



Bureau of Materials Materials Approval Procedures

MAP Number: **130-15**

Effective Date: April 1, 2015

Approved By: Eileen Sheehy

PROCEDURE FOR APPROVAL OF PRECAST/PRESTRESSED CONCRETE PRODUCERS

PURPOSE:

To establish a procedure to approve Precast Concrete Plants and Prestressed Concrete Plants for addition to the NJDOT Bureau of Material's Qualified Products List (QPL).

REFERENCES:

New Jersey Department of Transportation Standard Specifications for Road and Bridge Construction
Section 106, 903, 904 & 1011

PROCEDURE:

A. Producer's Request for Approval.

The producer shall request in writing for the approval of the plant. Include the following information in the written request:

1. The name, address, and contact information for the producer.
2. Location and directions to the plant.
3. Type of plant (i.e. non-structural precast, structural precast, prestressed).
4. Name, location and directions to concrete supplier if concrete is produced offsite.
5. Type of concrete mixing (i.e. central mix, transit mix)
6. Attestation that the plant meets the requirements of Section 1011.01 or 1011.02 and is capable of supplying precast concrete items in compliance with Section 904 of the Standard Specification. Detail which section(s) of Section 904 can be met at this location. Attestation that the trucks meet the requirements of Section 1010.02, and the plant and trucks are capable of producing material conforming to Section 903 of the Standard Specifications.
7. Documentation of NPCA or PCI certification as required by 1011.

Mail the request for approval:

Mailing Address (USPS):

Manager, Bureau of Materials (Thiokol Bldg. 4)
New Jersey Department of Transportation
P.O. Box 600
Trenton, NJ 08625-0600

Street Address (UPS, FedEx, etc.):

Manager, Bureau of Materials (Thiokol Bldg. 4)
New Jersey Department of Transportation
930 Lower Ferry Road
West Trenton, NJ 08628

B. Bureau of Materials Inspection of the Plant

The ME will inspect the plant to ascertain if all requirements of Section 1011 are met. The ME will notify the producer of his findings of the inspection. If there are deficiencies, the ME's notice will give a timeframe for corrective action to be taken. The ME will re-inspect the plant and laboratory to ensure compliance.

C. Quality Control Plan

The producer shall submit to the ME a copy of the Quality Control (QC) Plan approved by the certifying agency. Ensure that the Quality Control Plan addresses processes to ensure that materials used in fabrication meet NJDOT standards.

D. Buy America Compliance Plan

A detailed Plan for Compliance with Buy America as required in 106.07 of the Standard Specification. The plan must include methods for identifying and segregating stock and items that contain foreign steel

E. Mix Design Approvals

After completion of a mix design, the producer shall contact the ME for mix design approval. The producer shall submit the mix design package to the ME in an approved format. The ME will review the mix design package and will schedule a date for mix design verification. The ME will approve the mix design based upon conformance to the applicable specification for the mix and the results of the verification testing. In the case of a failing verification sample, the ME may re-test the same mix for verification once but will require re-design if the re-test fails.

F. Concrete Truck Approval

If transit mixing is being used, the ME will inspect concrete trucks for compliance with Section 1010.02 of the Standard Specifications. If a concrete truck complies with the requirements, the ME will affix a sticker approving the truck for the year. If a concrete truck does not comply, the truck will be rejected for use on Department projects until the non-compliance has been rectified and the truck re-inspected by the ME.

G. Bureau of Materials Approval

The ME will approve the plant for addition to the QPL if the plant meets the following criteria:

1. Plant and Laboratory meet the requirements of Section 1011 of the Standard Specifications.
2. The QC Plan is submitted to the ME.
3. The Buy America Compliance Plan is approved by the ME.
3. One or more mix designs have been approved by the ME.
4. Concrete trucks have been approved by the ME for transit mix plants.

H. Bureau of Materials Random Audits

The ME will perform random audits at least twice per year to inspect the following:

1. The plant and laboratory are in compliance with the requirements of Section 1011.
2. The producer is following the approved Buy America Compliance Plan.
3. The producer is following the approved QC Plan.
4. The raw materials are in compliance with NJDOT standard specifications. The ME may sample and test the raw materials to verify compliance.

In order for the ME to perform the audit, the producer shall provide access to the facility and to all pertinent records including delivery tickets, mill certifications, QC test records, and purchase orders.

The ME will notify the producer of his findings of the audit. If there are deficiencies, the ME's notice will give a timeframe for corrective action to be taken. The ME will re-inspect to ensure compliance

I. Annual Re-approval of the Plant

On an annual basis, the producer shall request re-approval of mix designs proposed to be used in the coming year. The ME may require re-verification of the mix designs.

On an annual basis, the producer shall request re-approval of concrete truck by submitting a list of trucks for approval if using transit mixing. The ME will schedule a date for inspection and will inspect the trucks for compliance with Section 1010.02. The ME will affix a sticker to those trucks that comply with the requirements.

The ME will re-approve the producer annually based on compliance with the requirements for the plant and laboratory, the QC Plan approval, the mix design approval, and concrete truck approvals. The ME will notify the producer for non-compliance and will remove the plant from the QPL for continued non-compliance.

PROJECT ACCEPTANCE REQUIREMENTS:

Qualification of a producer and addition to the QPL does not constitute a blanket approval of the material. The Contractor for each proposed project must submit the plant on a Materials Questionnaire as specified in Section 106. The ME will approve the mix designs on a project to project basis based on the specifications for the project except for non-structural standard items. The ME will sample, test, and accept the material according to the applicable Section of the *NJDOT Standard Specifications for Road and Bridge Construction*.

DISQUALIFICATION:

The ME may remove the producer from the QPL for non-conformance with specification requirements, for non-conformance to the approved QC Plan, non-conformance to the Buy America Compliance Plan, or for a documented history of poor quality. The ME may also remove the producer from the QPL for repeated or egregious non-compliances found during random audits. The producer shall notify the ME, in writing, of any major modifications to the plant or changes in material sources. Failure to notify the ME will result in disqualification.

REQUALIFICATION:

The ME will reevaluate a plant which has been disqualified and removed from the QPL only after submission of a formal request along with acceptable evidence that the problems causing the disqualification have been resolved.

The ME may require the producer to requalify if the Department's standard specifications change.