

## Florida Department of Transportation Quality Control Program



### Frequently Asked Questions

**1 Q: How does a Producer get on the “Approved” list?**

A: District Materials Office enters a new plant into LIMS, with a qualification status of “C”. District Materials Office reviews the Quality Control Plan. If the Quality Control Plan is acceptable, District Materials Office changes the status to “A”. If the Quality Control Plan is not acceptable, District Materials Office changes the status to “R”. For Quality Control Plans reviewed by the State Materials Office, individual technical unit takes the place of “District Materials Office”.

**2 Q: Can a Producer be on an “approved” list without having a contract with the Department?**

A: Yes! By having a Quality Control Plan accepted by the Department.

**3 Q: Can I hold acceptance of the Quality Control Plan until after an inspection?**

A: No!!! The Quality Control Plan is accepted based on the review of submitted documents and their compliance with Specifications section 105. If inspection is desired, it may be scheduled during or after acceptance. A failing inspection may result in suspension if one of the criteria in Materials Manual 5.6 is met. The focus is “Material Performance” and not “Controlling” the facility.

**4 Q: Can a Contractor have an “Approved” Quality Control Plan without having a Contract with the Department?**

A: No, but a Contractor can have a Quality Control Manual.

**Q: What if a Contractor submits a supplier’s name that is not on the “Approved” list?**

A: The Contractor’s Quality Control Plan is rejected.

**6 Q: Does the Contractor have to submit a Quality Control Plan for each project?**

A: Yes!

**7 Q: Who does a Producer submit a Quality Control Plan to?**

A: District Materials Office or State Material Office

**8 Q: Who does the Contractor submit a Quality Control Plan to?**

A: Project Administrator

**9 Q: When can a Contractor have more than one Quality Control Manual?**

A: Never. The Quality Control Manual is a company-wide statement of Quality Control.

**10 Q: When can a Producer have more than one Quality Control Plan?**

A: For more than one production facility.

- 11 Q: What role does the District Materials Office play in approving the Contractor's Quality Control Plan?**  
A: Review the status of the producers. Review details in reference to Specifications section 105. Send concurrence to the Project Administrator. Notifies the Project Administrator when a producer's Quality Control Plan is suspended.
- 12 Q: What role does the Project Administrator play in approval of a Producer's Quality Control Plan?**  
A: Takes action on the Contractor's Quality Control Plan (if needed) when District Materials Office or State Materials Office notifies with non-compliance.
- 13 Q: What actions does a District Materials Office take when a plant is not in compliance with the Quality Control Plan?**  
A: Contact the plant Quality Control Manager and discuss the issue. Let him/her make the decision and take action.
- 14 Q: What do I do when I suspend Producer's Quality Control Plan?**  
A: Change the plant qualification status to "S" in LIMS. Contact the plant. Notify the Project Administrator. The Project Administrator may suspend Contractor's Quality Control Plan.
- 15 Q: Who posts the Contractor Quality Control Plan in the CDMS? Who posts the Producer Quality Control Plan in MDMS?**  
A: Whoever receives it!! Producer: District Materials Office or State Materials Office in Materials - Document Management System; Contractor: Resident Office or State Construction Office in Construction - Document Management System
- 16 Q: Should I expect to see specification requirements detailed in the Quality Control Plan?**  
No. The Specifications say what must be done. The Quality Control Plan should detail how this will be accomplished, not that it will be done.
- 17 Q: Then, how do I enforce the specs, if the Contractor does not say it in the Quality Control Plan?**  
A: The Specifications are the contract conditions, signed by both the parties. Not following the specifications is a violation of the contract, not a Quality Control Program issue.
- 18 Q: Where can I find my responsibilities?**  
A: Materials Manual 5.6 for Producer's Quality Control Plan; Construction Project Administration Manual (CPAM) 3.3 for Contractor's Quality Control Plan; Specifications section 105 for State Materials Office or District Materials Office.
- 19 Q: I have a prestressed plant. Do I need a Construction Training Qualification Program qualified Quality Control Manager?**  
A: No. At present, the Construction Training Qualification Program qualification is needed for the Contractor's Quality Control Manager only.
- 20 Q: Who do I contact for having my lab approved?**  
A: The Local District Materials Office.
- 21 Q: My lab is Construction Materials Engineering Council (CMEC) accredited, am I qualified under the Department's Laboratory Qualification Program?**

A: No. You must submit an application with a copy of Certification to the local District Materials Office

**22 Q: Do I have to apply for lab qualification to each District if I perform testing in more than one District?**

A: No. When qualified by one District Materials Office, OK to work statewide.