

**OFFICE OF**  
**STATE AID ROAD CONSTRUCTION**  
MISSISSIPPI DEPARTMENT OF TRANSPORTATION  
P. O. BOX 1850  
JACKSON, MISSISSIPPI 39215-1850

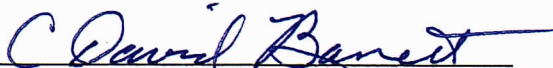
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State Aid Engineer  
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Fax (601) 359-7141  
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June 30, 2017

**MEMORANDUM**

TO: ALL COUNTY ENGINEERS

FROM:   
C. David Barrett, NBI Program Manager

SUBJECT: FY-2018 BRIDGE INSPECTION  
BR-NBIS (089) B (On & Off System)

Enclosed is the FY-2018 Program, Agreement and Project Order for the above referenced project. Please have the Program, Agreement and Project Order executed by the Board of Supervisors, County Engineer and attested to by the Chancery Clerk with a certified copy returned to State Aid as soon as possible.

It is vital that we try to get all Program Agreements signed in July so we can begin work by **August 1, 2017**.

Additionally, there is a login required for both the Practice and the Production sites of the InspectTech software. The accounts to the Production site are set to expire on **July 10, 2017**. If you have not already requested renewal of your account, please do so as soon as possible. Requests should be sent to Jim Maher at [jmaher@osarc.ms.gov](mailto:jmaher@osarc.ms.gov). If you do not have access to the practice site, you may also request access to it at the same time.

The Practice site will remain available indefinitely. It is for you to use to practice and become familiar with the system without worrying about messing up any data. You should note that the Practice site may run slower than the Production site. The data set that is on the Practice site is for practice only and should not be used for any other purpose.

Thank you for your prompt attention to this matter. If there are any questions, please call.

**PROGRAM, AGREEMENT AND PROJECT ORDER FOR INSPECTION OF  
DESIGNATED BRIDGES IN MADISON COUNTY, MISSISSIPPI  
FOR THE STATE FISCAL YEAR OF 2018**

Pursuant to the provisions of governing State and Federal Laws and Regulations, We, the Board of Supervisors of Madison County, Mississippi, hereinafter referred to as the Board, hereby order that the proposed project listed hereon constitute the Bridge Inspection Program for Madison County, subject to the approval of the State Aid Engineer and Concurrence by the Executive Director of the Mississippi Department of Transportation.

In support of this order, the Board certifies and agrees that:

1. All designated bridges affected by this project are on roads under local jurisdiction (County or City) and are to be inspected, inventoried and evaluated in accordance with the National Bridge Inspection Standards (23 CFR 650 C) hereinafter referred to as the NBIS.
2. Bridges requiring posting or closure based on this inspection and evaluation will be promptly posted or closed by the County or City (if applicable) in accordance with established standards and procedures.
3. The Board has employed a Registered Professional Engineer as County Engineer, who will provide such other qualified technical personnel to properly supervise and perform the required work in compliance with the rules and regulations of the NBIS and any additional instructions/guidance provided by the State Aid Engineer.
4. The County Engineer will provide at least one team leader, who meets the minimum qualifications stated in § 650.309 of the NBIS, at the bridge at all times during the inspection as in accordance with required § 650.313 of the NBIS.
5. The supervision of all phases of the inspection, inventory and evaluation will be the responsibility of the Board, acting through its County Engineer.
6. A bridge Scour POA (Plan of Action) will be prepared, or revised using the POA developed for scour critical bridges. All bridges identified as scour critical will be monitored in accordance with the appropriate POA and regulations set forth in Section 650.313 of the NBIS and the Bridge Inspection Manual prepared by the Office of State Aid Road Construction. The Board designates Dan Gaillet as its representative to monitor site conditions in response to an event that requires an inspection as set forth in the Scour POA for each scour critical structure. The representative's address and phone number is 3137 South Liberty Street

. If the conditions result in closure of the bridge, the representative shall take action to close the bridge in accordance with the bridge Scour POA. If a bridge has been closed or the Board chooses to cause an inspection to be made, a certified bridge inspection team will be required to perform the inspection. The representative will contact the County Engineer to request such an inspection. The cost of the inspection of a scour critical bridge following a bridge closure shall be the responsibility of the Board.

7. Bridges with Unknown Foundations that have been identified as High or Moderate Risk or those with a Scour rating (Item 113) of three (3) or less, and are not scheduled for this inspection cycle will have a Scour Monitoring Inspection updating the Scour / Waterway Appraisal form and the stream profile in the bridge system. A High Risk Scour POA will be completed for each bridge identified as high risk. A High Risk bridge will be monitored as a Scour Critical bridge following the guidelines in (6) above.
8. The County Engineer will maintain a bridge file on behalf of the County for each bridge in accordance with the regulations set forth in § 650.313 (d) of the NBIS. Bridge files shall remain the property of the Board.
9. The County Engineer will provide a Quality Control Manager (QC Manager) as set forth in the National Bridge Inspection Local System Manual, Section 16 Quality Control Program. The QC Manager shall meet or exceed the requirements of subsection 4.4 of the National Bridge Inspection Local System Manual.
10. The number of bridges selected for evaluation and a follow-up on-site inspection by the QC manager will be 5% of the county inventory or a minimum of 5 bridges.
11. Follow-up Inspections will be required for bridges with Critical Findings to ensure appropriate action has been taken to resolve any critical finding. Bridges that have been repaired will require a follow-up inspection to insure the quality of repair prior to re-opening the bridge to traffic.
12. All required data shall be entered into the State Aid/ InspectTech web-based Bridge Inspection System and approved by the County Engineer in a timely manner. Bridge data should input as soon as possible following the inspection.
13. All components of the bridge file will be made available to authorized representatives of State Aid and/or FHWA for inspection and review at all reasonable times in the General Offices of the County Engineer.

14. After final completion of the work and acceptance by the State Aid Engineer, the Board will be paid on the basis of the final quantities at the agreed unit prices specified below.

15. The inspection shall be completed on or before February 15, 2018.

Project Number: BR-NBIS(089)B, BRIS-45(89)

Road Designation: All Locally - Maintained Roads "ON" and "OFF" Federal-Aid Highways

Character of Work: Inspection, Inventory, and Evaluation of Designated Bridges

**ESTIMATED PROJECT COST:**


<b>Bridge Inspections</b>				
A.	46	Bridges	@ \$350.00 per bridge	\$ 16,100.00
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<b>QC Inspections</b>				
B.	5	Bridges	@ \$350.00 per bridge	\$ 1,750.00
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<b>Follow-Up Inspections</b>				
C.	9	Bridges	@ \$350.00 per bridge	\$ 3,150.00
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<b>Scour Monitoring Inspections</b>				
D.	24	Bridges	@ \$120.00 per bridge	\$ 2,880.00
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E.	Subtotal all Inspections			\$ 23,880.00
F.	Contingencies @ Approximately (4%)			\$ 960.00
G.	Total Estimated Cost:			\$ 24,840.00
H.	Federal Bridge Replacement Funds Requested (80%)			\$ 19,872.00
I.	Federal Off-System Bridge Credit Requested (20%)			\$ 4,968.00

16. Based upon the estimated quantities of work and agreed unit cost and in support of the herein listed program, we, the Board for Madison County desire to, and hereby adopt the following Order for Project Funds for Madison County Project Number: BRIS-45(89).

IT IS, THEREFORE, NOW ORDERED by this Board that the total Project Fund for BRIS-45(89) in the amount of \$ 24,840.00, be established by transferring \$ 4,968.00 from Madison County's Federal Off System Bridge Program Credit Fund to the Project Fund, to match \$ 19,872.00 of Bridge Replacement Funds now available for this project.

IN WITNESS WHEREFORE, The parties have hereunto affixed their signatures, the Board on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ and the State Aid Engineer on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

BOARD OF SUPERVISORS  
MADISON COUNTY

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President  
\_\_\_\_\_  
Member  
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Member  
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Member  
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County Engineer  
\_\_\_\_\_  
State Aid Engineer  
\_\_\_\_\_  
Executive Director, MDOT

STATE OF MISSISSIPPI  
COUNTY OF MADISON

This is to certify that the foregoing is a true and correct copy of an order passed by the Board of Supervisors of Madison County, Mississippi, entered into the minutes of the said Board of Supervisors', Minute Book No. \_\_\_\_\_, Page No. \_\_\_\_\_, same having been adopted at a meeting of said Board of Supervisors on the \_\_\_\_\_, day of \_\_\_\_\_, \_\_\_\_\_.

(SEAL)

\_\_\_\_\_  
Chancery Clerk  
Madison County, Mississippi