



STRUCTURE INSPECTION QUALITY CONTROL

Wisconsin Department of Transportation
 DT2002 7/2020 s.84.17 Wis. Stats.

Date: 10/1/2020 Agency (Region/County): Packer County

WisDOT requires this form be updated and resubmitted to Bureau of Structures no later than January 15th of the year the program is due for a Quality Assurance Review. Additionally, this form shall be updated and resubmitted when there is a change of County Highway Commissioner or Program Manager. Each program is responsible to keep this document current.

Inspection Program Staff			Special Inspection and Review Credentials					
Name	Role(s)	Employer	Routine Team Lead	FC Team Lead	Dive Team Lead	Structural Reviewer	Inspector ID	Wisconsin PE #
Mark LaFleur	Hwy Commissioner	County	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Adam Rogers	Program Manager	County	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	8675	12345-6
Alex Jones	Inspector	County	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	3090	65432-6
Donnie Adams	Dive Inspector	ABC Consulting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	9000	
Jake Sternberger	Team Member	County	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Arthur Lazard	Load Rating Engineer	DEF Consulting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		90210-6
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

QUALITY CONTROL BEST PRACTICES: Entries should be based on a proposed plan for the upcoming inspection cycle. While every inspection does not need to be reviewed under a best practice, the program shall review enough inspections during a cycle to ascertain that consistent, high quality inspection reports are being submitted.

	Best Practices	Quantity	Notes
<input checked="" type="checkbox"/>	Collaborative Inspections	2 bridges	The first two inspections of the year we utilize this. Both TL's and the TM inspect the same bridge and compare results.
<input checked="" type="checkbox"/>	Quality Control Inspections	5 bridges	Our Local PM spends one day on inspections with both TL's to observe inspection methods and results.
<input checked="" type="checkbox"/>	Inspector Rotation	67 bridges	We rotate each routine inspection between our two routine TL's
<input type="checkbox"/>	Independent Entry		
<input checked="" type="checkbox"/>	Inspection Report Review	67 bridges	The PM reviews the final reports in HSI and signs off as the reviewer if everything checks out. Otherwise he sends it back to the TL for revisions.
<input type="checkbox"/>	Other:		
<input type="checkbox"/>	Other:		

INSPECTION MEETINGS/TRAINING: Briefly describe any actions the program partakes in regarding either the Bridge Program or the Structure Inspection Program.

The local PM meets a couple of times a year with the commissioner to go over inspection needs, access needs and repair/maintenance recommendations that come up. They also meet when critical findings are discovered.

The local PM and TL's meet prior to inspection season to go over schedule, access needs (including snooper requests from DOT), and equipment needs. They also discuss any new inspection requirements.

During the season, the team meets monthly to discuss inspection findings, progress, etc.

All DOT refresher trainings are attended, including any sponsored regional face to face workshops. NHI 2-week course will be taken in 2021 by our TM.

MAINTENANCE AND REPAIR ACTIONS: Describe the process for reviewing inspection recommendations related to both repairs and preventative maintenance actions. Define the process for relaying these actions to local owners (townships, villages, etc.). Describe the follow-up actions that occur with these owners. Finally, explain how the completed actions are documented.

TL's record maintenance and repair recommendations in the field based on their visual inspection. They enter these recommendations into the HSIS "Maintenance" tab along with several photos of the proposed work area.

The PM reviews the recommendations and comes to an agreement with the TL's on what work is required and prioritizes the work. The PM also separates out the county owned bridges from the local (town/muni) bridges and develops lists for each. After the lists are developed, the PM gives the list to the Commissioner for review.

For county bridges, the commissioner decides what work will be done by county forces, what work can be delayed, and what work will be contracted out. He then works with the PM to assign priorities. The PM updates HSIS with priority designations and work status of Rejected or Deferred depending on the decisions made by the Commissioner. If work requires a design by a PE, the PM will coordinate the design and plan development. Calculations and plans for this type of work will be forwarded to BOS for inclusion in the HSIS system.

For local (township) bridges, the commissioner writes a letter to each owner with both their inspection results and the needed repair/ maintenance work. In this letter, he requests a follow-up correspondence when the work is complete or if the local agency does not have sufficient funds to complete the work. This correspondence is kept on-file at the County shop. As notifications of completed work come in, the PM will update the data file as "work complete" on the HSIS maintenance tab.

If needed, the PM or TL will field verify work and update HSIS accordingly.

STRUCTURAL REVIEWS AND LOAD RATINGS: Detail the structural review and/or load rating processes, include the responsible staff for each step in the process. Describe how the work will be reviewed and documented in HSIS.

For structural reviews (SR) on inspections for all bridges (county and local), the inspection TL will make a preliminary determination of the severity of the defect requiring the SR and, in most cases, will use engineering judgment to make the call on the severity of the find. If the TL's unable to make the call in the field, the TL will contact the local PM the day of the finding, so the PM can determine if the load rating engineer needs to get involved.

If rating calculations are required, the PM (with permission from the commissioner) will instruct the consultant load rating engineer (LRE) to:

- If the rating is simple (overburden change, small section loss increases on girders, etc.), the LRE will contact the BOS load rating unit to see if they can perform the calculations. If so, BOS will perform the ratings and those results will be used by the PM to make the final determination for the structural review actions.
- If assistance is not available from BOS, the LRE will perform the calculations and work with the PM to complete the structural review.

For instances where repairs can be completed by county forces, those repairs will be completed in lieu of load rating calculations.

In all cases, the process will be documented in the HSI system under the Action tab. Calculations and correspondence will be uploaded as appropriate into the HSI system.

All structural reviews will be completed in the 60-day time frame; if the county feels that they cannot meet that deadline, we will request an extension from the BOS Statewide PM.

INVENTORY: Detail the number of structures in each of the inspection types, taking into consideration the frequency of each inspection. Enter N/A for any inspection type that does not apply.

Inspection Type	Frequency	# of Structures	Comments
Routine	12-Month or less	7	5 of these structures are load posted; 2 have NBI super <4
	24-Month	50	67 total structures in the county. County performs all inspections (including township).
	48-Month (Extended)	10	The structures that qualify for this receive an 'off-year' service inspection by county forces to check for maintenance needs.
Fracture Critical	12-Month or less	1	1 overhead truss (5 ton load posted)
	24-Month	2	1 overhead truss and 1 steel thru-girders
Underwater Dive	24-Month or less	n/a	
	60-Month	0	
	72-Month (Extended)	2	Only 2 bridges in the county require diving. Both are eligible for extended frequencies.
Underwater Profile	24-Month	15	15 bridges (including the 2 dive structures) qualify for on-going UW-Profiles.
In-Depth	72-Month	n/a	
Movable	12-Month or less	n/a	
	24-Month	n/a	
Scour POA	48-Month	5	These structures all have unknown foundations.
SI&A Field Review	48-Month	67	Review of SIA happens every 48 months.

Signature Block

Local agencies are required to be assessed at a level of Compliance or Substantial Compliance for each of the FHWA 23 metrics for the bridge inspection program to be considered in 'good standing'. Failure to assess at these levels for any of the 23 metrics will require the local agency to write a Plan of Corrective Action that must be approved by the Statewide Inspection Program Manager and Regional Program Manager to correct the deficiencies.

FHWA metrics link : <https://wisconsindot.gov/dtsdManuals/strct/inspection/nbip-metric-manual.pdf>

Regional PM's are authorized to extend inspection frequencies to eligible structures in the Highway Structures Information System. To be eligible for extended frequencies, the requesting agency must submit this completed form along with all bridges that are to be included in the extended frequency list. The agency must also be considered in good standing with the 23 FHWA Metrics to obtain/maintain eligibility for extended frequencies.

By signing below, I acknowledge that I've reviewed this document and agree to all the terms and conditions. I further agree that all the data provided is accurate to the best of my knowledge.

Highway Commissioner	<u>Mark LaFleur</u> Signature	<u>10/1/2020</u> Date
Local Program Manager	<u>Adam Rogers</u> Signature	<u>10/1/2020</u> Date
Regional Program Manager	<u>Mike Murphy</u> Signature	<u>10/4/2020</u> Date
Statewide Program Manager	<u>Ralph Goodell</u> Signature	<u>10/10/2020</u> Date