

QUALITY CONTROL GUIDELINES
(to be used in conjunction with MOTI
Quality Control Specifications)

1 General

1.1 Scope

This document outlines the responsibilities of the Contractor with respect to controlling the quality of the Work required to be completed in terms of the Contract. The required quality standards for the various aspects of the Work are contained in the specific sections of these Contract Documents.

CONSTRUCTION QUALITY CONTROL (CQC) PLAN

Objectives: Quality in the construction phase is the program of policies, procedures, and responsibilities required to provide confidence that the desired characteristics have been obtained to help ensure the project will perform its intended function for its design life. Quality control in the construction phase shall consist of those actions necessary to assess production and construction processes so as to control the level of quality being produced in the end project.

The Contractor's quality control actions shall include examining, checking, and inspecting in-process and completed work, and materials sampling and testing during production and construction, as a means of controlling and measuring the characteristics and conformity of an item, process, or feature to established requirements.

The Contractor's CQC plan shall be capable of ensuring that the design, procurement, shipping, handling, fabrication, installation, cleaning, inspection, construction, testing, storage, examination, repair, maintenance, and required modifications of all materials, equipment, and elements of the work comply with the requirements of the contract documents.

1.2 Submittals

Within fourteen (14) days of the date of issue of the Notice of Award, the Contractor shall submit a Quality Control Program to the CRD for review. The CRD will, within seven (7) days of receipt of the program, review and respond in writing to the proposed program.

The Contractor shall submit copies of test results to the CRD within twenty four (24) hours of them becoming available. If the tests are completed on the Work Site, the Contractor shall provide the CRD with a field memo summarizing the results immediately following testing.

1.3 Requirements

The Contractor shall be responsible for all aspects of the quality of the Work, and shall put into place a suitable Quality Control Program to ensure that quality standards are met, and that the Work meets the requirements and intent of the Contract Documents.

The Contractor shall appoint an independent testing agency to undertake quality control tests that are required by the Contract Documents, and for which the Contractor does not have suitable resources and equipment.

The independent testing agency used by the Contractor shall be manned by qualified personnel and have facilities that are certified to CSA, ASTM and other specified test methods for the sampling and testing of materials.

The CRD may carry out quality assurance testing and inspection in order to assure that Work is generally in accordance with the Contract Documents and to verify the Contractor's quality control data.

Testing and inspection by the CRD will not relieve the Contractor of its responsibility to perform quality control testing and inspection.

1.4 Payment and Delays

No separate or additional payment will be made to the Contractor for quality control. The costs thereof will be considered to be included in the tendered prices for the various items of work to be performed under the Contract. Likewise, no extension of time shall be allowed for any delay occasioned by the need to carry out inspection and testing, or to rectify work in nonconformance with quality standards.

2 Products

Ensuring that all materials incorporated in the work, all equipment, and all elements of the work will perform satisfactorily for the purpose intended

3 Execution

3.1 Quality Control Program

The Contractor's Quality Control Program shall include, but not be limited to, the following:
Quality Control

The names and designations of persons employed by the Contractor who will be responsible for quality control and what each person's function will be.

The name of an independent inspection and testing agency that will be used to monitor the quality of the Work.

The procedures that will be adopted by the Contractor to ensure con with the requirements of the Specifications and Drawings.

The procedures for the control of items purchased by the Contractor to ensure that they are of specified quality and size, and procedures for the Proper care and storage of such items on site before inclusion in the Work.

The procedures for the control of documents and drawings to make sure that only the latest revisions are used, and that the contents of change orders, site instructions, minutes, etc., issued by the CRD, are followed.

Inspection and testing methods, including testing of materials, soil compaction, concrete strength, welds, pipeline leakage, etc., and a description of what methods will be used if not specifically listed in the contract Documents. The proposed locations and frequencies of testing shall also be indicated.

A description of how non-conformance with quality standards or project specifications will be tracked and what remediation methods will be followed to achieve conformance .

The procedures for the control, distribution, and safekeeping of all quality testing and inspection records.

All Work shall be performed in strict adherence to the reviewed Quality Control Program.

3.2 Quality Control Manager

The Contractor shall appoint a designated Quality Control Manager at the Work Site.

The Quality Control Manager shall be responsible for ensuring that all quality control is carded out in accordance with the Contractor's Quality Control Program and meets the requirements of the Contract Documents.

3.3 Quality Control Testing

The Contractor shall conduct, at its own cost, all necessary quality control tests that are required to demonstrate that the materials, products, and completed Work conform to the Contract Documents.

Minimum quality standards and testing requirements shall be in accordance with the Contract Documents, and if not stated therein, with all applicable laws, regulations, standards and codes.

The locations and frequencies of tests required under this section shall be determined by the Contractor and/or the independent testing and inspection agency working for the Contractor, and shall be selected to test all aspects of the Work.

The Contractor shall report, track, correct and retest any deficient Work determined by the quality control or quality assurance programs at no additional cost to the CRD.

The Contractor's quality control testing and the CRDs quality assurance testing will form the basis for acceptance of the Work.

All test reports shall contain at least the following information:

- Project identification;
- The nature of the test;
- Dates of sampling, testing and reporting;
- The names of the personnel involved;
- The location of the test (with sketch if required);
- The specified quality standard required;
- The test results achieved; and
- Remarks regarding conformance or nonconformance with the specified requirements.

End of Section