



BUREAU OF MATERIALS

MATERIALS

PROCEDURES

MP NUMBER: 15-08

EFFECTIVE DATE: 07/01/2008

APPROVAL: Eileen Sheehy

GUIDE SIGNS TYPE GO, GA INSPECTION

PURPOSE:

To establish standard procedures for the inspection of guide signs and component parts

SUPERSEDES:

Materials Procedure Number 15 – Dated 10/01/2001

REFERENCES:

Special Provisions, Supplementary Specifications, Standard Specifications and Details, Addenda and Attachments

Approved Shop Drawings

American Welding Society - Recommended Practices for Gas Shielded Arc Welding of Aluminum and Aluminum Alloy Pipe

American Welding Society Specifications

A.W.S D1.1

A.W.S D 1.2

ASTM Specifications:

AASHTO M111 Zinc Coating on Products Fabricated from Rolled, Pressed and Forged Steel Shapes, Plates, Bars and Strips

A-164 Electrodeposited Coatings of Zinc on Steel--delete

AASHTO M292 Carbon and Alloy Steel Nuts for Bolts

A-276 Stainless and Heat-Resisting Steel Bars and Shapes

A-304 Alloy Steel Bars Subject to End-Quench Hardenability Requirements

A-307 Carbon Steel Externally and Internally Threaded Standard Fasteners

A-320 Alloy Steel Bolting Materials for Low Temperature Service

A-370 Mechanical Testing of Steel Products

A-564	Hot-Rolled and Cold Finished Age-Hardening Stainless and Heat-Resisting Steel Bars and Shapes
A-570	Hot-Rolled Carbon Steel Sheet and Strip, Structural Quality--delete
B-26	Aluminum-Alloy Sand Castings
B-108	Aluminum-Alloy Permanent Mold Castings
B-211	Aluminum-Alloy Bars, Rods, and Wire
B-221	Aluminum-Alloy Extruded Bars, Rods, Shapes, and Tubes
B-316	Aluminum-Alloy Rivet and Cold Heading Wire and Rods
B-429	Aluminum-Alloy Extruded Structural Pipe and Tube

FORMS:

- LB-14 - Analysis of Miscellaneous Materials
- LB-88 - Sample Envelope
- LB-150 - Inspection Report of Miscellaneous Materials
- LB-296 - Notice of Noncomplying Material

INSTRUCTIONS:

I. Assignment Procedures

The inspector shall receive from the supervisor the following:

- A. Plant location and scheduled time for inspection.
- B. Type and quantity of material to be sampled or inspected.
- C. Project designation and appropriate specifications.

II. Duties - Sampling, Submission of Samples and Markings

The inspector shall:

- A. Submit samples of the following materials to the Bureau of Materials Laboratory:

<u>Material</u>	<u>Samples</u>	<u>Rate of Sampling</u>
Anchor Bolts	2 ea. Diameter	Each source
Reflective Sheeting	3 pc 6"X 6"	Each color/source
Sign Panels, Coated	2 pc 22" long	Each source (<i>Note</i>)
Aluminum Fasteners	3 Each type	Each source

Note: Submit one sample to the Laboratory. Keep the second sample in the office to compare the color of the sample to the color of the completed sign panel.

- B. Take periodic samples of the following items normally accepted by certification to verify their acceptance: Stainless steel hardware, aluminum u-posts, aluminum posts, 1/4" wire rope, cutting pins, and spring pins

- C. Obtain certifications for all material sampled.
- D. Submit the materials sampled to the laboratory indicating on Form LB-14 the applicable specification and type of material.
- E. Stamp with *NJDOT* all items approved for use after laboratory approval report has been received.

III. Duties - Inspection

After materials have been approved by the Bureau of Materials Laboratory, and when assigned by the supervisor, the inspector shall:

- A. Assure the dimensions, scripts, color uniformity, and coating thickness of the completed sign comply with all specifications.
- B. Inspect the sign face for scratches or dents. Stamp back sheet of sign if acceptable.
- C. Randomly measure the thickness of zinc coating on the following material: anchor bolts, nuts, washers, steel u-posts, hex studs, and hex nuts. Certificates are required for all items. Samples may be taken to verify a certification.
- D. Inspect the castings used for post caps for items listed in supplemental specifications.
- E. Visually inspect all aluminum weldments (if applicable) for their conformance with the pertinent specifications.

IV. Additional Duties

The inspector shall:

- A. Complete an LB-150 for all materials inspected. Copies should be distributed to the Contractor, the Materials' Supplier, the Resident Engineer, the Supervising Construction Engineer, and to Bureau Headquarters.
- B. Submit all samples no later than the day after they are sampled. LB-14 and LB-88 forms are required for all samples submitted.

V. Authorities and Responsibilities:

The inspector shall:

- A. Inform the supplier of any discrepancy noted during inspection.
- B. Reject any item that does not conform to material, coating, or dimension requirements and complete the Notice of Material Noncompliance Form LB-296.
- C. Contact Supervisor when any defects are found in material inspected.
- D. Stamp approved material.
- E. Maintain a diary with notations and pertinent information regarding materials inspected and sampled.

VI. Distribution of Forms

<u>Form</u>	<u>Distribution</u>
LB-14	1. Original - Laboratory 2. Supervisor
LB-150	1. Original to Supervisor and list the names of the following: Regional Construction Engineer, RE, Contractor and Supplier
LB-296	1. Original -Bureau Headquarters 2. RE 3. Regional Materials Office