**Material Non Conformance Concurrence**

Date: Click or tap to enter a date.

|  |  |  |  |
| --- | --- | --- | --- |
| Project ID: | Project ID | Supervisor: | Supervisor |
| Contract ID: | Contract ID | Project Manager: | PDS PM |
| Title: | Project Title | Construction PE: | Const Project Engineer |
| Highway: | Project Highway | Prime Contractor: | Prime Contrator |
| County: | Choose an item. | Liable Contractor: | Liable Contractor |

Bid Items affected by Non Conformance:

|  |  |
| --- | --- |
| Bid Item No. Item Description | |
| Contract unit Price: | $Dollar Amount / Unit |
| Source: | Material Source |
| Quantity Affected: | Quantity Unit |

Description of Non Conformance:

Provide all details regarding the non conforming material. Include any necessary test results or pertinent information

escribe the situation that lead to the Non Performance. Write the summary like a police report. Report the facts – all the facts.

Consider including the following information:

* Number of tests taken (and type – QC/QV/PC)
* Number of tests required (and type – QC/QV/PC)
* Number of tests moved/missed (and type – QC/QV/PC)
* Were any tests non-conforming
* Is additional material to be placed
* When was the Non Performance discovered
* What action has been taken to address the Non Performance
* Specific testers involved and their HTCP numbers

This is not an all-inclusive list. These are just items to consider when writing the report.

Attach any backup documentation necessary to support the report you are writing.

According to CMM 8-10.5.1.5 Concrete Gradation:

State which area of Non Performance this situation falls under (Missed tests? Improper Documentation? etc.) and the appropriate credit percentage according to the CMM.

Region Recommendation:

State what the region recommends for a credit and write out the calculations.

Example:

The region recommends a 10% credit for the 3 moved tests.

$12.25 \* $250 \* 0.10 = $306.25

The region also recommends a $250 credit for each moved test.

$250 \* 3 = $750

TOTAL PROPOSED CREDIT:

***Please provide your recommendation/concurrence for Material Non Conformance Crecdit.***

|  |  |  |
| --- | --- | --- |
| **Submitted By:** Name **(**Firm**)** |  | **Date:** Click or tap to enter a date. |

|  |  |  |
| --- | --- | --- |
| **Concurrence By:** Project Manager Name **(Project Manager)** |  | **Date:** |

|  |  |  |
| --- | --- | --- |
| **Concurrence By:** Material Engineer Name **(NE Region Materials Engineer)** |  | **Date:** |

Proposed Credit Over $5,000:

|  |  |  |
| --- | --- | --- |
| **Concurrence By:** BPD/BTS Chief Name **(**Title**)** |  | **Date:** |

**Remarks:**

BPD/BTS Remarks