

**Materials Procedures (MP) Committee Meeting Notes  
March 27, 2024**

Start Time: 10:00 AM

Location: Technical Support Division Lower- Level Conference Room and Virtual

**Voting Members:**

MCS&T: Gary Mullins

Contract Administration: Shawn Smith

Traffic: Ted Whitmore

Operations Division: Bill Murray

Technical Support: Steve Boggs

**In-Person Attendees:**

Adam Nester, Steve Boggs, Nate Smith, Shawn Smith, Hao Chen

**On-Line Attendees:**

Daniel Brayack, Bill Murray, Clay McCabe, John Cummings, Shane Harper, Calvin Ratchford, Gary Mullins, Gretchen Drake, Mike Mance, Randall Cooper, Shawn Jack, Dale Hill, Chris Calain, Potesta, Kiana Kukaua, Ted Whitmore, John Crane, Roger Thomas, Ron Stanevich

**Old Business:**

1. MP 106.00.21-Acceptance Procedure for Mash Compliant Roadside Departure Hardware

-Gary Mullins commented no changes since last, updated voting members as per memo. Hao Chen of FHWA had a few edits, and they were made during the meeting.

-Section 2.2: Did we send the standard specification out? -Based on MP we don't need to

-Section 4.2: Do you need to state non-voting members? -Yes

-Section 4.4.5: Rename roadway departure group as taskforce

-Section 4.5: Other statements under will be taken under advisement but it being approved elsewhere does not mean it will be approved by task force

-Section 5.2: Are there DOH specification MUTCD requirements?

-Ted: there could be cases of MUTCD requirements, leave wordage

-Section 5.2.1: Changed NTPEP to current name

-Section 4.5 changed wordage

**-MP 106.00.21 VOTED AND PASSED**

2. MP 307.00.50-Guide For Quality Control and Acceptance Plans for Subgrade, Base Course, And Aggregate Items

-Working with HaulHub and industry about being more specific on requirements on E-tickets

-Added contractor to state individual's names who will be entering information

-Chris Calain: For the producer/supplier code, do we have to put material code on?

-Dan: yes, FA and CA codes

-Do we need to put approved source list code on the e-ticket?

-Dan will make note and handle internally

-John Crane: Certain fields are not available for associates on HaulHub side:

-They indicated that they will be there, and Dan will follow up. Will not require something that cannot be available. It will take time to update software to adjust to e-ticketing requirements.

-Can we send test results through HaulHub? Currently do not have that capability.

-Material Test Data Section: added contractor to clearly state names entering data

**-MP307.00.50 VOTED AND PASSED**

3. MP401.03.50-Guide for Quality Control Plans for Asphalt

- Reviewed with HaulHub and industry and cleaned up the requirement list
- Material Test Data Section: added contractor to clearly state names entering data
- MP 401.03.50 VOTED AND PASSED**

4. MP 601.03.50-Guide For Quality Control and Acceptance Requirements for Portland Cement Concrete

- Reviewed with HaulHub and industry and cleaned up list of requirements
- The person on the project receiving the ticket shall be the one to document information
- Material Test Data Section: added contractor to clearly state names entering data
- MP 601.03.50 VOTED AND PASSED**

**New Business:**

1. MP 717.04.21-Guide for Quality Control of Compaction

- Added Section 8, contractor to clearly state names entering data
- no comments about document

2. MP 109.00.21-Basis For Charges for NonSubmittal of Sampling & Testing Documentation By The Established Deadline

- Sections 2.1.1.2 requires contractors to perform 2.1.1.1
  - John Crane: industry feels 2.1.1.2 should be left incase unforeseen circumstances
  - Dan: wordage already in contracts to cover
- John Crane: Will the department offer training on AWP?
  - Dan: in the process of completion

3. MP 106.10.50-WVDOH Buy America Acceptance Guidelines

- FHWA released additional definitions
- rewrote documents based on new definitions
- Construction projects: requirement on list of compliance has not changed
- Finalized list by next meeting
- In Sections 4.3 and 5.3 the items underneath should be subsections
- John Crane: Section 8.1.1 statement seems broad: it reads the division will hold payment for all projects
- Hao: looking at FHWA manual, everything must be compliant with Buy America, you cannot just pick and choose, changed language to specify on a project

4. MP 106.10.51-WVDOH Buy America Waiver Guidelines

- Originally within Buy America Document but split out due to substantial growth of Buy America Document
- Will need to be changed based on final guidance form FHWA

5. MP 711.03.23 – Mix Design for Portland Cement Concrete

- Not listed on agenda
- Mehrdod Shafiei is champion but was not in attendance
- Mike Mance gave explanation: removing 6x12 and only specify 4x8
- originally required comparison between 2 having to be within 10% of each other but never exceed that
- No comments

Next Meeting: 10:00 AM April 24, 2024

Tentative Location: MCS&T

New or Updated MPs due to the MP Chair 2-weeks before the next meeting: April 10th

End Meeting: 10:37 AM