Contractor Quality Control (QC) Program Checklist Template

Project Name: Juniper Springs Boardwalk Replacement
Location: Silver Springs, FL (Ocala National Forest)

1. Project Administration & Management

- **QC Organizational Chart:** Submit a clear chart outlining the chain of command, separating production staff from the QC team.
- **Designated QC Manager (QCM):** Provide the resume of the designated QCM, proving at least 2–3 years of relevant construction/inspection experience on similar scope/scale projects.
- **Testing Agency Qualifications:** Provide documentation and accreditations of any third-party testing laboratories (e.g., concrete slump, soil compaction, pile testing).
- **Authority to Stop Work:** Document a signed statement confirming that the QCM has the explicit authority to halt any non-conforming work immediately. [1]

2. Environmental Compliance (Specific to Juniper Springs / FL Springs)

- **Erosion Control (SWPPP):** Submit a Stormwater Pollution Prevention Plan detailing methods for preventing sediment runoff into the natural springs.
- **Sensitive Habitat Protection:** Detail the flagging and barrier limits to protect surrounding wetlands and sensitive vegetation.
- **Spill Prevention & Response:** Outline containment plans for hydraulic equipment, heavy machinery, and portable toilets operating near the water.
- **Cultural/Wildlife Monitoring:** Include protocols for unexpected cultural artifacts or interactions with protected wildlife. [1, 2, 3]

3. Materials & Fabrication Control

- **Material Submittals:** Include manufacturer certifications for all boardwalk materials (e.g., structural composite lumber, preservative-treated wood, or fiberglass reinforced plastic).
- **Hardware & Fasteners:** Verify that all metal hardware is heavy-duty, corrosion-resistant (e.g., 316 Stainless Steel), and rated for Florida's high-humidity/wet environments.
- **Material Storage:** Outline secure, elevated, and dry storage procedures to prevent warping or weather degradation prior to installation.

4. Construction Phases & Inspections (Three-Phase Control)

- **Preparatory Phase Meetings:** Schedule a mandatory meeting with the US Forest Service Representative before beginning any distinct phase of work (e.g., pile driving, decking).
- **Initial Phase Inspections:** Inspect the initial segment of work to establish acceptable quality standards and verify compliance with project drawings.
- **Follow-up Phase Inspections:** Implement daily checks to ensure the ongoing work continues to meet the established standards.

5. Quality Control Testing & Tolerances

- **Pile Driving / Foundation:** Establish procedures for verifying pile embedment depths, load-bearing capacities, and plumbness.

- **Decking & Framing:** Inspect framing spacing, fastener embedment, and ADA-compliant slip-resistant surface finishes.
- **Concrete/Footings:** Verify concrete mix designs, slump tests, air entrainment, and proper curing methods according to FDOT standards.
- **ADA Compliance:** Check deck cross-slopes and accessible transitions into the Juniper Springs Recreation Area, complying strictly with Florida Building Code 8th Edition (2023) Accessibility standards. [1]

6. Documentation & Reporting

- **Daily QC Reports:** Implement a standardized Daily QC log noting weather, materials received, tests performed, and deficiencies identified/corrected.
- **Deficiency Tracking (Punch List):** Detail the logging system for documenting non-conforming items and the process for verifying their correction.
- **As-Built Redlines:** Maintain an ongoing, updated set of redline drawings reflecting field changes.