

Appendix D: Quality Assurance Questionnaire (To be completed by District/Consultant)

Date	Inspection Agency Under Review	District/County
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QUALIFICATIONS

Please refer to Section XX of the INDOT Bridge Inspection Manual for personnel qualification requirements.

Quality Control Officer - Person in charge of inspection program

Name: _____

Team Leader No: _____

Registered Professional Engineer: Yes No Complex Bridge Certified: Yes No

Inspection Team Leaders - Personnel that sign the inspection reports

Name: _____

Team Leader No: _____

Registered Professional Engineer: Yes No Complex Bridge Certified: Yes No

Name: _____

Team Leader No: _____

Registered Professional Engineer: Yes No Complex Bridge Certified: Yes No

Name: _____

Team Leader No: _____

Registered Professional Engineer: Yes No Complex Bridge Certified: Yes No

Inspection Team Members - Personnel that assisted Team Leaders with Field Inspections and do not sign inspection reports.

Name: _____

On INDOT's Team Member List: Yes No

Registered Professional Engineer: Yes No

Experience: _____

Training: _____

Name: _____

On INDOT's Team Member List: Yes No

Registered Professional Engineer: Yes No

Experience: _____

Training: _____

Name: _____

On INDOT's Team Member List: Yes No

Registered Professional Engineer: Yes No

Experience: _____

Training: _____

RECORD KEEPING

The AASHTO *Manual for Condition Evaluation of Bridges* states, "Bridge owners should maintain a complete, accurate and current record of each bridge under their jurisdiction. Complete information, in good usable form, is vital to the effective management of bridges. Furthermore, such information provides a record which may be important in legal action."

Bridge File - The bridge file describes all bridges under the jurisdiction of the Program Manager. This file should contain all cumulative information about each individual bridge.

Location of Bridge File: _____

File Accessible to Users: Yes No

Length of Time Information is kept in the File: _____

Comments: _____

Planning and Scheduling

Number of Bridges the Team Leaders are Responsible to Inspect (per Team Leader): _____

Number of Inspections Performed in the Past Calendar Year (per Team Leader): _____

Load Posted / Closed Bridges

Number of Bridges Posted or Closed: _____

Computations or summary on file for all bridges (provide number): ____ Yes ____ No

Comments: _____

Routine Inspections

Inspections Performed within the recommended frequency (provide number): ____ Yes ____ No

Comments: _____

Special Detail Inspections

Number of Redundant Bridges with Unique Features that May Require an In-Depth Inspection

- | | |
|--|--|
| <input type="checkbox"/> Post-Tensioned | <input type="checkbox"/> Actively Tipping Substructure |
| <input type="checkbox"/> Cantilevered Bearings | <input type="checkbox"/> Concrete Box Structures |
| <input type="checkbox"/> Pin and Hangers | <input type="checkbox"/> Hinge Connections |
| <input type="checkbox"/> Pin and Eyebar Connections | <input type="checkbox"/> Steel Box Girders |
| <input type="checkbox"/> Steel Pier Cap | <input type="checkbox"/> Timber Covered Bridge |
| <input type="checkbox"/> Curved Steel Girders or Beams | <input type="checkbox"/> Cable Stayed Bridges |
| <input type="checkbox"/> Major River Crossing | <input type="checkbox"/> Movable Bridges |
| <input type="checkbox"/> Suspension Bridges | <input type="checkbox"/> Railroad Flat Car |
| <input type="checkbox"/> Other | |

Fracture Critical Inspections

Number of Fracture Critical Bridges: _____

Underwater Inspections

List Number of Bridges that are over Waterway: _____

List Number of Bridges that are Scour Critical: _____

Number of Bridges: _____

List Number of Bridges Requiring

- | | |
|--|------------------------------------|
| <input type="checkbox"/> Underwater Inspection | <input type="checkbox"/> Frequency |
| <input type="checkbox"/> Underwater Inspection | <input type="checkbox"/> Frequency |
| <input type="checkbox"/> Underwater Inspection | <input type="checkbox"/> Frequency |

Scour Critical Bridges

Number of Bridges: _____

Written Monitoring Action Plan for Each Bridge is Developed and on File (provide number): Yes No

Comments: _____

Unknown Foundations

Review steps taken to eliminate unknown foundation – See FHWA Memo:

SPECIAL INSPECTIONS

Interim Inspections

List of Bridges that Currently Require Interim Inspections: _____

No. of Bridges that Currently Require Interim Inspections for Structural Condition: _____

No. of Bridges that Currently Require Interim Inspections for Hydraulic Condition/Scour Critical: _____

No. of Bridges that Currently Require Interim Inspections for Other Reasons: _____

Movable Structure Inspections

Number of Movable Bridges: _____

Bridge No.	Inspection Frequency
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Coordination with Bridge Owner

The bridge file describes all bridges under the jurisdiction of the Program Manager. This file should contain all cumulative information about each individual bridge.

List Inspector's Contacts for Emergency Closures or Repairs: _____

List Who has Authority to Close a Bridge Under an Emergency: _____

List Who has Authority within the District/County to Open a Bridge: _____

(Team Leader's Signature)

(Date)