



Connecticut DOT

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Office of Construction

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## CONSTRUCTION BULLETIN

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Construction Division Chief

### **Modifications to Materials Associations of Contract Items**

Project staff must contact the Materials Evaluation and Specification Unit (MESU) to request a modification of materials associations to contract items in one of the Construction Management Systems (CMS) [SiteManager or AASHTOWare Project Construction and Materials]. This requirement is included in the [Construction Manual version 3.3](#) (Jan 2022), released via Construction Directive [CD-2022-3](#), Sections 1-201, 1-401A, 1-402, and in Section 3.1 of the AASHTOWare Project [Agency User Manual version 2.0](#), released via Construction Directive [CD-2023-1](#).

At project start up, periodically during the project, and finally prior to requesting the Final Material Certificate (FMC), project personnel must review the materials associations of contract items using the available reporting tools in the CMS. When a modification is warranted, project personnel must contact MESU personnel via email at [DOT.MatTesting@ct.gov](mailto:DOT.MatTesting@ct.gov). The request must include the project number, item number, line number, material code or material description, detailed request, justification for the request, and, if applicable the specific subarticle in the contract that supports the association. Additionally, when an original contract item is revised or a new contract item is added by Construction Order, project personnel must coordinate with MESU to associate the proper material codes.