



BULLETIN 15 (Publication 35) Qualified Products List for Construction

Bulletin 15 Description

Bulletin 15 is a listing of prequalified materials that are eligible for use on Department construction projects. The purpose of Bulletin 15 is to provide contractors, consultants, Department personnel, manufacturers, suppliers, and others with easy access to a listing of products whose manufacturers have demonstrated the capability to perform in accordance with Department specifications and to be accepted by certification on PennDOT construction projects. Contractors are ultimately responsible to the Department for the performance of all materials and products supplied to, installed or placed on, and/or incorporated into Department construction projects, notwithstanding the listing of any such materials and products in Bulletin 15

Bulletin 15 is available to the public in two formats: as a searchable database and as a pdf document.

Bulletin 15 listings are organized in the format of Publication 408, Specifications. A Bulletin 15 listing includes an assigned supplier code, the supplier name and address, the product name/type/use, and reference number. The reference number (Ref. No.) is the Product Evaluation control number under which the item was tested and approved (the first four digits are the year of submission). The absence of a reference number indicates that the item was approved prior to the implementation of the current numbering system. For some precast and prestressed items, the date of the approval letter from the Structural Materials Section is provided. For traffic items, the Traffic Division "Certificate of Approval (COA)" number or date is provided.

Bulletin 15 listings will indicate if a Producer is on a reduced Level of Certification (i.e. at a certification level other than Level 1). Producers are assigned a Level of Certification, based on their ability to comply with the specifications. Material provided by Producers listed in Bulletin 15 is approved for use only in its intended application(s).

Bulletin 15 listings will also indicate by notation if a product has received either a **Provisional Approval** or a **Conditional Approval**. These approval categories usually involve products that require further monitoring. The Department has the right to remove any provisionally approved or conditionally approved manufacturer and/or product from Bulletin 15 immediately.

- Provisionally approved products are typically products approved under provisional specifications.
- Conditionally approved products are products approved under manufacturer's specifications. PennDOT may supplement or modify the manufacturer's specifications as needed using special provisions.



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Bulletin 15 Material Approval Process

The web-based Product Evaluation Application within the New Product Evaluation and Tracking System (NPETS) in PennDOT's electronic Construction and Materials Management System (eCAMMS) is the means to submit products for consideration for approval and listing in Bulletin 15. To gain access to eCAMMS (NPETS) for completion and submission of a Product Evaluation Application, the individual Applicant must complete and return the User Request Form: [Product Evaluation Applicant User Request Form](#). Even if you already have an existing eCAMMS user account as a Business Partner, you must request NPETS access by submitting this User Request form. Upon activation of your user account, you may access eCAMMS (NPETS) via the "Product Evaluation" menu in eCAMMS at www.ecamms.pa.gov, to submit a product evaluation application to PennDOT for listing in [Bulletin 15, Qualified Products List for Construction](#).

The following entities are eligible to apply for Bulletin 15 approval:

- Manufacturers
- Steel Epoxy Coaters or Galvanizers
- Wood Treaters
- Steel, Aluminum or Timber Fabricators
- Machine Shops
- Paint Shops
- Precast/Prestressed Concrete Producers
- Cement Plants or Terminals
- Pozzolan Providers
- Bituminous Terminals or Refineries
- Bridge & Structural Products
- Structural Steel Coatings
- Geotextiles
- ITS Devices
- Pavement Markings
- Pipe
- Roadside Safety Hardware
- Sign Sheeting
- Sound Barriers
- Traffic Signals
- Work Zone Devices



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The Product Evaluation Application requires company information, product description and technical information, and Quality Control plan information. The Product Evaluation Application also requires specialized testing and certification for some manufacturers/companies, as summarized in the table below:

Manufacturer / Company	Requirement for Application Submission
Structural Steel Coatings (SSC)	NEPCOAT Approved, NTPEP Tested
Geotextiles (GTX)	NTPEP Tested
High Density Polyethylene Pipe (HDPE)	NTPEP Tested
Pavement Marking Materials (PMM)	NTPEP Tested
Sign Sheeting Materials (SSM)	NTPEP Tested
Precast Concrete Products	NPCA or PCI Plant Certified
Prestressed Concrete Products	PCI Plant Certified
Reinforced Concrete Pipe	NPCA, ACPA, or Q-Cast Plant Certified
Roadside Hardware / Work Zone Devices	Crash Test Report & FHWA Eligibility Letter
Sound Barriers	Noise Reduction Analysis
Structural Steel Fabrication with Welding	AISC Certified
Structural Paint Shops	AISC or SSPC Certified

During the product evaluation/approval process, index properties (including tolerances or ranges for these index properties) may be established for applicable products or product lines as a means to determine consistent compliance with the PennDOT specification requirements. The established index properties (and tolerances or ranges) will be considered inclusive of all associated sampling, material, and test method variability (i.e., ASTM/AASHTO precision estimates, manufacturing/product variability, shelf life effects, or any other deviations).

When established, these index properties (and tolerances or ranges) are to be used by manufacturers in determining acceptable QC test results for these index properties. PennDOT will also use these established index properties (and tolerances or ranges) for future quality assurance verification or acceptance testing.

Index properties (including tolerances or ranges) submitted by manufacturers are subject to review and acceptance by PennDOT LTS. Once the final index properties (and tolerances or ranges) have been established and approved by PennDOT, the manufacturer must adhere to producing consistent quality materials within these index property limits (tolerances or ranges). Proposed changes to the approved index properties may require the submission of a new Product Evaluation Application to PennDOT by the manufacturer.



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Suppliers, distributors, or companies that outsource the manufacturing of their products, or private label products that are manufactured by other companies are typically not eligible to submit a Product Evaluation Application (for approval and listing in Bulletin 15) unless the outsourcing company performs all required quality control testing and verifications and assumes full responsibility for the performance of the product. Non-eligible companies may obtain products or material from any approved source listed in Bulletin 15, for resale to pre-qualified contractors.

Eligible firms who need assistance completing the application may contact NPETS Support via phone at (717) 425-5816 or e-mail at RA-pdBOPDNPETS@pa.gov



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Bulletin 15 Levels of Certification

Material provided by Producers listed in Bulletin 15 is approved for use only in its intended application(s). Producers will be assigned a Level of Certification, based on their ability to comply with the material specifications. Producers will initially be assigned a LEVEL 1 certification. Poor material performance or material quality issues may dictate a reevaluation of a producer’s certification level.

The Levels of Certification are defined as follows:

Levels of Certification for Bulletin 15 Producers		Producer Material Shipment Procedure	Producer Additional Requirements
Level 1	Standard Certification	Ship on Certification with Form CS-4171*	None
Level 2	Standard Certification - Reduced	Ship on Certification with Form CS-4171*	See below
Level 3	Lot Approval Certification	Ship only after Material Lot Approval using Modified Certification, with Form CS-4171*	See below
Suspension or Removal	In accordance with the State’s Contractor Responsibility Program: <ul style="list-style-type: none"> • Producer may be suspended or removed from Bulletin 15 for any of the reasons stated in the Bulletin 15 Preface, regardless of Producer certification level. • Failure of Producer to advance above Certification Level 3 will result in PennDOT’s initiating action for suspension or removal from Bulletin 15. 		

* Certain Bulletin materials require supplemental or alternate forms of certification, refer to the next section, *Bulletin 15 Material Certification*.

- **LEVEL 1 (Standard Certification)**
 - Initial Level of Certification typically issued to Bulletin 15 listed Producers.
 - Material is produced and tested in accordance with the Producer's approved QC Plan.
 - No known material performance or quality issues exist that warrant a reduced level of certification.
 - Material is shipped on certification using Form CS-4171.

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- **LEVEL 2 (Standard Certification - Reduced)**
 - Reduced Level of Certification issued to Bulletin 15 listed Producers who have exhibited minor/moderate material performance or quality issues.
 - Producer is required to work with PennDOT on submission of an improvement plan that may include, but is not limited to, any or all of the following items: a revised QC Plan, a failure analysis/action plan to assess why failures are occurring and how to prevent these failures from occurring in the future, correlation testing between in-house and independent lab testing to assist with validating results.
 - Material is produced and tested in accordance with the improvement plan approved by PennDOT.
 - Material is shipped on certification using Form CS-4171.

- **LEVEL 3 (Lot Approval Certification)**
 - This Level of Certification is issued to Bulletin 15 listed Producers who have exhibited major material performance or quality issues.
 - Producer is required to work with PennDOT on an improvement plan as defined in Level 2.
 - Material **cannot** be shipped to projects using the standard CS-4171 certification process.
 - Producer must arrange for independent, in-plant acceptance testing (IPAT) that will be conducted side-by-side with "in-house" Producer testing at the designated frequencies in the revised QC plan. IPAT will be at the Producer's expense. PennDOT's Laboratory Testing Section (LTS) must approve the Producer's proposed IPAT provider, before it begins.
 - Any material lot to be used on a project must be tested and approved by the IPAT as meeting the required PennDOT specification prior to shipment to the project.
 - Each material lot meeting the specification may be shipped to a project using a modified certification process as follows: submit, to both the Project Representative and LTS, Form CS-4171 along with a signed letter from the IPAT (on their official letterhead) indicating that the material lot meets testing and specification requirements.
 - Correlate results from parallel "in-house" Producer testing and IPAT testing, and submit to the LTS on a monthly basis.



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Bulletin 15 Material Certification

A completed Form [CS-4171](#), "Certificate of Compliance" must be submitted, with each shipment of material to the project. Form CS-4171 must be properly signed by a legally responsible company official. Electronic submission of Form CS-4171 and the use of electronic signature (eSignature) on Form CS-4171 are available options.

Certain Bulletin materials require the submission of supplemental CS-4171 certification in addition to Form CS-4171, to provide traceability of materials in multi-step manufacturing processes.

- Epoxy coated or galvanized reinforcement steel requires the submission of supplemental certification Form [CS-4171C](#) (Epoxy Coating or Galvanizing Facility) and/or Form [CS-4171F](#) (Fabrication Facility).
- Structural steel, aluminum, or precast/prestressed concrete products, produced in a Bulletin 15 approved facility with an on-site state inspector or a state representative, must be stamped with an approved inspection stamp at the plant and certified with a Form CS-4171.

Certain Bulletin materials require a form of certification other than the Form CS-4171, as identified in the particular material specification.

- Section 701 and 702 materials require a properly completed vendor bill of lading.
- Certification of daily bituminous mixtures requires submission of Form [CS-4171B](#)
- Certification of locally approved non-Bulletin materials requires submission of Form [CS-4171LA](#)

Form CS-4171 is completed by the manufacturer, fabricator, or producer (**Producer**) of Bulletin material provided to the project. The Producer maintains the original Form CS-4171 and provides a copy of Form CS-4171 with each direct shipment to the project. Producers must maintain all component certifications for purchased Bulletin materials, at their place of business for a period of not less than 3 years from the date of the last shipment to the project. Certification files must be available for inspection by the Department.

When a Producer sells a Bulletin 15 material to a distributor/supplier (**Shipper**), the Producer provides a copy of Form CS-4171 with each delivery to the Shipper. When a Shipper provides Bulletin 15 material directly to the project, the Shipper completes and signs a new Form CS-4171 and provides a copy with each direct shipment to the project. The Shipper will maintain the copy of the Producer's Form CS-4171 that they have received. Shippers must maintain a certification file for purchased Bulletin materials to provide an audit trail to the Producer. Certifications for purchased Bulletin materials must be maintained at their place of business for a period of not less than 3 years from the date of the last shipment to the project. Certification files must be available for inspection by the Department.

The **Contractor** must ensure that Form CS-4171 is received for each project shipment of Bulletin material. The Contractor must submit to the Representative a properly completed and signed copy of Form CS-4171 for each project shipment. The Contractor should not incorporate any Bulletin material in the work until certification arrives on the project, unless otherwise approved by the Representative. Payment for material will be withheld until proper certification documentation is received. The Contractor must retain Form CS-4171 for a period of not less than 3 years from the date of



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the last project shipment and make files available for inspection and verification by the Department.

Contractors are responsible to the Department for the conformance to the specifications of all products and materials that the contractors select from Bulletin 15 and incorporate into the work on Department construction projects. Products may be monitored by the Department via inspection, sampling, and/or testing for quality assurance, verification, and acceptance purposes to ensure the quality of the material used is maintained.

Product sample failures will be evaluated at PennDOT's monthly Bulletin 15 failure committee meeting. Supplier test history will be reviewed to determine whether corrective action or root cause analysis by the supplier is warranted. If so, companies will be contacted individually with specifics regarding the requested information or other action(s) required. Failure to make corrections and consistently provide material meeting our specifications can and will result in reduction in certification level and may ultimately lead to Bulletin 15 removal.



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Plant Verification (PV) Samples

Producers and manufacturers of bituminous materials, cement, glass beads, roadway paint, and structural steel paint are required to submit Plant Verification (PV) samples to the Department. Producers are advised to keep a sufficient quantity of material from each production lot or batch to serve as retain sample(s) to perform additional testing as requested or directed by the Department.

In the event of a material PV Sample failure, the Department will require that the supplier's retained sample be split and one split be re-tested by the supplier and the results forwarded to the Department for review and the other split be provided to the Department. The Department will in turn, perform re-testing on the provided retained sample and compare both sets of test results.

Based on the material use and type of test failure, the Department will determine if the failure represented by the Department testing is significant enough to result in unacceptable performance, unanticipated maintenance or reduced service life, or other conditions which may warrant rejection and replacement. Significant material failures such as these may result in the Department notifying the supplier to take any or all of the following actions:

1. Identify and isolate the failed material to ensure that the failed material is not shipped to any PennDOT projects.
2. If the failed PV lot has already been shipped, immediately notify all brokers and distributors to whom the material was sent of the failure with instructions to recall the failed lot of material which was supplied to any PennDOT projects.
3. Supply PennDOT with a project list and the accompanying documentation (Form CS-4171 Certificate of Compliance or bill of lading) for any of the failed material that was delivered to PennDOT projects by the facility.
4. Submit an action plan to the Department within 30 days of notification to demonstrate how material and processes are to be controlled in the future to ensure material consistently meets PennDOT specification requirements.



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Bulletin 15 Removal Actions

A manufacturer and/or product(s) may be removed from Bulletin 15 for any of the following reasons:

- Any action or inaction that may affect the quality of the product, the integrity of the test results, or the implementation of the Quality Control plan.
- Failure of the product to meet appropriate specifications.
- Failure to submit or adhere to a Quality Control Plan.
- Falsification of information provided on the Certificate of Compliance Form CS-4171, CS4171B, CS-4171C, CS-4171F or CS4171LA.
- Failure to supply samples, test results, or other information requested by the Department.
- Failure to notify the Bulletins Administrator at (717) 783-9673 within ten (10) days of any change in company contact information (name, address, or phone number) or change in product information (name, formula, quality control plan, or manufacturing process).
- Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
- Commission of fraud or a criminal offense or other improper conduct or knowledge or approval of, or acquiescence in these activities by an affiliate, officer, employee or other individual or entity associated with either obtaining, attempting to obtain or performing a public contract or subcontract. Acceptance of the benefits derived from the conduct shall be deemed evidence of knowledge, approval or acquiescence.
- Violation of Federal or State antitrust statutes.
- Violation of a State or Federal law regulating campaign contributions.
- Violation of a State or Federal environmental law.
- Violation of a State or Federal law regulating hours of labor, minimum wage standards or prevailing wage standards; discrimination in wages; or child labor violations.
- Violation of the Workers' Compensation Act (77 P. S. § § 1-2626).
- Violation of a State or Federal law prohibiting discrimination in employment.
- Suspension or debarment by the Commonwealth or an agency thereof or an agency of another state or by an agency or department of the Federal



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government.

- Three or more occurrences of being declared ineligible for a contract.
- Unsatisfactory performance including failure to comply with the terms of a Commonwealth contract or subcontract including:
 - Willful failure to perform in accordance with the terms of one or more contracts, or a history of failure to perform, or of unsatisfactory performance of one or more contracts.
 - Failure to complete the work in the time frame specified in the contract.
 - Being declared in default on prior work or project.
 - Failure to submit documents, information or forms as required by contract.
 - Making false statements or failing to provide information or otherwise to cooperate with the contracting agency, the Office of State Inspector General or other Commonwealth authorities.
 - Discrimination in violation of laws or regulations in the conduct of business.
- Providing false or misleading information to the Office of State Inspector General, Office of the Budget, the Department of the Auditor General, the Office of Attorney General, the Treasury Department, the Board of Claims, or other tribunal or court, the Department, or a representative of an agency as part of any investigation, audit, program review, certification, contract bids or proposals, applications or claims for payment. This information includes:
 - Financial statements.
 - Nondiscrimination forms.
 - Affidavits or statements of compliance with prevailing wage statutes.
 - Product descriptive literature and documents submitted in connection with claims for payment made or litigation against Commonwealth agencies.
- Other acts or omissions indicating a lack of skill, ability, capacity, quality control, business integrity or business honesty.