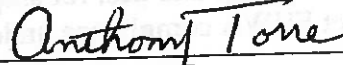


To: SUPERSEDED BY EI 12-020 EFFECTIVE 1/10/13		New York State Department of Transportation ENGINEERING INSTRUCTION	EI 10-035
Title: STANDARD SPECIFICATIONS – §637, ENGINEERS FIELD OFFICE, LABORATORY AND EQUIPMENT			
Distribution: ☒ Manufacturers (18) ☐ Local Govt. (31) ☒ Agencies (32)	☐ Surveyors (33) ☒ Consultants (34) ☒ Contractors (39) ☐ _____ ()	Approved:  Anthony Torre, P.E. Acting Deputy Chief Engineer, Research	11/12/10 Date

ADMINISTRATIVE INFORMATION:

- This Engineering Instruction (EI) is effective with the lettings of May 5, 2011.
- The information transmitted with this EI will supplement section §637 of the Standard Specifications and does not supersede any previous EI's.
- This revision will be incorporated into a future update of the Standard Specifications.

PURPOSE: This EI adds a new pay item under 637, item 637.36 Construction Testing Supplies – Consumables.

TECHNICAL INFORMATION:

- Item 637.36, Construction Testing Supplies - Consumables, is being added for the purchase and supply of consumable testing materials for projects.
- The Construction Testing Supplies requirement has been incorporated into Section 637 to provide a supply of consumable testing materials. Testing supplies may include but are not limited to: cylinder molds and lids; asphalt & emulsion collection tins; Ottawa sand for compaction testing; replicator tape for testing anchor profile; and sample containers, bags and ties for shipping purposes. To assure consistency and compatibility of consumables purchased on different projects, these testing supplies should be purchased using the same vendor(s) as detailed in the Office of General Services' Regional office supplies contract. The Regional Materials Engineer (RME) should be contacted for guidance.
- The cost increase to projects will be minimal, typically \$100 or less for small projects and possibly up to \$1000 for an extremely large project.
- The Designer should budget \$100 in each contract for item 637.36.

IMPLEMENTATION:

- Main Office Design Quality Assurance Bureau will insert the revisions to the standard specification beginning with projects submitted for the letting of May 05, 2011.
- Engineers-in-Charge may incorporate these changes into ongoing projects or those let prior to the inclusion of the revisions to the standard specifications. A Copy of this EI should be provided to the Contractor and a file copy included in the contract records as documentation of the change in accordance with the Contract Administration Manual (CAM) §104-02.

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TRANSMITTED MATERIALS: This EI transmits revisions to the Standard Specifications for §637, Engineers Field Office, Laboratory and Equipment, specifically to include a new pay item for Construction Testing Supplies - Consumables, for both Metric and U.S. Customary applications.

BACKGROUND: While the Department maintains and supplies testing equipment for Quality Assurance (QA) purposes on construction projects, various consumable materials are necessary to complete QA testing. Consumable testing supplies include but are not limited to: concrete cylinder molds and lids; asphalt & emulsion collection tins; Ottawa sand for compaction testing; replicator tape for testing anchor profile; and sample containers, bags and ties, for shipping purposes. These materials are necessary to perform QA testing to meet FHWA compliance under 23CFR637.

CONTACT: Direct questions regarding this EI to Don Streeter of the Materials Bureau at dstreeter@dot.state.ny.us or (518) 457-4593.

Make the following changes to the Standard Specifications of May 1, 2008

Delete §637-1.13 (Vacant) and replace with “637-1.13 Construction Testing Supplies - Consumables. This work shall consist of providing consumable testing supplies to be used by inspection staff.”

Delete §637-2.13 (Vacant) and replace with “637-2.13 Construction Testing Supplies – Consumables. Consumable testing materials as specified by the Engineer.”

Delete §637-3.13 (Vacant) and replace with “637-3.13 Construction Testing Supplies - Consumables. The Contractor shall provide consumable testing materials for the exclusive use of Department personnel and their authorized representatives. The supplies shall be provided within five (5) working days of the Engineer’s request, unless the Engineer agrees to a longer delivery time. The Department shall retain ownership of the consumable testing materials, both materials used and those materials unused for which the Contractor has been paid, at the completion of the contract.”

Delete §637-4.13 (Vacant) and replace with “637-4.13 Construction Testing Supplies – Consumables. Construction testing supplies will be measured for payment on a fixed price Dollars-Cents pay unit basis.”

Delete §637-5.13 (Vacant) and replace with “637-5.13 Construction Testing Supplies – Consumables. Construction testing supplies is a “draw-down” item. As the materials are supplied, the receipts shall be submitted to the Engineer. The Contractor will be reimbursed for receipted costs of materials plus 5% for profit and overhead (“materials” includes all labor, materials and equipment, including delivery charges from vendor sources).”

Add the following to the contract pay items list:

“637.36	Construction Testing supplies – Consumables	Dollars-Cents”
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Make the following changes to the Standard Specifications of May 4, 2006 as modified by EI 08-010:

Delete §637-1.13 (Vacant) and replace with “637-1.13 Construction Testing Supplies - Consumables. This work shall consist of providing consumable testing supplies to be used by Department staff.”

Delete §637-2.13 (Vacant) and replace with “637-2.13 Construction Testing Supplies – Consumables. Consumable testing materials as specified by the Engineer.”

Delete §637-3.13 (Vacant) and replace with “637-3.13 Construction Testing Supplies - Consumables. The Contractor shall provide consumable testing materials for the exclusive use of Department personnel and their authorized representatives. The supplies shall be provided within five (5) working days of the Engineer’s request, unless the Engineer agrees to a longer delivery time. The Department shall retain ownership of the consumable testing materials, both materials used and those materials unused for which the Contractor has been paid, at the completion of the contract.”

Delete §637-4.13 (Vacant) and replace with “637-4.13 Construction Testing Supplies – Consumables. Construction testing supplies will be measured for payment on a fixed price Dollars-Cents pay unit basis.”

Delete §637-5.13 (Vacant) and replace with “637-5.13 Construction Testing Supplies – Consumables. Construction testing supplies is a “draw-down” item. As the materials are supplied, the receipts shall be submitted to the Engineer. The Contractor will be reimbursed for receipted costs of materials plus 5% for profit and overhead (“materials” includes all labor, materials and equipment, including delivery charges from vendor sources).”

Add the following to the contract pay items list:

“637.36	Construction Testing supplies – Consumables	Dollars-Cents”
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