

Offer No. _____

Rev. 1/18

Receipt Date: _____

(FOR DOTD USE ONLY)

Meeting: _____

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

Trade Name: _____

Manufacturer: _____

Manufacturer contact person: _____

Address: _____
Street/P.O. Box City State Zip

Phone: _____ Fax: _____ Email: _____

Web address: _____

Manufacturer representative: _____
(If different from manufacturer)

Contact person: _____

Address: _____
Street/P.O. Box City State Zip

Phone: _____ Fax: _____ Email: _____

Web address: _____

Is product patented? Yes No Applied for

Recommended or primary use: _____

Alternate or secondary use: _____

Material composition: _____
(General description)

Alternate or comparable to what existing materials or products:

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?: 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

Additional information: _____

Field test sites in the following locations (state, contact person, phone number):

Manufacturer/supplier shall send this form in addition to 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.

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. If material fails to perform, it is manufacturer/supplier responsibility to remove material from test site at **NO COST** to the department.
3. The manufacturer requesting evaluation of a new product shall submit to the NPE Coordinator completed NPE form and product literature.
4. A separate form will be required for **each** material/system submitted for evaluation.
5. An incomplete NPE form 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 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.

All DOTD correspondence will be directed to the official of the manufacturer listed below.

Signed: _____

Name: _____

Title: _____

Manufacturer: _____

Address: _____
(Street, City, State, Zip)

Date: _____

**Please send this form and literature via mail or email to New Product Evaluation Coordinator,
Kasey Browning, at Kasey.Browning@la.gov.**