

8-7

Field Inspection Reports: Review Stay-In-Place

Objective

Access to Stay-In-Place

Navigate through the windows in the Stay-In-Place sub-module

Overview

- ◆ This HiCAMS module is used to record results for the Stay-In-Place forms used on the bottom of a bridge deck.
- ◆ The Stay-In-Place Detail module handles one Material Type per Report with one corresponding Material.
- ◆ The Contract Number and Location information fields are required.
- ◆ A Gage Code table is used to determine the validity of the Metal Thickness.

Access for Review Stay-In-Place

- Step 1:** Choose **Field Inspection Reports** from the **Functions** menu in HiCAMS.

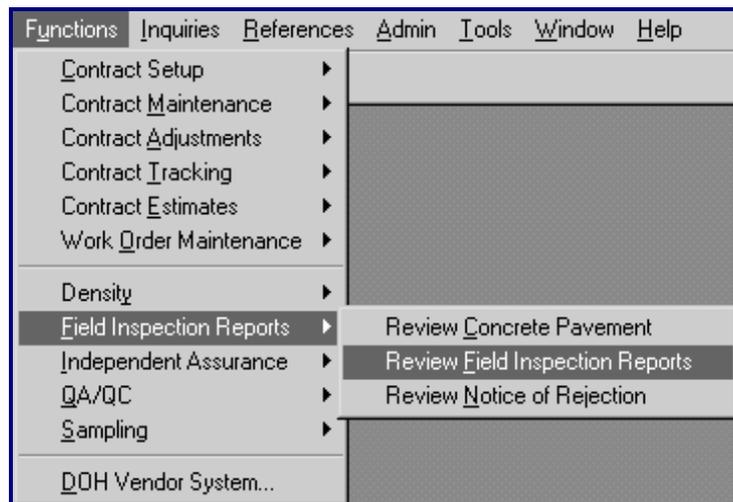


Figure 1 - Access to Review Field Inspection Reports

- Step 2:** To access a NEW Stay-In-Place Report, select a valid Contract,  click the *Report Name* field, and select **Stay-In-Place** from the drop down menu. Review the following examples:

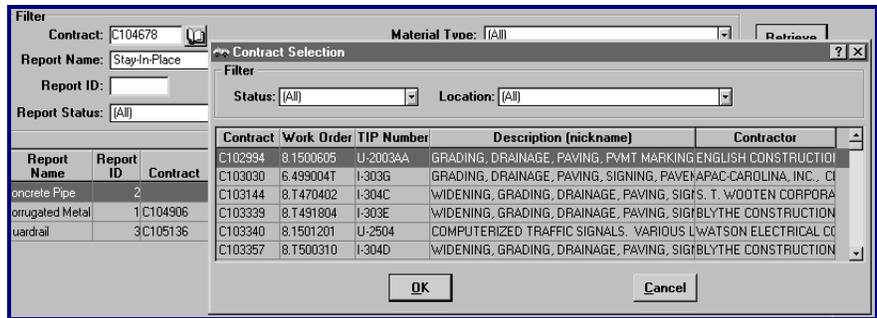


Figure 2 - Selecting a valid Contract number for Stay-In-Place

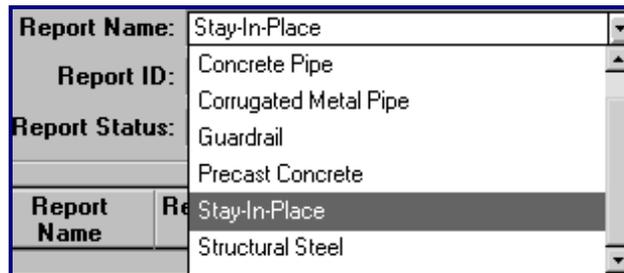
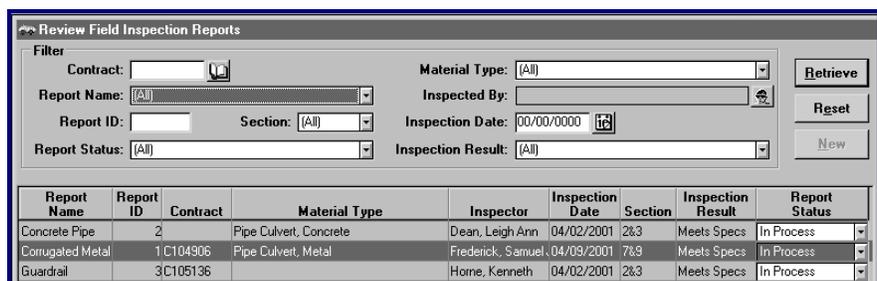


Figure 3 - Selecting a Report Name for a NEW Stay-In-Place Report

Step 3: Click the **New** button and the General tab is displayed:

Review Stay-In-Place

Report Name: Stay-In-Place Report ID: Report Status: In Process

Contract: C105239 Contractor: BLYTHE CONSTRUCTION, INC. Status:

Description: I-85 Work Order: 8.U492304

General | Results | Report | History

Material Type: County: Guilford

Material: Line Item: Sample From: Project Testing Category: Acceptance

Accepted: .000 Rejected: .000

Station: Location: Search by Plant ID: Section: Producer: Fabricator:

Inspection Results

Inspector: Inspection Result: Inspection Date: 00/00/0000 Notice of Rejection: Comment:

Figure 4 - New Review Stay-In-Place Window

Step 4: To access an EXISTING Stay-In-Place Report, follow Step 1 above and Double-click the desired report from the list displayed. The **Details** button is also available to click, after highlighting the desired report.

Review Field Inspection Reports

Filter

Contract: Material Type: [All] Retrieve

Report Name: [All] Inspected By: Reset

Report ID: Section: [All] Inspection Date: 00/00/0000 New

Report Status: [All] Inspection Result: [All]

Report Name	Report ID	Contract	Material Type	Inspector	Inspection Date	Section	Inspection Result	Report Status
Concrete Pipe	10		Pipe Culvert, Concrete	Jensen, Amy L	04/02/2001	6&8	Meets Specs	In Process
Concrete Pipe	6		Pipe Culvert, Concrete	Main, Robert W	05/01/2001	6&8	Meets Specs	In Process
Concrete Pipe	4		Pipe Culvert, Concrete	Garbee II, William	05/01/2001	6&8	Meets Specs	In Process
Corrugated Metal	11	C104901	Pipe Culvert, Metal	Pace, Randy K	04/02/2001	7&9	Meets Specs	In Process
Guardrail	12			Pace, Randy K	04/02/2001	7&9	Meets Specs	In Process
Precast Concrete	13			Whittington, Todd	04/02/2001	6&8	Meets Specs	In Process
Precast Concrete	3	C105415		Schmidt, Sonia I	05/01/2001	6&8	Meets Specs	In Process
Precast Concrete	2	C104935		Main, Robert W	04/02/2001	11&12	Meets Specs	In Process
Precast Concrete	1	C105415		Main, Robert W	05/01/2001	6&8	Meets Specs	Void
Precast Concrete	5			Brantley, Billy	04/02/2001	5	Meets Specs	In Process
Stay-In-Place	14	C105261	Metal Stay-In-Place Forms	Main, Robert W	03/13/2001	5	Meets Specs	In Process
Structural Steel	9	C105422	Structural Steel	Alford, Tony B	03/13/2001	5	Meets Specs	In Process

Details Save As

Figure 5 - Access to an EXISTING Stay-In-Place Report

Note: To further aid in the retrieval of an EXISTING report, there are filtering functions available in HiCAMS. These filter functions are especially helpful when choosing from a very large listing of reports. See *Field Inspection Reports: Overview - Retrieval Tips* for all Field Inspection Reports for details using these functions.

Step 5: The **Stay-In-Place Report Details Window** is displayed as shown in the *example* below:

The screenshot shows the 'Review Stay-In-Place [Report ID: 2]' window with the 'General' tab selected. The fields are as follows:

- Report Name: Stay-In-Place
- Report ID: 2
- Report Status: In Process
- Contract: C105239
- Contractor: BLYTHE CONSTRUCTION, INC.
- Status:
- Description: I-85
- Work Order: 8.U492304
- Material Type: Metal Stay-In-Place Forms - Metric
- County: Guilford
- Material: Fabricated Metal Stay-In-Place Forms - Square Meters
- Line Item: 534 - REINF CONC DECK SLAB
- Sample From: Project
- Testing Category: Acceptance
- Accepted: 234,324.000
- Rejected: 43.000
- Station: 334 * 33
- Location: NC-310
- Search by Plant ID: SP4
- Section: 7&9
- Producer: Consolidated Systems, Inc., Memphis, TN Plant - SP4
- Fabricator: Consolidated Systems, Inc., Nashville, TN
- Inspector: Pace, Randy K
- Inspection Result: Meets Specs
- Inspection Date: 05/14/2001
- Notice of Rejection: 2
- Comment: TEST COMMENT

Figure 6 - Initial Review Stay-In-Place Details Window (General Tab Window)

General Tab - Review Stay-In-Place Detail

The following is available to enter or select:

- ◆ Material Type
- ◆ County

Note: *The County is automatically defaulted according to the Contract number that is selected. If there is more than one county encompassed within the contract, the user must select the appropriate county.*

- ◆ Material
- ◆ *Line Item* number/description

Note: *The Line Item is defaulted from the Contract, Material Type, and Material selections when only one exists. If multiple materials exists, the user must select.*

- ◆ where the *Sample* is from. The default for Stay-In-Place is *Project*.
- ◆ *Testing Category*. The default for Stay-In-Place is *Acceptance*.

- ◆ Accepted and Rejected quantities
- ◆ Station
- ◆ Location
- ◆ Search by the Plant ID

Note: Entering a Plant ID and pressing the Enter key will automatically insert a Producer into the field. The Search by Plant ID field acts as a filter for selecting a Producer by a specific Producer's ID number.

- ◆ Section
- ◆ Producer
- ◆ the Fabricator
- ◆ the Inspection Results data

All information is completed by using the various drop-down menus and data entry fields on the **General** tab:

Figure 7 - Stay-In-Place Details General Tab

Results Tab - Review Stay-In-Place Detail

The **Results Tab** Window is used to enter *From Stock* and *Accessory* information. The header information is defaulted from the selected Contract data.

Step 1: To insert a new row for *From Stock* information entry, select the blank area in the top section of the window, and click the **Insert** button and a blank row will be inserted.

Step 2: To delete a row, select the appropriate row and click the **Erase** button:

From Stock:

Gage	Metal Thickness	Avg. Zinc Reading	Zinc Coating	Description (Pitch vs. Depth)	Length	Width
20	.041	3.40	2.00	2 x 4	94	48
20	.041	3.40	2.00	2 x 4	94	48

Accessories:

Gage	Metal Thickness	Avg. Zinc Reading	Zinc Coating	Mark	Dimension
8	.161	5.50	3.00	LSUP	4 x 1.5
8	.161	5.50	3.00	LSUP	4 x 1.5

Figure 8 - Stay-In-Place Details Results Tab Window

Step 3: To select the **Gage**, click the *Gage* field and select from the drop-down list.

This list currently includes the numbers 8 through 22 inclusively. The Gage code is based on the material unit of measure. Each Gage number has a specific minimum, maximum, and tolerance range value based on the unit of measure.

To verify these gage ranges in HiCAMS, perform the following:

- 1 Select the **Admin** ≡ **Codes Tables** menu. A list of codes tables used in HiCAMS displays.
- 2 Scroll through the list and select "**FIR Gage**" from the list. The list of minimum/maximums for each gage

range is listed, along with the acceptable tolerance for each.

Step 4: To enter **Metal Thickness and Avg. Zinc Reading** values, enter the appropriate numeric value. See example below.

The minimum and maximum specification range on the Gage code table is used to determine the validity of the Metal Thickness entered for a Gage number. If the Metal Thickness is not within the valid range, an asterisk will appear next to the data. See example below.

General Results Report History							
From Stock:							
Gage	Metal Thickness	Avg. Zinc Reading	Zinc Coating	Description (Pitch vs. Depth)	Length	Width	
11	3.210*	324.00	2300.40	5x8	2323	2323	

Figure 9 - Metal Thickness, Asterisk - Invalid Range

Step 5: The **Zinc Coating** field is calculated as follows:

- ◆ For English Contracts, the Zinc Coating (ounces per square foot) is calculated by dividing the Zinc Reading by 1.7. The coating must be 1.65 or greater to be considered within a valid range. If it does not meet this requirement, an asterisk will be displayed in the field.
- ◆ For Metric Contracts, the Zinc Coating is calculated by taking the reading off the magna gage, multiply by 25.4 then multiply by 179.706. The coating must be 503.58 (grams per meters squared) or greater to be considered within a valid range. If it does not meet this requirement, an asterisk will be displayed in the field, (similar to Metal Thickness.)

Step 6: To enter the **Pitch vs. Depth Description**, select the field and insert the *Pitch vs. Depth* numeric values.

Step 7: To enter **Length and Width**, select each field and enter the dimensions.

General Results Report History						
From Stock:						
Gage	Metal Thickness	Avg. Zinc Reading	Zinc Coating	Description (Pitch vs. Depth)	Length	Width
20	.041 *	3.40	2.00	2 x 4	94	48
20	.041 *	3.40	2.00	2 x 4	94	48

Figure 10 - Stay-In-Place Details Results Tab Window - From Stock Area.

Step 8: To insert a new row for entering *Accessories* information (lower portion of the window), first click the **Accessories** area, then click the **Insert** button, and a blank row will be inserted.

Step 9: To delete an *Accessories* information row, select the appropriate row and click the **Erase** button:

HiCAMS - [testcomb]						
File Edit Functions Inquiries References Admin Tools Window Help						
Review Stay In Place [Report ID: 2]						
Report Name:		Report ID: 2		Report Status: In Process		
Contract: C105309		Contractor: BURLEIGH CONST. CO., INC.			Status:	
Description: hogan creek bridge				Work Order: 8.2480801		
General Results Report History						
From Stock:						
Gage	Metal Thickness	Avg. Zinc Reading	Zinc Coating	Description (Pitch vs. Depth)	Length	Width
20	.041 *	3.40	2.00	2 x 4	94	48
20	.041 *	3.40	2.00	2 x 4	94	48
Accessories:						
Gage	Metal Thickness	Avg. Zinc Reading	Zinc Coating	Mark	Dimension	
8	.161 *	5.50	3.00	LSUP	4 x 1.5	
8	.161 *	5.50	3.00	LSUP	4 x 1.5	

Figure 11 - Stay-In-Place Details Results Tab Window - Accessories Area.

Step 10: To select the **Gage**, click the *Gage* field and select from the drop-down list.

Note: This list currently includes the numbers 8 through 22 inclusively. The Gage code for a specific is based on the material unit of measure. Each Gage number will have a specific minimum, maximum, and tolerance range value based on the unit of measure.

Step 11: To enter **Metal Thickness** and **Avg. Zinc Reading** numeric values, select each field and enter the appropriate numeric value. See example screen below.

The minimum and maximum specification range on the Gage code table will be used to determine the validity of the Metal Thickness entered for a Gage number. If the Metal Thickness is not within the valid range, an asterisk will appear next to the data.

Accessories:					
Gage	Metal Thickness	Avg. Zinc Reading	Zinc Coating	Mark	Dimension
9	3.240 *	432.50	3070.75	4532	6x8

Figure 12 - Metal Thickness Invalid Range - Asterisk

Step 12: The *Zinc Coating* field is calculated by HiCAMS as described:

- ◆ For English Contracts, the Zinc Coating (ounces per square foot) is calculated by dividing the Zinc Reading by 1.7. The coating must be 1.65 or greater to be considered within a valid range. If it does not meet this requirement, an asterisk will be displayed in the field.
- ◆ For Metric Contracts, the Zinc Coating is calculated by taking the reading off the magna gage, multiply by 25.4 then multiply by 7.1. The coating must be 503.58 (grams per meters squared) or greater to be considered within a valid range. If it does not meet this requirement, an asterisk will be displayed in the field, (similar to Metal Thickness.)

Step 13: To enter **Mark** data, select the field and enter the data from the Contractor's specifications.

The Mark data cannot be captured as a predefined list due to the variety of data that is dependent upon the contractor specifications. The Mark field displays a description of the accessory.

Step 14: To enter **Dimension** information, select the field and enter the dimensions for the accessory.

Step 15: Save the record, click the **Save** button.

The saved record captures all data that has been entered and the fields become uneditable. The fields once again become editable for data entry when the Report's status is changed and the record is re-saved by an authorized user.

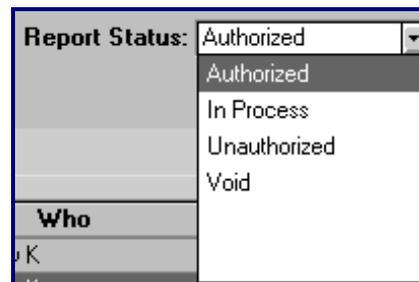


Figure 13 - Report Status Drop-Down menu

Note: Saving a record can be performed at any point. If the record save is interrupted at any point, it is usually as a result of incomplete data entry. There are various messages that the system may display based upon what is required to be entered in order to save the record. The following is one example:



Figure 14 - Typical Advisory Message, Required Information

To rectify the saving error, click the **OK** button, enter the required data mentioned in the message, and click the **Save** button.

Report Tab - Review Stay-In-Place Details

The Review Stay-In-Place Details report is under the **Report Tab** window.

Step 1: To view the entire report, use the scroll bars or use **Print Preview**:

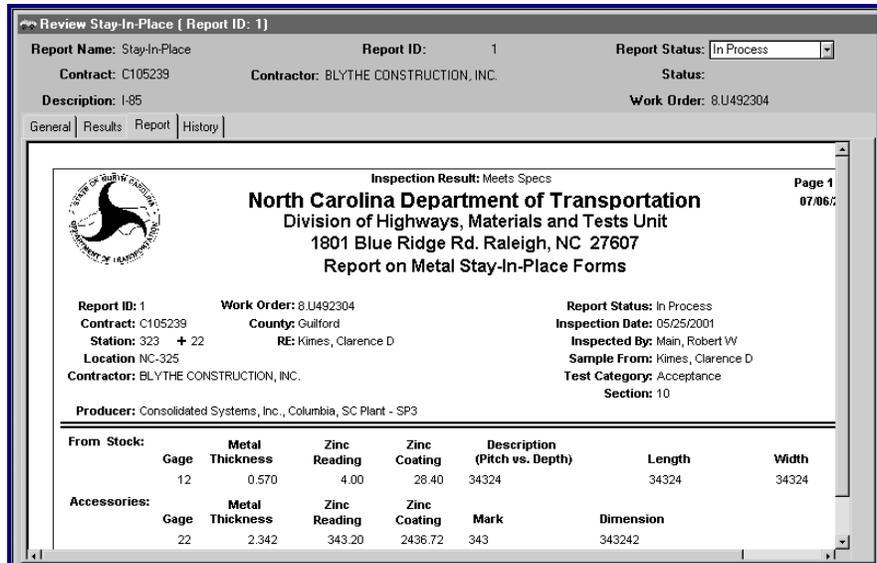


Figure 15 - Stay-In-Place Detail Report Tab Window

Note: Each material from the Results Tab window will be displayed on the report.

Step 2: To print the report, click the **Print** icon on the toolbar. HiCAMS will generate a printable version of the report. The Report on Stay-In-Place window will display:

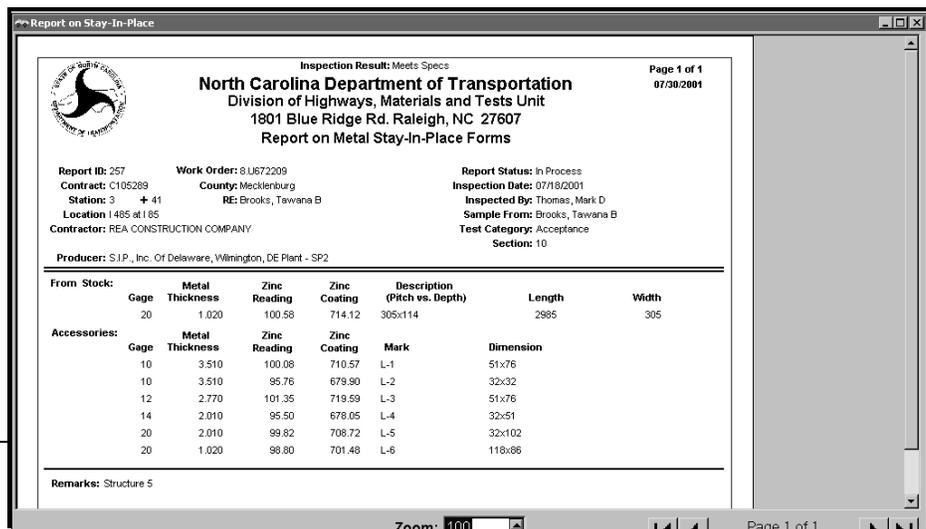
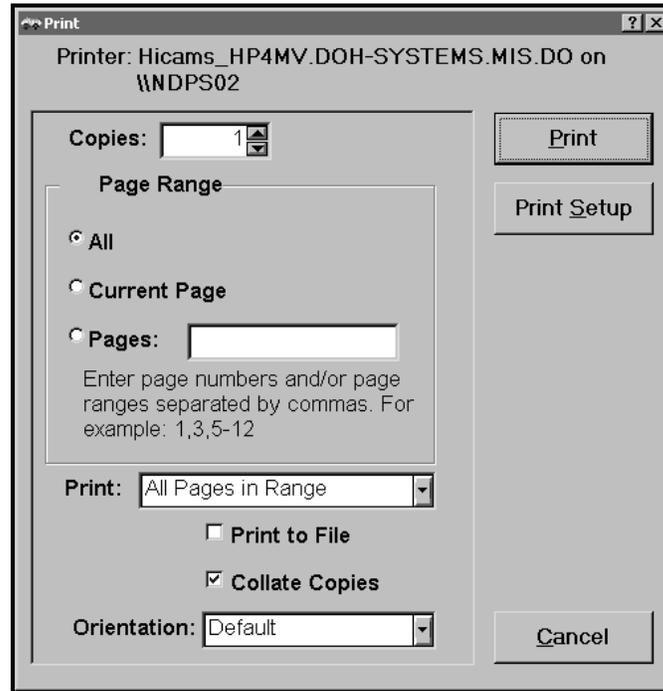


Figure Figure 16 - Report on Stay-In_Place

Step 3: Click the print icon once again to print the report. The Print setup window will display. Click the **Print** button to print the report:



History Tab - Review Stay-In-Place Details

Actions that have been performed for an individual Stay-In-Place Details report are listed located under the **History Tab** window. The Tab includes the *Action*, *Action Date/Time*, *Status*, and *Who* performed the action. This area also contains historical comments that may have been entered during processing of Stay-In-Place Details.

Step 1: To view the individual comments for each action, click the Comment row:

Review Stay-In-Place (Report ID: 1)

Report Name: Stay-In-Place Report ID: 1 Report Status:

Contract: C105239 Contractor: BLYTHE CONSTRUCTION, INC. Status:

Description: I-85 Work Order: 8.U492304

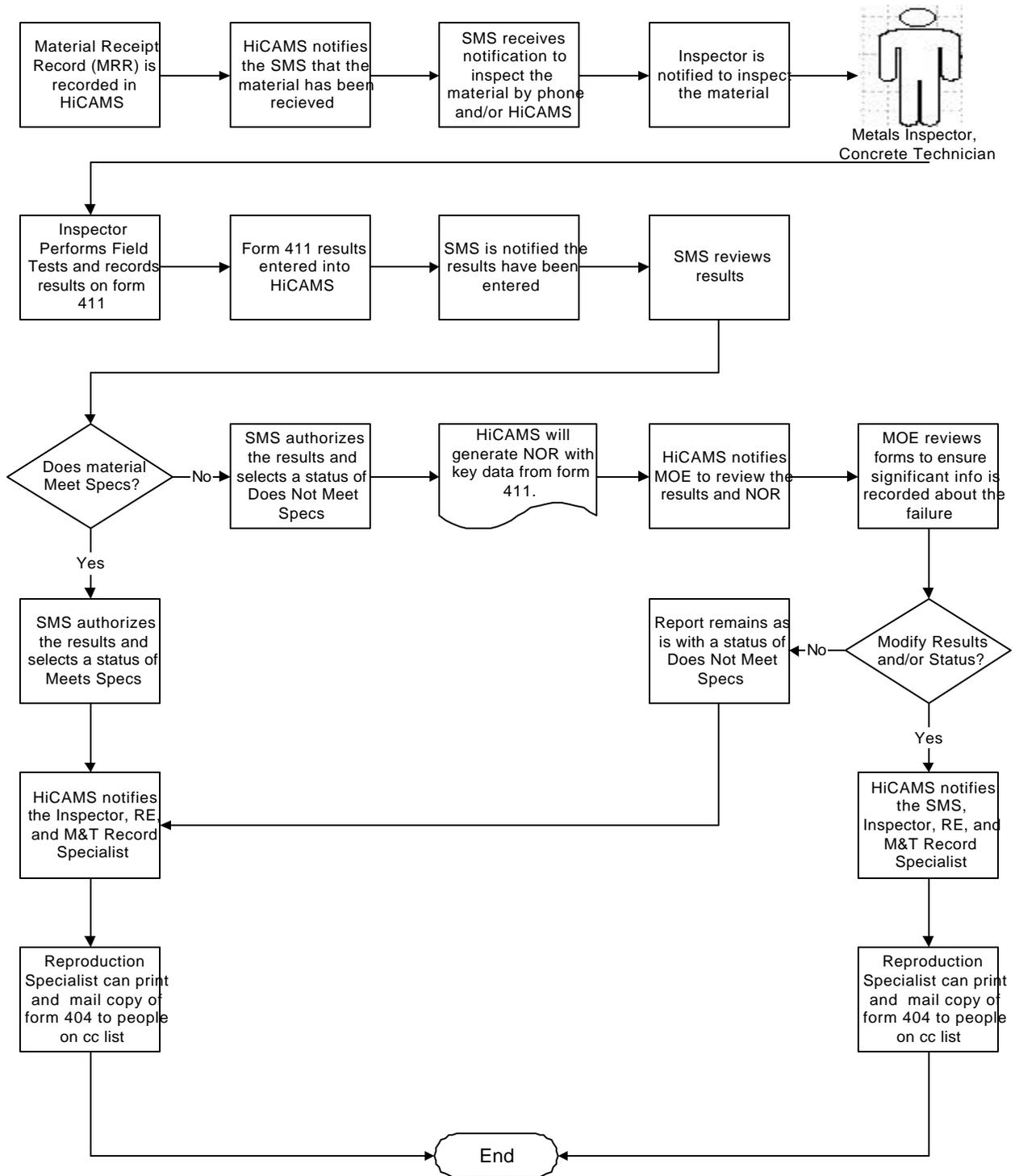
General | Results | Report | History

Action	Action Date	Status	Who
Create Notice of Rejection	07/06/2001 10:01:13 AM	In Process	Pace, Randy K.
Create	07/06/2001 10:01:13 AM	In Process	Pace, Randy K.
Comment	07/06/2001 9:54:15 AM	In Process	Pace, Randy K.

Comment: TEST COMMENT

Figure 17 - Stay-In-Place Details History Tab Window

STAY-IN-PLACE BRIDGE PROCESS FLOW



MOE - Materials Operation Engineer
 RE - Resident Engineer
 SCE - State Construction Engineer
 SMS - Section Material Specialist