

ODOT Construction Inspector Testing Process and FAQ 12/24/2013

Inspector Types:

[Project Inspector](#)
[Structure Inspector](#)
[Coatings Inspector](#)
[Traffic and Electrical Inspector](#)
[Soils and Aggregate Inspector](#)

How to get training:

The following organizations offer training / testing throughout the year on various topics:

[ODOT – Division of Construction Management](#)
[Flexible Pavements Association of Ohio](#)
[Asphalt Institute](#)
[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 \(SSPC\)](#)

How do I apply to take an ODOT administered test?

In order to take an ODOT administered test the applicant will provide documentation that all of the other requirements have been met **PRIOR** to taking the test:

- ◆ For the Flexible Pavements test provide documentation for:
 - 18 months of construction project experience,
 - ACI Level 1,
 - OAIM Aggregate Level 1,
 - Provide either of the following:
 - A Diploma indicating an Associate's degree in: ◆ Civil Engineering Technology or, ◆ Construction Engineering Technology or, ◆ Equivalent Bachelor of Science degree in civil engineering / technology.
 - NICET Certification in Highway Construction Level II.
- ◆ For the Advanced Structures test, provide documentation for the Flexible Pavements test PLUS:
 - NICET Certification in Highway Construction Level III with Structural Work Elements.
- ◆ For the Certification of Nuclear Density/Moisture Gauges and Operators follow the process in Supplement 1121.

Testing space is limited; reservations may **ONLY** be made by emailing applications to the following address:

Inspector.Prequalification@dot.state.oh.us

The applicant will be notified by **email** within 7 working days of receipt of the application with confirmation of testing Location, Date, and Time and other testing requirements. Again, testing space is limited; the spaces will be allocated on a first come, first served basis.

Failure to arrive for a reserved and ODOT confirmed test will disqualify the applicant from taking any ODOT administered test for one year. Request for excuse will be directed to the Program manager.

The applicant information will be entered into the online database upon application. The database is available here;

www.dot.state.oh.us/Divisions/ConstructionMgt/Pages/default.aspx

The applicant may check the database, and report any errors to the program administrator.

Candidates must score a minimum of 70 percent correct answers on the written exam. Candidates will have a maximum of 90 minutes to complete the exam. Acceptable materials to take the exam include:

- Provided by the candidate: Pen/Pencil and non-programmable calculator. **No phones or computers will be allowed!**

- Provided by the exam-proctor: Reference Materials, including the MOP and C&MS.

Should a candidate fail to achieve the minimum score, the candidate will be permitted one additional attempt at passing the exam (on a different day). If the candidate should fail the re-examination, then the candidate will not be permitted to take the exam again until the following calendar year.

Where and how often will the Flexible Pavements test, Advanced Structures test, and the Nuclear Gauge Operators test be offered by ODOT?

ODOT will offer the Flexible Pavements and Advanced Structures tests on a rotating basis every six months in various centralized locations throughout Ohio. ODOT will offer the Nuclear Gauge Operators test multiple times during January through April in various centralized locations throughout Ohio. The tests will be provided at ODOT facilities, and monitored by ODOT personnel.

A list of upcoming dates and locations is available online here:

www.dot.state.oh.us/Divisions/ConstructionMgt/Pages/default.aspx

How will I know if I passed an ODOT administered test.

The applicant will be notified by email within 14 working days of taking the test with the results. The test results (Passed, Not Passed) will be entered into the online database here:

www.dot.state.oh.us/Divisions/ConstructionMgt/Pages/default.aspx

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

No review 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 – provided they meet the prequalification's as listed above.

How long does a testing certification last?

3 years from the end of the year the Test was taken. For example: if a test was taken 3/12/2014, the test certification would expire 12/31/2017. In order to have no lapse in coverage the applicant would have to take a renewal test sometime in 2017.

Once I have passed a test am I certified?

No. Certification 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. Click on the "Consultant Prequalification Requirements & Procedures" under the "Prequalification Information" tab on the [Consultant Services Webpage](#). A sample cover letter, or transmittal letter can be found on page 74 and a résumé form can be found on page 142. Mail all required pages to:

Office of Consultant Services
1980 West Broad Street Mailstop: 4100
Columbus, Ohio 43223

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

Program Manager: Marvin Harris Office of Construction Administration Mailing address: Division of Construction Management Ohio Department of Transportation 1980 West Broad

Street (Mail Stop 5190) Columbus, OH 43223 Phone: (614)466-7057 Email:

Inspector.Prequalification@dot.state.oh.us Web information:

www.dot.state.oh.us/Divisions/ConstructionMgt/Pages/default.aspx

How do I use the online database?

The online database is located on ODOT website here:

www.dot.state.oh.us/Divisions/ConstructionMgt/Pages/default.aspx

The database is a record locked excel file that may be downloaded if desired.

Each line has an applicant's name and identification information, as well as columns with the status of various inspector requirements. On the web a user may only scroll through the applicants, but a downloaded file provides additional features.

Using the spreadsheet functionality, a user can sort, locate, and group select applicants as desired. See screenshot below: