

SECTION 01 45 00.10 20

QUALITY CONTROL FOR MINOR CONSTRUCTION

PART 1 GENERAL

All Prestressed Concrete Fender Piles are required to have an underwater inspection. The underwater inspection of contractor installed timber or polymeric fender piles are not required unless there is a concern the pile may had been damaged during it's installation.

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

U.S. ARMY CORPS OF ENGINEERS (USACE)

EM 385-1-1 (2008) Safety and Health Requirements Manual

1.2 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for Contractor Quality Control approval. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

QC Plan; G,

Underwater QC Team (UQCT); G,

UQCT Pile Inspection Report(s) ; G

Submit a QC plan within 15 calendar days after receipt of Notice of Award.

1.3 INFORMATION FOR THE CONTRACTING OFFICER (KO)

Prior to commencing work on construction, the Contractor can obtain a single copy set of the current report forms from the KO. The report forms will consist of the Contractor Production Report, Contractor Production Report (Continuation Sheet), Contractor Quality Control (CQC) Report, CQC Report (Continuation Sheet), Preparatory Phase Checklist, Initial Phase Checklist, Rework Items List, and Testing Plan and Log.

Deliver the following to the KO and the Engineer of Record:

- a. Submit the report electronically by 10:00 AM the next working day after each day that work is performed and for every seven consecutive calendar days of no-work. by 10:00 AM the next working day after each day that work is performed and for every seven

consecutive calendar days of no-work.

b. Contractor Production Report: Original and one copy by 10:00 AM the next working day week after each day that work is performed;

c. Preparatory Phase Checklist: Original attached to the original CQC Report and one copy attached to each copy;

d. Initial Phase Checklist: Original attached to the original CQC Report and one copy attached to each copy;

e. Field Test Reports: One copy, within two working days after the test is performed, attached to the CQC Report;

f. QC Meeting Minutes: One copy, within two working days after the meeting; and

g. QC Certifications: As required by the paragraph entitled "QC Certifications."

1.4 QC PROGRAM REQUIREMENTS

Establish and maintain a QC program as described in this section. The QC program consists of a QC Manager, a QC plan, a Coordination and Mutual Understanding Meeting, QC meetings, three phases of control, submittal review and approval, testing, and QC certifications and documentation necessary to provide materials, equipment, workmanship, fabrication, construction and operations which comply with the requirements of this contract. The QC program shall cover on-site and off-site work and shall be keyed to the work sequence. No work or testing may be performed unless the QC Manager is on the work site. The QC Manager must report to an officer of the firm and not be subordinate to the Project Superintendent or the Project Manager. The QC Manager, Project Superintendent and Project Manager must work together effectively. Although the QC Manager is the primary individual responsible for quality control, all individuals will be held responsible for the quality of work on the job.

1.4.1 Preliminary Work Authorized Prior to Acceptance

The only work that is authorized to proceed prior to the acceptance of the QC plan is mobilization of storage and office trailers, temporary utilities, and surveying.

1.4.2 Acceptance

Acceptance of the QC plan is required prior to the start of construction. The KO reserves the right to require changes in the QC plan and operations as necessary, including removal of personnel, to ensure the specified quality of work. The Contracting Officer reserves the right to interview any member of the QC organization at any time in order to verify the submitted qualifications. All QC organization personnel are subject to acceptance by the Contracting Officer. The Contracting Officer may require the removal of any individual for non-compliance with quality requirements specified in the Contract.

1.4.3 Notification of Changes

Notify the KO, in writing, of any proposed change, including changes in the QC organization personnel, a minimum of seven calendar days prior to a

proposed change. Proposed changes shall be subject to the acceptance by the KO.

1.5 QC ORGANIZATION

1.5.1 QC Manager

1.5.1.1 Duties

Provide a QC Manager at the work site to implement and manage the QC program. In addition to implementing and managing the QC program, the QC Manager may perform the duties of project superintendent. The QC Manager is required to attend the Coordination and Mutual Understanding Meeting, conduct the QC meetings, perform the three phases of control, perform submittal review and approval, ensure testing is performed and provide QC certifications and documentation required in this contract. The QC Manager is responsible for managing and coordinating the three phases of control and documentation performed by others. The QC Manager shall not be designated as the safety competent person as defined by EM 385-1-1.

1.5.1.2 Qualifications

An individual with a minimum of 10 years combined experience as a superintendent, inspector, QC Manager, project manager, or construction manager on similar size and type construction contracts which included the major trades that are part of this contract. The individual must be familiar with the requirements of the EM 385-1-1 and have experience in the areas of hazard identification and safety compliance.

1.5.1.3 Construction Quality Management Training

In addition to the above experience and education requirements, the QC Manager must have completed the course entitled "Construction Quality Management (CQM) for Contractors." If the QC Manager does not have a current certification, they must obtain the CQM for Contractors course certification within 90 days of award. This course is periodically offered by the Naval Facilities Engineering Command and the Army Corps of Engineers. Contact the Contracting Officer for information on the next scheduled class.

1.5.2 Alternate QC Manager Duties and Qualifications

Designate an alternate for the QC Manager to serve in the event of the designated QC Manager's absence. The period of absence may not exceed two weeks at one time, and not more than 14 workdays during a calendar year. The qualification requirements for the Alternate QC Manager shall be the same as for the QC Manager.

1.5.10 Underwater QC Team

Provide Underwater QC (UWQC) Team at the work site to perform underwater surveillance and inspection for the Contractor for the installation of the prestressed concrete piles. The UWQC Team divers must have current commercial diver's license, with a minimum of five (5) years experience with underwater inspection. The personnel make up of the UWQC team shall comply with EM 385-1-1, OSHA and local requirements for Contract diving operations. Comply with all the applicable safety requirements of EM 385-1-1, OSHA and local requirements for Contract diving operations. The UWQC lead diver must be thoroughly familiar with the design plans and

specifications to sufficiently understand the engineering aspects of the underwater construction and to be able to recognize and document potential problem areas such as improperly constructed or defective areas. Provide all necessary equipment to conduct surveillance and inspection services, including diver's equipment, dive boat, communication equipment, and photographic/video equipment. Diver(s) must be equipped to maintain two-way communication with QC personnel during diving operations.

The UWQC Team shall be an independent third party hired directly by the Prime Contractor and approved by the Contracting Officer and shall have no involvement with the design, preparation of Contract, or installation of work.

1.6 QC PLAN

1.6.1 Requirements

Provide, for acceptance by the KO, a QC plan submitted in a three-ring binder that covers both on-site and off-site work and includes the following with a table of contents listing the major sections identified with tabs.

- I. QC ORGANIZATION: A chart showing the QC organizational structure and its relationship to the production side of the organization.
- II. NAMES AND QUALIFICATIONS: In resume format, for each person in the QC organization. Include the CQM for Contractors course certification required by the paragraph entitled "Construction Quality Management Training".
- III. DUTIES, RESPONSIBILITY AND AUTHORITY OF QC PERSONAL: Of each person in the QC organization.
- IV. OUTSIDE ORGANIZATIONS: A listing of outside organizations such as architectural and consulting engineering firms that will be employed by the Contractor and a description of the services these firms will provide.
- V. APPOINTMENT LETTERS: Letters signed by an officer of the firm appointing the QC Manager and Alternate QC Manager and stating that they are responsible for managing and implementing the QC program as described in this contract. Include in this letter the QC Manager's authority to direct the removal and replacement of non-conforming work.
- VI. SUBMITTAL PROCEDURES AND INITIAL SUBMITTAL REGISTER: Procedures for reviewing, approving and managing submittals. Provide the name(s) of the person(s) in the QC organization authorized to review and certify submittals prior to approval.
- VII. TESTING LABORATORY INFORMATION: Testing laboratory information required by the paragraphs "Accredited Laboratories" or "Testing Laboratory Requirements", as applicable.
- VIII. TESTING PLAN AND LOG: A Testing Plan and Log that includes the tests required, referenced by the specification paragraph number requiring the test, the frequency, and the person responsible for each test.

- IX. PROCEDURES TO COMPLETE REWORK ITEMS: Procedures to identify, record, track and complete rework items.
- X. DOCUMENTATION PROCEDURES: Use Government formats.
- XI. LIST OF DEFINABLE FEATURES: A Definable Feature of Work (DFOW) is a task, which is separate and distinct from other tasks, has the same control requirements and work crews. The list shall be cross-referenced to the Contractor's Construction Schedule and the specification sections. For projects requiring a Progress Chart, the list of definable features of work shall include but not be limited to all items of work on the schedule. For projects requiring a Network Analysis Schedule, the list of definable features of work shall include but not be limited to all critical path activities.
- XII. PROCEDURES FOR PERFORMING THREE PHASES OF CONTROL: For each DFOW provide Preparatory and Initial Phase Checklists. Each list shall include a breakdown of quality checks that will be used when performing the quality control functions, inspections, and tests required by the contract documents. The preparatory and initial phases shall be conducted with a view towards obtaining quality construction by planning ahead and identifying potential problems.
- XIII. PERSONNEL MATRIX: Not Applicable.
- XIV. PROCEDURES FOR COMPLETION INSPECTION: See the paragraph entitled "COMPLETION INSPECTIONS".
- XV. TRAINING PROCEDURES AND TRAINING LOG: Not Applicable.

1.7 COORDINATION AND MUTUAL UNDERSTANDING MEETING

During the Pre-Construction conference and prior to the start of construction, discuss the QC program required by this contract. The purpose of this meeting is to develop a mutual understanding of the QC details, including documentation, administration for on-site and off-site work, and the coordination of the Contractor's management, production and the QC personnel. At the meeting, the Contractor will be required to explain how three phases of control will be implemented for each DFOW. Contractor's personnel required to attend shall include the QC Manager, project manager, and superintendent. Minutes of the meeting will be prepared by the QC Manager and signed by both the Contractor and the KO. The Contractor shall provide a copy of the signed minutes to all attendees. Repeat the coordination and mutual understanding meeting when a new QC Manager is appointed.

1.8 QC MEETINGS

After the start of construction, the QC Manager shall conduct QC meetings once a week or unless otherwise directed by the KO at the work site with the superintendent, QC Manager, and the foreman responsible for the ongoing and upcoming work. The QC Manager shall prepare the minutes of the meeting and provide a copy to the KO within two working days after the meeting. As a minimum, the following shall be accomplished at each meeting:

- a. Review the minutes of the previous meeting;
- b. Review the schedule and the status of work and rework;

- c. Review the status of submittals;
- d. Review the work to be accomplished in the next two weeks and documentation required;
- e. Resolve QC and production problems (RFIs, etc.);
- f. Address items that may require revising the QC plan; and
- g. Review Accident Prevention Plan (APP).

1.9 THREE PHASES OF CONTROL

The three phases of control shall adequately cover both on-site and off-site work and shall include the following for each DFOW.

1.9.1 Preparatory Phase

Notify the KO at least two work days in advance of each preparatory phase. Conduct the preparatory phase with the superintendent and the foreman responsible for the definable feature of work. Document the results of the preparatory phase actions in the daily CQC Report and in the QC checklist. Perform the following prior to beginning work on each definable feature of work:

- a. Review each paragraph of the applicable specification sections;
- b. Review the contract drawings;
- c. Verify that appropriate shop drawings and submittals for materials and equipment have been submitted and approved. Verify receipt of approved factory test results, when required;
- d. Review the testing plan and ensure that provisions have been made to provide the required QC testing;
- e. Examine the work area to ensure that the required preliminary work has been completed;
- f. Examine the required materials, equipment and sample work to ensure that they are on hand and conform to the approved shop drawings and submitted data;
- g. Review the APP and appropriate Activity Hazard Analysis (AHA) to ensure that applicable safety requirements are met, and that required Material Safety Data Sheets (MSDS) are submitted; and
- h. Discuss specific controls used and the construction methods and the approach that will be used to provide quality construction by planning ahead and identifying potential problems for each DFOW.

1.9.2 Initial Phase

Notify the KO at least two work days in advance of each initial phase. When construction crews are ready to start work on a DFOW, conduct the Initial Phase with the foreman responsible for that DFOW. Observe the initial segment of the work to ensure that it complies with contract requirements. Document the results of the Initial Phase in the daily CQC

Report and in the QC checklist. Perform the following for each DFO:

- a. Establish the quality of workmanship required;
- b. Resolve conflicts;
- c. Ensure that testing is performed by the approved laboratory; and
- d. Check work procedures for compliance with the APP and the appropriate AHA to ensure that applicable safety requirements are met.

1.9.3 Follow-Up Phase

Perform the following for on-going work daily, or more frequently as necessary, until the completion of each DFO and document in the daily CQC Report and in the QC checklist:

- a. Ensure the work is in compliance with contract requirements;
- b. Maintain the quality of workmanship required;
- c. Ensure that testing is performed by the approved laboratory;
- d. Ensure that rework items are being corrected; and
- e. Assure manufacturers representatives have performed necessary inspections, if required.

1.9.4 Additional Preparatory and Initial Phases

Additional preparatory and initial phases shall be conducted on the same DFO if the quality of on-going work is unacceptable, if there are changes in the applicable QC organization, if there are changes in the on-site production supervision or work crew, if work on a DFO is resumed after substantial period of inactivity, or if other problems develop.

1.9.5 Notification of Three Phases of Control for Off-Site Work

Notify the KO at least two weeks prior to the start of the preparatory and initial phases.

1.10 SUBMITTAL REVIEW AND APPROVAL

Procedures for submission, review, and approval of submittals are described in the submittal section of the specification.

1.11 TESTING

Except as stated otherwise in the specification sections, perform sampling and testing required under this contract.

1.11.1 Accreditation Requirements

Construction materials testing laboratories must be accredited by a laboratory accreditation authority and will be required to submit a copy of the Certificate of Accreditation and Scope of Accreditation. The laboratory's scope of accreditation must include the appropriate ASTM standards (i.e.; E 329, C 1077, D 3666, D 3740, A 880, E 543) listed in the

technical sections of the specifications. Laboratories engaged in Hazardous Materials Testing shall meet the requirements of OSHA and EPA. The policy applies to the specific laboratory performing the actual testing, not just the "Corporate Office."

1.11.2 Laboratory Accreditation Authorities

Laboratory Accreditation Authorities include the National Voluntary Laboratory Accreditation Program (NVLAP) administered by the National Institute of Standards and Technology, the American Association of State Highway and Transportation Officials (AASHTO), International Accreditation Services, Inc. (IAS), U. S. Army Corps of Engineers Materials Testing Center (MTC), the American Association for Laboratory Accreditation (A2LA), the Washington Association of Building Officials (WABO) (Approval authority for WABO is limited to projects within Washington State), and the Washington Area Council of Engineering Laboratories (WACEL) (Approval authority by WACEL is limited to projects within the EFA Chesapeake and Public Works Center Washington geographical area).

1.11.3 Capability Check

The KO retains the right to check laboratory equipment in the proposed laboratory and the laboratory technician's testing procedures, techniques, and other items pertinent to testing, for compliance with the standards set forth in this contract.

1.11.4 Test Results

Cite applicable Contract requirements, tests or analytical procedures used. Provide actual results and include a statement that the item tested or analyzed conforms or fails to conform to specified requirements. If the item fails to conform, notify the KO immediately. Conspicuously stamp the cover sheet for each report in large red letters "CONFORMS" or "DOES NOT CONFORM" to the specification requirements, whichever is applicable. Test results shall be signed by a testing laboratory representative authorized to sign certified test reports. Furnish the signed reports, certifications, and other documentation to the KO.

1.12 QC CERTIFICATIONS

1.12.1 Contractor Quality Control Report Certification

Each CQC Report shall contain the following statement: "On behalf of the Contractor, I certify that this report is complete and correct and equipment and material used and work performed during this reporting period is in compliance with the contract drawings and specifications to the best of my knowledge except as noted in this report."

1.12.2 Invoice Certification

Furnish a certificate to the KO with each payment request, signed by the QC Manager, attesting that as-built drawings are current and attesting that the work for which payment is requested, including stored material, is in compliance with contract requirements.

1.12.3 Completion Certification

Upon completion of work under this contract, the QC Manager shall furnish a certificate to the KO attesting that "the work has been completed,

inspected, tested and is in compliance with the contract."

1.13 COMPLETION INSPECTIONS

1.13.1 Punch-Out Inspection

Near the completion of all work in a quadrant or any increment thereof established by a completion time stated in the Contract clause "Commencement, Prosecution, and Completion of Work," or stated elsewhere in the specifications, the QC Manager shall conduct an inspection of the work and develop a punch list of items which do not conform to the approved drawings and specifications. Include in the punch list any remaining items of the "Rework Items List", which were not corrected prior to the Punch-Out inspection. The punch list shall include the estimated date by which the deficiencies will be corrected. A copy of the punch list shall be provided to the KO. The QC Manager or staff shall make follow-on inspections to ascertain that all deficiencies have been corrected. Once this is accomplished, the Contractor shall notify the Government that the facility is ready for the Government "Pre-Final Inspection".

1.13.2 Prestressed Concrete Fender Piles

All Prestressed Concrete Fender Piles shall be inspected and reports submitted to the Government within 14 calendar days of the completion of the installation. The delay of an inspection beyond the 14 days shall require the removal of all marine growth prior to the actual inspection. Each Prestressed Fender Pile shall be inspected for damage, missing elements, and to ensure lifting loops have been removed and grouted and that all UHMW panels, bolts, and sealant have been properly installed.

Pile damage, defects, or missing elements, found during the inspection, shall be addressed by the contractor and the piling reinspected upon completion by the UWQC.

The contractor shall not proceed to the next Quadrant until all of the fender piles in the current Quadrant have been inspected and the reports submitted and approved by the Contracting Officer.

1.13.2 Pre-Final Inspection

The Government, QC manager, and Underwater QC Team will perform this inspection to verify that the fender modules are complete and ready for use prior to moving to the subsequent quadrant. Any damage or work required shall be completed prior to proceeding to the next work area. A Government pre-final punch list may be developed as a result of this inspection. The QC Manager shall ensure that all items on this list are corrected prior to notifying the Government that a "Final" inspection with the customer can be scheduled. Any items noted on the "Pre-Final" inspection shall be corrected in a timely manner and shall be accomplished before the contract completion date for the work or any particular increment thereof if the project is divided into increments by separate completion dates.

1.13.3 Final Acceptance Inspection

The QC Manager, the superintendent, or other Contractor management personnel and the KO will be in attendance at this inspection. Additional Government personnel may be in attendance. The final acceptance inspection will be formally scheduled by the KO based upon results of the "Pre-Final Inspection". Notice shall be given to the KO at least 14 days prior to the

final inspection. The notice shall state that all specific items previously identified to the Contractor as being unacceptable will be complete by the date scheduled for the final acceptance inspection. Failure of the Contractor to have all contract work acceptably complete for this inspection will be cause for the KO to bill the Contractor for the Government's additional inspection cost in accordance with the contract clause "Inspection of Construction".

1.14 DOCUMENTATION

Maintain current and complete records of on-site and off-site QC program operations and activities. The forms identified under the paragraph "INFORMATION FOR THE CONTRACTING OFFICER (KO)" shall be used. Reports are required for each day work is performed. Account for each calendar day throughout the life of the contract. Every space on the forms must be filled in. Use N/A if nothing can be reported in one of the spaces. The superintendent and the QC Manager must prepare and sign the Contractor Production and CQC Reports, respectively. The reporting of work shall be identified by terminology consistent with the construction schedule. In the "remarks" section in this report which will contain pertinent information including directions received, problems encountered during construction, work progress and delays, conflicts or errors in the drawings or specifications, field changes, safety hazards encountered, instructions given and corrective actions taken, delays encountered and a record of visitors to the work site. For each remark given, identify the Schedule Activity No. that is associated with the remark.

1.17.3 Underwater QC Team Pile Inspection Reports

UQCT Pile Inspection Report(s) shall be provided for Government review within 20 calendar days of the installation. Each report shall be received, reviewed, and approved by the Contracting Officer prior to the contractor relocating to the next quadrant area.

UWQC reports shall include the same documentation requirements as the CQC Report for their area of responsibility.

Prepare each Pile Inspection Report and include photographs and videos. An example report is provided at the end of this section and reflects the minimum required information to be presented.

UWQC reports, signed and dated by the QC.

1.14.1 Quality Control Validation

Establish and maintain the following in a series of three ring binders. Binders shall be divided and tabbed as shown below. These binders shall be readily available to the Government's Quality Assurance Team during all business hours.

- a. All completed Preparatory and Initial Phase Checklists, arranged by specification section.
- b. All milestone inspections, arranged by Activity/Event Number.
- c. A current up-to-date copy of the Testing and Plan Log with supporting field test reports, arranged by specification section.
- d. Copies of all contract modifications, arranged in numerical

order. Also include documentation that modified work was accomplished.

- e. A current up-to-date copy of the Rework Items List.
- f. Maintain up-to-date copies of all punch lists issued by the QC Staff on the Contractor and Sub-Contractors and all punch lists issued by the Government.

1.14.2 As-Built Drawings

The QC Manager is required to review the as-built drawings, required by Section 01 78 00 CLOSEOUT SUBMITTALS, are kept current on a daily basis and marked to show deviations, which have been made from the Contract drawings. Ensure each deviation has been identified with the appropriate modifying documentation, e.g. PC number, modification number, RFI number, etc. The QC Manager shall initial each deviation or revision. Upon completion of work, the QC Manager shall submit a certificate attesting to the accuracy of the as-built drawings prior to submission to the KO.

1.15 NOTIFICATION ON NON-COMPLIANCE

The KO will notify the Contractor of any detected non-compliance with the foregoing requirements. The Contractor shall take immediate corrective action. If the contractor fails or refuses to correct the non-compliant work, the KO will issue a non compliance notice. Such notice, when delivered to the Contractor at the work site, shall be deemed sufficient for the purpose of notification. If the Contractor fails or refuses to comply promptly, the KO may issue an order stopping all or part of the work until satisfactory corrective action has been taken. The Contractor shall make no part of the time lost due to such stop orders the subject of claim for extension of time, for excess costs, or damages.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

-- End of Section --