

**Maryland Department of Transportation
State Highway Administration**

**Process & Requirements for the Certification of:
Precast Concrete Plants, Prestressed Concrete Plants
and Reinforced Concrete Pipe Plants**

Contacts

Dave Welsh, Concrete Field Quality Assurance Team Leader
443-695-0937 dwelsh1@mdot.maryland.gov

Senaka Samaranayake, Concrete Field Quality Assurance Team Leader
240-481-6152 ssamaranayake@mdot.maryland.gov

James McBride, Concrete Field Quality Staff Engineer
443-591-1109 jmcbride1@mdot.maryland.gov

Phil Deavers, Concrete Field Quality Staff Engineer
410-897-2987 pdeavers@mdot.state.md.us

David Rosen, Assistant Division Chief – Field
410-375-4424 drosen@mdot.maryland.gov

Vicki Stewart, Division Chief, Concrete Technology Division
443-572-5134 vstewart@mdot.maryland.gov

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Maryland Department of Transportation State Highway Administration Precast & Prestressed Plant Approval Requirements

The information provided on the following pages is for precast, prestressed and pipe concrete producers who wish to have their plants certified to produce for the Maryland Department of Transportation State Highway Administration (MDOT SHA).

All information provided by a Producer, Fabricator or Supplier will be kept confidential by SHA and OMT. An exception could occur when the Producer, Fabricator or Supplier makes it publicly available or when agreed upon with SHA and OMT. If the need arises for the release of confidential information by either law or contractual requirements, the Producer, Fabricator or Supplier would be informed of the release of information unless prohibited by law. This confidentiality includes information obtained from sources other than the Producer, Fabricator or Supplier (e.g., complainant, regulators).

Plant Certification Process Requirements

All plants must be listed as certified plants to be eligible to bid work (or be included in a bid) for Maryland Department of Transportation State Highway Administration (or associated MD State Agencies that utilize MDOT SHA Specifications & Requirements) projects. If a plant is not on the qualified list in the Materials Management System (MMS) the submitted source of supply request for that plant will be rejected.

Plants that receive approval are acknowledged to have the ability to produce precast, prestressed and pipe concrete products for MDOT SHA for a period of one year. To remain on the approved list, a plant must undergo an annual inspection to maintain certification.

All plants must submit their Quality Control Plan (QCP/QSM) for review and approval as per Maryland Department of Transportation State Highway Administration's Standard Specifications for Construction and Materials. See Standard Specification 915.05.01(c) under Certified Precast Concrete plants in the links below:

STANDARD and SUPPLEMENTAL SPECIFICATIONS FOR CONSTRUCTION AND MATERIALS

<https://www.roads.maryland.gov/mdotsha/pages/sscm.aspx?PageId=853&lid=SSP>

Once on the page, click on "Download File" to download the entire books.

MDOT-SHA MATERIAL QUALITY RESOURCES

<https://www.roads.maryland.gov/mdotsha/pages/Index.aspx?PageId=51>

The above link provides direction and a reference to the MDOT SHA Material Quality Process.

MDOT-SHA QUALIFIED PRODUCERS & PRODUCTS

<https://www.roads.maryland.gov/mdotsha/pages/Index.aspx?PageId=600>

The above link provides a source for researching products (admixtures, steel, aggregates, etc.) approved for use by MDOT SHA.

New Plants Requesting Certification

MDOT SHA FACILITY INSPECTION COST REIMBURSEMENT

The Maryland Department of Transportation State Highway Administration (MDOT SHA) Office of Materials Technology (OMT) has established a cost reimbursement schedule to recover expenses associated with certification of production facilities. Cost reimbursement for certifications will apply to producers that meet one of the following provisions:

- Producers seeking first time addition to MDOT SHA’s list of qualified facilities.
- Producers who may have supplied to an active MDOT SHA contract more than one year since plant certification date but are no longer approved for an active MDOT SHA contract at the time of recertification.

Accordingly, if your production plant is seeking first time MDOT SHA certification and/or re-certification and your production plant is not an approved source on an active MDOT SHA Contract, please contact the MDOT SHA, Office of Materials Technology, Concrete Technology Division, to schedule your facility’s inspection and receive instructions regarding plant certification payment. The current calendar year cost for plant certifications or re-certifications are listed below, as well as general information regarding the certification/recertification process.

COST REIMBURSEMENT FEES

DRAINAGE PLANT	\$ 3,820.12
PIPE PLANT	\$ 3,901.59
PRESTRESS PLANT	\$ 4,642.40
NOISEWALL PLANT	\$ 3,820.12
RETAINING WALL PLANT	\$ 3,820.12

Facility certification will include:

- Correspondence and Documentation Review
- Physical Inspection of the Production Facility
- Material Sampling and Testing
- Any associated Concrete Mix Design Trial Batching

Payment Information

The certification process will not begin until verification of payment is received from the MDOT SHA Cashier's Office. If you wish to continue with the plant certification process, please complete the attached form and contact Mr. Dave Welsh, Field Quality Assurance Team Leader, by email at dwelsh1@mdot.maryland.gov for the current account number then return it along with a Cashier's Check made payable to the Maryland Department of Transportation State Highway Administration. The form and check should be mailed to the address below.

Maryland Department of Transportation, State Highway Administration
c/o Cashier's Office
211 E. Madison Street
Baltimore, MD 21202

A sample cost letter is provided on the next page.

Sample Cost Letter

**Maryland Department of Transportation, State Highway Administration
c/o Cashier's Office
211 E. Madison Street
Baltimore, MD 21202**

Attention Cashier:

This payment covers the inspection costs for the certification of a plant to produce concrete products for Maryland Department of Transportation, State Highway Administration use. Verification of payment is required before any inspection will be performed. All inspection will be done by the Office of Materials and Technology. Please send a copy of the paid receipt to Dave Welsh, Field Quality Assurance Team Leader, Concrete Technology Division - Office of Materials Technology.

Company Name: _____

Plant Location: _____

Total Cost: _____

Account #: _____

Renewal of Currently Certified Plants

Facility Inspection, Material Sampling and Testing, as well as any applicable Concrete Mix Design Trial Batching must meet MDOT SHA requirements before final certification is granted and State production commences.

It is the sole responsibility of the producer seeking facility certification to submit any and all requested documentation required to complete the certification process. Failure to do so may impede final certification. MDOT SHA will not issue partial or temporary production facility certifications.

Your cooperation will be greatly appreciated. If you have any questions or need more information, please contact:

Mr. Dave Welsh, Field Quality Assurance Team Leader, by email at dwelsh1@mdot.maryland.gov or by phone at 443-695-0937.

Mr. James McBride, Field Quality Assurance Staff Engineer, by email at jmcbride1@mdot.maryland.gov or by phone at 443-591-1109.

Mr. David Rosen, Assistant Division Chief – Field, by email at drosen@mdot.maryland.gov or by phone 410-375-4424.

Currently Certified Plants

All plants currently certified to produce concrete products for Maryland Department of Transportation State Highway Administration must submit any changes/updates to their quality control plan as they take place each year if they plan to maintain certification. The form on the next page shows the list of items that must be submitted as part of the certification package. Once the quality control plan is submitted, it will be reviewed for compliance. Once the plan is found to be fully compliant, a plant inspection date will be scheduled.

Maryland Precast/Prestressed & Concrete Pipe Certification Program

PRE-INSPECTION & BINDER REQUIREMENTS

For your plant to be certified to produce precast structures for the Maryland Department of Transportation, State Highway Administration (MDOT SHA) or any of the subdivisions or other state agencies using MDOT SHA specifications, please make sure that your plant certification package (3 ring Binder) contains the following necessary items:

1. Plant Contact List (Minimum three persons with: titles, emails & phone numbers).
2. Quality Control Plan / Quality System Manual (Approved by NPCA, PCI or ACPA).
3. Certifications / Calibrations for scales and test equipment (Certified Annually).
4. Approved Mix Design/s (Signed by MDOT-SHA, Office of Materials Technology, Concrete Technology Division).
5. Trial Batch Data (For the above trial batches).
6. Master Vendor List (Names & addresses of material suppliers).
7. Mill Certifications & Delivery Tickets for: (A) Cement. (B) Fly Ash.
8. Mill Certifications & Delivery Tickets for: (A) Slag. (B) Micro Silica.
9. Certifications for Coarse Aggregate (Must be approved for PCC on MDOT SHA Quarterly Aggregate Bulletin).
10. Certifications for Fine Aggregate (Must be approved for PCC on MDOT SHA Quarterly Aggregate Bulletin). [AGGREGATE BULLETIN](#)
11. Alkali Silica Reactivity (ASR) compliance statement/testing.
12. Certifications for Air Entraining Admixtures (Must be approved on MDOT SHA Admixture Lists). [AIR ENTRAINING ADMIXTURES LIST](#)
13. Certifications for additional Concrete Admixtures (Must be approved on MDOT SHA Admixture Lists). [CONCRETE ADMIXTURES](#)
14. Water Supply Source Statement (Sources other than Municipal Sources must be tested).
15. Mill Certifications & Delivery Tickets for Welded Wire Mesh reinforcement (Must be of USA Manufacture).
16. Mill Certifications & Delivery Tickets for Deformed Steel Bar Reinforcement (Must be of USA Manufacture).
17. Certification for Form Oil/Form Release Agent (Must be approved on MDOT SHA Form Oil/Release Agent List).
18. A copy of each Quality Control Stamp assigned to all QC Department Members and their Signature as it will appear on QC Documentation.
19. List of QC personnel and a copy of their certifications (QC personnel must have ACI-Level 1 (all), NPCA Production & Quality School (PQS) Level I (precast), PCI Plant Quality Control Technician Level 1 (prestressed), or ACPA Q-Cast Certified Technician for pipe plants, **MDOT-SHA – Office**

of Materials Technology Certified Concrete Plant Technician (Certified Plant Technician) *

20. Sample copy of shipping documentation with MDOT SHA compliance statement.

***For questions regarding Certified Concrete Plant Technician Certification test scheduling, please contact:**

Saprina Stafford, MARTCP Administrative Officer
Maryland State Highway Administration
Office of Materials Technology
Office: 443-572-5040
Toll Free: 866-926-8501
martcp@mdot.maryland.gov