



- **APPENDIX-B**

- **FINAL CERTIFICATION OF MATERIALS FOR CONSULTANT ADMINISTERED PROJECTS**

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**APPENDIX-B****Final Certification of Materials for Consultant Administered Projects****B1.**

- The final certification of materials for consultant administered projects will be conducted as follows:

**B1.1**

- The consultant engineer will be responsible for sampling and testing materials in accordance with the ADOT Materials Testing Manual and the Specifications.

**B1.2**

- Independent Assurance Sampling and Testing and Correlation Testing will be performed by the ADOT Regional Lab as the work progresses.

**B1.3**

- Independent Assurance and Correlation samples taken by ADOT personnel, as outlined in item (b) above do not relieve the consultant engineer of the responsibility for sampling and testing of materials in accordance with **Section B1.1** above.

**B1.4**

- At the completion of the project, the consultant engineer will complete the Materials Sample Checklist, Materials Certificate Log, and Materials Certification / Exception Report, as detailed in **Sections (V) (E) (1) through (V) (E) (3)**.
- These documents will be submitted to the ADOT Project Monitor for review. If necessary, the documents will be returned to the consultant engineer for correction. Upon approval by the ADOT Project Monitor, the documents will be forwarded to the Regional Materials Engineer for review.

**APPENDIX-B (Continued)****B1.5**

- The Regional Materials Engineer and District Engineer will prepare the Final Materials Certification as outlined in **Section (V) (E) (4)**. The Final Materials Certification, including attachments (Materials Sample Checklist, Materials Certificate Log, and Materials Certification / Exception Report), shall be sent to the Assistant State Engineer, Materials Group.

**B1.6**

- For Federal-Aid projects, the Assistant State Engineer, Materials Group, will review the documentation furnished by the District Engineer. Based on this documentation, the Assistant State Engineer, Materials Group, will prepare and submit a certification letter to the Federal Highway Administration. Accompanying that certification letter will be a copy of the Materials Certification / Exception Report. A copy of the certification letter and supporting documentation will be maintained on file by the Materials Group Quality Assurance Section.

**B1.7**

- For Non-Federal Aid projects, the Materials Group Quality Assurance Section will review the documentation furnished by the District Engineer. Based on this documentation, the Materials Group Quality Assurance Section will prepare a certification letter. The certification letter and supporting documentation will be maintained on file by the Materials Group Quality Assurance Section.

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