



**QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)  
FOR CAPITAL IMPROVEMENT PROJECTS**

This policy provides clear, concise quality assurance and control recommendations that will ensure that capital improvement projects constructed by SANDAG meet or exceed requirements and expectations, and to provide for a Quality Plan as mandated by the Federal Transit Administration (FTA). In order to protect the public interest and safety, public works projects have historically implemented quality assurance and quality control (QA/QC) management. QA/QC utilizes specific techniques that ensure conformance to specifications and requirements with respect to design, procurement, construction, and functional performance. The FTA requires that grantees undertaking major capital improvement projects (over \$5 million) prepare, submit, and administer an approved Quality Plan. An approved Quality Plan defines a series of planned, systematic activities to ensure that the design, procurement, and construction meet the specified requirements at each stage of the project.

**Procedures**

1. SANDAG shall establish a Quality Plan for the design, procurement, and construction of major capital improvement projects. The Quality Plan shall be prepared in accordance with FTA and Caltrans guidelines. In addition, project-specific Quality Plans may be developed for other very large or complex projects, or if required by a funding agency.
2. The Quality Plan should be utilized by SANDAG staff, consultants, agency contractors, subcontractors, and suppliers to assure adequate quality verification of the project design, procurement, and construction activities.
3. The Quality Plan should describe the quality oversight activities that will be utilized by the project oversight team.
4. The Quality Plan should provide adequate project quality guidance for design, procurement, and construction. It should include details of the quality system requirements to be applied during the design and construction processes, including requirements placed on subconsultants or subcontractors.