CONSTRUCTION PROCEDURES HANDBOOK

SECTION VI    SUBSECTION F-8           DATE
CONSTRUCTION OPERATIONS    QUALITY CONTROL AND QUALITY ASSURANCE LANDSCAPE INSPECTION  5-08-2019

The Bureau of Landscape Architecture and Environmental Solutions is responsible for
inspection of landscape Items described in Sections 801, 802 and 811 of the 2007
Specifications. Construction personnel are responsible for inspecting landscape Items
described in Sections 803-810 of the 2007 Specifications.

The Bureau of Landscape Architecture and Environmental Solutions is available for
consultation regarding work inspected by Construction personnel and may assist in the
inspection of Items listed in Sections 803-810. Work which should be inspected by The
Bureau of Landscape Architecture and Environmental Solutions that the Bureau’s
personnel are unable to inspect is to be inspected by Construction personnel.

1. Construction is responsible for:
   a. Giving Landscape Architecture and Environmental Solutions a minimum 48-hour
      notice to schedule work (inspection and sampling).
   b. Informing the Contractor that there is an average 30-day turnaround time from the
time landscape material is sampled and delivered to the laboratory to the time the
laboratory results are returned.
   c. Preparing and checking the DC-30 As built records for all landscape items.
   d. Ensuring that Landscape Architecture and Environmental Solutions inspection
time charges are NOT recorded in Site Manager.
   e. Obtaining a copy of the Highway Occupancy Permit and the Maintenance Bond
described in section 811.03.02 from the Contractor prior to paying the item Plant
Establishment Period.

2. Bureau of Landscape Architecture and Environmental Solutions is responsible for:
   a. Completing Daily Work Reports for Items inspected by the Bureau of Landscape
Architecture and Environmental Solutions’ personnel.
   b. Verifying pay and as built quantities against the RE’s records on a monthly basis
(not necessarily at estimate time).
   c. Certifying delivery and acceptability of landscape materials.
   d. Inspecting planting material at nurseries if applicable
   e. Determining the acceptability of stands of grass.
f. Topsoil sampling for both on-site and off-site material.

g. Dropping off samples to the NJDOT laboratory receiving room with necessary LB-14 forms and LB-88 envelopes.