



# Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

June 20, 2019

## CIRCULAR LETTER 2019-13

### NBIP INSPECTION PROCEDURES – METRIC 14 – POST OR RESTRICT

COUNTY ENGINEERS / SUPERINTENDENTS OF HIGHWAYS  
MUNICIPAL ENGINEERS / DIRECTORS OF PUBLIC WORKS / MAYORS  
METROPOLITAN PLANNING ORGANIZATIONS – DIRECTORS  
TOWNSHIP HIGHWAY COMMISSIONERS  
CONSULTING ENGINEERS

The purpose of this Circular Letter is to provide information to Local Public Agencies in an effort to improve the State of Illinois compliance with the National Bridge Inspection Program (NBIP).

A recent FHWA review of the bridge inspection program in the State revealed deficiencies in our program that must be addressed.

To help the Department fulfill the requirements of the FHWA 23 Metrics of the National Bridge Inspection Program (NBIP), please review the attached June 7, 2019 NBI Subscription Service Announcement regarding the subject Metric 14 and incorporate those applicable to your agency's bridge inspection program as soon as possible. Note this circular letter does not change policy contained in Local Roads and Streets Manual Section 6.4-03.

References to the Structural Services Manual may be found at <http://www.idot.illinois.gov/Assets/uploads/files/Doing-Business/Manuals-Guides-&-Handbooks/Highways/Bridges/Inspection/Structural%20Services%20Manual.pdf>. Please also consider subscribing to the IDOT Bureau of Bridges and Structures' NBI Subscription Service at [subscribe-dot-nbi@lists.illinois.gov](mailto:subscribe-dot-nbi@lists.illinois.gov).

Questions regarding this circular letter may be directed to the Bridge Management and Inspection Unit by telephone at (217) 785-4537 or by email at [DOT.BBS.BridgeMgmt@illinois.gov](mailto:DOT.BBS.BridgeMgmt@illinois.gov).

Sincerely,

Handwritten signature of Stephane B. Seck-Birhame in blue ink.

Stephane B. Seck-Birhame, P.E., PTOE  
Acting Engineer of Local Roads and Streets

Handwritten signature of D. Carl Puzey in blue ink.

D. Carl Puzey, P.E., S.E.  
Engineer of Bridges and Structures

JK/

cc: Dan Brydl, FHWA - Illinois Division  
Mike Pedigo, Illinois Association of County Engineers  
Jeff Scott, Illinois Municipal League  
Bryan Smith, Township Officials of Illinois  
Charlie Montgomery, Township Highway Commissioners of Illinois

**From:** [Bridge Management Unit](#)  
**To:** [DOT.BBS.BridgeMgmt](#)  
**Subject:** [External] National Bridge Inspection Program (NBIP) Metric 14: Inspection Procedures – Post or Restrict  
**Date:** Friday, June 07, 2019 11:09:29 AM

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This is being sent to all subscribers of the IDOT Bureau of Bridges and Structures' NBI Subscription Service. An archive of Subscription Service Announcements is available by [clicking here](#).

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June 7, 2019

### **NBI Subscription Service Announcement 20190607**

#### **National Bridge Inspection Program (NBIP) Metric 14: Inspection Procedures – Post or Restrict**

The purpose of this NBI Subscription Service Announcement is to provide information to NBIS Program Managers, NBIS Team Leaders and others involved in the bridge inspection program of policy clarifications related to the expectations of installing load posting signs or closing bridges. This is necessitated in part by the FHWA Memorandum *Timeframe for Installing Load Posting Signs* dated April 17, 2019 and the Bureau of Bridges and Structures ongoing effort to improve the State of Illinois compliance with the NBIP.

#### **A recent FHWA review of the bridge inspection program in the State, more specifically NBIP Metric 14, revealed deficiencies in our program that must be addressed.**

To help the Department fulfill the requirements of the FHWA 23 Metrics of the NBIP, the 2019 update of the *Structural Services Manual (SSM)* Chapter 3 will include a new section titled 'Bridge Closure and Allowable Weight Limit Posting'. The new section is provided below. Failure to post or close structures in accordance with this policy puts the safety of the travelling public at risk, and also may result in FHWA-required Improvement Plans and/or Plans of Corrective Action.

This NBI Subscription Service Announcement is being utilized to provide notification to all affected parties.

#### ***3.X.X Bridge Closure and Allowable Weight Limit Posting***

When a structure cannot carry legal loads as defined in the Illinois Compiled Statutes, IDOT is required to ensure suitable signs are erected and maintained to inform the public of the maximum allowable weight limit. The agency having jurisdiction over the roadway is responsible for the posting of signs, regardless of structure ownership or

maintenance responsibility.

Upon notification from the Structural Ratings and Permits Unit or the Local Bridge Unit of a required load posting, the agency having jurisdiction over the roadway shall erect signs as soon as possible to ensure the safety of the travelling public as well as the integrity of the structure, but no later than thirty (30) days after receiving notification. Upon notification to the agency having jurisdiction over the roadway, the Structural Ratings and Permits Unit or the Local Bridge Unit will add a new Bridge Status, Item 41, entry to the Illinois Structure Information System (ISIS) with a status code of 4 – Open, posting/closure required but not legally implemented.

The load posting signs must match the load posting requirements determined by the Bureau of Bridges and Structures. Posting at a lower or higher level is not permitted. Likewise, a single posting level is not permitted when a combination posting level is required. The Structural Ratings and Permits Unit or the Local Bridge Unit should be contacted for re-evaluation if a combination posting level is required but the agency having jurisdiction over the roadway believes a single posting level would be more appropriate for the structure location.

When a structure requires closure, the agency having jurisdiction over the roadway should immediately erect barricades that will prohibit traffic access to the structure in order to ensure the safety of the travelling public. The barricades are to remain in place until permanent closure measures can be installed.

In either case, the Bridge Status should be updated as soon as possible in the ISIS using the date the operational status of the structure changed from ‘required but not legally implemented’ to ‘load posted or closed’.

The Bridge Management Group will monitor the elapsed time between the change in operational status from ‘required but not legally implemented’ to ‘load posted or closed’. If these timeframes are routinely exceeded, further actions may result.

Questions regarding this NBI Subscription Service Announcement are to be directed to the Bridge Management and Inspection Unit by telephone at 217/785-4537 or by email at [DOT.BBS.BridgeMgmt@illinois.gov](mailto:DOT.BBS.BridgeMgmt@illinois.gov).

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Some useful inspection resources are:

Section 3 of the Bureau of Bridges and Structures Structural Services Manual contains information valuable for performing bridge inspections in Illinois. The manual is available by [clicking here](#).

Additional resources for the many functions of the Bridge Office can be found at the Bridges

and Structures tab found by [clicking here](#)

Refresher Training is required every 5 years. [Click Here for class information.](#) Inspector qualification and information is available by [clicking here](#).

Bridge inventory and inspection information is available in a web-based interface at [Bridge Information Website](#)

A SIMSCounty file is available for each county in Illinois. This database can be used to review inspection and inventory data and produce inspection reports.

SIMSLink may be used to create customized queries, forms and reports using linked data from a SIMSCounty file.

SIMSCounty and SIMSLink files can be found by [Clicking Here](#). These data files contain bridge inventory and bridge inspection data for structures over 20 feet face to face of abutments on roads maintained by public agencies.

National Bridge Inspection Standards of the Federal Highway Administration are available by [Clicking Here](#).

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