

Foreword

This is the second edition of the Quality Control Compliance Specialists (QCCS) handbook.

Copies of the manual are only available electronically at the following website:
<http://www.oregon.gov/ODOT/HWY/CONSTRUCTION/QCCS/Index.shtml>.

This Handbook provides guidelines and references to the ODOT QCCS or contracting representative performing the role of the QCCS. The document defines the duties, responsibilities, certification requirements and paper-work management as outlined under the ODOT system.

When a local agency or a consultant administers an ODOT contract, the term “Project Manager” shall generally refer to that local agency or consultant, except for delegated authorities. Also, the term “contracting entity or representative” as referenced in the document refers to a local agency or consultant administrator. ODOT will assign a liaison to provide guidance and assistance and to provide a link to the ODOT Region.

The Project Manager and project staff must be familiar with all applicable requirements of the Oregon Standard Specifications, which this Manual references, and the contract for each of their projects. They must also be familiar with other Manuals, technical reference manuals, or instructions that apply to other portions of their work not covered in this Manual.

Any errors or omissions in this Manual do not relieve the Project Manager from being responsible for following contract requirements.

ODOT’s Quality Assurance Unit, under the State Construction & Materials Engineer, published this Manual and welcomes any comments and suggestions for revisions, corrections, or additions. You can send your comments and suggestions to odot.contractsvs@odot.state.or.us.

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