

BUY AMERICA WAIVER INSTRUCTIONS

For

VEHICLE PURCHASES

We (Caltrans HQ Implementation) recently received the following instructions from FHWA for Buy America Waiver requests on vehicle purchases:

1. Local agencies submit all the required documentation to their respective districts.
2. Districts will review, compile, and send the projects to Caltrans HQ Implementation.
3. Caltrans HQ Implementation will compile a list of projects for the whole State and submit it, electronically, to FHWA CA Division roughly one week prior to the end of last month of the quarter (March, June, September, December). FHWA will not send out reminders of these deadlines, but Caltrans HQ Implementation will attempt to give Districts a two-week reminder.

The submittal from Caltrans HQ Implementation to FHWA should include a spreadsheet (see attached) with the list of projects and all the supporting documentation for each project on separate PDF files.

4. FHWA CA Division will then forward the Caltrans Statewide submittal to FHWA HQ for review and processing.
5. Once the projects are reviewed by FHWA HQ they will be posted on <http://www.fhwa.dot.gov/construction/contracts/waivers.cfm> for a 15-day comment period, after which FHWA HQ will publish a notice in the Federal Register documenting their finding regarding the waiver requests.