

State of Illinois
Department of Transportation
Bureau of Materials and Physical Research

POLICY MEMORANDUM

Revised: March 1, 2014

11-08.4

This Policy Memorandum supersedes number 11-08.3 dated June 1, 2012

TO: REGIONAL ENGINEERS AND HIGHWAY BUREAU CHIEFS

SUBJECT: AGGREGATE GRADATION CONTROL SYSTEM (AGCS)

1.0 SCOPE

1.1 This program shall apply to all Sources that supply certified aggregate for uses identified in this program to projects let under the jurisdiction of the Illinois Department of Transportation (includes local agency projects). All aggregate shipped for program-designated uses on these projects shall be from a Certified Source.

2.0 PURPOSE

2.1 To establish a procedure of certification whereby Sources shall supply aggregate for designated use meeting test properties cited by the Bureau.

2.2 To set forth the conditions for Source certification and revocation of certification.

3.0 DEFINITIONS

3.1 **AGCS Technician** - A technician at the Source who has successfully completed the Department's AGCS Technician Course. This individual may perform all duties of the Aggregate Technician under the Gradation Control Program except gradation testing. Gradation testing (including splitting) must be performed by an Aggregate Technician or a Mixture Aggregate Technician. This training course is no longer available.

3.2 **Aggregate Inspector** - District materials inspector who has successfully completed the Department's Aggregate Technician Course and is responsible for inspection at an aggregate Source. A Consultant, hired by the Department to perform the duties of an Aggregate Inspector, shall not be allowed to take any quality or Freeze-Thaw samples at an aggregate source.

3.3 **Aggregate Technician** - Sampling and testing technician at the Source who has successfully completed the Department's Aggregate Technician Course and is responsible for the Gradation Control Program at the Source.

- 3.4 **Approved Aggregate Source List** - A list maintained by the Department identifying aggregate sources certified to supply aggregate to Department/Local Agency projects.
- 3.5 **Bureau** - The Bureau of Materials and Physical Research, of the Illinois Department of Transportation, located in Springfield, Illinois.
- 3.6 **Department** - Illinois Department of Transportation.
- 3.7 **District** - Materials Office located at each Illinois Department of Transportation highway district office.
- 3.8 **Failing Gradation Sample** - A gradation sample which, when tested, exceeds the established Master Band on the critical sieve and/or exceeds the specification ranges on the other sieves for that gradation.
- 3.9 **Gradation Technician** - A technician who has successfully completed the Department's Gradation Technician Course and is responsible only for testing gradation samples. The Gradation Technician shall be monitored on a daily basis by the Aggregate Technician.
To be certified as a Gradation Technician go to: <http://www.dot.il.gov/materials/materialforms.html> and fill our form BMPR AGG04. Complete the application and email to dot.bmpr.gradtrain@illinois.gov or Fax to (217) 782-2572, Attn: Scott Hughes.3.10 **Manual** - Illinois Department of Transportation *Manual for Aggregate Inspection*.
- 3.11 **Mixture Aggregate Technician** - A technician who has successfully completed the Department's 3-day Aggregate for Mixtures course and is responsible only for sampling and testing gradation.
- 3.12 **Monitor Sample** - Gradation sample taken from the Source, Terminal, Supplier Yard, or mix plant and tested by the Department to monitor the gradation being produced by the Source under its Gradation Control Program. This sample shall also be used to evaluate the adequacy of procedures and equipment used by the Source in its Gradation Control Program.
- 3.13 **Outlying (OS) Source** – A certified aggregate source located out-of-state which is specifically designated by the inspecting District and the Bureau and required to run the requirements listed in Section 8.0 herein.
- 3.14 **Quality Control (QC) Manager** - The Aggregate Technician or the AGCS Technician designated by the Source who shall be responsible for compliance with the requirements of the Aggregate Gradation Control System. The QC Manager shall have successfully completed the Department's Aggregate Technician Course or the AGCS Technician Course.
- 3.15 **Source** - Individual aggregate source, i.e., a specific quarry or pit location supplying a specific product or products.

- 3.16 **Source Classification** - Under this program, a Source will be classified as Certified, De-Certified, or Non-Certified.
- 3.16.1 **Certified Source** - A Source that has met the requirements for certification and is allowed to supply aggregate for Department/Local Agency projects.
- 3.16.2 **De-Certified Source** - A Source that has had its Certified Source status revoked because requirements warranting certification have not been maintained. A De-Certified Source shall not be allowed to supply aggregate to Department/Local Agency projects.
- 3.16.3 **Non-Certified Source** - A Source that does not initially meet certification requirements or has not applied for certification.
- 3.17 **Source QC Plan** - A QC Plan detailing how a source designated as Outlying will comply with the AGCS.
- 3.18 **Standard Specifications** - Current edition of the Illinois Department of Transportation *Standard Specifications for Road and Bridge Construction*.
- 3.19 **Supplier Yard** – A Yard which buys aggregate from an AGCS or IDOT-inspected source and resells the aggregate from the yard for use on IDOT contracts (including local agency).
- 3.20 **Terminal** – A location owned by, leased to, or provided to an AGCS or IDOT-inspected source from which the source ships aggregate for use on IDOT contracts (including local agency).

4.0 GENERAL RESPONSIBILITIES

- 4.1 The Bureau shall maintain an Approved Aggregate Source List identifying certified sources. Only Certified Sources shall supply material to Department/Local Agency projects. Each Certified Source shall maintain its own Gradation Control Program unless producing Category IV aggregate only. Aggregate shipped from a Certified Source shall be certified to meeting the quality and gradation requirements in the Standard Specifications. However, if approved by the District, the Source may choose to certify and supply other than standard Department gradations as established by the criteria in Article 6.2 herein.
- 4.2 A Supplier Yard shall meet the requirements of the AGCS on all aggregates which will be used on IDOT contracts (including local agency). Start-of-Production (6.3.1) and Normal-Production (6.3.2) sampling/testing shall be waived. Incoming aggregate sampling/testing shall be run. The sampling/testing shall be according to the current Department QC/QA document, Model Annual Quality Control (QC) Plan for Hot-Mix Asphalt (HMA) Production, Section B. Materials, 1. Aggregates, b. Incoming Aggregate Gradation Samples.
- 4.3 A Terminal shall meet all the requirements of the AGCS on all aggregates which will be used on IDOT contracts (including Local Agency). Start-of-

Production (6.3.1) and Normal-Production (6.3.2) sampling/testing shall be waived.

5.0 REQUIREMENTS FOR SOURCE CERTIFICATION

5.1 A Certified Source shall have been checked using the procedures set forth in Section 9.0 herein and found to meet the requirements for Source certification. Any Source subsequently found not meeting these or any other requirements of this program shall be removed from the Approved Aggregate Source List based on the procedure detailed in Section 11.0. The requirements for Source certification are as follows:

5.1.1 Gradation Control Program - Gradation samples shall be taken and tested as per Section 6.0 herein.

Gradations and their ranges established per Article 6.2 herein which do not meet the Standard Specifications shall be submitted to the District for approval prior to production.

5.1.2 Stockpiling and Handling - Stockpiling and handling procedures of material for Department use shall be as noted in QC/QA Procedure, "Stockpiling and Handling of Aggregate," located in the current "Manual of Test Procedures for Materials".

Materials certified under this program shall be stockpiled separately and identified by signs. Signs shall have a minimum of 3" lettering. Each individual sign shall be free-standing and moveable. Any changes made to signing must be pre-approved by the district.

5.1.3 Approved Laboratory - Laboratory facilities and equipment must conform to Section 7.0 herein. Laboratories shall be checked by District personnel and reapproved on an annual basis. One (1) laboratory may be used as an approved laboratory for more than one (1) Source as long as no problems occur in maintaining each Source's Gradation Control Program.

5.1.4 Aggregate Technicians - Sampling and testing personnel (including consultants and contractors) at the Source shall be Aggregate Technicians.

The Source may use an AGCS Technician to perform all duties of an Aggregate Technician except splitting and gradation testing. When an AGCS Technician is used, splitting and gradation testing must be performed by an Aggregate Technician or a Mixture Aggregate Technician.

The Source may use Gradation Technicians for gradation testing only. The Gradation Technician shall be under the direct supervision of the Aggregate Technician when testing gradation samples. The source may also use Mixture Aggregate Technicians for sampling and gradation testing only. The Mixture Aggregate Technician shall be under the supervision of the Aggregate Technician or the AGCS Technician. The Aggregate Technician, when supervising a Gradation Technician or Mixture Aggregate Technician, shall demonstrate gradation testing proficiency to the Aggregate Inspector on a quarterly basis.

A mixture QC/QA Technician shall not be allowed to concurrently perform the duties of an Aggregate Technician, an AGCS Technician, or a Mixture Aggregate Technician in the AGCS.

6.0 GRADATION CONTROL PROGRAM

- 6.1 The Gradation Control Program shall be run by an Aggregate Technician or an AGCS Technician as defined in Section 3.0 herein. The QC Manager shall assume responsibility for compliance with the Aggregate Gradation Control System and specifically shall ensure that the Aggregate Technician, AGCS Technician, or Mixture Aggregate Technician is performing all the required duties under the Aggregate Gradation Control System.

All communication concerning the Aggregate Gradation Control System shall be directed to the QC Manager.

Primary duties of the Aggregate Technician shall include frequent visual inspection, gradation sampling and testing, documentation, etc., as detailed herein and in QC/QA Procedure, "Quality Control (QC) Manager / Aggregate Technician / AGCS Technician / IDOT Inspector / Gradation Technician Responsibilities", located in the current "Manual of Test Procedures for Materials." The AGCS Technician may perform the same duties as the Aggregate Technician except gradation testing. Gradation testing shall be performed by an Aggregate Technician or a Mixture Aggregate Technician.

- 6.2 **Gradation Specifications** - Sieve limits for each sieve/each product under the Aggregate Gradation Control System shall be as specified in the Department's Standard Specifications and/or as amended herein. The special critical sieve criteria for certain designated products as described in QC/QA Procedure, "Aggregate Producer Control Chart Procedure" located in the current "Manual of Test Procedures for Materials" are also required.

The midpoint/tolerance range of a designated critical sieve shall be developed from an average as shown in QC/QA Procedure, "Aggregate Producer Control Chart Procedure," noted above. The average shall be a historical average or a production average derived from start-of-production samples that is agreed to by the Department. Critical sieve limits shall take precedence over Standard Specification limits. Requests for critical sieve limits shall be submitted in writing to the District Materials Engineer for approval.

For sieves other than the top and bottom specification sieves, sieve limits may be developed based on historical or average production values. These sieve limits may be different from those in the Standard Specifications. These modifications are also allowed for fine aggregate. Changes in the top sieve or any No. 200 sieve ranges will not be permitted. In cases where the bottom sieve is other than the No. 200 sieve, a variance in limits may be granted if the Bureau determines the minus No. 200 material to be within acceptable limits. The Source shall request in writing to the District Materials Engineer approval of limits other than those in the

Standard Specifications, but the range of the limits shall remain the same as the Standard Specifications.

Although the Department reserves the right to reject unacceptable material at any point prior to incorporation into the final product, the agreed upon gradation limits shall apply at the final point of shipping within the Source's control.

- 6.3 **Sampling and Testing** - Gradation samples shall be reduced to testing size by Illinois Test Procedure 248. Minimum Field Sample Size and Minimum Test Sample Size shall be as noted in the Sample Size table, Illinois Specification 201. All sampling and gradation testing shall conform to Illinois Test Procedure 2, Illinois Test Procedure 11, and Illinois Test Procedure 27. The Illinois Test Procedures noted above are located in the current "Manual of Test Procedures for Materials."

Sampling and testing frequencies (including washed tests) by category/use shall be as noted in Table 1. Definitions of each frequency are as follows:

- 6.3.1 **Start-of-Production Frequency** - After a seasonal shutdown of production or when first producing a new product, the sampling and testing of start-up production or of the new product at each production point shall be at start-of-production frequencies/requirements noted in Table 1.

- 6.3.2 **Normal-Production Frequency** - During normal production, the minimum production sampling and testing frequency/requirements as noted in Table 1 shall be maintained at each production point.

- 6.3.3 **Stockpile Frequency** - During loadout of stockpiles, the minimum stockpile sampling and testing frequency/requirements as noted in Table 1 shall be maintained for each stockpile.

- 6.3.4 **Production Changes (Short-Term Shutdown, Screen Change, Crusher Modification, Different Feed Rate, New Products, etc.)** - If a production change is made, a washed gradation sample shall immediately be run on all affected products. The start-of-production sampling frequency shall be implemented if the result on any critical sieve in that sample exceeds the warning bands on the critical sieve or if any results fail any specified sieve limits.

- 6.4 **Documentation** - Gradation results shall be charted on control charts, if required in Table 1, according to QC/QA Procedure, "Aggregate Producer Control Chart Procedure", located in the current "Manual of Test Procedures for Materials". Within one (1) working day of sampling, all gradation results shall be charted, posted, or entered into a source computer, each of which shall be located at the source and/or approved laboratory, at the District's option. Computer-maintained charting must be approved by the Department and accessible in a timely manner during any Department inspection. Computer-maintained charts shall be printed and displayed once per week or at the request of the Department. Control charts are the property of the Department and shall not be removed or altered in any manner. The Aggregate Inspector shall check the control

charts on a regular basis. Source gradation computation sheets shall be maintained by the Department for a minimum of three (3) years after the date run.

A Source diary shall be maintained by the Aggregate Technician or the AGCS Technician. The Aggregate Technician or the AGCS Technician will log all actions taken during the production day, such as new product production, sampling, resampling, screen changes, separate stockpiling, visual inspections, etc., as noted in QC/QA Procedure, "Quality Control (QC) Manager / Aggregate Technician / AGCS Technician / IDOT Inspector / Gradation Technician Responsibilities." in the current "Manual of Test Procedures for Materials."

The Source shall immediately notify the District whenever new products are being produced at the Source under its Gradation Control Program.

6.5 **Failing Gradation Samples** - Any Failing Gradation Sample (start-of-production, normal-production, or stockpile) shall be evaluated according to the following procedure and, if necessary, immediate action taken to correct the failing gradation.

If a gradation sample fails, one (1) resample from the same sampling location shall immediately be taken and tested. If the resample passes, the testing frequency being run prior to the failure shall be resumed. If the resample fails, a second resample shall immediately be taken.

If the second resample passes, the start-of-production sampling frequency shall be initiated. All samples in the series must pass before the normal production or stockpile sampling frequency for that location can be restarted.

If the second production resample fails, production of that specified aggregate shall not be incorporated in the approved stock, or, in the case of the second stockpile resample failing, shipment from that stockpile shall cease. Corrective action shall be initiated by the Source. No material shall be placed on or, in the case of stockpile problems, shipped from the certified stock until a passing gradation sample is taken and tested. The start-of-production frequency shall then be run at that location. All samples in the series must pass before the normal-production or stockpile sampling frequency for that location can be restarted.

All resamples shall be washed gradation tests except as stated under Note 2 in Table 1.

Any action taken, such as resampling, screen changes, separate stockpiling, etc., shall be noted on the bottom of the failing test computation sheet and in the Source diary.

The Aggregate Technician or the AGCS Technician shall monitor the corrective action. Failure to comply with Article 6.5 herein shall cause the Source to be removed from the Approved Aggregate Source list as per Section 11.0 herein.

- 6.6 **Failing Monitor Gradation Samples** - Any Source's failing Monitor gradation sample taken and tested by the Department and determined to be a source problem per Section 9.6 shall be considered a Failing Gradation Sample under the Source's Gradation Control Program and shall cause the Source to enact Article 6.5 herein.

7.0 APPROVED LABORATORY

- 7.1 An approved Source laboratory shall have the following equipment or alternatives approved by the Bureau (see "Aggregate Laboratory Equipment" in the current *Manual of Test Procedures for Materials*):

7.1.1 Current Manual of Test Procedures for Materials.

7.1.2 Balance - meeting the current AASHTO M 231, "General Purpose Balances and Scales".

7.1.3 Rainhart Shaker (305-mm [12"] Sieves) - for coarse aggregate testing.

7.1.4 Rainhart Shaker (305-mm [12"] Sieves) - for fine aggregate testing.

7.1.5 Sieves or Screens - meeting ASTM 11, "Sieves for Testing Purposes".

7.1.6 Drying Oven - of appropriate size, built specifically for drying, and capable of maintaining a uniform temperature of $110 \pm 5^\circ \text{C}$ ($230 \pm 9^\circ \text{F}$). An electric hot plate, gas burner, or comparable heat source (microwaves are not allowed) may be substituted provided that no indication of variation in the test results occurs due to overheating of the material. Hot plates, gas burners, or comparable heat sources shall be continually attended by the Aggregate Technician or the Mixture Aggregate Technician during drying.

7.1.7 Sample Splitters - meeting Illinois Test Procedure 248.

7.2 If a mixture QC laboratory is used for AGCS testing, the following additional equipment is required for use only on AGCS aggregate samples:

- One set of nested sieves for coarse and/or fine aggregate.
- One set of wash sieves.
- One coarse and/or fine aggregate splitter.

All equipment listed above shall be as specified "Aggregate Laboratory Equipment" in the current *Manual of Test Procedures for Materials*.

8.0 OUTLYING (OS) SOURCE REQUIREMENTS

8.1 Each district may designate in writing to the Bureau a certified aggregate source located out-of-state which shall follow specific requirements in running the AGCS, listed herein. The District shall detail the criteria used to select the source for the Outlying designation. The Source QC plan tentatively approved by the District shall accompany the District request.

The Bureau shall notify the District Materials Engineer in writing as to whether the aggregate source has met the Outlying criteria, the Source QC Plan is acceptable, and the Source will be designated as an Outlying (OS) Source.

8.2 The OS Source shall follow all requirements of the AGCS program unless otherwise noted within this section. A Source QC plan shall be submitted for department approval to the inspecting District. Other states' QC/QA programs or parts thereof may be substituted for the Illinois AGCS program, if approved by the Bureau. All substitutions/changes shall be noted in the Source QC Plan. The minimum sampling frequencies noted in the Illinois AGCS program shall be met regardless of frequencies listed in the other state programs.

8.3 The District will, at least annually, visit each Source to obtain quality/gradation samples, observe program procedures, and inspect the AGCS laboratory. Laboratory inspections conducted under other states' programs may be used if the OS Source has been approved to use the other states' QC/QA program.

These inspections may be unannounced.

8.4 The District will inspect, sample, and test incoming aggregate at the specified AGCS monitor frequency at Illinois sites (job sites, mix plants, terminals, or supplier yards). Split sample, load-out, and comparison requirements noted in Section 9 herein shall be waived.

The District shall communicate the test results to the QC Manager at the aggregate Source for appropriate action, including any corrective action. In addition, the District shall communicate the test results to any QC Manager or Resident Engineer at the jobsite, mix plant, terminal, or supplier yard, for appropriate action, including corrective action.

8.5 Outlying Sources shall notify their inspecting District of all scheduled AGCS shipments/production (including shipments to mix plants, terminals, and supplier yards) prior to the shipment/production.

8.6 Once designated as an Outlying Source, all aggregate, including Category I, II, III, and IV, shipped to Illinois Department of Transportation projects (including all Local Agency projects) shall be produced under the AGCS program. Category IV shall be run at the Category III frequency.

9.0 DEPARTMENT RESPONSIBILITIES

9.1 Sampling and testing for quality shall remain the responsibility of the Department. A Consultant, hired by the Department to perform the duties of an Aggregate Inspector, shall not be allowed to take any quality or Freeze-Thaw samples at an aggregate source.

9.2 Monitor gradation samples at the Source shall be taken, by or in the presence of an Aggregate Inspector, from each aggregate being produced for designated use at each Certified Source. All Monitor samples shall be

split samples of a Source's gradation sample taken as per the Source's Gradation Control Program. Additionally, the Department does reserve the right to sample Monitor samples at any time. At least two (2) out of every five (5) Monitor samples shall be taken from the stockpile's loadout face once loadout procedures have started. The Monitor samples shall be tested by District personnel on Department testing equipment according to the first paragraph of Section 6.3 herein. All Monitor samples shall be washed gradation tests unless Note 2 in Table 1 is applicable. Each Monitor sample shall be identified as to sampling location and gradation test procedure used.

- 9.3 Sampling and testing frequency for the Monitor gradation samples shall be a minimum of one (1) sample per every twenty (20) production days for each gradation being produced for designated use.
- 9.4 All Monitor gradations run shall be reported in the MISTIC system. Computation sheets shall be retained for a minimum of three (3) years in the Department's Source file.
- 9.5 The Inspector shall compare both the Monitor sample and the Source's split sample for validity as defined by the Department's "Guideline for Sample Comparison" (see Appendix A of the current "Manual of Test Procedures for Materials"). The reason for any significant difference between the two (2) samples shall be determined and corrected.
- 9.6 All Monitor gradations shall be communicated to the QC Manager. All failing monitor gradations shall be investigated by the Department. Any failing gradations, which are determined to be a Source problem not already corrected by the Producer, shall cause Article 6.6 herein to be enacted by the Source. The Aggregate Inspector shall compare the failing gradation to the Source's control charts and/or split sample computation sheet. If the control chart indicates that the Source is aware of the problem and is taking corrective action, normal Monitor sampling shall resume. The Aggregate Inspector shall continue to visually monitor the problem and the Source's corrective action. If the control chart indicates the Source is not aware of the problem, a split sample of the Source's next sample as specified in Article 6.5 shall be tested. Failure of the Source to follow Article 6.6 shall result in the Source being removed from the Approved Aggregate Source list per Section 11.0 herein.
- 9.7 A copy of all correspondence between the District and the Certified Source shall be sent to the Bureau for inclusion in the aggregate Source file.

10.0 SOURCE CERTIFICATION PROCEDURE

- 10.1 The certification procedure shall follow the Department's "Producer Start-Up for the Aggregate Gradation Control System". An aggregate Source wishing to become certified shall verbally contact the District. A preliminary meeting may be held to discuss requirements of the program. After the initial contact or the preliminary meeting, a written request for certification shall be submitted to the District Materials Engineer.

- 10.2 An evaluation team composed of two (2) District personnel and one (1) Bureau representative (if possible) shall conduct an inspection of the Source for compliance to the certification checklist for all sources producing Category I, II, and III aggregate. A formal meeting with the Source's management, QC Manager, and quality control personnel shall be held to discuss the Source's Gradation Control Program requirements, if applicable, and any problems noted in the certification checklist. The Source shall submit a certification letter as designated by the Department. Each Source shall provide and maintain a listing of current certified gradations being produced under the Aggregate Gradation Control System. The certification letter, a copy of the checklist, and the evaluation team's recommendations, shall be forwarded to the Bureau along with a memorandum from the District requesting certification.
- 10.3 The Bureau shall notify the District Materials Engineer in writing whether or not the aggregate Source has met the certification criteria and has been added to the Approved Aggregate Source list.
- 10.4 Each Certified Source shall be reevaluated on an annual basis by District personnel. The reevaluation shall be a complete evaluation of the Source's laboratory and technician(s). A copy of the reevaluation checklist and comments shall be forwarded to the Bureau. Failure to comply with the certification criteria shall result in the Source's certification being revoked as per the procedure detailed in Section 11.0 and the Source will be classified as De-Certified and removed from the Approved Aggregate Source list.
- 10.5 Only during the initial certification procedure and at the request of the aggregate Source, existing IDOT-approved stockpiles at the Source may be approved as certified AGCS aggregate for Category II and Category III use only under the AGCS. This request, including identification and location of the stockpiles, shall be included in the written letter requesting certification submitted to the District Materials Engineer. The Engineer shall review the gradations representing the stockpiles for compliance to the specifications. If acceptable, the stockpiles shall be considered AGCS aggregate at such time as the aggregate source is certified. Any Category I aggregate may be grandfathered into the AGCS using the Department's current Policy Memorandum, "Use of Non-certified Aggregate Stockpiles Under the Aggregate Gradation Control System (AGCS)", located in the current "Manual of Test Procedures for Materials."
- 10.6 If at any time a Certified Source does not maintain the proper QC personnel, the source will be given thirty (30) days to comply by either hiring a new QC person, training existing personnel or by contracting with a qualified consultant. If after thirty (30) days the source does not have the proper QC personnel; the source's Certification will be revoked by the BMPR. Section 11.0 will not apply to this type of Revocation. The source will be reinstated as an Approved Aggregate Source once the proper QC personnel are acquired.

As an option to this type of Revocation, a source may utilize a Gradation Technican for gradation testing as long as the following criteria are met:

- The source must inform the district, in writing, of the QC personnel change.
- The source must have an Aggregate Technician visit the source a minimum of three (3) times a day to oversee the Gradation Technician.
- The source must have the proper personnel trained and in place as soon as possible.

11.0 REVOCATION OF A SOURCE'S CERTIFICATION

11.1 The Department may revoke a Source's Certification for any of the following reasons:

- Failing to follow the procedures and requirements of the Aggregate Gradation Control System (AGCS) Policy Memorandum.
- Misrepresentation of materials or products.
- Failing to follow the approved Quality Control Plan, if applicable.

11.2 Before removal, the District Materials Engineer shall detail, in a non-conformance letter to the Source's QC Manager, why the Department is seeking to revoke the Source's Certification. The Source has within two weeks to reply. The Source shall not place materials in question on certified stockpiles during the two-week period. If the Department's reasons warrant, the Source may be required to stop shipment of any and all products to Department and/or Local Agency projects.

11.3 Within this two-week period, the Source's QC Manager shall reply, in writing, outlining the steps the Source is taking to address the issues outlined within the Department's non-conformance letter.

11.4 After receipt of the Source's letter, the District will schedule a meeting with the Source to discuss the proposed revocation and the Source's response. After such meeting, the District Materials Engineer will either (1) conclude the steps taken by the Source's QC Manager are adequate and terminate the revocation process, or (2) conclude the Source's response does not address the issues outlined in the Department's non-conformance letter and recommend in writing to the Bureau of Materials and Physical Research the Source be taken off the Approved Aggregate Source List. The recommendations shall include details and District/Source comments concerning the proposed revocation. Copies of all correspondence, including meeting minutes, shall be sent to the Bureau and the Source.

11.5 If requested by the Source within seven days of the District's recommendation to revoke the Certification, the Bureau will schedule a meeting with the Source's QC Manager and the District. After such meeting, the Bureau will either terminate the revocation process or proceed with removing the Source from the Approved Aggregate Source List.

The Bureau's decision to revoke the Source's Certification is a final agency decision of the Illinois Department of Transportation.

11.6 The Bureau shall notify the District Materials Engineer and Source in writing when a Source's Certification has been revoked and the Source has been removed from the Approved Aggregate Source List as a De-Certified Source. The Source may not provide aggregate materials or products for Department and/or Local Agency projects until such time as the Source's Certification has been reinstated.

11.7 The QC Manager, at any time, may inform the District in writing that the Source is no longer producing or shipping a specific certified gradation. This action shall terminate any revocation process against the source concerning that certified gradation. Production of that gradation for the AGCS shall not be restarted unless the District concurs that corrective action has been completed by the Source. If the revocation process is based on misrepresentation of materials or products, and/or failure to follow the overall general requirements of this policy, 11.7 does not pertain.

12.0 REINSTATEMENT OF A SOURCE'S CERTIFICATION

12.1 The Source may re-apply for reinstatement of its certification at the end of the revocation period. Re-application shall be in writing to the Bureau of Materials and Physical Research and include the specific steps to be taken to correct the cause for loss of certification.



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Acting, Engineer of Materials
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Category	Use	Start of Production	Normal Production	Stockpile/ Loadout	Control Charts	Masterband
I (Notes 1 & 5)	Coarse Aggregate and Manufactured Sand Used in QC/QA HMA and PCC Coarse Aggregate for Pavement Drainage Coarse Aggregate for All PCC and Class I / Superpave HMA Projects	5@1,000 T (all wash)	1@2,000 T 2 per day max (wash 1/3 coarse agg.) (wash all manufactured sand)	2/week (all wash) (Note 3)	Yes	Yes (Note 8)
II (Notes 1 & 5)	Coarse Aggregate and Manufactured Sand for All Non-Class I / Superpave HMA Projects	3@1,000 T (all wash) (Note 2)	1@5,000 T 2 per day max 1 per week min (all wash) (Note 2)	1/week (all wash) (Notes 2 & 7)	Yes	Yes (Note 8)
III (Notes 1 & 5)	Natural Sand for All PCC and HMA Projects Aggregate Surface Course Granular Shoulders Granular Sub-base Granular Base Granular Embankment Special Cover/Seal Coat Sand Bedding Porous Granular Embankment and Bedding, Sand Backfill for Underdrains French Drains Membrane Waterproofing Mortar Sand Blotter Granular Embankment Aggregate Subgrade (Note 9)	2@2,000 T (all wash) (Note 2)	1@10,000 T 2 per day max 1 per week min (all wash) (Notes 2 & 6)	1/week (all wash) (Notes 2 & 7)	No	No

Category	Use	Start of Production	Normal Production	Stockpile/ Loadout	Control Charts	Masterband
IV (Note 4)	Rock Fill Erosion and Sediment Control Rip-Rap Bedding Ice Control Abrasives Trench Backfill	Department Testing				

Note 1: A producer may adjust gradation bands for any product in accordance with Article 6.2 of the AGCS.

Note 2: Wash only products used for HMA, PCC, Seal/cover coat and products with # 200 sieve requirements.

Note 3: No loadout tests for quantities under 500 tons or less shipped weekly. When loadout occurs but no weekly loadout test is run, the tonnage shipped shall be accumulated from the start of that week. When the accumulated tonnage exceeds 500 tons, a loadout sample shall be run.

Note 4: Testing to be performed by IDOT personnel.

Note 5: Testing frequency may be reduced based on conformance to QC requirements, consistency in meeting sieves' midpoints, statistical consistency, etc.

Note 6: Minimum of 1 per week after the first 10,000 tons of production per week for aggregate surface course, granular shoulders, granular subbase, granular base, and granular embankment special; minimum of 1 every 2 weeks if production less than 10,000 tons per 2-week period.

Note 7: No loadout tests for quantities under 1,000 tons or less shipped weekly. When loadout occurs but no weekly loadout test is run, the tonnage shipped shall be accumulated from the start of that week. When the accumulated tonnage exceeds 1,000 tons, a loadout sample shall be run.

Note 8: Refer to current QC/QA Procedure, "Aggregate Producer Control Chart Procedure" for required gradation.

Note 9: Only Normal Production testing shall apply. No Wash.