

PROJECT SAMPLE SUBMITTAL FORM

EXAMPLE FOR INSTRUCTIONS

Contract 1 Financial Project Id(s) 1
Pay Item No(s) 2
2 1
MAC Spec Material Id 3 Sample Level 4
Category / Type 5
Sample Purpose 6

SAMPLE INFORMATION

Production Facility Id 7 Mix Design No 8
Manufacturer 9 Mix Design Free Text 10
APL Number 11 Sampled By 12
Date Sample Taken 13 Date Sample Taken (End Date) 14
Higher Class In Lieu Of Lower Class Yes [] No [] 15
Load Number 16 FDOT Sample Number 17
Quantity Represented 18 Unit of Measure 19
Batch # 20 Batch/Delivery Ticket No. 21 Heat/Coil No. 22
LOT # 23 Sublot 24
Intended Use 25
Point of Sampling - Select one of the following 26
Barge [] Belt [] Contractor Tank [] Rack Blending Line [] Roadway [] Railroad Car []
Silo [] Stockpile [] Tanker [] Terminal [] Transport [] Pavement []
Wall # 27 Bridge # 28 LOTs Represented 29
Testing Lab 30

LOCATION INFORMATION

Sampled From 31 Road Number 32
Beginning Mile Post 33 Ending Mile Post 34
Latitude 35 Longitude 36
Station Sampled 37 Station From 38
Station To 39
Lane - Select as many as apply from the following 40
Inside Left Turn Lane [] Inside Right Turn Lane [] L1 [] L2 [] L3 [] L4 [] L5 [] L6 [] L7 [] L8 []
Left Roadway [] R1 [] R2 [] R3 [] R4 [] R5 [] R6 [] R7 [] R8 [] Ramp [] Right Roadway []
Shoulder [] Turn Lane [] Other []
Reference Line - Select one of the following 41
Baseline [] Baseline of Construction [] Baseline of Survey [] Centerline [] Centerline of Construction []
Centerline of Survey [] Other []
Offset Distance 42 Offset Direction 43

CONTACT

Contact Name 44
Office Phone Number 45 Cell Phone Number 46
Email 47

COMMENTS

48

CONCRETE PLASTIC PROPERTIES

Tested by 49 Date Tests Performed 50
Slump 51 (in) All Tests by Same Tech Yes [] No [] 52
Air Content - Select One Pressure Meter [] Roll-A-Meter [] 53
Air Content 54 (%) Tested By 55
Temperature 56 (degrees F) Tested By 57
W/CM Ratio 58 Tested By 59

PROJECT SAMPLE SUBMITTAL FORM

Not all fields will appear on all MAC login screens. The instructions represent all possible fields. If the field is not applicable to the sample, the information is not required. For information on which fields are associated to which material, see the MAC online Sampling Testing and Reporting Guide. These instructions are for a project sample. For program samples, see the Program Sample Submittal Form.

1. Contract/Project – Enter the FDOT Contract Number or Financial Project Ids. A sample can represent more than one Financial Project Id; however all FPNs must be on the same Contract Number. If more Financial Project Ids are needed than space allows, enter additional pay items in the comments (#49).
2. Pay Items – This is the pay item or pay items the sample material represents. If the sample represents more than one pay item, more than one can be listed. NOTE: Pay items are usually optional in MAC and are used to assist project personnel in tracking material acceptance when it impacts payment. If more pay items are needed than space allows, enter additional pay items in the comments (#49).
3. MAC Spec – The Material Id from the Job Guide Schedule (JGS) or Sampling, Testing and Reporting Guide (STRG).

SAMPLE INFORMATION

4. Sample Level – This is the sample level; for example QC for a quality control sample. This information can be found in the JGS or STRG.
5. Category/Type – This is a combination of the MAC Spec Material Id category and Material Id type. A category is a subdivision of the MAC SPEC that describes the sample; for example, structural steel materials is a category for MAC Spec 962. A type is a subdivision of a category on the MAC Spec that further describes the sample. Not all MAC Specs have types. If a MAC Spec does not have types, enter just the MAC Spec category. If the MAC Spec has categories and types, enter the category and Type. For example, one of the MAC Spec 160 categories and types would be Local Material (Non-RAP/RAP Blended) [*category*]/ At Source or Before Placement [*type*]. This information can be found in the JGS or STRG.
6. Sample Purpose – A sample purpose is used when the category and type do not provide enough subdivision of a MAC Spec to assign the appropriate tests on a sample. Not all MAC Specs have sample purpose. This information can be found in the JGS or STRG.
7. Production Facility – This is the FDOT Facility Id where the material was produced.
8. Mix Design – This is the FDOT asphalt or structural concrete mix design number used to produce the sample material.
9. Manufacturer – This is the manufacturer of the material. This is not an FDOT production facility with a facility id.
10. Mix Design Free Text – This field is used when a sample represents material with a concrete mix design number that is not an FDOT approved concrete mix design in the MAC database; for example building concrete ACI mix design numbers.
A single sample would not have both Mix Design (#9) and Mix Design Free Text (#10).
11. APL Number – This is the APL number of the material the sample represents.
12. Sampled By – This field is formatted for an FDOT Technician Identification Number (TIN) if the sample requires a qualified sampler. The technician's name or TIN can be supplied as MAC allows for searching by either method. If the field is for a sample that does not require a qualified sampler, only the name of the sampler needs to be given.
13. Date Sample Taken – This is the date the sample was actually taken.
14. Date Sample Taken End Date – Some samples are taken over a range of dates. If this sample was taken over a span of more than one day, the date sample taken end date is the last day that the sample was actually taken.
15. Higher Class In Lieu Of Lower Class Yes/No – For structural concrete samples, if a higher class was used in lieu of a lower class of concrete select yes. Otherwise, select no.
16. Load Number – This is the truck load number a sample is taken from.
17. FDOT Sample Number – This is the designated FDOT Sample Number if the material has a sample numbering system, such as asphalt or structural concrete. For materials not requiring a sample numbering system, the FDOT Sample Number can be any number that assists the project personnel in tracking individual samples. This field is not a unique identifier. Duplicate FDOT Sample Numbers are permitted by the system. Use caution when designating the FDOT Sample Number if the material does not allow duplicate entries.

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18. Quantity Represented – This is the amount of material that the sample represents. It is designated along with the Unit of Measure field. For example, if a sample represents 500 tons of material, designate the Quantity Represented as 500 and designate tons the Unit of Measure field.
19. Unit of Measure – See #8.
20. Batch # – This is the manufacturer's batch number for materials such as reflective pavement marker or glass beads. Some manufacturers may identify this as a lot number. This is not the same as the FDOT LOT number (see #23). It is also not the same as the delivery ticket batch number for structural concrete (see #21).
21. Batch/ Delivery Ticket # – This is the delivery ticket number for a batch (load) of structural concrete.
22. Heat/Coil No. – This is the heat number for metal items such as reinforcing steel, pretensioning and post-tensioning cable or weld wire reinforcement. In addition wire strand has a coil number for further identification. In cases where both numbers are identified on the material, both should be indicated on the sample.
23. LOT # - This is the FDOT LOT number as defined by the Specification definition of a lot.
24. Sublot – This is the FDOT sublot number for asphalt samples.
25. Intended Use – Designate the use of the material represented by the sample; for example, bridge superstructure.
26. Point of Sampling – Some samples have a designated specific point of sampling. In some cases, this information triggers other functionality in MAC. Select the appropriate option.
27. Wall # – This is the FDOT wall number used in Soils and Earthwork samples when there is backfill for a particular retaining wall.
28. Bridge # - This is to designate if the sample was used in an FDOT bridge.
29. LOTS Represented – If the sample represents multiple lots, indicate the lots represented by the sample; for example if a sample represents lots 1 through 8, designate this field as 1-8.
30. Testing Lab – this is FDOT laboratory identifier of the lab that will be receiving the sample and performing the testing.

LOCATION INFORMATION

31. Sampled From – indicate where the sample was taken; for example Truck Mixer, Stockpile, etc. Unlike Point Of Sampling (# 26), this field is for informational purposes only and does not impact other programming in MAC.
32. Road Number – This field is used to indicate the road number. In MAC it is populated by the official road number designation; for example, 15150401: FROM US 19 / SR 55 SB TO US 19 FRONTAGE. Include enough information to be able to properly select the appropriate entry in MAC.
33. Beginning Mile Post – This is the mile post where the material represented begins. It is used in conjunction with the Ending Mile Post (# 34) to designate the area where the material is placed.
34. Ending Mile Post – See # 33.
35. Latitude – This is the latitude of the location where the sample was taken. It is used in conjunction with the Longitude (# 36) field to designate the two coordinates of the actual sample location.
36. Longitude – See # 35.
37. Station Sampled – This is the station location where the sample was taken. It is used in conjunction with Station From, Station To, Reference Line, Offset Distance and Offset Direction to indicate the actual sample location.
38. Station From – This is the beginning station location of the material that the sample was represents. It is used in conjunction with Station Sampled, Station To, Reference Line, Offset Distance, and Offset Direction to indicate the actual sample location.
39. Station To – This is the ending station location of the material that the sample was represents. It is used in conjunction with Station Sampled, Station From, Reference Line, Offset Distance, and Offset Direction to indicate the actual sample location.
40. Lane – This is the roadway lane the sample represents. If the sample represents more than one lane, include all lanes represented. The options are: Enter the appropriate option(s).
41. Reference Line – This is the surveyed line from the Construction Plans that the location of the sample was taken from. It is used in conjunction with Station Sampled, Station From, Station To, Offset Distance, and Offset Direction to indicate the actual sample location. The options are: Baseline, Baseline of Construction, Baseline of Survey, Centerline, Centerline of Construction, Centerline of Survey and Other. If other is used, indicate the survey line that was used to determine the station location in the comments section (# 48).

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42. Offset Distance – This is the distance from the surveyed line from the Construction Plans that the location of the sample was taken from. It is used in conjunction with Station Sampled, Station From, Station To, Reference Line, and Offset Direction to indicate the actual sample location.
43. Offset Direction – This is the survey direction from the surveyed line from the Construction Plans that the location of the sample was taken from. It is used in conjunction with Station Sampled, Station From, Station To, Reference Line, and Offset Distance to indicate the actual sample location. The options are: Left and Right.

An example of a full station location is

Station Sampled = 125+75 Station From = 125+00 Station To = 150+00

Reference Line = Centerline of Construction Offset Distance = 10' Offset Direction = Left

This indicates that a sample was taken at station 125+75, 10 feet left of the centerline of construction and it represents material placed from Station 125+00 to 150+00.

CONTACT INFORMATION

44. Contact Name – This is the name of the person the laboratory receiving the sample can contact if there are questions about the sample. This may or may not be the same person that took the sample. It should be someone with knowledge of the sample and testing requirements who can respond to the laboratory.
45. Office Phone Number– This is the office phone number of the contact person.
46. Cell Phone Number – This is the cell phone number of the contact person.
Only one of these needs to be provided.
47. Contact Email – This is an email address of the contact person in case the laboratory needs to email the contact.

COMMENTS

48. Comments – This section is used to provide additional information on the sample that the sampler deems necessary. Examples are concrete field tests not performed, additional testing needed on laboratory samples, etc.

CONCRETE PLASTIC PROPERTIES RESULTS

49. Tested By – This is the TIN of the person who performed the Slump Test.
 50. Date Tests Performed – This is the date the plastic properties tests were performed. Plastic properties tests must be performed within 15 minutes of sampling so they would all have the same Date Test Performed.
 51. Slump – This is the results of the ASTM C143 Slump test.
 52. All Test Same Tech – This indicator is selected when the same technician performed all of the plastic properties tests, slump, air content, temperature and water to cementitious ratio. When this is selected, the TIN for the other plastic properties tests are not needed.
 53. Pressure Meter/Roll-A-Meter Method of Measuring – Select the air meter that was used to perform the air content test.
 54. Air Content – Enter the Air Content result.
 55. Tested By – This is the TIN of the person who performed the air content test, if a different technician tested the air content. If the same technician performed all tests, this field is not needed.
 56. Temperature – This is the result of the ASTM C1064 Temperature test.
 57. Tested By – This is the TIN of the person who performed the temperature test, if a different technician performed this test. If the same technician performed all tests, this field is not needed.
 58. W/CM Ratio – This is the result of the FM 5-501 water to cementitious ratio test.
 59. Tested By – This is the TIN of the person who performed the W/CM ratio, if a different technician performed this test. If the same technician performed all tests, this field is not needed.
- If a plastic properties test was not performed indicate that the test was not performed and provide a reason in the comments section.