

**NEVADA DEPARTMENT OF TRANSPORTATION
Planning Division / Research Section**

POLICY FOR PRODUCT EVALUATIONS

Product evaluations are often requested by outside parties as a means for demonstrating claimed advantages of a product or procedure. These evaluations require commitment of time and resources by the department.

To ensure that requests are uniformly and impartially administered, the following procedures shall apply:

A. REQUEST FOR EVALUATION

All requests by an outside party shall be submitted with the appropriate forms and information. This information shall be addressed to:

Nevada Department of Transportation
Research Division
1263 South Stewart Street
Carson City NV 89712

To obtain forms and information on the evaluation process, please contact Ms. Roma Clewell at:

Phone: (775) 888-7894
Fax: (775) 888-7230
email: rclewell@dot.state.nv.us

B. OPTIONS FOR EVALUATION

Based on product literature supplied by the requesting party, the NDOT Product Evaluation Coordinator will decide on the appropriate evaluation option of the three options listed below. It is incumbent on the submitting party to provide all pertinent product specifications, test data, etc. used to compare the proposed product to current NDOT specifications. All products submitted for evaluation must be produced in compliance with the latest revision of AASHTO or ASTM standards within six (6) months of the publication of the revision.

1) ACCEPTANCE BASED ON CURRENT SPECIFICATIONS

NDOT has standard specifications and standard plans which encompass many of the products in the highway industry. Acceptance under current specifications will be determined by the appropriate division.

To initiate such an evaluation, the vendor must submit THREE copies of the form titled, "Request for Product Acceptance Under Current NDOT Specifications, as well as THREE copies of all pertinent literature.

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2) **REQUEST FOR REVISION TO EXISTING SPECIFICATIONS**

Products which have been adequately field tested or are acceptable based on sound engineering practices, may be accepted through revisions to current specifications.

Requests for a change to existing specifications or standard plans may be initiated by submitting THREE completed copies of the form titled, "Request for Change in NDOT Specifications Or Standard Plans, as well as THREE copies of all pertinent literature.

3) **REQUEST FOR FIELD TESTING**

Products which cannot be accepted under current specifications may require evaluation under in-service conditions.

Requests for a product field test may be made by submitting THREE completed copies of the form titled, "Request for a Field Test, as well as THREE copies of all pertinent literature.

Regardless of the evaluation option selected, a separate form must be submitted for each product. In addition, products with more than one application in the highway industry must be submitted with a separate completed form for each proposed application.

C. REVIEW OF EVALUATION REQUESTS

The Nevada Department of Transportation, Research Division, will consult with other NDOT Divisions/Districts and/or state agencies and research organizations to verify the information provided. The application will also be sent to the appropriate division(s) evaluating the product. The evaluating division(s) ensure that the product data meets the minimum specifications and performance criteria. Further verification ensures that the product data and product data available on the internet are in compliance. Vendors submitting products for acceptance under current specifications will be advised by the NDOT Research Division Chief as to the results of the review. Requests involving a specification revision or a field test proposal will be submitted to the NDOT Product Evaluation Committee for consideration. Vendors may be offered an opportunity to make a final presentation to the committee, and each submitting party will be informed in writing of the committee's decision.

D. EXCEPTIONS

The above policy shall not preclude the Department from performing, on its own initiative, evaluations or field tests of any product or procedure which may benefit NDOT. This includes products or procedures originating from sources other than vendors, as well as vendor proposals which include exceptions to requirements set forth in this policy.

E. PRODUCT ENDORSEMENT

The evaluation and/or use of a product in the course of an evaluation does not constitute an endorsement by the department nor does it imply a commitment to purchase, recommend, or specify the product in the future.

Rev. August 22, 2001