

MEMORANDUM

TO: DISTRICT 1 ENGINEER JAMES MEREDITH
DISTRICT 2 ENGINEER KENNY FENDER
DISTRICT 3 ENGINEER ANDRE FUTRELL
DISTRICT 4 ENGINEER WENDY WOLCOTT
DISTRICT 5 ENGINEER CORREN JOHNSON
DISTRICT 6 ENGINEER ANTHONY CRAWFORD
DISTRICT 7 ENGINEER JOHN CONCANNON
OOC DIRECTOR STEPHEN BUCY
OOTS DIRECTOR CEDRIC WARD
FROM: OED DIRECTOR SONAL RAM, P.E. 
SUBJECT: DISPUTE PROCESS FOR QUALITY ASSURANCE NON-COMPLIANCE
REPORTS
DATE: JULY 23, 2019
RESPONSE
REQUESTED BY: N/A

PURPOSE OF MEMORANDUM

To outline the process, effective immediately, for addressing contractor disputes related to OOC61/QA-1 non-compliance reports issued by the Office of Environmental Design (OED), Quality Assurance Division (QAD).

SUMMARY

Within 30 days of receiving a Quality Assurance Report with a non-compliance rating, contractors may submit, to the OED Director with a copy to the administering office/district, a written request for reconsideration of the non-compliance rating. Requests shall include new information that substantiates the dispute and justifies reconsideration of the assessed rating. After review, the OED Director will respond to the contractor, copying the administering office/district, providing a final, written determination on the non-compliance rating.

If you have any questions regarding this matter and its implementation, please contact me at 410-545-8640 or by email at sram@mdot.maryland.gov or Mr. Don Hoey at 410-440-8473 or by email at dhoey@mdot.maryland.gov.

cc: Mr. Tad Daniel, Team Leader, QAD, OED, MDOT SHA
Mr. Don Hoey, Chief, QAD, OED, MDOT SHA
Mr. Kevin Wilsey, Deputy Director, OED, MDOT SHA