|  |  |
| --- | --- |
|  | **BIGD Attachment 2.4**  DEC2024, V1  Page 1 of 1 |

XX/XX/XXXX

TO: City/Town/County/Municipality Maintenance or Highway Department

Mailing Address

City/Town, SC Zip Code

*Attn: Highway Superintendent*

BRIDGE OWNER EMAIL ADDRESS: *email@email.email*

SUBJECT: **NATIONAL BRIDGE INSPECTION STANDARDS (NBIS) -**

**Non-SCDOT Owned Bridge Critical Finding Memorandum, Action Required**

City/Town/County/Municipality, South Carolina

FACILITY CARRIED/FEATURE INTERSECTED

LOCAL ROAD NAME/REFERENCE POINT

Asset ID Number: XXXXX

Dear [Mr./Mrs. Name]:

As part of the South Carolina Bridge Inspection Program, SCDOT Bridge Maintenance performs the inspection and load ratings of all county or municipality-owned bridges that have a clear span of 20 feet or greater in accordance with NBIS. These bridges are scheduled to be inspected every two years unless a shorter duration is recommended.

Attached is the: Critical Findings Form Bridge Inspection Report (if not provided, when it will be provided: \_\_\_\_\_\_\_\_\_\_\_\_\_) for the county or municipality-owned bridge(s) identified in the subject of this letter.

The Critical Findings Form shall be completed and returned to SCDOT. The bridge inspection was performed on \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The date of Critical Findings Notification is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. This date appears on the Critical Findings Form. SCDOT expects that the action taken by the City/Town/County/Municipality is immediate.

South Carolina is federally required to apply the NBIS to all structures defined as highway bridges located on all public roads. Bridge inspection requirements are codified into federal law by *23 CFR 650*. While the SCDOT performs inspections on all public bridges; the repair, rehabilitation or reconstruction of any bridges is the owner/custodian’s responsibility.

The SCDOT Bridge Maintenance Office (BMO) in Columbia shall notify the South Carolina Division of Federal Highway Administration of all Critical Findings found on public bridges in the state. The recommended timeframe for resolution of items is 30 days; FHWA requires action within 90 days. If necessary, temporary remediation of critical findings should be implemented immediately and may include full closure, partial closure, weight restriction, temporary shoring, etc.

The Critical Findings Form (Attachment 5.5) can be returned via mail or email to the District Bridge Engineer (DBE). Questions regarding the bridge inspection may be directed to the DBE.

DBE Contact: *(District Number) DBE Name <DBE Email Address>*

SCDOT is pleased to assist you in this matter of bridge safety to protect the citizens of South Carolina.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*First Name Last Name*

cc: DBE, DBIS, SCDOT BMO, Bridge File Position (DBE, etc.)

