

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
MATERIALS CONTROL, SOILS, AND TESTING DIVISION

MATERIALS PROCEDURE

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GUIDE FOR SOURCE RATING SYSTEM RELATIVE TO MAINTENANCE CONTRACTS

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**1. PURPOSE**

- 1.1. To set forth a standard method of source rating that will directly influence sampling and testing frequency requirements.
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**2. SCOPE**

- 2.1. This procedure will apply only to aggregate sources when supplying material for Division pickup relative to Maintenance Contracts.
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**3. GENERAL COMMENTS**

- 3.1. The capability to perform a sustained level of Quality Control in most producer plants have been established. In this regard, it is desirable to pursue a Quality Assurance Program that recognizes this level of Quality Control.
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**4. DEFINITIONS**

- 4.1. A-1 Source
- 4.1.1. This source must have at least 20 pieces of data on any combination of items within one-year preceding the evaluation date and have a compliance rating of at least 90%. The compliance rating evaluation will be based on data gathered from the preceding year.
- 4.1.2. The sampling and testing frequency shall be one sample per each week of shipment per item.
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**5. EVALUATION GUIDELINES**

- 5.1. The evaluation of the level of Quality Control established by each plant will be performed and maintained current by Materials Control, Soils and Testing Division. Evaluation will be quarterly and will be based on the availability of data and its compliance to controlling limits of acceptability.

- 5.2. The item data shall include all source item data and be calculated using a weighted average formula as follows:

$$W = \frac{\sum_{i=1}^n w_i X_i}{\sum_{i=1}^n w_i}$$

- 5.3. In the event that a source fails to meet the compliance rating criteria the following protocol may be instated to expedite the process of reinstating the source to the A-1 list.
- 5.3.1. The source may request the item data used to determine if the source meets the compliance rating criteria for personal evaluation.
- 5.3.2. The source shall then use this data to evaluate the items and make any necessary corrections. Once the source maintains the corrections have been made it can request to be evaluated on item data collected quarterly.
- 5.3.3. If the quarterly data meets the compliance rating criteria the source will be returned to the A-1 source list. This process shall continue for the following three quarters at which point the source will then return to being evaluated on the preceding years item data.
- 5.4. Distribution of the updated A-1 list will be made available online, viewable at the WV DOH materials website under APL's quarterly.



08/31/2022

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