

Georgia Department of Transportation
Office of Materials and Research

Standard Operating Procedure (SOP) 17—Inspection
Acceptance of Miscellaneous Construction Items

I. General

As an aid to construction and maintenance personnel, the [Office of Materials and Research \(OMR\)](#) maintains a [Qualified Products Manual](#). This Standard Operating Procedure provides guidelines to establish Qualified Products for use with miscellaneous construction items and governs the following [Qualified Products Lists](#), which are included in this manual:

QPL 5	Electrical Conduit
QPL 6	Stud Shear Connectors
QPL 37	Cast Steel H-Pile Points
QPL 52	Overhead Sign Supports
QPL 53	Galvanizers
QPL 55	Welded Wire Fabric
QPL 57	High Mast Lowering Systems
QPL 59	Miscellaneous Metal Fabricators
QPL 64	Guardrail Impact Attenuators and Guardrail End Treatments
QPL 73	Waterborne Bridge Paint Systems

Products that appear on these lists have been evaluated by the [Office of Materials and Research](#) and have proven their capability of meeting the appropriate Georgia Department of Transportation Specifications. Most of these products may be used without sampling or pre-testing provided the field engineer determines the product is uncontaminated and /or undamaged. However, fabricated products governed under [QPL 52](#) and [QPL 59](#) do require pre-inspection by [OMR's](#) Inspection Services Branch. Evidence of pre-inspection is indicated by the

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presence of GDT stamps and/or serially numbered GDT tags on the individual products. The field engineer must ascertain that the construction item is the same material identified on the appropriate [Qualified Products List](#) and will acknowledge receipt of these items in the project diary or as required by the Construction Manual.

It shall be the responsibility of the Inspection Services Branch Chief to monitor products covered by SOP 17—Inspection. The [Office of Materials and Research](#) will update the [Qualified Products Manual](#) a minimum of every twelve months. Representatives from the [Office of Materials and Research](#), at unscheduled times, may visit the producer's plant or warehouse and/or construction or maintenance projects to obtain random samples of items covered by this SOP. Products that consistently produce test results that significantly vary from those established by the manufacturer and verified by the [Office of Materials and Research](#) will be removed from the [Qualified Products Manual](#). Products that meet the current requirements of the Specifications but do not perform satisfactorily in the field will be removed from the [Qualified Products Manual](#). Products that meet current requirements of the Specifications but were not submitted for annual evaluation upon request by the Department will be removed from the [Qualified Products Manual](#). Removal from the Manual will prohibit the use of the product in Department of Transportation work until the acceptability of the product is re-established.

Products that have not been used in Georgia Department of Transportation Construction or Maintenance work for a period of twelve months may, at the Department's discretion, be removed from the [Qualified Products Manual](#). The Department reserves the right to limit the number of products for each type material from any manufacturer.

II. Requirements

A. Manufacturer/Producer Requirements

Manufacturers and/or Producers must adhere to the following requirements:

Samples may be submitted for Initial Evaluation at any time. Products covered by SOP 17—Inspection, currently approved by the Department and listed in the Departments [Qualified Products Manual](#) must be submitted for Annual Evaluation at the discretion of the [Office of Materials and Research](#). Annual samples must be submitted in accordance with SOP 17—Inspection to the [Office of Materials and Research](#) before October 15 of each year.

When submitting a sample, the [Office of Materials and Research](#) requires the following:

1. A Product Evaluation Form (attached) must be completed, listing each sample submitted for evaluation.
2. A Manufacturer Safety Data Sheet (MSDS) should also accompany the sample when applicable. (See [Section IIB](#))
3. Warranty letter as described in [Section IIC](#).
4. The sample and required documentation should be sent to the following address:

Georgia Department of Transportation
Office of Materials and Research
15 Kennedy Drive
Forest Park, GA 30297-2599

Attn: Inspection Services Branch Chief

B. Independent Lab Results

Test results from a private lab are required on some items before the [Office of Materials and Research](#) will begin its evaluation. As a matter of information, any available test results, product data sheets, MSDS and independent lab evaluation and certification should be furnished when submitting a product for initial evaluation.

C. Annual Warranty

The manufacturer or producer must submit an annual warranty for each product before being added to the [Qualified Products Manual](#). The warranty shall be submitted on company letterhead and contain the following: Appropriate QPL warranty statement from [Section III](#) through [Section XII](#) followed by additional statement below, signed by a person legally responsible to bind the company, and notarized.

The Following Additional Warranty Shall Be Included As The Latter Part Of Every Warranty:

“We further warrant that material furnished to State of Georgia projects will be replaced without cost to the purchaser and State of Georgia when found not in conformity with any of the specified requirements. We accept full responsibility for determining the governing Specification for each order, provided we are given notice of revised Specifications, and we warrant that the material currently being furnished is identical in formulation, composition, and properties as the material originally submitted for source approval.”

D. Product Identification

Brand name, type, or lot or batch number, date of manufacture, and any other pertinent information must identify submitted products. The manufacturer will be expected to conduct sufficient tests and maintain product control records to verify that production is adequate to assure Specification compliance. It will be required that the manufacturer notifies the [Office of Materials and Research](#), in writing, of any change in formulation or composition of any of their products in the [Qualified Products Manual](#) and submit samples for re-evaluation.

E. Production Quality Control Plan

Manufacturers must submit a copy of a production quality control plan for each of their products for review by the [Office of Materials and Research](#).

F. Product Labels

Product labels must be unique to the company wishing to list their products in the [Qualified Products Manual](#); therefore, companies will not be allowed to list product labels other than their own. The Department will not evaluate or list the same-labeled product in the [Qualified Products Lists](#) for multiple distributors, manufactures or producers, unless product is privately labeled and warranted.

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G. Initial and Annual Evaluations

Submittal of products for Initial Evaluation or Annual Evaluation must be in accordance with this Standard Operating Procedure. The Department will not evaluate any improperly submitted products.

III. [\(QPL 5\)](#) Electrical Conduit

Electrical Conduit shall meet the current requirements of Section 923 of the Georgia Department of Transportation Specifications.

A. Sample Requirements

1. Initial Evaluation
One each type
2. Annual Evaluation
Warranty

B. Warranty Letter

“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is an electrical conduit meeting the current requirements of [Section 923](#) of the Georgia Department of Transportation Specifications. I further warrant that all steel products shipped to Georgia Department of Transportation projects are made from domestic steel and iron and that no foreign billets are used directly in the manufacture of these products.”

Include remainder of Warranty from [Section IIC](#).

IV. [\(QPL 6\)](#) Stud Shear Connectors

Stud Shear Connectors shall meet the current requirements of Section 512 of the Georgia Department of Transportation Specifications.

A. Sample Requirements

1. Initial Evaluation
One each type
2. Annual Evaluation
Warranty

B. Warranty Letter

“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is a Shear Stud Connector meeting the current requirements of [Section 512](#) of the Georgia Department of Transportation Specifications. I further warrant that all steel products shipped to Georgia Department of Transportation projects are made from domestic steel and iron and that no foreign billets are used directly in the manufacture of these products.”

Include remainder of Warranty from [Section IIC](#).

V. (QPL 37) Cast Steel Pile Points

Cast Steel H-Pile Points shall meet the current requirements of Subsection 855.2.03 of the Georgia Department of Transportation Specifications.

A. Sample Requirements

1. Initial Evaluation
One each type
2. Annual Evaluation
Warranty

B. Warranty Letter

“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is a Cast Steel H-Pile Point meeting the current requirements of Subsection 855.2.03 of the Georgia Department of Transportation Specifications. I further warrant that all steel products shipped to Georgia Department of Transportation projects are made from domestic steel and iron and that no foreign billets are used directly in the manufacture of these products.”

Include remainder of Warranty from [Section IIC](#).

VI. (QPL 52) Overhead Sign Supports

Overhead Sign Supports, Steel Strain Poles and Lighting Standards shall meet the current requirements of the Georgia Department of Transportation Specifications.

A. Sample Requirements

1. Initial Evaluation
None
2. Annual Evaluation
Warranty

B. Warranty Letter:

“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is an Overhead Sign Support, Steel Strain Pole or Lighting Standard meeting the current requirements of the Georgia Department of Transportation Specifications. I further warrant that all steel products shipped to Georgia Department of Transportation projects are made from domestic steel and iron and that no foreign billets are used directly in the manufacture of these products.”

Include remainder of Warranty from [Section IIC](#).

VII.(QPL 53) Galvanizers

Galvanizing shall meet the current requirements of the Georgia Department of Transportation Specifications.

A. Sample Requirements

1. Initial Evaluation

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None

2. Annual Evaluation

Warranty

B. Warranty Letter:

“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is a galvanized coating meeting the current requirements of the Georgia Department of Transportation Specifications.

Include remainder of Warranty from [Section IIC](#).

VIII. [\(QPL 55\)](#) Welded Wire Fabric

Welded Wire Fabric shall meet the current requirements of Subsection 853.2.07 of the Georgia Department of Transportation Specifications.

A. Sample Requirements

1 Initial Evaluation

None

2. Annual Evaluation

Warranty

B. Warranty Letter

“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is a Welded Wire Fabric meeting the current requirements of Subsection 853.2.07 of the Georgia Department of Transportation Specifications. I further warrant that all steel products shipped to Georgia Department of Transportation projects are made from domestic steel and iron and that no foreign billets are used directly in the manufacture of these products.”

Include remainder of Warranty from [Section IIC](#).

IX. [\(QPL 57\)](#) High Mast Lowering Systems

High Mast Lowering Systems shall meet the current requirements of Subsection 920.2.05 of the Georgia Department of Transportation Specifications.

A. Sample Requirements

1 Initial Evaluation

None

2. Annual Evaluation

Warranty

B. Warranty Letter

“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is a high mast lowering system meeting the current requirements of Subsection 920.2.05 of the Georgia Department of Transportation Specifications. I further warrant that all steel products shipped to

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Georgia Department of Transportation projects are made from domestic steel and iron and that no foreign billets are used directly in the manufacture of these products.”

Include remainder of Warranty from [Section IIC](#).

X. [\(QPL 59\)](#) Miscellaneous Metal Fabricators

Miscellaneous Metal Fabrications shall meet the current requirements of the Georgia Department of Transportation Specifications.

A. Sample Requirements

1. Initial Evaluation
None
2. Annual Evaluation
Warranty

B. Warranty Letter

“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is a Miscellaneous Metal Fabrication meeting the current requirements of the Georgia Department of Transportation Specifications. I further warrant that all steel products shipped to Georgia Department of Transportation projects are made from domestic steel and iron and that no foreign billets are used directly in the manufacture of these products.”

Include remainder of Warranty from [Section IIC](#).

XI. [\(QPL 64\)](#) Guardrail Impact Attenuators and Guardrail End Treatments

Guardrail Impact Attenuators shall meet the current requirements of Section 650 of the Georgia Department of Transportation Specifications. Guardrail End Treatments shall meet the current requirements of Section 641 of the Georgia Department of Transportation Specifications.

A. Sample Requirements

1. Initial Evaluation
None
2. Annual Evaluation
Warranty

B. Warranty Letter

“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is a Guardrail Impact attenuator meeting the current requirements of Section 650 of the Georgia Department of Transportation Specifications. I further warrant that all steel products shipped to Georgia Department of Transportation projects are made from domestic steel and iron and that no foreign billets are used directly in the manufacture of these products.”

Include remainder of Warranty from [Section IIC](#).

OR

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“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is a Guardrail End Treatment meeting the current requirements of Section 641 of the Georgia Department of Transportation Specifications. I further warrant that all steel products shipped to Georgia Department of Transportation projects are made from domestic steel and iron and that no foreign billets are used directly in the manufacture of these products.”

Include remainder of Warranty from [Section IIC](#).

XII. (QPL 73) Waterborne Bridge Paint Systems

Waterborne Bridge Paint Manufacturers shall provide systems that meet the current requirements of Subsection 870.2.01 of the Georgia Department of Transportation Specifications. The use of a given manufacturers primer requires the use of the same manufacturers intermediate and topcoats.

A. Sample Requirements

- 1 Initial Evaluation
1 qt (1 L) each
2. Annual Evaluation
Warranty

B. Warranty Letter

“This is to warrant that the product (Product Trade Name) as manufactured and sold by (Company Name) is a Waterborne Bridge Paint System meeting the current requirements of Subsection 870.2.01of the Georgia Department of Transportation Specifications.”

Include remainder of Warranty from [Section IIC](#).

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