

MEMORANDUM

TO: District Engineering Administrators
District Construction Engineers

FROM: Robert E. Isgett III, P.E. Director of Construction

DATE: April 20, 2020

RE: Temporary Revision to 2007 Standard Specification for Highway Construction, Section 701.4.4.1, Paragraph 2 – “Contactless” Weigh Ticket Protocol for COVID 19

In response to CDC guidelines related to COVID-19 and to ensure the safety of SCDOT, contractor, and consultant personnel, a “Contactless” Weigh Ticket Protocol has been created. This protocol is to be implemented immediately for all **Concrete Mixer Deliveries**. This temporary revision to Section 701.4.4.1 of the Standard Specifications will remain in effect until further notice.

Contactless Weigh Ticket Protocol

1. SCDOT will provide email for RCE (or designee) to the Contractor to then provide to the Concrete Producer.
2. Concrete Producer will provide truck driver with a copy of the batch ticket AND an *unsigned* copy of the 700.04 form (Class 3000 and above) to deliver on-site. Truck driver will securely post the batch ticket and 700.04 form at a location where both are fully visible to the inspector and contractor, while maintaining Social Distancing.
 - a. The batch ticket and 700.04 form will remain onsite. The inspector will not take possession of this paperwork. The contractor will dispose of these documents as job site trash once the inspector has gathered the needed information from it.
3. **For Class 3000 and above:** Inspector will gather information from the *unsigned* 700.04 form to populate the highlighted columns of the “700.04 Summary Log” (provided with this guidance). The remainder of the information on the 700.04 Summary Log will be completed on site following testing and placement of the concrete.
 - a. Proper care should be taken by Concrete Producers to ensure the accuracy of Plant Water Held on the 700.04 to ensure that Water / Cement Ratios will not be exceeded.
4. SCDOT Inspectors will sanitize their hands before AND after touching the water hose on the back of the concrete truck. Other disposable PPE may be used in place of sanitizer.



5. No later than 12:00 p.m. the next business day, the Concrete Producer will email, in PDF format (one form or ticket per page): 1) copies of all batch tickets and 2) copies of all *signed* 700.04 forms (if applicable).
 - a. The 700.04 Summary Log will be signed by the inspector and placed in the project file with the signed 700.04 forms from the Concrete Producer. The 700.04 Summary Log attached to the 700.04 forms (as received) will become the complete document and no additional notes on the 700.04 are required.

If you have any questions regarding this temporary revision, please contact Clay Richter at (803) 315-5330.

REI:cwr

ec: Randall Young, P.E., Chief Engineer for Project Delivery
Merritt Vann, Quality Program Manager
Merrill Zwanka, Materials & Research Engineer
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Clay Richter, Road Construction Engineer
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File:Con/cwr