**Maine Turnpike Authority**

**Material Testing Services**

**SCOPE OF WORK**

1. **GENERAL DESCRIPTION**

The Consultant, acting as an independent contractor will provide Material Testing services on construction projects for the Maine Turnpike Authority (Authority), in accordance with the latest version of the Authority’s Engineering Consultant General Conditions.

The Consultant will perform these services on projects as directed by the Authority. Material Testing Technicians (Technicians) will be assigned to projects with other Consultants serving as Resident Engineers or to projects where the Authority has an employee serving as Resident Engineer.

1. **SCOPE OF WORK**

The Consultant will provide Material Testing Technicians (Technicians) as needed to perform construction material testing of Authority projects. Material testing may include:

1. Field and lab testing of soils-aggregate materials.
2. Plant production inspection and product testing of hot mix asphalt.
3. Product testing of Portland cement concrete.
4. Steel fabrication inspection
5. Precast concrete fabrication inspection
6. Paint systems inspection
7. Project acceptance sampling.
8. Documenting and reporting test results.

All tests are to be performed in accordance with the latest applicable AASHTO/NETTCP/MaineDOT or other specified procedures. There may be other acceptance, verification and independent assurance testing performed by the Authority or MaineDOT; however the Consultant is responsible to verify that all acceptance testing assigned to and performed by the Technician is in accordance with the Estimated Minimum Testing Requirements for the Project.

Technicians may also be needed to perform construction inspection by verifying that the Contractor meets the contract requirements through direct inspections and generating written documentation of the Contractor’s daily activities.

The work will consist of specific assignments or on multiple projects on the Turnpike from Kittery to Augusta. Inspection of fabrication of structural units and paint systems may require work in facilities outside of Maine.

1. **STAFFING**

The Consultant’s Technician(s) must have prior experience and the required certifications in the areas of work which they are to perform. Technicians assigned to a project will be subject to review and approval by the Authority and shall not be replaced on the Project without Authority approval. Any Technician employed by the Consultant who, in the opinion of the Authority, does not perform his/her work in a proper and skillful manner, is intemperate or disorderly, or is unacceptable for any reason shall, at the request of the Authority, be removed from the project immediately.

The Consultant will provide Technicians who are available to work whatever schedule is directed by the Authority. Night, weekend and holiday work may be required. Work beyond eight hours per day and beyond 40 hours per week may be required.

**Positions Levels:**

1. **Testing Technician I** - assigned as a Technician on single or multiple construction operations on Authority project(s). Performs basic field testing and communicates test results to internal and external customers.

The following certifications are required in the area of work which the Technician will perform:

* + NETTCP Soils and Aggregate Inspector; or
  + ACI Level I or NETTCP Concrete Inspector; or
  + NETTCP Hot Mix Asphalt Paving Inspector.

**2. Testing Technician II -** assigned as the primary Technician on a single or multiple construction projects or as a lead technician on large Authority projects, supervising other Technicians. Performs inspection and field and/or lab testing and communicates test results to internal and external customers.

1. **Senior Testing Technician** – assigned as a Technician on multiple projects and/or multiple HMA/PCC plants. The following combinations of certifications are required in the area of work which the Technician will perform:
   * 1. NETTCP Hot Mix Asphalt Paving Inspector and Plant Technician; or
     2. NETTCP Soil and Aggregate Inspector and Soil and Aggregate Laboratory Technician; or
     3. MCTCB Concrete Plant Technician or NETTCP Concrete Inspector and Concrete Technician.
2. **Paint Inspector** – assigned to painting of sophisticated paint systems where NACE Intermediate training (Level 2 or 3) or equivalent training is required.
3. **Testing Technician III** – assigned as the primary Technician on a single or multiple construction projects. Performs inspection on paint systems or fabrication of structural units.
   1. **Chief Paint Inspector –** assigned to painting of sophisticated paint systems where NACE Certified or equivalent certification is required.
   2. **Fabrication Inspector** – assigned to steel fabrication or precast concrete facilities to verify conformance with requirements where certifications in AWS, NACE, SSPC, ACI and/or PCI is required.
4. **QUALIFICATIONS**

Consultant personnel shall be selected for Testing Technician I, II or III Task/Project Orders based upon the individual’s qualifications and the needs of the Authority.

1. **TERM**

The contract term shall be a maximum of four (4) years though employment of Technicians may be terminated any time their services are no longer required. Multiple contracts will be awarded and may consist of a single project of a short duration or multiple projects for a four (4) year term. The Authority reserves the right to reassign Technicians to various projects as the need for staffing occurs.

1. **TASK/PROJECT ORDER PROCESS**

The Task/Project Order will be the consultant’s formal notice to proceed - the letter will include the following information:

* + - * Contract Number
* Project Name
* Required classification
* Anticipated duties
* Start date
* Estimated duration
* The name of the Consultant’s employee.
* The Consultant employee’s hourly rate.
* The name of the individual to whom this position will report.
* Estimated cost of the task or project including the number of hours expected to work

Technicians assigned to a particular project shall perform all work to the satisfaction of the Authority.

1. **COMPENSATION**

Compensation for time worked, shall begin and end at the project location specified in the Task/Project Order. Travel may be required. Technicians will only be compensated for the actual time worked, unless otherwise negotiated.

1. **REIMBURSEMENT**

Consultant reimbursement will be in accordance with the Engineering Consultant General Conditions.

1. **TRAINING**

The Authority reserves the right to direct Technicians to attend training, seminars or other meetings conducted by the Authority or other agencies in conjunction with the Authority, at the Authority’s expense.

All Technicians must have a minimum of 10 hours of Construction Safety Training (OSHA 10); these costs are borne by the Consultant.

1. **NOTIFICATION REQUIREMENTS**

The Consultant shall notify the Authority, in writing, regarding projects where they may be working for other third-party clients.

1. **DOCUMENTATION**

The Technicians shall be experienced in the documentation requirements related to construction inspection, design, and materials inspection and testing.

The Technicians shall maintain separate and distinct records and files for each Project as directed by the Authority’s Representative.

The Consultant agrees to cooperate fully with the Authority and to maintain and protect complete records at the assigned office for review, use and approval at all times. These records shall be transferred to the custody of the Authority when the Technician has completed the assignment and final payment to the Consultant shall be withheld until such transfer has been completed.

1. **CLAIMS ASSISTANCE**

The Technicians shall be available to assist the Authority in the processing of any project claims or lawsuits, provided that the Technician is still in the employment of the Consultant. A Contract and Task/Project Order will be executed if the Consultant is no longer under contract to the Authority in order to reimburse any costs of the assistance required. The Authority will utilize any legal options afforded to them in any claims or lawsuits in the event that the Technician is no longer employed by the Consultant, i.e. subpoena, etc.

1. **SUPERVISION**

The Technician’s direct supervisor is the Resident Engineer assigned to that project.

If the Technician has any issues with the Authority’s Resident Engineer acting as their direct supervisor the Technician should contact the Authority’s Project Manager.

If the Technician has any issues with the Authority’s Project Manager, the Consultant should contact the Authority’s Director of Engineering & Building Maintenance.

If problems persist or are not resolved, the Consultant Manager/Principal shall, in turn, follow the Claims and Disputes Process outlined in the most recent version of the Authority’s General Conditions.

1. **EQUIPMENT REQUIREMENTS**

The Consultant shall provide all Technicians with cell phones and safety equipment and access to a computer[[1]](#footnote-1) and printer. The Authority does not consider this equipment a direct expense, but rather a cost associated with the Consultant’s overhead costs.

In addition to the electronic equipment above the Consultant shall furnish their employees with all necessary personal engineering supplies and equipment required to perform their jobs. This may include, but not be limited to:

1. OSHA required personal safety equipment including, but not limited to: hard hats, safety vests, and clothing (including Class III attire), proper footwear, ear protection, eye protection, safety harnesses and lanyards, respirators when required and disposable clothing, etc.
2. Hand levels.
3. Plumb bobs.
4. Rain gear.
5. Scientific calculator.
6. Drafting tools.
7. Smart Level.
8. English folding rule.
9. English tape measure and/or measuring wheel.
10. Amber strobe or LED flashing lights for personal vehicles. All vehicles to be used on the Turnpike require amber warning lights with 360 degree visibility.
11. Disposable equipment.
12. Survey Equipment (automatic level, rod, etc.)
13. Digital Camera

1. Computer requirements: All computers require E-mail service, compatibility with Authority office suite systems (Microsoft Office 2007); and capability to efficiently run electronic documentation software either provided by the Consultant and approved for use by the Authority, or provided by the Authority. [↑](#footnote-ref-1)