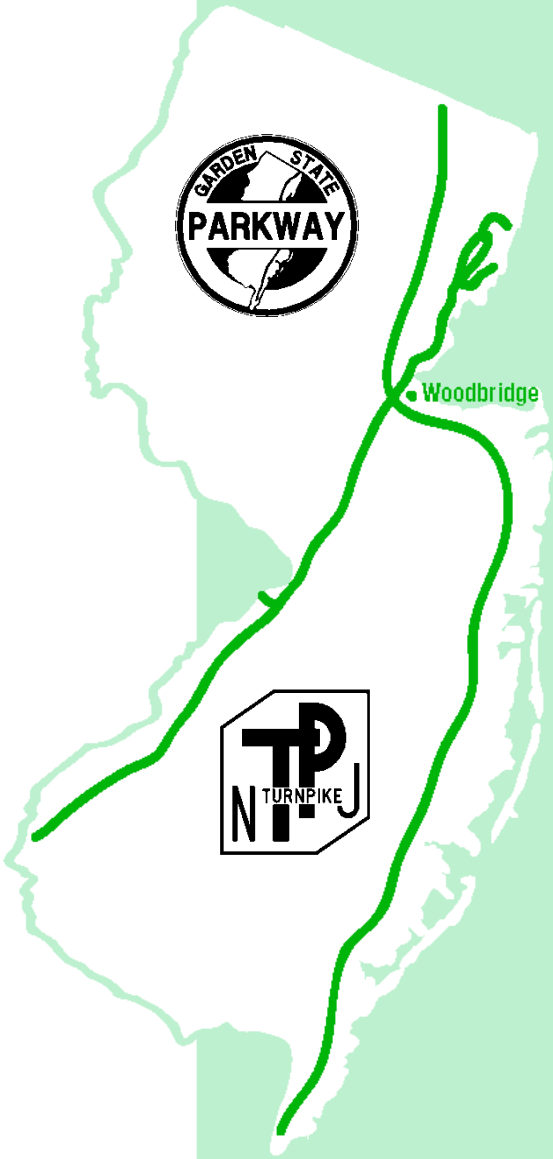
NEW JERSEY TURNPIKE AUTHORITY



QUALIFIED PRODUCTS LIST (QPL) MANUAL

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I. OVERVIEW

The Authority's Qualified Products List ("QPL") program provides a dynamic and up-to-date list of products to the contracting and engineering community, and it allows manufacturers and suppliers to submit their products through a streamlined, paperless approval system. Specifically:

- The QPL is located on CapEx, viewable by any user.
- The QPL centralizes all products which may potentially be proposed for use on Authority construction projects and organizes them according to their Specification Subsection.
- The QPL contains product names and/or model numbers, vendor contact information, and the product's corresponding Specification Subsection.
- The Standard Specifications (as amended by the Supplementary Specifications) contains the criteria upon which products are qualified.

This QPL Manual ("Manual") is intended for product Vendors.

II. DEFINITIONS

Refer to Paragraph 101.02(B) of the Standard and Standard Supplementary Specifications for a list of Authority-defined terms.

The following terms are used in this Manual:

- Product Type – A category under which the product falls. Refers to the Specification Subsection.
- QPL Product Status – Viewable to anyone. The statuses are as follows:
    - Available – The product is approved under at least one Product Type.
    - Disapproved – The product is not allowed for use.
    - Discontinued – The product is no longer manufactured, supplied, procurable, or has been replaced by a newer version.
- QPL Product Type Status – Viewable to the Vendor of the product. The statuses are as follows:
    - Approved – The product is approved under the Product Type.
    - Rejected – The product did not meet Qualification Criteria for the Product Type.
    - Returned – The submittal was returned to the Vendor for more information.
    - N/A – The product is not applicable to the Product Type.
    - Under Review – The product is being evaluated by the Authority.
    - Pending Criteria – The submittal cannot be resolved until Qualification Criteria is updated.
    - Pending Pilot – The submittal cannot be resolved until it is used on an Authority project.
    - Pending Need – The submittal is under a New Product Type for which the Authority did not yet discover a need.

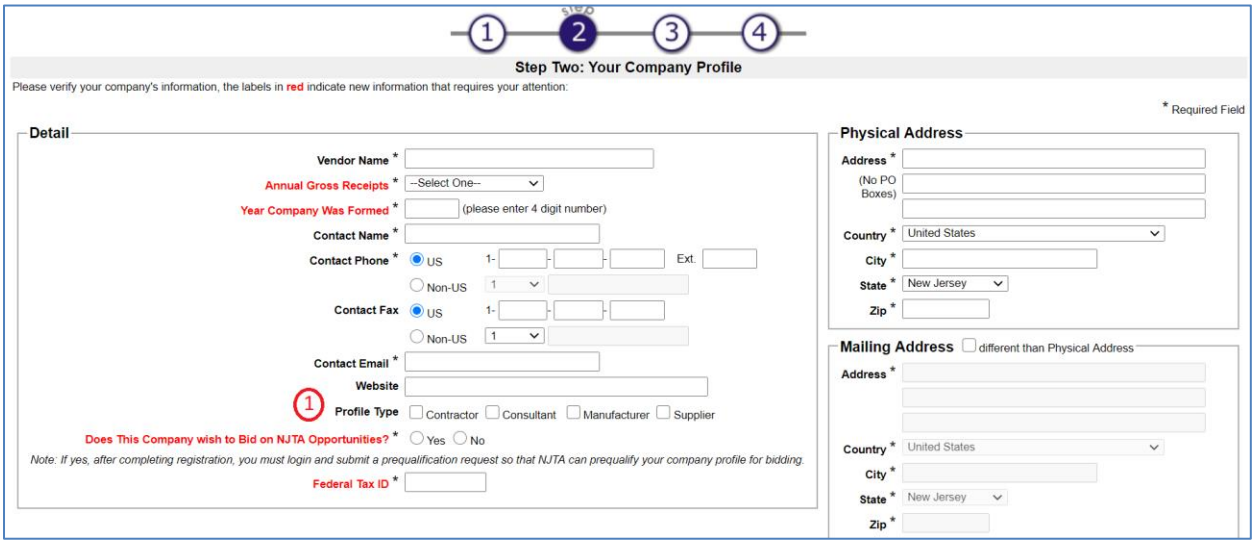
- Qualification Criteria – Consists of material specifications, performance specifications, testing requirements, and/or Authority procedures for evaluating products for a Product Type.
- Technical Committee – A team assigned to a QPL submittal to perform a technical review.
- Vendor – The manufacturer or supplier of a product.

III. THE QPL

A. REGISTER IN CAPEX

If not yet registered as a user, go to CapEx and "Click here to register". Follow the prompts.

At Step 2, select Manufacturer and/or Supplier for Profile Type (see 1 in the screenshot below). Enter 11111111 for the Federal Tax ID if it is not known. Steps 3 and 4 may be skipped.



- Verify Vendor Administrator(s)

  Vendor Administrators can update Vendor Profile information and verify new users that register under the company.

  - If you are the first user to register the company:

    You are automatically a Vendor Administrator.

  - If your Vendor Administrator(s) have left the company:

    Contact CapExHelp@njta.com to request becoming a Vendor Administrator.

  - If you are a Vendor Administrator and wish to make another user at your company a Vendor Administrator:

    Go to the Administration tab → Manage My Users.

    If "Account Access is Disabled?" says Yes, click Edit to change it to No, and click Save.

At the User Profile page, click the Groups tab, click Edit, click the checkbox next to Vendor Administrator and click Save.

- Update Vendor Profile

  Go to the Administration tab → Manage My Vendor Profile.

  - Verify Manufacturer and/or Supplier Status

    At this page, verify that the Profile Type has Manufacturer and/or Supplier checked. Click Save. A CapEx vendor must be registered as a Manufacturer or Supplier to submit a product application.

  - Verify Contact Information

    Update contact information as necessary. Click Save.

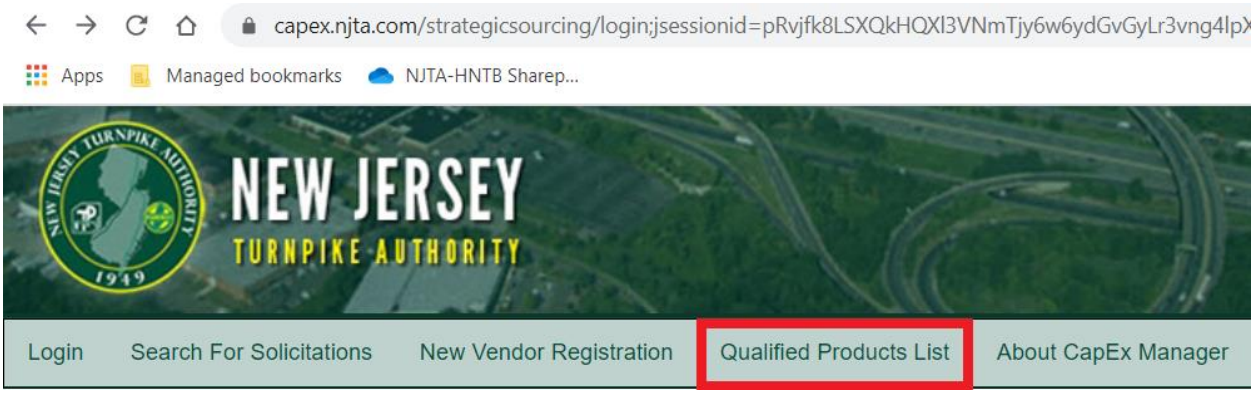
  - Change Company Name

    Contact CapExHelp@njta.com to request a company name change. Such request must come from an existing Vendor Administrator.

B. NAVIGATING THE QPL

The QPL is located on the Authority's construction management website, CapEx, at https://capex.njta.com/

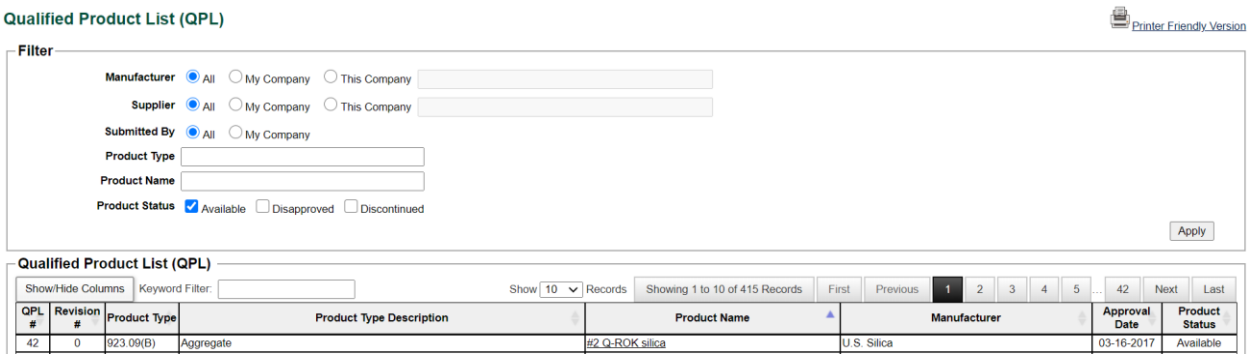
1. Main Webpage



However, this view is limited to showing Available products only, and has no filtering options.

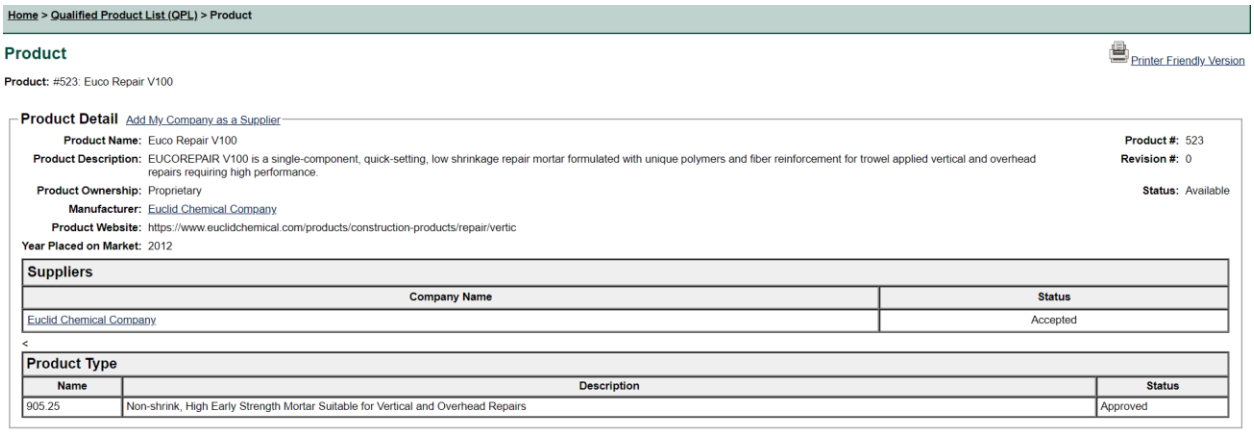
2. QPL Webpage

Users must register by clicking "Click here to register" and follow the prompts. Once logged in, click on Administration → Qualified Products List to view additional product statuses and use filtering options as shown below:



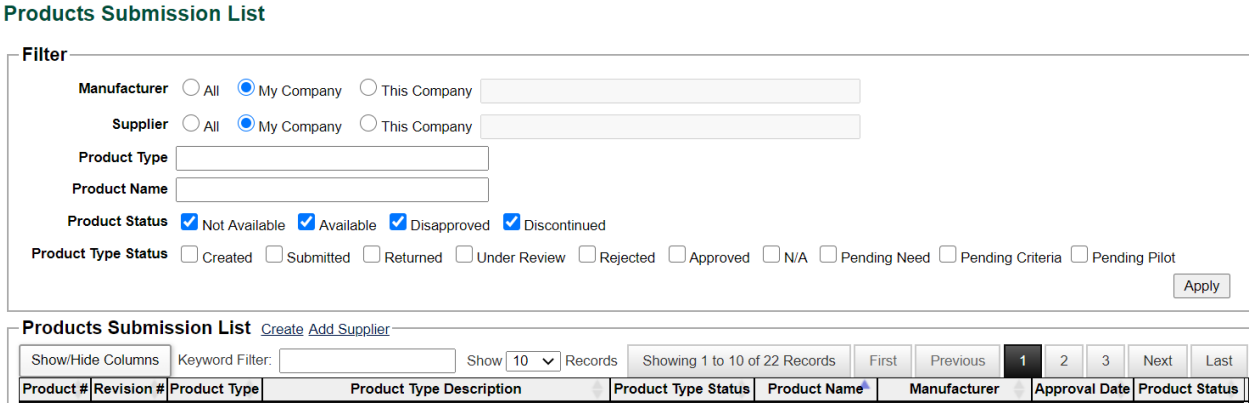
3. Product Webpage (public)

Click on a Product Name to access that product's information:



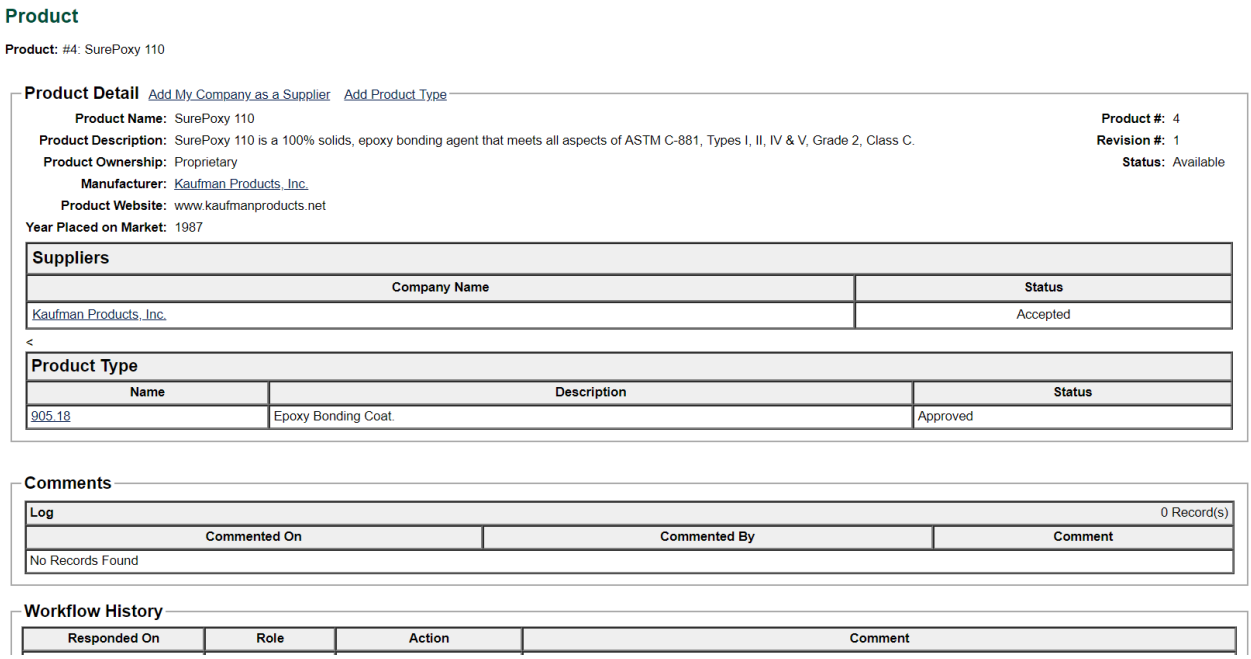
4. Products Submission List Webpage

Vendors who have submitted products may view their product statuses separately through Administration → Products Submission List. From here, they may also Create new submittals:



5. Product Webpage (private to Vendor and Authority)

A Vendor who clicks on their own Product webpage sees additional information and can Add Product Type submittals for the product.



Product

Product: #4: SurePoxy 110

Product Detail Add My Company as a Supplier Add Product Type

Product Name: SurePoxy 110
Product Description: SurePoxy 110 is a 100% solids, epoxy bonding agent that meets all aspects of ASTM C-881, Types I, II, IV & V, Grade 2, Class C.
Product Ownership: Proprietary
Manufacturer: Kaufman Products, Inc.
Product Website: www.kaufmanproducts.net
Year Placed on Market: 1987

Product #: 4
Revision #: 1
Status: Available

Suppliers

Company Name	Status
Kaufman Products, Inc.	Accepted

Product Type

Name	Description	Status
905.18	Epoxy Bonding Coat.	Approved

Comments

Log — 0 Record(s)

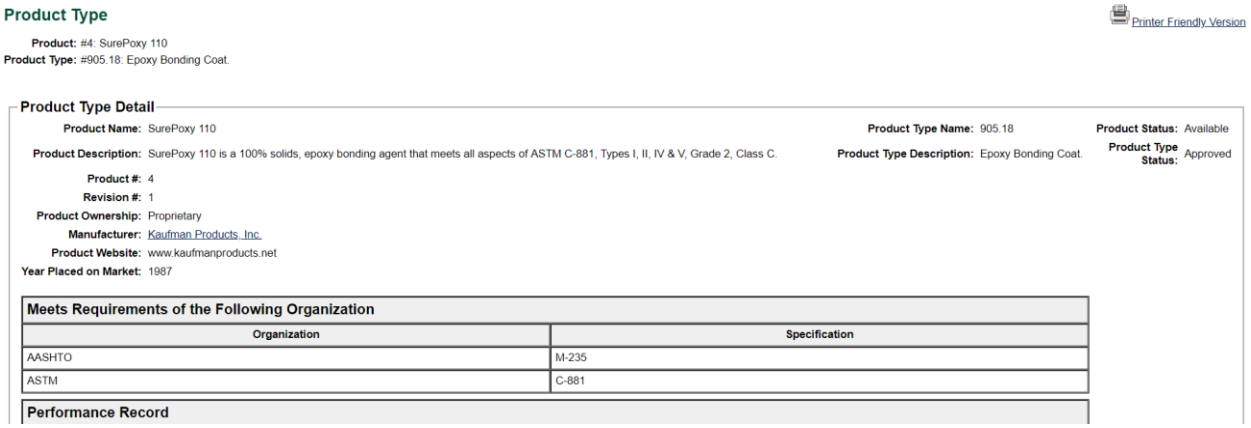
Commented On	Commented By	Comment
No Records Found		

Workflow History

Responded On	Role	Action	Comment

6. Product Type Webpage (private to Vendor and Authority)

A Vendor who clicks on a Product Type link sees all submittal information, as well as comments and workflow history:



Product Type

Printer Friendly Version

Product: #4: SurePoxy 110
Product Type: #905.18: Epoxy Bonding Coat.

Product Type Detail

Product Name: SurePoxy 110
Product Description: SurePoxy 110 is a 100% solids, epoxy bonding agent that meets all aspects of ASTM C-881, Types I, II, IV & V, Grade 2, Class C.
Product #: 4
Revision #: 1
Product Ownership: Proprietary
Manufacturer: Kaufman Products, Inc.
Product Website: www.kaufmanproducts.net
Year Placed on Market: 1987

Product Type Name: 905.18
Product Type Description: Epoxy Bonding Coat.

Product Status: Available
Product Type Status: Approved

Meets Requirements of the Following Organization

Organization	Specification
AASHTO	M-235
ASTM	C-881

Performance Record

C. QPL & CONTRACT

Simply appearing on the QPL does not mean such product can be used on any Authority project. A project's contract documents determine which products on the QPL can be used.

Refer to the Standard Specifications and Standard Supplementary Specifications found here: https://www.njta.com/doing-business/2016-standard-specifications.

Specifications Division 900 is an index for all Product Types, which are each associated with a Subsection number:

DIVISION 900 - MATERIALS

Section 901 - Embankment **900-8**
901.01 Embankment, Grade A. 900-8
901.02 Embankment, Grade B. 900-8
Section 902 - Aggregates **900-8**

Subsections contain the Qualification Criteria that need to be met for that Product Type:

904.06 Sealing Materials.

The material for coating the exposed vertical face of existing asphalt concrete surfacing or concrete surfaces shall be asphalt cement, Viscosity Grade AC-20.

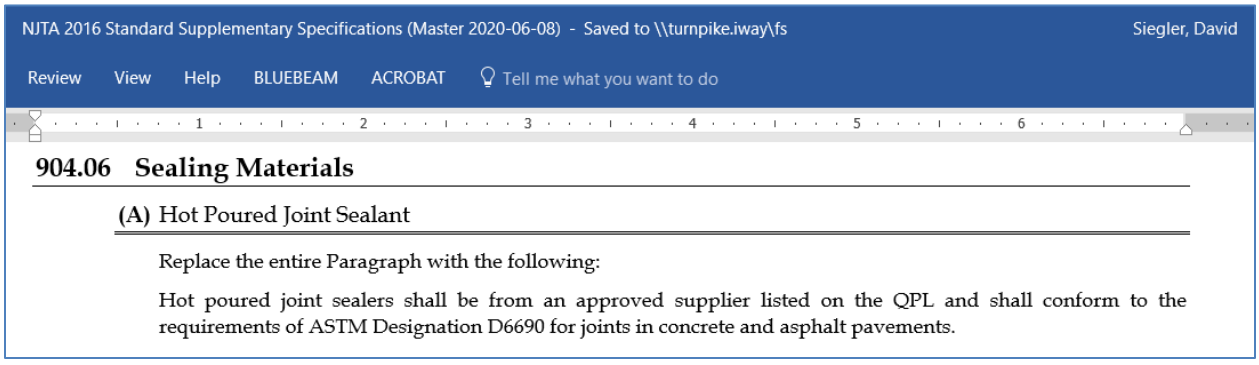
Material for sealing the horizontal joint between new and existing asphalt concrete surfacing or concrete surfaces shall be asphalt cement, Viscosity AC-20.

Material for sealing the transverse and longitudinal joints in the new asphalt concrete pavement shall be asphalt cement Viscosity Grade AC-20.

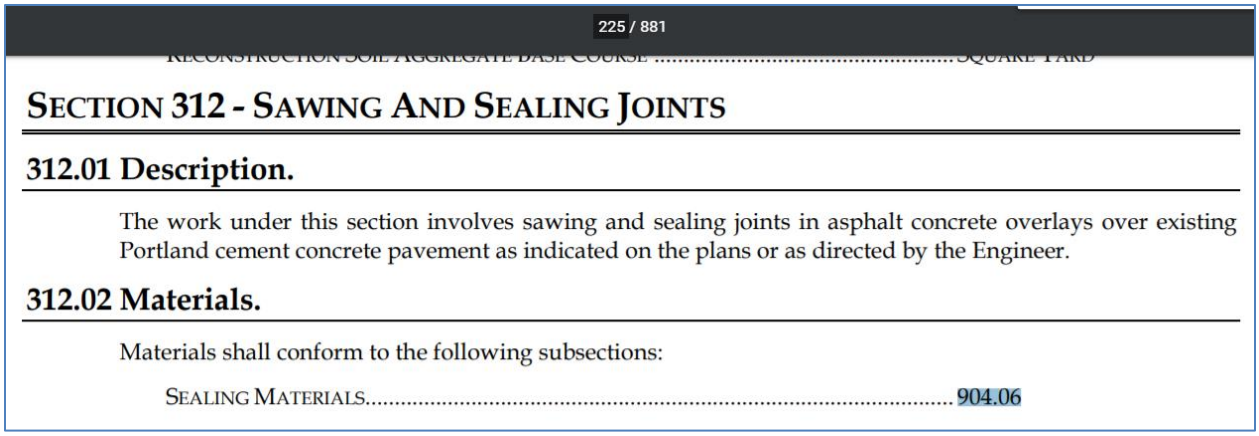
(A) HOT POURED JOINT SEALANT.

Hot poured joint sealers shall be from an approved supplier listed on the QPL, and shall conform to the requirements of ASTM Designation D3405 for joints in concrete and asphalt pavements.

The Standard Supplementary Specifications from the link above indicates Standard revisions to Qualification Criteria:



Subsections are referenced in parts of the Specifications in which the Product Type is applicable:



225 / 881

RECONSTRUCTION SOIL AGGREGATE BASE COURSE ..... SQUARE YARD

SECTION 312 - SAWING AND SEALING JOINTS

312.01 Description.

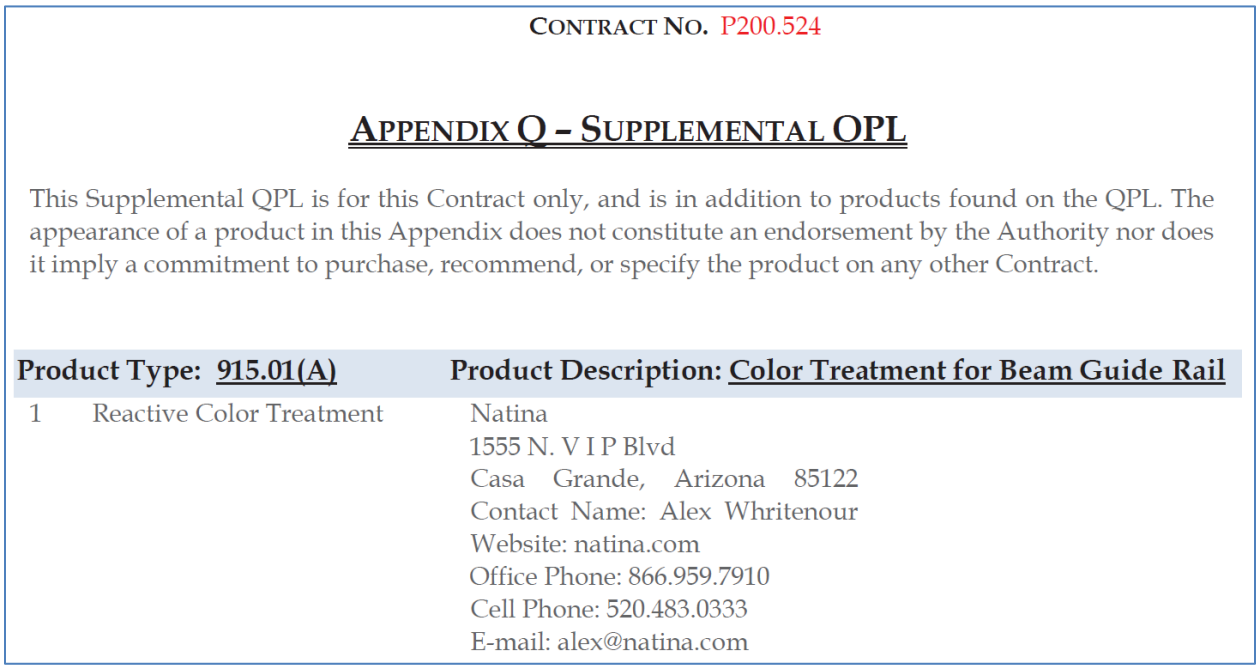
The work under this section involves sawing and sealing joints in asphalt concrete overlays over existing Portland cement concrete pavement as indicated on the plans or as directed by the Engineer.

312.02 Materials.

Materials shall conform to the following subsections:

SEALING MATERIALS..... 904.06

Refer to project Supplementary Specifications, which may contain products that do not yet appear on the QPL but are allowed for use for that project. These will appear in Appendix Q and contain corresponding Subsection references:



CONTRACT NO. P200.524

APPENDIX Q – SUPPLEMENTAL QPL

This Supplemental QPL is for this Contract only, and is in addition to products found on the QPL. The appearance of a product in this Appendix does not constitute an endorsement by the Authority nor does it imply a commitment to purchase, recommend, or specify the product on any other Contract.

Product Type: 915.01(A)		Product Description: Color Treatment for Beam Guide Rail
1	Reactive Color Treatment	Natina 1555 N. V I P Blvd Casa Grande, Arizona 85122 Contact Name: Alex Whritenour Website: natina.com Office Phone: 866.959.7910 Cell Phone: 520.483.0333 E-mail: alex@natina.com

Supplementary Specifications for advertised projects will be found here: https://bidx.com/njta/main

Products that are not on the QPL nor Appendix Q may only be approved during construction by the Authority following material acceptance requirements described in Section 105 of the Standard and Standard Supplementary Specifications.

D. NEW QUALIFICATION CRITERIA

There may be cases where Qualification Criteria are not provided in Division 900 of the Specifications, and only a reference to the QPL is provided. In addition, criteria will not be found for new products or technologies that have never been used or evaluated. Product submittals will still be accepted for evaluation in such cases. During preliminary review for new products or

technologies, the Authority will recommend further review and testing if the product or technology exhibits:

- applicability to existing or past Authority construction projects,
- value for the Authority in terms of cost, time, performance, and/or safety,
- meeting the standards of nationally-recognized testing organizations,
- a satisfactory performance record with similar transportation agencies.

Such product submittals must be accompanied by a memo that summarizes how the new product or technology satisfies the points above. During preliminary review, the Authority may request a technical presentation of the product or technology.

The Authority's development of Qualification Criteria will be based on several factors including but not limited to:

- other transportation agencies' criteria for the same product type,
- performance metrics and laboratory tests that were passed by approved products under the same product type,
- recommendations of nationally-recognized professional and standardization organizations.

E. BUILDING PRODUCTS

The QPL does not list building products, which would be specified within the contract under CSI (Construction Specifications Institute) formatting. Building product submittals will not be evaluated by the Authority.

IV. SUBMITTAL & APPROVAL PROCEDURES

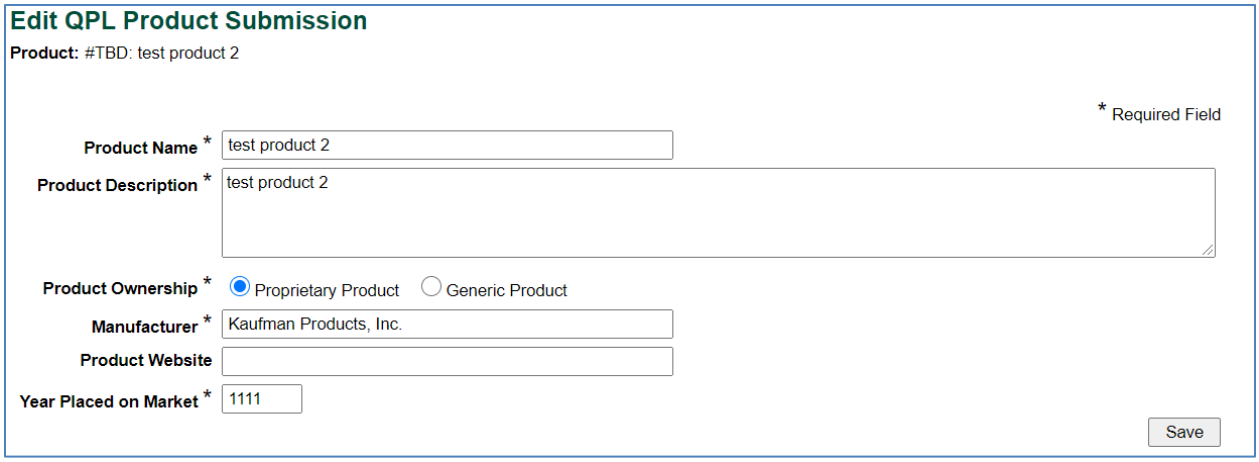
All product submittals must be completed according to the following instructions. Incomplete submittals will be returned for more information or not be considered for evaluation. The product must be fully developed and commercially available. Use of the product must be directly related to use on Authority facilities.

Timelines for approval vary based on Product Type and Authority workload. The Authority will not guarantee that a product gets approved in time for a certain construction contract or specific date. Vendors, contractors, nor engineers should not assume that a submitted product will be approved for use in construction.

The user completing the submittal must be either the Manufacturer or a Supplier of the product.

A. SUBMIT APPLICATION

Go to Administration → Product Submission List, click the Create link. This will bring you to the Create QPL Product Submission page:

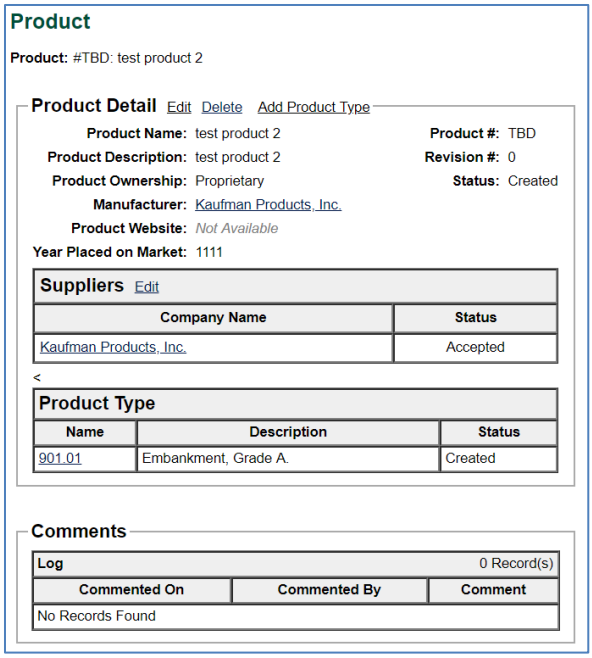


Enter the following:

- **Product Name** – This matches the name under which it is sold on the market. Note that this field is constrained to 50 characters; if the Product Name is cut off due to this constraint, duplicate the Product Name in the Product Description field.
- **Product Description** – This is a summary of the product's functional purpose(s), material composition, and installation or use.
- **Product Ownership** – This is either Proprietary or Generic.
- **Manufacturer** – Enter the Manufacturer's company name. If the company name does not match any existing Manufacturers, you will get an error message. The Manufacturer must have a CapEx Vendor Profile and have the Manufacturer Profile Type selected.

  If the product is proprietary, selecting the manufacturer is required. Generic products, such as coarse and fine aggregates, only require the Supplier (i.e. producer or quarry) to be selected at a later step.
- **Product Website** – This is an optional field but is recommended to assist submittal review and Contractor procurement.
- **Year Placed on Market** – When was the product made available for use?

Click Create. You are brought to the Product page:



Product

Product: #TBD: test product 2

Product Detail Edit Delete Add Product Type

Product Name: test product 2 **Product #:** TBD
Product Description: test product 2 **Revision #:** 0
Product Ownership: Proprietary **Status:** Created
Manufacturer: Kaufman Products, Inc.
Product Website: *Not Available*
Year Placed on Market: 1111

Suppliers Edit

Company Name	Status
Kaufman Products, Inc.	Accepted

<

Product Type

Name	Description	Status
901.01	Embankment, Grade A.	Created

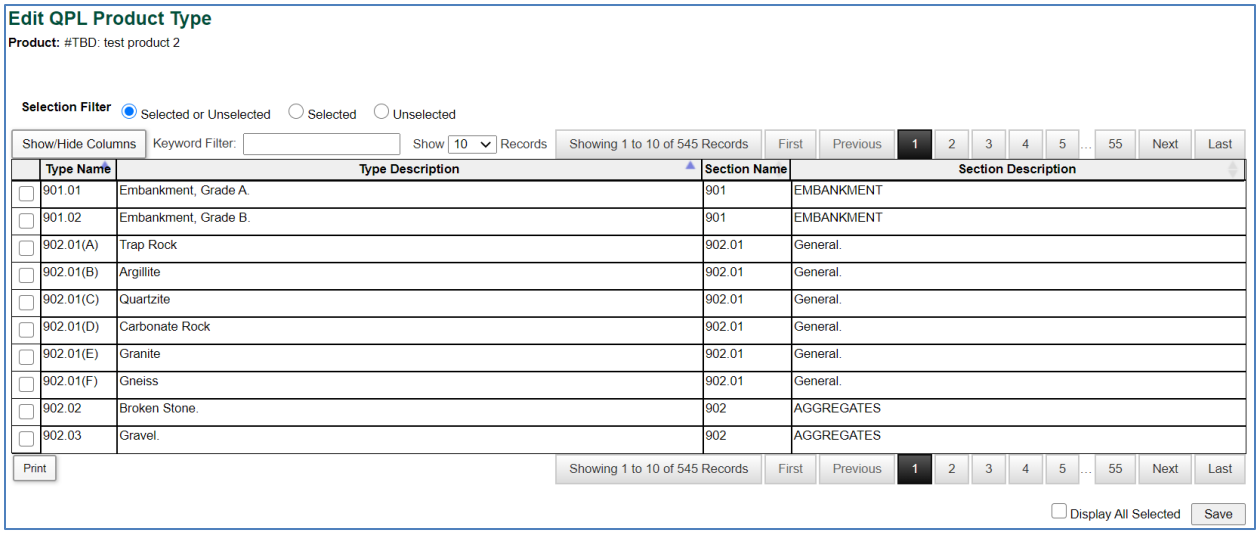
Comments

Log 0 Record(s)

Commented On	Commented By	Comment
No Records Found		

Click Edit next to Suppliers to add any product suppliers. Note that they must be registered in CapEx as a Supplier.

Click Edit next to Product Detail to edit existing details, click Delete to delete the submittal, or click Add Product Type to continue with the product submittal. This brings you to the Edit QPL Product Type page, where the Product Type(s) should be selected and then click Save. If it is a New Product Type, choose Section 999 – Uncategorized, Product Type 999.01 – New Product Type.



Edit QPL Product Type

Product: #TBD: test product 2

Selection Filter ◉ Selected or Unselected ○ Selected ○ Unselected

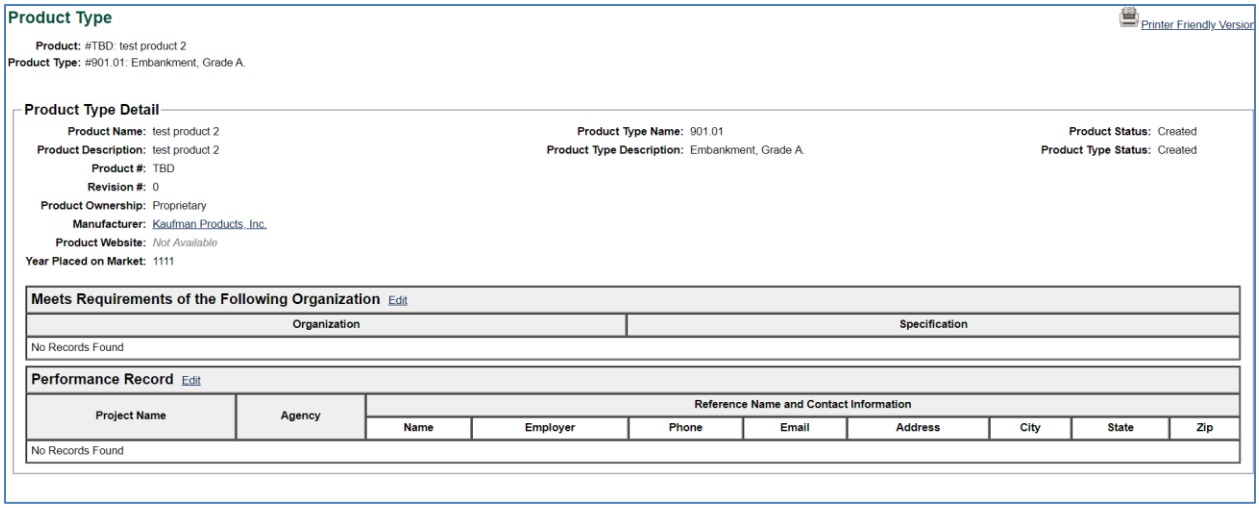
Show/Hide Columns | Keyword Filter: | Show 10 Records | Showing 1 to 10 of 545 Records | First | Previous | 1 | 2 | 3 | 4 | 5 | … | 55 | Next | Last

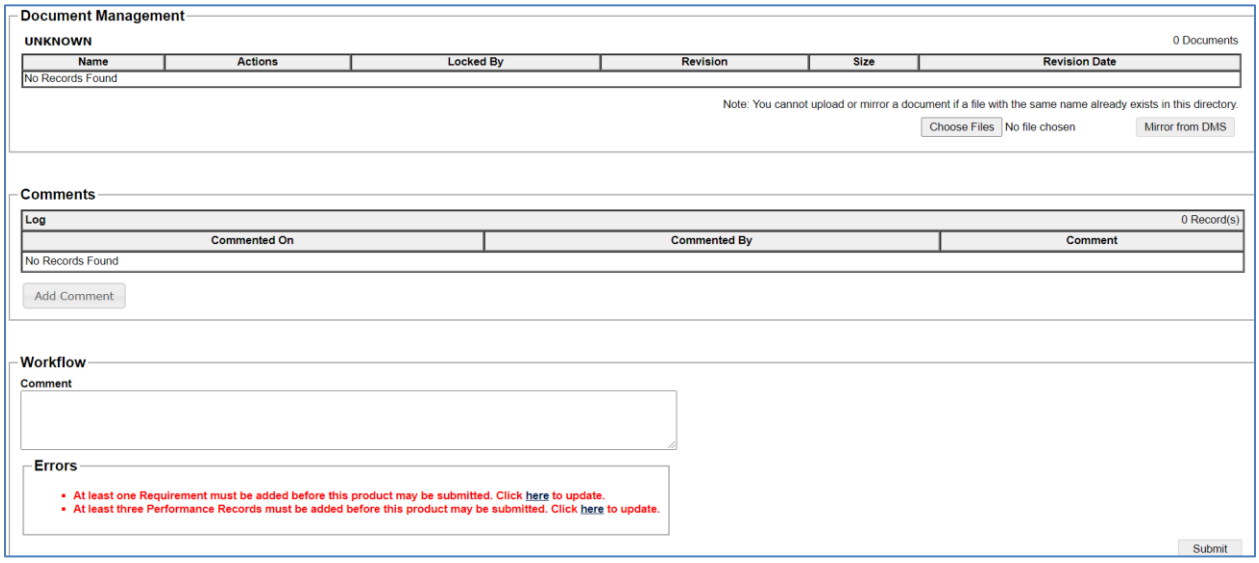
	Type Name	Type Description	Section Name	Section Description
☐	901.01	Embankment, Grade A.	901	EMBANKMENT
☐	901.02	Embankment, Grade B.	901	EMBANKMENT
☐	902.01(A)	Trap Rock	902.01	General.
☐	902.01(B)	Argillite	902.01	General.
☐	902.01(C)	Quartzite	902.01	General.
☐	902.01(D)	Carbonate Rock	902.01	General.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

Print | Showing 1 to 10 of 545 Records | First | Previous | 1 | 2 | 3 | 4 | 5 | … | 55 | Next | Last

☐ Display All Selected Save

Click on the Product link to return to the prior page, then click on the link of the Product Type you just added. Complete this webpage according to the bulleted requirements below:





- **Meets Requirements of the Following Organization** –

  Organization may be either a transportation agency like NJDOT or standards organization like ASTM. Only list transportation agencies for which the product has been allowed for use. Do not list agencies for which the product is still under evaluation for use.

  Specification is either the transportation agency's Standard Specification location, or the standards organization's specification or testing method.

- **Performance Record** –

  Project Name – List the full name of the project along with the associated contract or project number.

  - Agency – List the abbreviated agency name, e.g.
  - NJTA for New Jersey Turnpike Authority

- NJDOT for New Jersey Department of Transportation
- PANYNJ for Port Authority of New York and New Jersey
- PTC for Pennsylvania Turnpike Commission
- NYST for New York State Thruway

Reference Name and Contact Information – This is the contact information for the resident or construction management engineer. If this is not available, then enter information for the agency representative.

Note that during evaluation, the Authority values prior approval or satisfactory use with other agencies in the northeast U.S. region, like NJDOT, PANYNJ, PTC, and NYST. This should be considered when completing the Meets Requirements and Performance Record portions of the submittal.

- **Document Management –**
  - You must upload at least 1 file. It may be a zip file containing all relevant files.
  - Additional Information Documents – Upload documents relevant to evaluation of the product. This may include MSDS, testing lab reports, product brochures and ordering information/forms.
  - Other Agencies Documents – Upload documents relevant to approval under other agencies. Documentation can be updated during product evaluation, but not afterwards. Vendors will be notified if and when product samples are required. Do not send product samples to the Authority if not solicited.
- **Workflow –**

  Enter any additional comments here.

  Click Submit.

B. PRODUCT TYPE SUBMITTAL STATUSES

These statuses only appear to the Vendor of the submittal and the Authority:

1. Under Review

The product is being evaluated by the Authority. Authority review involves verifying that the product submittal is complete, in that all field information is entered properly and that the product meets Authority specifications based on documentation submitted by the vendor. Technical review may include but is not limited to the following:

- Thorough investigation of material properties and performance as measured against the criteria found in Specifications Division 900.

- Meetings/discussions with manufacturers, suppliers, and installers.
- Meetings/discussions with other agencies/owners who have used the products to determine if successful. Items considered include duration of installation; location of installation (weather, traffic loading); current condition; lessons learned during construction; cost.
- Meetings/discussions with contractors or engineers involved with the construction or inspection of construction.
- Review of plans and specifications that were used during construction.
- Review of bridge inspection or other reports addressing progression of condition changes (performance).
- Field inspection of material at numerous sites including non-destructive and destructive testing, and photographic documentation.
- Development of recommendation reports by Authority representatives which summarize the items above.

2. **Approved**

The product is approved under the Product Type.

3. **Rejected**

The product did not meet Qualification Criteria for the Product Type.

4. **Returned**

The submittal was returned to the Vendor for more information.

5. **N/A**

The product is not applicable to the Product Type.

6. **Pending Criteria**

The submittal cannot be resolved until Qualification Criteria is updated.

7. **Pending Pilot**

The product meets Qualification Criteria, but the submittal cannot be resolved for the QPL until it is used on an Authority project. A pilot may include but is not limited to the following:

- Trial installation performed off Authority roadways.
- If trial installation is successful, then product is installed on Authority roadways under typical construction contract(s).

- These trial installations are constructed using specifications prepared by the Authority's representatives, in consultation with the manufacturer/supplier, under construction supervision of Authority representatives, as well as under the direct supervision of the material supplier/manufacturers' representatives.
- Monitoring of the performance of the material for a specified period.

The use of a product in a pilot will not constitute an endorsement by the Authority nor does it imply a commitment to purchase, recommend, or specify the product in the future.

8. Pending Need

The submittal is under a New Product Type for which the Authority did not yet discover a need.

C. PRODUCT STATUSES

These statuses appear publicly, and describe the status of the Product overall rather than the Product Types associated with a submittal:

1. Available

The product is approved under at least one Product Type.

2. Disapproved

The product is not allowed for use.

3. Discontinued

The product is no longer manufactured, supplied, procurable, or has been replaced by a newer version.

V. REVISION SUMMARY

The following table provides a summary of revisions:

Revision	Date	Summary
0	Sep 2016	Original document.
1	Aug 2017	Clarified Subsections V.A. and V.C. Re-formatted document.
2	Aug 2020	Re-written to align with new CapEx features.
3	Sep 2020	Removed "snapshot" report. Users must access CapEx for the QPL.