

## ***OWNED SPECIAL PROVISION GUIDANCE DOCUMENT CONTRACTOR QUALITY CONTROL PROGRAM***

- Item #0969054A – Contractor Quality Control Program Level 1  
Item #0969053A – Contractor Quality Control Program Level 2**

### **FDP Meeting on the Quality Control Program**

It is critical that staff from Design and District Construction meet at approximately 90% design to make decisions on the following aspects of the special provision:

#### **1. Special Provision Selection**

These Owned Special Provisions (OSPs) are to be used on projects with estimated construction costs greater than or equal to \$5,000,000. It is recommended that the choice of Program Level be based on the following contract values:

Tier 1	Note: Form 817 Article 1.05.03 applies to <u>all</u> projects
Tier 2	$\$5,000,000 \leq X \leq \$30,000,000 \rightarrow$ use QC Program Level 1
Tier 3	$X > \$30,000,000$ (“mega-project”) $\rightarrow$ use QC Program Level 2

Where X = estimated construction cost of the project

#### **2. Minimum Lump Sum Bid Amount**

Design staff and District personnel should consider the scope of the project and expected QC staffing needs to possibly increase or decrease the minimum bid based on the following guidance:

- QC Program Level 1 Guidance:

[Annual Salary Estimate of **QCM (\$100,000)**] x [Expected Duration in Years]

Expected Construction Duration (years)	Minimum Lump Sum Bid Amount
1	\$100,000
2	\$200,000
3	\$300,000
4	\$400,000
5	\$500,000

- QC Program Level 2 Guidance:

[Annual Salary Estimate of **QCM + Staff (\$200,000)**] x [Expected Duration in Years]

Expected Construction Duration (years)	Minimum Lump Sum Bid Amount
1	\$200,000
2	\$400,000
3	\$600,000
4	\$800,000
5	\$1,000,000

### **3. Critical Work Categories**

Add to or remove categories from the following list based on project scope:

- Construction Staking
- Maintenance & Protection of Traffic
- Earthwork
- Subbase and Base Material
- Hot Mix Asphalt
- Drainage
- Bridge Demolition
- Earth Retaining Systems
- Roadside Safety (guiderail, barrier, impact attenuators, etc.)
- Geotechnical (foundations, piles, drilled shafts)
- Reinforcing Steel
- Structural Steel
- Structural Concrete
- Electrical (traffic signals, IMS, etc.)
- Landscaping
- Sign Support Foundation
- Environmental Compliance
- Permit Compliance

### **Description of Tiers:**

**Standard Specifications Article 1.05.03 (Supplemented July 2017) “Conformity with Plans and Specifications (including Quality Control)”** - This Article clearly identifies that the Contractor, and not the Department, is responsible for quality control on the project. It requires the submission of a Quality Management Plan (QMP) to the Engineer which is an overall internal quality control document which each contractor must develop for their core competencies, and update to align with the scope of the bid project. As part of the Standard Specifications, this requirement applies to **all projects**. An “example” template has been developed for this tier and may be shared with the Contractor after Contract award to aid them in complying with this requirement. The Notice to Contractor – 1.05.03 Quality Management Plan (found on the Department’s OSP webpage) should be included in all contracts.

The special provisions listed below add additional requirements to, but do not replace, the basic QMP.

**Item #0969054A Contractor QC Program Level 1** - This item is an Owned Special Provision (OSP) that is recommended for projects in the **\$5 Million to \$30 Million range**. This item requires a project-specific plan that must be written and administered by the Contractor based on the scope of the project and within the guidelines of the special provision. This plan must include a Quality Control Manager (QCM). The following nine elements are required in this plan: Organization; Design Control; Procurement Control; Control of Subcontractors, Fabricators and Suppliers; Inspection; Special Process Control; Non-Conformance Resolution; Records; and Reporting. The Notice to Contractor – Contractor QC Program Level 1 should be included in the contract when this item is used.

**Item #0969053A Contractor QC Program Level 2** - This item is an OSP that is recommended for projects **greater than \$30 Million**. Again, this is a project-specific plan that should be written and administered by the Contractor based on the scope of the project and within the guidelines of the special provision. This item also requires heightened qualifications for the QCM. The required experience for the QCM increases from 7 to 10 years and also **requires** a Bachelor’s degree in civil or construction engineering and documented certification or training (NETTCP or approved equal) in construction quality control principles. There is also **one additional element** (for a total of 10): Document Control. Finally, the minimum bid price guidance is greater for this tier, to account for the multiple quality control technicians that will be necessary on a project of this size in addition to the QCM. The Notice to Contractor – Contractor QC Program Level 2 should be included in the contract when this item is used.