

OFFER NO. \_\_\_\_\_

REV. 8/00

Confirmed Receipt \_\_\_\_\_

MEETING : \_\_\_\_\_

(FOR DOTD USE ONLY)

STATE OF LOUISIANA  
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
NEW PRODUCT EVALUATION COMMITTEE (NPE) FORM  
INFORMATION FOR EVALUATION PURPOSES

Trade name: \_\_\_\_\_

Manufacturer (company name): \_\_\_\_\_

Manufacturer contact person: \_\_\_\_\_

Address: \_\_\_\_\_  
Street/P. O. Box City State Zip code

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Web Address: \_\_\_\_\_

Manufacturer's representative (company name): \_\_\_\_\_  
(If different than manufacturer)

Contact person: \_\_\_\_\_

Address: \_\_\_\_\_  
Street/P. O. Box City State Zip code

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Web Address: \_\_\_\_\_

Is product patented?: yes  no  applied for:

Recommended or primary use: \_\_\_\_\_

Alternate or secondary use: \_\_\_\_\_

Material composition (generic description): \_\_\_\_\_

Alternate or comparable to what existing materials or product: \_\_\_\_\_

Meets requirements of following specifications: AASHTO  ASTM  Fed. Spec.  Others

Is availability seasonal?: yes  no

Approximate delivery days after receipt of order: \_\_\_\_\_ Are quantities limited: yes  no

New on market: yes  no  Estimated cost of material per unit: \_\_\_\_\_

Will special equipment be required to install product: yes  no  if yes, will manufacturer/supplier furnish the special equipment and install the material: yes  no

Are educational courses or films available: yes  no  Has this proposal been made previously: yes  no

Additional information: \_\_\_\_\_

Field test sites in the following locations (state, contact person, telephone number): \_\_\_\_\_

Manufacturer/supplier shall attach twelve (12) copies of the form in addition to twelve (12) copies the following information in order to substantiate, verify or clarify its contents: specifications, drawings, sketches, pictures, warranty, installation instructions, material safety data sheet, product/material literature, test data sheets, certification, and test results.

- OVER -

**General notes:**

1. **Manufacturers/suppliers are encouraged to install their materials at the test sites.**
2. **All test materials will be furnished by the manufacturer/supplier at no cost to the Louisiana Department of Transportation and Development.**
3. **The manufacturer requesting evaluation of a new product shall submit to the NPE Coordinator \_\_\_\_\_ completed NPE forms (copies acceptable) and \_\_\_\_\_ copies of all product literature.**
4. **A separate form will be required for each material/system submitted for evaluation.**
5. **Incomplete NPE forms and/or erroneous information furnished as part of this form will result in the material being rejected for evaluation.**
6. **The NPE Coordinator shall review all forms and literature. The coordinator, if appropriate, shall assign an evaluation number and add the submittal to the agenda of the new product evaluation committee meeting for their review. The manufacturer shall be notified in writing of the initial committee actions. If the committee decides that the product has a potential use by the department, the committee shall refer the product to an evaluator. The NPE Coordinator shall inform the manufacturer of the department's willingness to evaluate the product.**
7. **The department reserves the right to return all unused samples to the manufacturer.**
8. **The NPE forms shall be submitted no later than one month prior to the meeting. Meetings are held in February, May, August and November.**

**The manufacturer is hereby notified that the Louisiana Department of Transportation and Development reserves the right to release or distribute any of the information included in or attached to this form and the results obtained as part of our laboratory testing and field evaluation.**

**The Louisiana Department of Transportation and Development \_\_\_\_\_ any new product for testing until this form is completed in accordance with the above notes, \_\_\_\_\_ which authorizes the evaluation, and returned to the address shown below . All DOTD correspondence will be directed to the official of the manufacturer listed below.**

**Louisiana Department of Transportation and Development  
Materials & Testing Section  
Attention: New Product Evaluation Coordinator  
5080 Florida Boulevard, Baton Rouge, LA 70806**

**Signed:** \_\_\_\_\_

**Name:** \_\_\_\_\_

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

**Manufacturer:** \_\_\_\_\_

**Address:** \_\_\_\_\_

(Street, City, State, Zip Code)

**Date:** \_\_\_\_\_