

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

**PROCEDURE FOR THE QUALIFICATION OF
FORM RELEASE COMPOUNDS**

The Maryland Department of Transportation State Highway Administration (MDOT-SHA) maintains a Qualified Products List (QPL) which includes qualified Form Release Compounds. Qualified Form Release Compounds shall conform to [Section 902.08](#) 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. Material Safety Data Sheet (MSDS), Product Data Sheet along with certified test results per MSMT 503 and ASTM D 2621.
2. An original or copy of an Infrared Spectrogram Analysis.

After the requested information is accepted, you will be required to submit a **one quart** sample of the compound representative of normal production.

Qualifications are limited to **three** products per manufacturer for this category.

Approved products are required to continue to meet specifications. Materials used based on Certificates of Compliance may be sampled and tested after qualification per ASTM D2621. 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 evaluation unless requested by the Administration.

Producers are required to recertify their products every 5 years to remain on the QPL beginning June 2014. A cost reimbursement of \$150.00 will be applied for the Recertification process. Products approved within 36 months of the Recertification Date are exempt.

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.

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

MATERIAL TESTING AND EVALUATION

Attention Customer:

The Office of Materials Technology has a schedule of cost reimbursement for the testing and evaluation of materials to be placed on our Qualified Products List (QPL).

Your company has requested that the following material(s) be tested in accordance with [Section 902.08](#). Approved products will be included in the qualification list for that category.

Forward the sample and related information (**Data Sheet, MSDS, quality control data, etc.**) to:

Office of Materials Technology
7450 Traffic Drive, Building #4
Hanover, MD, 21076
ATTN: Mr. Troy Davis

A cost reimbursement of **\$326.15** will be applied for testing. Testing will not begin until verification of payment is received by the Administration's Cashier's Office.

Complete the attached form and return it along with a Cashier's Check made payable to the Maryland Department of Transportation State Highway Administration. Mail these items to the following address:

Cashier's Office
P.O. Box 1636
Baltimore, MD, 21203

If you have any questions, contact us via email at MPPEL@mdot.maryland.gov

Sincerely,

New Products and Research Team
Office of Materials Technology

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

Cashier's Office
P.O. Box 1636
Baltimore, MD, 21203

AW176M2K

Attention Cashier:

This cost reimbursement covers the processing and testing for the qualification of materials. Verification of payment is required before any testing will be performed. All testing will be performed by the Office of Materials Technology. Submit a copy of payment verification into MPEL.

*** Please include certified results for the tests listed below.**

MATERIAL Product Name (I.D.)

TESTS	METHOD
Infrared Spectrogram Analysis	ASTM D 2621
Concrete	MSMT 503
Flashpoint	MSMT 503

TOTAL COST REIMBURSEMENT: \$326.15 (Cost reimbursement includes Processing and Handling).

NAME: _____

**PRODUCT
NAME:** _____

COMPANY: _____

ADDRESS: _____

PHONE: _____