

OFFICE OF STATE AID ROAD CONSTRUCTION			S.O.P. NO. SA II-3-8
STANDARD OPERATING PROCEDURES			Page 1 of 2
Subject: S.O.P. HOT BITUMINOUS PAVEMENT JOB MIX FORMULAS AND TRANSFERS			Distribution A, B, C, D, E
EFFECTIVE July 1, 2005	ISSUED July 1, 2005	SUPERSEDES Page 1 of 2 S.O.P. NO. SAD II-3-8 EFFECTIVE: July 28, 1989	APPROVED J. Brooks Miller, Sr. STATE AID ENGINEER

PURPOSE: To Establish A Uniform Policy For The Request And Approval Of Asphalt Job Mix Formulas (JMF) And Transfers.

1. Request For Original Job Mix Formula:

- 1.1. The Contractor shall submit the proposed job-mix formula , prepared in accordance with Mississippi Test Method MT-78 (MDOT SOP TMD-11-78-00-000), for each mixture to the County/LSBP Engineer, requesting approval. At least 15 working days prior to the proposed use of each mixture, the Contractor shall submit in writing to the County/LSBP Engineer a proposed job-mix formula and prepare samples of the materials representative of the job mix formula for submission to the MDOT Central Laboratory or State Aid approved laboratory, with AASHTO asphalt (AMRL) accreditation, in accordance with MT-78. The job-mix formula shall be signed by a Certified Mixture Design Technician (CMDT).
- 1.2. The County/LSBP Engineer will check the Contractor's proposed job-mix formula to insure conformance to the bid items in the contract. If the formula does not conform to the type course specified, the formula will be rejected and returned to the Contractor.
- 1.3. The County/LSBP Engineer, if in agreement, will submit a written request to the Mississippi Department Of Transportation Materials Engineer, or State Aid approved Laboratory, for the approval of the Contractor's proposed job-mix formula. The County/LSBP Engineer's request will indicate the course number and type coarse aggregate combination required.
- 1.4. The request for approval of the proposed job-mix formula and samples must be submitted to the MDOT Central Laboratory, or State Aid approved Laboratory, at least 10 working days prior to the proposed use of the mix.
- 1.5. The MDOT Central Laboratory or other approved Laboratory will return written acceptance, modification, or rejection of the Contractor's JMF to the County/LSBP Engineer. A copy of the above correspondence will be furnished to the State Aid Materials Engineer.
- 1.6. The job-mix formula thus approved or proposed from laboratory tests shall be considered tentative until a sufficient quantity of mixture has been processed through the plant, placed on the roadway, compacted, and tested to determine if any corrections or adjustments should be made. In the event adjustments are necessary, the change in aggregate gradation and asphalt cement content shall be within the specified tolerance. Adjustments shall not be made until proper documentation of density, VMA, total voids, stability, and asphalt cement content determinations have been established by quality control and acceptance testing. The job-mix shall be redesigned if the gradation requires adjustment on more than two sieves. The County/LSBP Engineer shall determine what adjustments are necessary and shall submit a written request with documentation to the MDOT Materials

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Engineer, or other approved lab, for approval of a revised job-mix formula, with a copy of the request to the State Aid Engineer.

2. Job-Mix Formula Transfers:

- 2.1. An approved job-mix formula may be transferred from one project to another under the conditions set out below.
- 2.2. The Contractor must certify by letter to the County/LSBP Engineer that the source and characteristics of the materials have not changed since the original job-mix formula was issued.
- 2.3. The County/LSBP Engineer has determined that the source and characteristics of the materials have not changed since issuance of the original job-mix formula. This determination should be made by checking plant reports where the mixture is currently being (or has recently been) produced. In addition, an investigation shall be made to determine if the original job-mix formula complies with the specified mix for the project to which the transfer is to be made.
- 2.4. The County/LSBP Engineer must submit to the Central Laboratory, or State Aid approved Laboratory, a written request for the transfer to be made. This request must certify to compliance with the above listed conditions.
- 2.5. The MDOT Central Laboratory or other approved Laboratory will return written acceptance, modification, or rejection of the Contractor's JMF to the County/LSBP Engineer. A copy of the above correspondence will be furnished to the State Aid Materials Engineer.
- 2.6. No mixture will be allowed to be placed prior to the transfer by the Central Laboratory, or State Aid approved Laboratory

3. Change In Job-Mix Formula:

- 3.1. When unsatisfactory results or changed conditions make it necessary, or when a change in sources of materials is made, a new job-mix formula is required. The procedures for obtaining a new job-mix formula will be in accordance with Section 1 of this S.O.P. This does not include minor adjustments, as covered in Subsection 1.6 of this S.O.P.