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Policies and Procedures

No. 6

SUBJECT:

Board Approval: 1/29/04

QUALITY ASSURANCE/QUALITY CONTROL (QA/QC) FOR CAPITAL IMPROVEMENTS PROJECTS

PURPOSE:

To provide clear, concise quality assurance and control recommendations that will ensure that the delivery of MTS-constructed projects meet or exceed the requirements and expectations.

BACKGROUND:

In order to protect the public interest and safety, public works projects have historically implemented quality assurance and quality control (QA/QC) management. QA/QC has specific techniques that ensure conformance to specifications and requirements with respect to design, procurement, construction, and functional performance.

The Federal Transit Administration (FTA) requires that grantees undertaking major capital improvement projects (over \$5 million) prepare, submit, and administer an approved Quality Plan. An approved Quality Plan defines a series of planned, systematic activities to ensure that the design, procurement, and construction meet the specified requirements at each stage of the project.

POLICY:

1. MTS Board shall establish a Quality Plan for the design, procurement, and construction of major capital improvement projects. The Quality Plan shall be prepared in accordance with FTA and the California Department of Transportation (Caltrans) guidelines. In addition, project-specific Quality Plans may be developed for very large or complex projects or as required by a funding agency.
2. The Quality Plan should be utilized by MTS and SANDAG staffs, consultants, agency contractors, subcontractors, and suppliers to manage the project design, procurement, and construction activities.



3. The Quality Plan should also describe the quality oversight activities utilized by the project oversight team.
4. The Quality Plan should provide adequate project quality guidance for design, procurement, and construction. It should include details of the quality system requirements to be applied during the design and construction processes, including requirements placed on subconsultants or subcontractors.

SGreen/JGarde
POLICY.6.QA QC FOR CIP PROJECTS
7/10/06

Original Policy approved on 9/11/78.
Policy revised on 2/7/85.
Policy revised on 11/19/87.
Policy revised on 1/10/02.
Policy revised/renumbered on 1/29/04.