Help document for the structure number request

Purpose: This document is for all bridges and culverts including utility vaults that are built under a roadway.

Top Box

This request is for: proposed year built: We require an estimated year of construction if unknown give a good faith estimate.

Requester's information

Name(s): We require the name of the person filling this form out; if someone else other that the Person of Authority from the firm or the internal NJDOT unit to have their name on this document in the form of "(person filling the form) for (person of authority at the firm ie consultant project manager)."

Firm or Unit: For internal within DOT, what unit (ie bridge design or roadway design etc). For external, what is the name of the firm the person works for.

Email: This is the person(s) <u>business</u> email

Phone Number: This is the <u>business</u> phone number of the individual(s) filling the form out

State Project Information

State Contact Name: This is the state project manager who is handling the project. If it is in structural eval this is the project engineer handling the inspection project.

Bureau or unit: This is typically structural evaluation or Project management group A through E.

Email: This is the State Contact's <u>Business</u> email

Project title: This is the project's title in the project management system or the inspection project where the structure was found

Design consultant: We need information on who is designing or designed the bridge, If unknown leave blank. If it is a design build where the contractor was procured first put the contractor's name.

Bridge location information:

Structure type and description: As far as physical elements of the bridge we would want to know: what is the type of structure. As far as where the bridge is we would like to know: what is going over the bridge, what is going under it, and what is the bridge connecting.

Structure length: The structure length is from the plans and it is from beginning station to ending station as defined on the plans. If this information is unavailable give a good faith estimate.

Carries Mainline, Ramp or both or neither: Is this bridge on just a mainline of the road or is it carrying a ramp. If a bridge has the mainline separated from the ramp it is carrying both. If the ramp is next to the mainline and able to be crossed over back and forth (only a painted line is separating it) it is just mainline.

County: What is the primary county of the project, if it is bi/tri county list the first county alphabetically?

Town: If this a bi town structure list the lowest town alphabetically unless it is a bi county structure then list the corresponding town to that county that is listed in the previous block.

First route on bridge; Route: What is the route number according to the SLD. Note if multiple roads are being carried follow a convention from the lowest interstate on to US routes and finally to the highest NJ route. If it is a county road use the county number followed by local name ie. (CR514 Amwell Road). Use local road name if it is local road ie. (Main street, Elm street)

First route on bridge: Mile Post: what is the milepost according to the SLD.

First route under bridge; Route: What is the route number according to the SLD. Note if multiple roads are under follow a convention from lowest classification to the highest. Then follow the rules. Interstate to US routes and finally to the highest NJ route. If it is a county or local road name it. If this is a bridge over a waterway name the waterway. If this is a railroad name the railroad.

First route under the bridge; MP: what is the milepost according to the SLD. If this is a railroad then use the appropriate railroad inventory tables to approximate from existing benchmarks on those tables.

For existing structures; latitude and longitude: If available use bridge inspection reports, if not use Google Earth to get this

For existing structures; Number of structure being replaced: What is the previous structure number here. Also if demolished and not replaced or filled in give the structure number.

Location Map:

Insert a Key Map here if legible, if not get a legible map that will designate the locations of the bridges.