

# ORINATION FORM

## Proposed Revisions to the Specifications

(Please provide all information - incomplete forms will be returned)

Date:

Office:

Originator:

Specification Section:

Telephone:

Article/Subarticle:

email:

Associated Section(s) Revisions:

Will the proposed revision require changes to:

Publication	Yes	No	Office Staff Contacted
Standard Plans Index			
Traffic Engineering Manual			
FDOT Design Manual			
Construction Project Administration Manual			
Basis of Estimate/Pay Items			
Structures Design Guidelines			
Approved Product List			
Materials Manual			
Maintenance Specs			

Will this revision necessitate any of the following:

Design Bulletin

Construction Bulletin

Estimates Bulletin

Materials Bulletin

Have all references to internal and external publications in this Section been verified for accuracy?

Synopsis: Summarize the changes:

Justification: Why does the existing language need to be changed?

Do the changes affect either of the following types of specifications (Hover over type to go to site.):

Special Provisions

Developmental Specifications

List Specifications Affected: (ex. SP3270301, Dev330TL, Dev334TL etc.)

Contact the State Specifications Office for assistance in completing this form.

Daniel Strickland 850-414-4130 [Daniel.Strickland@dot.state.fl.us](mailto:Daniel.Strickland@dot.state.fl.us) Rebecca Arcia 850-414-4155 [Rebecca.Arcia@dot.state.fl.us](mailto:Rebecca.Arcia@dot.state.fl.us)  
Darla Hunsicker 850-414-4114 [Darla.Hunsicker@dot.state.fl.us](mailto:Darla.Hunsicker@dot.state.fl.us) Valencia Cunningham 850-414-4101 [Valencia.Cunningham@dot.state.fl.us](mailto:Valencia.Cunningham@dot.state.fl.us)

## CONTRACTOR QUALITY CONTROL GENERAL REQUIREMENTS (REV 7-28-22)

ARTICLE 105-1 is deleted and the following substituted:

### 105-1 General.

#### 105-1.1 Quality Control Documentation:

##### 105-1.1.1 Submission of Materials Certification and Reporting Test Results:

Submit certifications prior to placement of materials. Report test results at completion of the test and meet the requirements of the applicable Specifications.

**105-1.1.2 Databases:** Obtain access to the Department's databases prior to testing and material placement. Database access information is available through the Department's website. Enter all required and specified documentation and test results into the Department's databases.

**105-1.1.3 Worksheets:** Make available to the Department, when requested, worksheets used for collecting test information. Ensure the worksheets at a minimum contain the following:

1. Project Identification Number,
2. Time and Date,
3. Laboratory Identification and Name,
4. Training Identification Numbers (TIN) and initials,
5. Record details as specified within the test method.

**105-1.1.4 Earthwork Records System:** Record QC test results directly into the Earthwork Records System (ERS) section of the Department's database. If authorized by the Engineer due to ERS inaccessibility in the field, collect the data in the field on Department approved forms and enter the data in the ERS section of the Department's database. Submit the original forms by uploading into the Department's database.

#### 105-1.2 Inspections to Assure Compliance with Acceptance Criteria:

**105-1.2.1 General:** The Department is not obligated to make an inspection of materials at the source of supply, manufacture, or fabrication. Provide the Engineer with unrestricted entry at all times to such parts of the facilities that concern the manufacture, fabrication, or production of the ordered materials. Bear all costs incurred in determining whether the material meets the requirements of these Specifications.

**105-1.2.2 Quality Control (QC) Inspection:** Provide all necessary inspection to assure effective QC of the operations related to materials acceptance. This includes but is not limited to sampling and testing, production, storage, delivery, construction and placement. Ensure that the equipment used in the production and testing of the materials provides accurate and precise measurements in accordance with the applicable Specifications. Maintain a record of all inspections, including but not limited to, date of inspection, results of inspection, and any subsequent corrective actions taken. Make available to the Department the inspection records, when requested.

**105-1.2.3 Notification of Placing Order:** Order materials sufficiently in advance of their incorporation in the work to allow time for sampling, testing and inspection. Notify the Engineer prior to placing orders for materials.

Submit to the Engineer a fabrication schedule for all items requiring commercial inspection at least 30 days before beginning fabrication. These items include steel

bridge components, moveable bridge components, pedestrian bridges, castings, forgings, structures erected either partially or completely over the travelled roadway or mounted on bridges as overhead traffic signs (some of these may be further classified as cantilevered, overhead trusses, or monotubes) or any other item identified as an item requiring commercial inspection in the Contract Documents.

SUBARTICLE 105-8.2 is deleted and the following substituted:

**105-8.2 Quality Control (QC) Manager:** Designate a QC Manager who has full authority to act as the Contractor's agent to institute any and all actions necessary to administer, implement, monitor, and as necessary, adjust quality control processes to ensure compliance with the Contract Documents. The QC Manager must speak and understand English. The QC Manager must be on-site at the project on a daily basis or always available upon four hours' notice. Ensure that the QC Manager is qualified as such through the Construction Training and Qualification Program. The QC Manager and the Superintendent must not be the same individual.

Under the direction of the QC Manager, ensure that the QC test data is entered into the Department's database on a daily basis. Use Department approved programs to generate the plots for the [Earthwork Records System \(ERS\)](#). Maintain all QC related reports and documentation for a period of three years from final acceptance of the project. Make copies available for review by the Department upon request.