

ODOT Construction Inspector Testing Process and FAQ

7/14/2020

INSPECTOR TYPES:

- Project Inspector
- Project Structure Inspector
- Coatings Inspector
- Traffic Signal and Lighting Inspector
- Soils and Aggregate Inspector

HOW TO GET TRAINING:

The following organizations offer information throughout the year on various topics:

- [ODOT - Division of Construction Management](#)
- [Flexible Pavements Association of Ohio](#)
- [Asphalt Institute Ohio](#)
- [Ohio Contractors Association](#)
- [American Concrete Institute](#) (ACI)
- [Ohio Aggregate and Industrial Minerals Association](#) (OAIM)
- [National Institute for Certification in Engineering Technologies](#) (NICET)
- [National Association of Corrosion Engineers](#)
- [NorthEast Transportation Training And Certification Program](#) (NETTCP)
- [Ohio Professional Engineers and Professional Surveyor Board](#)
- [International Municipal Signal Association](#) (IMSA)
- [Steel Structures Painting Council](#) (SSPC)

WHAT MATERIALS WILL BE MADE AVAILABLE DURING THE TEST?

Testing materials for each test are listed below:

Advanced Structures:

- [SS 842](#)
- [SS 847](#)
- [SS 848](#)
- [SS 849](#)
- [AS-1-15](#)
- [PSBD-2-07](#)
- [PSID-1-13](#)
- [2019 C&MS](#)
- [2017 MOP](#)

Flexible Pavement:

- [2019 C&MS](#)
- [2017 MOP](#)
- [S1055, latest version](#)

Compaction:

- [Supplement 1015](#)
- [CA-EW-5](#)
- [CA-EW-6](#)
- [CA-EW-13](#)
- [2019 C&MS](#)

Traffic:

- [Plan Note, 642-24 \(7/19/19\)](#)
- [Plan Note, 642-44 \(7/19/19\)](#)
- [SS 800 for 2019 \(7/19/19\)](#)
- [SS 808 for 2019 \(1/18/19\)](#)
- [MT-95.30 Closing Right of Left Lane of a Multi-Lane Divided Highway with Drums \(7/19/19\)](#)
- [MT-95.40 Closing Right or Left Lanes of a Multi-Lane Divided Highway with PB \(1/20/17\)](#)
- [MT-96.11 Signalized Closing 1 Lane of a 2-Lane Highway \(1/18/19\)](#)
- [MT-97.10 Flagger Closing 1 Lane of a 2-Lane Highway - Stationary Operation \(4/19/19\)](#)
- [MT-99.30 Work Zone Delineation \(1/19/18\)](#)
- [MT-101.70 Barrier and Impact Attenuator Delineation \(7/20/18\)](#)
- [MT-101.75 Impact Attenuator Placement \(7/15/16\)](#)

- [MT-101.80 PCB to Permanent Barrier Transitions \(1/16/15\)](#)
- [MT-101.90 Drop-Offs in Work Zones \(7/21/17\)](#)
- [MT-103.10 Construction Access Points \(1/19/18\)](#)
- [MT-104.10 Work Zone Speed Zones on High-Speed \(≥55 mph\) Multi-Lane Highways \(10/16/15\)](#)
- [MT-105.10 Temporary Sign Support \(7/19/13\)](#)
- [MT-110.10 Pedestrian Detour Methods \(7/19/13\)](#)
- [RM-4.2 32" Portable Concrete Barrier \(4/18/14\)](#)
- [Quality Standards for Temporary Traffic Control Devices and Acceptable Delineation Methods for Vehicles \(October 2010\)](#)
- [2012 Temporary Traffic Control Manual \(TTCM\)](#)
- [2019 C&MS](#)

HOW DO I APPLY TO TAKE AN ODOT ADMINISTERED TEST?

Testing is administered by the [Local Technical Assistance Program](#) through ODOT's [Division of Planning](#). The Ohio LTAP Center provides training in the areas of highway and worker safety, infrastructure management, workforce development and organizational excellence.

Click on the "[Training Course Registration](#)" tab, then click on the pdf link and then the Enrollware link: [Class Registration System - Class Schedule](#). This will take you to the registration instruction page, including a link to register for any of the following tests required for ODOT Inspectors: Flexible Pavements Test, Advanced Structures Test, Compaction Testing of Unbound Materials Test, Traffic Work Zone Test

Applicants who successfully pass an ODOT administered test will be added to the [Division of Construction Management's](#) online database [Prequalified Construction Inspector Test Results](#). Applicants may check the database, and report any errors to the program administrator.

In order to successfully pass the ODOT administered tests, candidates must score a minimum of:

80% correct answers on the Flexible Pavement Test

80% correct answers on the Advanced Structures Test

80% correct answers on the Traffic Work Zone Test

90% correct answers on the Compaction Testing of Unbound Materials Test

The following items will be permitted to be brought into the testing area:

- **Pen/Pencil**

- **Non-programmable calculator**
- **Face mask/covering**

All other reference documentation will be provided by the Proctor. Cell phone and computers are **not** permitted.

Changes in effect due to the COVID-19 pandemic:

- **Bring your own Face mask/covering, it is required to be worn at all times**
- **Bring your own calculator (non-programmable)**
- **Bring your own pen or pencil**
- You must have ID (official state or federal)
- You must have your MyODOT username and password to be tested (must obtain before the testing day)
- Your temperature will be taken prior to entry into the testing area
- You will need to sign a waiver/screening form upon arrival
- No printed materials are allowed to be brought into testing area
- You must maintain social distancing of at least 6 feet
- No congregating inside the building; you must leave when testing is completed
- No calculators, pens or pencils will be available for loan.
- Cell phones, computers (tablets, laptops, etc) and reference material are still not permitted to be brought into the testing site. As with previous sessions, a supply of reference resources will be available on-site to borrow during testing.
- **If you are sick or not feeling well, or if you have any reason to believe you have been exposed to the Coronavirus: please DO NOT show up at the testing site, and DO NOT attend the testing session.**

FREQUENTLY ASKED QUESTIONS:

QUESTION: Where and how often will the Flexible Pavement test, Advanced Structures test, the Certification for Compaction Testing of Unbound Materials test, and the Traffic Work Zone test be offered by ODOT?

ANSWER: ODOT will offer the Flexible Pavement Test, Advanced Structures Test, the Compaction Testing of Unbound Materials Test and the Traffic Work Zone Test on a monthly basis. The tests will be provided at ODOT facilities and monitored by ODOT personnel.

QUESTION: How will I know if I passed an ODOT administered test?

ANSWER: The applicant who passes an ODOT administered test will be notified immediately upon completion of the test. Applicants who successfully pass an ODOT administered test are added to ODOT's online [database](#).

QUESTION: Is there a testing review or appeal process for the ODOT administered tests?

ANSWER: No review or appeal of the graded tests will be offered. The findings issued by the ODOT Central Office Division of Construction Management are final. Applicants may retake the test as often as required in order to pass the test.

Question: How long does a testing certification last?

Answer: Prequalification will expire 5 years from the date the test was last successfully passed. Once prequalified, the Inspector Testing for Flexible Pavements, Advanced Structures, Compaction Testing of Unbound Materials, or Traffic Work Zone will have to successfully retest a minimum of every 5 years to remain prequalified. For example, if a test was successfully passed on 7/30/18, the prequalification would expire on 7/29/23. In order to have no lapse in prequalification, the applicant would have to retake and successfully pass the testing prior to 7/29/23.

QUESTION: Does an existing ODOT HT or retired HT have to take the tests?

ANSWER: In order to be eligible for Prequalification as a Project Inspector, individuals must pass the appropriate tests.

QUESTION: Once I have passed a test, am I prequalified?

ANSWER: No. Prequalification is managed through the [Office of Consultant Services](#). You must send a cover letter, résumé, and documentation or certificates indicating successful completion of the prerequisites to their attention.

The entire [Consultant Prequalification Requirements and Procedures](#) can be found on the Office of Consultant Services webpage.

Click on “Consultant Prequalification Requirements & Procedures” under the “Prequalification Information” tab on the left side of the page. Instructions for applying for Prequalification can be found in Part IV: Prequalification Submittal Format.

Mail all required documents to: Ohio Department of Transportation, Office of Consultant Services, 1980 West Broad Street, Mailstop: 4100, Columbus, Ohio 43223

QUESTION: Who can I contact regarding the ODOT Prequalified Construction Inspector Process?

ANSWER:

For Overall Program Specifics (preferred method of contact):

InspectorPrequalification@dot.ohio.gov or Marvin Harris,

ODOT Construction Administration Office,

614-644-6690,

marvin.harris@dot.ohio.gov

For Testing Registration (preferred method of contact):

<https://ltap.enrollware.com/schedule> or ODOT's LTAP

Office, 614-387-7359, LTAP@dot.ohio.gov