

Materials Procedures Committee Regular Meeting

Meeting Time/Date: February 24th, 11:00 AM

Meeting Location: MCS&T (Conference Room) – 190 Dry Branch Drive, Charleston WV, 25301

Online Meeting: Google Meet Video Conference

Online Link - (<https://meet.google.com/qaq-awvh-wcv?authuser=0>)

Files Available on ProjectWise for DOT users – See Invite or Follow P/W path:

[WVDOH ORGS\MCS&T \(0077\) - FM\Materials Procedure Committee\MP Committee Meeting Files\2025\2025 10 16 MP Meeting](#)

Files Available on Webpage:

<https://transportation.wv.gov/highways/mcst/Pages/MP-Committee-Page.aspx>

Materials Procedures – Approved at Last Meeting

1. 106.10.51 – WVDOH Buy America Exception and Waiver Guidelines
2. 106.10.52 – WVDOH Buy America De Minimis Exceptions
3. 109.00.22 – Procedure for the Submission and Documentation of Quality Control Test Results
4. 110.00.41 – Preparing Materials Inspection Reports
5. 700.00.54 – Procedure for Evaluating Quality Control Sample Test Results with Verification Quality Assurance Sample Test Results
6. 715.09.20 – Standard Method for Determining the Stability of Portable Sign Stands

Materials Procedures - Old Business

Number	Champion	Title	Description
1* - 106.00.02	Brayack	Procedure for Evaluating Products for Use in Highway Construction	Now makes it so no product can be on both the APL and the QPOM. Also removed reference/section on Buy America.
2* - 100.00.00	Brayack	Preparing Materials Procedures	The effective date of an MP is on the next contract letting date after the date of its FHWA affirmation.
3* - 401.09.40	Jack	Procedure for Asphalt Mixture Plant and Truck Inspection	New document to help standardize truck and plant inspections across the Districts.
4* - 401.02.24	Jack	Guide to Designing Asphalt Mixtures with Reclaimed Asphalt Pavement	Updated guidelines for reclaimed asphalt pavement mix design and production.
5* - 401.02.28	Jack	Guide to Designing Asphalt Mixtures Using the Superpave Volumetric Design Method	Updated guidelines.

<u>6* - 700.04.22</u>	Wagner	Method for Approving Devices Used for Testing Density and/or Moisture Content of In-Place Material	Process for creating approved list for Density/Moisture Devices.
<u>7* - 106.10.51</u>	Brayack/ Boothroyd	WVDOH Buy America Exception and Waiver Guidelines	Now includes the De Minimis Guide and information instead of having a separate MP.

Materials Procedures – Editorial Edits

<u>1* - 679.02.99</u>	Welch	Quality Assurance Procedures for Calibration and Approval of Concrete Volumetric Mixers	Small language changes focused in the Yield Test section.
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Materials Procedures - New Business with Significant or Process Updates

<u>1& - 100.00.03</u>	Brayack	Method of Evaluation of Non-Standard or Non-Conforming Materials in Construction Via DMIR	Language changes to ensure no ambiguity or discrepancy in procedure for pay penalties for absent material testing.
<u>2& - 601.03.50</u>	Thaxton	Guide for Quality Control and Acceptance Requirements for Portland Cement Concrete	Update based on update to the T600 form.
<u>3& - 106.03.50</u>	Harper/ Thaxton	General Information Guide for Technician and Inspector Certification Program (TICP)	Now allows people to take the PCC Technician Class and exam before completing the 40hr requirement/Inspector Cert.. Will still need the 40hrs and Inspector Cert. to receive certification. ACI cert for PCC inspector and aggregate now bypasses practical exam and apprenticeship requirements.
<u>4& - 711.03.26</u>	Thaxton	Maintaining Specified Level of Strength in Portland Cement Concrete	Editorial and updated the standard deviation wording to match the calculation done in AWP/SiteManager.
<u>5& - 106.10.50</u>	Brayack/ Boothroyd	WVDOH Buy America Acceptance Guidelines	Updated to no longer reference MP 106.10.52 for De Minimis.

Note 1: * Denotes this MP is up for Vote

Note 2: & Denotes this MP is not up for Vote

Comments

Comments are due February 17th, so the Champion may review and address them.
Submit comments to Adam Boothroyd (adam.o.boothroyd@wv.gov)

Next Meeting

New or Updated MPs due to the MP Chair 3-weeks before the next meeting: March 31st

Meeting Time/Date: 11:00 AM, April 21, 2026

Meeting Location: MCS&T Conference Room

Online Meeting: Google Meet Video Conference (Link TBD)

Additional MP Committee Meeting Information

For details of previous meetings, please visit the MCST MP Committee Webpage

<https://transportation.wv.gov/highways/mcst/Pages/MP-Committee-Page.aspx>

Tentative MP Committee Dates for 2026:

April 21, June 23, August 18, October 20, December 15