

KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS*PORT Information Series

SiteManager Materials Module

Sample Information Window – Moisture-Density (DENSITY) QC/QA

General Description

This is one of the eight spreadsheet disciplines that KYTC will use for QC/QA program tracking. These spreadsheets allow data to be received by KYTC from Producers/Suppliers outside the department, and automatically loaded (with error checking) into the SiteManager system by the Spreadsheet Applet application developed by KYTC ITI. The eight disciplines include:

| <u>Short Name</u> | <u>Description</u> |
|-------------------|--|
| MIXPACK | Asphalt Mix Design |
| AMAW | Asphalt Mixtures Acceptance Workbook QC/QA |
| CONCMIX | Concrete Mix Design |
| CONCPVMT | Concrete Pavement QC/QA |
| CONCSTRT | Structural Concrete QC/QA |
| AGG | Aggregate QC/QA |
| DENSITY | Moisture-Density QC/QA |
| STRIPING | Striping QC/QA |

The user initiates the Applet and directs the application as to the location of the spreadsheet, and the Applet then attempts to successfully load the spreadsheet. If any errors are encountered, the load is aborted and the specific errors returned to the user. Once successfully loaded into SiteManager, the Applet archives a copy of the spreadsheet for audit trail purposes (as described in **TBD**).

Spreadsheet Applet Executable Location

TBD

Spreadsheet Location

TBD

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Sample Information Window – Moisture-Density (DENSITY) QC/QA

Procedure

The Moisture-Density (DENSITY) QC/QA Spreadsheet will only populate Sample Information window records of the SiteManager application via the Spreadsheet Applet application.

This document describes the procedures for entering data into the spreadsheet that will be stored into the Sample Information related records in SiteManager. All records loaded by this spreadsheet will be protected (i.e., the Sample will be Authorized).

NOTE: Any changes necessary to the data will need to be done by using the “replacement” function available with the Spreadsheet Applet. This capability will be enabled for general use for this discipline.

This spreadsheet will load sample related data into up to five samples using one test method as follows:

| <u>Sample</u> | <u>Type</u> | <u>Test(s)</u> |
|---------------|-------------|----------------------------------|
| QC Test #1 | QC | Nuclear Density Test (GTNUCDENS) |
| QC Test #2 | QC | Nuclear Density Test (GTNUCDENS) |
| QC Test #3 | QC | Nuclear Density Test (GTNUCDENS) |
| QC Test #4 | QC | Nuclear Density Test (GTNUCDENS) |
| QA Test #1 | QA | Nuclear Density Test (GTNUCDENS) |

Test charges are not applicable for the GTNUCDENS test, and therefore a \$0 charge will be entered into the SiteManager Test & Fee Schedule.

Refer to the DENSITY End-User Procedure for the specific procedures required by the end-user to use this spreadsheet.

The following tables describe the fields loaded on the database, which are visible when viewing on the window, and the source, location, and procedures for each field from the KYTC perspective.

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BASIC SAMPLE DATA FOLDER TAB (t_smpl)

| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|------------------------|--|--|-----------------------|---------------------------|---|
| Sample ID (smpl_id) | The unique identifier of the record generated for the material sample. | <p>The Sample ID is manually entered by the Sampler when logging the sample in SiteManager. The Sample ID is 14 characters in most circumstances but may be up to 16 characters long if there are special circumstances in the case of a revised sample or a recheck. Every character of the Sample ID has a specific meaning (i.e. it is a “smart” number) and should follow the naming convention of <i>DDCCCIIIYY####XX</i>. The definition of each character is outlined below.</p> <p>DD - The district number where the sample was taken. CCC – The crew number of the Sampler. III – The 3-letter initials of the Sampler. (Note: Users with only a first and last name should use “X” as their middle initial. Users with more than three names should choose which 3 letters they want to use, but should use the same 3 letters consistently when logging samples). YY - The 2-digit year that the sample was taken. #### - A 4-digit sequential number that starts with 0001 for <u>each</u> sample logged by a given Sampler and then increments sequentially for each sample logged thereafter (i.e. 0001, 0002, 0003, etc.). XX- The last two characters of the Sample ID should only be entered to indicate special circumstances. RV would be used to indicate a revised sample. RK would be used to indicate a recheck sample.</p> | Free-form | KYTC Spreadsheet Approver | <p>KYTC on-line population procedure applies (except the user will not enter the last two characters, i.e., “XX”). The last two characters are automatically assigned for the maximum of five samples loaded by this discipline. These are:</p> <ul style="list-style-type: none"> • QC Test #1 - “QC01” • QC Test #2 - “QC02” • QC Test #3 - “QC03” • QC Test #4 - “QC04” • QA Testing - “QA01” <p>Data check needed to ensure that this Sample ID does not already exist in SiteManager.</p> <p>If the Sample ID is blank, the remaining records/fields related to this sample should be ignored by the Applet.</p> <p><Header.Sample ID></p> |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|---------------------------------|--|---|-----------------------|-------------------------------|--|
| Status (stat_t) | This field identifies the current status of the record. | <p>When logging the sample, the Sampler should select the status of "Pending". Once all tests for the sample are completed, the Project Engineer will select the appropriate sample status before authorizing the sample. The available options in this pick-list are:</p> <ul style="list-style-type: none"> Pending Complete Failed Failed, Removed from Project <p><u>Notes:</u> Only Pending, Complete and Failed will count toward satisfying the sample requirements for a material. Only Complete, Failed and 'Failed, Removed from Project' are acceptable statuses for authorizing a sample.</p> | Code Table | Auto-populated by Spreadsheet | <p>All samples are accepted and counted towards S&TR and will have the status of COMPLETE.</p> <p>This is a data check field as it is a code table.</p> <p><Header.Sample Status></p> |
| Revised by (revise_smp_l_id) | Indicates the Sample ID of the sample that was revised by the sample record. | This field is auto-populated with the user ID of the Sampler for revised samples only. | N/A | N/A | <p>Reload sample via Applet if revisions required.</p> <p>Applet will not use this field for this discipline.</p> |
| Revising (N/A) | Indicates the number of the original sample that was revised. | This field is auto-populated for revised samples only. It is populated with the Sample ID of the original sample. A sample should only be revised if the original material failed and a new sample is taken for further testing or to correct an error/issue on an authorized sample. | N/A | N/A | <p>Applet will not use this field.</p> <p>This is not a database field; it is assigned programmatically by the SiteManager application.</p> |
| Sample Date (smp_l_dt) | The date the sample was taken. | The Sampler enters the actual date the sample was physically taken. | Date | End-User | <p>This will be the date when the sample was taken and tested.</p> <p><Header.Sample Date></p> |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|--------------------------|---|--|-----------------------|-------------------------------|--|
| Link To (rel_smpl_id) | This sample ID reflects another sample to which this one is linked. This link reflects the tie from this sample to the next in the chain of samples. It is used in part to group samples together. | This field is populated by using the look-up function to link the current sample to another sample that already exists in SiteManager. The Sampler should link samples for the following: 1. QC samples should be linked to the corresponding QA sample for the material. 2. IAS Samples should be linked to an Acceptance Sample. 3. Other situations when applicable. | Free-form | Auto-populated by Spreadsheet | The QA Sample ID (if it exists) is assigned for each QC sample included in the spreadsheet. Left blank for the QA sample. NOTE: In the case where a set of QC samples is loaded without an associated QA sample, the spreadsheet will be resubmitted (i.e., reloaded) once the QA sample has been completed using the Applet "replace" function. <Details.SiteManager Sample ID> |
| Link From (N/A) | This reflects the opposite relationship as the Linked To. This will display the ID of the sample that contains this sample in its Linked To field. This field is meant to allow the user the ability to travel up the linked chain. | This field is only auto-populated for samples that are linked to another sample in SiteManager. | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |
| Log Date (log_dt) | The date the sample was received at the lab. | The KYTC enters the actual date the sample is logged in SiteManager. | Date | Auto-populated by Applet | System Date the sample was successfully imported into SiteManager. |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|------------------------------------|--|---|-----------------------|-------------------------------|---|
| Sample Type (smp1_t) | Identifies the type of sample taken (e.g. acceptance, job control) | The Sampler selects the appropriate sample type from the pick-list. The values in this list are: Independent Assurance Informational Project Acceptance QA QC Check Sample Mix Design Approval | Code Table | Auto-populated by Spreadsheet | Assigned as follows: <ul style="list-style-type: none"> • QC Test #1 - QC • QC Test #2 - QC • QC Test #3 - QC • QC Test #4 - QC • QA Testing - QA <p>This is a data check field as it is a code table.</p> <p><Details.QC or QA></p> |
| Acceptance Method (acpt_meth_t) | The method by which the sample is being accepted (e.g. visual, manufacturer certification) | The Sampler selects the appropriate acceptance method from the pick-list. The values in this list are: Certification Test Results Visual Inspection Mix Design Approval | Code Table | Auto-populated by Spreadsheet | This value is TEST RESULTS for all samples in this discipline. This is a data check field as it is a code table. <Header.Acceptance Method> |
| Material (matl_cd) | The material's unique identifier. | Using the look-up function, the Sampler selects the material being sampled and tested. | Code Table | End-User | Material Code is assigned by the spreadsheet as SOILS FOR CONSTRUCTION OF EMBANKMENTS AND SUBGRADES, DGA or CGA. Data check needed to ensure that this Material Code is an active material in SiteManager. <Header.Material Code> |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|------------------------|--|--|-----------------------|---|--|
| Sampler (smpld_by) | The ID of the sampler that took the sample. | The Sampler enters the SiteManager himself/herself from the list. In the case where the Sampler is not qualified to sample the material or his/her qualification has not been updated, he/she will contact the District Materials Engineer (DME) in his/her District for further action. | Free-form | QC: End-User QA: KYTC Spreadsheet Approver | This is the SiteManager User ID of the Producer person who took the first subplot sample. This is the same as the QC Tester or QA Tester. User must be an active Sampler (i.e., Material User). QC: <Header.QC Tester> QA: <Header.QA Tester> |
| P/S (prodr_supp_cd) | The name of the P/S for the material listed. | Using the look-up function, the Sampler selects the approved Producer/Supplier (P/S) for the material being sampled. In the case where the P/S is not approved or the approval has expired, the sampler will contact the DME in his/her District for further action. | Free-form | End-User | This is the Producer/Supplier that supplied/moved the material. Data check to ensure that this P/S is active in SiteManager. Data check to ensure that the Material Code above is actively being supplied by the P/S. (This will be based on the Sample Date.) <Header.Producer/Supplier Code> |
| Type (N/A) | The identified type of producer, or source, the listed P/S categorized as. | N/A | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|----------------------------|---|---|-----------------------|---------------------------|--|
| City (N/A) | The city listed where the P/S located according to the Address listed on the Approved List, P/S window. | N/A | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |
| Prod Nm (prod_nm) | Product Name. The brand of the material. | Using the look-up function, the Sampler selects the appropriate product name when available. | N/A | N/A | Applet will not use this field for this discipline. |
| Mnfctr (mnfctr_cd) | Manufacturer of the product selected. | Manufacturer of the product selected. If the Brand Name is required on the Material Detail window, then after the Product Name is populated the Manufacturer field is auto populated. If the Brand Name is not required on the Material Detail window, then the Manufacturer field is a search field that only displays the Producer/Suppliers that are approved for that material. | N/A | N/A | Applet will not use this field for this discipline. |
| Town (twm) | The name of the town where the work is being done. | The Sampler may specify the town if desired but is not required. | N/A | N/A | Applet will not use this field for this discipline. |
| Geog Area (geog_area_t) | The district in which the selected material was sampled. | Using the pick-list, the Sampler specifies the District where the sample was taken. | Free-form | KYTC Spreadsheet Approver | The District from which the sample was submitted. This is a data check field as it is a code table. <Header.District> |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|------------------------------------|--|--|-----------------------|---------------------------|--|
| Intd Use (intd_use_txt) | Description of the intended use of the material. | Per KYTC policy, this field will not be used, except the Aggregate section would like this field to be populated with the intended application of the aggregate. | Free-form | KYTC Spreadsheet Approver | Available if KYTC chooses to use this. <Header.Intended Use> |
| Represented Quantity (repr_qty) | The quantity of the sample being associated with the contract or the quantity of material represented by the sample. | Per KYTC policy, this field will not be used. | N/A | N/A | Applet will not use this field for this discipline. |
| Sample Unit (unt_t) | The represented quantity material unit. | Must be either the English or Metric unit for the material. | Code Table | End-User | This is a data check field as it is a code table. <Header.Sample Unit> |
| Auth By (auth_by_cms_uid) | The ID of the user that authorized (completed) the sample. | N/A | Free-form | KYTC Spreadsheet Approver | This is the KYTC person authorizing the spreadsheet. User must be an active Security User. The Approver must have active "GRADING TECHNICIAN LEVEL I" Sampler qualification for a Material Category of "GEOTECH DENSITY". <Header.QA Tester (SiteManager ID)> |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|------------------------|---|---|-----------------------|---------------------------|---|
| Auth Date (auth_dt) | The date the sample was authorized (completed). The system will use the current date when the same is authorized. | N/A - Auto-populated. | Date | Auto-populated by Applet | System Date the sample was successfully imported into SiteManager. |
| Remarks (rmrks_id) | <p>Opens the remarks balloon for free-form data entry.</p> <ul style="list-style-type: none"> - Available from the Basic Sample Data, Addtl Sample Data, Contract, and Other tabs. | <p><u>Status:</u> The Sampler and Tester will fill in the remarks as needed and applicable to the sample. If a sample is in the FAILED status, detailed information needs to be added to remarks indicating resolution (e.g. deduction, repaired). If a sample is in the FAILED AND REMOVED FROM PROJECT status, detailed information needs to be added to remarks as to why it failed and was removed.</p> <p><u>Sample Responsibility:</u> If CONSULTANT or OTHER AGENCY is chosen, User will log comment in the remarks bubble of the Sample Information window regarding specific type of consultant that took the sample.</p> <p><u>Test Responsibility:</u> If CONSULTANT is chosen, User will log comment in the remarks bubble of the Sample Information window regarding specific type of consultant that took the sample.</p> | Free-form | KYTC Spreadsheet Approver | <p>Only looking at remarks for the Sample itself at this point.</p> <p>Limited to 254 characters.</p> <p><i>(NOTE: ID automatically assigned by spreadsheet as the concatenation of the Tester (SM User ID) + current system date/time in the format "yyyymmddhhmmss")</i></p> <p><Header.Remarks> (<Header.Remark ID> <Header.Remark Type> <Header.Remark SN></p> |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|--|--|--|-----------------------|----------------|---------------------------------|
| Lock Type (lock_type) | The value for this field determines the access level for updating the sample record. | This field will automatically default to the Office Level. If a sampler from an equivalent office will be updating the sample record, choose No Lock (e.g. Inspector from one Residency Crew is assigned to another Residency Crew and needs to update the Sample Record, choose No Lock). For IAS samples, select Limited Access until comparison sample is authorized. After comparison sample is authorized, select No Lock. | N/A | N/A | Applet will not use this field. |
| Locked By (locked_by) | Indicates who locked the sample. | N/A - Auto-populated. | N/A | N/A | Applet will not use this field. |
| Lock Date (lock_dt) | Indicates the date and time the sample record was locked. | N/A - Auto-populated. | N/A | N/A | Applet will not use this field. |
| Lock Office Lev 1 (lev1_office_ind) | Indicator specifying whether the sample is locked at the central office level. | N/A - Auto-populated. | N/A | N/A | Applet will not use this field. |
| Lock Office Lev 2 (lev2_office_nbr) | Specifies the level 2 office the sample is locked at. | N/A - Auto-populated. | N/A | N/A | Applet will not use this field. |
| Lock Office Lev 3 (lev3_office_nbr) | Specifies the level 3 office the sample is locked at. | N/A - Auto-populated. | N/A | N/A | Applet will not use this field. |
| Lock Office Lev 4 (lev4_office_nbr) | Specifies the level 4 office the sample is locked at. | N/A - Auto-populated. | N/A | N/A | Applet will not use this field. |

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ADDTL SAMPLE DATA FOLDER TAB (t_smpl)

| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Procedure |
|-----------------------------------|--|---|-----------------------|---------------------------|--|
| Smpl ID (smpl_id) | The unique identifier of the record generated for the material sample. | N/A - Auto-populated. | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |
| Buy American (buy_usa_ind) | Identifies if the material sampled fulfills the requirement for the Buy USA program. | The Sampler should select the checkbox based on contract specifications; otherwise it should be left blank. | N/A | N/A | Applet will not use this field. |
| Buy American (buy_usa_rqr_dmt_t) | Identifies the documentation required to accept materials for the Buy USA program. | Per KYTC policy, this field will not be used. | N/A | N/A | Applet will not use this field. |
| Reqst By (reqst_by_nm) | Description identifying who requested the sample. | Population of this field is optional. The Sampler may enter the requestor. | N/A | N/A | Applet will not use this field. |
| Witnessed By (witness_by_cms_uid) | The ID of the person who witnessed the sample being taken. | Population of this field is required if KYTC witnesses IAS, Liquid Asphalt, or QC sampling/testing. | Free-form | KYTC Spreadsheet Approver | This is the KYTC person witnessing the QC Tests. Not used for QA Test. <Details.QC Tests Witnessed by KYTC> |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Procedure |
|--|---|--|-----------------------|----------------|--|
| Smpl Size (smpl_sz) | The size of the material sample being taken. | Population of this field is optional. The Sampler may populate this field indicating sample size and sample unit, particularly for samples that are more than one unit (e.g., 2 cans, etc.). | N/A | N/A | Applet will not use this field for this discipline. |
| Smpl Size - Units | Units of the Sample Size. | If the Sample Size field is populated, populate the sample unit. | N/A | N/A | Applet will not use this field for this discipline. |
| Dist from Grade (dstnc_fnsh_grd) | The distance from finished grade for height of fill, height of test, and test depth measurements. | Per KYTC policy, this field will not be used. This information will be captured in Material Test Templates. | N/A | N/A | Applet will not use this field for this discipline. |
| Dist from Grade – unit of measure (dstnc_fnsh_grd_unt) | The unit of measure in which the distance from finished grade is measured. | Per KYTC policy, this field will not be used. This information will be captured in Material Test Templates. | N/A | N/A | Applet will not use this field for this discipline. |
| Station (sta) | The station point along the survey line where the sample is taken. | Population of this field is optional except for concrete cylinders, soils, DGA, cores and when otherwise applicable. | N/A | N/A | Station is used to reference the location of this test on the project. These will need to be converted to latitude and longitude for SiteManager. <Details.Station #> |
| Offset (offst) | The distance and direction from the reference point where the sample is taken. | Optional entry. This field should be populated by the Sampler for concrete cylinders, soils, DGA, cores and when otherwise applicable. | N/A | N/A | Centerline offset are used to reference the location of this test on the project. These will need to be converted to latitude and longitude for SiteManager. <Details.CL Offset Distance> |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Procedure |
|---------------------------|---|--|-----------------------|----------------|---|
| Reference (ref) | The line on plans to reference the location of the sample. | The population of this field is optional. | N/A | N/A | Applet will not use this field for this discipline. |
| Smpld From (smpld_fr_txt) | A freeform text field where the user may enter a description of where the sample was taken. | This field should be populated by the Sampler when station and offset information are not applicable. | N/A | N/A | Applet will not use this field for this discipline. |
| Smpl Origin (smpl_origin) | A freeform text field where the user may enter a description of where the sample originated. | The population of this field is optional. | N/A | N/A | Applet will not use this field for this discipline. |
| Control Type (cntrl_t) | Provides an additional identifier for the sample (if available). The type is from a list of values defined by the transportation agency. Examples are heat number, lot number, batch number, etc. | This field should be populated by the Sampler for Reinforcement Steel, Liquid Asphalt, Paint, Cement, Latex, Herbicide, Pipe and when applicable based on the Field Sampling & Testing Manual. The values in this list are: Batch Number Heat Number Lot Number | N/A | N/A | Applet will not use this field for this discipline. |
| Cntrl Number (cntrl_nbr) | The actual number for the type of control to identify the sample. | This field should be populated by the Sampler when a Control Type is selected in the previous field. | N/A | N/A | Applet will not use this field for this discipline. |
| Seal Number (seal_nbr) | The seal number of the batch of the material tested. | This field is populated by the Sampler with the roll number for Geotextiles and when applicable based on the Field Sampling & Testing Manual. | N/A | N/A | Applet will not use this field for this discipline. |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Procedure |
|--|---|--|-----------------------|---------------------------|--|
| Design Type (smp_l_dsn_t) | This field indicates the type of mix design the selected material is associated with (e.g. Marshall, SUPERPAVE, etc). | Using the pick-list, this field should be populated by the Sampler when a mix design is being sampled. | N/A | N/A | Applet will not use this field for this discipline. |
| Mix ID (smp_l_mix_id) | This field indicates the ID for the mix design. | Using the look-up function, the Sampler should populate this field with the Mix ID being sampled. | N/A | N/A | Applet will not use this field for this discipline. |
| Plant ID (plant_id) | The unique identifier for the approved P/S plant that provided the material. | Identical to Producer/Supplier Code. | N/A | N/A | Applet will not use this field for this discipline. |
| Plant Type (plant_t) | This field identifies the type of plant from which the material was supplied. | This is auto-populated on the window based on the Plant ID above. | N/A | N/A | Applet will not use this field for this discipline. |
| Creator User ID (cms_uid) | Creator of Sample record. | N/A | Free-form | KYTC Spreadsheet Approver | This is the KYTC person approving the spreadsheet. User must be an active Security User. <Header.QA Tester (SM User ID)> |
| Include Standard Remarks (Std_rmrks_in d) | Population of this field indicates that standard remarks should be included on the Lab Report. | This checkbox should always be populated by the Sampler or the Authorizer of the sample for Project Acceptance and QC samples. | Free-form | Auto-populated by Applet | Indicator will be populated (with "Y") for QC Samples, or "N" otherwise. |

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| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Procedure |
|---|---|---------------------------|-----------------------|---------------------------|---|
| Last-Modified User ID (last_modfd_uid) | Last user to modify the sample record. | N/A | Free-form | KYTC Spreadsheet Approver | This is the KYTC person approving the spreadsheet. <Header.QA Tester (SM User ID)> |
| Last-Modified Date (last_modfd_dt) | Date of the last modification made to the sample record. | N/A | Date | Auto-populated by Applet | System Date the sample was successfully imported into SiteManager. |
| ADDITIONAL RECORDS NOT SEEN FROM WINDOWS | | | | | |
| Sample Lock Indicator (smp_lock_ind) | Indicates when a sample resides in the standalone database and has been piped-up to the server (i.e., it is no longer owned by the standalone database and therefore cannot be edited). This is automatically populated by SiteManager. | N/A | N/A | N/A | Applet will not use this field. |
| <Reference Document> (ref_doc) | No longer used by SiteManager. | N/A | N/A | N/A | Applet will not use this field. |

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CONTRACT FOLDER TAB (t_cont_smpl)

| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|------------------------|--|--|-----------------------|----------------|--|
| Smpl ID (smpl_id) | The unique identifier of the record generated for the material sample. | N/A - Auto-populated. | N/A | N/A | Use assigned Sample ID. |
| Contract ID (cont_id) | The unique identifier of the contract with which the displayed material is associated. | Using the look-up function, the Sampler will make the necessary contract associations in this folder tab for all Project Acceptance samples. | Free-form | End-User | Only a single Line Item will be associated to the samples for this discipline. A data check is required for these fields to make sure the combination of the three keys are found in SiteManager (on t_cont_itm). Also, need a data check to make sure that the sample's material is on the S&TR record for this contract item. |
| Project (prj_nbr) | The ID of a project. | N/A | Free-form | End-User | |
| Line Item (ln_itm_nbr) | The unique identifier of an item associated with a contract. | N/A | Free-form | End-User | Duplicates not allowed. (NOTE: Although the Project and Line are entered on the Header tab, the data is duplicated onto the hidden Project Items tab so the Applet can consistently get the data from this location.) <Header.Contract ID> <Header.Project Nbr> <Header.Line Item Number> |

KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS*PORT Information Series

SiteManager Materials Module

Sample Information Window – Moisture-Density (DENSITY) QC/QA

| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|-------------------------------|---|---------------------------------------|-----------------------|----------------|--|
| Fed State Prj Nbr (N/A) | The federal/state number for the Project. Must be unique within a Contract. | N/A | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |
| Cont Est Matrl Qty (N/A) | The material quantity expected to be placed over the life of the contract based on the current pay item quantity-to-conversion factor relationship identified in the contract S&T requirements. | N/A | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |
| Represented Qty (repr_qty) | Representative Quantity. This field may be required, depending upon System Operational Parameter settings. | Population of this field is optional. | N/A | N/A | Applet will not use this field for this discipline. |
| Material Unit (N/A) | The material unit short description. | N/A | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |

KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS*PORT Information Series

SiteManager Materials Module

Sample Information Window – Moisture-Density (DENSITY) QC/QA

| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|----------------------------------|--|---------------------------|-----------------------|----------------|--|
| Reported Matrl Qty (N/A) | This is total material installed. Calculated: Installed Quantity of Contract Item x Conversion Factor. | N/A | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |
| Line Item Desc (N/A) | A transportation agency-defined code used to identify a particular item. | N/A | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |
| Supplemental Description 1 (N/A) | This field contains a description that is supplemental to the item's description and may be required by the transportation agency. | N/A | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |
| Supplemental Description 2 (N/A) | This field contains a secondary description that is supplemental to the item's description and may be required by the transportation agency. | N/A | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |
| Contract Description (N/A) | This field contains the Contract Description | N/A | N/A | N/A | Applet will not use this field. This is not a database field; it is assigned programmatically by the SiteManager application. |

KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS*PORT Information Series

SiteManager Materials Module

Sample Information Window – Moisture-Density (DENSITY) QC/QA

| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|---|--|---------------------------|-----------------------|---------------------------|---|
| Last-Modified User ID (last_modfd_uid) | Last user to modify the sample record. | N/A | Free-form | KYTC Spreadsheet Approver | This is the KYTC person approving the spreadsheet. <Header.QA Tester (SM User ID)> |
| Last-Modified Date (last_modfd_dt) | Date of the last modification made to the sample record. | N/A | Date | Auto-populated by Applet | System Date the sample was successfully imported into SiteManager. |

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SiteManager Materials Module

Sample Information Window – Moisture-Density (DENSITY) QC/QA

OTHER FOLDER TAB (t_oth_smpl) – NOT USED BY THE APPLLET

| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|--|--|---|-----------------------|---------------------------|---|
| Smpl ID (smpl_id) | The unique identifier of the record generated for the material sample. | N/A - Auto-populated. | N/A | N/A | Use assigned Sample ID. |
| Type (oth_t) | The transportation agency-defined list of entities other than a contract that require S&T (e.g., maintenance, research, design, or geo-technical). | Using the pick-list, the Sampler should select Latitude and Longitude for Concrete, Cores, Soils and Other (<i>Note: Other to be determined by Construction.</i>) | N/A | N/A | Applet will not use this field for this discipline. |
| ID (oth_id) | A value representing the entity. | Value will vary based on Type selected. | N/A | N/A | Applet will not use this field for this discipline. |
| Last-Modified User ID (last_modfd_uid) | Last user to modify the sample record. | N/A | Free-form | KYTC Spreadsheet Approver | This is the KYTC person approving the spreadsheet. <Header.QA Tester (SM User ID)> |
| Last-Modified Date (last_modfd_dt) | Date of the last modification made to the sample record. | N/A | Date | Auto-populated by Applet | System Date the sample was successfully imported into SiteManager. |

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SiteManager Materials Module

Sample Information Window – Moisture-Density (DENSITY) QC/QA

TESTS FOLDER TAB (t_smpl_tst)

| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|--------------------------------|--|--|-----------------------|-------------------------------|---|
| Smpl ID (smpl_id) | The unique identifier of the record generated for the material sample. | N/A - Auto-populated. | N/A | N/A | Use assigned Sample ID. |
| Test Method (tst_meth) | The unique identifier of the test template that will be used to capture the test data. | Using the look-up function, the Sampler is responsible for selecting the tests that should be performed on the sampled material. The Sampling Checklist should be used as a guideline for determining what tests to select. | Free-form | Auto-populated by Spreadsheet | Assigned as "GTNUCDENS" for all tests. . <Header.Test Method> |
| Sample Test Nbr (smpl_tst_nbr) | The unique number/identifier for the associated test. | The Sampler should populate the Sample Test Nbr field with the number "1" for the first incident of that particular test method. Any subsequent incidents of the <u>same</u> test method for the sample should be numbered sequentially (2, 3, etc.) | Free-form | Auto-populated by Spreadsheet | Using the same two unique characters as appended to the end of the Sample ID. These are: <ul style="list-style-type: none"> • QC Test 1 - "C1" • QC Test 2 - "C2" • QC Test 3 - "C3" • QC Test 4 - "C4" • QA Test - "A1" <Details. Various Hidden Cells> |
| Lab ID (lab_id) | This field is the unique ID number assigned to each lab entered in the system on the Approved List, Qualified Labs window. | Using the look-up function, the Sampler is responsible for specifying the lab that will perform the test. | N/A | N/A | Not available as these tests are done directly in the field. Applet will not use this field for this discipline. |

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SiteManager Materials Module

Sample Information Window – Moisture-Density (DENSITY) QC/QA

| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|---|--|--|-----------------------|---------------------------|--|
| Charge Amount (chrg_amt) | The amount charged for the test. | This field is auto populated. Per KYTC policy, this field will not be used. | N/A | N/A | Applet will not use this field for this discipline. |
| Start Date (strt_dt) | The date that the associated test began. | The Tester should populate this field with the actual date the sample arrived at the lab (e.g., Received Date). The one exception to this policy is for Cylinder samples, which require the Sampler to populate this field with the estimated break date for the cylinder. | Date | End-User | This will be the Sample Date when the sample was taken and tested. <Header.Sample Date> |
| Estimated Completion Date (est_cmpl_dt) | The expected test completion date. | The Tester should populate this field with the Actual Start date of the test. | Date | End-User | This will be the Sample Date when the sample was taken and tested. <Header.Sample Date> |
| Actual Completion Date (actl_cmpl_dt) | The test completion date. | The Tester should populate this field with the actual date the test was completed or, in the case of cylinders, the actual break date. | Date | End-User | This will be the Sample Date when the sample was taken and tested. <Header.Sample Date> |
| Last-Modified User ID (last_modfd_u id) | Last user to modify the sample record. | N/A | Free-form | KYTC Spreadsheet Approver | This is the KYTC person approving the spreadsheet. <Header.QA Tester (SM User ID)> |
| Last-Modified Date (last_modfd_d t) | Date of the last modification made to the sample record. | N/A | Date | Auto-populated by Applet | System Date the sample was successfully imported into SiteManager. |

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Kentucky TRNS*PORT Information Series

SiteManager Materials Module

Sample Information Window – Moisture-Density (DENSITY) QC/QA

TESTERS WINDOW (t_smpl_tstr)

| Field Name | Description | KYTC Population Procedure | Spreadsheet Data Type | Source of Data | Spreadsheet Population Decision |
|--------------------------------|---|--|-----------------------|---|---|
| Smpl ID (smpl_id) | The unique identifier of the record generated for the material sample. | N/A - Auto-populated. | N/A | N/A | Use assigned Sample ID. |
| Test Method (tst_meth) | The unique identifier of the test template that will be used to capture the test data. | N/A - Auto-populated. | N/A | N/A | Use assigned Test Method. |
| Sample Test Nbr (smpl_tst_nbr) | The unique number/identifier for the test. | N/A - Auto-populated. | N/A | N/A | Use assigned Sample Test Nbr. |
| Testers (tst_id) | Provides a look-up of testers that are qualified for the selected test method. - Available from the Tests tab when a test has been added to the Tests tab. | Select the tester who performed the test. If you edit the test results your name will automatically be added to the Tester List. NOTE: If the tester is not qualified to perform the test, their name will not be available from the Tester Search Window. | Free-form | QC: End-User QA: KYTC Spreadsheet Approver | This is the SiteManager User ID of the Producer person who took the first subplot sample. This is the QC Tester or QA Tester. The Tester must have active "GRADING TECHNICIAN LEVEL I" Tester qualification for a Material Category of "GEOTECH DENSITY". QC: <Header.QC Tester> QA: <Header.QA Tester> |