

## Materials Quality Assurance (QA) Program

### Agency Document Reviewed By ADOT Construction-Materials Group

- Materials QA Program or a letter signed by the Designated Approval Authority stating that the Agency adopts the ADOT Materials QA Program

**Submit to ADOT LPA Section before December 8, 2023**

### Assessment Questions

Question	Y/N	Document, Page, Paragraph <i>(To be completed by CA)</i>	Check if changed since 2019 <i>(CA to complete)*</i>	Item of Concern <i>(SME use only)*</i>
What is your process on training Materials staff on managing federally funded projects?				
Which of the following Materials Quality Assurance (QA) Programs will your agency adopt:				
ADOT-approved Materials QA Program? If so, please provide the plan for approval.				
ADOT Materials QA Program? If so, please provide a letter signed by the Designated Approval Authority stating that the Agency adopts the ADOT Materials QA Program.				
Does the Materials QA Program:				
Require the inclusion of the materials memo in the construction authorization packet and project file?				
Require the inclusion of the ADOT-approved Materials QA Project Plan in the construction authorization packet?				
Apply the Buy America provision to the entire FAHP project?				
Require verification that the Buy America certifications accompany each material shipment including steel or iron products?				

Require visual inspection and documentation in the daily diaries of the Buy America certifications when materials are delivered to the project site?				
Apply the Build America Buy America to the entire FAHP project?				
Require verification that the Build America Buy America certifications accompany each material shipment including steel or iron products?				
Require visual inspection and documentation in the daily diaries of the Build America Buy America certifications when materials are delivered to the project site?				
Ensure QA/Testing subs are on the ADOT approved list?				
Have a procedure for submitting their QA Plan to ADOT prior to construction?				

See **Appendix B** for additional resources.

***The Certification Acceptance Agency attests to the following (check the following applicable box):***

<input type="checkbox"/>	No changes made since 2019	<input type="checkbox"/>	The following changes since 2019 are noted above
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Agency – Prepared by:	
Signature	
Printed Name	
Title	
Date	

ADOT – Reviewed by:	
Signature	
Printed Name	
Title	
Date	

<b><i>*Item of Concern Documentation:</i></b>
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