



# Florida Department of Transportation

JEB BUSH  
GOVERNOR

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JOSÉ ABREU  
SECRETARY

November 5, 2003

**THIS MEMO HAS EXPIRED**

**MEMORANDUM NO: 32-03**

**TO:** DISTRICT CONSTRUCTION ENGINEERS

**FROM:** Ananth Prasad, State Construction Engineer *Ananth Prasad*

**COPIES:** Dave Sadler, Tom Malerk, Bob Burlison (FTBA), and Jim Warren (ACAF)

**SUBJECT:** CONSTRUCTION COMPLIANCE WITH SPECIFICATIONS AND PLANS, *Form 700-020-02*

As a follow-up to the recent Quality Control (QC) Manager Roundtable discussions held in conjunction with the District's Quarterly Contractors meetings, it was discussed at those meetings that a change to the subject form is forthcoming and was agreed by all that more guidance as to what is to be included in this form is needed.

The subject form has been revised to clarify the intent behind such certification, include signature of the QC Manager, and the requirement that an officer or director of the Contractor with an authority to bind the Contractor execute such certification. **This new form is effective for all applicable contracts starting January 1, 2004.**

The following **would be listed as an exception** on the subject form:

1. QC samples that did not compare with VT samples and had VT results upheld by RT samples.
2. Any samples that had Engineering Analysis Report performed.
3. Any failed QC samples.
4. Any QC samples that do not have results entered into CQR or LIMS.
5. Any QC samples that were performed by unqualified technicians or laboratories.
6. Any materials placed without an approved QC Plan or when the QC Plan is suspended.
7. Any materials provided from an unapproved producer or supplier.

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The following **would not be listed as an exception** on the subject form:

1. QC samples that have been tested but not verified.
2. QC samples that have been tested and had verification tests results that did not compare.

Also, as stated at these meetings, it is not the Department's intent for Contractor's to list as exceptions samples and results for which they are not responsible, such as verification and independent verification samples and test results. Additionally, the Department will accept printouts of CQR open sample reports as attachments to the to assist in documenting the status of samples.

If you have any questions, please contact Richard Massey in the State Construction Office at 850-414-4184 (sc 994-4184).

AP/smw