

Other Required HMA Acceptance Responsibilities			
Duty	Task	Performed By / REQ'D. CERT.	Minimum Frequency
1. Qualify Laboratory.	<ul style="list-style-type: none"> • Check condition of test equipment. • Check equipment calibration records. • Check for current test methods. 	District Materials HMA I	Every Two Years
2. Observe Plant Calibration.	<ul style="list-style-type: none"> • Check for proper procedures per IM 508. • Check for approved JMF. • Check stockpile certifications. • Check plant settings. 	District Materials HMA I	As Per DME
3. Materials Certifications.	<ul style="list-style-type: none"> • Check for approved aggregate sources. • Check certified aggregate truck tickets. • Check for approved asphalt binder source. • Check certified asphalt binder truck tickets. • Check for approved release agents per IM 491.15. 	District Materials HMA I	Check at Time of Calibration and When Material Changes
	<ul style="list-style-type: none"> • Review entries in Plant Book for certified quantities of materials. 	Construction HMA I	Weekly
4. Documentation.	<ul style="list-style-type: none"> • Review plant calibration. • Review job mix formulas. • Review entries in the Daily Plant Report. • Review entries in the Plant Book. • Review entries in Plant Program for pay quantities and PWL. • Review quality control charts. • Review PWL data. • Obtain files of project documentation: <ul style="list-style-type: none"> ○ Daily Plant Reports ○ Correlation Summary Sheets ○ Quality Control Charts ○ Delivery Tickets ○ Submitted Forms 	District Materials HMA II	At Startup of Each Mix
		Construction HMA I	First Day and Weekly Thereafter
		District Materials HMA I	Weekly
		Construction	At End of Project
5. Inspect Stockpiles.	<ul style="list-style-type: none"> • Observe stockpiling procedures per IM 508. • Check for segregation. • Check for contamination. • Check for intermingling of stockpiles. 	District Materials HMA I	First Day and Weekly Thereafter

