



Florida Department of Transportation

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**** Expired ****

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DCE MEMORANDUM NO. 09-09
MATERIALS BULLETIN NO. 09-09
(FHWA Approved: 4/24/09)

TO: DISTRICT CONSTRUCTION ENGINEERS
DISTRICT MATERIALS RESEARCH ENGINEERS

FROM: David A. Sadler, P.E., Director, Office of Construction
Thomas O. Malerk, P.E., Director, Office of Materials

COPIES: Bob Burleson (FTBA), Chris Richter (FHWA), Jim Warren (ACAF)

SUBJECT: MAKING REVISIONS TO CONTRACTOR QUALITY CONTROL PLANS

This memo is issued to provide authority for approval of Contractor Quality Control (CQC) Plan addenda which affect previously approved CQC plans. CQC Plan addenda are often needed due to changes in personnel or approved materials sources. These CQC Plan addenda do not modify the way the contractor carries out its work or the way quality control is carried out by the contractor. The current process requires these changes to be reviewed by the applicable District Materials Offices prior to approval, which can be time consuming.

This memo is issued to give authority and responsibility to Project Administrators (PA) for approving CQC Plan addenda as described above which may need to be added to previously approved CQC Plans (excluding mix design and producer sources for structural concrete and hot mix asphalt). These addenda may be received in writing or via E-mail from the Contractor or QC Manager and will not be subject to the approval process outlined in Section 105-4 (Standard Specification) and 105-3.7 (Supplemental Specification). These PA approved addenda will be incorporated into the previously approved CQC Plans by the contractor immediately upon approval. Section 3.3 of the CPAM will be revised to reflect this process.

If you have any questions, please contact Richard R. Massey at (850) 414-4184.

DS/TM/mw