



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

1401 EAST BROAD STREET
RICHMOND, VIRGINIA 23219

Stephen Brich
Commissioner

MEMORANDUM

TO: New Products Applicants

FROM: VDOT New Products Committee

SUBJECT: New Products Application

The Virginia Department of Transportation's (VDOT's) New Product Evaluation Program is intended for innovative products that will add value, improve quality, and/or increase performance and that are not covered by specifications, plans, or other Department standards. A new product is not a product that simply costs less than a currently used material or will save the Department money without meeting or exceeding current engineering and/or quality standards. The information you provide in the attached application will be used for a preliminary evaluation to determine if it meets the qualifications of a New Product. Below, please review the Department's specifications, standards and approved products list carefully and limit your submittals to products that are new and innovative.

You will be notified with the decision of VDOT's New Products Committee. Your product may be listed on our New Products Evaluation List found at <http://www.virginiadot.org/business/resources/Materials/bu-mat-NPEL.pdf>. You may also be contacted for additional information. If your product is found to be classified by a specification or standard, you will be directed to the appropriate VDOT personnel. This procedure is intended to facilitate a thorough review with a prompt response by the Department to your company.

Please provide trade literature, test data, Safety Data Sheets, product specifications, instructions, benefit cost analysis, projected life and product guarantee **electronically**. Clearly state the benefit of the use of this innovative product to the Department and identify an application and/or location in the transportation system for the use of this product. Please send a minimum of five copies of color photographs, pamphlets, booklets, binders or other professionally produced materials.

Below are links to assist with the submittal process.

Specifications: <http://www.virginiadot.org/business/const/spec-default.asp>

Standards:

http://www.virginiadot.org/business/locdes/vdot_road_and_bridge_standards.asp

Approved Lists:

http://www.virginiadot.org/business/resources/Materials/ApprovedLists/Materials_Aproved_Lists.pdf

Contact the following Divisions for traffic control devices, barriers and retaining walls.

Traffic Control Devices – Contact Traffic Engineering Division, 804-786-2965

<http://www.virginiadot.org/business/trafficeng-productlists.asp>

Traffic Barriers – Contact Location & Design Division, 804-786-1805

<http://www.virginiadot.org/business/resources/LocDes/VDOTApprovedProducts.pdf>

Retaining Walls – Contact Structure & Bridge Division, 804-786-4575

<http://www.vdot.virginia.gov/business/bridge-manuals.asp>

Send application and attachments to:

Virginia Department of Transportation
Materials Division-New Products
1401 East Broad Street
Richmond, VA 23219
Attn: Laura Hisey
laura.hisey@vdot.virginia.gov



For Office Use Only
VDOT Number: _____
Date Received: _____
Assigned Division(s): _____

Virginia Department of Transportation Preliminary Information for Product Evaluation

The following information is to be included in a submittal package of no more than three pages.

Product Name: _____

Date: _____

Manufacturer: _____

Phone Number: _____

Address: _____

Contact Person: _____

Phone Number: _____

Address: _____

Email Address: _____

Fax Number: _____

List specific AASHTO, ASTM, MUTCD, requirements the product meets. _____

Has the product been evaluated (or currently under evaluation) by the National Transportation Product Evaluation Program (NTPEP)? _____ NTPEP Submittal and Report Number _____

Has the product been submitted to another division within the Department? If so, provide contact information. _____

Has the product been approved for use by other agencies/states? If so, provide contact information. _____

Briefly describe when, where, and how the product would be used as well as the benefits for allowing the use of this type of product. If applicable, describe VDOT's current method of performing such functions. **Product brochures, test reports and manuals will not be accepted in lieu of application.** _____

Note: There must VDOT interest in trying this product to be listed on the NPEL. Who has been contacted at VDOT or what VDOT project is interest in trying this product? Please list name, title, company, if not VDOT, include phone number and email address. _____