



# Memorandum

Subject: **ACTION:** Florida Indefinite Delivery / Indefinite  
Quantity (Pushbutton) Contracting under Special  
Experimental Project No. 14 (SEP-14)

Date: May 5, 2017

From: Peter J. Stephanos  
Director, Office Of Program Administration

In Reply Refer To:  
HIPA-30

To: James S. Christian  
Division Administrator  
Tallahassee, FL

This memorandum is in reference to an email sent on April 28 by Derek Fusco of your staff, which transmitted a revised Florida Department of Transportation (FDOT) workplan under Special Experimental Project No. 14 (SEP-14) for the use of Indefinite Delivery / Indefinite Quantity (Pushbutton) contracting for the purpose of quickly, efficiently, and cost effectively constructing traffic signal and ITS projects.

Pushbutton Contracting is one of a number of contracting types under the ID/IQ Contracting umbrella. A "Push-Button Contract", as defined on page 7 of [NCHRP Synthesis 473 Indefinite Delivery/Indefinite Quantity Contracting Practices \(2015\)](#), is a "Contract with a predetermined scope of work to be performed by the contractor pursuant to the agency's issuance of work orders, which specify location, project description, and amount of work required (FDOT 2012). Throughout the proposed SEP-14 workplan document, these "work orders" are described as "Work Documents."

FDOT proposes the following process, which it believes will result in quick project delivery without sacrificing competition, cost, or quality.

- Use a single multi-year construction contract to construct traffic signal and ITS projects. The original contract term will be one to three years, with the option to renew the contract for three additional one year periods.
- The scope of the work for the contract will include traffic signal construction and ITS device installation.
- Contractors will bid on pay items associated with work that may be completed during the contract. Each contractor will submit bids for each item. The selected contractor will be based on the lowest responsive, responsible bid.

- When a scope of work for a Work Document is finalized, FDOT will develop a detailed estimate utilizing the unit bid costs submitted by the awarded contractor.
- Work under this contract will consist of multiple Work Documents.

Additional details are contained in the SEP-14 workplan.

FDOT's SEP-14 workplan for the use of ID/IQ (Pushbutton) contracting for traffic signal construction and ITS device installation is approved

Thank you for the opportunity to review and comment on this SEP-14 request. If you have any questions, please contact Gerald Yakowenko at (202) 366-1562, or John Huyer at (651) 291-6111.