DATE: June 2, 1994

TO: District Engineers
    District Field Engineers
    District Construction Engineers
    Resident/Project Engineers

FROM: Gerald D. Dobie
      Engineer of Construction

SUBJECT: CONSTRUCTION INSTRUCTIONAL MEMORANDUM 1994-13
Copies of Concrete Test Reports

As requested by MCPA and MCA and in order to encourage the partnering concept as it relates
to our quality initiative, the sharing of information with our contractors and their suppliers on
the performance of concrete is recommended.

Therefore, copies of concrete street reports (1174A) and flexural/compressive strength
reports will be made available to the contractor or his supplier if a written request is submitted
to the resident/project engineer from the contractor.

The contractor should state what is requested and include the job number, date, location of the
pour, and name of the supplier. The contractor should also include a brief reason for this
information (i.e., comparison of air checks with the suppliers). The contractor and his supplier
will then make arrangements for picking up the reports. Methods should be utilized by the
contractor/supplier to obtain the reports that will cause a minimum of inconvenience to the
project office.

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Engineer of Construction

GDD:JTL:jd
Subject Index: Concrete
cc: Engineering Services Division L. Kinney H. Linne
    M & T Division MRBA R. Hunt
    Design Division MAPA B. Hayes
    OEO MCPA L. Heinig
    G. Taylor MCA