

**STATE OF OHIO
DEPARTMENT OF TRANSPORTATION**

**SUPPLEMENT 1084
BRIDGE PAINT CERTIFICATION REQUIREMENTS
April 21, 2006**

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1084.01 GENERAL This supplement defines the certification requirements to provide paint conforming to 708.01, Inorganic Zinc Silicate Primer Paint and 708.02, OZEU Structural Steel Paint. The subject of this supplement is the coating manufacturer.

The Department will only accept paint from manufacturers certified under this supplement.

1084.02 CERTIFICATION REQUEST Provide a written request to the Office of Materials Management (OMM), Chemical Section, stating an understanding of the requirements and responsibilities of the certification program and including the following information:

- A The manufacturing location(s) and address(es), including the shipping and storage location if different than the manufacturing location.
- B Designate a person who is responsible for quality control testing for the certified products. As this person will be contacted when sample problems arise this person should be able to discuss and be knowledgeable on all quality control testing and any after certification testing to verify product quality or investigate non conforming product
 - 1 Include: (please provide information in the format of this supplement's Attachment)
 - a) phone number
 - b) e-mail address
 - c) physical address
 - d) Cell phone number
 - e) Whether the QC person is primary or alternate contact
 - f) Manufacturing Plant covered

Include the method to notify the Department of any change in quality control personnel. [e-mail is preferred]. Failure to notify the Department of QC contact changes may mean loss of certification.

C Furnish the Department a list of your technical field representatives for Ohio Department of Transportation projects, whether field or fabrication shops.

1 Include: (please provide information in the format of this supplement's Attachment)

- a) phone number
- b) e-mail address
- c) physical address
- d) Cell phone number
- e) Whether the Technical field representative is primary or alternate contact
- f) Location/territory the Technical field representative covers

Include the method to notify the Department of changes in technical field representatives. [E-mail is preferred]. Failure to notify the Department of QC contact changes may mean loss of certification.

D A Quality Control Plan (QCP) for each manufacturing site containing:

- 1 Available testing equipment and site of the testing equipment
- 2 Frequency of testing equipment calibration, inspection and maintenance
- 3 Batch sampling and testing frequencies, and production acceptance ranges for each formulation
- 4 Amount of employee training for the specification listed testing functions and other test methods considered routine practice
- 5 Methods of assuring materials meet specifications before shipment

E List of other national or international quality certification programs your company participates in (i.e. ISO 9000, AMRL, etc.)

F An agreement to perform the correlation sampling and testing required in this supplement

G A monthly summary of production control tests for material shipped to ODOT

H A list of each type of paint formulation, component trade name and number, to be manufactured under certification.

I A statement that each production batch meets the Department specifications and acceptance ranges.

J An agreement to maintain production control test records for batch materials supplied to ODOT for at least 3 years.

K An agreement to maintain retain samples of all batches of materials supplied to ODOT for at least three (3) years.

L An electronic picture of each certified paint type container's typical markings, including common name, brand name, date of production, company name and address and effective shelf life.

M An agreement to allow unlimited access to the manufacturer's facilities for performing onsite inspections during normal business hours,

N A notarized statement holding the Department harmless against costs incurred in any corrective action required due to non-specification paint materials.

The manufacturer will provide a yearly update of the quality control program; quality control representatives and field representatives

1084.03 QCP ACCEPTANCE PROCEDURE OMM will review and either accept or not accept the QCP. OMM will include comments if returning an unaccepted QCP. Revise and resubmit the QCP for review.

After OMM accepts the QCP, the manufacturer will be required to co-ordinate correlation sampling with the Department.

Once the QCP is accepted no changes will be made in the QCP or the product without notification and acceptance by the Department.

1084.04 CORRELATION SAMPLING AND FINAL ACCEPTANCE PROCEDURE

Provide split samples from batch formulations of materials that will be listed as certified. Sample any four different batches that were manufactured according to the QCP and provide OMM with two 1 quart split samples for each of the sampled batches for correlation testing. Both the manufacturer and OMM will test the split samples. OMM may also perform additional tests on all materials. Supply OMM with the split sample test results. The actual results shall conform to the acceptance ranges for the particular formulation.

If the split sample evaluation is acceptable, OMM will authorize the manufacturer to ship certified materials using the Department's Qualified Products List (QPL) system and will include the manufacturer on the Department's list of certified manufacturers for the particular paint material.

1084.05 SHIPPING UNDER CERTIFICATION

Mark shipping containers with:

- A. Number of gallons (liters)
- B. Net weight of material
- C. Federal specification color number
- D. Batch number
- E. Date of production
- F. Effective shelf life of the product
- G. Company name and address
- H. Component trade name as given in the certification request

Do not ship or supply bridge paints that are beyond their documented shelf life.

Submit a monthly tabular summary of production control test data for each batch of any formulation shipped under certification for the prior month to the OMM.

Ship materials using the Department's Qualified Products List System (QPL). The OMM will provide the manufacturer with instructions on how to correctly document and ship materials.

1084.06 QUALITY ASSURANCE PROCEDURES AND REQUIREMENTS

OMM will perform random quality assurance inspections checking that the manufacturer follows the approved QCP. Inspections may include plant visits or split sampling of materials from either the manufacturer's plant or the field.

Production Split Sampling - If OMM requests additional production split sampling and testing,

the manufacturer will perform the sampling and testing and provide the Department with the split sample testing results. These split sample results will be compared to specification, production range requirements and OMM results. OMM will notify the manufacturer of failed split sample test results and require the manufacturer to immediately identify any quantity of that paint batch shipped to ODOT. Immediately re-sample the failed batch; provide a second split sample and test results for that new split sample. If the second sample fails, the material will be rejected and the manufacturer will be responsible for replacing the field materials provided ODOT and any costs associated with making corrections. Any manufacturer whose next quality assurance split sample fails or who has 3 quality assurance samples in 20 that fail will lose certification.

Check Sampling - The Department will obtain a sample and perform one round of Quality Assurance testing within 30 days of receipt of the manufacturer's certification and Departmental approval for product inclusion on the QPL. In addition the Department will conduct field check sampling of certification materials from project sites. These field check samples will determine if a manufacturer's production, storage or handling may be a problem. The Department will reject material which does not meet specifications and will inform the manufacturer QC contacts of the check sample initial failure and the location of the materials. Upon notification the manufacturer will test the retain of the failed batch and provide the Department with the original QC results and the retain test results within two weeks. Depending on the test result information OMM may request a split sample be obtained and be tested by both the manufacturer and OMM. The manufacturer will perform the sampling, provide the Department the split sample; test the material; and provide the Department the test results. If the split sample fails, the material will be rejected and the manufacturer will be responsible for replacing the field materials provided ODOT and any costs associated with making corrections. Any manufacturer whose next quality assurance samples fails or who has 3 quality assurance samples in 20 that fail will lose certification.

1084.07 TECHNICAL FIELD REPRESENTATIVES . Technical Field Representative (TFR) information for each manufacturer will be included in the Department's website and updated as required. The Department will use the TFR as independent experts providing ODOT field and laboratory personnel information on application, surface cleanliness, mixing, equipment and other technical issues required to assure the paint application conforms to Department and/or manufacturer requirements.

1084.08 LOSS OF CERTIFICATION The following requirements may cause loss of certification:

- A Failure to maintain and follow its Quality Control Plan
- B Failure of quality assurance samples 1084.06
- C Failure to update QC or technical field representative information.
- D Changing formulations without notification to the Department
- E Providing non-specification materials
- F Falsification of test data
- G Failure to properly mark shipping containers
- H Failure to correctly identify ODOT certification paints

A manufacturer losing certification under item E and F will be responsible for replacement of all non-conformance materials and the Department may take action under 105.11 and 106.07.

Appeal the loss of certification to the Administrator of the Office of Materials Management. Item F is not subject to appeal. There will be no grace period for removal from the QPL.

1084.09 APPEAL PROCESS

In the event a material is removed from the QPL under the terms described in 1084.07, the Manufacturer may appeal the removal.

The manufacturer must submit a written appeal to the Administrator, Office of Materials Management setting forth reasons to reinstate the material to the QPL. The Administrator will issue a written decision within 30 days of receipt of the written appeal.

In the event that the Manufacturer does not accept the decision of the Administrator, they may appeal the decision to the QPL Appeal Board. The QPL Appeal Board will consist of the Deputy Director Division of Construction Management; Administrator, Office of Construction Administration and the State Construction Engineer. The appeal to the QPL Appeal Board must be made in writing and must contain additional information or identify an area where the Administrator may have erred in their decision.

The QPL Appeal Board will make its determination based on the documents provided by the Department and the Manufacturer. The QPL Appeal Board will issue a written decision within 30 days of its receipt of the appeal.

1084.10 RE-CERTIFICATION OF A MANUFACTURER

Reapply for certification one year from the date of the loss of certification.

Attachment A

| MANUFACTURER QUALITY CONTROL CONTACTS FOR ODOT CERTIFIED BRIDGE PAINT | | | | | |
|--|----------------------------|----------------------|----------------|-------------------|--|
| Name | Direct phone number | Direct e-mail | address | Cell Phone | Contact Type (Primary or Alternate) |
| | | | | | |
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| MANUFACTURER TECHNICAL FIELD REPRESENTATIVES FOR ODOT CERTIFIED BRIDGE PAINT | | | | | | |
|---|----------------------------|----------------------|----------------|-------------------|--|-----------------------------------|
| Name | Direct phone number | Direct e-mail | address | Cell Phone | Contact Type (Primary or Alternate) | Location/Territory covered |
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