

In order to document the acceptance of materials incorporated in the work on the Project, SALT has created the "Materials Acceptance Summary" form. All items that are accepted based on the MnDOT Approved Products List, MnDOT Qualified Products List, or at the discretion of the Engineer shall be recorded on this form.

Material items shall be recorded on the Materials Acceptance Summary form in the following manner (please note that the following numbers correspond to the highlighted form above):

1. Date the material item is incorporated in the work.
2. Item Description
3. Date that the material item was verified to be located on the Approved Products List or Qualified Products List. Print a copy of the MnDOT Approved Products List or MnDOT Qualified Products List webpage and retain in the Project file.
4. Date Certificate of Compliance was received from supplier/contractor (as required by contract documents).
5. The Engineer may accept a material item by initialing and dating this column for those products which are not found on the MnDOT Approved Products List or the MnDOT Qualified Products List and are not sampled and tested at the discretion of the Engineer.
6. Once the project is complete, the Engineer shall certify all material items by signing the Material Acceptance Summary form. If multiple Material Acceptance Summary forms are required, each form shall be signed accordingly.

Questions

For information on the technical contents of this memorandum, please contact Joe MacPherson, State Aid Construction Engineer at (651) 366-3362 or Ron Bumann, State Aid Construction Practices Specialist at (218) 725-2811.

A link to all active and historical State Aid for Local Transportation Technical Memoranda can be found at: http://www.dot.state.mn.us/stateaid/sa_tech_memos.html

To request this document in an alternative format, call Bruce Lattu at 651-366-4718 or 1-800-657-3774 (Greater Minnesota); 711 or 1-800-627-3529 (Minnesota Relay). You may also send an e-mail to bruce.lattu@state.mn.us (please request at least one week in advance).