

Rev 8/16/2018

## **Addressing Small Quantity Items in SiteManager**

The item/material combinations listed below should be discussed during Pre-Construction meeting to determine if they are applicable to be accepted under SOP 1-1 "Small Quantity" requirements.

### **FROM SOP 1-1: (45) SMALL QUANTITIES (AS DETERMINED BY PART- 2 SAMPLING SCHEDULE):**

The Contractor shall send a completed DT-0044 (T-2) form and certifications, etc. (if required) to Project Supervisor. \*\* Standard Specifications will not be waived for small quantities.

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**Portland Cement Concrete Non-Critical Structures** for Small Quantities (Not to exceed 25 yd<sup>3</sup> per week per project for combined concrete items.):

\*Complete set of tests and pair of cylinders for pours of 25 yd<sup>3</sup> or less weekly. If over 25 yd<sup>3</sup> per week is poured then follow procedures outlined in Portland Cement Concrete (Except Prestressed, Precast, Pavement and Base). Delivery tickets must accompany each load & contain batch weights, class of concrete & time of batching.

NOT TO BE USED IN MAJOR STRUCTURES OR STRUCTURALLY CRITICAL ITEMS.

ONLY FOR: **Sidewalks, Curbs & Gutter, Building Foundations, Slope Paving, Ditch Paving, Guardrail Anchorage, Small Culvert Headwalls (30" or less), Fence Posts, Catch Basins, Manhole Bases & Inlets, and Small Sign Bases.**

\*Complete set of tests shall be performed on the initial load for quality control/informational purposes, not for acceptance.

### **SITEMANAGER PROCEDURE:**

Field tests and cylinders will be documented in SM on the first day of that week's pours. The "Represented Quantity" listed on the basic sample data should be listed as 25.0 (NOTE: DWR entries throughout the week for the item(s) this sample represents should not exceed 25.0 CY or additional tests will be required).

The Field test should have "For Small quantity item(s) ##/##/18 thru ##/##/18" entered into the remarks field to identify the period the sample will represent.

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### **Prime Tack and Sealers (Small Quantities):**

Visually inspect for contamination

Not to exceed 3 tons tack and 3 tons prime per project. Supplier to furnish certification (may be non-project specific) and delivery tickets showing quantities.

**SITEMANAGER PROCEDURE:**

Covered by paper tickets/certifications outside of SiteManager, no entry required. The inspector documenting quantity on DWR counts as “Visual Acceptance” in SiteManager.

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**Bituminous Plant Mix Pavements for Small Quantities:**

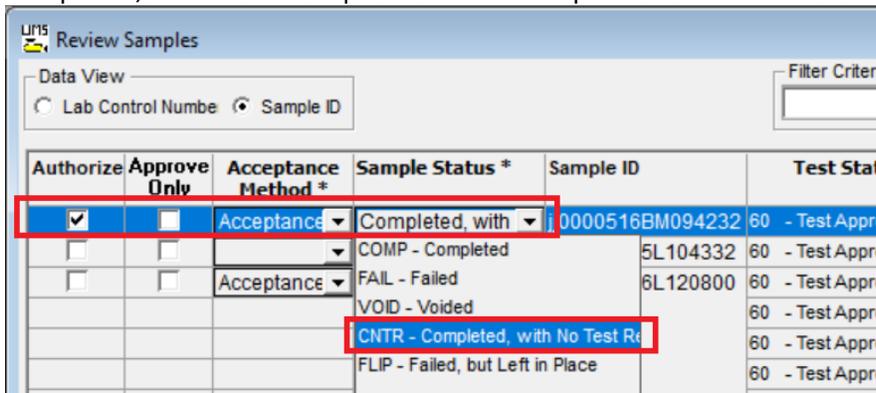
Visually inspect at placement site occasionally. Delivery ticket must accompany each load & contain weight of mix.

Not to exceed 1000 tons of each type mix per project. Supplier is required to furnish certification showing type of mix and compliance with TDOT specifications. TDOT reserves right to perform any testing deemed necessary. Mix shall be formulated from a previously approved Job Mix Formula.

**SITEMANAGER PROCEDURE:**

**Contractor lab tests:** SiteManager requires specific tests to be performed before any payment can be made on asphalt items. If no tests are required under small quantity requirements, 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 the sample is ‘out of spec’ a sample review will be required. In the “Review Sample” window of LIMS, make sure you have acceptance method of “Acceptance”, mark it “Authorize, and give it a status of “CNTR - Completed, with no tests required”. A screen capture of the window is below:



**Field Lab Density test:** A density sample with test D2950 required for payment MUST be created. The sample can be moved thru LIMS without any test data entered, by selecting the “No tests taken” check

box. The inspector will be required to describe reason in remarks field of test templates. This will be an "Acceptance" sample. It can be moved thru the LIMS queues just like a sample with test results.

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**Mineral Aggregate Base & Surface:**

Gradation & Moisture tested on Initial load and each 2500 tons.

A minimum of 1 sample per week is required for small quantities not to exceed 500 tons per week.

Note: A minimum of 1 sample per week when aggregate is used for maintenance or incidental purposes.

First sample should be taken at beginning of day.

Mineral Aggregate Base and Surface for Small Quantities:

Visual Inspection by project inspector is required as directed by Project Engineer

Not to exceed 500 tons per project. Material must be from approved source.

**SITEMANAGER PROCEDURE:**

**Contractor lab tests:** SiteManager requires specific tests to be performed before any payment can be made on aggregate base items. If no tests are required under small quantity requirements, a sample with all tests required for payment (T27 and T255) MUST be created. Since no results are going to be entered in the T27 template, we need it to show as 'out of spec'

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. In order to show the correct 'Sample Status' on the completed sample, a 1 must be entered in the 'Initial Weight' field of the T27 test template (this will make the test show "Out of Spec". Since the sample is 'out of spec' a sample review will be required. In the "Review Sample" window of LIMS, make sure you have acceptance method of "Acceptance", mark it "Authorize, and give it a status of "CNTR - Completed, with no tests required". A screen capture of the window is below:

Authorize	Approve Only	Acceptance Method *	Sample Status *	Sample ID	Test Stat
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Acceptance	Completed, with	0000516BM094232	60 - Test Appr
<input type="checkbox"/>	<input type="checkbox"/>		COMP - Completed	5L104332	60 - Test Appr
<input type="checkbox"/>	<input type="checkbox"/>	Acceptance	FAIL - Failed	6L120800	60 - Test Appr
			VOID - Voided		60 - Test Appr
			CNTR - Completed, with No Test Re		60 - Test Appr
			FLIP - Failed, but Left in Place		60 - Test Appr

**Field Lab Density test:** A density sample with test T310 is required for payment and MUST be created. The sample can be moved thru LIMS without any test data entered, by selecting the "No tests taken due to field conditions" check box at the bottom of the template. The inspector will be required to describe reason in remarks field of test templates. This will be an "Acceptance" sample. It can be moved thru the LIMS queues just like a sample with test results.

**Miscellaneous and Small Quantities For Non-Critical Items:**

Aggregate: For use other than in Portland Cement Concrete	Visually inspect for contamination	Project Inspector	Occasionally	Placement site	Must be from approved source. Not to exceed 100 tons per day or more than 500 tons per project. For use in pipe bedding, underdrains, etc.
Masonry Items including: Concrete Block, Brick, R/W Markers	Visual Inspection and Dimension Check	Project Inspector	Occasionally	Placement site	Supplier to furnish certification. Not to exceed: Concrete block - 100 Brick ----- 1,000 R/W markers --- 20
Fence Fabric or Wire, Fence Posts & Braces, etc.	Visual Inspection and Dimension Check	Project Inspector	Occasionally	Placement site	Not to exceed 1000 linear feet (300 m) per project. Supplier to furnish certification.
P.V.C. Pipe and Underdrain Pipe 300 mm (12") D	Visual Inspection and Dimension Check	Project Inspector	Occasionally	Placement site	Not to exceed 500 linear feet per project. Supplier to furnish certification.
Delineators & Posts	Acceptance from Qualified Products List (No Verification Sampling Required)				Not to exceed 100 pieces of each per project. Supplier to furnish certification.

**SITEMANAGER PROCEDURE:**

Other than the aggregate, all the items listed about can be accepted in SiteManager with certifications using the normal T2 material sample procedure. Currently there are no additional tests linked to payment.

The aggregate will require the steps listed for Mineral Aggregate Base & Surface on page 3 of this document.