



# Bureau of Materials Materials Approval Procedures

MAP Number: **125-15**

Effective Date: April 1, 2015

Approved By: Eileen Sheehy

## PROCEDURE FOR APPROVAL OF POLYMERIZED JOINT ADHESIVE

### **PURPOSE:**

To establish a procedure to approve polymerized joint adhesive for addition to the NJDOT Bureau of Material's Qualified Products List (QPL).

### **REFERENCES:**

*New Jersey Department of Transportation Standard Specifications for Road and Bridge Construction*  
Section 914.03

### **PROCEDURE:**

#### **A. Manufacturer's Request for Approval.**

The manufacturer shall request in writing for the approval of the product. Include the following information in the request:

1. The name, address, and contact information for the manufacturer.
2. The name of the product to be evaluated.
3. Statement that the polymerized joint adhesive meets the requirements of Section 914.03.
4. Test results for all testing required to verify the properties of the product according to Section 914.03, Table 914.03-1.
5. Materials Safety Data Sheet (MSDS) for the product to be evaluated.

With the request, the manufacturer shall submit a sample(s) of the material to be approved in one of the manufacturer's original sealed containers. Ensure that the total sample submitted is a minimum of 10 lbs. The ME will use the sample for laboratory testing if necessary.

Mail the request for approval to the following:

#### **Mailing Address (USPS):**

Manager, Bureau of Materials (Thiokol Bldg. 4)  
New Jersey Department of Transportation  
P.O. Box 600  
Trenton, NJ 08625-0600

#### **Street Address (UPS, Fed Ex, etc.):**

Manager, Bureau of Materials (Thiokol Bldg. 4)  
New Jersey Department of Transportation  
930 Lower Ferry Road  
West Trenton, NJ 08628

**B. Bureau of Materials Review.**

The ME will review information provided by the manufacturer to ensure that it meets the requirements of Section 914.03, Table 914.03-1. If the test results do not comply, the ME will reject the product for approval. If the test results comply, the ME may test the submitted sample for final approval or may approve the product based upon the submitted test results.

**C. Bureau of Materials Laboratory Testing**

The ME may perform testing according to Section 914.03, Table 914.03-1. on the sample submitted by the manufacturer. For approval of the joint sealant, the sample must meet the requirements in Section 914.03, Table 914.03-1..

**PROJECT ACCEPTANCE REQUIREMENTS:**

Qualification of a product and addition to the QPL does not constitute a blanket approval of the material. The Contractor for each proposed project must submit the product and source on a Materials Questionnaire as specified in Section 106. The ME will approve the product and source on a project to project basis based on the specifications for the project. The ME will sample, test and accept the material according to the applicable Section of the *NJDOT Standard Specifications for Road and Bridge Construction* as is considered necessary.

**DISQUALIFICATION:**

The ME may remove the product from the QPL for non-conformance with specification requirements or for a documented history of poor field performance. The manufacturer shall notify the ME, in writing, of any change in product formulation. Failure to notify the ME of changes in product formulation will result in disqualification.

**REQUALIFICATION:**

The ME will reevaluate a product which has been disqualified and removed from the QPL only after submission of a formal request along with acceptable evidence that the problems causing the disqualification have been resolved.

The ME may require the manufacturer to requalify the product for any of the following reasons:

1. To ensure that obsolete products are not kept on the list, the ME may request written confirmation from the manufacturer that the product is still available and has not changed formulation. Failure to respond to the Bureau's written request will result in the product being removed from the list.
2. If the formulation of the product has changed, the ME may require that the new formulation be requalified.
3. If the Department's standard specifications change or if the referenced ASTM or AASTHO standards change, the ME may require requalification to ensure that the product meets the new specification.