



Wisconsin Department of Transportation

Tony Evers
Governor

Craig Thompson
Secretary-Designee

Division of Transportation System Development
Bureau of Structures
4822 Madison Yards Way
Madison, WI 53707-7916
Phone: 608-266-8195

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TO: WisDOT Certified Bridge Inspectors and Program Managers

FROM: Richard Marz, P.E.
Chief Structures Maintenance Engineer
Bureau of Structures

SUBJECT: Technical Memorandum
Inspection and Documentation of Load Posted Bridge Structures

IMPLEMENTATION: This memorandum applies to all bridges in the State and is effective immediately.
(This policy clarifies but does not replace the Wisconsin Structures Inspection Manual requirements)

GUIDELINES:

This memorandum describes the requirements for inspection and documentation of load posted bridges in Wisconsin. Please note that there is no longer a Load Posted inspection type; Routine inspections (set at risk-based frequencies shown below) supplant this inspection type.

For all state and local owned bridges, the following shall be required:

1) Routine Inspections

- a. For structures that:
 - are posted at less than 40 tons (**excluding emergency vehicles**), or
 - have a National Bridge Inventory (NBI) file value for Superstructure (Item 59), Substructure (Item 60), or Culvert (Item 62) of 4 or less

These structures **shall have a Routine inspection frequency of 12 months.**

For structures that have rigorous routine inspection procedures and requirements, the owner may request that only a partial inspection be completed on the element(s) contributing to the NBI poor condition rating of 4 or less. Approval from the Statewide Inspection Program Manager must be granted 2 months or more in advance of the inspection including the reason for exemption and inspection procedure for the partial inspection. Inspections meeting this criterion must be entered in the Highway Structures Information system as a Routine inspection with only the inspected elements checked and inspection procedures for the partial inspection including BOS

approval date. A full Routine inspection for each element must occur in a 24-month timeframe.

- b. For structures posted at 40 tons or greater, they shall **have a Routine inspection performed every 24 months**, though a more frequent cycle can be set by the Regional or Local Inspection Program Manager.

2) **Load Posting Signs** – Load posting signs must follow the Wisconsin Manual on Uniform Traffic Control Devices and shall be installed no later than 30-days after the owner is notified of the need for the posting change.

3) **Load Posting Verification Activity** – For structures that have a load posting at any level, form DT2122 – Bridge Load Posting Field Verification must be on record in the Highway Structures Information System (HSI) and must display the current signage.

A new form is required when (1) a form is not on file or (2) the load posting has changed.

This form shall be submitted immediately after sign installation, or it can be submitted during the Routine inspection if the inspector observes a change in posting that was not previously documented. Attach photos of each sign, including advanced signs if applicable. There are no inspector qualifications required to fill out this form, and it is recommended that photos be taken at time of installation, so an additional field visit is not necessary. For load posting removals, submittal of the form is not required, however the Load Rating Unit shall be notified via email of the date the postings were removed.

The form shall be uploaded directly into HSI (by checking the *Load Posting Verification Activity*) and a notification is automatically sent to the Load Rating Unit.

Refer to the [December 2018 Structures Inspection Technical Bulletin](#) for additional guidance on entering Load Posting Verifications and updating Assessment 9034.

QUESTIONS:

For information on the technical contents of this memorandum, please contact Rick Marz at (608)-266-8195.