

**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 project-specific Quality Plans as mandated by the Federal Transit Administration (FTA), Federal Highway Administration (FHWA), or any other funding agency that may require one. In order to protect the public interest and safety, all SANDAG public works projects implement 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 as defined in 49 CFR Part 633 prepare, submit, and administer an approved Project Management Plan (PMP). The PMP is to include a Quality Plan specific to the project as described in the Quality Management System Guidelines. 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, Caltrans, or other applicable 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.

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