



Inter-Office Communication
Division of Construction Management

To: All District Deputy Directors
Date: September 5, 2003
From: William Lindenbaum, Deputy Director
Subject: Delivered Material

A handwritten signature in cursive script that reads "William H. Lindenbaum".

Reference is made to the previous IOC dated October 28, 2002 pertaining to paying for un-fabricated structural steel. This IOC supercedes the October 28, 2002 IOC.

Section 109.10 of the CMS makes provisions for paying the contractor for approved materials which are to be incorporated in the work. While this section has been applied to different material, the contractor has not normally been reimbursed for structural steel until after fabrication has been completed, inspected and accepted. The Department will now pay for un-fabricated structural steel if the following requirements are met:

1. The contractor has provided both the Engineer and the Office of Materials Management an itemized invoice from the steel mill for the steel for which reimbursement is requested.
2. Project Structural Steel design plans are complete with no forthcoming revisions. For design build projects, Contractor accepted shop drawings per, CMS 501.04, will need to be provided.
3. Contractor accepted certified test data for all steel in question along with mill shipping notices have been received by the Office of Materials Management as per Section 501.06 of the CMS.
4. The steel is properly stored to allow inspection by the Office of Materials Management. It shall also be properly set apart from other material and identified as belonging to ODOT.
5. The Contractor will provide the Engineer a written statement that under CMS 106, the Contractor is responsible for the steel that has been paid for until the actual steel is erected and accepted in the field.
6. Payment shall only be authorized after all the aforementioned documentation has been received by the Office of Materials Management and the steel has been inspected by the Office of Materials Management to verify that all the steel listed in the itemized invoice has been received by the fabricator and properly stored.

The amount to be paid shall be equivalent to the itemized invoice from the steel mill, but shall not exceed 50% of the bid price for the structural steel.