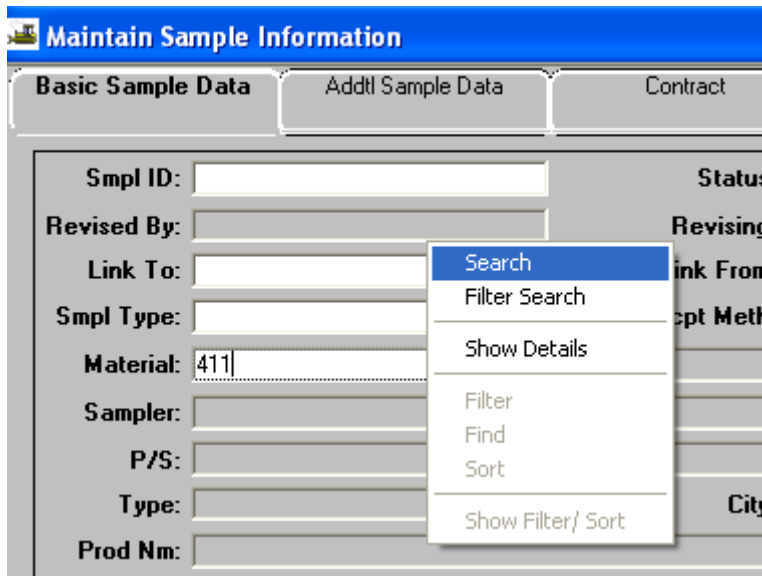
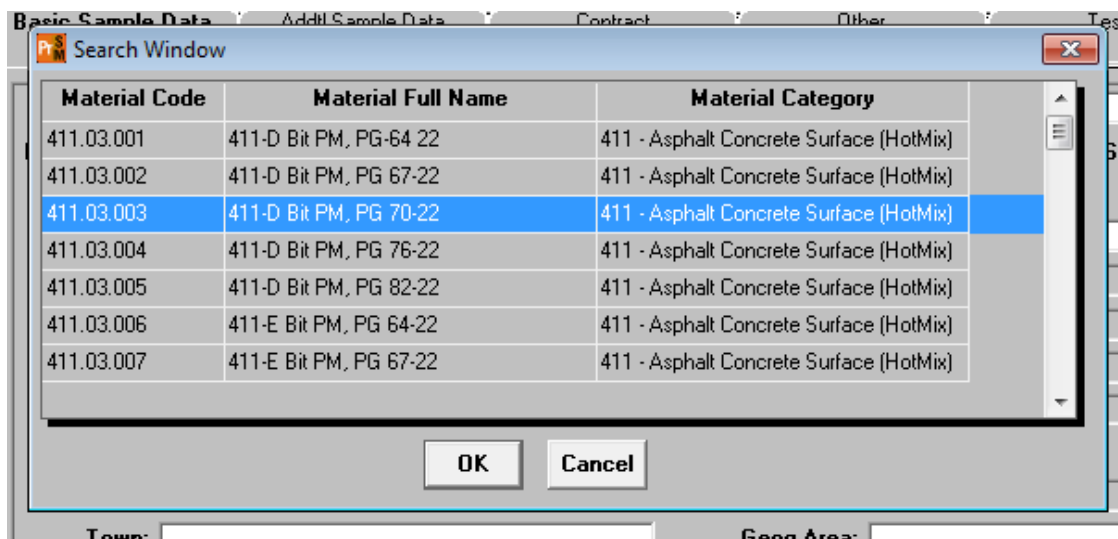


Asphalt Mix Contractor Lab Testing

When creating a sample it should be easy to find the correct material code by keying in the 3 digit code (307, 313 or 411). Then hold your cursor over the field and a magnifying glass will appear. Right click and select "search"



The search window will open with the first record being the one that starts with that code. The inspector will then be able to see the "material full name". The descriptions are grouped by the letter of the mix (A, AS, ACRL, B, BM, BM2, etc.) (411D, E, E(shoulder), SP411's) It should only take a couple of seconds to scroll to the correct mix and select it.



Below are examples of info that should be entered for asphalt mix samples:

Basic Sample Data	Addl Sample Data	Contract	Other	Tests
Smpl ID: <input type="text" value="jj01563149G083021"/>	Status: Pending			
Revised By: <input type="text"/>	Revising: <input type="text"/>	Sample Date: 09/16/14		
Link To: <input type="text"/>	Link From: <input type="text"/>	Log Date: 09/16/14		
Smpl Type: <input type="text" value="Acceptance"/>	Acpt Meth: <input type="text" value="Acceptance"/>			
Material: <input type="text" value="411.03.001"/>	411-D Bit PM, PG-64 22			
Sampler: <input type="text"/>				
P/S: <input type="text" value="Rogers Group - Lawrenceburg Asphalt"/>	<input type="text" value="35000003"/>			
Type: <input type="text" value="Producer/Supplier"/>	City: <input type="text" value="Lawrencebig"/>			
Prod Nm: <input type="text"/>				
Mnfctr: <input type="text"/>				
Town: <input type="text"/>	Geog Area: <input type="text" value="Region 3 - Lawrence"/>			
Intd Use: <input type="text"/>				
Repr Qty: <input type="text" value="452.250"/>	Ton	Lab Control Number: <input type="text" value="CNjj01563149G083021"/>		
Auth By: <input type="text"/>	Auth Date: <input type="text" value="00/00/00"/>	Lab Reference Number: <input type="text"/>		
Lock Type: <input type="text" value="HQ"/>	Locked By: <input type="text"/>	Lock Date: <input type="text"/>		

You can either key in the design number or use the search function:

Basic Sample Data	Addl Sample Data	Contract	Other	Tests
Smpl ID: <input type="text" value="jj01563149G083021"/>	Buy American: <input type="checkbox"/>			
Reqst By: <input type="text"/>	Witnesse			
Smpl Size: <input type="text"/>				
Dist from Grade: <input type="text"/>				
Station: <input type="text"/>	Offset: <input type="text"/>			Refer
Smpld From: <input type="text"/>				
Smpl Origin: <input type="text"/>				
Control Type: <input type="text"/>	Cntrl Number: <input type="text"/>			
Design Type: <input type="text" value="Marshall"/>	Mix ID: <input type="text" value="3140074"/>			
Plant ID: <input type="text"/>				
Creator User ID: <input type="text" value="jj01563"/>	Include Standard Remarks: <input type="checkbox"/>			
Last Modified User ID: <input type="text" value="jj01563"/>	Last Modified Date: <input type="text"/>			

Search

Filter Search

Show Details

Filter

Find

Sort

Show Filter/ Sort

Next we need to link the tests to a contract:

Click on the contract tab

1. Select the "New" icon at the top of the window.
2. Enter contract number or use search function to find correct contract and item(s) NOTE: if contract has multiple projects w/ item, select all project items for the material being tested.
3. DO NOT ENTER QUANTITY. The quantity to be paid is entered in a DWR by office personnel. The material has a rate/frequency of testing linked to it, and entering a quantity here will possibly cause a shortage of test results resulting in money being withheld.

1

2

3

Contract ID	Project	Line Item	Proposal Line Number	Item Code	Fed State Prj Nbr	Cont Est Matrl Qty	Reported Qty	Material Unit	Reported Matrl Qty	Sat M
TST118	06001-3171-44	0490		411-01.10	NH/HPP-I-75-1	52.000	0.000	Ton	0.000	
							.000			

Project Number	Line Item Number	Proposal Line Number	Item Code	Line Item Desc
06001-3171-44	0490	0490	411-01.10	ACS MIX(PG64-22) GRADING D

Next you will need to select a lab.

Click on the Other tab.

1. Select the "New" icon at the top of the window.
2. Select Destination Lab.
3. Use search function to find correct lab.

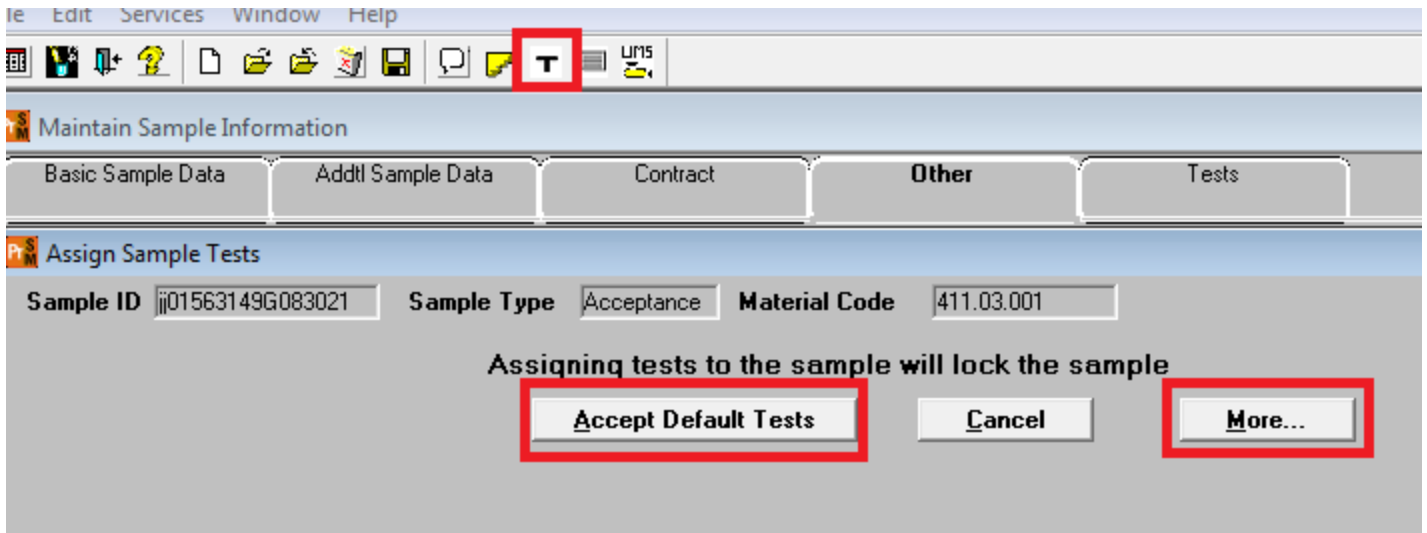
Basic Sample Data | Addtl Sample Data | Contract | **Other** | Tests

Sample: jj01563149G083021

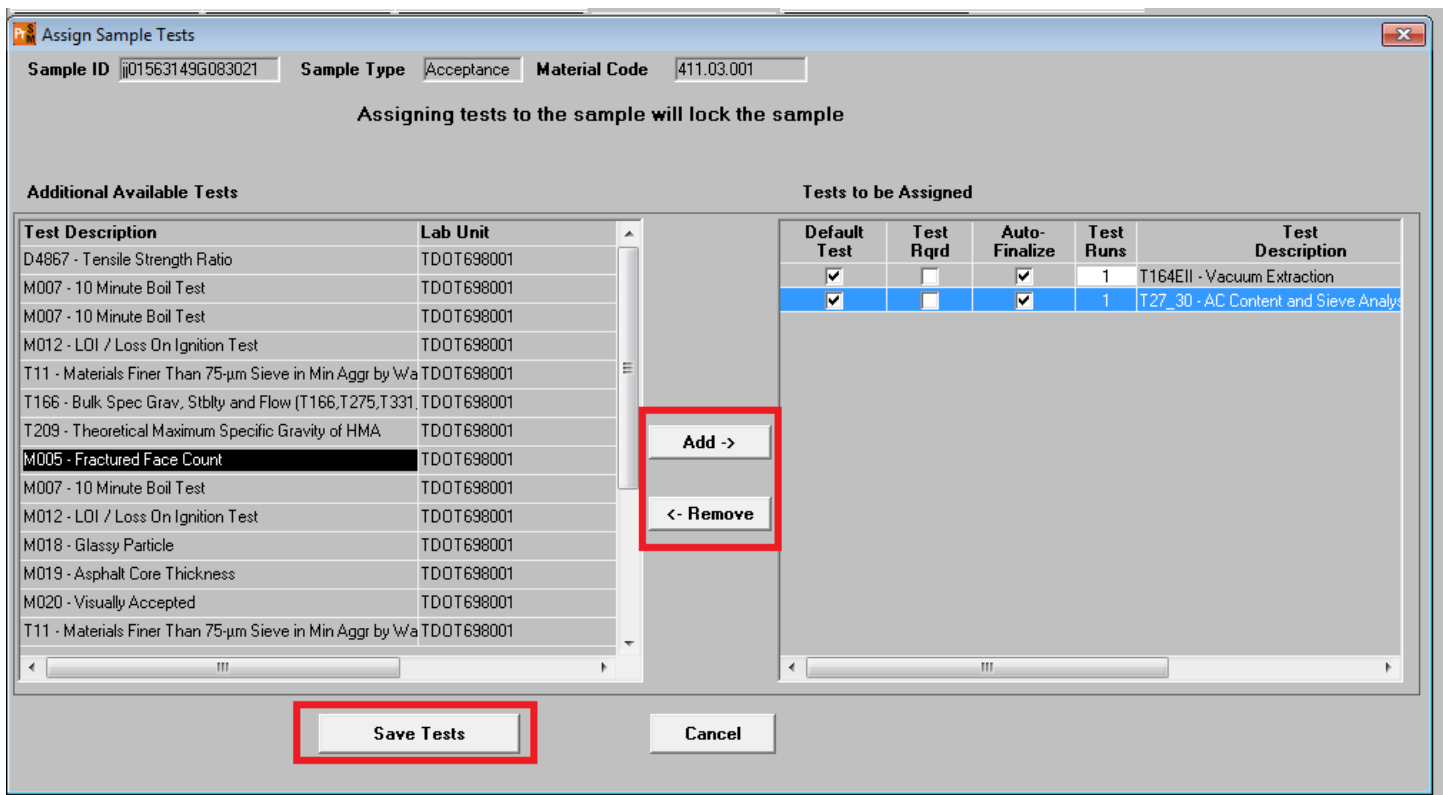
Type	ID	Description
Destination Lab		

Destination Lab	
DEST - TDOT Contractor Lab	
DEST - TDOT Field Testing	

The final step is selecting the tests. Select the "Open Assign Tests" icon at the top of the screen. **Most times you will accept default tests. If you need to run tests that are only ran occasionally, select the More button.**



When you select the “More” option, a new window opens. You can use this window to add additional tests, or remove default tests. Once you click “Save Tests” the sample will lock and will be in the lab you selected (Field or Contractor). NOTE: It is a pain to add/remove tests after this step, so make sure you have the tests you plan to run on your sample selected. **Many times the first sample will have the verification sample linked to it, so make sure your first acceptance sample has all tests required for verification. This will require selecting the “More” option.**



You are now ready to go to LIMS and enter your test results.

A few important procedure notes:

1. SiteManager requires specific tests to be performed before any payment can be made on asphalt items. If no tests are required first day material is placed (small quantity or temporary) A sample with all tests required for payment **MUST** be created. The sample can be moved thru LIMS without any test data entered, but the inspector will be required to describe reason in remarks field of test templates. **The T27/30 sample will need to**

be marked "Out of Spec" in order for the sample to be reviewed correctly. This will be an acceptance sample. Since no results are entered the sample must be reviewed. Make sure you give acceptance method of "Acceptance", mark it "Authorize, and give it a status of "Complete-no tests required"

2. We have an asphalt plant daily report (RR061) that can be ran for any contract/mix ID/date range
3. RR016-Approved mix design report will list all designs linked to a contract.
4. A **verification sample** will usually be tested at the same time as the first acceptance sample. In order to make sure we have the correct "Acceptance" sample showing on report RE: RR032 "Hot Mix Asphalt (HMA) - Verification Summary", the asphalt plant inspector creates his acceptance sample and relays the sample ID to the Regional M&T inspector performing the Verification tests. Next assign appropriate lab and tests.
5. The M&T inspector performing **the verification test** will be able to add the Acceptance sample ID to the "Link to" field of the Verification sample and enter his results for this sample after the plant inspector pipelines his data back to the network. By doing this the 2 samples will be tied together and there will be only 1 verification sample and it would have the correct "Acceptance" sample tied to it.