

Section 10.11

GENERAL STRUCTURES CONSTRUCTION ISSUES

10.11.1 Purpose

The purpose of this section is to establish procedures that are required for use on most or all structures projects and that cover a variety of issues as follows:

- 10.11.3 - Notifying the District Structures Maintenance Engineer (DSME) of In-Service Dates and Acceptance Inspections
- 10.11.4 - Notification and Monitoring of Load Rating Requirements
- 10.11.5 - Identification and Electronic Filing of Construction Documents required by the District Structures Maintenance Office (DSMO)

10.11.2 Authority

FHWA Approved: March 18, 2009

Section 20.23 (3)(a) and 334.048, Florida Statutes (F.S.)

10.11.3 Notifying the District Structures Maintenance Engineer of In-Service Dates and Acceptance Inspections

Within sixty (60) days of the start of work on the project and based on the Contractor's Accepted Work Progress Schedule, the Project Administrator (PA) shall provide the DSME with the tentative date that each bridge will be put into service for public use referred to herein as the in-service date. For the purpose of this procedure, the term bridge will mean all structures that carry vehicular traffic including culverts with span lengths of 20 feet or greater. If these dates change by more than three (3) months as the project progresses, the PA shall notify the DSME of the revised dates as soon as possible.

The amount of time that District Structures Maintenance Inspectors (DSMI) will need to perform a pre-acceptance inspection will vary widely: long and/or complex bridges require the most time and short and/or simple the least time. Therefore, the amount of time they will need, in advance of the in-service date to perform their

inspection, will also vary. With this in mind, the PA shall contact the DSME, well in advance of the in-service date, to find out how much advanced notice the DSMEs will need in order to be able to perform their inspection effectively. Using the DSME's advanced notice duration, the PA shall notify the DSME of the date that the pre-acceptance inspection should begin or the DSME should be notified when the bridge is 90% complete, whichever comes first. When possible, the inspection by maintenance staff should coincide with the 90% inspection recommended by **CPAM Section 12.1** and in which the Construction Engineering and Inspection (CEI) staff and Contractor participate.

Prior to the start of inspection by the DSMEs, the PA shall confirm that the surfaces and components that will need to be inspected are fully accessible and visible for the DSMEs on the days they will be present. Under certain circumstances, the DSME may ask the PA to arrange for Contractor assistance in gaining access to elements of the bridge that are difficult to observe with routine maintenance equipment. The PA shall facilitate this request with the Contractor. The DSMEs will provide a written report of their findings to the PA and the findings may call for corrective action of defects or damage prior to final acceptance of the project or prior to the in-service date if before the final acceptance process begins. The PA shall address the need for corrective actions regarding defects or damage with the Contractor. Once the conditions reported by the DSME have been addressed by the Contractor, the results shall be reported in writing to the DSME who may choose to perform a follow-up inspection which may include the gathering of bridge data that is needed for the Structures Maintenance Data Base referred to as the Bridge Management System (BMS).

One (1) week prior to any bridge, temporary or permanent, being put into service for public use, the PA shall notify the DSME of the final in-service date and time. This will allow the DSME to activate the bridge in the BMS in a timely manner in order to facilitate the issuance of permits to special vehicle operators requesting to use the bridge for an overweight and/or over-dimension load, as well as to inform the District Structures Maintenance Office of the existence of a temporary bridge.

The PA shall notify the DSME of the final acceptance inspection, required by **CPAM Section 12.1**, at least 30 days in advance of performing the inspection when there is enough project time left to do so; otherwise, as much time in advance as possible. For bridges that the DSME has inspected prior to final acceptance and that have been in service, sometimes for an extended period of time, the CEI staff should pay particular attention to the final inspection of bridge elements that might have durability or performance problems within the first five years of service including: bearings, expansion joint seals and hardware, lighting and electrical systems, drainage systems, and coatings (paint systems for steel, Class 5 finish coatings for concrete, etc.). Any problems with these elements shall be reported to the DSME who may choose to perform a follow-up inspection of these

elements.

10.11.4 Notification and Monitoring of Load Rating Requirements

The DSME is responsible for making sure that every bridge that is in service has an accurate load rating and this includes any bridge that is put into service before construction of the overall project is complete. An accurate bridge load rating is important because it is used by the Office of Maintenance, Structures Operations Section, to determine whether or not an overweight vehicle can use a bridge safely with an approved permit. The load rating shall be performed in accordance with the applicable Office of Maintenance ***Bridge Load Rating, Permitting and Posting Manual***. For load ratings of temporary bridges constructed using temporary bridging provided by the Department, contact the Office of Maintenance, Structures Operations Section.

Most of the time accurate bridge load rating information for a new bridge will be contained in the Bridge Load Rating sheet of the As-Bid Plans. However, if there are significant structural changes to the As-Bid Plans during construction then the load rating may change and an As-Built load rating will need to be determined prior to putting the bridge into service. To make certain that the DSME receives an accurate load rating before a bridge is put into service during construction, the PA shall notify the Engineer of Record (EOR), enough time in advance of the anticipated in-service date to allow the EOR to assess whether or not the As-Bid load rating has changed. The PA shall provide As-Built information as requested by the EOR which may include materials testing results, bridge member dimensions or other strength-related data that differs significantly from the As-Bid plans. If the EOR determines that the load rating has changed then the Bridge Load Rating sheet in the As-Bid plans shall be revised to reflect the As-Built load rating and this sheet shall be transmitted to the DSME for his use prior to putting the bridge into service. The revised Bridge Load Rating sheet shall also be signed and sealed by the EOR and the sheet title shall be changed to **As-Built Bridge Load Rating** and shall be added to the final As-Built plans transmitted to the Final Estimates Office at the conclusion of the project.

If the EOR and Senior Project Engineer (consultant CEI projects) or Resident Engineer (In-house CEI projects) agree that the As-Bid load rating does not need to be changed because there were no significant modifications to the bridge during construction then the EOR shall produce a letter stating this and it shall be signed and sealed and be sent to the Senior Project Engineer/Resident Engineer with a copy to the DSME. In the letter, the EOR should also indicate the source of information, as explained below, on which the EOR's opinion is based. A copy of this letter shall be filed in the EOR's project records and the original shall be filed in the CEI's project management records and shall be included in the documents transmitted to the Final Estimates Office at the conclusion of the project.

The EOR's decision, that the As-Bid load rating is not in need of revision, shall be based on the final As-Built plans that are signed and sealed by the Senior Project Engineer/Resident Engineer. If final As-Built plans are not available prior to the in-service date of the bridge then the Senior Project Engineer/ Resident Engineer shall produce a signed and sealed letter that shall be sent to the EOR. The letter shall state that the Senior Project Engineer/Resident Engineer has notified the EOR in writing as the project has progressed of all changes to the bridge that took place during construction and that could impact the final load rating. In lieu of this statement, the letter may contain an attachment with preliminary As-Built plans showing all changes that could impact the final bridge load rating and shall state which information source is provided.

10.11.5 Electronic Management of Construction Documents Required by the District Structures Maintenance Office (DSMO)

The DSMO must be able to access a variety of documents that are generated during construction after the project is complete and that are electronically filed in the electronic Construction Document Management System (CDMS). In order for DSMO personnel to access these documents with a minimum of difficulty, the document profile must be filled out so that it will always be filed under the document Group, Type, and Subject /Description it is assigned below in the table entitled: **CDMS Document Profile Fields for Construction Documents Required by the DSMO**. It is critical that the exact Subject/Description wording shown in the table be used without deviation since DSMO staff will be using them to search for **all** the documents that match a specific Subject/Description. If an incorrect Subject/Description is entered into the profile then a search using the correct Subject/Description will not list the incorrectly identified documents, which means that the DSMO staff will not be aware of what could be a critical document. If the documents listed in the table under the "Construction Document Type" column are generated by the project, and some may not be, then they shall be profiled as shown in the table. DSMO uses structure number (bridge number, sign structure number, etc.) as their primary document key so it is very important that the structure number be accurately entered into the document Profile in the "Structure Number" field for the documents the DSMO requires. The following structure number types and format shall be entered into the document profile for every record required by DSMO exactly as indicated:

Bridge Number: 6 digits, all numbers, and if more than one bridge is represented by the document then each bridge number shall be separated by a comma.

Overhead Sign Structure Number: 6 digits, 5 of which are numbers, and the third digit from the left, which with rare exception, is the letter S for "Sign"

Traffic Signal Mast Arm Structure Number: same as Overhead Sign except the alphabetic character is M for “Mast”

High Mast Light Pole Number: same as Overhead Sign except the alphabetic character is P for “pole”

If there is uncertainty about the structure’s number, consult the DSMO for guidance.

CDMS DOCUMENT PROFILE FIELDS FOR CONSTRUCTION DOCUMENTS REQUIRED BY THE DSMO			
DSMO Document Category	Construction Document Type	CDMS Group/ Type No.	Mandatory CDMS Document Subject/Description
As-Built Load Rating Documents	Supporting Calculations, Input Files, Output Files, Load Rating Summary Sheets, EOR Letter stating As-Built Load Rating same as As-Bid Load Rating	15/141 *	As-Built Load Rating
Foundation Documents	Pile Driving Records	15/139	Pile Installation
	Drilled Shaft Records		Drilled Shaft Installation
	Geotechnical Reports & Related Docs.		General Geotechnical
Defect/Damage Records and Documents	Crack Maps, Crack Dimension Tables, Crack Growth Monitoring Logs	15/141 *	Crack Monitoring
	Request For Correction (RFC) Tracking Logs and Related Correspondence		Defect/Damage Resolution
Shop Drawings	Bridge Bearings	14/134	Bearings
	Electrical Components	14/134	Electrical
	Expansion Joints	14/134	Expansion Joints
	Mechanical Components	14/134	Mechanical
	Substructure Members/Components	14/134	Substructure
	Superstructure Members/Components	14/134	Superstructure
	High Mast Light Components	14/135	High Mast Lighting
	Miscellaneous	14/136	Miscellaneous
Overhead Sign/Traffic Signal Structure Members/Components		14/138	Overhead Sign/Traffic Signal Structure
Punch List Documents	Final Punch List, Explanation of how Punch List Items were Resolved	15/141 *	Punch List
Post-Tensioned (PT) Bridge Records	Stressing Record/Log, Grouting Record/Log, Casting Record/Log	15/141 *	PT Bridge Record

* New CDMS Document Type 141 – Other Structures Documents