



## STANDARD PRODUCTS LIST PRODUCT APPLICATION FORM AND CHECKLIST

To apply to have a product listed on one of Austin Water's Standard Product Lists (SPLs), complete the following form and checklist and email to: [AW-SPL@austintexas.gov](mailto:AW-SPL@austintexas.gov)

One product per application / SPL. If you want to have multiple products considered, you must submit a separate application for each product. Applications for multiple products, or products that do not comply with a current SPL may not be reviewed.

### APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

### PRODUCT INFORMATION

Manufacturer Name: \_\_\_\_\_  
Authorized Contact: \_\_\_\_\_  
Production Facility  
Address 1: \_\_\_\_\_  
Production Facility  
Address 2: \_\_\_\_\_  
City : \_\_\_\_\_ State /  
Provence: \_\_\_\_\_ Postal  
Code: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Product Name/Model: \_\_\_\_\_  
Product Description: \_\_\_\_\_  
\_\_\_\_\_

Current Austin Water SPL Number: \_\_\_\_\_

Once you have completed the '*SPL Application Form*' use this '*SPL Application Checklist*' to compile the additional documentation required for AW to review your SPL application.

Note: some of the checklist items below will not apply to every product. If any of the bulleted items below do not apply to the product, please provide an explanation.

## APPLICATION CHECKLIST

- ☐ **A copy of the SPL.** Include the Standard Products List to which the product would be added.
- ☐ **Identify the City of Austin Standard and/or Standard Specification that governs the product.** Include a statement in your application that identifies these construction standards and specifications.
- ☐ **Product Literature that includes a detailed list of technical specifications.** Include a list of all applicable AWWA, ASTM, ANSI, NFPA, or any other related standard or specification that governs the manufacture of the product.
- ☐ **Proof of Current NSF Registration.** Required for products to be used in a potable water system.
- ☐ **Certified Laboratory test results.** Provide test results showing compliance with applicable standards, including independent laboratory test results, as necessary.
- ☐ **Installation instructions.** Step by step installation procedures from the product manufacturer.
- ☐ **Maintenance requirements.** List maintenance requirements, special equipment, or procedures, or recommended maintenance schedules provided by the manufacturer.
- ☐ **Reference List of Municipal Customers.** Provide a list of project owners (public utilities preferred) who have used the product so AW may contact them as references. Provide each contact person's name, address, telephone number, and email address. If available, provide project names and locations and how long the product has been in use.
- ☐ **Quality Control Program.** Provide documentation that details the manufacturer's quality control program covering the manufacture of the product. If the manufacturer is ISO registered, just submit evidence of current registration.
- ☐ **Describe the product's benefits.** Explain how the product would benefit Austin Water in terms of prolonged service life, reduced maintenance, and reduced life-cycle cost compared to products now in use. Include a discussion of any recent product revisions or improvements.

Once you have compiled all the Checklist items and your application submittal is complete and ready, email this '*SPL Application Form and Checklist*' and one (1) .pdf file of required documentation to:

[AW-SPL@austintexas.gov](mailto:AW-SPL@austintexas.gov)