STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

SAMPLE SUBMITTAL FORM - PROJECT

675-050-4A
MATERIALS
06/23

Contract: *1* _____ Financial Project Id(s): *1* _____
Pay Item No(s): *2* _____ *1* _____
2 _____ *1* _____
Material Specification: *3* _____

SAMPLE INFORMATION

Method of Acceptance – Select one of the following: ☐ Sampling and Testing Certification ☐ Certified Test Report *4*

Sample Level: *5* _____ Category/Type: *6* _____

Sample Purpose: *7* _____

Production Facility Id: *8* _____ Mix Design No: *9* _____
Manufacturer: *10* _____ APL Product: *11* _____
Sampled By: *12* _____ Higher Class In Lieu Of Lower Class: Yes ☐ No ☐ *13*
Lower Class: *14* _____
Date Sample Taken: *15* _____ Load Number: *16* _____
FDOT Sample Number: *17* _____ Batch #: *18* _____
Quantity Represented: *19* _____ Unit of Measure: *20* _____
Batch/Delivery Ticket No.: *21* _____ Heat/Coil No.: *22* _____
LOT #: *23* _____
Intended Use: *24* _____

Point of Sampling – Select one of the following: *25*

☐ Barge ☐ Belt ☐ Contractor Tank ☐ Rack Blending Line ☐ Roadway ☐ Railroad Car
☐ Silo ☐ Stockpile ☐ Tanker ☐ Terminal ☐ Transport ☐ Pavement

Wall #: *26* _____ Bridge #: *27* _____ LOTs Represented: *28* _____
Soil Description: *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

All test by the Same Technician? – Select One: ☐ Yes ☐ No (if No, provide TIN below for each test) *49*
Tested by: *50* _____ Date Tests Performed: *51* _____
Slump: *52* _____ (in) Tested By: *53* _____
Air Meter – Select One: ☐ Pressure Meter ☐ Roll-A-Meter *54*
Air Content: *55* _____ (%) Tested By: *56* _____
Temperature: *57* _____ (degrees F) Tested By: *58* _____
W/CM Ratio: *59* _____ Tested By: *60* _____

SAMPLE SUBMITTAL FORM - PROJECT

Not all fields apply to every sample. The instruction sheet represents the most common fields. Some fields may appear on the login screen that are not in the form. If there is information the user logging the sample into MAC needs that is not on this form, include it in the comments section. These instructions are for a project sample. For program samples, see the Program Sample Submittal form (675-050-4B).

1. Contract/Project – This is the FDOT Contract Number or Financial Project Ids. A project 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 Financial Project Ids in the comments (#48).
2. Pay Item(s) – 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. Do NOT use Lump Sum or Design Build pay items in MAC. If more pay items are needed than space allows, enter additional pay items in the comments (#48).
3. Material / Specification – The Material Id from the Job Guide Schedule (JGS); for example, 346 – Structural Portland Cement Concrete.

SAMPLE INFORMATION

4. Method of Acceptance – This is the Specification material method of acceptance. Select the appropriate option. Sampling and Testing is for a physical sample of the material. Certification is for a certification document. Certified Test Report is for a certification document with test results such as a certified test report or a certified mill analysis.
5. Sample Level – This is the sample level; for example QC for a quality control sample or VT for a verification sample.
6. 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.
7. 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.
8. Production Facility – This is the FDOT Facility Id where the material was produced.
9. Mix Design – This is the FDOT asphalt or structural concrete mix design number used to produce the sample material.
10. Manufacturer – This is the APL Manufacturer of the product.
11. APL Product – This is the specific APL product of the material the sample represents. Some APL products have more than one number. Select the combination of product and APL number that represents the application.
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. 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.
14. Lower Class – This is the lower class of concrete that the higher class was used in lieu of; for example, if Class IV/Conventional concrete was used in lieu of Class II/Conventional, enter Class II/Conventional.
15. Date Sample Taken – This is the date the sample was taken.
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's sample numbering system does not allow duplicate entries.
18. Batch # – for manufactured products, enter the manufacturer's batch number.
19. 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 (#20).
20. Unit of Measure – See #19.
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-tensing 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. Intended Use – Designate the use of the material represented by the sample; for example, bridge

superstructure.
25. 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.
26. Wall # – This is the FDOT wall number used in Soils and Earthwork samples when there is backfill for a particular retaining wall.
27. Bridge # – This is to designate if the sample was used in an FDOT bridge.
28. 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.
29. Soil Description – this is physical description of a soil sample; for example, light grey fine sand.
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.
32. Road Number – This field is used to indicate the RCI Roadway Id; for example 87010000: US 1/SR 5/SOUTH DIXIE HWY. This is not the State Road Number.
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.
36. 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.
35. 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
39. Station To – This is the ending station location of the material that the sample was represents.
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). If other is used, indicate the lane on the blank line.
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 on the blank line.
42. Offset Distance – This is the distance from the surveyed line that the location of the sample was taken from.
43. Offset Direction – This is the survey direction from the surveyed line the location of the sample was taken from.

An example of a full sample 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 # – This is the office phone number of the contact person.
46. Cell Phone # – This is the cell phone number of the contact person.
NOTE: 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.

SAMPLE SUBMITTAL FORM - PROJECT

CONCRETE PLASTIC PROPERTIES RESULTS

NOTE: Concrete samples and tests can be direct data entry in the field if the technician has MAC access, a device with internet connections and the appropriate role(s).

49. 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, a TIN for plastic properties tests is not needed.
50. Tested By – This is the TIN of the person who performed the tests when they are all performed by the same technician.
51. 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.
52. Slump – This is the results of the ASTM C143 Slump test.
53. Tested By – This is the TIN of the person who performed the slump test if a different technician performed the test.
54. Air Meter – Select the air meter that was used to perform the air content test.

NOTE: A pressure meter cannot be used with a mix design that does not have an aggregate correction factor.

55. Air Content – Enter the Air Content result.
56. Tested By – This is the TIN of the person who performed the air content test if a different technician performed the test.
57. Temperature – This is the result of the ASTM C1064 Temperature test.
58. Tested By – This is the TIN of the person who performed the temperature test if a different technician performed the test.
59. W/CM Ratio – This is the result of the FM 5-501 water to cementitious ratio test.
60. Tested By – This is the TIN of the person who performed the W/CM ratio if a different technician performed the test.