

# INDOT Annual Program Report for Indefinite Delivery / Indefinite Quantity Contracting for Bridge and Pavement Preservation and Maintenance

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**Program Review Year:** Calendar Year 2016, January 1 2016 – December 31, 2016

**Program Status:** First Year of Pilot Program Contracts Complete  
Both Greenfield District Contracts Were Renewed  
Bridge and Pavement Contracts were Let in the other Five Districts

## Program Summary

The 2016 calendar year afforded INDOT and the Indiana contracting industry an opportunity to utilize and evaluate IDIQ Contracting as a contract procurement method. The program was managed primarily by one District Project Manager, one Statewide Program Manager, one Construction Inspector, and two Asset Managers (one for bridge and one for pavement). All of the personnel assigned to the program managed the IDIQ Contracts in addition to their other responsibilities. One contractor was the low bidder for both the road and bridge preservation contracts. The contractor opted to renew both contracts for the second year.

The following are some observations related to INDOT's perceived benefits of IDIQ Contracts. This procurement method affords rapid response from the time the need is identified to the time the contractor can complete the work. Another benefit was the collaborative opportunity afforded by the joint scoping meeting. During these meetings, the asset managers were able to work with the contractor to consider the cost effectiveness and timeliness of each alternative. The Joint Scope Meeting also provides an opportunity to enhance work zone safety by allowing the owner and the contractor to incorporate any necessary safety items.

In summary, INDOT personnel were very pleased with the unique benefits afforded by IDIQ to deliver small preservation projects. IDIQ has demonstrated an ability to respond to preservation needs much faster than traditional INDOT procurement methods. The collaborative nature of the contracts between the Owner and the Contractor leads to optimized solutions and enhanced work zone safety.

## Year-End Summary

1. First two contracts were awarded in the Greenfield District in February 2016
2. The Contractor and INDOT agreed to renew both contracts for 2017. An additional contract for Road Preservation was added in the Greenfield District for Calendar Year 2017.
3. Ten contracts (5 bridge and 5 pavement preservation) were let in the other 5 INDOT Districts for calendar year 2017. Competition increased as more contractors submitted bids for 9 of the 10 contracts advertised in late 2016 and early 2017.
4. Disadvantaged Business Enterprise (DBE) Goal was set at 7% for the contracts based on precedent for similar work-type participation in prior design-bid-build contracts. Current participation analysis shows above 10% for the Pavement and above 6% for the Bridge Preservation Contracts.
5. Job orders completed to date represent 21% of the first two contracts awarded in the Greenfield District. Construction has not started on the subsequent work orders.
6. The average time from identification of a need to the start of construction was 3 months.

## 2016 IDIQ Program Details

1. Summary of Work Types Performed
  - a. Pavement Preservation
    - i. Non-Interstate work included Roadway resurfacing which included locations of full depth asphalt patching and ADA compliance.
    - ii. Interstate work consisted of concrete patching
  - b. Bridge Preservation
    - i. Substructure Patching of an Interstate bridge pier
    - ii. Concrete Slope wall and drainage system repairs
2. DBE Goals
  - a. The DBE Goal was established as 7% for the Contract. It is anticipated that the DBE Participation will fluctuate for each Job Order; therefore the goal will only be applied for the overall contract.
    - i. Lessons Learned: A unique special provision was drafted which listed thirteen work categories as areas of opportunity for certified DBE's. The Affirmative Action Certification Form was revised to reflect a commitment from the prime contractor to an overall DBE goal and the submission of subcontractor participation forms on each individual job order. The cumulative attained DBE participation was monitored as a percentage through the duration of the contract based on the dollars committed to on each subcontractor participation form.
    - ii. Projections of potential changes for next year: INDOT IDIQ and Economic Opportunity ("EOD") staff worked together to revise the vetting process for the Subcontractor Participation Form. The revised process provides a centralized contact to verify the current certification status, dollar amount and areas of work. The project manager will then issue a notice to proceed on each individual work order. The project manager is responsible for keeping track of the overall DBE utilization during the life cycle of the project. If an approved DBE subcontractor changes, INDOT's change in DBE utilization process must be followed by contacting the INDOT Equal Employment Opportunity Officer ("EEO") in the respective district. The project manager is responsible for notifying the EEO so that commercially useful function reviews of DBE's can be conducted. INDOT's standard close-out process will be followed at the end of the Contract.
3. Expansion to other districts
  - a. Implementing this unique procurement method across the state required individual training sessions for each region, or District, in the state. Training was conducted for each District by Greenfield District and Central Office staff.
  - b. Pre-bid meetings were held for the northern and southern district contracts as was done for the initial two contracts in the Greenfield District. Meetings were recorded and made available on the INDOT Contracts webpage. These meetings allowed contractors to ask questions and share concerns about the procurement process. It also facilitated their understanding of how to calculate and submit their bids.