



Missouri Department of Transportation New Product Evaluation Form Instructions

The MoDOT new product evaluation form shall be used to submit new products to be considered for addition to a department pre-established product list: Construction and Material's Qualified List (QL), Pre-Acceptance List (PAL), Crashworthy End Terminal Listing (CETL), or Traffic's Approved Products List (APL) for Traffic Signals and Highway Lighting Equipment. This form shall also be used to submit new products where no department standard or specification currently exists (new products considered experimental or innovative). A separate form must be completed for each new product submitted. MoDOT may require updates, (re)completion of this form, or further testing to maintain approved status of products.

In an effort to make the New Products Evaluation procedure more efficient and to provide a means of tracking all new submittals, MoDOT has adopted a one-person central contact. All submittals will be sent to the New Products Coordinator, located in the Division of Organizational Results. The New Products Coordinator will be in direct contact with the appropriate divisions for product evaluation.

Upon submittal, the New Products Coordinator will review the completed New Product Evaluation Form (NPE) along with accompanying information for MoDOT use. Incomplete NPE forms and/or erroneous information furnished as part of this form will result in the product being rejected for evaluation. The New Products Coordinator will contact those highway authorities and other state agencies, which the vendor reports, as using the product. In performing the initial review, the following will be considered:

- 1) Does the documentation received indicate that the product will perform as stated?
- 2) Does a true need exist for the product in MoDOT?
- 3) Will the product be economically competitive?

This form is used for all products, routine or otherwise. As such, the amount of testing and type of evaluation required for MoDOT approval will depend on many factors and will be determined by the appropriate MoDOT personnel that use similar products. Following the review of the completed New Product Evaluation Form, the New Products Coordinator will consult with pertinent MoDOT Divisions. If MoDOT desires to further evaluate or test this product, MoDOT will determine the methods and needs, then contact the Manufacturer/Supplier with details. The Manufacturer/Supplier may need to supply the product and any special equipment needed to install the product at a MoDOT test site, at no cost to MoDOT. All products submitted for evaluation to MoDOT shall become the property of MoDOT and are not subject to/for return unless otherwise agreed to prior to evaluation. The Manufacturer/Supplier will be encouraged to install the product.

One of the roles of the New Products Coordinator is to track the status of all product submittals. These tracking classifications are important to share with MoDOT personnel so that decisions can be made and those MoDOT personnel are informed of what is being evaluated. Examples of MoDOT New Product Status Classifications:

Proposed:	Recently submitted and under initial review
Declined:	Declined for further evaluation
Currently evaluating:	Under evaluation for potential department use
Approved for use:	Evaluated and approved for Department use
Not approved for use:	Evaluated and rejected for Department use

Completed forms shall be submitted to:

Email: npef@modot.mo.gov

**Attn: New Products Coordinator
MoDOT Construction & Materials
1617 Missouri Blvd.
P O Box 270
Jefferson City MO 65109**

Missouri Department of Transportation

New Product Evaluation Form

I. Product Identification

Product Name: _____

Produce Model Number: _____

Product Web Site: _____

II. Product's Contact Information

Manufacturer, Source, or Other:

Manufacturer Company Name: _____

Manufacturer Contact Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone No.: _____ Fax: _____ Email: _____

Vendor, Fabricator, Distributor, or Other:

Representative's Company Name: _____

Contact Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone No.: _____ Fax: _____ Email: _____

III. Product's MoDOT Compliance

Does product comply with current MoDOT specifications? Yes No

If "Yes", indicate specification number: _____

If "No", explain how/why product does not comply.

MoDOT Specifications can be found at:

http://www.modot.org/business/standards_and_specs/highwayspecs.htm

IV. Non-MoDOT Specified Products

Product Description: _____

Primary Use: _____

Secondary Use: _____

Benefits or Outstanding Features of Product: _____

Generic Material Composition: _____

Does product contain Hazardous Materials? Yes No Identify %: _____

 If "Yes," describe: _____

Does product contain recycled materials? Yes No

 If "Yes," describe: _____

Is this product replacing or similar to another product? Yes No

 If "Yes," which products(s)? _____

Has this product been previously submitted? Yes No

Is product patented? Yes No

 If "No," but applied for, indicate date applied for: _____

Does product meet any non-MoDOT specifications? Yes No

 If "Yes," give specification numbers: _____

AASHTO	ASTM	Federal Specification	Other
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Indicate other states where product is currently approved or being tested:

State/Agency	Contact Person	Email Address	Approved	Tested
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		

V. General Information

Does product fall under FHWA’s NCHRP 350 criteria? Yes No

Note: The National Cooperative Highway Research Program (NCHRP) 350 criteria are contained in Chapter 5 of NCHRP Report 350 and provide guidance for the evaluation of the safety performance of various highway features. NCHRP Report 350 may be viewed online at: http://www.trb.org/publications/nchrp/nchrp_rpt_350-a.pdf

Has product been shown to meet NCHRP 350 criteria? Yes No

If “Yes,” attach a copy of FHWA letter.

Has product been tested by AASHTO NTPEP (National Transportation Product Evaluation Program)?

Yes No If “Yes,” indicate test deck or report number: _____

Availability: _____ Seasonal Non-seasonal

Shelf Life: _____ Approximate delivery in days after receipt of order: _____

Are quantities limited? Yes No Describe: _____

Estimated cost per unit: _____ Estimated cost per unit installed: _____

What percent of the product is made in the USA? _____ %

Include manufacturer’s certification of made in the USA or identify foreign manufacturing locations.

Warranty provided? **(If “Yes,” submit copy of warranty)** Yes No

Will product be provided at no charge for laboratory or field evaluation? Yes No

Can a demonstration by the manufacturer or supplier be provided? Yes No

Is special equipment required to install product: Yes No

If “Yes,” Manufacturer/Supplier will furnish special equipment and install material during testing.

Are educational courses or films available? Yes No

Indicate any other individuals within the MoDOT organization that have been contacted about this product:

Along with this completed form, the following must be submitted where applicable:

NEW PRODUCTS WILL NOT BE REVIEWED UNTIL ALL INFORMATION IS PROVIDED.

- | | |
|---|--------------------|
| Product Specifications (MoDOT specifications where compliant) | Product Literature |
| Installation instructions, preferably with pictures or drawings | Test Data |
| Material Safety Data Sheet (MSDS) | Warranty |

Person furnishing information (print name): _____

Title: _____

I certify that the above information is correct (signature): _____

Date: _____ Phone Number: _____