# **Regional M&T Proctor Samples**

This document outlines the procedure for creating samples of aggregate and borrow material coming to labs for proctor/density/moisture testing.

Note: For <u>aggregate base material</u> use the appropriate "Type/Grade" <u>903.05.</u> material code or <u>903.15.124- Agg Cement Agg Base (Gravel)</u>, or <u>903.15.125- Agg Cement Agg Base (Chert)</u>. Below is an example of what should be captured for a sample of base material from a quarry:

Basic Sample	Data Addtl Sample Data	Contract	Y Other	Tests	
Smpl ID:	jj015631810111354	Status:	Pending Authorization		
Revised By:	<u></u>	Revising:		Sample Date: 01	/24/18
Link To:		Link From:		Log Date: 01.	/24/18
Smpl Type:	Information Only	Acpt Meth:	Information Only		
Material:	903.05.069	Type A, Grade D (Base S	Stone)		
Sampler:	jj01563	Evans, Bobby			
P/S:	Delta Contracting - Jackson Aggreg	ate		45700004	
Туре:	Producer	City:	Humboldt		
Prod Nm:					
Mnfctr:	Delta Contracting - Jackson Aggreg	ate		45700004	
Town:			Geog Area: Region 4	- Madison	•
Intd Use:	intd use				
Repr Qty:	.000 Ton		▼ Lab Co	ntrol Number: CNjj01563181011	1354
Auth By:		Auth Date: 00/00	/00	Lab Reference Number: 1850	01
Lock Type:	<b>•</b>	Locked By: jj01563	3	Lock Date: 1/24/201	8 11:15:36
	HQ: 🖂				

Data entered into the Intd Use and Lab Reference Number fields (above) and Dist from Grade, Station, and Offset fields (below) will populate data on the proctor report. (Last page has example of report with this sample's data).

Basic Sample Data	Addtl Sample Data	Contract	Y Other	Tests	
Smpl ID: jj0	- 15631810111354	Buy American:	Spaces		•
Reqst By:				Witnessed By:	
Smpl Size:		Spaces			•
Dist from Grade:	111	Foot/Feet			•
Station: 12	2+34	Offset: offs	set	Reference:	
Smpld From:				_	

Contract samples of the same material with the same text in the "Sampled From" field, will appear together on one page of the report. Example below:

Material: 203.02.002 - Borrow ( Producer/Supplier:	Unclassified)	Contra Sample	Contract ID: CNP922 Sampled From: Batson Farm, Crestview School Rd.				
	Gradation - Total Percent Passing						
Sample ID	ii01349162M143950	ii0134915BN145125	1				
Date Reported	3/1/2016	12/16/2015					

Basic Sample Data	Addtl Sample Data	Con	tract	Other	Tests
Sample jj015631810111	354				
Туре		ID		Description	
Destination Lab		FDOT 457000	DEST - TDO	T Region 4	
Destination Lab	<b>T</b>	DOT698000	DEST - TDO	T Contractor Lab	

**NOTE:** If the person creating the sample plans to run the T27 gradation test at the "contractor" lab, and T89/90 & T99 tests in the Regional M&T main lab; they should add both destination labs to the sample. If tests T27, T88, or T88A will be performed in the M&T Lab, do not add the 2<sup>nd</sup> destination lab "Contractor Lab".

Also, if this is a quarry sample and the material will be available for use on any contract; do not specify a specific contract. If you do, that contract will be listed on the proctor report. Users can generate the report by just selecting the material and P/S.

Assign Sample Tests							>
Sample ID jj015631810142949 Sample Type	Information Only Materia	l Code 903.05	.069				
Assigning tests to the sample will lock the sample							
Additional Available Tests			Tests to b	e Assigned	I I		
Test Description	Lab Unit		Default	Test	Auto-	Test	Test
T104 - Soundness of Aggr (Sodium Sulfate or Magnesium	TD0T457001		Test	ngra	Finalize	nuns	
T11 - Materials Finer Than 75-µm Sieve in Min Aggr by W	a TDOT698001			_		1	127 - Sieve Analysis of Fine and Loars
T11 - Materials Finer Than 75-µm Sieve in Min Aggr by W	a TDOT 457001					1	1200 - 1 otal Evaporable Moisture of Ag
T166 - Bulk Spec Gray, Stblty and Flow (T166,T275,T33)	I TDOT457001					1	199 Moist vo Donaity Polations of Soi
T166 - Bulk Spec Gray, Stbltv and Flow (T166,T275,T33)	TD0T698001		· ·		, v		133 • Molsture-Density Helations of 30
1255 - Total Evaporable Moisture of Aggregate by Drving	TD0T698001						
1265 - Laboratory Determination of Moisture Content of S	TD0T457001						
T27 - Sieve Analysis of Fine and Coarse Aggregates	TD0T457001	<u>A</u> dd ->					
T 27/20 Ciaus Analysis of Thio and Coalse Aggregates	1001457001						
127750 - Sleve Analysis of Asphalt Mix	1001457001						
T27/30 - Sieve Analysis of Asphalt Mix	TD01698001	<- Remove					
T85 - Specific Gravity and Absorption of Coarse Aggregat	e TDOT 457001		+				

**NOTE:** When manually adding or removing tests, make sure you are selecting the correct lab unit to match the destination lab selected earlier.

For contract specific soil samples using material code 203.02.002 capture details indicated below in the sample record:

Basic Sample Data	Addtl Sample Data	Contract	Y Other	Tests	
Smpl ID: jj015631	56G155738	Status: Pe	ending		•
Revised By:		Revising:		Sample Date:	06/16/15
Link To:		Link From:		Log Date:	: 06/16/15
Smpl Type: Informat	ion Only 📃 💌	Acpt Meth	formation Only		•
Materia : 203.02.0	002	Borrow (Unclassified)			
Sample : jj01563		Evans, Bobby			
P/S:					
Туре:		City:			
Prod Nm:					
Mnfctr:					
Town:			Geog Area: Region 3	Davidson	•
Intd Use: Contract	: CNX000 borrow pit				
Repr Qty:	.000 Cubic Yard		▼ Lab Co	ntrol Number: CNjj01563156	G155738
Auth By:		Auth Date: 00/00/00	D	Lab Reference Number:	
Lock Type: HQ	<b>T</b>	Locked By:		Lock Date:	

<u>Material</u>: Always use 203.02.002 for soil & codes listed above for base aggregate. The test results will determine what contract item material codes the material can be used for.

**<u>Geog Area</u>**: Select the Region and county the sample came from.

Intd Use: If it is a contract specific sample, list if it is for borrow, select borrow, or base material.

Basic Sample Data	Addtl Sample Data	Contract	Other	Tests	
Smpl ID: jj0	1563156G155738	Buy American:			T
Reqst By:				Witnessed By:	
Smpl Size:					•
Dist from Grade:					•
Statior 12	+34	Offset 165'		Reference:	RT of CL
Smpld From ad	ditional location data can be en	tered			
Smol Origin:					

Enter enough data to tie down the location where the material was sampled from on the Addtl Sample Data tab.

Maintain Sample Information								
Basic Sample Data	Addtl Sample Data	a Cont	ract O	Ither Tests				
Sample   01563155T110	238							
Туре		ID		Description				
Desanauon Lab		TD0T233000	DEST - TDOT Region 2					
Contract		CNA251	GRADE, DRAIN AND PA	VING ON S.R. 32				

**NOTE:** In order for the contract number to be available when running the proctor report, the contract must be entered on the "Other" tab.

## To add an additional contract to an existing sample follow the steps below:

- 1. The user must first be logged in as a Lab Supervisor, Operations or M&T Office Staff, Operations or M&T Regional Support or Regional M&T Supervisor.
- 2. Open completed sample record in SiteManager.
- 3. Make note of the "Acceptance Method" (this field will be cleared when the sample is unauthorized)
- 4. From the services menu select "Unauthorize"

<b>1</b>	Remarks	Ctrl+Alt+R				
Mainta	Attachments					
asic S	Process Status		Contract	Other	Tests	
	Authorize	Ctrl+Shift+Z				
Sm	Unauthorize	Ctrl+Shift+U	Status: Comple	eted		
Bevis	Revise	Ctrl+Shift+I	Bevising:		Sample Date:	02/26/15
Lir	Void Sample	Ctrl+Alt+V	Link From:		Log Date:	02/26/15
Smpl	Lab Report	Ctrl+Shift+L	Acpt Meth: Certific	ation		
Ma	Testers	Ctrl+Shift+T	d			
Sa	Enter/View Test Data	Ctrl+Shift+V	) arrell			
04	Related Sample Tests	Ctrl+Shift+D	ed		31900055	
	Copy Sample	Ctrl+Shift+C	City: Nashvi	lle		
Pro	Disposition Remarks	Ctrl+Shift+O				
M	Assign Tests	Ctrl+Alt+T				
	Print Label	Ctrl+Alt+B	Ge	og Area: Spaces		
Into	LIMS	Ctrl+Alt+L				
Repr G	ity: j .000 jPound			Lab Con	trol Number: CNij06792152	Q102057
Auth	By: jj01417	Aut	h Date: 02/27/15	L	ab Reference Number: 🔢	5C193
Lock Ty	pe:	Loc	ked By: jj06792		Lock Date: 2/26	/2015 10:24:33

The sample now has a status of "Pending Authorization. An additional contract can now be added to the "Other" tab of the sample.



The next step will be to go to the "Review Samples" window of LIMS.

First set the filter to show just the sample you need to re-authorize using the criteria below:

Filter Criteria			
Sample ID	Contains vij07049181B092154	Apply	Reset

When you hit the "Apply" button, you should see the sample you are needing to work on.

NOTE: Sometimes you will then need to select "Refresh" from the "File" menu to get the checkbox and dropdowns to load:

LI e	📇 AASHTO SiteManager LIMS								
ł	File	Windo	w Help	_					
		Refresh	ı	F5					
		Close		Ctrl+F4					
		Save		Ctrl+S					
		Print		Ctrl+P					
		LIMS N	lavigation Panel	F10					
		Exit Ap	plication	Alt+F4	• Status *				
	Г								

Select Authorize, Acceptance Method (which was cleared in step 3 above) and the correct status.

5. Click save and the record is Authorized and this process is complete.

BOE reprt RR019a- Contract Soil & Aggregate Proctor Report is available to all users needing to see proctor sample data. Example on next page

Print Date: 01/24/2018 JJ01563

### STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION Contract Soil & Aggregate Proctor Report



#### Parameters: Material Type: Type A Grade D Base Contract ID: All Broducer/Supplier: Delta Contracting Lad

Producer/Supplier: Delta Contracting - Jackson Aggregate

Material: 903.05.069 - Type A, Grade D (Base Stone) Producer/Supplier: Delta Contracting - Jackson Aggregate Contract ID: Sampled From:

Gradation - Total Percent Passing

Sample ID		jj01563181O111354
Date Reported		1/24/2018
Station/Offset		12+34 - offset
Distance From Grade		111
Intended Use	ft	intd use
2"	ft	0
1-1/2"	%	100.0
1"	%	93.0
3/4"	%	82.0
3/8"	%	65.0
#4	%	55.0
#10	%	0
#16	%	25.0
#40	%	0
#100	%	10.0
#200 (Silt and Clay)	%	0
Clay	%	0
Lab Serial Number		18S001

Soil Constants

Lower Liquid Limit	%	0
Lower Plastic Limit	%	2
Plasticity Index	%	-2
Calculated Plasticity Index	%	-1
Type(Group)	%	type 1 gr 4

#### Density Corrected for +4 Material

Proctor Density	lbs/ft3	123.4
Optimum Moisture	%	3.5
95% Density	%	119.9
Moisture Above Subgrade	%	2 to 6
Moisture Below Subgrade	%	