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## **FIELD EQUIPMENT CLEANING, CALIBRATION, & REPAIR**

### **GENERAL**

Various items of field-testing equipment require periodic calibration to ensure reliable results. Specific items requiring calibration are balances and weights, concrete air meters, and concrete beam testing machines, etc.

The Central Materials Laboratory of the Iowa Department of Transportation will, when possible, calibrate and repair testing equipment for county and municipal governments and private organizations when certified technicians are required.

### **COUNTY & MUNICIPAL GOVERNMENTS**

County owned equipment will be cleaned, calibrated and repaired as time permits. For any necessary repair parts, cleaning, etc., the county will be billed. If extensive repair or modification to equipment is required, the county will be billed for parts and labor. Prior to any extensive repair, the County Engineer will be notified with an estimate of the cost and his authorization to proceed must be received prior to the work.

Municipal governments that have projects involving state or federal funding may also have their equipment cleaned, calibrated, and repaired. Charges shall be the same as those imposed upon counties.

### **PRIVATE ORGANIZATIONS**

Testing equipment owned by private organizations will be cleaned, calibrated, and repaired when the Department of Transportation requires that certified technicians be utilized. A charge will normally be made when calibrating or repairing this equipment. Extensive repairs will be billed at actual cost plus labor charges. Prior to extensive repairs the organization will be notified with an estimate of the cost and authorization to proceed must be received prior to the work.

### **NON-STANDARD EQUIPMENT**

The Department of Transportation is not responsible for repairing equipment that is not normally used by the Department and for which replacement parts are not normally stocked by the Central Laboratory.

### **BILLING PROCEDURE**

Upon written notification from, the Office of Materials, the Office of Accounting will bill the appropriate agency or organization.