

Appendix 23.1423.14.4

SAMPLE LETTER MATERIALS CERTIFICATION LETTER

LOCAL AGENCY LETTERHEAD

Date

District Local Agency Program
Administrator
Department of Transportation

FDOT FIN.
Contract Name

Dear Sir:

The results of the tests used in the acceptance program indicate that the materials incorporated in the construction work, and the construction operations controlled by sampling and testing, were in conformity with the approved plans and specifications. Exceptions, if any, are attached.

Very truly yours,

(Director of Public Works)
(County Engineer)
(City Engineer)

Appendix 23.14.7

QAR for LAP Material Certification (paperwork)

Finproj:	Contract:
Local Agency:	Project Engineer (w/phone#):
Project Description:	
Reviewer:	Final Project Certification Date:
Items	Notes
1. Are the plans and Specs available?	
2. Did the Contractor certify the material as appropriate?	
3. What tests were run?	
4. How many tests were run?	
5. What were the results? - Is the raw test data available? - Does the spot check of the results indicate problems?	
6. How were failures handled?	
7. Were materials (components) certified as appropriate?	
Additional Notes:	