

**STATE OF OHIO
DEPARTMENT OF TRANSPORTATION**

**SUPPLEMENT 1081
CERTIFICATION PROCEDURE
FOR FABRICATORS OF ELASTOMERIC BEARINGS
July 20, 2007**

1081.01	Description
1081.02	General
1081.03	Fabricator Certification Procedure
1081.04	Fabricator Quality Control Plan
1081.05	Quality Control Plan Acceptance
1081.06	Fabricator Yearly Requirements
1081.07	Shipping of Certified Materials to a Project
1081.08	Quality Assurance and Loss of Certification
1081.09	Re-Certification

1081.01 Description

This supplement defines the requirements for Fabricators to become certified to provide elastomeric bearings to the Department. The Department will certify Fabricators to supply elastomeric bearings that comply with this supplement, the Construction and Materials Specifications 516 and 711.23, and specific plan requirements. The Department will not accept elastomeric bearings from Fabricators who are not certified.

1081.02 General

Certified Fabricators will assure all elastomeric bearings conform to construction, fabrication and materials requirements. A certified Fabricator will:

- A. Understand required materials specifications; order materials meeting all required specifications; accept all materials based on certified test data after verifying test data meets the correct specification requirements.

- B. Perform physical tests including mechanical, dimensional, coating or chemical according to the materials specifications, and document the compliance through the use of a laboratory. The laboratory will be ODOT approved for this function if it is independent of the certified Fabricator and its technicians are capable of performing the required tests. The Department may also perform comparison testing to evaluate and validate the test results.
- C. Establish a minimum Fabricator Quality Control Plan per 1081.04.
- D. Certify all individual components provided by the Fabricator to the Contractor for use on the ODOT project. For supplied assembly items that are either used by the Fabricator to assemble or fabricate the elastomeric bearing or supplied to the Contractor to assemble the bearing, it is the responsibility of the Fabricator to assure compliance to specification requirements, including records documentation.
- E. Keep documentation for three (3) years from the certification date including certified test data, quality control records, physical test results, coating records, shipping documents and any other involved quality control documentation.

1081.03 Fabricator Certification Procedure

Submit a letter, signed by a company representative having the legal authority to bind the company to the requirements of this certification program, to the Administrator, Office of Materials Management (OMM) requesting inclusion into the program. Include:

- A. The legal name of the company.
- B. Location and address where the materials will be fabricated and where the finished materials will be stored prior to project delivery.
- C. A statement that the company has read and understands the responsibilities of a certified Fabricator.
- D. A statement that warrants the Department against costs involved in corrective action due to inclusion of non-specification material.

- E. A statement that supplied steel or iron products are not from foreign sources or that the fabrication process, including coating, has not been performed in a foreign location. Refer to C&MS 106.09.
- F. A quality control representative's (QCR) name. The QCR will be the Department's point of contact and is accountable for day to day compliance to the Quality Control Plan (QCP).

1081.04 Fabricator Quality Control Plan

Submit a written Quality Control Plan (QCP) for approval. Include as a minimum:

- A. Methods of material ordering, acceptance, and documentation certification to specification and plan requirements.
- B. Documentation and methods of destructive and non-destructive testing including which companies/laboratories will be performing testing.
- C. Welding procedures and welder qualification and certification.
- D. Fabrication process quality control inspection checklists and documentation.
- E. Final product inspection checklist and repair processing before coating application.
- F. Coating surface preparation requirements, quality control requirements, checklists and documentation.
- G. Coating materials acceptance.
- H. Coating materials application and applicator acceptance.
- I. Coating application quality control and documentation.
- J. Final quality control acceptance and documentation.
- K. Documentation procedures and methods for tracking all inspection, materials and fabrication records to the materials delivered to a specific project.

Documentation for coatings will require actual test data of applied thicknesses, not just certification.

1081.05 Quality Control Plan Acceptance

The Department will review the Fabricators submitted QCP within 30 days of receipt. OMM will accept, accept as noted, or reject. The Fabricator may revise and re-submit rejected QCPs. The Fabricator shall revise and resubmit accepted as noted QCPs for record purposes.

There is no standard QCP. QCP development is each Fabricator's responsibility. OMM will not provide standard plans for use. QCPs above the minimums are encouraged to assure a quality operation. OMM will meet with any Fabricator to help them eliminate multiple submittals due to misunderstanding and communication issues.

1081.06 Fabricator Yearly Requirements

The Fabricator will annually re-submit the QCP, meeting the requirements of 1081.04, by January 31st for re-approval. The Department will evaluate the quality assurance inspections performed during the year versus the year's QCP to determine if changes are needed. The Fabricator will be notified by the Department if any changes are needed.

The yearly submittal will include any Fabricator proposed changes with changes highlighted and an explanation provided for each change.

The year's revised QCP will follow the approval requirements of 1081.05

1081.07 Shipping of Certified Materials to a Project

Ship certified materials to projects using the TE-24 electronic documentation program. Provide a bill of lading with any TE-24 defining the individual components incorporated in that certified shipment. Certification covers the material listed, either directly on the TE-24 or by bill of lading. Transfer TE-24s between certified suppliers will not be allowed.

Fabricator not currently on the TE-24 Virtual Warehouse system can access the Department's website for application information at <http://www.dot.oh.us/testlab/applists/vWarehouse/odotvw.htm> or call OMM at 614-275-1300.

Properly complete a TE-24 for project shipment. Refer to the Department's website for instructions. Correct TE-24s include:

1. The state project number
2. The construction item
3. The quantity of the construction item shipped
4. The reference number of the project item
5. The sample ID number (if appropriate)

1081.08 Quality Assurance and Loss of Certification

OMM will perform random Quality Assurance (QA) inspections. ODOT Quality Assurance Inspectors (QAI) will check testing procedures, QCP compliance, actual dimensions and coating thicknesses, and documentation at certified Fabricators. The QAI may take random samples to be tested by OMM, if applicable. The QAI may also perform random inspections at the project site for conformance to the certification program and design drawings. The Fabricator shall grant the QAI access to all plant areas engaged in the acceptance, fabrication, testing, storage, and shipment of components produced for the Department.

The Department may remove the certification of Fabricators not complying with their QCP and/or specification requirements. Criteria for loss of certification:

1. Three (3) non-compliance items in a single QA inspection.
2. Any single non-compliance item repeated three (3) times in any six (6) month period.
3. Any two (2) non-compliance items in two (2) consecutive QA inspections.

The QAI may define non-compliance item 1 thru 3 as non-critical or unusual. Based on that recommendation, OMM may require the Fabricator to revise their QCP; provide additional training for their QCR; and re-demonstrate understanding of the QCP processes.

The following non compliance items will mean automatic removal:

4. Non specification materials used in a component for the Department.

5. Use of foreign steel or iron materials or fabrication and coating of those materials at foreign locations. Refer to C&MS 106.09.
6. Shipment of materials without final inspection documentation.
7. Falsification of any quality control documentation.

The Fabricator may appeal any non-compliance item, except 5 and 7, listed above to the Administrator, Office of Materials Management. The Department will not offer a grace period for removal.

1081.09 Re-certification

Removal will be for a minimum of 180 days. Upon completion of the removal period, a Fabricator may re-apply for certification.

Designer's Note

None required. Supplement establishes procedures for becoming a certified elastomeric bearing materials supplier. Activation of the supplement will be through direct reference in the specifications.