

Ancillary Structures

Ancillary structures include sign structures (S), signal monotubes (S), noise barriers (N), retaining walls (R), high mast lighting structures (L), and small bridges (C) (see below for more detailed definitions).

Design: These structures require a unique structure ID, similar to bridges. A unique structure ID can be acquired by submitting a Request for Structure Number Form to the Regional Ancillary PM. The Structure Number Request Forms can be found at the following address: <https://wisconsin.gov/Pages/doing-bus/eng-consultants/cnslt-rsrcs/strct/inv-forms-struct.aspx>

Construction: All pertinent documentation (structural inventory form, design computations, plans, as-builts, shop drawings, etc.) needs to be submitted to the Bureau of Structures (BOS) either by the e-submittal process or processes laid out in the standard specifications and/or special provisions. This documentation will be stored in the Highway Structures Information System (HSI). Inventory forms will need to be filled out by local program managers, or the designer of the project. Training/assistance is available from the Bureau of Structures on filling out these forms. Please see the back page of this document for contact information. These forms can be found at this address: <https://wisconsin.gov/Pages/doing-bus/eng-consultants/cnslt-rsrcs/strct/inv-forms.aspx>

Inspection: In addition, all sign, signal, or high mast lighting structures built for local agencies using one of our improvement projects will have an initial inspection under our master contract (charged to the construction improvement project ID) with the understanding that the local agency is responsible for in-service inspections and maintenance after the project is complete. Please coordinate with your Regional Ancillary PM to schedule inspections. Initial inspections shall be completed within 2-weeks of installation.

Sign/Signal Structures (S-xx-xxxx):

Definition: An overhead support structure used for the placement of highway directional signs, informational signs, and traffic signals with accompanying small traffic control signs. Signal monotubes include Type 9/10, Type 9/10 Special, and Type 12/13 structures.

Reminder: For new signal installations, the contractor shall submit the following applicable forms within 24 hours after installation. The forms need to be forwarded to the Regional Ancillary PM prior to initial inspection. For new sign and HML structure installations, the contractor is responsible for conducting the initial inspection using BOS certified inspectors. See Standard Spec 532.3.8.

DT2113 – Record – Rotational Capacity Test (if not provided by bolt supplier)
DT2321 – High Strength Steel Anchor Rod Installation Tensioning Record
DT2322 – Ancillary Structures Pre-Installation Verification Test of High Strength Bolts
Certificate of Completion **“Anchor Rods & Bolts for Ancillary Structures”** course

BOS Design/Construction Contact(s):	Steve Doocy (Signs)	608-261-6063
	Alex Crabtree (Signals)	608-266-3686

Noise barriers (N-xx-xxxx):

Definition: A structure constructed to alter the normal noise travel at a site.

BOS Design/Construction Contact(s):	Jon Resheske	608-266-8491
	Max Kulick	608 261-6108

Retaining Walls (R-xx-xxxx):

Definition: A structure used to provide lateral resistance for a mass of earth or other material to accommodate a transportation facility. Guidelines for retaining walls can be found in section 14 of the Wisconsin Bridge Manual.

BOS Design/Construction Contact(s):	James Luebke	608-266-5098
	Emily Kuehne	608-266-5089

High Mast Lighting (L-xx-xxxx):

Definition: A tall lighting structure used to increase visibility at night. Structure heights range from 100 to 150 ft, typically. Foundations are designed as part of the LET process and the poles are designed by the contractor.

BOS Design/Construction Contact(s): Steve Doocy 608-261-6063

Small Bridges (C-xx-xxxx):

Definition: A small bridge requires a unique structural design and has a clear opening of 20 foot or less measured along the centerline of roadway. In general, culvert pipes are not considered small bridges. (A more complete definition can be found in the attached memo).

BOS Design/Construction Contact(s): Danielle DeTennis 608-266-8689
Micah Brooks 608 266-5080

Other useful contact information:

NE Region	Shane McCarty – Ancillary PM	920-492-4152
NW Region	Lee Balsiger – Ancillary PM	715-225-2231
NC Region	Philip Saeger – Ancillary PM	715-697-3727
SE Region	Jason Zemke – Ancillary PM	262-548-8734
	Karen Martens (Signs)	262-548-6892
	Joyce Murphy (Signals)	262-548-5933
	Eric Perea (HML)	262-574-5422
SW Region	Hunter Waldschmidt – Ancillary PM (Madison)	608-243-5983
	Craig Fisher (La Crosse)	608-785-9946
Bureau of Structures	Jason Lahm – Supervisor – Inspection & Repair Unit	920-360-2374
	Steve Doocy – Statewide Ancillary Inspection PM	608-261-6063
	Ryan Bowers (HSI, Document Storage, Inventory Forms)	608-267-3577
	Kristen Revello (Fabrication & Shop Drawings)	608-266-5090
	Matt Coupar (Bridge Inspections)	608-266-5083
Bureau of Traffic Operations	Ahmet Demirbilek (Signals)	414 220-6801
	Matt Rauch (Signs)	608-246-5305
	Jay Hille (Signs)	608-243-5981