

## Session Discussion Q&A:

**How will a Sampling and Testing (S&T) tracking sheet be generated? This sheet is needed at project activation so that deficiencies are identified prior to audit.**

A report similar to the SiteManager Sampling and Testing report is currently in development for APCM. An update will be provided once the report becomes available, including instructions on how to access it and use it.

**For projects activated before the APCM Sampling and Testing report becomes available, will staff need to rely on memory or local tracking methods?**

APCM has a Contract Sampling and Testing Req Dashboard that is available in the Component Action Menu of the Contract Administration Overview. This Dashboard identifies the testing needed but does not currently identify the number of tests required for the project. Refer to the Spec Book, the Design Bid Build Guide Schedule and the contract for your project to determine specific requirements. Until additional reports are available, local tracking methods are recommended.

**Are Quality Management (QM) features currently active and operational in APCM?**

This function is not yet available in APCM. It is suggested that material sources are verified and documented in the project files.

## Is there an APCM report equivalent to Xite Report?

The APCM Xite Report is under development, a deficiency report that is available right now is the Sampling and testing status report.

## How can a report be generated for an entire office rather than by individual project or pay item?

APCM does not currently have this capability.

## Can a sample of the Sampling and Testing Status Report be shared for review?

**Figure 1:** Example of Sampling and Testing Status Report

Sampling and Testing Status Report			Report v1
<b>Contract Project Item Information</b>			
<b>Contract:</b> 711111137 - Hazard Elimination & Safety	<b>Project:</b> 711111137 - CLONED FROM PROJEC	<b>Category:</b> 001 - Roadway	
<b>Item:</b> 04207012 - CL C CONC (ABUT)	<b>Supp Descr:</b>	<b>Project Item Line Num:</b>	0670
<b>Item Unit:</b> CY	<b>Current Qty:</b> 421.000	<b>Qty Posted to Date:</b>	12.000
<b>Material Information</b>			
<b>Material Set:</b> 04207012_Default	<b>Material Set Qty Posted to Date:</b>	12.000	
<b>Material:</b> 0421CA0000	<b>Material Unit:</b> CY	<b>Conversion Factor:</b> 1.00000	
<b>Source:</b>	<b>Facility:</b>		
<b>Satisfied Represented Material Qty:</b> 0.00000	<b>Reported Material Qty:</b> 12.00000	<b>Cont Est Material Qty:</b>	421.00000
<b>Contract Material Acceptance Action</b>			
<b>Name:</b> 0421CA0000_010	<b>Description:</b> 0421CA0000_010	<b>Eval Meth:</b> Record Count	
<b>Option:</b> 0421CA0000_010			
<b>Rate and Frequency</b>			
<b>Action Document.Type:</b>	<b>Action Relationship Description:</b>		
<b>Acceptance Method:</b> UNIVERSAL	<b>Sample Type:</b> Sample Type	<b>Action Type:</b> Sample Record	

Available by accessing the Component Action Menu of the Contract Progress Overview after payment is made.

**Figure 2:** Example of Contract Sampling and Testing Requirements Dashboard

Contract ID / CSJ	Contract No.	Project No.	Contract Price	Area Engineer	Contractor
711111137	09253424	F 20258731	\$55,654,793		27438 - TADOT TEST PRIME VENDOR 10
Highway	County	District	Mgr. No. - Area Office	Mail Gen Date	
	HOOD	02 - FTW - DISTRICT02	056 - FTW - STEPHENVILLE AREA(02056)	10/16/2025 12:03:33 PM	

  

Line No	Item Code	SP	Item Description	Conversion Factor	Material Code	Material Name	Special Instructions
0000	01007001	000	PREPARING ROW				
0005	01007002	000	PREPARING ROW				
0070	01007003	000	PREP ROW (TREE REMOVE) 0' - 12' DIA				
0075	01007004	000	PREP ROW (TREE REMOVE) (12'-24' DIA)				
0080	01007005	000	PREP ROW (TREE REMOVE) (24' - 30' DIA)				
0085	01037001	000	DISPOSAL OF WATER WELLS				
0090	01047001	000	REMOV CONC (PAV)				
0095	01047005	000	REMOV CONC (MOWSTRIP)				
0100	01047007	000	REMOV CONC (SIPRAP)				
0095	01047011	000	REMOV CONC (CONCRETE)				
0110	01057004	000	RMV (4' - 8') TRT/UNTRT BASE & ASPH PAV				
0115	01067001	000	OBTLTERATING ABANDONED ROAD				
0120	01107001	000	EXCAV (ROADWAY)				
0125	01107002	000	EXCAV (SIDEWALK)				
0130	01127004	000	SUBGR WIDEN (DC)	1.00	0112S8GRWD	SUBGRADE WIDENING	
0130	01127004	000	SUBGR WIDEN (DC)	1.00	0112S8GRWD	SUBGRADE WIDENING	
0130	01127004	000	SUBGR WIDEN (DC)	1.00	0112S8GRWD	SUBGRADE WIDENING	
0130	01127004	000	SUBGR WIDEN (DC)	1.00	0112S8GRWD	SUBGRADE WIDENING	
0135	01327001	000	EMBANK (FNLJOCITY A)	1.00	01320A0000	EMBANKMENT MATL TY A	
0135	01327001	000	EMBANK (FNLJOCITY A)	1.00	01320A0000	EMBANKMENT MATL TY A	
0135	01327001	000	EMBANK (FNLJOCITY A)	1.00	01320A0000	EMBANKMENT MATL TY A	
0135	01327001	000	EMBANK (FNLJOCITY A)	1.00	01320A0000	EMBANKMENT MATL TY A	
0135	01327001	000	EMBANK (FNLJOCITY A)	1.00	01320A0000	EMBANKMENT MATL TY A	

Available by accessing the Component Action Menu of the Contract Administration Overview at any time for a project. This can be downloaded into an excel file for additional use.

**To identify deficiencies, should the Sampling and Testing Status Report be run for each pay item and then filtered or searched for “deficient,” or is there an easier method to identify deficiencies across the month and at estimate time?**

It is recommended that inspectors run the report after payment for each pay item. Alternatively, districts should continue to follow any applicable local policies for additional reviews.

**Will the Sampling and Testing Status Report update immediately after a payment is entered, or does the Daily Work Report (DWR) need to be approved or an estimate generated before paid quantities are reflected?**

The payment must be authorized before the report will recognize quantities as paid.

Some questions were addressed during the recorded APCM Lunch and Learn Training session. This recording is available internally on Crossroads and externally on the APCM Resource page at TxDOT.gov. Questions submitted that could not be covered during the live session or immediately afterward have been addressed in this document. All responses were provided by the **Maintenance Division** along with the Construction Division's Training and Development team to ensure accuracy with current APCM status.