



NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

Approval Process for Ready Mixed Concrete Facilities

This approval process is intended for Ready Mixed Concrete Producers not currently on the *NCDOT Approved Producer List* (APL) who are requesting to supply structural and incidental concrete to NCDOT projects or projects that will fall within NCDOT right-of-way. This process also applies to producers that have been removed from the APL list for more than three months and are requesting reinstatement.

This approval process does not apply to PCCP, Precast, Prestress, or Volumetric operations.

1. Each Ready Mixed Concrete Producer is required to successfully complete and pass a third-party inspection conducted by the National Ready Mixed Concrete Association (NRMCA).
 - a. The following link provides information for locating an approved NRMCA Inspector:
<https://www.nrmca.org/certifications/plant-and-truck-certification-program/>
 - b. The Producer is responsible for contacting NRMCA and requesting an inspection
 - c. While conducting the inspection, the NRMCA Inspector must complete the “*NCDOT Addendum*”
 - d. The Producer must successfully meet all required sections to be approved
2. Upon successful completion of the inspection, the Producer’s Quality Control (QC) Manager shall submit all documents to NRMCA for final approval.
3. After receiving final approval of the inspection documentation from NRMCA, a facility representative shall submit the following documentation via email to readymixinspections@ncdot.gov:
 - a. Complete package of the 3rd party inspection documentation (approved and signed by NRMCA and a signed Certificate by plant officials)
 - b. *NCDOT Addendum*
 - c. *Ownership Update Form*
4. When initiating the process of a new ready mixed concrete facility approval, the facility will be activated in Vendor to generate an RM number. However, the facility will be immediately expired until successful completion of the approval process.
 - a. The assigned RM number will aid with facility identification and mix design identification during the approval process.
5. The producer’s certified Mix Design Technician shall submit individual concrete mix designs for pre-approval by emailing the designs to: concretedesigns@ncdot.gov. When submitting mix designs for a new facility:
 - a. The RM number generated in Vendor shall be referenced in mix design approval documentation.
 - b. A comment should also be added indicating that these mix designs are from a “New Facility”.
6. The Producer’s QC Manager shall complete the “*Ownership Update Form*”

7. A representative of the ready-mix concrete producer shall contact the local Materials and Tests Unit - Section Materials Specialist (SMS) to request an M&T Facility Audit.
 8. The SMS shall schedule and conduct the initial facility audit and collect representative samples for materials based on pre-approved mix designs(s) and review documentation to verify materials are from approved sources:
 - a. Sample cement
 - b. Sample fly ash
 - c. Sample well water and public water in specified counties
 - i. Samples will be entered into HiCAMS as “Informational”, and a comment added stating “Sample for New Plant Approval – Chemistry check only”
 - ii. Samples must be submitted to the *Central Lab Structure Mtls – Chemical*
 - d. Perform visual inspection of aggregate stockpiles and/or bins to ensure material is not contaminated or segregated (if material appears questionable, pull sample(s) for informational testing)
 - e. Review aggregate test reports from supplier(s) and/or concrete producer for specification compliance
 9. The SMS shall inform the facility representative of sample results obtained during the audit.
 10. After obtaining the sample results, the SMS shall submit the completed M&T Facility Audit Report, along with the test results information, via email to readymixinspections@ncdot.gov.
- Note: For the plant’s initial approval process, the Chemical Lab first will inform SMS of a fingerprints analysis to confirm the sources of cement, fly ash, etc. It’s the responsibility of SMS to verify the latest final tests results information.
11. Once the facility is fully approved the plant will be un-expired in Vendor and can begin actively shipping ready mixed concrete to NCDOT projects.