

State of Vermont
AGENCY OF TRANSPORTATION
CONSTRUCTION & MATERIALS BUREAU
Materials Acceptance Program

TA555 Waive Small Quantity Procedure

In accordance with the Standard Specifications for Construction, Subsection 700.01:

The Agency may waive the requirement for submitting a certification for projects with small quantities of material having a cost of less than \$5,000 and that are not directly involved with the safety of the structure or the roadway. The material must still meet or exceed the specified material requirements.

To waive certification requirements, the Resident Engineer shall:

1. Verify that the material being incorporated in the project meets or exceeds the specified material requirements, has a cost of less than \$5,000, and is not directly involved with the safety of the structure or the roadway.
2. Complete a TA555 (Waive Small Quantity) form. More than one entry may be included on a single form only if all entries have the same material installation date. All fields on the form are required except for Additional Information, which is optional.
3. Email the TA555 (Waive Small Quantity) form to Certification Unit at AOT.MaterialsCertifications@vermont.gov, CC'ing the appropriate Regional Construction office. If necessary, the form can be mailed via USPS to the following address:

Vermont Agency of Transportation
Materials Acceptance Program - Certification Unit
2178 Airport Road, Unit B
Berlin, Vermont 05641-8628

4. Keep a copy of the TA555 (Waive Small Quantity) form for their records.

NOTE: Approved Products List (APL) requirements cannot be waived.

Material requirements can be waived only for materials that have been installed. For materials that are not to be used, requirements may be removed. The Contract's MAU Liaison should be contacted through the Inapplicable Material Requirement form to have requirements removed for materials that will not be used.

This form is to waive certification requirements for installed materials. To waive testing requirements for installed materials, the TA557 Minor Quantity Declaration form should be used.