

Approved:

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Department of Transportation

OPERATION OF THE STATEWIDE DETOUR BRIDGING PROGRAM

PURPOSE:

To ensure proper operation of the statewide detour bridging program by establishing uniform procedures for inventorying, scheduling, issuing and crediting, storing, and maintaining the Department owned detour bridging.

AUTHORITY:

Sections 20.23(3)(a), and 334.048(3), Florida Statutes (F.S.)

REFERENCE:

- Section 335.15, F.S.
- Standard Specifications for Road and Bridge Construction, Article 102-6 Detours
- Construction Project and Administration Manual, Section 10.11.7 Temporary Bridge
- Acquisition, Erection Verification, and Maintenance Monitoring, Procedure 700-000-000
- Acrow Panel Bridging Technical Handbook

SCOPE:

The principal offices affected by this procedure are the Office of Maintenance, District Maintenance Offices, Operation Centers, Maintenance Yards, Office of Construction, District Construction Offices, Construction Residencies, and District Design Offices.

1. GENERAL

- 1.1** The Department owns detour bridging which can be utilized for bridge repair, rehabilitation, or replacement projects where stage construction is not feasible. Currently, the Department owns 24 feet, 36 feet, and 42 feet wide temporary

detour bridging which is stored at the State Aluminum Structures Shop located in Oviedo, FL.

- 1.2 The state-furnished detour bridging can accommodate bridge replacement projects and state maintenance operations under both emergency and non-emergency conditions.
- 1.3 Should the quantity and time be available, the detour bridging can be utilized to assist local government bridge programs. A loan agreement between the local government and the Department shall be drawn up in counterpart and signed by representatives from both the local government and the Department. Any requests from a local government to use detour bridging shall be forwarded to the State Bridge Maintenance and Repair Engineer (SBMRE) in the Office of Maintenance (OOM). The OOM will coordinate with the Office of General Counsel to prepare the loan agreement.

2. INVENTORYING

- 2.1 The SBMRE shall create and update an accurate inventory of all detour bridge components indicating components stored ready for deployment, stored being repaired, and deployed.
- 2.2 The Department shall maintain at least 3,000 feet of 24 feet wide detour bridging that is ready for deployment at any given time.

3. SCHEDULING

- 3.1 The SBMRE shall create and update a detour bridge schedule based on the detour bridge needs identified by each district and the current inventory of bridging components. The SBMRE shall update the schedule at least annually. In January of each year, the SBMRE shall request and receive from each District Design Engineer a list of the district's detour bridging needs for the upcoming fiscal year.
- 3.2 The District Design Engineer shall notify the SBMRE in writing about schedule, quantity changes, or additional projects that may come up with detour bridge needs during the fiscal year so that the detour bridge schedule can be revised accordingly. The OOM shall notify the District Construction Engineers of schedule changes as they occur.
- 3.3 If the existing detour bridging inventory is inadequate, the SBMRE shall quantify the issue and attempt to resolve it through scheduling changes which must be approved by the affected District Director of Transportation Development. If an acceptable schedule change cannot be identified, the SBMRE shall present

available options to the Director, OOM. The Director, OOM shall discuss the issue with the affected districts to resolve the issue.

4. ISSUING AND CREDITING

- 4.1 Standard Specifications for Road and Bridge Construction, Article 102-6 outlines the contract requirements for the use of the Department's detour bridging by a Contractor.
- 4.2 The District Construction Office shall provide the name, telephone number, and office address of the Project Administrator (PA) responsible for administering the contract which requires the use of detour bridging and the proper charge account number to the State Aluminum Structures Shop (SASS) Supervisor. The PA shall provide the approved material list, pickup date, name and telephone number of the Contractor, and name of the individual authorized by the Contractor to pick up and return the detour bridging to the SASS Supervisor so that the issuance of detour bridging components can be properly coordinated and prepared. All information shall be provided at least ten calendar days prior to the proposed pickup date. The SASS Supervisor is not obligated to issue detour bridge components to the Contractor if all information is not provided at least ten calendar days prior to the proposed pick up date.
- 4.3 All correspondence regarding the use of the Department's detour bridging by a Contractor shall proceed through the District Construction Office, PA, or designee.
- 4.4 The SASS Supervisor shall provide training on the proper packaging, loading, unloading, assembly, disassembly, and maintenance of detour bridging. The SASS Supervisor is not obligated to issue detour bridging components to any company or entity without representatives who have attended this training.
- 4.5 The SASS Supervisor shall provide equipment and an operator to assist with the loading and unloading of the detour bridge components at the SASS.
- 4.6 During the pickup operation, the SASS Supervisor shall record all components issued to the Contractor on **Form No. 850-015-06 Temporary Bridging Issue Ticket**. The form shall be filled out in triplicate; one copy for the Contractor, one copy for the PA, and one copy for the SASS Supervisor. All copies shall have the name of the Department's representative and the contractor's authorized representative receiving the bridging. The SASS Supervisor is not obligated to release detour bridging components to the Contractor if the Contractor's authorized representative is not present during the pickup operation.
- 4.7 Upon completion of the pickup of components, the SASS Supervisor shall forward a copy of **Form No. 850-015-06 Temporary Bridging Issue Ticket** to the SBMRE. The SBMRE shall update and monitor the current inventory of

- detour bridge components and detour bridge schedule. The SBMRE shall send the PA the actual pickup date and anticipated return date based on the detour bridge schedule.
- 4.8 After completion of detour bridge assembly and before opening to traffic, the PA or designee shall verify the detour bridge is constructed in compliance with the design plans and the **Acrow Panel Bridging Technical Handbook**. A representative from the OOM shall perform a review of the assembled detour bridge prior to opening to traffic. The PA shall notify the SBMRE or SASS Supervisor of the anticipated opening to traffic date at least 30 calendar days prior to opening to traffic.
 - 4.9 The PA shall monitor the construction progress and notify the SASS Supervisor and the SBMRE as soon as possible of any change in the scheduled detour bridging return date so that appropriate adjustments may be made to the detour bridge schedule.
 - 4.10 Upon project completion, the PA shall notify the SASS Supervisor in writing at least ten calendar days prior to the proposed return date. The SASS Supervisor is not obligated to unload components if written notice is not provided at least ten calendar days prior to the return date.
 - 4.11 The PA shall ensure that all detour bridging components are bound together in accordance with instructions given by the SASS Supervisor prior to return to the SASS. Any components which are not packed in compliance with the instructions may not be received by the SASS Supervisor. The Contractor is responsible for correcting any noncompliance.
 - 4.12 During the return of the detour bridging components, the SASS Supervisor and Contractor's authorized individual shall inventory each component and initially evaluate the condition of each component. The inventory and any missing or damaged components shall be recorded on **Form No. 850-015-06 Temporary Bridging Credit Ticket**.
 - 4.13 Within two weeks following the return of the detour bridging components, the SASS Supervisor shall evaluate the condition of the detour bridging components. The SASS Supervisor shall prepare the summary on **Form No. 850-015-06 Temporary Bridging Summary Sheet** with detail information about missing or damaged detour bridging components. The SASS Supervisor shall determine an estimated cost to repair or replace the damaged detour bridging components. The SASS Supervisor shall provide the summary sheet and estimated costs to the SBMRE and PA. The SBMRE shall assist the PA as needed in the disposition of the damaged detour bridging components in accordance with the contract.

- 4.14** The District Maintenance Engineer shall notify the SBMRE of any request to use detour bridging components for state maintenance operations. The request shall include the detour bridge total length, maximum span length, location of installation, and the estimated time the detour bridging will be in use. Based on the detour bridge schedule and existing inventory, the SBMRE shall respond to the request in a timely manner and coordinate the issuing and crediting process between the District Maintenance Office and the SASS Supervisor.
- 4.15** The SASS Supervisor shall coordinate the pickup of the Department's scabblar machine by the Contractor's authorized individual upon notification from the PA.

5. STORING

- 5.1** The SASS Supervisor shall designate areas for the storage of the detour bridging components at the SASS after taking into consideration drainage of rainwater, dimension of the components, space for future expansion, and driveway flow from entrance to exit so that the components can be stocked and transported appropriately.
- 5.2** The SASS Supervisor shall arrange the components systematically for efficient and timely pickup and return.
- 5.3** The SASS Supervisor shall store detour bridge components in a manner which minimizes electrolytic corrosion through water retention on the components. Some methods include:
- Providing timber dunnage to keep the components clear of the ground which also allows access by lifting equipment.
 - Stacking panels vertically rather than horizontally.
 - Separating components stacked on top of one another by using timber dunnage which makes handling easier, minimizes damage to protective coatings, and allows standing water to evaporate more easily.
- 5.4** The SASS Supervisor shall ensure an adequate supply of bolts, nuts, and washers for installations needing additional parts.
- 5.5** In an effort to preserve the Department's assets, the SASS Supervisor shall provide necessary precautions to prevent damage and theft of detour bridging components by fencing off the stock area and limiting access.

6. MAINTAINING

The SASS Supervisor shall inspect the detour bridging components on an annual basis. Damage shall be noted and promptly repaired. All rusted components shall be

scheduled for repainting to prevent further deterioration and prolong the service life of components.

7. TRAINING

Completion of training on the proper packaging, loading, unloading, assembly, disassembly, and maintenance of detour bridging provided by the State Aluminum Structures Shop is required by representatives of companies or entities using the Department's detour bridging.

8. FORMS

The following forms are available in the Department's Forms Library.

850-015-06

Acrow Panel Bridge