



AGENDA REPORT

Department: Engineering and Public Works
Prepared by: Luca Zappiello, Associate Engineer - Civil
Meeting Date: Tuesday, November 19, 2024
Approved by: Benjamin A. Martinez, City Manager

SUBJECT:

Adopting an updated Quality Assurance Program (QAP)

RECOMMENDATION:

Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, 1) Adopting an Updated Quality Assurance Program that Provides Sampling and Testing Procedures to Ensure that Materials Incorporated into Construction Projects are in Conformance with the Contract Specifications and Caltrans Requirements for Federal-Aid Projects; and 2) Authorizing the City Manager or their Designee to Execute the Quality Assurance Program."

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:

Not Applicable.

EXPLANATION:

Caltrans requires all agencies receiving Federal-Aid funds through transportation grant programs to adopt a Quality Assurance Program (QAP), and update the plan at least once every five years. The City Council adopted a QAP on February 4, 2014, per Resolution No. 2014-13, and on January 22, 2019, per Resolution No. 2019-3.

Currently, the Engineering & Public Works Department has quality assurance procedures for materials sampling and testing as part of the contract specifications for individual capital improvement projects. These specifications are based on Caltrans, AASHTO, and other nationally recognized specifications.

A QAP is required for any federally funded construction project administered by Caltrans. Without an adopted QAP, Caltrans will not process the Construction Authorization. The Caltrans Office of Local Assistance updated its "Quality Assurance Program Manual for Use By Local Agencies" in 2011. The Caltrans QAP Manual contains a sample QAP for local agencies to modify. City staff has taken this sample QAP and made slight modifications to meet the City's needs. By formally adopting this manual, as presented in Exhibit A, the City will comply with federal aid requirements.

FINANCIAL STATEMENT:

N/A

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:

Not Applicable

ENVIRONMENTAL REVIEW:

This is not a project under CEQA and is therefore not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:

The Agenda Report was posted within 72 hours of the meeting date and time in accordance with the Ralph M. Brown Act.

ORDINANCE:

Not Applicable

EXHIBITS:

Exhibit A – Quality Assurance Program (QAP)

Exhibit B – Resolution