

QRE001 QPL Guidelines for Resident Engineers

Resident Engineers (“RE”) shall follow these procedures for the Qualified Products List (“QPL”) during construction. Detailed information on accessing the QPL can be found in the “NJTA QPL Manual”, found on the Authority’s website.

The RE shall capture and report data on products used by the Contractor, which is submitted on a Construction Products List Form (“CPL Form”) described below. The CPL Form is found on the New Jersey Turnpike Authority’s (“NJTA”) website and shall be submitted as described below.

The CPL Form’s fields are defined as:

Table 1 –CPL Form Fields

Column	Description
Product Type	The corresponding Specification Subsection or Paragraph in Division 900.
Product Type Section	The title of the Specification Section.
Product Type Description	The Subsection or Paragraph title.
Delete?	Yes/No; the Engineer is recommending deletion of a QPL Product or Product Type.
Feedback	Justification for deletion, and/or the feedback regarding the Product or Product Type.
QPL #	The index number of the approved QPL product, found either in CapEx or on the Quarterly QPL Report.
Approval Date	The date that the Resident Engineer accepted the product for use.
Location	Where the product was used, i.e. roadway name, mileposts, structure numbers, interchanges, etc.
SPL #	The index number found in Appendix Q, Supplemental Products List.
Product Name	The commercial name of the product.
Manufacturer	Company name.
Supplier	Company name; add rows if there are multiple known Suppliers. If unknown, enter the Manufacturer.

Address Line 1, Address Line 2, City, State, ZIP, Website, Phone, E-mail, Contact Name	Supplier's contact information, which must be confirmed. Vendor should also be directed to register a profile in CapEx per the QPL Manual ; NJTA will confirm this registration and follow-up with Vendor if necessary.
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The CPL Form lists all current Product Types as given in the Standard and Standard Supplementary Specifications; see Figure 1. If there is a Standard Product Type missing, insert a row and enter the Product Type and Product Type Description. If the project contains a Non-Standard Product Type only found in Appendix Q of the project's Supplementary Specifications, also insert a row and enter the Product Type and Product Type Description.

Product Type	Product Type Section	Product Type Description
900 > 901 > 901.01	EMBANKMENT	Embankment, Grade A.
900 > 901 > 901.02	EMBANKMENT	Embankment, Grade B.
900 > 902 > 902.01 > 902.01(A)	AGGREGATES	Trap Rock
900 > 902 > 902.01 > 902.01(B)	AGGREGATES	Argillite
900 > 902 > 902.01 > 902.01(C)	AGGREGATES	Quartzite
900 > 902 > 902.01 > 902.01(D)	AGGREGATES	Carbonate Rock
900 > 902 > 902.01 > 902.01(E)	AGGREGATES	Granite
900 > 902 > 902.01 > 902.01(F)	AGGREGATES	Gneiss
900 > 902 > 902.02	AGGREGATES	Broken Stone

Figure 1 – CPL Form displays all existing Product Types

Steps for completing the CPL Form are as follows:

1. Add QPL Product Data (Resident Engineer)

If the product is on the QPL, complete the fields highlighted in GREEN for the relevant Product Types. Duplicate Product Type rows as necessary if more than one Product was used for a single Product Type.

2. Add SPL Product Data (Resident Engineer)

If the product is on the contract's Supplemental Products List ("SPL"), found in Appendix Q of the Supplementary Specifications, complete the fields highlighted in ORANGE for the relevant Product Types. Duplicate Product Type rows as necessary if more than one Product was used for a single Product Type.

3. Add New Product Types (Resident Engineer)

If a product or Product Type is not on the QPL or SPL, complete the fields highlighted in YELLOW for the relevant Product Types. Duplicate Product Type rows as necessary if more than one Product was used for a single Product Type.

If a corresponding Product Type does not exist, navigate to the row at the bottom of the CPL template, 999.01 – New Product Type. Complete the fields highlighted in YELLOW. Duplicate the New Product Type row as necessary.

4. Add Feedback (Resident Engineer)

Feedback refers to whether the RE is recommending a deletion or change to the existing QPL. Complete the fields highlighted in BLUE as instructed below.

If recommending deletion of a QPL Product or Product Type: navigate to the corresponding Product Type row, type Yes under "Delete?", then type the Product Name and reason why under "Feedback."

If recommending a change or correction to a QPL Product or Product Type: navigate to the corresponding Product Type row, then type the Product Name and the recommendation under "Feedback."

5. Submit CPL (Resident Engineer)

Submit the completed CPL Form to NJTA Contracts (via e-mail to contracts@njta.com) at the following milestones:

- Pay Estimate #10 and every 10th Pay Estimate thereafter
- The first Pay Estimate following Substantial Completion

Each CPL Form must include all past data, i.e. it must not only reflect data since the prior submission but rather data since the beginning of the project.

6. Enter CPL Data (NJTA Contracts Section)

NJTA Contracts Section will verify completeness of the CPL Form and contact the NJTA Project Manager and Resident Engineer if corrections or additional information is required.

II. Revision History

Date	Description
04/01/2020	Removed "Feedback?" field. Clarified that CPL submissions must include all data up until the submission date (not just data since the last submission).

Resident Engineer

NJTA PM

NJTA Contracts

Construction Products List (CPL)

