



Florida Department of Transportation

JEB BUSH
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

DENVER J. STUTLER, JR.
SECRETARY

February 13, 2006

Mr. Donald Davis
Program Operations Engineer
Federal Highway Administration
545 John Knox Road, Suite 200
Tallahassee, Florida 32303

Re: Office of Design, Specifications
Section 105
Proposed Specification: 1050502

Dear Mr. Davis:

We are submitting, for your approval, two copies of a proposed Supplemental Specification for Contractor Quality Control General Requirements – Personnel Qualifications – QC Manager.

This change was proposed by David Sadler of the Office of Construction to include direction for manual corrections on reports and forms.

Please review and transmit your comments, if any, within two weeks. Comments should be sent via Email to SP965DB or duane.brautigam@dot.state.fl.us.

If you have any questions relating to this specification change, please call Duane F. Brautigam, State Specifications Engineer at 414-4110.

Sincerely,

Signature on File

Duane F. Brautigam, P.E.
State Specifications Engineer

DFB/ft

Attachment

cc: General Counsel
Florida Transportation Builders' Assoc.
State Construction Engineer

**105 CONTRACTOR QUALITY CONTROL GENERAL REQUIREMENTS–
PERSONNEL QUALIFICATIONS – QC MANAGER.**
(REV 11-2-05) (FA 00-00-00) (7-06)

Subarticle 105-5.2 (of the Supplemental Specification) is deleted and the following is substituted:

105-5.2 QC Manager: Designate a QC Manager who has full authority to act as the Contractor’s agent to institute any and all actions necessary for the successful implementation of the QC Plan. 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 to administer the QC Plan. This includes administering, implementing, monitoring, and as necessary, adjusting the processes to ensure compliance with the Contract Documents. Ensure that the QC Manager is qualified as such through the Construction Training/Qualification Program.

Under the direction of the QC Manager, and using Department’s standard forms provided by the Engineer, summarize the daily QC activities including testing and material sampling. *Since erasures are strictly prohibited on all reports and forms, use blue or colored ink, not black ink. If manual corrections to original data are necessary, strike through, correct, and date the entry, including the initials of the person making the correction.* Make copies of the completed forms available for the Department to review daily unless otherwise required in the respective Sections of the Specifications. Ensure that the QC test data is entered into the Department’s database on a daily basis. Maintain all Quality Control 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.

**105 CONTRACTOR QUALITY CONTROL GENERAL REQUIREMENTS–
PERSONNEL QUALIFICATIONS – QC MANAGER.
(REV 11-2-05) (FA 00-00-00) (7-06)**

Subarticle 105-5.2 (of the Supplemental Specification) is deleted and the following is substituted:

105-5.2 QC Manager: Designate a QC Manager who has full authority to act as the Contractor's agent to institute any and all actions necessary for the successful implementation of the QC Plan. 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 to administer the QC Plan. This includes administering, implementing, monitoring, and as necessary, adjusting the processes to ensure compliance with the Contract Documents. Ensure that the QC Manager is qualified as such through the Construction Training/Qualification Program.

Under the direction of the QC Manager, and using Department's standard forms provided by the Engineer, summarize the daily QC activities including testing and material sampling. Since erasures are strictly prohibited on all reports and forms, use blue or colored ink, not black ink. If manual corrections to original data are necessary, strike through, correct, and date the entry, including the initials of the person making the correction. Make copies of the completed forms available for the Department to review daily unless otherwise required in the respective Sections of the Specifications. Ensure that the QC test data is entered into the Department's database on a daily basis. Maintain all Quality Control 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.