

## Quality

### Quality Documentation

The plans and contract specify the minimum requirements for the quality of materials and work to be furnished or performed under the contract. The Project Manager must assure that the materials incorporated and work performed by the Contractor are in close conformance with contract requirements.

If the Project Manager has questions about or problems determining the quality requirements, contact the Region Assurance Specialist or the Contract Services Group in the Construction Section for assistance.

The Project Manager must be continually observant to verify that necessary inspection, sampling, testing, and measurements are performed and inspection reports, test results, calculations, and other confirming data are prepared promptly.

As specified in Section 00165.70, do not allow the Contractor to incorporate materials into the project without acceptable conformance documents. This condition may be temporarily waived *only* if the material must be installed for immediate traffic safety, but no payment will be made for the value of the materials, or the costs of incorporating them, until acceptable conformance documentation is received and/or testing is performed.

For each project, the Project Manager must become familiar with the quality compliance requirements for all of the materials that are to be incorporated into the project. The Project Manager must also assure that the Contractor is aware of quality documentation that it needs to submit or sampling and testing that it must perform. The Project Manager may provide the Contractor a copy of the Test Summary, as discussed below, which shows the needed quality requirements.

Consult the following sources to determine the quality requirements for a project:

- The project Special Provisions
- The project Plans
- The Standard Specifications
- The Supplemental Standard Specifications
- ODOT's Qualified Products List (QPL)
- The Non-field Tested Materials Acceptance Guide
- The Manual of Field Test Procedures that includes:
  - The Field Tested Materials Acceptance Guide
  - The Field Tested Materials Small Quantity Guideline

There are two types of material quality documentation, non-field tested and field-tested. There is a Test Summary, form 734-1902-A or B (or BQA) for each of the