1.00CERTIFICATIONS -- SECTION 106.03(b)3 -- All certifications for materials incorporated in this operation properly completed and on file.

   A. Certifications for pre-molded expansion joint filler, concrete curing compound, joint sealing material and detectable warning surface on CS-4171.
   B. Material received from an approved Bulletin 15 and/or 42 supplier, or approved by LTS testing.

2.00PROJECT OFFICE DOCUMENTATION -- POM & SECTION 704 -- Documentation applicable to this operation current, properly completed, and on file.

   A. Source of supply letter Form CS-200 (Source of Supply – Materials) or Form CS-201 (Source of Supply – Traffic Items) approved by the District before delivery to project. [Sect. 106.02(a)]
   B. Mix design signed by a District representative. [Sect. 704.1(c)4]
   C. Source documents properly completed. [POM B/1/4]
   D. No material has been paid for without proper certification. [Sect. 106.03(b)3]
   E. Quality Control Plan approved and on file. [Sect. 704.1(d)1]
   F. Assistant District Executive approval for all diagonal curb ramps. [RC-67M]
   G. Assistant District Executive approval if turning area is not on the sidewalk. [RC-67M]
   H. ADA Technically Infeasible Form completed for all curb ramps not fully meeting RC-67M.

3.00TEST DOCUMENTATION/FREQUENCY -- POM & PTM & SECTION 704 -- All testing properly documented and performed at the proper frequency.

   A. Trucks selected for acceptance testing according to PTM 1.
   B. Acceptance and verification testing performed at the proper frequency. [Sect. 704.1(d)5]
   C. Control test frequency according to Quality Control Plan and/or Section 704. Technician has copy of QC Plan and knows targets. [Sect. 704.1(d)4]
   D. Straight line diagrams for slump, air content, compressive strength, and w/c ratio current (minimum of 10 tests per class of concrete), and include QA results. [POM B/1/13]
   E. Disposition of rejected material documented. [POM B/9/1]
   F. Batcher-mixer slip (CS-4220) and concrete delivery tickets properly prepared. [Sect. 704.2(c) and AASHTO M157]
   G. Concrete Inspectors Daily Record Book (CS-472) or MC-CID App properly completed.
   H. Air meter calibrated within 2 weeks, and recorded in the Concrete Inspectors Daily Record Book or MC-CID App.
   I. Compressive strength form (CS-458A) or MC-CID App kept current. [POM B/6/10]
   J. An accurate daily record of air and curing temperatures kept during cold or cool weather and recorded in the Concrete Inspectors Daily Record Book (CS-472) or MC-CID App.
   K. Lots and sublots computed properly. [Sect. 704.1(d)]

4.00STAFFING -- Project adequately staffed. Inspectors and contractor supervisory personnel are knowledgeable of specification requirements.

   A. Department inspection.
   B. Consultant inspection.
   C. Contractor supervision.
   D. Contractor’s workforce.

5.00SAFETY -- SECTION 107.08 -- Operation conducted in a safe manner.

   A. All personnel acting in a safe manner.
   B. All personnel wearing proper safety attire.
   C. Working conditions are safe.
   D. Equipment operated in a safe manner.
   E. Contractor safety plan on file.
   F. Material safety data sheets on file.
G. All personnel wore high-visibility safety apparel (orange or yellow-green) that meets the Performance Class 2 or 3 requirements of the ANSI/ISEA 107-2004 publication entitled “American National Standard for High-Visibility Safety Apparel and Headwear” while in work zones exposed either to traffic or to construction equipment.

6.00 INSPECTION FORM – SHEET 1 -- POM C/6/10 -- Form CS-4401 properly completed for all newly constructed curb ramps & all existing curb ramps not reconstructed within the project limits.

A. Date of Investigation, Field Investigator(s), Engineering District Code, County Name and Municipality Name properly entered on the CS-4401.
B. Construction Phase: Appropriate block selected indicating whether it is a newly constructed curb ramp, an existing curb ramp or a missing curb ramp.
C. Ramp Crosses: Appropriate block selected indicating what type of roadway the ramp crosses and or services.
D. Photo Log Number & Number of Photos: Recommended to enter the time the photo(s) was/were taken as the Photo Log Number. This is required only as an aid to the investigator to assist in ensuring the correct photos are attached to the CS-4401 after downloading the photos. For Number of Photos, enter the total number of photos taken at the curb ramp location.
E. Ramp Surface: Appropriate ramp surface type selected (Brick, Concrete or Other). If "Other" was selected, investigator must have manually entered the surface type in the cell immediately to the right.
F. Surface Stable, Firm, and Slip Resistant: Appropriate block selected indicating if the curb ramp surface is stable, firm and slip resistant.
G. If Elevation Differences > 1/4": Appropriate block selected with any vertical elevation differences measured to the nearest 1/16 of an inch and entered on the CS-4401.
H. If Grate Openings or Gaps > 1/2": Appropriate block selected with any horizontal gaps within the immediate pedestrian path measured to the nearest 1/16 of an inch and entered on the CS-4401.
I. Utilities in Path of Travel: Appropriate block selected indicating if there are any utilities that obstruct the path of travel.
J. Water Ponding in Path of Travel: Appropriate block selected indicating if any water ponding exists within the travel path of the curb ramp.
K. Detectable Warning Surface (DWS): Appropriate block selected indicating if a detectable warning surface is present.
L. DWS Type: If "$Yes" was selected for Detectable Warning Surface (DWS), appropriate block selected indicating what type of DWS is present. If "Other" was selected, investigator must have manually entered what type of DWS was used in the cell immediately to the right.
M. Pedestrian Crossing and Type: Appropriate block selected indicating if a pedestrian crossing exists. The pedestrian crossing may be marked or unmarked. If "$Yes" is selected, the appropriate type of curb ramp must also be selected, "Single Ramp with Single Cross Walk" or "Single Ramp with Double Cross Walk".
N. Ramp Leads to Accessible Path: Appropriate block selected indicating if the ramp leads to an accessible path, such as a sidewalk or to a pedestrian pushbutton.
O. Longitudinal / Cross Slope in Front of Ramp: The longitudinal slope entered as a percentage in the first available cell which is equal to the slope in the street parallel to the direction of the curb ramp. The cross slope entered as a percentage in the second available cell which is equal to the slope in the street perpendicular to the direction of the curb ramp.
P. Turning Maneuver in Street: Appropriate block selected indicating if pedestrians must perform turning maneuvers in the street. If "$Yes", a landing is required in the street.
Q. Turning Maneuver at Top of Ramp: Appropriate block selected indicating if pedestrians must perform turning maneuvers at the top of the ramp. If "$Yes", S-max is required on sheet 2 of CS-4401.
R. ECMS #: Project ECMS number manually entered on the CS-4401.
S. Alg Δ Grade (Algebraic Change in Grade): The maximum algebraic change between the curb ramp slope and the longitudinal slope in the street parallel to the direction of the curb ramp.
T. Intersection Ramp # of #: The number assigned by the investigator for the ramp being investigated followed by the total number of ramps being investigated at the intersection.
U. Ramp Location (Use Figure): Using the intersection figure at the bottom of CS-4401, appropriate button selected for which the investigated curb ramp is located.
QUALITY ASSURANCE REVIEW CHECKLIST

COR ADA ADA CURB RAMP COMPLIANCE

V. Curb Ramp Type: The type of curb ramp designed according to RC-67M appropriately selected for the curb ramp being investigated. If the curb ramp was deemed "Technically Infeasible" during design and a detailed drawing was provided by the designer in the contract documents, curb ramp type "Other" must be selected.

W. North, East, South, West Leg/Leg Description: For each leg of the intersection, enter the State Route (SR) number or the name of the local roadway, select the appropriate roadway description, and if "SR" was selected, enter the Segment # (format: ####) and Offset # (format: ####) for that SR at the center of the intersection. Do not provide the Segment and Offset for the location of the curb ramp. The information documented for these leg descriptions will remain the same on all of the CS-4401s completed for the curb ramps investigated at the intersection.

X. Accessible Push Buttons & Sketch Used to Collect Field Information: Appropriate blocks selected indicating if pedestrian push buttons are accessible and if an additional sketch was used during field measurement.

Y. Status & Archive Ramp at Location #: For Status, select "Current" if the curb ramp is an active curb ramp or select "Archive" if the curb ramp has been removed/replaced and is no longer in use. Archive Ramp at Location # will only be used to document an existing curb ramp in which a CS-4401 has previously been completed and that curb ramp has been removed/replaced. Enter the Intersection Ramp # previously assigned on the CS-4401 for that curb ramp in the Archive Ramp at Location #.

Z. Level of Service: Once the curb ramp has been inspected and reviewed, appropriate block selected indicating the level of service the curb ramp provides.

7.00 INSPECTION FORM – SHEET 2 -- POM C/6/10 -- Form CS-4401 properly completed for all newly constructed curb ramps & all existing curb ramps not reconstructed within the project limits.

A. Ensure the investigator completed all the information on Sheet 1 of the CS-4401 except "Level of Service" before attempting to complete Sheet 2.

B. Using the investigator's information documented for "Pedestrian Crossing and Type, Turning Maneuver at Top of Ramp (S-max) and Curb Ramp Type" on Sheet 1; Form CS-4401 will automatically highlight in Blue the dimensions "A" through "CC" required to complete Sheet 2.

C. Using the "Curb Ramp Type" the investigator documented on Sheet 1 of the CS-4401, verify the required dimensions documented by the investigator for "A" through "W" & "CC" using the appropriate curb ramp diagram on Sheet 2. If "Other" was selected by the investigator as the "Curb Ramp Type" because the curb ramp was deemed "Technically Infeasible" during design, ensure the investigator is only completing those measurements required with the "Non-Typical" curb ramp diagram on Sheet 2. If a required dimension is not applicable for the curb ramp being investigated, ensure the investigator entered "999" as the dimension.

D. Using the "Pedestrian Crossing and Type" the investigator documented on Sheet 1 of the CS-4401, verify the required dimensions documented by the investigator for "X" through "BB" using the appropriate crossing diagram on Sheet 1. If a required dimension is not applicable for the curb ramp being investigated, ensure the investigator entered "999" as the dimension.

8.00 INSPECTION FORM – PICTURES -- POM C/6/10 -- Form CS-4401 properly completed for all newly constructed curb ramps & all existing curb ramps not reconstructed within the project limits.

A. Ensure the amount of photos attached by the investigator for the curb ramp location being investigated is equal to the number documented for "Number of Photos" on Sheet 1 of the CS-4401.

9.00 INSPECTION FORM – TECH INFEASIBLE FORM -- POM C/6/10 -- Form CS-4401 properly completed for all newly constructed curb ramps & all existing curb ramps not reconstructed within the project limits.

A. If the curb ramp was deemed "Technically Infeasible" during design, ensure the investigator has attached the front and back images of the ADA Technically Infeasible Form that was completed for the curb ramp location being investigated.
QUALITY ASSURANCE REVIEW CHECKLIST
COR ADA          ADA CURB RAMP COMPLIANCE

10.00 INSPECTION FORM – SCANNED FORMS -- POM C/6/10 -- Form CS-4401 properly completed for all newly constructed curb ramps and all existing curb ramps not reconstructed within the project limits.
   A. If the investigator printed and used a blank CS-4401 to collect the measurements for the curb ramp location being investigated, ensure the investigator has scanned images of both Sheet 1 and Sheet 2 and attached them into the appropriate location.
   B. If "Yes" was selected by the investigator for "Sketch Used to Collect Field Information" on Sheet 1 of the CS-4401, ensure the investigator has scanned an image of the sketch and attached it into the appropriate location.

11.00 SUBMISSION OF INSPECTION FORM -- POM C/6/10 -- Form CS-4401 properly saved and submitted to Central Office ADA Coordinator.
   A. Ensure the investigator has reduced the image size for all of the attached photos contained within the completed CS-4401 to "Print 220dpi".
   B. Ensure the investigator has saved all completed CS-4401s in Excel Macro-Enabled Workbook with a "*.xlsm" extension.
   C. Ensure the investigator has electronically submitted all files containing all of the project's completed CS-4401s in Excel Macro-Enabled Workbook to the Central Office ADA Coordinator.

12.00 DETECTABLE WARNING SURFACE -- RC-67M -- Detectable Warning Surface (DWS) placed according to Standard Drawing RC-67M and DWS manufacturer's cast-in-place installation instructions.
   A. One corner on the leading edge of the DWS must always be located at the back of the curb. If no other point along the leading edge of the DWS will be more than 60" away from the back of the curb, a perpendicular DWS may be used.
   B. If any point along the leading edge of the DWS will be greater than 60" away from the back of the curb, a radial DWS is required.
   C. Adjacent DWS tiles must be placed with manufactured surface to manufactured surface. DWS tiles may only be cut along the perimeter.