OKLAHOMA DEPARTMENT OF TRANSPORTATION

DATE: December 15, 1994

TO: Field Division Engineers, Construction Engineers, Resident Engineers

FROM: Byron Poynter, Construction Engineer

SUBJECT: CONSTRUCTION CONTROL DIRECTIVE NO. 941212

TESTING EXCEPTIONS FOR MATERIALS CERTIFICATION

When reporting the final as-built quantities to the Materials Division (DH Form L-5), you must address any and all failing Acceptance Tests. Identify the material, the test, and indicate what action was taken to reconcile the failure. You need NOT address failing Independent Assurance Tests (IAT) in this document except that, IATs that do not compare favorably with the Acceptance Tests should be noted. Comparison Guide Sheets are enclosed for your information and use.

Actions may include; waiver, reclassify to passing by retesting, remove and replace, leave in place at a reduced price or other action that is equitable with the deficiency, when the adjustment is not specified in the contract.

Please be reminded that, the Resident Engineer is responsible for Acceptance Testing (including inspection and identification of pretested, certified or brochure items). Independent Assurance Testing is done by the Materials Division to verify the testing performed by the Residency. When there is a significant difference in test values, the reason for the difference should be evaluated to ensure that procedures or equipment are not in error.

Independent Assurance Testing is not intended to be used for acceptance and should only be used as such when there is no other alternative.

Byron Poynter P.E.
Construction Engineer

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COMPARISON GUIDE SHEET

NUCLEAR DENSITY TESTS

SPECIFICATION 202.04
EMBANKMENT
SUBGRADE

SPECIFICATION 303.04
AGGREGATE BASE

SPECIFICATION 307.04
LIME TREATED SUBGRADE

SPECIFICATION 310.04
SUBGRADE METHOD "B"

SPECIFICATION 311.04
PROCESSING EXISTING BASE

SPECIFICATION 317.04
SUBGRADE MODIFICATION

SPECIFICATION 411.04
PLANT MIX ASPHALT CONCRETE PAVEMENT

DENSITY TOLERANCE ± 1.5 PERCENT

COMPARISON IS MADE BY COMPARING LABORATORY RESULTS AGAINST FIELD RESULTS.

COMPARISON GUIDE SHEET

ASPHALT MIXES

SPECIFICATION #708.08

Sieve Size	SURFACE MIXES Tolerance	F.A. BASE MIXES Tolerance	C.A. BASE MIXES Tolerance	TYPE "A" MIXES Tolerance	SOIL ASPHALT Tolerance
1-1/2"					
1"				± 7	
3/4"			± 7		
1/2"				± 7	
3.8"	± 7		± 7		
No. 4	± 7	± 7	± 7	± 7	
No. 10	± 5	± 5	± 5	± 5	
No. 40	± 5	± 5	± 5	± 5	
No. 80	± 5			± 5	
No. 200	± 3	± 4	± 3	± 3	
AC	± 0.5	± 0.5	± 0.5	± 0.5	± 0.5
Roadway Density	± 1.5	± 1.5	± 1.5	± 1.5	
Sand Equivalent	± 13	± 13	± 13	± 13	± 13

EXAMPLES

SIEVE COMPARISON

Sieve Size	Field Results	Lab Results
#4	61	54*
#4	75	67**
#200	6	10**
#200	9	12*

ASPHALT COMPARISON

Field Results	Lab Results
4.2	4.7*
5.9	5.3**

ROAD DENSITIES

Field Results	Lab Results
90.6	91.6*
91.7	90.1**

COMPARISON IS MADE BY COMPARING LABORATORY RESULTS AGAINST FIELD RESULTS

*COMPARE
**DOES NOT COMPARE

COMPARISON GUIDE SHEET

TRAFFIC BOUND SURFACE COURSE

SPECIFICATION #703.03

	TYPE "A"	TYPE "B"	TYPE "C"	TYPE "D"	TYPE "E"
Sieve Size	Tolerance	Tolerance	Tolerance	Tolerance	Tolerance
3"					
1-1/2"					
1"				± 7	
3/4"	± 9	± 9			± 7
1/2"				± 7	
3/8"					± 7
No. 4	± 9	± 9	± 7	± 2	± 7
No. 10					± 7
No. 20	± 5				
No. 40			± 5		± 5
No. 200	± 3	± 4	± 4 P.I. ± 3 L.L. ± 5		± 3 P.I. ± 2 L.L. ± 5

COMPARISON IS MADE BY COMPARING LABORATORY RESULTS AGAINST FIELD RESULTS

COMPARISON GUIDE SHEET

AGGREGATES FOR STABILIZED AGGREGATE BASE

SPECIFICATION #703.01

	TYPE "A"	TYPE "B"
Sieve Size	Tolerance	Tolerance
3"		
1 1/2"		
3/4"	± 7	± 7
3/8"	± 7	± 7
No. 4	± 7	± 7
No. 10	± 7	± 7
No. 40	± 5	± 5
No. 200	± 3	± 3
L.L.	± 5	± 5
P.I.	± 2	± 2

COMPARISON IS MADE BY COMPARING LABORATORY RESULTS AGAINST FIELD RESULTS

COMPARISON GUIDE SHEET

CONCRETE AGGREGATES

SPECIFICATION #705.05 & #701.06

COARSE AGGREGATES		FINE AGGREGATES	
Sieve Size	Tolerance	Sieve Size	Tolerance
1 1/2"		3/8"	
1"	± 5	No. 4	± 4
1/2"	± 5	No. 16	± 4
No. 4	± 3	No. 50	± 4
No. 8	± 2	No. 100	± 2
No. 200	± 1	No. 200	± 1

COMPARISON IS MADE BY COMPARING LABORATORY RESULTS AGAINST FIELD RESULTS

701.01

Fresh		Concrete
Slump	±	1"
Air Content	±	1%

COMPARISON GUIDE SHEET

COVER AGGREGATES

SPECIFICATION #703.02

Sieve Size	Tolerance
3/4"	
5/8"	
1/2"	± 5
3/8"	± 5
No. 4	± 3
No. 8	± 2
No. 200	± 1

COMPARISON IS MADE BY COMPARING LABORATORY RESULTS AGAINST FIELD RESULTS

OKLAHOMA DEPARTMENT OF TRANSPORTATION

DATE: December 7, 1994

TO: Field Division Engineers, Construction Engineers, Resident Engineers

FROM: Byron Poynter, Construction Engineer

SUBJECT: CONSTRUCTION CONTROL DIRECTIVE NO. 941207

DISADVANTAGED BUSINESS ENTERPRISE GOAL WAIVERS

DBE goal waivers are now approved by a committee including representatives of the Federal Highway Administration as well as ODOT managers. Forward all waiver requests to the Construction Division for approval.

Byron Poynter P.E.
Construction Engineer

Copy To: Distribution List

OKLAHOMA DEPARTMENT OF TRANSPORTATION

DATE: April 26, 1994

TO: Division Engineers, Construction Engineers, Engineering/Branch Managers

FROM: Byron Poynter, Construction Engineer

SUBJECT: CONSTRUCTION CONTROL DIRECTIVE NO. 940414

SCHEDULING OF EROSION CONTROL

Each year there are several projects held over through the winter that are complete except for the Permanent Erosion Control. It is not realistic to expect work to begin simultaneously (usually March 15) on all projects.

You are authorized to suspend (extend) time charges on projects in this category until the Erosion Control Firm can mobilize, subject to the following conditions:

The Permanent Erosion Control must be the only work remaining on the project.

The Prime Contractor must request the suspension and include the Erosion Control Schedule for completing the work in the current planting season.

The Prime Contractor must continue to maintain required signing and traffic control and agree that there will be no payment for these items during the period of suspension, or that the suspension will in no way add to early completion incentive payments (when applicable).

The Permanent Erosion Control work must be completed during the first planting season following the winter suspension. If the project is held over for a second season, time will be charged from the normal beginning of planting season until the work is complete.

Byron Poynter P.E.
Construction Engineer

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OKLAHOMA DEPARTMENT OF TRANSPORTATION

DATE: April 6, 1994 - REVISED December 19, 1994

TO: Division Engineers, Construction Engineers, Engineering/Branch Managers

FROM: Byron Poynter, Construction Engineer

SUBJECT: CONSTRUCTION CONTROL DIRECTIVE NO. 940406

PROJECT COMPLETION AND ACCEPTANCE

COMPLETION: Acceptance of the physical project.

ACCEPTANCE: Acknowlegement that the contractor has submitted all required documents and final acceptance of the entire project.

***

COMPLETION DATE:

The project Completion Date is to be set as soon as the contractor is released from the physical project. That is; when all work, including work exceptions, is completed. Do not withhold the Completion Date if the only exceptions are documentary (paperwork). The setting of the Completion Date releases the contractor from liability of the project in case of an accident.

However, do not set the Completion Date earlier than the end of the period for which the contractor is responsible for the physical project.

Example: A project is complete in October except for erosion control items and is suspended until planting season. When planting season arrives it is found that due to a good natural growth of ground cover the erosion control is no longer necessary, and is thus deleted.

Since the contractor has been legally responsible for the project through the period of suspension, the Completion Date should be set shortly after the decision to delete the remaining items. Do not set the Completion Date back to October as it will give the implication that the contractor was not responsible during the suspension period and may cause some difficulty with the contractor's insurance company, should an accident occur during the period of suspension.

CONSTRUCTION CONTROL DIRECTIVE NO. 940406

ACCEPTANCE DATE:

After the Completion Date is set and the contractor has submitted all of the required documents, the Acceptance Date is to be set. This will normally be after the Materials Certification is issued.

Setting of the Acceptance Date begins a 60 day period for final payment of the project. If the Department does not submit a final estimate to the contractor before the end of this period, interest may have to be paid on the amount due.

The Federal Highway Administration requires a Final Acceptance For all projects, not only projects handled by the Construction Division, but also Emergency Relief, Force account or any other category that has Participating funds. The form for Final Acceptance has been revised to apply to all projects (copy enclosed).

When you submit a Final Estimate or claim, enclose a completed copy of the revised Final Acceptance Notice. Check the proper box which indicates if the project is on the National Highway System (NHS) or NON-NHS.

Byron Poynter P.E.
Construction Engineer

Copy to: Distribution List

OKLAHOMA DEPARTMENT OF TRANSPORTATION
FINAL ACCEPTANCE NOTICE

Date: _____

Project No.: _____

County: _____

This is to advise you that the exceptions found at the final inspection have been completed and the project is accepted by the Department of Transportation on _____ at _____ _____ .

_____

Title: _____

cc: Division Engineer
Construction Division
FHWA
File
Extra Papers

NHS	
NON NHS	

DT Form 393-Rev. 12-94

Oklahoma Department of Transportation

Project Completion and Acceptance
Construction Control Directive No. **19940406**

February 15, 2002

Scope: To define the term Completion Date and the term Acceptance Date with regard to a construction project.

COMPLETION DATE: The date on which the physical work required by the contract, and any exceptions, are satisfactorily completed.

ACCEPTANCE DATE: The date on which the contractor has satisfactorily executed and delivered to the engineer all documents, certificates, and proofs of compliance required by the contract, following completion.

COMPLETION DATE

The project Completion Date is to be set as soon as the contractor is released from the physical project. That is; when all work, including work exceptions, is completed. Do not withhold the Completion Date if the only exceptions are documentary (paperwork). The setting of the Completion Date releases the contractor from liability of the project in case of an accident.

However, do not set the Completion Date earlier than the end of the period for which the contractor is responsible for the physical project.

Example: A project is complete in October except for erosion control items and is suspended until planting season. When planting season arrives it is found that, due to a good natural growth of ground cover, the erosion control is no longer necessary and is thus deleted.

Since the contractor has been legally responsible for the project through the period of suspension, the Completion Date should be set shortly after the decision to delete the remaining items. Do not set the Completion Date back to October as it will give the implication that the contractor was not

responsible during the suspension period and may cause some difficulty with the contractor's insurance company, should an accident occur during the period of suspension.

ACCEPTANCE DATE

After the Completion Date is set and the contractor has submitted all of the required documents, the Acceptance Date is to be set. This will normally be after the project has been fully audited, a Materials Certification is issued and before the final estimate is submitted to the contractor for his signature.

Setting of the Acceptance Date begins a 60 day period for final payment of the project. If the Department does not submit a final estimate to the contractor before the end of this period, interest may have to be paid on the amount due.

The Federal Highway Administration requires a Final Acceptance for all projects, not only projects handled by the Construction Division, but also Emergency Relief, Force Account or any other category that has Participating funds. The form for Final Acceptance has been revised to apply to all projects.

When you submit a Final Estimate or claim, enclose a completed copy of the revised Final Acceptance Notice. Check the proper box which indicates if the project is on the National Highway System (NHS) or Non-NHS.

George Raymond, P.E.
Construction Engineer

OKLAHOMA DEPARTMENT OF TRANSPORTATION
FINAL ACCEPTANCE NOTICE

Date:_____
Project No.:_____
County:_____

This is to advise you that the exceptions found at the final inspection have been completion and the project is accepted by the Department of Transportation on_____at_____.

_____

Title:_____

NHS	
NON NHS	

cc: Division Engineer
Construction Division
FHWA
File
Extra Papers

DT Form 393-Rev. 12-94

OKLAHOMA DEPARTMENT OF TRANSPORTATION

DATE: March 11, 1994

TO: Division Engineers, Construction Engineers, Engineering/Branch Managers

FROM: S.C. Byers, Assistant Director-Operations

SUBJECT: CONSTRUCTION CONTROL DIRECTIVE NO. 940311

POSTING OF DBE REPORTS

Effective immediately, as reports are received of earnings by Disadvantaged Business Enterprises (DBEs) The Residency is to enter the data into the Subcontractor Tracking System. The new Form 2 is to be used for monthly reporting and the new Form 3 is for final reporting (found in back of EEO Field Manual). All reports are to be retained in the Residency files. Attach an original signed, notarized, copy of final form 3 to the final estimate.

When the DBE is a supplier, enter only 60% of the amount paid.

All initial loading of the Tracking System is done in the Construction Division, during the Subcontractor approval process.

TO ENTER THE REPORTING SYSTEM:

At the Ready; enter PRGEST.	The progressive estimate menu will appear.
Select Option "S".	*The Subcontractor Tracking Menu will appear.*
Select Option No. 6.	The Subcontractor Data Entry Screen will appear.

Should you have any questions or problems, contact Joe James at PH. 521-2625.

S.C. Byers P.E.
Assistant Director-Operations

Copy to: Distribution List

OKLAHOMA DEPARTMENT OF TRANSPORTATION

DATE: February 18, 1994

TO: Division Engineers, Construction Engineers, Engineering/Branch Managers

FROM: Byron Poynter, Construction Engineer

SUBJECT: CONSTRUCTION CONTROL DIRECTIVE NO. 940218

CONSTRUCTION JOINTS IN CONTINUOUS REINFORCED CONCRETE PAVEMENT

There have been some failures detected at the Construction joints in Continuous Reinforced Concrete Pavement (CRCP) below the reinforcing steel on the "start-up" side of the joint. The concrete is found to be poorly consolidated, having voids at the bottom of the slab. This is no doubt related to the low concrete slump and the additional steel required in the joint.

To avoid this type of failure, the concrete must be consolidated with a mechanical type, hand vibrator, as specified on the standard drawings. The effort should extend at least 3 feet from the joint (to beyond the added steel). A sketch depicting this problem is enclosed.

A test core should be taken in the problem area to inspect for this lack of consolidation.

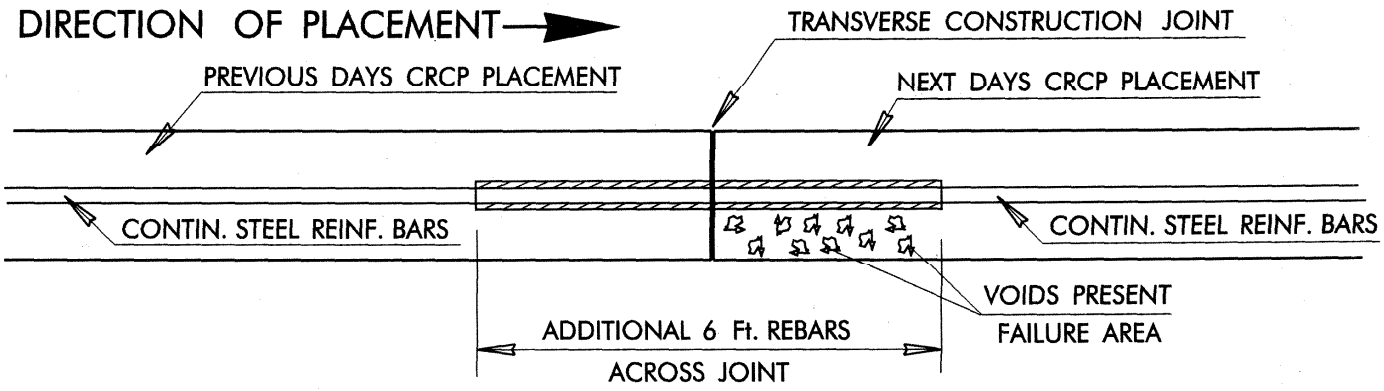
Byron Poynter P.E.
Construction Engineer

Copy to: Distribution List

CONSTRUCTION CONTROL DIRECTIVE NO. 940218

CONSTRUCTION ADVISORY

PROBLEM: Due to the additonal steel reinforcement placed in header joints for continuously reinforced concrete pavement, the concrete does not always get thoroughly consolidated under the added steel. The result is failure of the joint shortly after the pavement is opened to traffic.



SOLUTION: Hand vibrate this area to ensure that the concrete placed above and below the steel reinforcement is thoroughly consolidated. Take test core(s) at each of these joint locations to inspect for this problem.

OKLAHOMA DEPARTMENT OF TRANSPORTATION

DATE: February 15, 1994

TO: Division Engineers, Construction Engineers, Engineering/Branch Managers

FROM: Byron Poynter, Construction Engineer

SUBJECT: CONSTRUCTION CONTROL DIRECTIVE NO. 940215
REFER ALSO TO CONTROL DIRECTIVE NO. 921209

PRIME CERTIFICATION OF BUY AMERICA

There have been some cases where the Buy America Certification was furnished by a supplier or someone other than the Prime contractor. Effective immediately, the certification is to state:

> All steel and iron products used in the project were milled, manufactured, and processed domestically.

Exceptions may not exceed the greater of, 0.1 percent of the contract cost or $2500.00 .

Buy America Certifications are to be signed by the Prime Contractor, or an officer of the firm.

Byron Poynter P.E.
Construction Engineer

Copy to: Distribution List

OKLAHOMA DEPARTMENT OF TRANSPORTATION

DATE: January 18, 1994

TO: Division Engineers, Construction Engineers, Engineering/Branch Managers

FROM: Byron Poynter, Construction Engineer

SUBJECT: CONSTRUCTION CONTROL DIRECTIVE NO. 940106

INCREASED SALES TAX

Oklahoma City has recently increased the Sales Tax one cent, from 7.375% to 8.375%. The Department is obligated to reimburse the amount of the tax increase for purchases of materials used in highway construction projects. This requirement is found under Oklahoma Statute 69, Section 1508 (copy enclosed).

The reimbursement must meet the following requirements:

1. The project for which the reimbursement is to be made must have been awarded before January 1, 1994.
2. The purchases must have been made after January 1, 1994.
3. The purchases must be made within the Oklahoma City limits.
4. The contractor must request the reimbursement and furnish invoices which clearly indicate the taxes to be 8.375% of the goods purchased, with a summary of the invoices.

Verify the summary and submit a Change Order for a reimbursement amount equal to one percent of the goods purchased. Include a copy of the summary with the Change Order.

Byron Poynter P.E.
Construction Engineer

Copy to: Distribution List

CONSTRUCTION CONTROL DIRECTIVE NO. 940106

ROADS, BRIDGES AND FERRIES

Oklahoma Statute 69, Section 1508.

1508 Reimbursement of contractors for city sales taxes paid

The State Highway Department is hereby authorized to make reimbursement, from the State Highway Construction and Maintenance Fund in the State Treasury, to contractors who have been, who may hereafter be, awarded construction or repair contracts for state highway projects and become subject to a city sales tax when such tax became effective following award of a contract. Any such contractor shall submit to the State Highway Department copies of invoices of taxes paid, the project number and the materials invoice that become subject to a city sales tax. The State Highway Department, after a review of the file, shall issue a voucher of payment to the contractor for the monies spent to satisfy the payment by the contractor of the city sales tax.

(Laws 1968,c. 126, 1, emerg. eff. April 4, 1968.)