



INDIANA DEPARTMENT OF TRANSPORTATION


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Mike Braun, Governor
Lyndsay Quist, Commissioner

DATE: August 5, 2025
(Rev. **September 24, 2025**)

TO: District Deputy Commissioners
District Construction Directors
District Technical Services Directors
District Area Engineers, Project Engineers/Supervisors
District Project Management Director, Project Management Director
District Traffic Engineers, District Testing Engineers
District LPA Coordinators, Field Engineers, Division of Materials and Tests

FROM: Gregory G. Pankow, P.E. 
Chief Engineer of Construction

SUBJECT: Contractor Selection of Seed and Plant Material that are shown on the Schedule of Pay
Items as Seedlings and Seed Mixture ____ (class); Specification Sections 621, 622, 914.04
and 914.08

Standard Specifications sections 621 and 622 underwent changes in July. These revisions include Material sections 914.04 and 914.08. This memo describes the selection process for obtaining acceptable Seed Mixtures and Seedlings.

Contractors should submit all information regarding the selection of both seed and seedlings to the PEMS for approval prior to placement on the Jobsite. PEMS are to review Contractor submissions of the seed and seedlings for the requirements listed below. (All other portions of 621, 622, 914.04, and 914.08 that do not conflict with this memorandum shall be followed.) Those suppliers that meet these requirements will be accepted based on Certification, Other.

SEED MIX ____ (class):
Effective immediately:

- A Seed Commissioner Letter will no longer be required for seed mixes R, U, P, Shade, Floodplain, Spring Summer Cover Crop, and Fall Cover Crop. Therefore, no Case Number will be available for these mixes.
- ~~Native Grass and Forb Seed that are not classified as one of the above mixes and require a Contract Special Provision will require a Seed Commissioner Letter.~~

Seed shall be purchased from sources of supply that:

- ~~Hold an approved and accepted Indiana State Seed Permit from the State Seed Commissioner.~~
- ~~Are tested by a United States Department of Agriculture accredited seed laboratory or the Indiana State Seed Laboratory and provide test results that are signed by a Certified Seed Analyst or a Registered Seed Technologist.~~
- Provide a type certification, Other (ITM 804) that lists the seed lots used meet contract requirements for specific test results regarding seed mixtures R, U, P, Shade, Floodplain, Spring Summer Cover Crop, and Fall Cover Crop in accordance with 621.06. The test results for each of the individual seed component lots that make up the seed mixture need to be attached to the Certification, Other.

Seed will be considered expired 15 months after the date it was tested. Expired seed shall not be installed. If more than 15 months have elapsed since the seed was last tested, the Contractor may have the seed retested. If the seed is retested, the new germ date will be used, the 15-month window will be reset, and the germ date and germ percentage shall be updated on the label. Each bag or container of seed shall have a printed tag or label providing all the information required by IC 15-15-1-32. Seed from bags with no labels, illegible labels, or with labels not providing all the required information will not be accepted.

Effective with lettings on or after December 1, 2025, including minimum frequency updates to the 2026 Frequency Manual:

In addition to the above requirements, when the contract line item quantity for a seed mix is 100 lbs or greater, the seed shall be purchased from sources of supply that are tested by a United States Department of Agriculture accredited seed laboratory or the Indiana State Seed Laboratory and test results shall be provided that are signed by a Certified Seed Analyst or a Registered Seed Technologist, along with providing a copy of an approved Indiana State Seed Permit issued by the State Seed Commissioner. When the contract line item quantity for a seed mix is less than 100 lbs seed manufacturers will be required to provide vendor test results only, along with providing a copy of an approved Indiana State Seed Permit issued by the State Seed Commissioner.

SEEDLINGS:

The QPL for Seedling Sources is no longer available on INDOT's website. Therefore, *effective immediately*, Seedlings shall be purchased from sources where all the following apply:

- Have an Active Nursery Dealer License issued by the DNR in the State of Indiana at the following website:
<https://mylicense.in.gov/EVerification/Search.aspx?facility=Y>, and
- Provide a Certification, Other that details the Seedling Plant Materials being provided are in accordance with Indiana Nursery Laws IC 14-24 and 312 IAC 18, and
- Tag plants in accordance with 312 IAC 18 and ANSI Z60.1. Plants shall be first class and representative of the normal species or varieties, true to type and standard form (to be inspected by INDOT when delivered to the jobsite).

RSP [914-M-070](#) ROADSIDE DEVELOPMENT MATERIALS for seedlings becomes effective with lettings on or after December 1, 2025.

Any questions should be directed to your assigned Construction Management Field Engineer.

GGP/cs