Materials & Tests Unit
Project Certification Webinar 2019
Quality Systems

The **Quality Systems Unit** within the Materials and Tests Unit is responsible for three main areas; (1) development and monitoring of the Quality Control/Quality Assurance programs, (2) providing Technical Support to NCDOT and Industry personnel, and (3) the Project Material Certification of all FHWA and NCDOT projects.
Quality Systems Sub-Group responsible for Project Certification

- **Quality Systems Engineer**
  - Sam Frederick – sjfrederick@ncdot.gov (919) 814-2220

- **Compliance & Assurance Engineer**
  - Pam Carriker – pcarriker@ncdot.gov (704) 798-4332

- **Records Specialist**
  - Margaret Lloyd – mlloyd@ncdot.gov (919) 814-2220

- **Records Specialist**
  - Daniel Walker – dswalker2@ncdot.gov (704) 734-7263

- **Records Specialist (CEI)**
  - Phil Stanberry – plstanberry@ncdot.gov (919) 814-2220
Why your project needs to be certified?

• Federal Fund Reimbursements
• State Fund Management
• Quality Construction/Quality Product
• Efficiency
Which Projects Are Certified?

• Federal Funded Projects
• State Funded Projects
• Design Build Projects
• Local Government Agencies Projects
• Purchase Order Projects
• Rail/Bike & Ped/Division
Methods By Which Projects Are Certified?

• Principle Method
  – HiCAMS & SharePoint
    • Materials Pre-Certification
    • Asphalt Pre-Certification
    • Soils Pre-Certification
Methods By Which Projects Are Certified?

• Alternate Methods
  – Review Of Hard Copy Records
  – Alternate Tracking Systems (Design Build)
  – Site Visits
  – Destructive Testing/Sampling
  – Non-Destructive Testing/Sampling
**Material Certification Process**

**Flow Chart**

**Review Process**
- Routine reviews will be performed by M&T representative’s throughout the project.
- Types of reviews performed:
  - Initial Review - start of each project
  - Bi-Annual RE Contract Review - performed twice per year for each RE office
  - Reviews requested by RE office
  - Project Certification Review - end of each project

**Beginning of Material Review Process**
- Performed by Records Specialist
- Reviews CBOM for ‘Non-Labor’ line items with no material association
- Reviews Project Certification module
  - Review LI discrepancies
  - Review sampling discrepancies
  - Insert notes to resolve discrepancies
  - Initial 30 days to resolve discrepancies
- E-mail Notifications – “Material Review Has Begun”:
  - Project Personnel
  - M&T Personnel

**Notification**
- “Acceptance Date Approval Alert”
- Received through HiCAMS
- Opened and reviewed by Record Section Specialist (within 10 days from alert)

**Completion of Material Review Process**
- During 30 day review process
  - Routinely review notes placed by project personnel to resolve discrepancies.
  - All notes should be placed in HiCAMS/Functions/Project Certification/Review
  - Project Certification – on appropriate LI
  - Notes should include details and names
- E-mail Notifications – “Material Review Is Complete”
  - Sent at end of 30 day review process
  - M&T Personnel

**Exceptions Report Complete**
- Compliance Engineer will review unresolved discrepancies.
- Email and follow-up phone calls will be made to RE’s office to resolve issues.
- Email and follow-up phone calls will be made to AME’s office to resolve issues.
- Project personnel should place detailed notes in HiCAMS/Functions/Project Certification/Review
  - Project Certification – on appropriate LI
  - Final notes regarding discrepancies will be placed by M&T in HiCAMS/Functions/Project Certification/Review Material Pre-Certification (only M&T can place comments/notes in this module, RE personnel can view comments/notes)
- E-mail Notifications – “Exceptions Report Complete”
  - M&T Personnel
  - RE Personnel - if non-participant funds are established
- Compliance Time = 30 Days

**Final Certification Review**
- Quality Systems Engineer will perform final review.
- The non-participant letter will be issued.
- If “0” funds are established, letter will be sent.
- If non-participant funds are established, the letter will be scanned and sent to Division Engineer via email.
- Compliance Time = 30 days

**Non-Part Letter Sent**
- Copies of non-participant letter will be distributed to FHWA and Division personnel.
- The 1446B will be sent to Division personnel.
- Copy of final letter will be placed in M&T’s records and uploaded to SharePoint
- Update in HiCAMS.
Material Certification Process
Flow Chart

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**Project is completed**

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Material Certification Process

Flow Chart

Project is completed

Notification
Acceptance Date Approval Alert received through HiCAMS opened and reviewed by Records Specialist (within 10 days of alert)

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-Performed by Records Specialist
-Reviews CBOM for ‘Non-Labor’ line items with no material association
-Reviews Project Certification module
  - Review LI discrepancies
  - Review sampling discrepancies
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  - Initial 30 days to resolve discrepancies
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Material Review Process
Flow Chart

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Flow Chart

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Material Certification Process

• The certification process will review contract documents, estimates and payments to contractors, materials inspections and test reports to ensure that accurate and sufficient documentation is available to verify the acceptable testing and inspection of materials and products used to build the highway system.

• Determines if there are shortages of acceptable test reports or Material Received documentation and, if so, contacts the appropriate Resident Engineer so that the shortage may be addressed.

• Reviews pay reductions assessed against the contractor for accuracy.
Material Certification Process

• If unresolved discrepancies are discovered, determines a pay reduction (non-participating monies) based on established criteria against the contractor and determines the amount of the pay reduction.

• Non-Participating funds are monies FHWA will not participate in reimbursing to NCDOT. As good stewards to the citizens of North Carolina, non-participating funds may be determined for State and Locally administered projects, as well.
Material Certification Process

• Material Certification should be monitored throughout the life of the project.
• Certification process officially starts on the date the “Acceptance Date” is approved.
• Records Specialist receives notification of approval of “Acceptance Date” and has 30 days to try to resolve discrepancies.
Material Certification Process

• Records Specialist will generate Contract Bill of Materials (CBOM) discrepancy report and Materials discrepancy report. Reports will be attached to notification email sent to Resident Engineer, Asst. Resident Engineer, Section Materials Specialist and Area Materials Engineer indicating the material process has begun.

• Records Specialist will enter: “Material Review in Process” under M&T Status in Contract Details
Material Certification Process

• In order to capture all Material Discrepancies the Contract Bill of Materials will need to be reviewed and updated for any missing materials.

• These are typically line items that have a check mark in the ‘Check for Materials’ box and the contractor is allowed to choose the material used, as in ’15” Side Drain’.
To Generate a CBOM Report

• HiCAMs
  – Inquires
  – Standard Reports
  – Scroll to ‘Contract BOM Report’
  – Enter or Select Contract Number
  – Report can be customized depending on the information needed
To Generate a CBOM Report - All Line Items

• If no boxes are checked, all line items will be displayed. This report can be helpful at the beginning of a project for the field inspectors.

• Information included:
  – LI & Material unit of measure
  – Labor Only indicator
  – Types of certs required
  – Conversion Factors
  – How material is received
CBOM Report – All line items

Inquires – Standard Report

Enter Contract or Select

Contract: DH00222

Line Item: (All)

Thru: (All)

Contract Location: BRIDGE NO. 510 OVER CEDAR FORK CREEK ON SR 3120 (CEDAR CREEK)

How Received: (All)

Criticality: (All)

Certification Type: (All)

- Show Only Non-Labor Line Items with no materials
- Show Only Incidental Materials Line Items

No boxes checked

Click Generate
## North Carolina Department of Transportation

### NCDOT Contract Bill of Materials Report

<table>
<thead>
<tr>
<th>Contract Number: DH00222</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Location: BRIDGE NO. 510 OVER CEDAR FORK CREEK ON SR 3120 (CEDAR CREEK)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Line Item No.</th>
<th>Cont Adj</th>
<th>Work Item</th>
<th>Line Item Description</th>
<th>Line Item UOM</th>
<th>Line Item Quantity</th>
<th>Criticality</th>
<th>Labor Only</th>
<th>Incidental Materials</th>
<th>How Rec’d</th>
<th>Cert Type</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>MOBILIZATION</td>
<td>LS</td>
<td>1.000</td>
<td>Y</td>
<td>Criticality</td>
<td>Labor Only</td>
<td>Incidental Materials</td>
<td>How Rec’d</td>
<td>Cert Type</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>SUPP CLEARING &amp; GRUBBING</td>
<td>ACR</td>
<td>1.000</td>
<td>Critical</td>
<td>Y</td>
<td>Field Density - Subgrade - Unstabilized</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
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<td>LS</td>
<td>1.000</td>
<td>Critical</td>
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<td>Shale</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>TEMPORARY SHORING</td>
<td>SF</td>
<td>4,800,000</td>
<td>Critical</td>
<td>Y</td>
<td>Grout Cylinders</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
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<tr>
<td>5</td>
<td></td>
<td>FIND CONDIT MATL MINOR STRS</td>
<td>TON</td>
<td>10,000</td>
<td>Critical</td>
<td>Y</td>
<td>Borrow Excavation</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>
CBOM Report – Non Labor Line items

• Inquiries – Standard Report – Contract BOM Report
  – Enter Contract Number and check box labeled:
    “Show only Non-Labor Items with no materials”
  Generate
  Compare line items to estimate and/or pay record
  Add material if payment has been made

NOTE: Labor Only indicators are transferred from Master Bill of Materials and are being updated on 2018 MBOM. Options for adding notes in HiCAMs are being pursued.
Enter Contract or select Check Box for list of possible CBOM Discrepancies

Click Generate
**CBOM Report – ‘Show only Non-Labor Line items with no material’**

North Carolina Department of Transportation

NCDOT Contract Bill of Materials Report

<table>
<thead>
<tr>
<th>Line Item No.</th>
<th>Cont Adj</th>
<th>Work Item</th>
<th>Line Item Description</th>
<th>Line Item UOM</th>
<th>Line Item Quantity</th>
<th>Criticality</th>
<th>Labor Only</th>
<th>Incidental Materials</th>
<th>How Rec'd</th>
<th>Cert Type</th>
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<td>7</td>
<td></td>
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<td>&quot;&quot; SIDE DRAIN PIPE ([15&quot;])&quot;</td>
<td>LF</td>
<td>60.000</td>
<td>N</td>
<td>No</td>
<td>No</td>
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<td>36</td>
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<td>No</td>
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<td></td>
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<tr>
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<td>No</td>
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<td></td>
</tr>
<tr>
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<td></td>
<td>SAFETY FENCE</td>
<td>LF</td>
<td>200.000</td>
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<td>No</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>53</td>
<td></td>
<td></td>
<td>&quot;&quot; TEMPORARY PIPE ([30&quot;)&quot;</td>
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<tr>
<td>68</td>
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<td></td>
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<td>N</td>
<td>No</td>
<td>No</td>
<td></td>
<td></td>
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<tr>
<td>74</td>
<td>SA1</td>
<td></td>
<td>GR END TYPE TL-2</td>
<td>EA</td>
<td>4.000</td>
<td>N</td>
<td>No</td>
<td>No</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Required Cert Types (Legend):**

1 = Certified Mill Test Report
2 = Typical Certified Mill Test Report
3 = Manufacturer’s Certification
4 = Certified Test Reports
5 = Typical Certified Test Reports
6 = Supplier’s Certification
7 = Contractor’s Certification
8 = Other
CBOM Report – Non Labor

- Report can be printed or saved as a pdf for including notes or comments
- Review line items with Estimates and pay record. (Request has been made to HiCAM’s team to include this information)
- Considered a CBOM discrepancy if payment has been made to the line item.
- Associate applicable material if payment has been made to line item.
Review of Pay Records indicates payment has been made to LI 48, LI 68 & LI 74 SA1

Notify Records Specialist if Labor Only

Notes added to pdf
Adding Material to CBOM

- A review of the pay records indicates materials need to be added to LI-48 and LI 74 SA1

- Functions – Contract Maintenance – Review Contract BOM – Enter contract number
  - Scroll down to line item and highlight
  - Click ‘Insert’ button
  - Enter Material
  - Enter conversion factor
Adding Material to CBOM

• If you are uncertain of the ‘Material Type Group’ or the ‘Material Type’, use wild cards in the ‘Material’ block to narrow the list of materials.

• Example:
  – Enter ‘*safety’ for LI – 48 SAFETY FENCE
  – Enter ‘* TL-2’ for LI 74 S1 – GR END TYPE TL-2
Adding material to LI 48
Functions – Contract Maintenance – Review Contract BOM – Enter or Select Contract Number

Step 1 – Scroll to Line Item and highlight

Step 2 – Click Insert button
Adding Material to LI 48

Enter *safety

Highlight material and click OK
Enter Conversion Factor for LI 48

Enter ‘1’ if UoM is same for LI and Material
Adding Material to LI 74 SA1

**Step 1** - Scroll to line item and highlight

**Step 2** - Click Insert button
Adding Material to LI 74 SA1

Enter *TL-2

Highlight material and click OK
Enter Conversion Factor for LI 74 SA1

Enter ‘1’ if UoM is same for LI and Material
Adding material to CBOM

- Enter conversion factor for each material
- In both examples the conversion factor will be ‘1’ because the material unit of measure and the line item unit of measure are the same.
- Repeat the process if multiple materials need to be added to the same line item.
- Don’t forget to Save
Conversion Factors

• A public query is available to assist with conversion factors

• Inquires – Query Tools – Master Bill of Materials

• File – Open – Master Bill of Materials Conversion
Conversion Factor Query

Inquires - Query Tools - Master Bill of Materials - File - Open

Click OK
Conversion Factor Query

Click to change Spec year
Conversion Factor Query

Scroll to select appropriate Spec Year for Contract

Click OK
Conversion Factor Query

Conversion will be 1.00 if Material Unit of Measure and Pay Item Unit of Measure are the same.
Conversion Factor Query

Can add to Criteria Column and / or use wild cards to customize query

To see conversions less than 1.00, Drag to criteria column, select less than sign and enter 1.00 in value

Wild cards must be used with "like" criteria. They are "*" and '?'. The "*" will match any number of characters whereas the '?' will match only one character.
## Conversion Factor Query

### Snapshot Report (98 Rows)

<table>
<thead>
<tr>
<th>Metric/English</th>
<th>Pay Item</th>
<th>Pay Item Spec Year</th>
<th>BOM Conversion Factor</th>
<th>Material Type</th>
<th>Material Description</th>
<th>Pay Item Long Description</th>
<th>Material Unit of Measure</th>
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<tbody>
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<td>Block, Concrete - B</td>
<td>Block, Concrete, Truncated Dome for Wheelchair Ramp</td>
<td>CONCRETE CURB RAMPS</td>
<td>Each Ea</td>
</tr>
<tr>
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<td>Each Sq</td>
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<td>Borrow Material For Evaluation</td>
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<td>Cubic Yards Lin</td>
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</table>

**Search:** [Metric/English]

- **Total tables in query is:** 8
- **Maximum tables allowed is:** 16
- *Data fields no longer displayed in the window

Click Preview to Save as pdf or Print
## North Carolina Department of Transportation

### Master Bill of Materials Conversion Factors - 2018

<table>
<thead>
<tr>
<th>Metric/English</th>
<th>Pay Item</th>
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<tr>
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<tr>
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<td>2018</td>
<td>0.091</td>
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<td>Borrow Material For Quality Control</td>
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<tr>
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<tr>
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<td>2018</td>
<td>0.095</td>
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<td>Concrete, Class B</td>
<td>CONCRETE EXPRESSWAY GUTTER</td>
<td>Cubic Yards, Linear Feet</td>
</tr>
<tr>
<td>English</td>
<td>87058</td>
<td>2018</td>
<td>0.036</td>
<td>Concrete, Class B - E</td>
<td>Concrete, Class B, Curb and Gutter Machine</td>
<td>1-5” CONCRETE CURB &amp; GUTTER</td>
<td>Cubic Yards, Linear Feet</td>
</tr>
<tr>
<td>English</td>
<td>87082</td>
<td>2018</td>
<td>0.111</td>
<td>Concrete, Class B - E</td>
<td>Concrete, Class B</td>
<td>4” CONCRETE PAVED DITCH</td>
<td>Cubic Yards, Square Yards</td>
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<tr>
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<td>Concrete, Class B - E</td>
<td>Concrete, Class B, Curb and Gutter Machine</td>
<td>1-5” CONCRETE CURB &amp; GUTTER</td>
<td>Cubic Yards, Linear Feet</td>
</tr>
<tr>
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<td>Cubic Yards, Square Yards</td>
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</tbody>
</table>

Can be saved as pdf or printed
Conversion Factor Tips

• If the material uom is the same as the line item uom, the conversion factor will be 1.
  – Stay-in-place forms will be less than the square footage for the deck and will vary depending on the type of construction and spacing of girders, etc.

• If the uom’s are different, typically the conversion will be less than 1.

• Conversions for Lump Sum items will be the amount of material needed to complete the work. Example on next slide.
Conversions for Lump Sum items

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Contract Adj</th>
<th>Work Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit of Measure</th>
<th>Check for Materials</th>
<th>Labor Only</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>MOBILIZATION</td>
<td>1.000 LS</td>
<td>1.000 LS</td>
<td>MOBILIZATION</td>
<td>1.000 LS</td>
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<tr>
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<td>CONSTRUCTION SURVEYING</td>
<td>1.000 LS</td>
<td>1.000 LS</td>
<td>CONSTRUCTION SURVEYING</td>
<td>1.000 LS</td>
<td>CONSTRUCTION SURVEYING</td>
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<tr>
<td>3</td>
<td></td>
<td>CLEARING &amp; GRUBBING</td>
<td>1.000 LS</td>
<td>1.000 LS</td>
<td>CLEARING &amp; GRUBBING</td>
<td>1.000 LS</td>
<td>CLEARING &amp; GRUBBING</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>SUPP CLEARING &amp; GRUBBING</td>
<td>1.000 LS</td>
<td>1.000 LS</td>
<td>SUPP CLEARING &amp; GRUBBING</td>
<td>1.000 LS</td>
<td>SUPP CLEARING &amp; GRUBBING</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>UNCLASSIFIED EXCAVATION</td>
<td>100,000,000 CY</td>
<td>100,000,000 CY</td>
<td>UNCLASSIFIED EXCAVATION</td>
<td>100,000,000 CY</td>
<td>UNCLASSIFIED EXCAVATION</td>
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<tr>
<td>6</td>
<td></td>
<td>REINF BRG APPR ******** [(225+92.26 -L-)]</td>
<td>1.000 LS</td>
<td>1.000 LS</td>
<td>REINF BRG APPR ******** [(225+92.26 -L-)]</td>
<td>1.000 LS</td>
<td>REINF BRG APPR ******** [(225+92.26 -L-)]</td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>REINF BRG APPR ******** [(35+12.05 -Y8- RPDB)]</td>
<td>1.000 LS</td>
<td>1.000 LS</td>
<td>REINF BRG APPR ******** [(35+12.05 -Y8- RPDB)]</td>
<td>1.000 LS</td>
<td>REINF BRG APPR ******** [(35+12.05 -Y8- RPDB)]</td>
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<tr>
<td>9</td>
<td></td>
<td>UNDERCUT EXCAVATION</td>
<td>150,000,000 CY</td>
<td>150,000,000 CY</td>
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<td>150,000,000 CY</td>
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<td>2,310,000,000 CY</td>
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<td>2,310,000,000 CY</td>
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<tr>
<td>11</td>
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<td>EMBR'T SETTLEMENT GAUGE</td>
<td>14,000 EA</td>
<td>14,000 EA</td>
<td>EMBR'T SETTLEMENT GAUGE</td>
<td>14,000 EA</td>
<td>EMBR'T SETTLEMENT GAUGE</td>
</tr>
</tbody>
</table>

Conversions for lump sum items are equal to the amount of materials used.
Conversion Factor Tips

• Some conversions may be found in contract or on plans.
  – Pounds of Steel-Slip Form Barrier (typically > 1)
  – Tons lime per acre (typically >1)

• Conversion factors can have an affect on Pay Records and Estimates

• Contact M&T if you need assistance
Material Discrepancy Report

• Prior to generating Material Discrepancy Report:
  • Add missing materials to CBOM
  • Remove any unnecessary materials from CBOM
  • Correct conversion factors for Lump Sum items
  • Enter conversion factors indicated on plans or in contract
To generate a Material Discrepancy Report

• Note: Corrections should be made to CBOM prior to generating Material Discrepancy report

• Functions – Project Certification – Review Project Certification

• Click ‘(Re) Generate’ for most current data

• Make sure ‘Criticality’ and ‘Material Type’ are set to ‘(All)’

• If you only want to see the discrepancies change ‘Const Status’ or ‘M&T Status’ to ‘TBR’

• Preview to print report, if desired
Materials Discrepancy Report

Functions - Project Certification - Review Project Certification - Enter or Select Contract Number

Can select TBR to filter for issues

Click before changing status

![Materials Discrepancy Report screenshot](image-url)
Report generated after adding materials to Line Items 48 & 74SA1. Note the addition of Mash TL-2 & Safety Fence. Report can be printed or saved as pdf.
Resolving Material Discrepancies

- Receive additional material or enter missing MRR’s?
- Review MRR’s for errors?
- Remove unused substitutable materials?
- Adjust conversion factors?
- Add notes in Project Certification module?
Reviewing Material Discrepancy Details

• Highlight material and click ‘Line Item Quantities’ to see line items associated to the material.
• Click ‘Detail’
• Click ‘Line Item’ and scroll to desired line item
• Click ‘OK’ to get details based on options selected.
• You can navigate to MRR’s, Samples, Pay records, etc for more information.
### Review Material Details

**Contract Material Quantities**

<table>
<thead>
<tr>
<th>Material</th>
<th>Constr Status</th>
<th>M&amp;T Status</th>
<th>Accepted Used</th>
<th>Received - Used</th>
<th>Received - Accepted</th>
<th>Notes</th>
<th>LI Disc</th>
<th>Plan</th>
<th>Estimated</th>
<th>Accepted</th>
<th>Receive</th>
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</thead>
<tbody>
<tr>
<td>Concrete, Class AA Cubic TBR</td>
<td>TBR</td>
<td></td>
<td>(338.800)</td>
<td>(419.800)</td>
<td>(81.000)</td>
<td></td>
<td></td>
<td>428.800</td>
<td>428.800</td>
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<tr>
<td>Borrow Excavation - Cubic TBR</td>
<td>TBR</td>
<td></td>
<td>(91.444)</td>
<td>(91.444)</td>
<td>.000</td>
<td></td>
<td></td>
<td>120.000</td>
<td>91.444</td>
<td>.000</td>
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<tr>
<td>Concrete, Class A - Cubic TBR</td>
<td>TBR</td>
<td></td>
<td>(24.800)</td>
<td>(24.800)</td>
<td>.000</td>
<td></td>
<td></td>
<td>428.800</td>
<td>428.800</td>
<td>404.000</td>
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<tr>
<td>Post, Guardrail, Steel - Eac TBR</td>
<td>TBR</td>
<td></td>
<td>(24.600)</td>
<td>120.400</td>
<td>145.000</td>
<td></td>
<td></td>
<td>209.000</td>
<td>169.800</td>
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<td>Block, Guardrail, Plastic - E TBR</td>
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<td>570.400</td>
<td>595.000</td>
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<td>204.000</td>
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<tr>
<td>Glass Beads - Pounds TBR</td>
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<td></td>
<td>(17.480)</td>
<td>102.982.540</td>
<td>103.000.000</td>
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<td>51.840</td>
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<tr>
<td>Work Zone Signs (Stationary TBR)</td>
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<td>(5.180)</td>
<td>(5.180)</td>
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<td>79.000</td>
<td>112.000</td>
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<tr>
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<td></td>
<td>(1.000)</td>
<td>(1.000)</td>
<td>.000</td>
<td></td>
<td>*</td>
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<td>1.000</td>
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<td>Asphalt Binder, PG 58 - Tor OK</td>
<td>OK</td>
<td></td>
<td>.000</td>
<td>.000</td>
<td>.000</td>
<td></td>
<td>*</td>
<td>60.000</td>
<td>41.486</td>
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<td>.000</td>
<td>.000</td>
<td>.000</td>
<td></td>
<td>*</td>
<td>580.000</td>
<td>573.070</td>
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</table>

1 to 11 of 68 rows

**Highlight material and click Line items Quantities**
Review Materials Details for LI 72

Click Detail to get further information

Provides a list of all materials associated to the line item

<table>
<thead>
<tr>
<th>Material Description</th>
<th>Material Type</th>
<th>How Received</th>
<th>How Accepted</th>
<th>Subs Group</th>
<th>Conv Factor</th>
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<tbody>
<tr>
<td>Concrete, Class A - CY</td>
<td>Concrete, Class A</td>
<td>Material Receipt</td>
<td>Sample/Test</td>
<td>A</td>
<td>1.000</td>
</tr>
<tr>
<td>Concrete, Class AA - CY</td>
<td>Concrete, Class AA</td>
<td>Material Receipt</td>
<td>Sample/Test</td>
<td>A</td>
<td>1.000</td>
</tr>
</tbody>
</table>
Review Line Item Details

• The detail window gives a breakdown of all of the activity associated to the materials that are linked to this item.

• You can navigate to the various activities by double clicking source id on the left.
  – Prefix M – Material Received
  – Prefix T – Tickets
  – Prefix P – Pay Records
  – Prefix S – Samples
  – Prefix F – Field Inspection Reports
  – Prefix W – Work Accomplished
Review Line Item 72 Details

Various options for customizing details you would like to see
Review Line Item 72 Details

Select LI 72 from Dropdown

Click OK
From this window you can double click the source id, on the left, to take you directly to the source module.
Review LI 72 – Class A

Appear to be no issues between received and accepted qty for Class A.
Review LI 72 – Class AA

Accepted qty = 90 cy, Received qty = 9 cy
Should review MRR for possible data entry error
Corrections for Line Item 72

- Class A concrete 404 cy received and accepted
- Class AA concrete 9 cy received, 90 cy accepted
- Review of MRR 87 (in SharePoint) indicates batch tickets to account for 90 cy. It appears, received qty may have been entered incorrectly and should be adjusted.
- When using multiple materials on the same line item, conversion factor should be calculated based on the percentage of each material used.
Conversion Factors for Line Item 72

• After corrections are made to MRR 87, the total amount of concrete received for line item 72 is 494 cy. (Class A = 404cy, Class AA = 90cy)

• Conversion for Class A would be 404 divided by 494 = .817 (approximately 82%)

• Conversion for Class AA would be 90 divided by 494 = .182 (approximately 18%)

• Conversions added together would equal 1
Conversion Factors for Line Item 72

- Functions – Contract Maintenance – Review Contract BOM
- Scroll to Line item 72 and enter conversion factor for each material and save.
  - If conversion factor is grayed out contact: Section Materials Specialist, Area Materials Engineer or Compliance & Assurance Engineer for assistance.
- Return to Project Certification module and re-generate to update discrepancies.
Correcting Conversion Factors for LI 72
Class A & AA

Functions-Contract Maintenance-Review Contract BOM-Enter or Select Contract

Scroll to LI 72

Change from 1.00 to .817
Change from 1.00 to .182
Substitutable Materials on Pay Records

- Conversion factors do not have to be adjusted if using substitutable materials on pay records.
  - Does require inspectors to indicate type of material on pay records
  - Would not suggest using mid-project
  - May be different with new pay record process in shared site?
Substitutable Materials on Pay Records

Functions:
- Contract Maintenance
- Review Pay Records
- Enter or Select Contract

Review Pay Records (DH00222)

Contract: DH00222  Contractor: DANE CONSTRUCTION INC
Status: Accepted
Description (nickname): CEDAR CREEK CULVERT REPLACEMENT
WBS: 17BP.B.C.1  Line Item: 72  CLASS A CONCRETE (CULV)

<table>
<thead>
<tr>
<th>Row</th>
<th>Date</th>
<th>Line Item</th>
<th>Source</th>
<th>Book</th>
<th>Page</th>
<th>Quantity</th>
<th>Rvwd</th>
<th>Inspector</th>
<th>Pay Record Status</th>
<th>Estimate Number</th>
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<td>72</td>
<td>Electronic Pay Record</td>
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<td>Fine, PE, Cary A</td>
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<td>10/15/2017</td>
<td>72</td>
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<td>Fine, PE, Cary A</td>
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<td>09/15/2017</td>
<td>72</td>
<td>Electronic Pay Record</td>
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<td>Fine, PE, Cary A</td>
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<td>4</td>
<td>08/15/2017</td>
<td>72</td>
<td>Electronic Pay Record</td>
<td></td>
<td></td>
<td>90.00000</td>
<td></td>
<td>Fine, PE, Cary A</td>
<td>Processed</td>
<td>4</td>
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</tbody>
</table>

Click tab

Quantity To Date: 428.80000

Select which material was used
Concrete Discrepancy has been cleared – Review Glass Beads
Discrepancies on LI 37 & LI 38 – Glass Beads

• The accepted quantity for Glass beads on LI’s 37 & 38 did not populate

• Review MRRs 13 & 55 on LI 37 and MRR’s 14 & 56 on LI 38 for proper certifications

• If certifications on file; enter approved date, check documents received box and enter Approved by:, under certification tab in Review MRR module
Corrections for LI 37 & 38

Access from Detail tab or Functions-Contract Tracking-Review Material Receipts

Review MRR to verify certs on file and enter Approved Date, Documents Received and Approved By
Glass Bead Discrepancy has been cleared

Review Sand & Stone
Discrepancies for Coarse Aggregates and Sands

• For discrepancies on coarse aggregates like 78M’s or 2MS Sand; enter a note in the Project Certification Module, stating material is from an approved produce or supplier participating the QC/QA Aggregate Program.

• Change Status to RVWD to indicate discrepancy has been addressed.
Adding a note in Project Certification Module

Highlight Material and click notepad

Enter note and click OK

Highlight Material and click notepad
Coarse Aggregates, Sand & Small Quantity ABC- not requiring a sample

• Accepted Quantity will populate if ‘Small Quantity’ box is checked when entering tickets for Coarse Aggregates, Sand and Small Quantities of ABC (less than 2500 tons).

• Box cannot be checked after tickets are entered and saved.
Entering Small Quantity Tickets

Functions:
- Contract Maintenance
- Review Tickets
- Enter or Select Contract

Check Small Qty box

Enter or select line item

Sample ticket information:
- Contract: DH00222
- Contractor: DANE CONSTRUCTION INC
- Description (nickname): CEDAR CREEK CULVERT REPLACEMENT
- WBS: 17BP8C.1

<table>
<thead>
<tr>
<th>Row</th>
<th>Line Item</th>
<th>Material</th>
<th>Book</th>
<th>Date</th>
<th>Quantity</th>
<th>Loads</th>
<th>Plant ID</th>
<th>JMF</th>
<th>AC Line Item</th>
<th>Ticket Status</th>
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<th>Station From Fraction</th>
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<tbody>
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<td></td>
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<tr>
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<td>70</td>
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<td>87.770</td>
<td>5FA251</td>
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<td>-</td>
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<tr>
<td>3</td>
<td>70</td>
<td>Sand, 2MS - TON</td>
<td>900012/27/2017</td>
<td>210.160</td>
<td>12FA251</td>
<td>-</td>
<td>-</td>
<td></td>
<td>Not Estimated</td>
<td>15</td>
<td>11.00</td>
<td></td>
</tr>
</tbody>
</table>

- Small Quantity box
- Plan Quantity: 1.000
- Unit Price: $45,740.0000
- Conversion Factor: 0.10
- Truck:
- Station Information From: 15 + 11.00
- To: 15 + 11.00
- Job Mix Formula:
  - Virgin AC %: .00
  - RAP AC %: .00
  - Other AC %: .00
  - Total AC %: .00
- Asphalt Type: Bdr Grd Pay:
Precast & Prestressed Alternate ID’s

• Any precast or prestressed concrete items must be approved by NCDOT Materials and Tests Unit and include valid bar code/RFID tag
• Precast or prestressed alternate id issues may cause Open Issues in the Estimate Module.
• Open Issues will need to be resolved before processing the Final Estimate.
• The following slides show how to lookup alternate id’s.
1-Click to select

2-Option to select precast or prestressed from dropdown

3-Enter Alt ID or use wildcards
Alternate ID Lookup
Search for tag # 1C0167000000000000020242

Select Precast from drop down
Enter *20242 to narrow search

Entering the prefix (ie: 1C0167*) as a wild card, without a produced date, retrieves a large amount of data
Alternate ID Lookup
Search for tag # 1C0167000000000000020242

Piece is available but will not be able to receive until FIR is Authorized

Useful information:  Alt ID status, type, qty, Material Description, Inspection Date, etc
Alternate ID’s

• Data is downloaded to HiCAMS overnight and a FIR is generated. The FIR will be reviewed for accuracy and subsequently Authorized.

• Occasionally pieces are shipped to projects on the same day as inspection.

• If you find pieces that have not been Authorized or need assistance with precast or prestressed issues, contact:
  – Jason Poppe – jepoppe@ncdot.gov
Addressing Other Discrepancies

• Incidental precast items – enter MRR add comment in Project Cert Module stating: Type III documentation on file.
  – NOTE: The MSG was modified on 10/16/17 to allow contracts let afterwards; to allow acceptance of incidental precast items with indication of certification.

• Grout & Grout Cylinders- enter comment on Grout cylinders – material association for sampling purposes – received as Grout.

• Add comments if contractor is compensated for reusing or re-laying material
Addressing Other Discrepancies

• Review MRR’s for missing quantities or request additional information from Contractor

• Discrepancies involving material requiring a Field Inspection Report (FIR), may need assistance from local Section Materials Specialist (SMS)

• Materials indicated as “Not Received” may be associated to line items for sampling purposes only. (Grout, Borrow, Field Density Types, etc.)
Addressing Discrepancies

• If notes are entered; change status to RVWD to indicate material has been reviewed and no further corrections can be made.
• Re-generate to refresh data.
• Change status to: TBR to see materials that have not been resolved or addressed.
• Un-check box beside Not-Rec’d Material types to review materials needing MRR’s, etc.
Report generated after corrections and notes entered. Remaining materials need additional review.
Project Certification Components

• There are 3 components to be completed before a project is certified
  – Material Pre-Certification
    • Review of Material Pre-Certification may show line item discrepancies that were not listed as material discrepancies. (Total amount of material received and accepted adequate but line item distribution may be incorrect)
  – Asphalt Pre-Certification
  – Soils Pre-Certification
Material Pre-Certification (Discrepancies by Line Item)

• This report gives a break down of discrepancies by line item.
  – Functions – Project Certification – Review Material Pre-Certification
  – Report can be printed or saved as pdf
  – Can toggle back to Project Certification Module

This report also shows the Theoretical amount of monies that could be withheld for non-compliance.
## Material Discrepancies by Line Item

### Functions - Project Certification - Review Material Pre-Certification

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Material Description</th>
<th>FHWA Part</th>
<th>Deficiency Type</th>
<th>Non Comp Quantity</th>
<th>Conversion Factor</th>
<th>Converted Li Qty</th>
<th>Theoretical $ Amount</th>
<th>Non Comp Unit Price</th>
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<tr>
<td>3</td>
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<td>Density Shortage</td>
<td>1.000</td>
<td>1.000</td>
<td>1.000</td>
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<td>No</td>
<td>Density Shortage</td>
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<td>0.25</td>
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<td>$2,050.29</td>
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<tr>
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<tr>
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<td>No</td>
<td>Field Inspection Shortage</td>
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<td>1.000</td>
<td>8.000</td>
<td>$800.00</td>
<td>100.000</td>
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<tr>
<td>21</td>
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<td>0.160</td>
<td>73.75</td>
<td>$110.63</td>
<td>9.375</td>
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<td>$110.63</td>
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<tr>
<td>25</td>
<td>Stone for Erosion Control - Class B</td>
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<td>50.000</td>
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</table>

**Total** | **$302,068.98** | **172,500,000** |

**Report can be printed or saved as pdf**
Material Discrepancies by Line Item
(Printed Version)

Materials addressed with comments will still be listed. Theoretical $ amount will be adjusted manually.

---

### Material Deficiency Report

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Material Description</th>
<th>FHWA Part</th>
<th>Deficiency Type</th>
<th>Non Comp Quantity</th>
<th>Conversion Factor</th>
<th>Converted LI Qty</th>
<th>Theoretical $ Amount</th>
<th>Non Comp Unit Price</th>
<th>Line UOM</th>
<th>Non Comp Status</th>
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<tr>
<td>3</td>
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<td>172,500.000</td>
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<td>21</td>
<td>Block, Guardrail, Plastic</td>
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<td>0.160</td>
<td>73.750</td>
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<tr>
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<td>Work Zone Signs (Stationary)</td>
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<td>0.018</td>
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</table>

---

Note discrepancy for yellow paint – remove from CBOM on LI 38 – Paint pvt mkg 24"
Asphalt Pre-Certification

- Asphalt reports are reviewed and compared with Density results for the following requirements:
  - Failing Densities have PARs
  - All PARs are Closed
  - Testing Quantities
  - Non-Compliant Testing Quantities
  - Non-Compliant PAR Quantities
Contract: DH00222
Contractor: DANE CONSTRUCTION INC
Status: Accepted
Description (nickname): CEDAR CREEK CULVERT REPLACEMENT

Asphalt General
Non-Compliant Testing Quantities
Non-Compliant PAR Quantities
History

Asphalt Pre Certification Requirements
- Failing Densities have PARs
- All PARs are Closed
- Testing Quantities
- Non-Compliant Testing Quantities
- Non-Compliant PAR Quantities

Asphalt Certification Status: Working
Project Certification Status: Working
100% State Funded: Yes

Reopen
View
Soils Pre-Certification

- Density reports are reviewed for the following requirements:
  - *Failing Densities have PARs*
  - *All PARs are closed*
  - Waste Quantities *(Note: important in determining accurate number of densities needed)*
  - Testing Quantities
  - Non-Compliant Testing Quantities
  - *Non-Compliant PAR Quantities*

* Soils Pre-Certification module is being revised. These items will be eliminated
Important in determining accurate number of densities needed.

Not applicable for Soils Densities-module being revised
To enter Waste Quantities

Functions-Contract Maintenance-Review Contract Details-Completion

Enter data for waste quantities
Additional items that may be reviewed

- Technician certifications & assessments
- Independent Assurance Testing
- Conformance to Minimum Sampling Guide
- Proper Certifications
- Buy America Documentation
- ITS & Signal Qualified Products
- Approved products
Technician Certifications

• All sampling and testing should be performed by NCDOT Certified Technicians.

• Technician Certifications can be verified via the website: NCDOT Vendor Approved Products
Technician Certifications (Vendor)

- Can also be verified through HiCAMS/Vendor
Independent Assurance Testing

• Required by FHWA
• Performed by Materials and Tests Unit or their representative
• See minimum sampling guide for materials which require IA testing
• Prior to construction contact Area Materials Engineer for assistance
• Assessments Performed On Technicians
Technician Assessments

• All active technicians should be assessed once per calendar year
• A technician is considered active if they perform 5 or more tests in a calendar year
• Satisfactory completion of Concrete Field technician certification will count as assessment for the year certification is received.
• It is the technician’s responsibility to make sure their assessments are current
Minimum Sampling Guide

- Sampling and testing should be per the:
  - Minimum Sampling Guide (MSG) and can be accessed via the website or HiCAMS.
  - Website access: NCDOT Vendor Approved Products
Minimum Sampling Guide (HiCAMS)

Access via HiCAMS: References – Scroll to Minimum Sampling Guide

![Minimum Sampling Guide Image]

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<thead>
<tr>
<th>Row</th>
<th>Group</th>
<th>Material Type</th>
<th>Version</th>
<th>Metric/English</th>
<th>Status</th>
<th>From Date</th>
<th>To Date</th>
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Types of Certifications
Type 1—Certified Mill Test Report

- Material tested, by manufacturer, from the same heat or lot as the material actually shipped to the project

- Report has to identify the heat or lot number

- Examples: Structural & reinforcing steel
<table>
<thead>
<tr>
<th>HEAT NO.*</th>
<th>DESCRIPTION</th>
<th>PHYSICAL TESTS</th>
<th>CHEMICAL TEST</th>
</tr>
</thead>
<tbody>
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<td>BIRMINGHAM, AL STEEL DIVISION 22 Rebar 60'(Gr420/#7Gr60) ASTM A615/A615M-96</td>
<td>Yield 67,500 P.S.I. Tensile 109,000 P.S.I. Elong 11.0%</td>
<td>C .38 Mn .11 Al .016 Si .037 P .21 Cr .26</td>
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<td>Yield 64,000 P.S.I. Tensile 101,000 P.S.I. Elong 14.0%</td>
<td>C .37 Mn .10 Al .012 Si .035 P .28 Cr .23</td>
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Heat No. Plant: 55 Kankakee IL, 58 Birmingham AL, 70 Seattle WA, 84 Jackson MS

HEREBY CERTIFY THAT THE ABOVE FIGURES ARE CORRECT AS CONTAINED IN THE RECORDS OF THE CORPORATION

JIM BASISTA
Type 2—
Typical Certified Mill Test Report

• Material tested, by the manufacturer, on lot which is typical of the material actually shipped, but may or may not be from the lot shipped

• Examples: re-bar supports & pavement markers
MATERIAL CERTIFICATION

The material covered by this Certification has been tested according to standard procedures by our Quality Control Department and complies with the applicable specifications.

Quality Control Data to substantiate this certification is on file in our Laboratory.

CUSTOMER: CLARK PAVEMENT MARKINGS
CUSTOMER PO #: 13568
POTTERS ORDER #: 133538
Bill Of Lading #: 80183775

Material:
HWY SPHERES NC (MP) PRETEST
LOT #40-00 ON PALLET #13372, 13388, 13389, 13390, 13391, 13392, 13393, 13394
13395, 13396, 13397, 13400, 13401, 13402
13403, LOT #42-00 ON PALLET #14196,
14193, 14192, 14199, 14200, 14198, 14197.

Quantity: 44,000.000
Total Quantity: 44,000.000

DATE: 08/07/2000

BY: RICHARD E. DAHLE
Type 3—Manufacturer’s Certification

• Material is manufactured by processes routinely inspected for conformance to specification requirements.

• Examples: glass beads, paint markings, erosion control materials, incidental precast.
June 5, 1998

CERTIFICATE OF CONFORMANCE:

TRI STATE TRAFFIC
SAFETY
PO BOX 146
GAFFNEY, SC 29342 0146

THIS IS TO CERTIFY THAT THE MATERIAL SHIPPED AS INDICATED HEREIN ALSO COMPLIES TO THE SPECIFICATION LISTED BELOW:

MATERIAL:

"SCOTCHLITE" BRAND REFLECTIVE SHEETING, ENGINEER GRADE NO. 3284E

PURCHASE ORDER NUMBER(S): 1312

INVOICE NUMBER(S): TP 61834

SPECIFICATIONS:

STATE OF NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
SPECIFICATIONS FOR TYPE I ENCLOSED LENS SHEETING (ENGINEER GRADE), DATED JUNE 1, 1995 AND AMENDED JUNE 22, 1995 WITH THE WARRANTY RESTRICTION AND LIMITATIONS CONTAINED ON PAGE 2.

SUBSCRIBED AND SWORN TO BEFORE ME ON THIS 5TH DAY OF JUNE, 1998.

JIMMY HUGHES, NOTARY PUBLIC
STATE OF ALABAMA AT LARGE
MY COMMISSION EXPIRES JANUARY 21, 1999

LERoy INGLE
GUIN QUALITY CONTROL
TRAFFIC CONTROL MATERIALS DIVISION
December 4, 2000

Construction Materials, Inc.
T.A. Loving Co.
Project #8.T162102
Onslow & Castoret Counties

Laminated Elastomeric Bearings
100 Pcs. 1-11/16" x 8" x 18"
22 pcs. 1-11/16" x 8" x 14"
LOT 50 NR 10-27-00

CERTIFICATE OF CONFORMANCE

Tobi Engineering, Inc., hereby certifies that the elastomeric bearing packs manufactured for use on the above referenced project, were fabricated in accordance with requirements set forth in the State of North Carolina 1990 Edition, and the special provisions for project #8.T162102 and that the materials used in the manufacture of said bearings are in conformance with the requirements specified therein.

Certified by,

TOBI ENGINEERING, INC.

Ralph Hoydn, President

Subscribed and sworn to before me, a Notary Public, State of Illinois, County of Cook, on this Fourth day of December 2000

SALLY R. PRATT
NOTARY PUBLIC

"OFFICIAL SEAL"
SALLY R. PRATT
Notary Public, State of Illinois
My Commission Expires 04/01/01
Type 4—Certified Test Reports

• Basically a Type 1, but material is tested by an approved independent testing laboratory on samples taken from the same heat or lot.

• Report shall identify the heat or lot number.

• Examples: structural timber, elastomeric bearings.
Treatment Inspection Report No. 1823698  
Date Treated: DECEMBER 10 204

Client's Mat. Order No.: STOCK
Client's Requisition No.:  
Client's Insp. Order No.: 227390
Our Order No.: 0069543
Ship To: MONROE JOHNSON CONST.INC.
Treated By: WOOD TREASERS, INC.
Jacksonville, Fl.
Material: SOUTHERN PINE PILES

<table>
<thead>
<tr>
<th>Material Treated</th>
<th>MATERIAL TREATED</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>14&quot; BUTT 50'</td>
</tr>
</tbody>
</table>

Arbor No. 454  
Cubic Feet X  
State of Seasoning KILN DRIED

WATERBORNE SOLUTION  
CHROMIUM 44.17  
COPPER 19.68  
ARSENIC 36.13  
CONCENTRATION 7.24

X hrs. to X F. 0 to X lbs.  
X hrs. at X F.  
X hrs. 0 to X inches. Temp. X F. to X F.  
X hrs. X to X inches. Minimum Temp. X F.  
25 inches final vacuum attained in X minutes.  
X pounds initial air attained in X minutes.  
180 pounds maximum preservative pressure.  
1/4 hrs. duration preservative pressure period.  
78°F. Min. 82°F. Max. preservative Temp. in Cylinder.

100°F. Gallons Pounds Gauge Assay  
Required X  
Injected X  
Retained 3.1762.34

Each accepted place stamped SEE BELOW
Inspected by HINES, C.M. & OWENS, D.J.

REMARKS  
AMW 59 OR 88 BOTH ENDS

We do not assume any liability for the product inspected. We assume liability for the inspection performed only to the extent of our inspection fee.
Type 5—
Typical Certificated Test Report

• Basically a Type 2, but material is tested by an approved independent testing laboratory. Samples taken from lot are typical of the material shipped, but may or may not be from the same lot.

• Example: emulsified asphalt, cement, latex.
N. C. DIVISION OF HIGHWAYS

TYPE 5 - MATERIALS CERTIFICATION

FOR PORTLAND CEMENT

Date: ________________________________
Project: ______________________________
County: ______________________________
Contractor: __________________________

This is to certify that all Portland cement used in concrete finished to the above project will meet the requirements of Article 1000-1 of the 2006 N.C. Division of Highways Standard Specifications.

It is also certified that we will have on hand Type 1, Type 2 or Type 3 material certifications from the manufacturer to cover the cement.

Supplier of concrete ____________________

Signed ________________________________

Title _________________________________

[Handwritten note: Type 5]
Type 6—Supplier’s Certification

• Signed statement by the supplier. Supplier has on hand a Type 1 or 2 materials certification to cover material shipped

• Example: planting & landscape materials, utility pipe
LANE ENTERPRISES, INC.
34 STROHM ROAD
SHIPPENSBURG, PA 17257
PHONE: (717) 532-5959

BRAND REGISTRATION AND GUARANTEE FOR HIGH DENSITY
POLYETHYLENE PIPE MATERIALS

This guarantee verifies that all high density polyethylene (HDPE) pipe materials to
include tees, elbows, reducers, flared end sections, coupling bands, and accessories
furnished by Lane Enterprises, Inc. conforms to the requirements of the HDPE Quality
Control / Quality Assurance Program, the NCDOT Standard Specifications, and the
applicable AASHTO Specifications M-294 or M-252 for the class and type of pipe
specified in the contract or purchase order.

Any material found not in conformance will be replaced at no cost to the North Carolina
Department of Transportation.

Date: 1/28/2005 By: Robert J. drill Plant Manager

Notary: Charles J. Winn Notary Public

COUNTY OF CUMBERLAND
COMMONWEALTH OF PENNSYLVANIA
SWORN TO AND SUBSCRIBED BEFORE ME
THIS 28TH DAY OF JANUARY, 2005
BY Charles J. Winn
NOTARY PUBLIC
Type 7—
Contractor’s Certification

• Signed statement by the contractor. Material meets the requirements of the current specifications to the best of the contractor’s knowledge. At time of purchase had, in possession, a Type 1 or 2 certification.

• Example: traffic control barricades & barriers
June 2, 1998

Mr. B.R. Trivette Jr.
North Carolina Dept. Of Transportation
124 Prison Camp Road
Statesville, NC 28625

RF: Mecklenburg County (80004-725)
   81674201
   Type 7 Certification (Revised)

Dear Mr. Trivette:

This letter is to serve as notice that the changeable message, flashing arrow panels, truck mounted impact attenuators, and construction drums which are to be used on the above referenced project, meet the current NCDOT specifications for the said items.

Should you need any additional information, please do not hesitate to contact me.

Sincerely,

Jim Rynkewicz
Assistant Division Manager

cc: R. Snelson
Other Types of Certifications

- Dept. of Agriculture License Certificate
  - License from the year project was completed
  - Required from each certified nursery that was utilized
NC DOA
Certificate of Inspection
for Plantings

NORTH CAROLINA DEPARTMENT OF AGRICULTURE & CONSUMER SERVICES
STATE PLANT BOARD
1. LICENSING

2011

LICENSE/CERTIFICATE
EXPIRATION DATE 03/30/2011

CLARIDGE STATE NURSERY
721 CLARIDGE NURSERY ROAD
GOLDSBORO

G. L. L. N. C. E. W. W.

D. F. N. C. B. W. W.

Revoked No. 20090101
Buy America Documentation

• All steel or iron used on the project must be melted/manufactured/coated in the United States
• See Code of Federal Regulations Title 23-635.410 Buy America Requirements
• Documentation/Verification:
  - Contractor’s responsibility (Agency must verify)
  - Agency responsibility (by certification letter)
• Check Invoices on: piles, rebar, guardrail, fence, etc.
• Review at ALL preconstruction meetings
AMERISTEEL

Project Number  S.T1622102
County          ONSLOW
Supplier        S.T. WOOTEN CORP
C. C.           BIRCHWOOD, OHIO

We hereby certify that the steel used in products furnished by us for the above referenced are in compliance with special provision entitled "Domestic Steel"

dated September 23, 1986.

This letter is to certify that the bars coated for the State of North Carolina meet the specifications of the State of North Carolina. Thickness, continuity, and flexibility tests have been performed, and the results conform to the State of North Carolina requirements.

If you need any further information, please contact us.

Very truly yours,

[Signature]
Quality Control Inspector

Sworn to and subscribed before me this ______ day of ______

[Signature]
Notary Public

Knoxville Reinforcing Steel Division
1919 Tennessee Avenue, P.O. Box 182, Knoxville, Tennessee 37918-1821 (865) Fax (865) 637-8581
Qualified Products List (QPL)

• **NCDOT: ITS and Signals Qualified Products List**
• Contractor will submit a list of proposed materials included on QPL
• Relives the contractor from submitting catalog cuts
• Certifications are still required
• Need verification that product used is product submitted on the QPL – Invoice
• Additional information can be found via the NCDOT weblinks below:
  – **NCDOT Vendor Approved Products**
    Approved Products List
    Seeds
    Approved Producer/Supplier

  – **Specifications and Special Provisions**
Area M&T Contact Information
Divisions 1 thru 5

Area Materials Engineer
- Darrell Lumley – dlumley@ncdot.gov (919) 422-4724

Section Materials Specialist
- Maria Bonds – mmbonds@ncdot.gov Division 1
- Jim Cobb – jrcobb@ncdot.gov Division 2
- BJ Maynard – wtmaynard2@ncdot.gov Division 3
- Alan Strickland – dastrickland@ncdot.gov Division 4
- Jason Fragnito – jfragnito@ncdot.gov Division 5
Area M&T Contact Information
Divisions 6 thru 9

Area Materials Engineer
- Rusty Tucker – rtucker@ncdot.gov (980) 521-0939

Section Materials Specialist
- Guy Christian – gchristian@ncdot.gov Division 6
- Rusty Tucker - interim for Division 7
- Brandon Jackson – bmjackson@ncdot.gov Division 8
- Mitchell Wagoner – rmwagoner@ncdot.gov Division 9
Area M&T Contact Information
Divisions 10 thru 14

Area Materials Engineer
- Mark Thomas – markthomas@ncdot.gov  (704) 201-3916

Section Materials Specialist
- Mark Thomas – interim for Division 10
- Tracey Church – tchurch@ncdot.gov Division 11
- Millie Adair – madair@ncdot.gov Division 12
- Rob Rhymer – rrhymer@ncdot.gov Division 13
- Michael Wood – dmwood@ncdot.gov Division 14
Thank you!

If you have any questions, my contact information is:

Pam Carriker- Compliance & Assurance Engineer

email: pcarriker@ncdot.gov

mobile#: 704-798-4332