

Memorandum

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a California Way of Life.*

To: DEPUTY DISTRICT DIRECTORS, Construction
DEPUTY DIVISION CHIEF, Structure Construction
CONSTRUCTION MANAGERS
SENIOR CONSTRUCTION ENGINEERS
RESIDENT ENGINEERS

Date: July 16, 2021

File: Division of Construction
CPD 21-14



From: RAMON HOPKINS, Chief
Division of Construction

Subject: **24 MONTHS ASPHALT JOB MIX FORMULA**

This directive provides resident engineers with guidance on administration of a pending update to the *Standard Specifications* that extends the expiration date of hot mix asphalt (HMA) job mix formula (JMF) verifications from 12 months to 24 months.

When requested by the contractor, resident engineers are directed to issue a change order to allow an HMA JMF with a verification valid for 12 months, to be extended an additional 12 months for a total of 24 months, provided the contractor agrees to credit the state \$10,000. The intent is to take one credit per JMF; the credit may be waived when the contractor provides proof that a credit for the specific JMF has already been taken on a different Caltrans contract. No time adjustment is warranted by this change.

The Pavement and Materials Partnering Committee – Asphalt Task Group formed a workgroup to evaluate the impact of extending the HMA JMF time from 12 months to 24 months. The work group recommended, and the Asphalt Task Group approved the acceptance of JMFs that were verified within 24 months of submission. This recommendation also concluded that significant cost and resource savings will be achieved by this change.

Attached to this directive are a sample change order and memorandum. This directive serves as delegation of authority from the Division of Construction for change order approval, except when change order language is altered.

This directive is based on the Revised *Standard Specifications* that will become effective on October 15, 2021. The guidance in this directive is not applicable to projects that include the Revised *Standard Specifications* dated October 15, 2021.

If you have questions or comments regarding this directive, contact Ragu Thangavelautham, Division of Construction, at Raguparan.Thangavelautham@dot.ca.gov or (916) 764-8496.

DEPUTY DISTRICT DIRECTORS, Construction et al.

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Attachments:

1. Sample Form CEM-4903, "Change Order Memorandum"
2. Sample Form CEM-4900, "Change Order"

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people and respects the environment"*