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|  | **BIGD Attachment 2.2**  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) -**

**BRIDGE INSPECTION REPORT FOR Non-SCDOT OWNED BRIDGE**

**(REPAIR RECOMMENDATIONS INCLUDED)**

City/Town/County/Municipality, South Carolina

ROUTE CARRIED/FEATURE CROSSED

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/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.

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 public bridges; the repair, rehabilitation or reconstruction of any bridges is the owner’s responsibility.

For your records, attached is the SCDOT Bridge Inspection Report for the county/municipality-owned bridges identified in the subject of this letter. The bridge inspection was performed on \_\_\_\_\_\_\_\_\_\_\_\_.

Per the Bridge Inspection Guidance Document (BIGD), repair recommendations shall be sent to the bridge owner. Attached to this letter is the Highway Maintenance Management System Bridge Deficiency Report. See Chapter 8 of the BIGD for all requirements; action is required on A Flags within 30 days, B Flags within 90 days and C Flags within 365 days. Any maintenance performed by SCDOT is marked on the HMMS Report. A summary of recommendations is included here:

*Include description of repairs. Explain the issues and importance. In some instances, discuss that failure to perform maintenance repairs may lead to larger maintenance needs, bridge posting, bridge closure and eventual replacement.*

Questions regarding the bridge inspection may be directed to the District Bridge Engineer (DBE). You shall acknowledge receipt of this letter by emailing the DBE.

DBE Contact: (District Number) DBE Name <DBE Email [Address>](mailto:email@scdot.org)

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

Sincerely,

cc: DBIS, SCDOT BMO, Bridge File

First Name Last Name

Position (DME, DBIS, etc.)

