintenance of the NAS	Revised 7/2023
	14 Other Requirements for Service Contracting	Revised 10/2020
	15 Uncompensated Overtime	Added 4/2006

	16 Performance-Based Acquisition	Added 4/2006
	17 Services Crossing Fiscal Years	Added 4/2006
	18 Architect-Engineer Services	Revised 7/2013
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	A Use of Government Sources	Revised 7/2007
	1 Mandatory Sources	Revised 10/2017
	2 Excess Inventory	Revised 10/2023
	3 Acquisition Procedures for Purchases from Federal Prison Industries	Revised 7/2023
	4 Randolph-Sheppard Act	Added 7/2007
	5 Javits-Wagner-O'Day Act (Ability One Program)	Revised 10/2017
	6 Other Government Sources	Revised 1/2016
	7 Use of Government Sources by Contractors	Revised 9/2021
	8 National Wireless Program	Revised 1/2016
	B Clauses	
	C Procurement Forms	Revised 9/2021
	D Procurement Samples	Revised 9/2021
	E Procurement Templates	Added 9/2021
	F Procurement Tools and Resources	Added 9/2021
	G Appendix	
	1 FAA Procedures for Vending Facility Operations Under Randolph-Sheppard	Revised 10/2023
T3.8.5	Accounting Treatment of Leases	Revised 9/2020
	A General	Added 1/2006
	1 Evaluation of Lease to Determine Accounting Treatment	Revised 1/2022
	B Clauses	Added 1/2006
	C Forms	Added 1/2006
	D Appendix	Added 1/2006
T3.8.6	Strategic Sourcing	Added 1/2007
	A Strategic Sourcing	Added 1/2007s
	1 General	Revised 1/2012
	2 Strategic Sourcing for the Acquisition of Various Equipment and Supplies (SAVES) Program	Revised 1/2016
	3 SAVES Website	Added 1/2007
	4 SAVES Ordering for Office Supplies, Office Equipment, and IT Hardware	Revised 7/2023
	B Clauses	Added 1/2007

	C Procurement Forms	Revised 9/2021
	D Procurement Samples	Added 9/2021
	E Procurement Templates	Added 9/2021
	F Procurement Tools and Resources	Added 9/2021
T3.8.7	Construction Contracting	Revised 8/2009
	A Construction Contracting	Added 7/2007
	1 General	Added 7/2007
	2 Dismantling, Demolition and Removal of Improvements	Revised 10/2020
	3 Salvageable Property	Added 7/2007
	4 Laws, Regulations and Standards	Revised 7/2024
	5 Design-Build	Revised 1/2016
	6 Reserved	Revised 10/2014
	7 Planning and Pre-Solicitation	Revised 7/2024
	8 Pre-Award	Revised 7/2023
	9 Post-Award	Revised 7/2023
	10 Contract Acceptance Inspection (CAI)	Revised 4/2012
	11 Contract Completion/Closeout	Revised 8/2009
	B Clauses	Added 7/2007
	C Procurement Forms	Revised 7/2024
	D Procurement Samples	Added 9/2021
	E Procurement Templates	Added 9/2021
	F Procurement Tools and Resources	Added 9/2021
T3.8.8	Real Property Special Categories of Contracting	Added 9/2020
	A Real Property Purchases	Revised 9/2021
	B Leases	Added 9/2020
	1 Lease Authority	Revised 9/2021
	2 Types of Leases and Applicability	Revised 9/2021
	3 Firm Term Leases	Revised 9/2021
	4 Holdover Tenancy	Revised 9/2021
	5 Rent Payment Structure	Revised 9/2021
	6 Tenant Improvements	Revised 9/2021
	7 Alterations and Improvements	Revised 9/2021
	8 Capitalization of Leases and Leasehold Improvements	Added 9/2020
	9 Recording of Real Property Leases	Added 1/2022
	10 Secure Federal LEASEs Act	Added 7/2023
	C No Cost Land On-Airport Memorandum of Agreement (MOA)	Revised 9/2021
	D Utilities	Added 9/2020
	1 General	Revised 1/2024
	2 Energy Cooperative Programs	Revised 9/2021
	3 Utility Energy Service Contracts	Added 9/2020
	E Other Real Property Acquisitions	Added 9/2020
	1 Right of Entry	Added 9/2020
	2 Easements	Revised 9/2021
	3 Surveys/Appraisals/Title	Revised 9/2021
	F Condemnation	Revised 9/2021
	G Disposal of Real Property	Added 9/2020
	H Conveyance of Real Property	Added 9/2020
	1 Conveyance by Transfer Agreement	Added 9/2020
	2 Conveyance Obligated by Lease Clauses	Added 9/2020

3	Abandonment of Leasehold Improvements	Added 9/2020
I	Outgrants	Revised 9/2021
1	General	Revised 9/2021
2	Maximum Term	Revised 9/2021
3	Cost Structure	Revised 9/2021
4	Termination Rights	Revised 9/2021
5	Transferability	Added 9/2020
6	Proceeds from Outgrants	Revised 9/2021
J	Housing	Revised 9/2021
K	Procurement Forms	Revised 9/2021
L	Procurement Samples	Added 9/2021
M	Procurement Templates	Added 9/2021
N	Procurement Tools and Resources	Added 9/2021
O	Appendix	Revised 9/2021
1	Acquisition of Real Property by Eminent Domain- Procedure Guide for the FAA	Revised 9/2021
T3.8.9	Information and Communication Technology	Added 4/2023
A.	Acquisition of Information Technology	Added 4/2023
1.	Section 508 of the Rehabilitation Act	Revised 10/2023
2.	Internet Protocol Version 6	Added 7/2023
3.	Positioning, Navigation and Timing Services	Added 7/2023
B.	Acquisition of Commercial Software	Revised 7/2023
1.	Commercial Software Licensing Agreements	Added 7/2023
2.	Cloud Computing Services	Added 7/2023
C.	Prohibitions on Covered Information and Communication Technology	Revised 7/2023
1.	Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment	Revised 10/2023
2.	Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab Covered Entities	Revised 1/2024
3.	Prohibition on Using Bytedance Covered Applications Including TikTok	Added 7/2023
4.	Federal Acquisition Supply Chain Security Act Orders	Revised 7/2024
D.	Acquisition of Commercial Aviation Services	Revised 7/2024
1.	Contracting for Commercial Aviation Services	Added 7/2024
E.	Clauses	Revised 7/2024
F.	Procurement Forms	Revised 7/2024
G.	Procurement Samples	Revised 7/2024
H.	Procurement Templates	Revised 7/2024
I.	Procurement Tools and Resources	Revised 7/2024
J.	Procurement Checklists	Added 7/2024
T3.10.1	Contract Administration	Revised 1/2009
A	General Contract Administration	Revised 9/2020
1	Contract Management	Revised 9/2021
2	Basic Responsibility for Contract Administration	Revised 7/2012
3	Assignment of Contracting Officer's Representative	Revised 7/2022
4	Communications with Vendors	Revised 7/2023
5	Contract Modifications	Revised 7/2024
6	Novations and Change-of-Name Agreements	Revised 9/2021
7	Contract Files	Revised 7/2023
B	Special Contract Administration Actions for Products, Services, and Construction	Added 9/2020

	1 Use of Government Excess Equipment	Revised 9/2020
	2 Suspension and Stop-Work Orders	Revised 9/2021
	3 Conversion of FAR Contracts to AMS	Revised 9/2020
	4 Contract Closeout	Revised 9/2021
	5 Final Indirect Cost Rates	Revised 9/2021
	6 Contract Audit	Revised 9/2020
	7 Bankruptcy	Revised 9/2020
	8 Reporting Executive Compensation and First-Tier Subcontract Awards	Revised 7/2023
	9 Contractor Performance Assessment Reporting	Revised 10/2023
C	Special Contract Administration Actions for Real Property	Added 9/2020
	1 Real Estate Asset Management	Added 9/2020
	2 Inspection and Acceptance	Added 9/2020
D	Clauses	Revised 9/2020
E	Procurement Forms	Revised 7/2024
F	Procurement Samples	Revised 9/2021
G	Procurement Templates	Revised 7/2022
H	Procurement Tools and Resources	Revised 7/2023
I	Appendices	Revised 9/2021
	1 Appendix - When Should a COR be Appointed	Revised 9/2021
	2 Appendix - Guide for Creating and Maintaining Contract Administration Files for Supplies, Services, or Construction	Revised 7/2024
T3.10.2	Subcontracting Policies	
	A Subcontracting	
	1 Consent for Subcontract	Revised 1/2019
	2 Contractors Purchasing Systems Reviews	Revised 7/2023
	3 Definitions	Revised 4/2011
	B Clauses	
	C Forms	
T3.10.3	Government Property	Revised 10/2009
	A Government Property	
	1 Applicability	Revised 10/2018
	2 Responsibilities	Revised 1/2023
	3 Audit of Property Management System	Revised 10/2018
	4 Official FAA Property Records	Revised 1/2023
	5 Federal Electronic Assets (FEA)	Revised 10/2018
	6 Sale of Surplus Contractor Inventory	Revised 10/2018
	7 Exemptions from Sale by GSA	Revised 10/2018
	8 Disposition of Wireless Devices	Revised 10/2018
	B Asset Identification and Reporting	Added 10/2022
	1 Applicability	Added 10/2022
	2 Responsibilities	Added 10/2022
	C Clauses	Revised 10/2022
	D Procurement Forms	Revised 10/2022
	E Procurement Samples	Revised 10/2022
	F Procurement Templates	Revised 1/2023
	G Procurement Tools and Resources	Revised 10/2022
T3.10.4	Quality Assurance	Revised 7/2007
	A Quality Assurance	
	1 Objectives	Revised 4/2020
	2 Responsibilities	Revised 7/2022

[3 Levels of Quality Requirements and Standards](#) Revised 4/2020
[4 Acceptance](#) Revised 7/2007
[5 Warranties](#) Revised 7/2007
[6 Government-Industry Data Exchange Program](#) Revised 7/2007
[7 Considerations for Use of Clauses](#) Revised 7/2007
[8 Construction Nonconforming Parts](#) Revised 7/2007
[B Clauses](#) Revised 7/2007
[C Procurement Forms](#) Revised 9/2021
[D Procurement Samples](#) Revised 9/2021
[E Procurement Templates](#) Revised 7/2022
[F Procurement Tools and Resources](#) Added 9/2021
[T3.10.5 Product Improvement/Technology Enhancement](#)
[A Product Improvement/Technology Enhancement](#)
[1 General](#) Revised 7/2013
[B Clauses](#)
[C Forms](#)
[T3.10.6 Termination of Contracts](#)
[A Termination of Contracts for Products, Services, and Construction](#) Revised 9/2020
[1 General Guidance](#) Revised 7/2024
[2 Termination for Convenience of the FAA](#)
[3 Termination for Default](#) Revised 9/2021
[4 Delinquency Notices](#)
[5 Definitions](#)
[B Termination of Real Property Contracts](#) Added 9/2020
[1 General Guidance](#) Added 9/2020
[2 Termination by the FAA](#) Revised 9/2021
[3 Default](#) Revised 9/2021
[C Clauses](#) Revised 9/2020
[D Procurement Forms](#) Revised 7/2024
[E Procurement Samples](#) Added 9/2021
[F Procurement Templates](#) Added 9/2021
[G Procurement Tools and Resources](#) Added 9/2021
[T3.10.7 Extraordinary Contractual Actions](#)
[A Extraordinary Contractual Actions](#)
[1 Authority](#) Revised 7/2023
[2 Guidance](#) Revised 7/2023
[B Clauses](#)
[C Forms](#)
[T3.10.9 First Article Approval and Testing](#)
[A First Article](#)
[1 General](#)
[2 Minimizing Risk](#) Revised 10/2010
[3 Testing and Approval](#) Revised 10/2010
[4 Waiving First Article](#) Revised 10/2010
[5 Coordination](#)
[6 Changes](#) Revised 4/2022
[B Clauses](#)
[C Procurement Forms](#) Revised 4/2022
[D Procurement Samples](#) Added 4/2022
[E Procurement Templates](#) Added 4/2022

	F Procurement Tools and Resources	Added 4/2022
T3.13.1	Other Administrative Procedures	Revised 1/2009
	A Administrative Matters	
	1 Numbering System for Procurement Instruments	Revised 10/2023
	2 Contract Format for Products, Services, and Construction	Revised 9/2020
	3 Congressional Affairs Notification	Revised 10/2023
	4 Press Release and Public Announcement of Award	Revised 7/2021
	5 Federal Procurement Data System (FPDS) and FPDS Data Quality	Revised 9/2020
	6 Record Requirements	Revised 10/2023
	7 Records Retention	Revised 7/2021
	8 Annual Procurement Forecast	Revised 7/2021
	9 Reports	Revised 7/2024
	10 Contractor Attendance at FAA-Sponsored and Other Government Training	
		Revised 7/2024
	11 Plain Language	Revised 10/2023
	12 Reserved	Revised 7/2020
	13 Procurement System Record Cancellation	Added 7/2021
	B Clauses	
	C Procurement Forms	Revised 7/2024
	D Procurement Samples	Added 9/2021
	E Procurement Templates	Added 9/2021
	F Procurement Tools and Resources	Added 9/2021
	G Appendix	Added 9/2021
	1 Appendix - Annual Procurement Forecast	Added 9/2020
	2 Appendix - Major Procurement Program Goals (MPPG)	Added 9/2020
	3 Appendix - Pre-AMS MPPG (Actuals) Report	Added 9/2020
	4 Appendix - Post AMS MPPG (Actuals) Report	Added 9/2020
T3.14.1	Security	Revised 1/2009
	A Security	
	1 Facility/Security	Revised 1/2019
	2 Information Security and Privacy	Revised 10/2022
	3 Personnel Security	Revised 4/2022
	4 Foreign Nationals	Revised 4/2022
	5 Related Security Guidance and Tools	Revised 7/2023
	6 Sensitive Unclassified Information	Revised 4/2022
	7 Defensive Counterintelligence Program (DCIP)	Revised 10/2023
	B Clauses	Revised 1/2009
	C Procurement Forms	Added 9/2021
	D Procurement Samples	Added 9/2021
	E Procurement Templates	Added 9/2021
	F Procurement Tools and Resources	Added 9/2021
T3.15.1	Systems and Parts Obsolescence Management	
	A Systems and Parts Obsolescence Management	
	1 Objective	
	2 Statement of Issue	
	3 Planning	
	4 Logistics Center	
	5 Requirements Organization's Role And Responsibility	
	6 Contracting Organization's Role And Responsibility	
	7 Logistics Integrator(s) Role And Responsibility	
	8 GIDEP Coordinator's Role And Responsibility	

B Clauses	
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D Appendix	
T3.16 Reserved	Revised 7/2023
T3.17 Reserved	Revised 7/2022
T3.18 Bipartisan Infrastructure Law	Added 7/2022
A Implementation of the Bipartisan Infrastructure Law	Added 7/2022
1 General Requirements	Revised 7/2024
2 Public Announcements	Added 7/2022
3 Solicitation and Award	Added 7/2022
4 BIL Data Reporting	Added 7/2022
5 Applicability of Buy American Laws	Added 7/2022
6 Noncompetitive Small Business Awards	Added 7/2022
B Clauses	Added 7/2022
C Procurement Forms	Revised 7/2024
D Procurement Samples	Added 7/2022
E Procurement Templates	Added 7/2022
F Procurement Tools and Resources	Added 7/2022
