

Addition to a Professional Services Bulletin description for a third party Inspection Contract:

If directed by the Engineer, the Consultant Firm shall provide qualified individuals to audit or otherwise investigate specific operations of suppliers providing products for the department. A sample report and personnel qualification will be a required submittal for evaluation of the Consultant.

The assessment shall review fabrication/manufacturing process from material receipt to product shipment, including material control, manufacturing processes, personnel knowledge and practices, in-process quality checks, inspection, nondestructive testing, and documentation. The assessment will also include a detailed review of the supplier's quality management system in the areas of management review, contract review, purchasing, quality assurance/control, corrective action, control of nonconformances and detailing. All findings will be documented in a detailed report including objective evidence to support commendations, concerns, and nonconformances.

The successful firm will have demonstrable experience in conducting quality audits for the transportation industry. The Firm's qualification of personnel to perform this service includes familiarity with applicable project codes and specifications governing production processes, documented knowledge of and experience with conducting and reporting audits of fabricating/manufacturing facilities, and equipment and training necessary to evaluate product conformance. Individuals providing services must be employees of the Consultant Firm and under the training, supervision, and evaluation of that Firm.

The Consultant Firm shall have established procedures to ensure audits are professional and unbiased, and are performed with a rigorous attention to detail. The Consultant's audit procedures must be accepted by the department prior to conducting audits.

The Consultant Firm shall utilize individuals currently qualified as ASQ Certified Quality Auditors with training, experience, and working knowledge in assessing the quality management systems of suppliers to DOT projects. Additional qualification includes either an AWS QC-1 Certified Welding Inspector, or documented training and experience to show equivalency.

Each individual shall have documented training in these areas:

- State specifications for Highway and Structure related to all facets of the operation(s) audited.
- High strength bolting testing practices and the *RCSC Specification for Structural Joints Using ASTM A325 or A490 Bolts*.
- The assessment and reporting procedures of the Consultant Firm