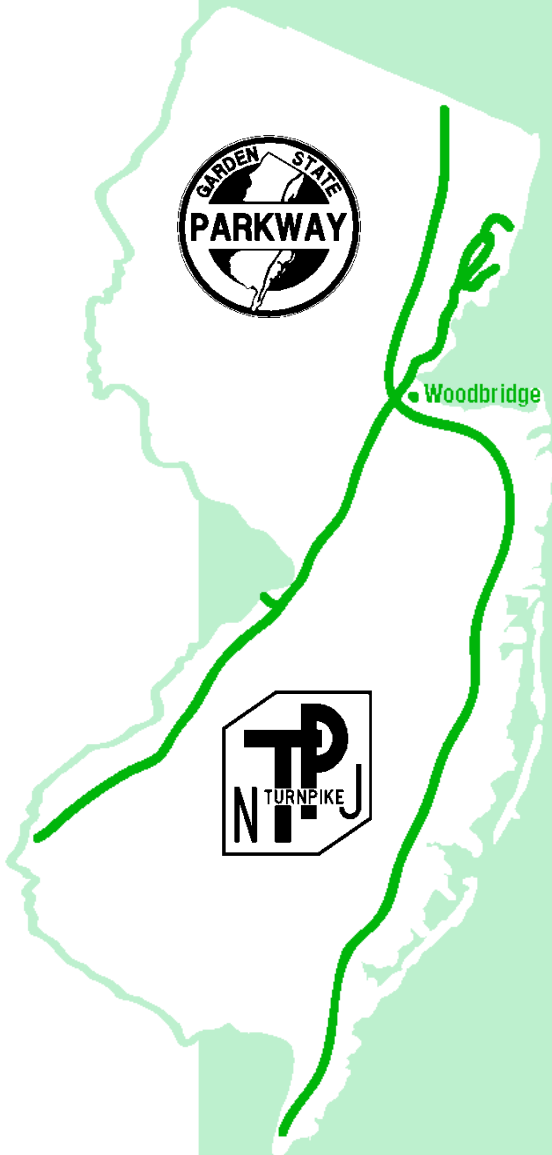


# NEW JERSEY TURNPIKE AUTHORITY



## QUALIFIED PRODUCTS LIST (QPL) MANUAL

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## I. OVERVIEW

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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

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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:

1. Product Type – A category under which the product falls. Refers to the Specification Subsection.
2. QPL Product Status – Viewable to anyone. The statuses are as follows:
  - a) Available – The product is approved under at least one Product Type.
  - b) Disapproved – The product is not allowed for use.
  - c) Discontinued – The product is no longer manufactured, supplied, procurable, or has been replaced by a newer version.
3. QPL Product Type Status – Viewable to the Vendor of the product. The statuses are as follows:
  - a) Approved – The product is approved under the Product Type.
  - b) Rejected – The product did not meet Qualification Criteria for the Product Type.
  - c) Returned – The submittal was returned to the Vendor for more information.
  - d) N/A – The product is not applicable to the Product Type.
  - e) 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.

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II. Definitions

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- 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.
- f) Pending Criteria – The submittal cannot be resolved until Qualification Criteria is updated.
- g) Pending Pilot – The submittal cannot be resolved until it is used on an Authority project. 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.
- h) Pending Need – The submittal is under a New Product Type for which the Authority did not yet discover a need.
4. Qualification Criteria – Consists of material specifications, performance specifications, testing requirements, and/or Authority procedures for evaluating products for a Product Type.
5. Technical Committee – A team assigned to a QPL submittal to perform a technical review.
6. Vendor – The manufacturer or supplier of a product.

## III. The QPL

## 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 Two, 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.

**Step Two: Your Company Profile**

Please verify your company's information, the labels in red indicate new information that requires your attention.

**Detail**

Vendor Name \*

Annual Gross Receipts \* --Select One--

Year Company Was Formed \* (please enter 4 digit number)

Contact Name \*

Contact Phone \* ☒ US 1-    Ext.  ☐ Non-US 1-

Contact Fax \* ☒ US 1-    ☐ Non-US 1-

Contact Email \*

Website \*

Profile Type ☒ Contractor ☐ Consultant ☐ Manufacturer ☐ Supplier

Does This Company wish to Bid on NJTA Opportunities? \* ☐ Yes ☐ No

Note: If yes, after completing registration, you must login and submit a prequalification request so that NJTA can prequalify your company profile for bidding.

Federal Tax ID \*

**Physical Address**

Address \* (No PO Boxes)

Country \* United States

City \*

State \* New Jersey

Zip \*

**Mailing Address** ☐ different than Physical Address

Address \*

Country \* United States

City \*

State \* New Jersey

Zip \*

- 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](mailto: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

## III. The QPL

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.

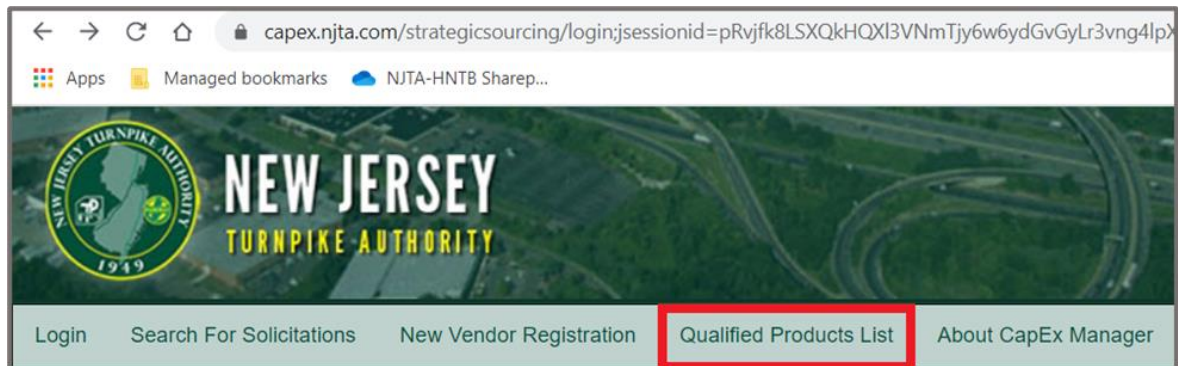
- Change Company Name

Contact [CapExHelp@njta.com](mailto: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 (QPL)** to view additional product statuses and use filtering options as shown below:

**Qualified Product List (QPL)** Printer Friendly Version

**Filter**

Manufacturer: ☒ All ☐ My Company ☐ This Company

Supplier: ☒ All ☐ My Company ☐ This Company

Submitted By: ☒ All ☐ My Company

Product Type:

Product Name:

Product Status: ☒ Available ☐ Disapproved ☐ Discontinued

**Apply**

**Qualified Product List (QPL)**

Show/Hide Columns Keyword Filter:  Show 10 Records Showing 1 to 10 of 415 Records First Previous 1 2 3 4 5 42 Next Last

QPL #	Revision #	Product Type	Product Type Description	Product Name	Manufacturer	Approval Date	Product Status
42	0	923.09(B)	Aggregate	#2 Q-ROK silica	U.S. Silica	03-16-2017	Available

## III. The QPL

## 3. Product Webpage (public)

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

Home > Qualified Product List (QPL) > Product

**Product** Printer Friendly Version

Product: #523: Euco Repair V100

**Product Detail** [Add My Company as a Supplier](#)

Product Name: Euco Repair V100 Product #: 523  
 Product Description: EUCOREPAIR V100 is a single-component, quick-setting, low shrinkage repair mortar formulated with unique polymers and fiber reinforcement for trowel applied vertical and overhead repairs requiring high performance. Revision #: 0  
 Product Ownership: Proprietary Status: Available  
 Manufacturer: Euclid Chemical Company  
 Product Website: <https://www.euclidchemical.com/products/construction-products/repair/vertic>  
 Year Placed on Market: 2012

Suppliers	
Company Name	Status
Euclid Chemical Company	Accepted

<

Product Type		
Name	Description	Status
905 25	Non-shrink, High Early Strength Mortar Suitable for Vertical and Overhead Repairs	Approved

## 4. QPL Submittals Webpage

Vendors who have submitted products may view their product statuses separately through Administration → QPL Submittals. From here, they may also Create new submittals. See [Submit Application](#):

Home > QPL Submittals Printer Friendly Version

**QPL Submittals**

**Filter**

Manufacturer ☒ All ☐ My Company ☐ This Company

Supplier ☒ All ☐ My Company ☐ This Company

Product Type

Product Name

Product Status ☒ Not Available ☒ Available ☒ Disapproved ☒ Discontinued

Product Type Status ☐ Created ☐ Submitted ☐ Returned ☐ Under Review ☐ Rejected ☐ Approved ☐ N/A ☐ Pending Need ☐ Pending Criteria ☐ Pending Pilot

**QPL Submittals** [Create](#) [Add Supplier](#)

Show/Hide Columns Keyword Filter:  Show 10 Records Showing 1 to 10 of 836 Records First Previous 1 2 3 4 5 ... 84 Next Last

Product #	Revision #	Product Type	Product Type Description	Product Type Status	Product Name	Manufacturer	Product Approval Date	Product Status
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## 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
<a href="#">Kaufman Products, Inc.</a>	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
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## 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. SUBMIT APPLICATION

*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.*



## III. The QPL

*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.*

Go to **Administration** → **QPL Submittals** and **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 below:**

## III. The QPL

Home > QPL Submittals > Create QPL Product Submission > Product

### Product

Product: #TBD: Test

1. **Product Detail** [Edit](#) [Delete](#) 2. [Add Product Type](#)

Product Name: Test Product #: TBD  
 Product Description: Test Revision #: 0  
 Product Ownership: Proprietary Status: Not Available  
 Manufacturer: [CeraTech Inc.](#)  
 Product Website: test  
 Year Placed on Market: 20

3. **Suppliers** [Edit](#)

Company Name	Status	Internal Remark
No Records Found		

4. **Product Type**

Name	Description	Status
<a href="#">901.02</a>	Embankment, Grade B.	Created
<a href="#">901.01</a>	Embankment, Grade A.	Created

### Comments

Log 0 Record(s)

Commented On	Commented By	Comment	Display Externally
No Records Found			

[Add Comment](#)

### Workflow

[Disapprove](#) [Discontinue](#) [Revert to Created](#)

- 1) **Click Edit** next to Product Detail to edit existing details or **click Delete** to delete the submittal.
- 2) **Click Add Product Type and this will bring 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. Click on the Product link to return to the prior page, then Click Save.

## III. The QPL

Home > QPL Submittals > **Product** > Edit QPL Product Type

**Edit QPL Product Type**

Product: #42: #2 Q-ROK silica

Selection Filter ☒ Selected or Unselected ☐ Selected ☐ Unselected

Show/Hide Columns Keyword Filter:  Show 10 Records Showing 1 to 10 of 482 Records First Previous 1 2 3 4 5 ... 49 Next Last

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

Print Showing 1 to 10 of 482 Records First Previous 1 2 3 4 5 ... 49 Next Last

☐ Display All Selected **Save**

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

Home > QPL Submittals > **Product** > Edit QPL Product Type > Add QPL Supplier

## Add QPL Supplier

Product: #42: #2 Q-ROK silica

\* Required Field

Suppliers		
	Company Name *	Status
<input type="checkbox"/>	SCORER SAND AND STONE LLC	Pending
<input type="checkbox"/>	U.S. Silica	Accepted

Delete Checked Row

**Add Row**

**Save**

- 4) **Click on the Product link to return to the prior page,** then **click** on the **link of the Product Type** you just added, e.g. "901.02" shown in the sample screenshot. Complete this webpage according to the bulleted requirements below:

## III. The QPL

Home > QPL Submittals > Product > Product > Product Type

**Product Type** Printer Friendly Version

Product: #TSD 884145 Pavemark Alkyd 40mil Spray Thermoplastic Wh  
Product Type: #913.04(C) Thermoplastic

**Product Type Detail**

Product Name: 884145 Pavemark Alkyd 40mil Spray Thermoplastic Wh  
Product Description: Product is a 100% solids alkyd spray White thermoplastic pavement marking material composed of a blend of binder, pigments and glass beads  
Product #: TSD  
Revision #: 0  
Product Ownership: Generic  
Manufacturer: Not Applicable  
Product Website: <https://www.emmalfint.com/>  
Year Placed on Market: 2013

Product Type Name: 913.04(C)  
Product Type Description: Thermoplastic  
Product Status: Not Available  
Product Type Status: Created

**Meets Requirements of the Following Organization** [Edit](#)

Organization	Specification
No Records Found	

**Performance Record** [Edit](#)

Project Name	Agency	Name	Employer	Phone	Email	Address	City	State	Zip
No Records Found									

**Document Management**

UNKNOWN 0 Documents

Select	Name	Actions	Locked By	Revision	Size	Revision Date
No Records Found						

Note: You cannot upload or mirror a document if a file with the same name already exists in this directory.

[Download Selected](#) [Choose Files](#) [No file chosen](#) [Mirror from DMS](#)

**Comments** 0 Record(s)

Log	Commented On	Commented By	Comment
No Records Found			

[Add Comment](#)

**Workflow**

Comment

**Errors**

- At least one Requirement must be added before this product may be submitted. [Click here to update.](#)
- At least three Performance Records must be added before this product may be submitted. [Click here to update.](#)
- At least one Document must be uploaded in the Document Management Tab before this product may be submitted.

**Click Submit**

[Submit](#)

- 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

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III. The QPL

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- 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.

---

**D. QPL & CONTRACT**

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*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:

## III. The QPL

## DIVISION 900 - MATERIALS

<b>Section 901 - Embankment .....</b>	<b>900-8</b>
901.01    Embankment, Grade A. ....	900-8
901.02    Embankment, Grade B. ....	900-8
<b>Section 902 - Aggregates .....</b>	<b>900-8</b>

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.

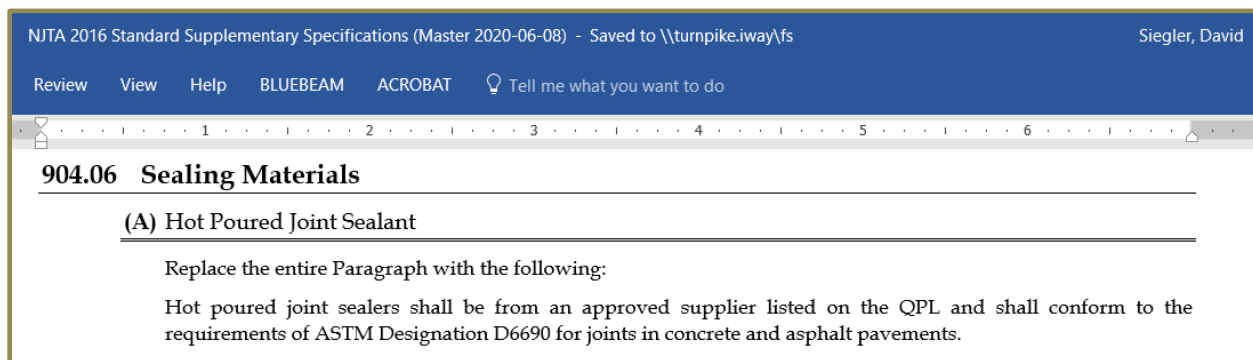
Material for sealing the horizontal joint between new and existing asphalt concrete surfacing or concrete surfaces shall be asphalt cement, Viscosity AC-20.

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:



NJTA 2016 Standard Supplementary Specifications (Master 2020-06-08) - Saved to \\turnpike.iway\fs

Review View Help BLUEBEAM ACROBAT Tell me what you want to do

1 2 3 4 5 6

### 904.06 Sealing Materials

#### **(A) Hot Poured Joint Sealant**

Replace the entire Paragraph with the following:

Hot poured joint sealers shall be from an approved supplier listed on the QPL and shall conform to the requirements of ASTM Designation D6690 for joints in concrete and asphalt pavements.

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

## III. The QPL

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. P200.604

**APPENDIX Q - SUPPLEMENTARY 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.

SPL#	Product Name	Manufacturer
<b>Product Type: 905.28</b>		<b>Product Description: Polyurethane Grout</b>
1	Polyurethane Grout	Alchemy-Spectec
2	Polyurethane Grout	Uretek

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.

**E. 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:

#### IV. Revision Summary

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- 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.

#### F. BUILDING PRODUCTS

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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. REVISION SUMMARY

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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.
4	Feb 2023	Updated Submit Application section with corrected screenshots and clarified instructions; re-arranged sections of the manual