



## DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

### INTRADEPARTMENTAL CORRESPONDENCE

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#### MEMORANDUM

TO: Mr. Chad Winchester, P.E.  
Chief Engineer

FROM: Ryan Nolan, P.E.   
Publications Engineer

DATE: May 23, 2024

SUBJECT: **Approval request for EDSM revision**  
EDSM No. V.4.1.1 – Specialty Products Evaluation Committee

The attached EDSM has been modified by the Materials and Testing Section to update and add Department Sections to the Specialty Products Evaluation Committee. This revision also includes grammar and formatting improvements.


Your approval of the attached EDSM is requested. If you have any questions or concerns, please feel free to contact me.

RAN/kjc

cc: Mr. Mike Vosburg

Mr. Kris Wascom

Mr. Kasey Courville 

Ms. Cassadi Daigle 

RECOMMENDED FOR APPROVAL

DATE

DocuSigned by:

*Kristopher Wascom*

5/28/2024

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RECOMMENDED FOR APPROVAL

DATE

DocuSigned by:

*Mike Vosburg*

5/29/2024

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RECOMMENDED FOR APPROVAL

DATE

DocuSigned by:

*Cassadi Daigle*

5/29/2024

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APPROVED

DATE

## ENGINEERING DIRECTIVES AND STANDARDS

Volume	Chapter	Section	Directive Number	Effective Date
V	4	1	1	5/29/2024

**SUBJECT: SPECIALTY PRODUCTS EVALUATION COMMITTEE**

- PURPOSE:** The Specialty Products Evaluation Committee provides for the structured review, evaluation, and implementation of specialty products and procedures submitted to the Department.
- SCOPE:** A specialty product is a material or product for which DOTD does not have a current specification or an approved materials list. All specialty products and associated procedures to be evaluated by the Department shall be submitted to the Materials and Testing Section and evaluated under the auspices of this Committee. The Committee shall fully document all submittals, evaluations, and implementation of approved products.
- POLICY:** The Committee shall be composed of the Section Heads, or their proxy, of the below-listed Divisions or Sections:
  - Materials and Testing Section, Chair
  - Materials and Testing Section, Coordinator
  - Bridge Design Section
  - Construction Section
  - Contract Services Section
  - Louisiana Transportation Research Center
  - Maintenance Division
  - Pavement and Geotechnical Section
  - Plan Quality and Publications Section
  - Road Design Section
  - Traffic Engineering Section
  - Traffic Services Section
  - Warehousing and Procurement Section

The Specialty Products Evaluation (SPE) Coordinator and an FHWA representative shall be ex-officio Committee members. The SPE Coordinator shall be assigned by the SPE Chairman. The SPE Coordinator shall liaise between the Committee, material manufacturers, Committee task forces, and evaluators. The Coordinator shall also be responsible for the implementation of Committee recommendations. The Coordinator shall coordinate all task forces.

The Division or Section Head may assign a proxy to represent that Division or Section Head on the Committee.

The Specialty Products Evaluation Committee shall establish policies and procedures to give structure and consistency to the review, evaluation, and implementation of the use of Specialty Products.

The Committee shall be responsible for reviewing all submittals, deciding whether a product merits evaluation, and suggesting the evaluating Section. The Committee shall review the evaluation results and recommended material usage.

The Specialty Products Evaluation Committee shall be empowered to appoint task forces to facilitate accomplishing its objectives.

Various Sections may be assigned evaluation responsibilities. These Sections will be responsible for conducting the evaluations and reporting the results promptly.

The Committee shall meet quarterly or as needed.

4. **OTHER ISSUANCES AFFECTED:** All previous memoranda and/or policies regarding the establishment and assignment of responsibilities are hereby rescinded.
5. **EFFECTIVE DATE:** This directive will become effective immediately upon the approval of the Chief Engineer.

CHAD WINCHESTER, P.E.  
CHIEF ENGINEER