

## BRIDGES WHICH ARE CLOSED TO TRAFFIC/OUT OF SERVICE

**PURPOSE:** To establish a formal policy and procedure for dealing with bridges which are closed to traffic, or otherwise out of service.

**SCOPE:** This Directive applies to all bridges on all highways, roads, and streets in the State of Louisiana.

**POLICY: ON-SYSTEM**

It is the policy of the Department that when an On-System bridge is out of service, DOTD will continue to perform the Routine inspections until the bridge is repaired/replaced and reopened to traffic.

When there is any change to the open/closed status of a structure the Master Structure File (MSF) update forms must be submitted within 45 days of the date of status change, in accordance with EDSM IV.4.1.2 and Maintenance Directive #8.

**OFF-SYSTEM**

It is the policy of the Department that when an Off-System bridge is out of service for an extended period of time (5 years), and the Owner has not included and does not plan to include the bridge in their priority list for the federally funded Off-System Bridge Replacement Program (which indicates a low priority/need for the bridge to be replaced), that the bridge will be deleted from the inventory according to the procedures outlined in this directive.

When there is any change to the open/closed status of a structure the Master Structure File (MSF) update forms must be submitted within 90 days of the date of status change, in accordance with EDSM IV.4.1.2 and Maintenance Directive #8.

**PROCEDURE: ON/OFF-SYSTEM**

During the period of closure, the bridge site shall be inspected by DOTD Bridge Inspectors as part of the Routine inspection cycle. Each time a Bridge Inspection Report shall be prepared and transmitted through PONTIS providing the current condition ratings and notation of the present situation, as outlined in the attached example scenario.

**OFF-SYSTEM**

When a bridge is either closed as a result of DOTD inspection findings and recommendations, or found to be closed or out of service at the time of DOTD inspection, the current condition ratings, existing element quantities with condition states, and notation of present situation should be reported through the normal PONTIS inspection report process.

If the bridge remains out of service for more than five (5) years and has not been programmed for replacement under the Off-System Bridge Replacement Program, the bridge will be deleted from the inventory and will no longer be eligible for replacement under that program.

Prior to deletion from the inventory, the owner will be notified by the District inspection office (via certified letter) of the pending action and will be given 30 calendar days to respond in writing with any intent to keep the bridge in the inventory. Response must include clear justification detailing its significance/importance to the highway system and why it has not been submitted for inclusion on the Parish priority list within the last 5 years. Note: maintaining a closed/out-of-service bridge within the inventory longer than 5 years must be approved by the FHWA division office with concurrence by DOTD.

**RESPONSIBILITY:** The DOTD District Maintenance Engineer shall be responsible for the implementation of the policy.

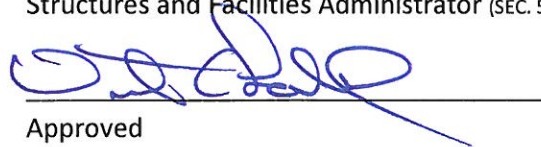
**EFFECTIVE DATE:** This policy shall become effective immediately upon receipt.



Recommend Approval  
Bridge Inspection Engineer (SEC. 51)



Recommend Approval  
Structures and Facilities Administrator (SEC. 51)



Approved  
Vincent C. Latino Jr., P.E.  
Chief Maintenance Engineer

**FOR EXAMPLE:**

1/19/12

On January 19, 2012 you arrive at a bridge for the regularly scheduled Routine inspection and encounter one of the following situations:

1. The bridge is open to traffic, and during your inspection you find critical deficiencies sufficient to recommend the bridge be closed.

The bridge is immediately closed. (See Maintenance Directives # 2 and 5)

You transmit the Inspection Report as usual, with the current date (01/19/12) as the Date of Inspection and the Next Inspection Due on January 19, 2014 (01/19/14) or as required by Maintenance Directive #4.

-OR-

2. The bridge is closed to traffic when you arrive.

You perform a Routine inspection of the bridge as usual, explain the situation in the Inspection Notes, and transmit the Inspection Report as usual, with the current date (01/19/12) as the Date of Inspection and the Next Inspection Due on January 19, 2014 (01/19/14) or as required by Maintenance Directive #4.

-OR-

3. The bridge has been removed. It is now an open ditch, canal, bayou, river, etc., or the bridge has been replaced with a pipe or culvert that has less than a 20 foot opening, or a single span that has less than a 20 foot opening, or replaced with any other structure and you have received notification from the owner that it has been temporarily replaced until it can be added into the replacement program.

If the bridge has been removed and no longer exists, transmit the Inspection Report as follows:

Date of Insp	= the current date (011912)
Next Insp Date	= two years ahead (011914) or as required by MD #4
Type Inspection	= Routine
Total Rating	= 0
O'all Str. Rating	= 0
Item 58 – Deck Cond.	= 0
Item 59 – Supr Cond.	= 0

LA DOTD BRIDGE MAINTENANCE  
DIRECTIVE #10/11  
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Item 60 – Sub. Cond.	= 0
Item 62 – Culv Cond.	= N
Posted Load Limit	= CL - -
Traf. Safe Feat.	= NNNN
Appraisal Ratings	= 000
Personnel Resources	= as appropriate
Inspection Notes	= explain the situation

\*Note: If the original structure was a culvert (Box, pipe, etc.) then Item 58, 59, & 60 should be coded “N” (as normal for culverts) and Item 62 – Culv Cond. = 0

**Element level inspection shall be performed to document the type, quantity and condition of the actual elements presently servicing traffic.** Excepting only those temporary bridges built as part of a construction project that are the responsibility of the contractor (see EDSM IV.4.1.2)

See also Maintenance Directive #8 for required Master Structure File updates to be transmitted along with this inspection.

January 2014

In January 2014 you go back to the bridge and the situation has not changed.

You simply re-transmit the last Inspection Report, with the current date (01/xx/14) as the Date of Inspection and the Next Inspection Due two years ahead on January xx, 2016 (01/xx/16) or as required by Maintenance Directive #4, and note in the Inspection Notes that the situation remains unchanged.

January 2016

In January 2016 you go back to the bridge and the situation has not changed.

You simply re-transmit the last inspection Report, with the current date (01/xx/16) as the Date of Inspection and the Next Inspection Due two years ahead on January xx, 2018 (01/xx/18) or as required by Maintenance Directive #4, and note in the Inspection Notes that the situation remains unchanged.

January 2018

In January 2018 you go back to the bridge and the situation still has not changed.

**ON-SYSTEM**

Continue to submit a new inspection report every two years (or as required by MD #4) until the bridge is repaired or replaced. If the bridge has still not been added to the replacement letting list, the District

Administrator, Assistant Secretary of Operations, Assistant Secretary of Planning & Programming, Structures & Facilities Maintenance Engineer, and Real Estate Administrator shall be directed to initiate abandonment / abolishment procedures for that section of highway.

**OFF-SYSTEM**

You verify with the Off-System Bridge Replacement Program manager that the bridge has not been programmed for replacement. You write the Owner a letter stating that since the bridge has been closed for more than five (5) years, and that since the bridge has not been included in their priority lists for the Federal Bridge Replacement Program, the bridge will be deleted from the inventory and will no longer be eligible for funding under the Federal Bridge Replacement Program.

If at any time along the way the bridge is submitted on the Owner's priority list to be replaced under the Federal Bridge Replacement Program, the bridge will not be deleted from the inventory, and will continue to be checked / inspected every two (2) years, until the new bridge is completed and added to the inventory.

In the event that there was a temporary bridge being used that meets the definition of a bridge (i.e. SI&A Item 112 = "Y"), upon deleting the old bridge the temporary bridge shall be inventoried and added as a permanent structure.