



U.S. Department  
of Transportation

**Federal Highway  
Administration**

# Memorandum

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Subject: **ACTION:** Use of Job Order Contracting (JOC) Method  
under Special Experimental Projects No. 14 (SEP-14)

Date: May 20, 2016

From: /S/ John F. Sullivan  
Acting Director, Office of Program Administration

Reply to  
Attn. of: HIPA-30

To: Vincent P. Mammano  
Division Administrator  
Sacramento, CA

This is in reference to Mr. Miguel Ramos's May 18, 2016 email that forwarded an SEP-14 workplan from the San Joaquin County Department of Public Works to evaluate the JOC delivery method on a programmatic basis for various preventive maintenance projects under SEP-14.

Under this method, San Joaquin County will provide prospective bidders with a catalog of preventive maintenance work types with pre-established unit prices that include the costs of material, equipment and labor. Contractors will bid adjustment factors for their anticipated overhead, profit and any other costs related to the work items. The contracts are awarded to the contractor with the lowest composite bid adjustment factor. Once the contract is awarded, individual job orders are developed based on the site-specific quantities, unit prices and applicable bid adjustment factors.

The "Reporting" section of the County's workplan did not clearly identify the frequency of the County's evaluation reports. Please inform the County that an annual evaluation summarizing the lessons learned for all Federal-aid JOC projects will be required. The County should plan to provide a short analysis of the workplan "measures" in each annual evaluation.

This waiver is approved under our SEP-14 innovative contracting experimental program. Thank you for the opportunity to review and comment on this SEP-14 request. Should you have any questions, please contact Gerald Yakowenko at (202) 366-1562.