

DRAFT Administration and Inspection Activities for Weighing of Materials

(As Specified in OPSS 102 ~~and SSP 101S18~~)

102.01 SCOPE

This CAIS covers the construction administration and inspection requirements for General Specification for Weighing of Materials where payment is based on mass as specified in OPSS 102, ~~October 1992, and SSP 101S18~~, April ~~2026~~1994.

102.02 REFERENCES

This CAIS refers to the following standards, specifications, or publications:

Ontario Provincial Standard Specifications, General:

OPSS 102 Weighing of Materials

~~MTO Standard Special Provisions:~~

~~SSP 101S18 Amendment to OPSS 102, October 1992 – Bar Coding on Material Delivery Invoices~~

Forms/Records:

~~PH-CC-703 Scale Accuracy Inspection~~

PH-CC-721 Record of Scale and Weighing Inspection

~~PH-CC-703 Scale Accuracy Inspection~~

Memoranda

PCM #2010-04 CVOR Action Plan Administration

102.03 DEFINITIONS

For the purpose of this CAIS, the definitions shall be as specified in OPSS 102.

102.04**SUBMISSION AND DESIGN AND SUBMISSION REQUIREMENTS--
Testing and Certification of Scales**

Administrative Activities:

1	-	Check that all scales are certified as specified, prior to the scales being used for the Contract and whenever scale recertification is performed.	-
2	-	Receive, from the Contractor, and c Check the copies of CVOR Abstracts and CVOR Holder information for all commercial vehicle operators as outlined elsewhere in the Contract Documents.	-
3	-	Receive, from the Contractor, and c Check the copies of Record of Allowable Gross Weight certificates for all commercial vehicles.	-
4	-	Receive, from the Contractor, notice and submissions from Contractor as specified.	-
5	-	All scale testing shall be recorded in the Record of Scale and Weighing Inspection (PH-CC-721).	-

102.06 EQUIPMENTAdministrative Activities:

<u>1</u>	<u>-</u>	<u>Verify that the scale house and/or trailer meet the requirements in the specification.</u>	<u>-</u>
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102.07 CONSTRUCTION--Weighing

Inspection Activities:

1	M	Witness the dumping of the material and verify that each load is completely dumped.	100%
2	M	Check that the material is placed in the area designated for that type of material.	100%
3	-	Check that the type of material delivered is the same as the type of material indicated on the weigh ticket.	100%
<u>4</u>	<u>M</u>	<u>Check if there is waste or loss of material between the scale location and the material's intended destination.</u>	<u>100%</u>
<u>5</u>	<u>M</u>	<u>Notify the Contractor if the hauling operation is terminated as specified.</u>	<u>100%</u>

Administrative Activities:

<u>1</u>	<u>M</u>	<u>Verify that the weigh scales, and weigh tickets meet the requirements in the specification.</u>	
<u>2</u>	<u>M</u>	<u>Receive, from the Contractor, notifications, daily reports and submissions as specified.</u>	
<u>34</u>	<u>M</u>	<u>Receive, from the Contractor, one original and two copies of the weight ticket from the truck operator at the time of dumping point.</u>	-
<u>42</u>	-	<u>Verify that the weight tickets is filled out meet the requirements in the specification.</u>	-
<u>3</u>	-	<u>On the weigh tickets for loads of material rejected or not received on the Contract: write the word "Cancelled", the reason and sign it.</u>	-
<u>4</u>	-	<u>Write Fill in the line "placed" on the weigh ticket: (station/location and use of the material).</u>	-
<u>5</u>	-	<u>Sign the original and the two copies of the weigh ticket.</u>	-
<u>6</u>	-	<u>Retain originals of all weigh tickets, and upload tickets, upload scanned copies to CMS, and link CMS entries to applicable diary entries. Submit to MTO as part of Contract finalization.</u>	-
<u>7</u>	-	<u>On the weigh tickets for loads of material rejected or not received on the Contract: write the word "Cancelled", the reason and sign it.</u>	
<u>87</u>	-	<u>Check that the weighed materials are administered as specified.</u>	-
<u>98</u>	-	<u>Maintain up-to-date quantities and daily summaries of the weighed materials.</u>	-
<u>109</u>	-	<u>Document all weighed items, including tickets, and retain until final payment is verified.</u>	-

102.07.01.02 Scale Location

Inspection Activities:

<u>1</u>	<u>M</u>	<u>Check if there is waste or loss of material between the scale location and the material's intended destination.</u>	<u>100%</u>
<u>2</u>	<u>M</u>	<u>Notify the Contractor if the hauling operation is terminated as specified.</u>	<u>100%</u>

102.08 QUALITY ASSURANCE

102.08.01 Scale Accuracy

Inspection Activities:

<u>1</u>	-	<u>Check that each scale used for weighed items is within the specified tolerances by turning trucks over that scale.</u>	<u>100%</u>
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2	-	Perform a scale sensitivity and a scale performance test each time a scale test is performed.	100%
3	-	<p>Determine the scale performance test as follows:</p> <ul style="list-style-type: none"> • A loaded vehicle is driven on to the scale deck and the load is balanced out using the various poise and the indicated weight is noted. Indicated load refers to the weight of the vehicle used in conducting the performance test, when weighed at the centre of the platform in the normal direction for weighing a loaded vehicle. • Prior to the loaded vehicle driving onto the scale platform, carry out the sensitivity under zero (0) load and Record it on the “Record of Scale and Weighing Inspection” submission. • The loaded vehicle is then driven onto the scale platform until the rear wheels are just over the end levers, and the indicated gross weight is captured under the heading “Performance Test”. • The loaded vehicle is then brought forward to the centre of the scale platform. The sensitivity test for a loaded vehicle is then carried out and Recorded on the “Scale and Weighing Inspection” form. • With the loaded vehicle still on the centre of the scale platform, the weigh ticket is then made out. • Enter: the Date, Truck Number, Net Weight and Weight Ticket Number on the “Scale and Weighing Inspection submission”. • The loaded truck is then reversed by the person performing the Sensitivity and Performance tests and Record the net weight in the “Checked Weight” section. • Compared with the net weight shown “Net Weight shown by the weigher” section. • Obtain the Gross Weight and enter it under “Performance Test”. This gross vehicle weight is the “Indicated Load” when calculating the “Limit of Error”. • Drive the loaded vehicle forward to the end of the platform scale so that the front wheels are just over the end levers. • Obtain the gross vehicle weigh. • Drive the loaded vehicle off the scales, turned around and weighed in the reverse order. • Issue the weigh ticket to the driver. • Sign the scale Sensitivity and Performance submission and add any remarks regarding the test results. 	100%

4	-	<p>To determine the Excess Loading of Motor Vehicles:</p> <ul style="list-style-type: none"> • Perform daily checks to verify that commercial vehicles hauling Materials to, on, or from the Working Area are not being loaded in excess of their maximum allowable gross limit. A commercial vehicle's maximum allowable gross limit is the lesser of the vehicle's Registered Gross Weight or Allowable Gross Weight. • The verification check for excess loading of commercial vehicles consists of comparing the gross weight recorded on each weight ticket to the vehicle's maximum allowable gross limit. • If the gross weight on the ticket exceeds the vehicle's maximum allowable gross limit, mark the ticket with an "X" and "Excess Loading". • When excess loading occurs that is less than or equal to 500 kg above a vehicle's maximum allowable gross limit, no further action is required. • When excess loading occurs that is more than 500 kg above a vehicle's maximum allowable gross limit, additional actions are required, immediately. Notify MTO and the Contractor and include details of the severity and frequency of the excess loading, any actions being taken, and any corrections required by the Contractor. • If severe and/or frequent excess loading is occurring, proceed with other administrative action. 	100%
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102.08.01.01 — Conveyor Scales

Inspection Activities:

1	-	A conveyor scale test shall be conducted a minimum of twice weekly or as required by the Owner.	100%
2	-	A minimum 10-minute run is required for this test.	100%
3	-	The material shall be collected in truck boxes and the total mass for each truck recorded.	100%
4	-	The material shall be reweighed on a recently verified platform scale, arranged for by the Contractor, and the material mass compared.	100%
5	-	The maximum allowable variation between the truck scale mass and the conveyor scale mass shall not exceed 0.5%.	100%
6	-	The Contractor shall be responsible for arranging the use of the platform scale.	100%

Administrative Activities:

1	-	Record the test results and <u>upload to CMS.</u> always have them available.	-
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102.10**BASIS OF PAYMENT**

Administrative Activities:

1	-	Basis of payment shall be as specified.	-
2	-	Weighed item quantities can be adjusted using a Change Order when there is a Change in the Work.	-
3	-	Weighed item quantities can be adjusted using another Other Payment Adjustment when there is not a Change in the Work. Within tolerances and because of variations in Material densities.	-
4	-	The progress payment quantity is obtained from the reconciled item postings in W BCMS. The Contract Administrator shall ensure that the proper quantities based on weigh tickets are entered in W BCMS and reconciled for payment.	-
5	-	The final payment quantity is obtained from the reconciled item postings in W BCMS.	-

WARRANT: Always with OPSS 102, General Specification for Weighing of Materials.