

May 3, 1999

MEMORANDUM 99-07

To: District Directors Toll Road General Manager
District Construction Engineers Toll Road Operations Engineer
District Materials and Testing Engineers District Area Engineers
Project Engineers/Supervisors

From: Timothy D. Bertram, Chief Operations Support Division Timothy D. Bertram

Subject: TD 459, QA Quantity Adjustments

Effective immediately, TD 459 will no longer be required. This form was used to calculate the adjusted quantity to be paid under the old 400 specification. Under the new 400 specification, a new item is used to assess QA adjustments.

The PE/S will be required to summarize the lot adjustments for each item, apply the adjustment quantity to the unit price to determine the Quality Assessment (QA) quantity for that item as per the specification. Each item should be summarized and the item totals added to determine the contract QA total to be placed on the estimate. The summarization is the required backup documentation to support the QA item. Cross-references to the appropriate test report should be noted on the summary to provide the audit trail of the item.

Example: Item 125 is a QC/QA HMA Base

QA mix point total for lot 1 item 125	.003	from test report R123456789
QA mix point total for lot 4 item 125	+ .001	from test report R123654321
Total QA mix points item 125	.004	
Lot total quantity	<u>X 4000</u> Mg	
Lot mix quality assurance quantity	16 Mg	
Item 125 unit Price	<u>X \$25.00</u>	
Quality Assurance Adjustment quantity	\$400.00	

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Dave Armstrong of the Ft Wayne district has developed an Excel Spreadsheet for calculating and documenting this QA item and is available through the district office on the LAN Y drive under the "Construction" folder as QA_adj2.xls (y:\construction\qual_assur_adj.xls). Instructions have also been provided in "Instruct_Excel.doc" within the same folder. There are also some additional spreadsheets and documents for various uses that can be utilized.

Any questions regarding the calculation of the Quality Assurance Adjustment quantity should be directed to Rick Yunker at 317-232-5080.

TDB:RLY:rly

cc: Materials and Tests Division FHWA CEI
 APAI ICI file