Pavement Smoothness Submittal Review Checklist for Resident Engineers

A: QC Plan Submittal Review Checklist

☐	1. Contacts names and phone numbers of those responsible for monitoring smoothness
☐	2. Inertial profiler certifications
☐	3. Operator certifications
☐	4. Manufacturer instructions for test procedures and verification
☐	5. Schedule: Methods and timing used for monitoring, testing ride quality, or both, throughout the placement process
☐	6. Begin and End semipermanent reference points established in accordance with the plans. Label used in the field in the format of XXXX-D-L-VAL. For example: • Beg-NB-1-861+69.60-INC, End NB-1214+21.10-INC, where DMI stationing increases in the northbound direction • Beg-SB-1214+21.10-DEC, END-SB-861+69.60-DEC, where DMI stationing decreases in the southbound direction
☐	7. A KMZ file for Beg and End semipermanent reference points (SPRP)
☐	8. A listing of GPS coordinates of all SPRP for Beg and End and know leave-outs
☐	9. Color photographs clearly displaying the label used to define the Beg and End SPRP

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B: Checklist for Receipt of Contractor Inertial Profile Runs, Videos or Photos Every 52.8 feet and Summary PDF Reports

PROFILE	Type A, RHMA-G, or BWC	OGFC on Existing Pavement	OGFC on New HMA	New Concrete Pavement	Grind Existing Concrete Pavement
Exist PPF		☐	☐	☐	☐
Exist Video of Photos	☐	☐	☐	☐	☐
Exist Summary Report	☐	☐	☐	☐	☐
Baseline PPF	☐	☐	☐	☐	☐
Baseline Video or Photos	☐	☐	☐	☐	☐
Baseline Summary Report	☐	☐	☐	☐	☐
Pave PPF	☐	☐	☐	☐	☐
Pave Summary PPF	☐	☐	☐	☐	☐
Final PPF	☐	☐	☐	☐	☐
Final Summary PPF	☐	☐	☐	☐	☐

NOTE: Do not insert contractor's storage devices into state computers. Place in a sealed envelope and label "Save, do not open."

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C: Checklist for Review Payment Adjustment Request

☐	1. Review naming convention of the XLSM and PVP. Do they match and are they named in accordance with Section 36-3.01C(6)(b), "ProVAL Project File," of the *Standard Specifications*.
☐	2. Perform a cursory review of the ProVAL project file to see that all profiles line up and leave-outs are appropriate.
☐	3. Check Column T on the "PayAdj" for misaligned data.
☐	4. Review the accuracy of the general input sections on rows 2 through 8 of the "PayAdj" worksheet.
☐	5. List layer thickness in cell N7 for HMA only; it's critical for Type A, RHMA-G, and BWC, and information only for OGFC.
☐	6. List total opportunities for improvement in cell O7 for HMA only; it's critical for Type A, RHMA-G, and BWS, and information only for OGFC.
☐	7. List HMA type and condition in cell R7 for HMA only. For concrete, check concrete pay table selection.
☐	8. Review the accuracy of columns C and D to verify that the check box on segments for which full-width segment corrections or partial-width segment corrections are used; for HMA only.
☐	9. Where full-width segment corrections are used, verify the opportunities were increased by 1 more than the default value entered in cell O7.
☐	10. Validate the exported data directly from the ProVAL project file PVP to verify that the contractor did not manipulate values between the time they exported the data from ProVAL and the time it was imported to the "green" tabbed worksheets.
☐	11. Review the values in the "total opportunities for improvement" in column M. These values default to the value entered into cell O7, but can be overridden where necessary.
☐	12. Verify that all areas of localized roughness (ALR) are less than 160 inches per mile of ALRMax. The contractor indicates this with a "zero" in column R.
☐	13. Verify that the engineer's "Overall MRI" values from verification profiles are within 10 percent of the contractor's

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D: Payment and Data Submittal

☐	1. Issue a change order. Fund using supplemental funds for pavement smoothness incentive or disincentives.
☐	2. Make payment adjustments on monthly progress estimates

☐	3. Submit the PVP and XLSM file within 2 weeks of each payment adjustment for:
	
	   a. Hot mix asphalt pavement: Asphalt.Smoothness@dot.ca.gov
	
	   b. Concrete pavement: Concrete.Smoothness@dt.ca.gov
	
	Include the following text in the subject line:
	
	Smoothness Adjustment, Contract ##_#####4 CO ##, EST ##