

Quality Assurance Certification

Purpose of Certification

Certification statements reinforce that the final Plan, Specification, and Estimate (PS&E) and supporting documents have been prepared and checked in accordance with established procedures and that the final PS&E meets appropriate standards and provides clear direction for construction of the project.

The objectives of certification are to:

Promote confidence that the final project documents meet a level of quality that is appropriate and is consistent with similar CFL projects and the project is biddable, can successfully be constructed, and is ready for advertisement.

Roles and Responsibilities

PMs, COEs, and HDMs, have been identified as having a considerable influence on the quality of the overall PS&E documents and therefore are delegated the responsibility for completing a quality assurance certification. Each internally delivered project will be signed by the PM, COE, and HDM. Externally delivered projects will be signed by the PM, COE, and AE PM.

Signing of certifications is not to be further delegated.

PM – Manages Scope, Schedule, Budget, and Quality through completion

HDM – Responsible for the production of the PS&E, including incorporation of engineering recommendations from other disciplines.

COE – Evaluates constructability, biddability of the PS&E with focus on contract administration, and constructed quality.

Procedures

Complete certifications prior to having the project's title sheet signed. Present the signed certification to the Director of Engineering at project signing.

Individuals that have the dual role of PM/COE sign the certification in both the PM and COE signature blocks.

When project is delivered externally, AE Project Manager will sign in the Highway Design Manager section.

FEDERAL HIGHWAY ADMINISTRATION
CENTRAL FEDERAL LANDS HIGHWAY DIVISION

QUALITY ASSURANCE CERTIFICATION

Project Number and Name: _____

PROJECT MANAGER

I have managed all aspects of the project scope, schedule, budget, and quality, including risk. I certify the project is biddable, can be successfully constructed, and the final plan package is ready to advertise.

Name: _____

Signature: _____

Date: _____

CONSTRUCTION OPERATIONS ENGINEER

I understand the risks assumed in the design and have evaluated the technical and construction administration aspects of the project. I certify the project is biddable and can be successfully constructed.

Name: _____

Signature: _____

Date: _____

HIGHWAY DESIGN MANAGER/AE PROJECT MANAGER

I have managed the design development to ensure continuous quality control. I certify the project documents are ready to advertise for construction.

Name: _____

Signature: _____

Date: _____