



# Arizona Department of Transportation

INTERMODAL TRANSPORTATION DIVISION  
Construction Group

## CONSTRUCTION BULLETIN 07-01

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**Date:** September 27, 2007

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**Subject:** Updated Quantlist Process

### Updated Quantlist Process

#### Purpose

To update previously issued Construction Bulletin 06-01, issued August 1, 2006 on the subject *Documentation Using Quantlists*. This bulletin describes improvements made to the current Quantlist inspection and documentation process. The process described herein becomes effective October 1, 2007.

#### Background

A performance audit of ITD Construction was conducted by the Auditor General's Office in July 2006. Auditor observations included the following:

- Quantlist Frequency – The required number of Quantlists are not always completed by field inspectors;
- Inspection Standards – The interpretation of inspection standards varied between field inspectors (Org level) and Independent Reviewers (Construction Operations);
- Non-conformance Follow-up – The resolution of important non-conformance areas identified by the Quantlists are not documented.

In response to these findings, a Quantlist team, consisting of Resident Engineers, inspectors, project supervisors and Construction Operations personnel were selected to improve the Quantlist process.

## Quantlist Frequency

The Team determined one of the major reasons for Quantlists not being completed was because the existing required frequency is not achievable and realistic. Consequently, the team developed a new minimum frequency schedule. (This can be found on the Construction Group web page on the ADOTNet.) ADOT's internal Construction Audit staff will verify frequency compliance during project audits.

## Inspection Standards

Quantlist results between field inspectors and Independent Reviewers vary considerably. Interpretation of quantlist attributes and the time frame at which quantlist inspections occur contribute to the discrepancy. As a result, the following change to the independent review process has been made:

The Independent Reviewer will contact the Resident Engineer (RE) or Project Supervisor 48 hours prior to performing the inspections. The RE or Project Supervisor will make every effort to ensure that a field inspector will be available to perform correlation inspections with the Independent Reviewer. A correlation inspection is an inspection of a product (using Quantlists) that is completed by the field inspector and Independent Reviewer at the same time, at the same location, independent from one another. Results will be reviewed and discrepancies discussed in an effort to achieve consistency in interpreting the attribute.

## Non-conformance Follow-up

Follow-up of Quantlists non-conformances were not always documented. A drop-down box will now appear for all attributes when "No" is selected. The drop-down box will provide three options: *Approved As Is*, *Corrected*, and *Not Corrected*.

Item #	Wgt	Y	N	N/A	Attributes	Reference
3	4	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Surface temperature is at least 85 degrees F. or as stated in the Special Provisions. 8/21/2007 8:56:54 AM Approved_As_Is	Spcl. Prv. 407, 414
4	4	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ambient temperature at the beginning of placement is at least 65 degrees and rising for "407" and 70 degrees F. and rising for "414". 414 ambient temp at start of placement was 67 degrees. Two loads were placed before the temp reached 70 degrees (WB sta. 1860 to 1868, Lane #1) Not_Corrected	Spcl. Prv. 407, 414

*Not Corrected* will appear as the default value. Once the contractor has corrected the nonconformance, the inspector shall select the *Corrected* option. In conjunction, the inspector must enter the corrective action taken in the comment field (blank area beneath the applicable attribute).

The Project Supervisor or RE, after contacting the appropriate authority, may decide to accept the non-conformity. In this instance the inspector shall select the *Approved As Is* option. The justification for this exception shall be entered in the comment field.

In the rare instance that a non-conformance was not corrected or approved as is, the inspector will retain the default value of *Not Corrected*. A comment as to why the attribute was not corrected is required.

After an Independent Reviewer completes an inspection, a final report will be written. All non-conformances that are not resolved at the time of the inspection must be addressed by the RE. A copy of the resolution(s) shall be sent to the Independent Reviewer within 14 days. These results will be incorporated in the Independent Reviewer's final report. The report is sent to the District Engineer and a copy to the RE.

If no response is received, the final report will be submitted to the District Engineer denoting the attributes as "not corrected." The final report will include both initial and final conformance scores. The initial score reflects conformance prior to corrective action by the contractor. The final score reflects conformance after corrective action.

A complete copy of the Independent Review process can also be found on the Construction Group web page on the ADOTNet.