



# Florida Department of TRANSPORTATION

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## Rolling Straightedge Sample Life Cycle Contracts Let Before 07/01/2020

July 17, 2023

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## Chapter 1 – Creating a QC Rolling Straightedge Sample

These instructions apply to samples on contracts let before July 1, 2020. They include the QC sample, the VT sample, and a comparison package to match the QC and VT samples together. For contracts let on or after July 1, 2020 see the instructions in [Rolling Straightedge Sample Life Cycle Contracts Let On or After 07/01/2020](#).

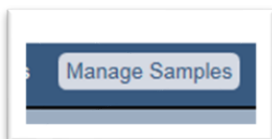
A rolling straightedge sample must be created each time FM 5-509 is performed. The sample is one day of testing if the technician performing the test and the equipment remain the same. If during the day, the technician or equipment is changed, a new sample must be created. The day's testing may take place on various locations and there may be gaps in testing locations.

**NOTE:** Project personnel will not require a separate test for each location when multiple locations for the same day as long as the testing personnel and equipment are the same. Project personnel should not require a separate test entry for each deficiency.

**NOTE:** The form (675-060-10) is **NOT** required. It has been left on the Forms website as an optional raw data worksheet; however, it has not been updated so it does not match the MAC test screen. Users should be aware of this when opting to use this form. **PAs will not require the use of the form** since the sample and test are now required in MAC. Requiring the form as well is equivalent of double data entry.

Number	Form Title
675-060-10	Asphalt Pavement Straightedge Test Report <small>*Form not required for MAC entry. Can be used for data collection.*</small>

Contractors and QC firms can create worksheets to record the data. When used, these are considered official QC records and must be maintained in accordance with **Specifications Section 105**. It does not have to be submitted with the samples, but it must be stored and produced upon request if the Department needs to see the raw data worksheet.



1. Click on Manage Samples menu option.



2. Click on Create Sample Login option.

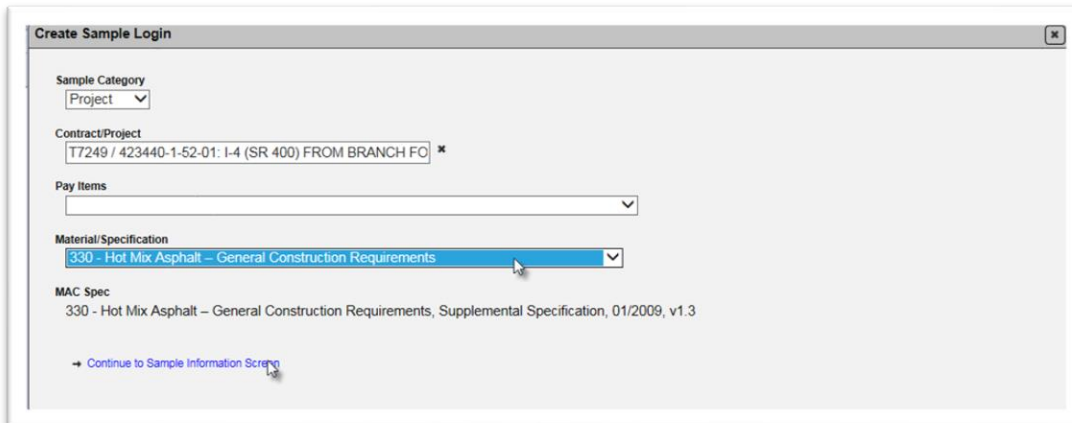
A Create Sample Login dialog box will appear. It defaults to the sample category of Project.



The screenshot shows a dialog box titled "Create Sample Login". It has three main sections: "Sample Category" with a dropdown menu showing "Project"; "Contract/Project" with a text input field containing "3" and a red asterisk; and "Pay Items" with a text input field containing "5". Below these is a "Material/Specification" section with a text input field containing "4".

3. **Contract/Project** – begin typing in the Financial Project Id or Contract Id and select the appropriate combination from the returned list.
4. **Material/Specification** – select 330 – Hot Mix Asphalt – General Construction Requirements from the dropdown list.
5. **Pay Items** – pay Items are optional and multi-select. Click on the dropdown list to select a pay item or pay items, if desired. **Do not select pay items if the project is Lump Sum or Design Build.**

Once you have selected a Material/Specification, a link to Continue to the Sample Information Screen will appear on the dialog box.



The screenshot shows the "Create Sample Login" dialog box after selections. The "Sample Category" is still "Project". The "Contract/Project" field now contains "T7249 / 423440-1-52-01: I-4 (SR 400) FROM BRANCH FO" with a red asterisk. The "Pay Items" dropdown is empty. The "Material/Specification" dropdown is set to "330 - Hot Mix Asphalt - General Construction Requirements". Below this, the "MAC Spec" is displayed as "330 - Hot Mix Asphalt - General Construction Requirements, Supplemental Specification, 01/2009, v1.3". At the bottom, there is a blue link that says "Continue to Sample Information Screen".

6. Click on the Continue to Sample Information Screen link to access more login fields.

As you begin to make selections, more fields will appear.

7. **Sample Level** – select QC from the dropdown list

More fields will appear.

8. **Date Sample Taken** – enter the date the rolling straightedge test was performed in the Date Sample Taken field. The date sampled and the date tested are the same.

9. **FDOT Sample #** – enter the sample number as follows:

- a. Structural QC – S00XQ (X = sequential sample number) – S001Q, S002Q, S003Q, etc.
- b. Friction QC – F00XQ (X = sequential sample number) – F001Q, F002Q, F003Q, etc.

10. **Contact Name** – enter a contact name in the Contact Name field. This is someone who can answer specific questions about the sample and test data.

11. **Phone** – enter either contact phone number in the Cell Phone # or Office Phone Number field. Only one is required. When one is entered, the red asterisk denoting that the field is required will disappear by the other field.

12. **Email** – enter an email address for the contact person in the Email field.

13. **Comment** – enter any comments about the sample or testing in the comments box.

Document

14 Choose File No file chosen

Description ?

15

Save Save and Submit

A screenshot of a web form titled "Document". At the top left, there is a blue circle with the number "14" next to a "Choose File" button. To the right of the button, it says "No file chosen". Below this is a text input field labeled "Description ?" with a blue circle containing the number "15" inside it. At the bottom of the form, there are two buttons: "Save" and "Save and Submit".

14. **Choose File** – select the Choose File option to navigate to the file location and upload it to the documents tab. This is not meant to be Form 675-060-10 as it is no longer required.

15. **Description** – enter a description of the file, if desired.

16. **Save & Submit** – select Save if you are not ready to begin testing but want to save the data you have entered so far. Select Submit if you are ready to enter the test results. If you select Save, the sample will be designated as Logged and will need to be Submitted for Testing in order for the test results to be entered.

## Chapter 2 – Entering QC Rolling Straightedge Test Results

### A. Entering the Test Results

	Lab or Field	Lab ID	Tester	Test Disposition	Test Status	Required	Which test Rules?
1	Initial Test	Field			Ready for Testing	Required	<a href="#">Perform Test</a> <a href="#">Mark Test Not Performed</a>

1. Click on the Associated Tests tab to expand it.
2. Click on the Perform Test option next to the test.

A Perform Test dialog box will appear.

Test  
FM 5-509 Smoothness by 15' Rolling or Manual Straightedge

Tester  (3) ★

Date Test Performed  (4) ★

Has Deficiency Readings  (5)

Structural or Friction?  (6) ★

Rolling or Manual Straightedge?  (7)

3. **Tester** – enter the name or TIN of the QC technician performing the test in the Tester field. Select the appropriate tester from the list returned.
4. **Date Test Performed** – enter the Date the rolling straightedge test was performed.
5. **Has Deficiency Readings** – if the testing results show deficiencies, select this indicator.
6. **Structural or Friction** – select the Structural or Friction indicator from the dropdown list.
7. **Rolling or Manual Straightedge** – the Rolling or Manual Straightedge field defaults to Rolling. If a manual straightedge was used, change the entry to Manual.

**Overall Area** – In this section, you will enter the area(s) where the testing was performed. Think of this as the total area tested for the day. There may be gaps in the overall area.

	Lanes	Width (ft)	Station From	Station To
Reading 1	<input type="text"/> (8)	<input type="text"/> (9)	<input type="text"/> (10)	<input type="text"/> (11)

(12) + Add Reading

8. **Lanes** – select the first lane that was straightedged.
9. **Width** – enter the lane width in feet.
10. **Station From** – enter the beginning station where the test was performed in this lane.
11. **Station To** – enter the ending station where the test was performed in this lane.
12. **+ Add Reading** – if additional lanes were straightedged, select the + Add Reading option to add another set of fields. Enter the data for the additional lanes.

If the test has no deficiency readings, skip to 24 (Save). If Has Deficiency Readings (#5) was selected, these fields will appear.

## Deficiencies

Reading 1	Lanes	Width (ft)	Station From	Station To	Measurement	High/Low	Description	Added Length	Total Length	Recommendations

+ Add Reading

Lanes	Width (ft)	Station From	Station To
Reading 1	13	14	15

+ Add Reading

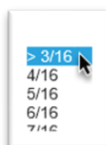
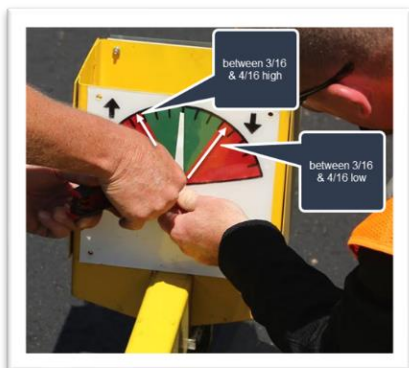
- 13. **Lanes** – enter the lane the deficient area represents from the Lanes dropdown list.
- 14. **Width** – enter the lane width in the Width (ft) field, for example 14.
- 15. **Station From** – enter the beginning station of the deficiency in the Station From field.
- 16. **Station To** – enter the ending station of the deficiency in the Station To field.

**NOTE:** These fields must reflect the actual length of the deficiency. For example, the two fields should not be the same station.

Measurement	High/Low	Description	Added Length	Total Length	Recommendations
17	18	19	20	21	22

- 17. **Measurement** – select the measurement from the dropdown list, for example, 4/16.
- 18. **High/Low** – select if the measurement was high or low from the High/Low dropdown list.

**NOTE:** If the reading that is greater than 3/16, but less than 4/16 high or low. This is considered a deficiency. Select > 3/16.

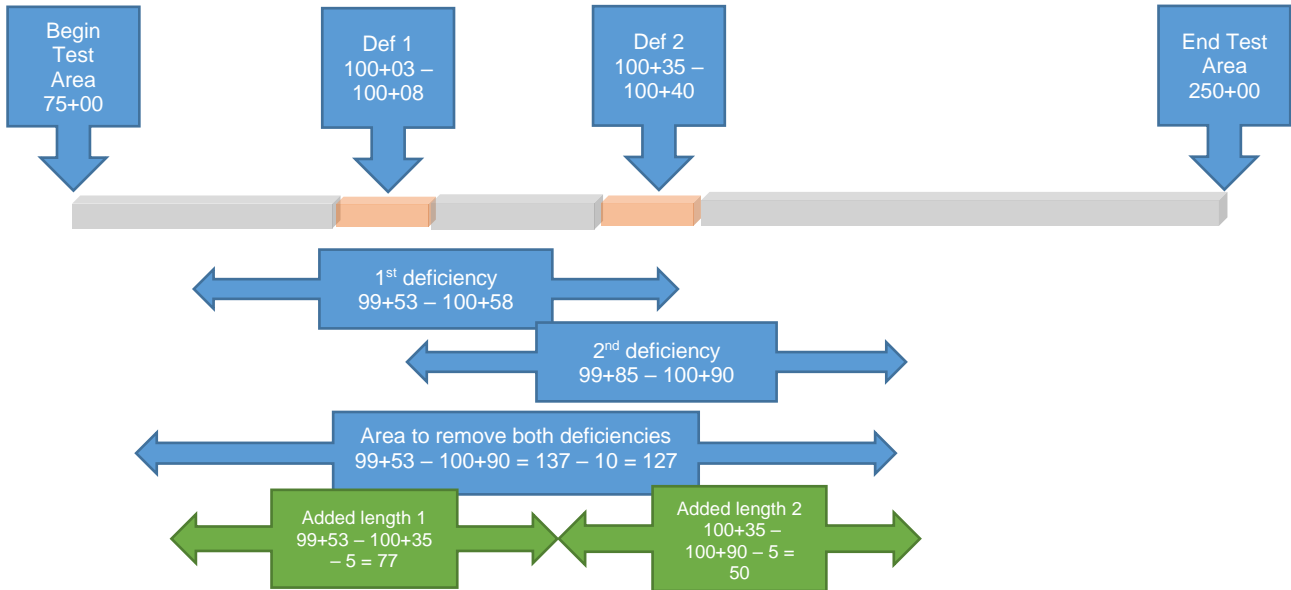




19. **Description** – enter any additional information about the deficiency to help designate it, if desired; for example, project joint, bridge approach slab, manhole, etc.

20. **Added Length** – Per Specification Section 330, material must be removed on either side of the deficiency for 100 linear feet. Since some deficiencies can overlap, this field may not always be 100.

For example, if a deficiency reading occurs from station 100+03 to 100+08 and another deficiency is located at 100+35 to 100+40, the areas to be removed overlap. There are lots of ways to do this. Here is one suggestion. This may need to be revised based on the number of deficiencies and the overlap.



The data entry would look like this for this example:

Deficiency Readings									
	Lanes	Width (ft)	Station From	Station To	Measurement	High/Low	Description	Added Length	Total Length
Reading 1	L1	14	100+03	100+08	4/16	High		77	82
Reading 2	L1	14	100+35	100+40	5/16	Low		50	55

Another way to enter the same data is to show the added length on the last deficiency. If this is done, there should still be an added length of 0 in the first deficiency:

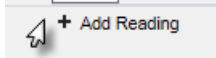
Deficiency Readings									
	Lanes	Width (ft)	Station From	Station To	Measurement	High/Low	Description	Added Length	Total Length
Reading 1	L1	14	100+03	100+08	4/16	High		0	5
Reading 2	L1	14	100+35	100+40	5/16	Low		127	132

Test notes should be provided to describe how the added length was obtained when there are multiple deficiencies that overlap.

Test Notes	Test Notes
Deficiencies 1 and 2 overlap. Beginning Added Length = 99+53. Ending Added Length = 100+90. Length = 137 LF. Total Length fields add up to 137 (132 + 5).	Deficiencies 1 & 2 overlap. Beg Added Length = 99+53. End Added Length = 100+90. Length = 137 feet. Total Length fields add up to 137 (82+55)

21. **MAC** Calculates the total length from the difference between the Station From and Station To fields plus the added length.

22. **Recommendations** – this field is optional, and the QC Manager’s recommendation may not be known at the time of test result entry. It is not connected to the MAR process so the QC Manager may still need to contact the PA with the Contractor’s request for disposition of the deficiencies. If the QC Manager’s recommendation is known, select it from the returned list.



22. **+ Add Reading** – select the + next to the Add Reading option to enter another deficiency area. Enter the fields for additional readings as described above.

23. **Test Notes** – enter notes to further provide details about the test, if desired; for example, how the added length was derived.

24. Select Save to save the entries

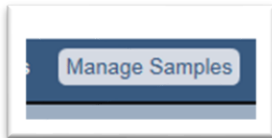
B. Submit Sample for FDOT

After the test is saved, a Data Reviewer needs to review the data and confirm that it is correct and complete. If not, make changes as needed and Save the test. If the test data is correct or after corrections are made, the Data Reviewer can submit the sample to FDOT for Verification.



1. Select the Submit for FDOT Verification option to submit the sample to the PA and put it in Pending Finalization status.

## Chapter 3 – Creating the VT Rolling Straightedge Sample



1. Click on Manage Samples menu.



2. Click on Create Sample Login option.

A Create Sample Login dialog box will appear. It defaults to the sample category of Project.

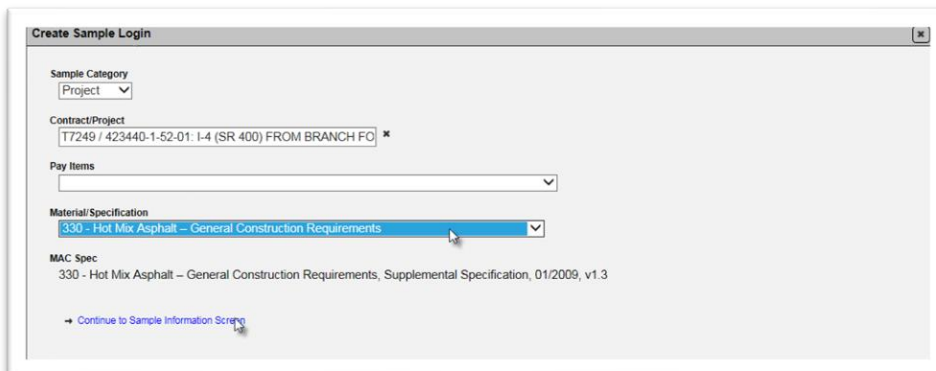


3. **Contract/Project** – begin typing in the Financial Project Id or Contract Id and select the appropriate combination from the returned list.

4. **Material/Specification** –select 330 – Hot Mix Asphalt – General Construction Requirements from the dropdown list.

5. **Pay Items** – pay Items are optional and multi-select. Click on the dropdown list to select a pay item or pay items, if desired. **Do not select pay items if the project is Lump Sum or Design Build.**

Once you have selected a Material/Specification, an option to continue to the Sample Information Screen will appear on the dialog box.



6. Click on the Continue to Sample Information Screen link to access more login fields.

As you begin to make selections, more fields will appear.

The screenshot shows the 'create Sample Login' form. At the top, it displays 'MAC Spec' as '330 - Hot Mix Asphalt - General Construction Requirements, Developmental Specification [DEV330SM], v1.12'. Below this, 'Contracts/Projects' is listed as 'T7435 / 437312-1-52-01: I-75/SR 93A FROM MANATEE COUNTY LINE TO N OF CR 672'. A 'Pay Items' link is visible. A blue arrow points to a 'Return to Material Selection Screen' link. The 'Sample Info' section includes 'Method of Acceptance' set to 'Sampling And Testing' and a 'Sample Level' dropdown menu with options 'IV', 'QC', and 'VT'.

7. **Sample Level** – select the Sample Level VT from the Sample Level dropdown list.
8. **Category** – select Rolling Straightedge from the dropdown list.

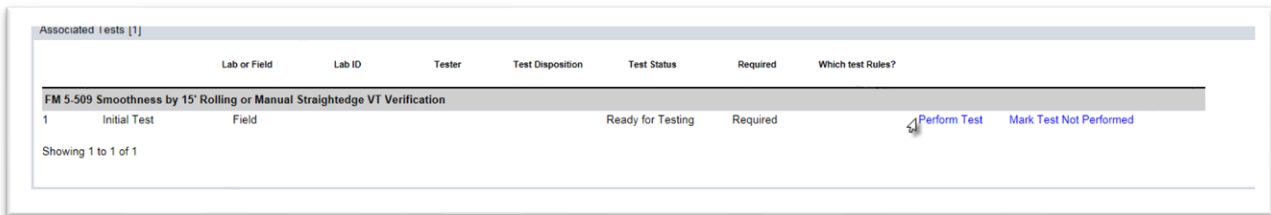
This screenshot shows the lower portion of the form. The 'Method of Acceptance' is 'Sampling And Testing', 'Sample Level' is 'VT', and 'Category' is 'Rolling Straight Edge'. The 'Date Sample Taken' field is marked with a blue circle and the number 9. The 'FDOT Sample #' field is marked with a blue circle and the number 10. The 'Contact Info' section includes 'Contact Name' (11), 'Cell Phone #' (12), 'Office Phone #' (12), and 'Email' (13), each with a red asterisk indicating it is required. The 'Comment' section has a text area marked with a blue circle and the number 14.

9. **Date Sample Taken** – Enter the date the QC technician performed the test.
10. **FDOT Sample #** – enter the sample number as follows:
  - a. Structural VT – S00XV (X = sequential sample number) – S001V, S002V, S003V, etc.
  - b. Friction VT – F00XV (X = sequential sample number) – F001V, F002V, F003V, etc.
11. **Contact Name** – enter a contact name of someone who can answer specific questions about the sample and test data.
12. **Phone Number** – enter either contact phone number in the Cell Phone # or Office Phone Number field. Only one is required. When one is entered, the red asterisk denoting that the field is required will disappear by the other field.
13. **Email** – enter an email address for the contact person in the field.
14. **Comments** – enter any comments about the sample or testing in the comments box.

The screenshot shows two buttons: 'Save' and 'Save and Submit'.

15. Select the Save and Submit option to continue. If you select Save, the sample will be designated as Logged and will need to be Submitted for Testing in order for the test results to be entered.

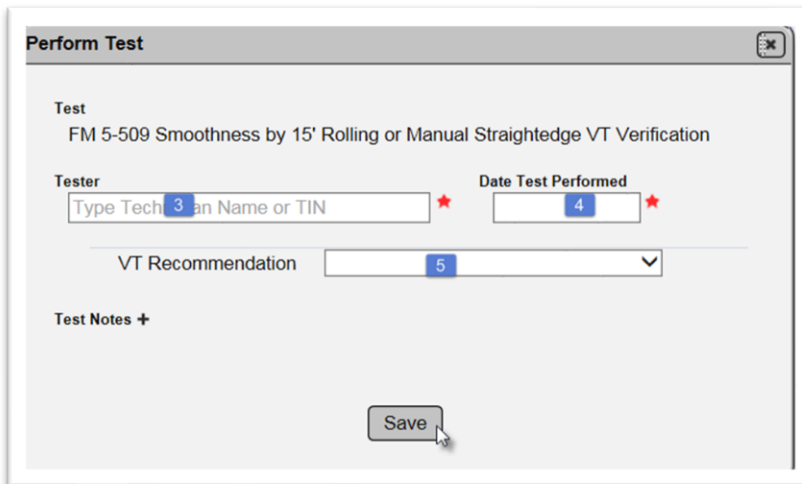
## Chapter 4 – Entering VT Test Results



Associated Tests [1]							
	Lab or Field	Lab ID	Tester	Test Disposition	Test Status	Required	Which test Rules?
1	Initial Test	Field			Ready for Testing	Required	<a href="#">Perform Test</a> <a href="#">Mark Test Not Performed</a>

Showing 1 to 1 of 1

1. Click on the Associated Tests tab to expand it.
2. Click on the Perform Test option.



**Perform Test**

Test  
FM 5-509 Smoothness by 15' Rolling or Manual Straightedge VT Verification

Tester  \* Date Test Performed  \*

VT Recommendation  ▼

Test Notes +

3. **Tester** – enter the name or TIN of the VT technician who witnessed the QC technician performing the rolling straightedge test.
4. **Date Test Performed** – enter the date the QC technician performed the rolling straightedge test
5. **VT Recommendation** – select the VT's recommendation from the dropdown list. This is optional.
6. Select Save.

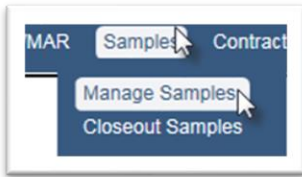


[Submit for FDOT Verification](#) [Create N](#)

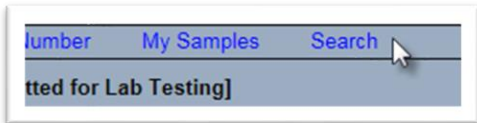
7. Review the data to confirm the VT TIN and date are correct. When confirmed, select the Submit for FDOT Verification option. You must have the company role of Data Reviewer to have the Submit for FDOT Verification option.

## Chapter 5 – Finalizing Rolling Straightedge Samples

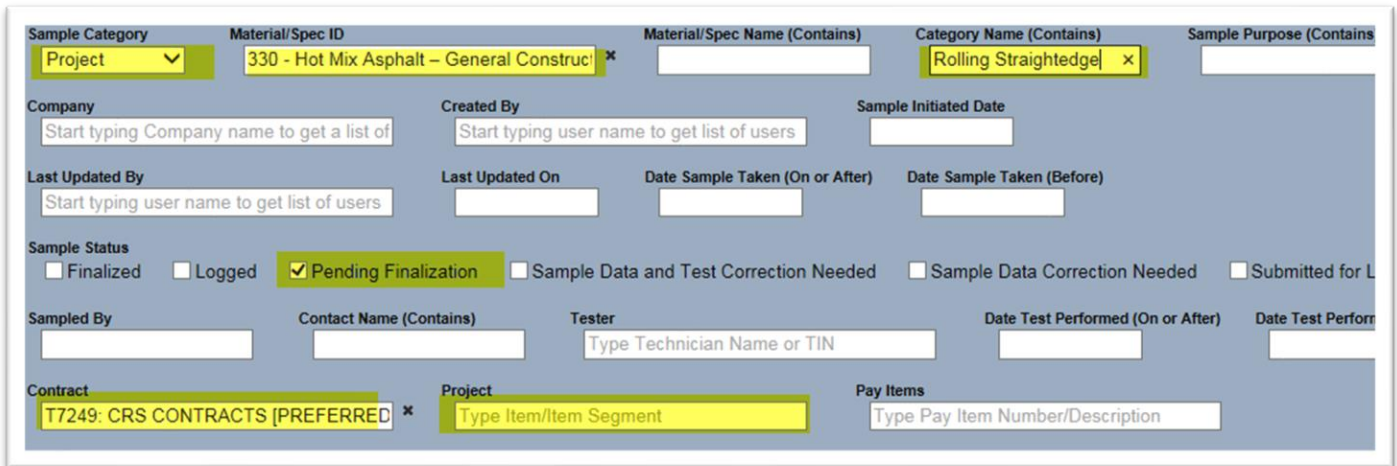
You must be in the System roles and have the PA role to finalize rolling straightedge samples.



1. To find the rolling straightedge samples that need finalization, select the Samples menu option.
2. Select the Manage Samples submenu option.

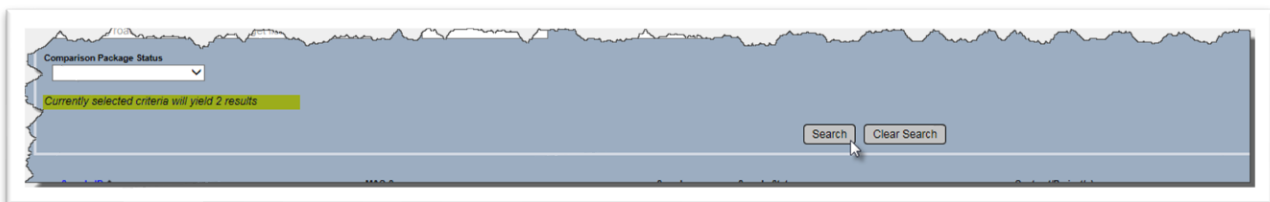


3. Select the Search option.

A screenshot of a search criteria form. The form has several sections with input fields and checkboxes. The 'Sample Category' is set to 'Project'. The 'Material/Spec ID' is '330 - Hot Mix Asphalt - General Construc'. The 'Material/Spec Name (Contains)' is empty. The 'Category Name (Contains)' is 'Rolling Straightedge'. The 'Sample Purpose (Contains)' is empty. The 'Company' field is empty. The 'Created By' field is empty. The 'Sample Initiated Date' field is empty. The 'Last Updated By' field is empty. The 'Last Updated On' field is empty. The 'Date Sample Taken (On or After)' field is empty. The 'Date Sample Taken (Before)' field is empty. The 'Sample Status' section has checkboxes for 'Finalized', 'Logged', 'Pending Finalization' (checked), 'Sample Data and Test Correction Needed', 'Sample Data Correction Needed', and 'Submitted for L'. The 'Sampled By' field is empty. The 'Contact Name (Contains)' field is empty. The 'Tester' field is 'Type Technician Name or TIN'. The 'Date Test Performed (On or After)' field is empty. The 'Date Test Perform' field is empty. The 'Contract' field is 'T7249: CRS CONTRACTS [PREFERRED]'. The 'Project' field is 'Type Item/Item Segment'. The 'Pay Items' field is 'Type Pay Item Number/Description'.

4. Enter the following search criteria:
  - a. Material/Spec Id – 330 – Hot Mix Asphalt – General Construction
  - b. Category Name – Rolling Straightedge
  - c. Sample Status – Select Pending Finalization
  - d. Contract – Contract IdOr
  - e. Project – Financial Project Id

The bottom of the search screen will indicate how many samples meet the criteria.



5. To retrieve the samples, select the Search option.

A list of samples will appear at the bottom of the search subscreen.

Sample ID	MAC Spec	Sample Level	Sample Status	Contract/Project(s)	FDOT Sample Number	Mix Des
1 1600014910	330 - Hot Mix Asphalt – General Construction Requirements, Supplemental Specification, 01/2009, v1.4	QC	Submitted for Lab Testing	T7249 / 423440-1-52-01: L4 (SR 400) FROM BRANCH FORBES RD TO POLK CO.L	RSE	
2 1600014911	330 - Hot Mix Asphalt – General Construction Requirements, Supplemental Specification, 01/2009, v1.4	VT	Submitted for Lab Testing	T7249 / 423440-1-52-01: L4 (SR 400) FROM BRANCH FORBES RD TO POLK CO.L	RSE	

6. Click on a sample to navigate to it.

On the sample screen, review the information. If a raw data worksheet was completed during the data collection, it should be attached to the sample under the documents tab.

**NOTE:** The form (675-060-10) is **NOT** required. It has been left on the Forms website as an optional raw data worksheet; however, it has not been updated so it does not match the MAC test screen. PAs should not require the use of the form as the sample and test are now required in MAC. Requiring the form as well is equivalent of double data entry. The Contractor may opt to use the form or may develop a raw data worksheet.

Number	Form Title
675-060-10	Asphalt Pavement Straightedge Test Report <span style="background-color: #4F7942; color: white; padding: 2px;">*Form not required for MAC entry. Can be used for data collection.*</span>

[Finalize Sample](#)    [Return Sample](#)    [Delete](#)

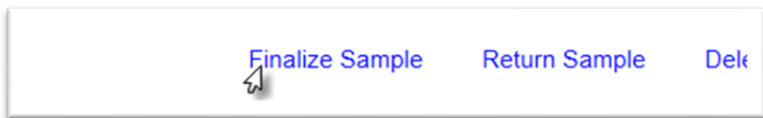
7. If any information is incorrect, select the Return Sample page level action to send the sample back to the data entry person for corrections.

Correction Type \*

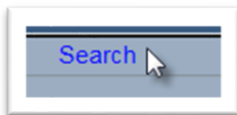
- Sample Data Correction
- Test Correction
- Sample Data and Test Correction

- a. **Sample Data Correction** – sends the sample back any QC data entry person in the company of the data entry person who created the sample.
- b. **Test Correction** – since Rolling Straightedge is a field test, this also sends the sample back to any QC data entry person in the company of the data entry person who created the sample. It opens the test data for corrections.
- c. **Sample and Test Correction** – this also sends the sample back to any QC data entry person in the company of the data entry person who created the sample. This opens both the sample and test data for correction.

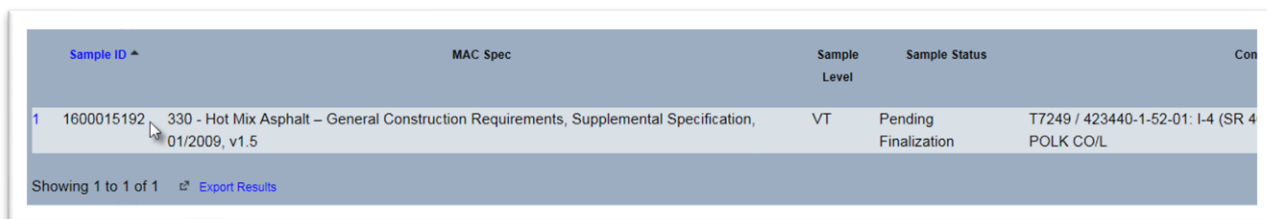
When the sample and/or test data is corrected, the data entry person resubmits it for review and sends it back for finalization.



8. If all information is correct, select the Finalize Sample page level action.



9. Click on the Search page level action again to return to the list of samples you previously searched.



Sample ID	MAC Spec	Sample Level	Sample Status	Con
1 1600015192	330 - Hot Mix Asphalt – General Construction Requirements, Supplemental Specification, 01/2009, v1.5	VT	Pending Finalization	T7249 / 423440-1-52-01: I-4 (SR 4 POLK CO/L

Showing 1 to 1 of 1 [Export Results](#)

10. Click on the row of the next sample to continue the process.

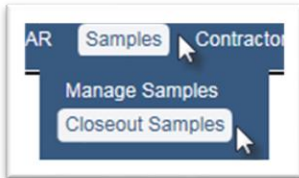
11. Continue to return to the search results list until all samples are finalized.

**NOTE:** It is a good practice to create the comparison packages as soon as you finalize the samples ([Chapter 6 – Creating Straightedge Sample Comparison Packages](#)) because of the Create Comparison Package filter feature. MAC will default to the filters needed to find the samples as soon as you select the Create Comparison Package option based on the last sample you finalized. If you follow up and create packages immediately, you will not have to change the filters on the Create Comparison Package screen.



## Chapter 6 – Creating Straightedge Sample Comparison Packages

Straightedge samples are in comparison packages to connect the appropriate VT sample to the QC's results and indicate VT's confirmation that the QC data has been verified. This is why the form is not required and no signature is required.



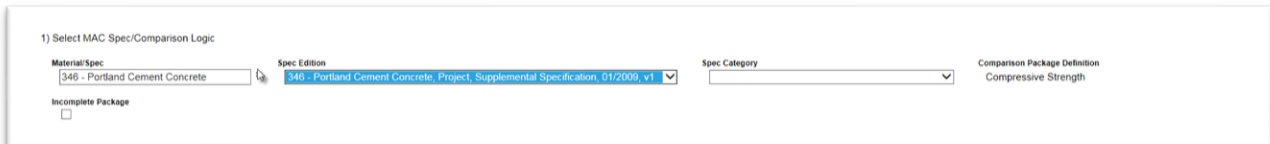
1. Select the Samples menu option.
2. Select the Closeout Samples submenu option.



3. Select the Create Comparison Package option.

The comparison package search criteria will default to that of the last sample you finalized. If this is correct, proceed to step 6. If not, proceed to step 4.

**NOTE:** It is a good practice to create the comparison packages as soon as you finalize the samples ([Chapter 5 – Finalizing Rolling Straightedge Samples](#)) because of this feature. MAC will default to the filters needed to find the samples as soon as you select the Create Comparison Package option. You will not have to perform the following steps to replace the default filters.

A screenshot of a software form titled '1) Select MAC Spec/Comparison Logic'. It contains several fields: 'Material/Spec' with a dropdown menu showing '346 - Portland Cement Concrete', 'Spec Edition' with a dropdown menu showing '346 - Portland Cement Concrete, Project, Supplemental Specification, 01/2009, v1', 'Spec Category' with a dropdown menu, and 'Comparison Package Definition' with a dropdown menu showing 'Compressive Strength'. There is also an 'Incomplete Package' checkbox which is unchecked.A screenshot of a software form showing the 'Material/Spec' field. The field contains the text '330 - Hot Mix Asphalt - General Construct' and has a small 'X' icon next to it, indicating a close or clear button.

4. **Material/Spec** – click on the X next to the Material Spec field.

The defaulted comparison package search criteria will be removed.

5. Enter 330 – Hot Mix Asphalt – General Construction. More fields will appear.

- a. **Spec Edition** – select the appropriate MAC Spec workbook version or project specific MAC Spec for your contract. You may have to refer to a specific sample.
- b. **Spec Category** – Select Rolling Straight Edge from the dropdown list.

2) Filter Sample List

Contract/Project  6

3) Additional Optional Filters

Mix Design  FDOT Sample Number  LOT #

Sampled On or After  Sampled Before

Production Facility  Product

4) Select Samples for Comparison Package

Sample	Date Sample Taken	FDOT Sample Number	LOT #	Mix Design	Sample Level	Production Facility	Product	Select All
1700097390	4/30/2017	S005Q			QC			<input type="checkbox"/>
1700097392	4/26/2017	S004Q			QC			<input checked="" type="checkbox"/>
1700098347	4/30/2017	S004V			VT			<input checked="" type="checkbox"/>
1700098349	5/1/2017	S005V			VT			<input type="checkbox"/>

Showing 1 to 4 of 4

5) Configure Selected Samples

Sample Level	FDOT Sample Number	LOT #	Mix Design	Original	Verification
1700097392	QC	S004Q		<input checked="" type="checkbox"/>	<input type="checkbox"/>
1700098347	VT	S004V		<input type="checkbox"/>	<input checked="" type="checkbox"/>

Show Comparison after Creation  Stay on Create Screen to create more Comparisons

6. **Contract/Project** – check the Contract/Financial Project Id/ in Section in the Contract/Project field in Section 2). If the default is incorrect, select the X next to the Contract/Project field to remove the default and enter a Contract Id or Financial Project Id to select the appropriate entry from the returned list.

7. **Samples** – in Section 4, there will be a list of samples that meet the search criteria. Select the QC and VT you want to pair up, for example S004Q and S004V.

8. **Configure Selected Samples** – indicate the QC sample as the Original sample and the VT sample as the Verification sample in Section 5.

9. Select Create Package to connect the QC sample to the VT sample.

The package will be assigned a comparison package Id and the Original and Verification samples will be linked in the package.

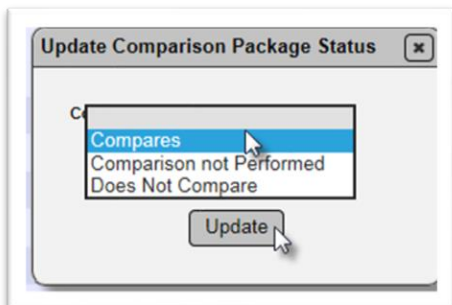
Comparison Package 9958 [1700097392 QC-VT]						Go To Comparison
Comparison Package ID	Comparison Definition	Comparison Type	Comparison Status			Update Comparison Package
9958	RSE	Manual Comparison	Comparison not Performed			Update Comparison Package Status
Spec						Delete C
330 - Hot Mix Asphalt – General Construction Requirements, Supplemental Specification, 01/2016, v3.13						
				Last Updated By	Last Updated On	
				Susan Musselman	5/15/2017	
Original Sample	Sample Level	FDOT Sample Number	LOT #	Project(s)		
1700097392	QC	S004Q		432740-1-52-01		
Verification Sample	Sample Level	FDOT Sample Number	LOT #	Project(s)		
1700098347	VT	S004V		432740-1-52-01		

The comparison package status defaults to **Comparison not Performed**. Change this to “Compares” so that a MC Review finding is not created.



10. Select the Update Comparison Package Status option.

An Update Comparison Package Status dialog box appears.



11. **Comparison Status** – select Compares from the dropdown list.

12. Select the Update option.

The comparison package status will be revised to Compares.

Comparison Package ID	Comparison Definition	Comparison Type	Comparison Status			
328	Rolling Straight Edge	Manual Comparison	Compares			
Spec						
330 - Hot Mix Asphalt – General Construction Requirements, Supplemental Specification, 01/2009, v1.8						
				Last Updated By	Last Updated On	
				Susan Musselman	9/16/2016	
Original Sample	Sample Level	FDOT Sample Number	LOT #	Project(s)		
1600015756	QC			423440-1-52-01		
Verification Sample	Sample Level	FDOT Sample Number	LOT #	Project(s)		
1600015757	VT			423440-1-52-01		

If an error is made on the comparison designations or if the samples need to be returned for corrections after the comparison package is built, the comparison package will need to be deleted.