



Department of Transportation and Public Works  
Traffic Signals and Signs Division

## INSTRUCTIONS FOR SUBMITTING A REQUEST FOR PRODUCT CONSIDERATION

### 1. **GENERAL INFORMATION**

The sale, purchase, or installation in the State of Florida of any traffic control device must conform to the requirements of s. 316.0745, Florida Statute. All contractors, manufacturers, or suppliers within the State who intend to sell or install a transportation device must ensure its compliance with the Florida Department of Transportation (FDOT) Approved Products List (APL) certification process prior to its sale or installation. Additional information is available through the FDOT website:

<https://www.fdot.gov/programmanagement/ProductEvaluation/Default.shtm>.

The Traffic Signals and Signs (TSS) Division maintains a qualified products list (TSSQPL). The TSSQPL is a subset of the FDOT APL that is specific to the Miami-Dade County traffic signal system. The TSS Division strategically limits the number and type of traffic control products it lists on its qualified products list as needed to support efficient operations, maintenance, logistics, aesthetics, and synchronization with its existing traffic control facilities, systems, and processes. As such, not all products listed on the FDOT APL may qualify for addition to the TSSQPL. When considering a product for its listing, in addition to the product being on the FDOT APL, the TSS Division considers additional factors that can impact its role as a maintaining agency including interchangeability of components, product lifecycle, in-situ performance of the product and all desired characteristics required for synchronization which include:

- a. Function (necessary for the satisfactory operation of the existing system);
- b. Aesthetics (necessary to match the visual appearance of existing system); and
- c. Logistics (readily available and interchangeable with products in the TSS Division maintenance inventory).

The FDOT APL Certification Number and approval date that appear on the TSSQPL is solely for cross-referencing purposes. Items that may not require FDOT APL certification are noted "N/A", and the approval date is the County's TSSQPL listing acceptance date. The TSSQPL follows, wherever possible, the Section numbering used in the FDOT "Standard Specifications for Road and Bridge Construction". Only those products currently listed in the TSSQPL, or submitted for consideration, evaluated, and approved in writing by the TSS Division for addition to the TSSQPL, are allowed to be installed in Miami-Dade County.



Department of Transportation and Public Works  
Traffic Signals and Signs Division

Instructions for Submitting a Request for Product Consideration  
(continued)

**2. TSSQPL PRODUCT CONSIDERATION PROCESS**



**A. PRELIMINARY ASSESSMENT**

- 1) The Manufacturer or their authorized representative first contacts the TSS Division's *Traffic Control Standards and Specifications Coordinator* in reference to an FDOT APL listed traffic control product that they represent which may be of interest to the County.
- 2) The Manufacturer or their authorized representative provides TSS Division with product technical cut sheets and requests a virtual Microsoft Teams meeting to discuss the features and functions of the product with TSS Division key operations, systems, and maintenance staff.
- 3) TSS Division will schedule a virtual Microsoft Teams product demonstration meeting if the preliminary product information shows that the product can be readily integrated in



Department of Transportation and Public Works  
Traffic Signals and Signs Division

Instructions for Submitting a Request for Product Consideration  
(continued)

the County's traffic control system and has the potential to support efficient operations, maintenance, logistics, aesthetics, and synchronization with its existing traffic control facilities.

- 4) After the virtual MS Teams product presentation meeting, TSS Division will internally discuss the benefits and feasibility of proceeding with a consideration and evaluation for TSSQPL listing of the product discussed. If directed to proceed, the manufacturer or their authorized representative may then prepare and submit a written Request for Product Consideration as detailed in STEP 1 below.

B. Written Request For Product Consideration (**STEP 1**)

- 1) Do not submit a request for product consideration without concurrence from TSS Division subsequent to the preliminary assessment described above.
- 2) The applicant may submit when directed, a Request for Product Consideration (RFPC) to the TSS Division to consider adding to the TSSQPL a product that has been approved by FDOT and listed on the FDOT Approved Product List (APL). The written submittal package must include a completed *Request for Product Consideration Form* accompanied, at a minimum, with the following attachments:
  - a) Copy of the complete APL application made to FDOT including all supporting documentation, manuals, test reports, compliance matrices, and copies of all correspondences to and from FDOT with regards to the Application. Include itemized costs for a complete and operable installation; and maintenance requirements and parts needed for a 10-year maintenance cycle.
  - b) Certification along with supporting documents from the manufacturer certifying that the product meets all applicable DTPW specifications and Florida Building Code requirements that pertain to all areas of the County (e.g. wind loads, flood elevation requirements, etc.). Manufacturer must detail any additional requirements necessary for product use and installation in the County, identify recommended mounting hardware necessary for meeting applicable wind load requirements, and detail potential concerns regarding use or installation considering regional environmental factors (e.g. high temperature and humidity, seasonal heavy precipitation, etc.)
  - c) Detailed manufacturer's warranty documents.
- 3) The complete request package must be submitted in both hardcopy and electronic format (PDF) be neatly organized in a binder and include tab-separated sections as



Department of Transportation and Public Works  
Traffic Signals and Signs Division

Instructions for Submitting a Request for Product Consideration  
(continued)

listed above. The submittal must also include a storage device that includes all contents in an electronic format (PDF).

- 4) Upon review of the written request, the TSS Division may require that the applicant provide additional information directly from manufacturer to include supplemental product literature, specifications, datasheets, evaluation, inspection, and in-house or independent lab testing results to meet all applicable specifications.
- 5) Do not submit the actual product for evaluation until directed in writing by the TSS Division in response to the RFPC submittal. Upon notification from the TSS Division, submit the product in accordance with the requirements for submittal of product for evaluation provided in STEP 2 below.

C. Product Evaluation (**STEP 2**)

- 1) Upon written notification from the TSS Division, submit the product to the:

Miami-Dade County Traffic Signals and Signs Division  
7100 NW 36 Street, Miami, FL 33166  
Attn: *Traffic Control Standards and Specifications Coordinator*

- 2) The device must be a fully functional production unit with all accessory components necessary to power-up and fully operate the product. All costs including freight and shipping is borne by the applicant. No product will be returned to the applicant unless previously requested in writing prior to evaluation with return shipping paid and arranged by the applicant.
- 3) Some product may be irreversibly damaged during the evaluation process. Any damage to any product due to any aspect of the evaluation process will in no way be cause for claim or payment by Miami-Dade County.

D. Listing on the TSSQPL (**STEP 3**)

- 1) Upon successful completion of the Steps 1 and 2 above and TSS Division acceptance, the product will be listed in the TSSQPL, subject to continued compliance with its conditions for acceptance and satisfactory performance in the field. Any modifications made to the product must be reviewed and approved by the TSS Division (and FDOT for APL listed items) prior to sale or use of the modified product. Failure to do so may cause



Department of Transportation and Public Works  
Traffic Signals and Signs Division

Instructions for Submitting a Request for Product Consideration  
(continued)

removal of the device from the TSSQPL. At the sole discretion of the TSS Division, the TSSQPL will be updated as warranted to address changes, corrections, additions, and deletions.

- 2) TSS Division, at its sole discretion, may remove or suspend products from the TSSQPL for issues that may include:
  - a. FDOT APL certification expiration or suspension.
  - b. Product obsolescence.
  - c. Product modifications not approved by TSS Division or FDOT.
  - d. Product performance or safety.
  - e. Product availability and technical support.