

Materials Procedures (MP) Committee Meeting Notes
April 24, 2024

Start Time: 10:00 AM

Location: MCS&T (Conference Rm.) - 190 Dry Branch Drive, Charleston, WV 25306 Charleston WV, 25301

In-Person Attendees:

Dan Brayack, Kiana Kukaua, Andrew Thaxton, Mark Dickson, Mehrdod Shafiei, Natasha Thompson, Adam Nester, Calvin Ratchford, Gary Mullins, Shawn Smith, Bill Murray, Evan Bailey, John Crane

On-line Attendees:

Adam Gillispie, Hao Chen, Ted Whitmore, Gretchen Drake, Brent Leach, David Withrow, Donald McNutt, Jamie Robinson, Janie Adkins, Jonathan Bailey, Paul Farley, Phill Brown, Russel Kocher, Scott Evans, Shane Crum, Shawn Jack, Vince Allison

Voting Members:

MCS&T: Andrew Thaxton

Contract Administration: Shawn Smith

Traffic: Ted Whitmore

Operations Division: Bill Murray

Technical Support: Janie Adkins

Old Business:

1. MP 717.04.21: Guide for Quality Control of Compaction **VOTED & PASSED**
 - Added requirement of contractor's QC plan stating names of individuals entering data
 - If a consultant enters data, is the individual's name or the company listed?
 - Do best to amend it/both
 - MP discussed in detail at previous meeting

0. MP 109.00.21: Basis For Charges for NonSubmittal of Sampling & Testing Documentation by The Established Deadline **TABLED UNTIL NEXT MEETING**
 - Currently the industry has minimal training for AWP. Could materials refrain from approving provision until addressed?
 - Upper management has said to approve by committee,
 - Per following the chain of approval after committee, this will not be effective immediately
 - There is a training guide and there are/ will become available sessions
 - This will continue moving forward but slowly
 - Any commitment from DOH to hold off until around next year?
 - Want year of trial and error of entering their information in since learning new software
 - Further discussion/ review required

0. MP 106.10.50: WVDOH Buy America Acceptance Guidelines **VOTED & PASSED**
 - Document does not show all track changes
 - Significant changes made based off FHWA guidance
 - Definitions were changed to go into further detail
 - On the practical side, it demonstrates what materials require BA certificate and what do not

- Section 8.2.2: created a report in AWP that will give list of materials that are Buy America required
 - Will need updating because current changes
 - On AWP, your project will run report it for you
 - Contract submits certificate of compliance containing multiple material
- Editorial Changes
 - incorporated changed to permanently incorporated
- Temporary items do not require Buy America as of now

0. MP 106.10.51: WVDOH Buy America Waiver Guidelines **TABLED UNTIL NEXT MEETING**

- Still requires another working session
- When would the waiver request happen?
 - Criteria must be met - goes through state - goes through Federal Highways - goes through headquarters
 - Must start early because process can take up to 3 years
 - Meant to be conducted in development phase
 - FHWA website lists current and past waivers

0. MP 711.03.23: Mix Design for Portland Cement Concrete **VOTED & PASSED**

- Removing requirement for 6x12 and only specifying for 4x8
- Incorporating reference document sections
- Editorial Changes: Instead of source it is producer supplier

New Business:

1. MP 106.03.50: General Information Guide for Technician and Inspector Certification Program (TICP)

- Remove implementation committee and maintain board
 - Committee was not being used
 - Is there a room for producers and contractors on the board?
 - Possibly do not want producers and/or contractor voting on certain things
 - Reviewing and up for consideration
- Changes human resources director to deputy general counsel
- Use to have handbook, getting rid of that and putting directly into material procedure
- Editorial changes: spelling, word repetition
- Section 13.2: #5 What does trial mix mixture refer to?
 - Under review, possible wording from old mp
- In the appeal process, the letter will have information on how to respond?
 - Assumed to send the letter back to the person who sent the letter, information should be included in letter

0. MP 106.00.02: Procedure for Evaluating Products for Use in Highway Construction

- Give producer supplier ability to get approved for purchase order, process for reviewing and approving materials outside standard bid contract order
- Section 5.3 saying anyone can make up specification, the language is vague
- What if we don't have the ability to test different materials? Are we buying new equipment
- Before, data was submitted from independent lab to get approved but trying to get away from having products used without being tested

Next Meeting

New or Updated MPs due to the MP Chair 2-weeks before the next meeting: May 1st

Meeting Time/Date: 10:00 AM, May 15, 2024

Meeting Location: MCS&T Conference Room

Online Meeting: Google Meet Video Conference (Link TBD)

Meeting End: 10:38 AM