

MARYLAND DEPARTMENT OF TRANSPORTATION
STATE HIGHWAY ADMINISTRATION
OFFICE OF MATERIALS TECHNOLOGY
7450 Traffic Drive, Building #4
Hanover, MD, 21076

**PROCEDURE FOR THE QUALIFICATION OF
SHA SEED MIXES**

The Maryland Department of Transportation State Highway Administration (MDOT-SHA) maintains a Qualified Products List (QPL) which includes qualified seed mix producers. Seed mix producers shall conform to [Section 920.06.07](#) of MDOT-SHA's Standard Specifications for Construction and Materials.

If you are interested in having your product qualified, visit [Maryland's Product Evaluation Listing \(MPEL\)](#) and select VENDOR REGISTRATION to begin.

When your registration has been accepted, you will receive an email requesting submission of the following information into MPEL:

1. Proof that the SHA Turfgrass Seed Mix, SHA Special Purpose Seed Mix, and SHA Temporary Seed Mix contain the Maryland certification tag, the Maryland supervised mixing tag, or both per COMAR regulations 15.08.05 regarding Certified Seed Mix Authority certified by the Maryland Department of Agriculture (MDA).

Manufacturers shall contact MDA at 800-492-5590 regarding certification procedures to schedule inspections and mix certifications.

Upon certification, the manufacturers for SHA Turfgrass Seed Mix, SHA Special Purpose Seed Mix, and SHA Temporary Seed Mix will be placed on the QPL for a period of six months. All manufacturers will be re-evaluated at the end of the year.

Approved products are required to continue to meet specifications. Materials used based on Certificates of Compliance may be sampled and tested after qualification. Products found not in compliance with contract requirements or specifications will be subject to rejection whether in place or not. Samples of the product **may be taken** by the Administration periodically to ensure quality assurance and quality control.

Inform the Administration immediately of any changes in the composition of the product. After MDOT-SHA has reviewed the changes, a new sample(s) may be requested to be submitted along with the information above.

Materials/Products representing revised formulations/standards of currently approved products will not be approved for testing within six months of the most recent evaluation unless requested by the Administration.

Materials/Products evaluated and not approved are not eligible for resubmission within six months of the most recent examinations unless requested by the Administration.

Producers are required to recertify their products annually to remain on the QPL beginning January 2015. Cost reimbursement of \$50.00 will be applied for the Recertification process.

Submit a certified letter on manufacturer's letterhead stating that the product formulation has not changed. Also submit a current MSDS and current test results. Samples will be requested as needed.

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**PROCEDURE FOR THE QUALIFICATION OF
TURFGRASS SOD PRODUCERS**

The Maryland Department of Transportation State Highway Administration (MDOT-SHA) maintains a list of qualified Turfgrass Sod Producers. These sods shall conform to [Section 920.06.07](#) of MDOT-SHA's Standard Specifications for Construction and Materials.

If you are interested in qualification of your product, visit [Maryland's Product Evaluation Listing \(MPEL\)](#) and select VENDOR REGISTRATION to begin.

When your registration has been accepted, you will receive an email requesting submission of the following information into MPEL:

1. Proof that the turfgrass sod is certified by the Maryland Department of Agriculture (MDA).

Manufacturers shall contact MDA at 800-492-5590 regarding certification procedures to schedule field inspections and to obtain certification of turfgrass fields.

Upon certification, the manufacturers of Tall Fescue/Kentucky Bluegrass sod will be placed on the MDOT-SHA Qualified Producers List for a period of six months. All manufacturers will be re-evaluated at the end of the six-month period. Current listing of MDA certified sod manufacturers can be found at: https://mda.maryland.gov/plants-pests/pages/turf_seed.aspx

Approved products are required to continue to meet specifications. Materials used based on Certificates of Compliance may be sampled and tested after qualification per [Section 920.06](#). Products found not in compliance with contract requirements or specifications will be subject to rejection whether in place or not. Samples of the product may be taken by the Administration periodically to ensure quality assurance and quality control.

Inform the Administration immediately of any changes in the composition of the product. After MDOT-SHA has reviewed the changes, a new sample(s) may be requested to be submitted along with the information above.

Materials/Products representing revised formulations/standards of currently approved products will not be approved for testing within six months of the most recent evaluation unless requested by the Administration.

Materials/Products evaluated and not approved are not eligible for resubmission within six months of the most recent examinations unless requested by the Administration.

Producers are required to recertify their products annually to remain on the QPL beginning January 2015. Cost reimbursement of \$50.00 will be applied for the Recertification process.

Submit a certified letter on manufacturer's letterhead stating that the product formulation has not changed. Also submit a current MSDS and current test results. Samples will be requested as needed.