

## **Attachment 2024-1.0: Hands-on Inspections of Bridges with Impact Damage**

This directive has been published to advise consultants of the requirement to perform hands-on inspection of bridge superstructure or substructure elements exhibiting new or existing impact damage.

1. When new or undocumented damage is observed:

The Consultant shall notify the Authority's Liaison Engineer and the Bridge Inspection Program Technical Manager (BIPTM) whenever a new location of impact damage is detected, via an email with photos. Upon confirmation of the new deficiency, the Consultant shall schedule the appropriate MPT to perform a hands-on inspection of the damaged areas. Detailed inspection findings shall be documented in a Damage Inspection Type Report using the Authority's AssetWise (AWI) software. The Consultant shall attach supporting photos/sketches to the report. A summary of the findings shall also be included in the biennial (NBIS) inspection report.

2. When previously documented damage is observed:

The Consultant shall perform an in-office review of prior inspection reports (NBIS and Damage) to determine if a hands-on inspection was performed. If it is found that a hands-on inspection was not performed, the Consultant shall perform a hands-on inspection of the damaged areas and document any changes since the last inspection in the biennial (NBIS) inspection report. The Consultant shall include updated sketches and photographs in the report.

If the bridge has been damaged to the extent that has resulted in a critical finding, requiring emergency repairs or partial / full roadway closures, the Consultant shall immediately notify the Authority. The procedure to issue Category A report is available on the Authority's website at <https://www.njta.com/inspecttech/bridge-inspection-program-notifications> under No. 2019-2.0 Category A Procedure Changes.