



# OKLAHOMA DEPARTMENT OF TRANSPORTATION

## NEW OR EQUAL PRODUCT EVALUATION REQUEST

Office Use Only

N.P.E.#

Instructions: Answer all questions. Check boxes or use "X" to indicate choices. Where a question is not applicable, enter "N/A". Attach sheet if needed. Refer to Item No. when explaining any item.

1	TRADE (PRODUCT) NAME: _____	
	TRADE (BRAND) NUMBER: _____	
2	PATENTED? <input type="checkbox"/> YES <input type="checkbox"/> NO	NON-DISCLOSURE AGREEMENT REQUIRED? <input type="checkbox"/> YES <input type="checkbox"/> NO
3	GENERIC DESCRIPTION: _____	
4	<p><b>EQUAL PRODUCT:</b> Products are similar to products that are currently used by the Oklahoma Department of Transportation (ODOT) and are covered by existing specifications or standards #_____. <i>please provide ODOT standards). * The manufacturer or supplier shall provide certification(s) and/or test results from an independent testing laboratory addressing all existing specifications and standards. The product status will be <b>Qualified, Conditional Use, or Rejected.</b></i></p> <p><b>NEW PRODUCT:</b> Products that are not addressed by current ODOT specifications or standards. <i>The Product Evaluation Committee will determine if the product installation is warranted. The product status will be <b>Qualified, Conditional Use or Rejected.</b></i></p>	
5	PLEASE CHECK <a href="http://www.okladot.state.ok.us/traffic/gpl/index.php">www.okladot.state.ok.us/traffic/gpl/index.php</a> AND <a href="http://www.odot.org/materials/htm-smap/11062p-PRODCATS.html">www.odot.org/materials/htm-smap/11062p-PRODCATS.html</a> - IF PRODUCT APPEARS ON EITHER LIST, THERE IS NO NEED TO SUBMIT THIS FORM.	
	DOES THIS PRODUCT APPEAR ON EITHER OF THOSE LISTS?  YES      NO	
6	HAS THIS PRODUCT BEEN USED IN THE PAST OR PRESENTLY BY ANOTHER GOVERNMENT AGENCY OR STATE DOT?  <input type="checkbox"/> YES <input type="checkbox"/> NO	
7	IS NATIONAL TRANSPORTATION PRODUCT EVALUATION PROGRAM (NTPEP) TEST DATA AVAILABLE FOR THIS PRODUCT? If yes, please provide NTPEP supporting data  YES      NO	

13	IS THIS PRODUCT MANUFACTURED BY ANOTHER COMPANY FOR YOU?	<input type="checkbox"/> YES	If yes, please provide the following: ORIGINAL MANUFACTURER: _____ ADDRESS: _____ COUNTRY: _____ CITY: _____ STATE: _____ ZIP: _____ PHONE: _____ EMAIL: _____
		<input type="checkbox"/> NO	
	IF YOU RE-NAMED THIS PRODUCT, WHAT WAS THE ORIGINAL PRODUCT'S NAME		
	<input type="text"/>		
	IS PRODUCT GUARANTEED?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	COPY OF WARRANTY ATTACHED?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	CONDITIONS: _____		

14	MATERIAL SAFETY DATA SHEET (OSHA-20 or OSHA-174) ENCLOSED?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	SPECIAL HANDLING ? <input type="checkbox"/> YES <input type="checkbox"/> NO		
15	MATERIAL DESCRIPTION OR SHOP DRAWING FURNISHED?	YES	NO
	ARE INSTRUCTIONS OR DIRECTIONS FOR INSTALLATION, APPLICATION, LIMITATIONS, OR USE AVAILABLE?	YES	NO
	IF REQUESTED, CAN FREE SAMPLES BE FURNISHED?	YES	NO
	HAVE YOU ATTACHED INDEPENDENT TEST REPORTS CONFORMING TO OUR SPECIFICATIONS?	YES	NO
	<b>BUY AMERICA:</b> DOES THE PRODUCT CONTAIN IRON AND/OR STEEL PER TITLE 23 CFR 635.410? If yes, visit <a href="http://www.odot.org/c_manuals/ccdirectives/materials_of_origin.pdf">www.odot.org/c_manuals/ccdirectives/materials_of_origin.pdf</a> to submit Certificate of Materials Origin form.	YES	NO
	LIST CONTACTS YOU MADE WITH OKLAHOMA DEPARTMENT OF TRANSPORTATION REGARDING THIS PRODUCT:  Division: Contact: Phone:  Division: Contact: Phone:		
16	ADDITIONAL COMMENTS / INFORMATION (i.e. Environmental Considerations)		

DISCLAIMER:

Acceptance of a product for evaluation by the Oklahoma Department of Transportation is in no way a commitment to purchase, recommend, or specify the product investigated, regardless of its performance. In addition, the manufacturer and vendor shall be responsible for all liabilities for injuries caused by defect in the design of, or manufacture and labeling of, their products. The manufacturer is responsible for keeping ODOT informed as to any changes in the product makeup, manufacture's location, distribution and representatives. Any changes without proper notification could result in rejection of the product.

For consideration by the Oklahoma Department of Transportation, submit this completed form to:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Supplier's Authorizing Agent)

Name: \_\_\_\_\_  
(Please Print or Type)

Title: \_\_\_\_\_

# **OKLAHOMA PRODUCT EVALUATION PROCEDURE:**

Product evaluation requests fall into two classes: "EQUAL" or "NEW". When a request for product evaluation is received by ODOT, the information is reviewed to determine if it is an "Equal Product" or a "New Product" that requires status review by other Division(s).

**"EQUAL PRODUCTS"** Products are similar to products that are currently used by the Oklahoma Department of Transportation (ODOT) and are covered by existing specifications and standards.

The manufacturer or supplier shall provide certification(s) and/or test results from an independent testing laboratory addressing all existing specifications and standards. The product status will be *Qualified, Conditional Use, or Rejected*.

**"NEW PRODUCTS"** Products that are not addressed by current ODOT specifications and standards.

The Product Evaluation Committee will determine if the product installation is warranted. The product status will be ***Qualified, Conditional Use, or Rejected***.

## **PRODUCT STATUS:**

**Approved / Qualified:** "Equal" products must meet all pertinent specifications. "New Products" may be subject to acceptance testing on a project basis. Those products placed in the "Qualified" category are products that we want to monitor more closely.

**Conditional Use:** "New" or "Equal" products will be allowed a trial installation on one project only, recommended for a demonstration project, or recommended as an experimental feature.

**Rejected:** Products do not meet our specifications or has failed performance testing. The vendor will be notified.

**Trial Installation** of conditional use "New" or "Equal" products requires incorporation into a project where they can be monitored during installation and for a performance evaluation period usually ranging from 6 to 12 months depending on the type of product. Unless otherwise specified, it will be the manufacturer's responsibility to locate an active ODOT project, either construction or maintenance, which will incorporate the product. This should be accomplished within one year of notice of conditional use status.

**Unsatisfactory Performance**, at any time, will result in a rejection of a product and removal from the QPL.