

**Maryland Department of Transportation
State Highway Administration**

**Process & Requirements for Certification of
Ready Mix Concrete Plants**

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Table of Contents

Cover Sheet with Contacts	1
Table of Contents	2
Plant Certification Process Requirements	3
New Plants Requesting Certification	4
Payment Information	5
Sample Cost Letter	6
Renewal of Currently Certified Plants	7
Certification Binder Requirement List	8

Maryland Department of Transportation State Highway Administration Ready Mix Plant Certification Requirements

The information provided on the following pages is for ready mix concrete producers who wish to have their plants certified to produce for the Maryland Department of Transportation State Highway Administration (MDOT SHA).

Plant Certification Process Requirements

All plants must be listed as certified plants to be eligible to bid work (or be included in a bid) for Maryland Department of Transportation State Highway Administration (or associated MD State Agencies that utilize MDOT SHA Specifications & Requirements) projects. If a plant is not on the qualified list in the Materials Management System (MMS) the submitted source of supply request for that plant will be rejected.

Plants that receive certification are acknowledged to have the ability to produce ready mix concrete products for MDOT SHA for a period of one year. A plant must undergo an annual inspection to maintain certification.

All plants must submit their Quality Control Plan (QCP/QSM) for review and approval as per Maryland Department of Transportation State Highway Administration's Standard Specifications for Construction and Materials. See Standard Specification 915.03 under Certified Ready Mix Concrete plants in the links below:

STANDARD SPECIFICATIONS FOR CONSTRUCTION AND MATERIALS

https://www.roads.maryland.gov/ohd2/2019_Standard_Specifications.pdf

Once on the page, click on "Download File" to download the entire book.

SUPPLEMENTAL SPECIFICATIONS AND PROVISIONS

<https://www.roads.maryland.gov/mdotsha/pages/sscm.aspx?PageId=853&lid=SSP>

Refer to the supplemental specifications link above for changes or additions to the 2018 book.

MDOT SHA MATERIAL QUALITY RESOURCES

<https://www.roads.maryland.gov/mdotsha/pages/index.aspx?PageId=284>

The above link provides direction and a reference to the MDOT SHA Material Quality Process.

MDOT SHA QUALIFIED PRODUCERS & PRODUCTS

<https://www.roads.maryland.gov/mdotsha/pages/Index.aspx?PageId=600>

The above link provides a source for researching products (admixtures, steel, aggregates, etc.) approved for use by MDOT SHA.

New Plants Requesting Certification

MDOT SHA FACILITY INSPECTION COST REIMBURSEMENT

The Maryland Department of Transportation State Highway Administration (MDOT SHA) Office of Materials Technology (OMT) has established a cost reimbursement schedule to recover expenses associated with certification of production facilities. Cost reimbursement for certifications will apply to producers that meet one of the following provisions:

- Producers seeking first time addition to MDOT SHA’s list of qualified facilities.
- Producers who may have supplied to an active MDOT SHA contract more than one year since plant certification date but are no longer approved for an active MDOT SHA contract at the time of recertification.

Accordingly, if your production plant is seeking first time MDOT SHA certification and/or re-certification and your production plant is not an approved source on an active MDOT SHA Contract, please contact the MDOT SHA, Office of Materials Technology, Concrete Technology Division, to schedule your facility’s inspection and receive instructions regarding plant certification payment. The current calendar year cost for plant certifications or re-certifications are listed below, as well as general information regarding the certification/recertification process.

COST REIMBURSEMENT FEES

READY MIX CONCRETE	\$ 2,648.14
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Facility certification will include:

- Correspondence and Documentation Review
- Physical Inspection of the Production Facility
- Material Sampling and Testing
- Any associated Concrete Mix Design Trial Batching

Payment Information

The certification process will not begin until verification of payment is received from the MDOT SHA Cashier's Office. If you wish to continue with the plant certification process, please complete the attached form and contact Mr. Mike Strong, Field Quality Assurance Team Leader, by email at mstrong@mdot.maryland.gov for the current account number then return it along with a Cashier's Check made payable to the Maryland Department of Transportation State Highway Administration. The form and check should be mailed to the address below.

Maryland Department of Transportation, State Highway Administration
c/o Cashier's Office
211 E. Madison Street
Baltimore, MD 21202

A sample cost letter is provided on the next page.

Sample Cost Letter

**Maryland Department of Transportation, State Highway Administration
c/o Cashier's Office
211 E. Madison Street
Baltimore, MD 21202**

Attention Cashier:

This payment covers the inspection costs for the certification of a plant to produce ready mix concrete products for Maryland Department of Transportation, State Highway Administration projects. Verification of payment is required before any inspection will be performed. All inspection will be done by the Office of Materials and Technology. Please send a copy of the paid receipt to Mike Strong, Field Quality Assurance Team Leader, Concrete Technology Division - Office of Materials Technology.

Company Name: _____

Plant Location: _____

Total Cost: _____

Account #: _____

Renewal of Currently Certified Plants

Facility Inspection, Material Sampling and Testing, as well as any applicable Concrete Mix Design Trial Batching must meet MDOT SHA requirements before final certification is granted and State production commences.

It is the sole responsibility of the producer seeking facility certification to submit any and all requested documentation required to complete the certification process. Failure to do so may impede final certification. MDOT SHA will not issue partial or temporary production facility certifications.

Your cooperation will be greatly appreciated. If you have any questions or need more information, please contact:

Mr. Mike Strong, Field Quality Assurance Team Leader, by email at mstrong@mdot.maryland.gov or by phone at 410-375-1384.

Mr. Roger Hensley, Assistant Division Chief - Field, by email at rhensley@mdot.maryland.gov or by phone at 443-386-5890.

Currently Certified Plants

All plants currently certified to produce ready mix concrete for Maryland Department of Transportation State Highway Administration must submit any changes/updates to their quality control plan as they take place each year if they plan to maintain certification. The form on the next page shows the list of items that must be submitted as part of the certification package. Once the quality control plan is submitted, it will be reviewed for compliance. Once the plan is found to be fully compliant, a plant inspection date will be scheduled.

Maryland Ready Mix Plant Certification Program

PRE-INSPECTION

In order for your plant to be certified to produce ready mix concrete for the Maryland Department of Transportation, State Highway Administration (MDOT SHA) or any of the subdivisions or other state agencies using MDOT SHA specifications, please make sure that your plant certification package contains the following necessary items:

1. Plant Contact List (quality control personnel at the facility: titles, certificates, MARTCP number, emails & phone numbers).
2. Quality Control Plan
3. Certifications / Calibrations for scales and test equipment (Certified Annually).
4. Approved Mix Design/s (Signed by MDOT SHA, OMT, CTD).
5. Mill Certifications & Delivery Tickets for: (A) Cement. (B) Fly Ash.
6. Mill Certifications & Delivery Tickets for: (A) Slag. (B) Micro Silica.
7. Certifications for Coarse Aggregate (Must be approved for PCC on MDOT SHA Quarterly Aggregate Bulletin).
8. Certifications for Fine Aggregate (Must be approved for PCC on MDOT SHA Quarterly Aggregate Bulletin).
9. Alkali Silica Reactivity (ASR) compliance statement/testing.
10. Certifications for Air Entraining Admixtures (Must be approved on MDOT SHA Admixture Lists).
11. Certifications for additional Concrete Admixtures (Must be approved on MDOT SHA Admixture Lists).
12. Water Supply Source Statement (Sources other than Municipal Sources must be tested).
13. Sample copy of shipping documentation with MDOT SHA compliance statement.