

Minnesota Department of Transportation
Bituminous Material Certification Method
12/14/07

Submittal Requirements

Send a personalized submittal package to:

Allen Gallistel
MnDOT Office of Materials & Road Research
Chemical Lab Director
1400 Gervais Ave
Maplewood, MN 55109
Telephone: 651 366-5545
allen.gallistel@state.mn.us

Submittal package should include:

- Cover letter indicating desire to become a MnDOT Certified Source
- Manufacturer local contact name, address, phone number and email address
- Material Safety Data Sheets for asphalt grades supplied
- Review the following and provide the applicable information

A. Introduction/Scope

Acceptance of asphalt binder by the **Certification Method** provides for acceptance of these materials for use on Minnesota projects upon the producer's or supplier's certification that the product as furnished to the contractor (or purchasing agency) complies with the pertinent specification and/or contract requirements.

Department projects include state, county and municipal federal aid and authorized county and municipal state aid projects. In order to provide bituminous material to Department projects under the **Certification Method**, a supplier shall comply with the following procedures and requirements. The entire Combined States Binder Group Certification Method can be accessed and downloaded at:

<https://engineering.purdue.edu/~ncaupg/Activities/Combined%20State%20Binder%20Group.html>

B. Specifications

Qualification for Certification is listed in Section II of the CSBG document and required Schedule of Tests can be found on pages 15-16 of the Certification Method document.

C. Product Submittal

Field verification sampling rate for each state is list in Sections VIII-X of the Certification document

D. Demonstration of Manufacturing Ability

Manufacturer Quality Control Program, Availability and Manufacturing/ Testing/ Servicing Capability requirements can be found in Section V-VII of the Certification Document

E. Provisional Approval

Acceptance of Materials from a supplier not on the Certified List can be found in Section IX. Provisional Approval is granted only for an interim period of time until a supplier can be certified.

Field Acceptance Testing: Section VIII of the Certification document

F. Non-Compliance

Section X gives indicates actions to be taken if material is found to be non-compliant to MnDOT or CSBG specifications. Section III defines loss of certification and Section IV gives requirements for recertification.

G. Contact information or sample delivery address

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Time line for submittal: Certification of a supplier can take several months. Ideally the certification process would begin in the April or May.

Deposition Statements and Comments: Upon successful meeting the requirements of the Combined States Binder Group Certification Method and MnDOT specifications, a supplier will be granted certification and will be placed on the Certified Supplier List.