ROUTINE WALKTHROUGH

The guidance in the following document has been developed to explain where certain notes and pictures are to be placed in the InspectX report.

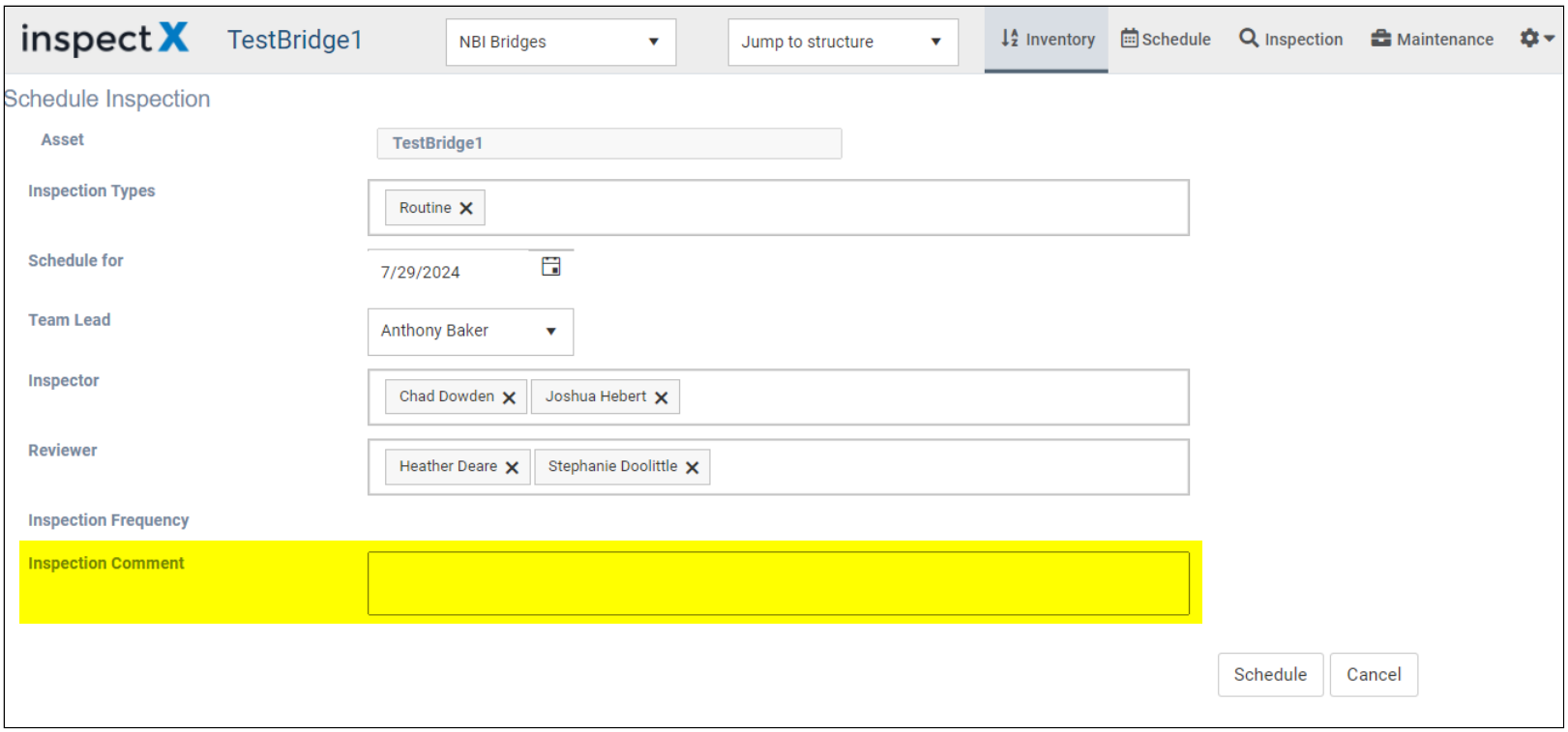
A routine inspection has been used as the primary report type depicted herein, but pertinent information is also included for NSTM inspections as well.

For the first Routine inspection post 1/1/2025, see the Coding and Field Guide and/or the 48-Month Checklist for which fields can and cannot be left blank.

These forms may look different in InspectX until April 2025. Once all 2024 reports have been approved, the SNBI forms will go live.

Rev. 0 12/20/2024

Scheduling the Inspection:



NEW

SNBI now requires a scope of inspection description for any inspection *other than a full routine*.
We will use the Inspection Comment box when scheduling an inspection to collect this information.

The following report types require this field to be filled out:

A Routine/NSTM Inspection:

Example: "This routine /NSTM Inspection completed a full routine inspection and a hands-on inspection of the following NSTMs: XX"

A Special (In Lieu of Routine) Inspection:

Example: "A special inspection limited to XX deficiencies was conducted in lieu of a routine."

A Special (Non-recurring) Inspection:

Example: "This Special Inspection documented the following recently completed repairs: XX"

An Interim Inspection (for a bridge closure):

Example: "This was a 6 month Interim Inspection to document bridge closure."

An Interim Inspection (for bridge condition rating < 2):

Example: "This was a 6 month Interim Inspection to document XX deficiencies."

A Damage Inspection:

Example: "A special inspection limited to XX deficiencies was conducted in lieu of a routine."

A High Water Event Inspection:

Example: "This High Water Event inspection was completed in response to Hurricane XX."

A Posting Change Update:

Example: "This Posting Change Update was done to change the load posting from XX to XX"

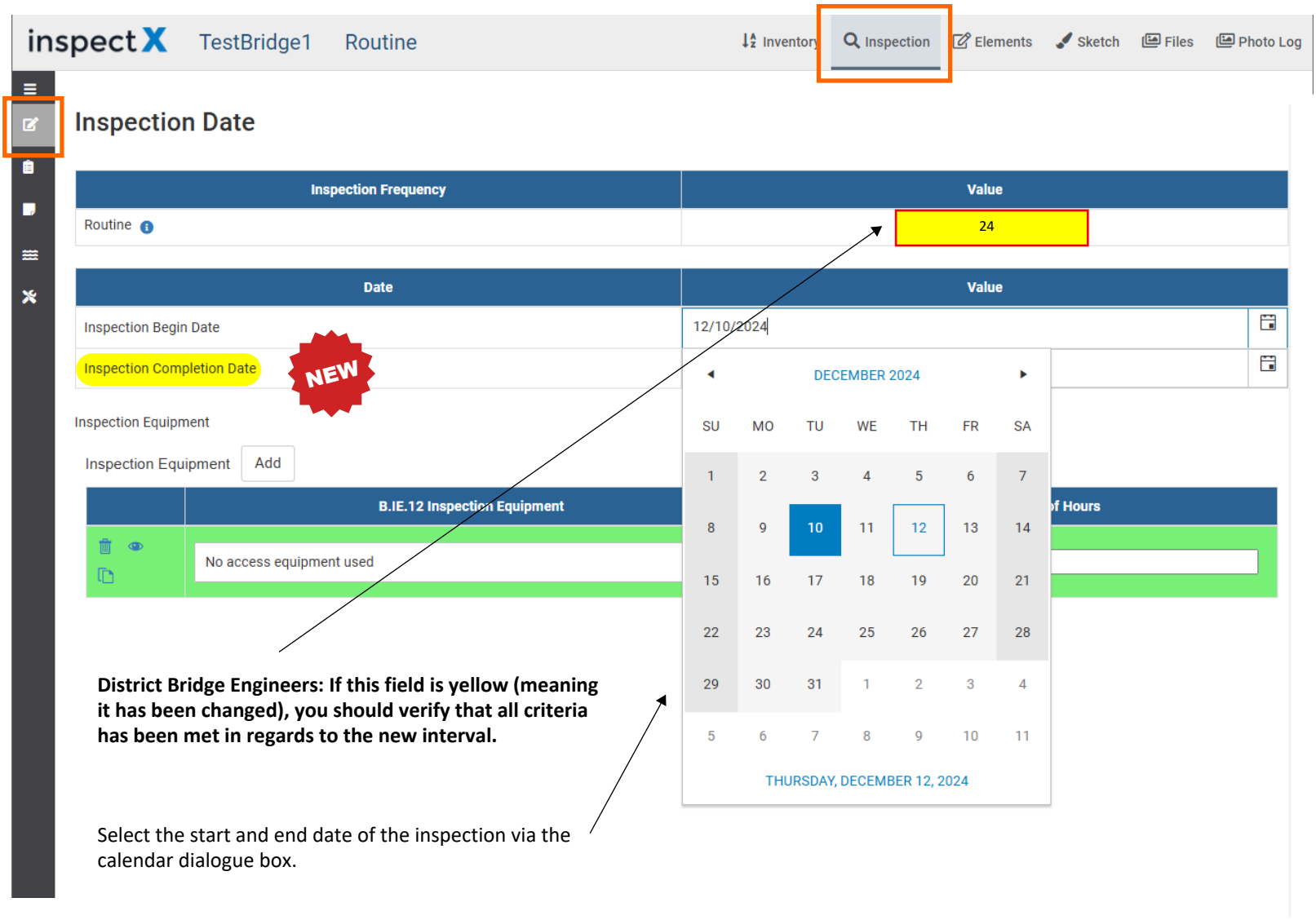
A District Inventory Update:

Example: "This District Inventory update was done to update the following items: XX (List SNBI Item #s)."

An Underwater Inspection:

Example: "This underwater inspection was limited to the piles for bents X-X."

The Routine Inspection Report - Inspection Tab - Inspection Date Tab

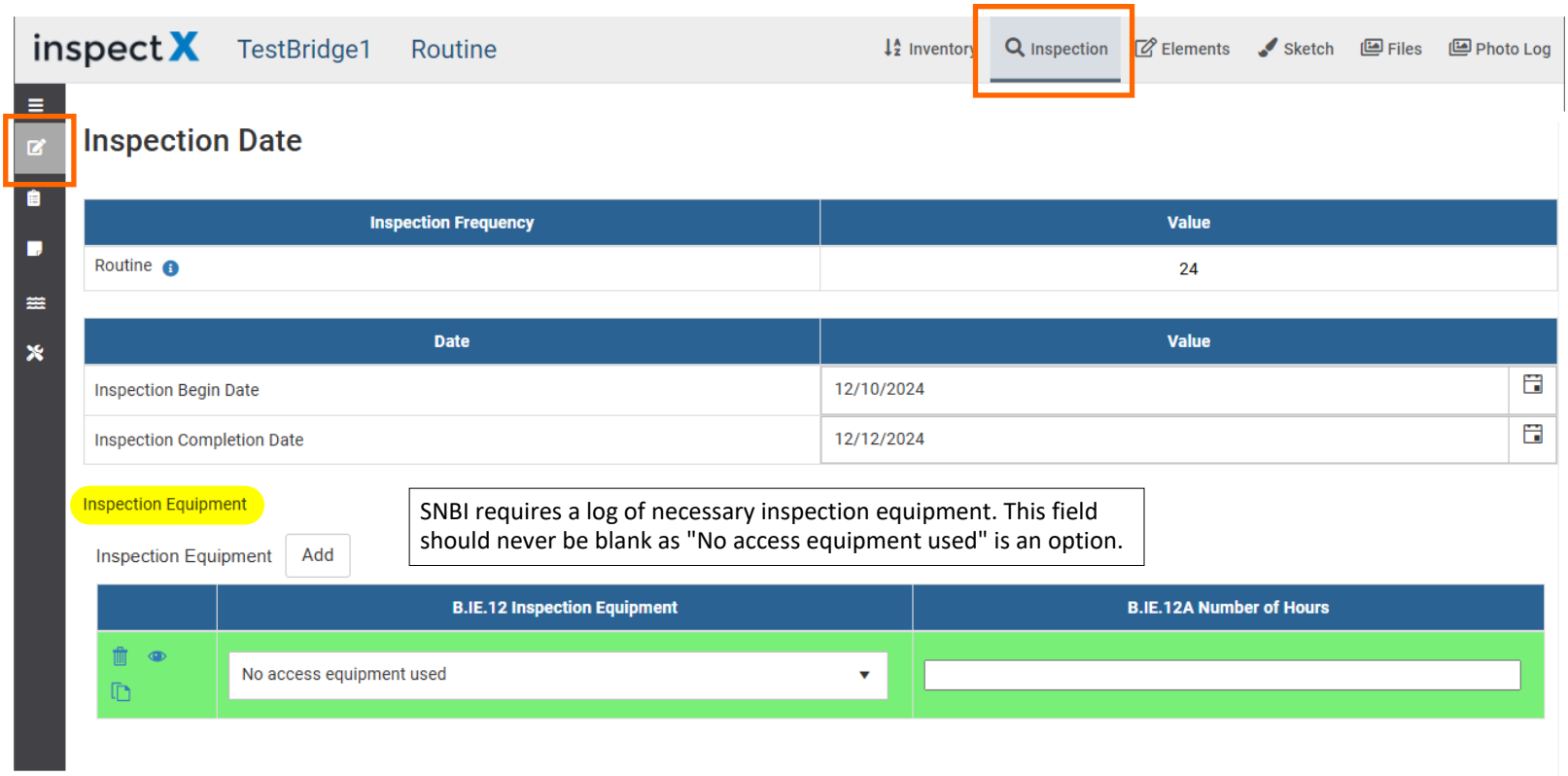


District Bridge Engineers: If this field is yellow (meaning it has been changed), you should verify that all criteria has been met in regards to the new interval.

Select the start and end date of the inspection via the calendar dialogue box.

See following page for more information regarding Inspection Equipment.

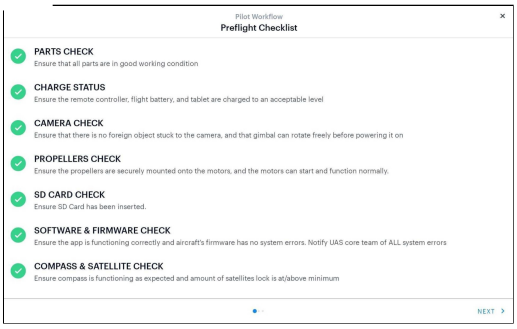
The Routine Inspection Report - Inspection Tab - Inspection Date Tab



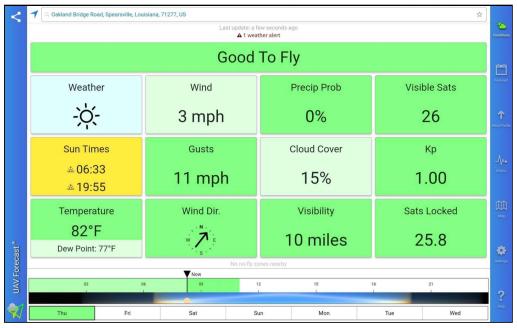
For drones, "Unmanned aerial systems (UAS)" must be selected.

Click to expand

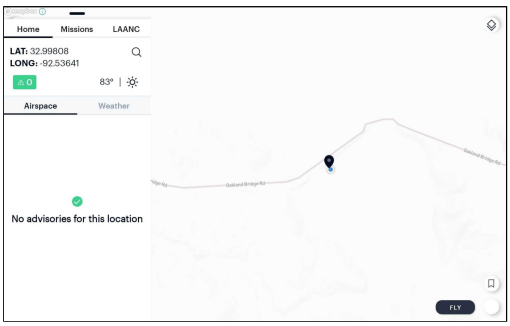
Also, the following pre-flight checklist photos must be uploaded and assigned to the Inspection Equipment field:



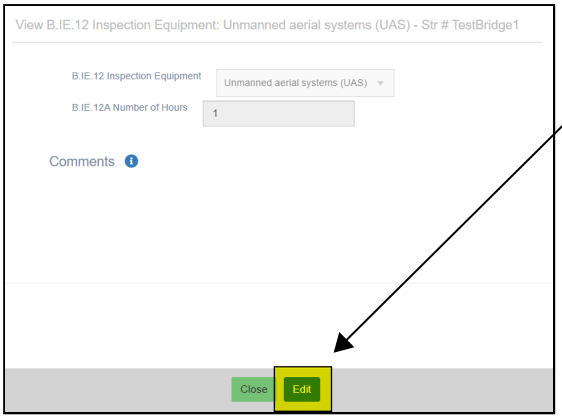
Screen shots of the Pilot Workflow (not all pages shown here. Pilot workflow can be upwards of 8 screen shots in total)



Screen shots from Dronecast

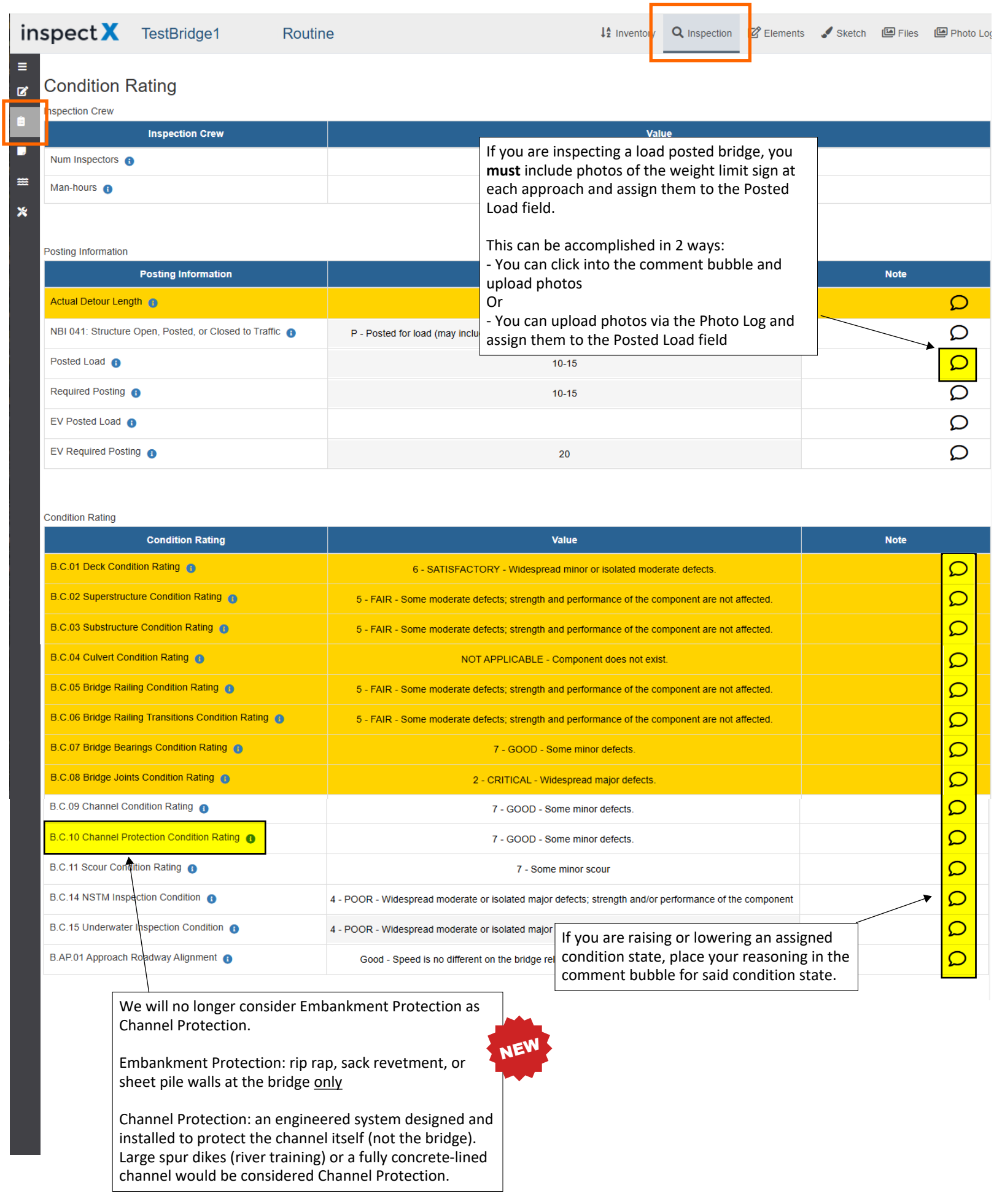


Screen shots of any nearby flight advisories

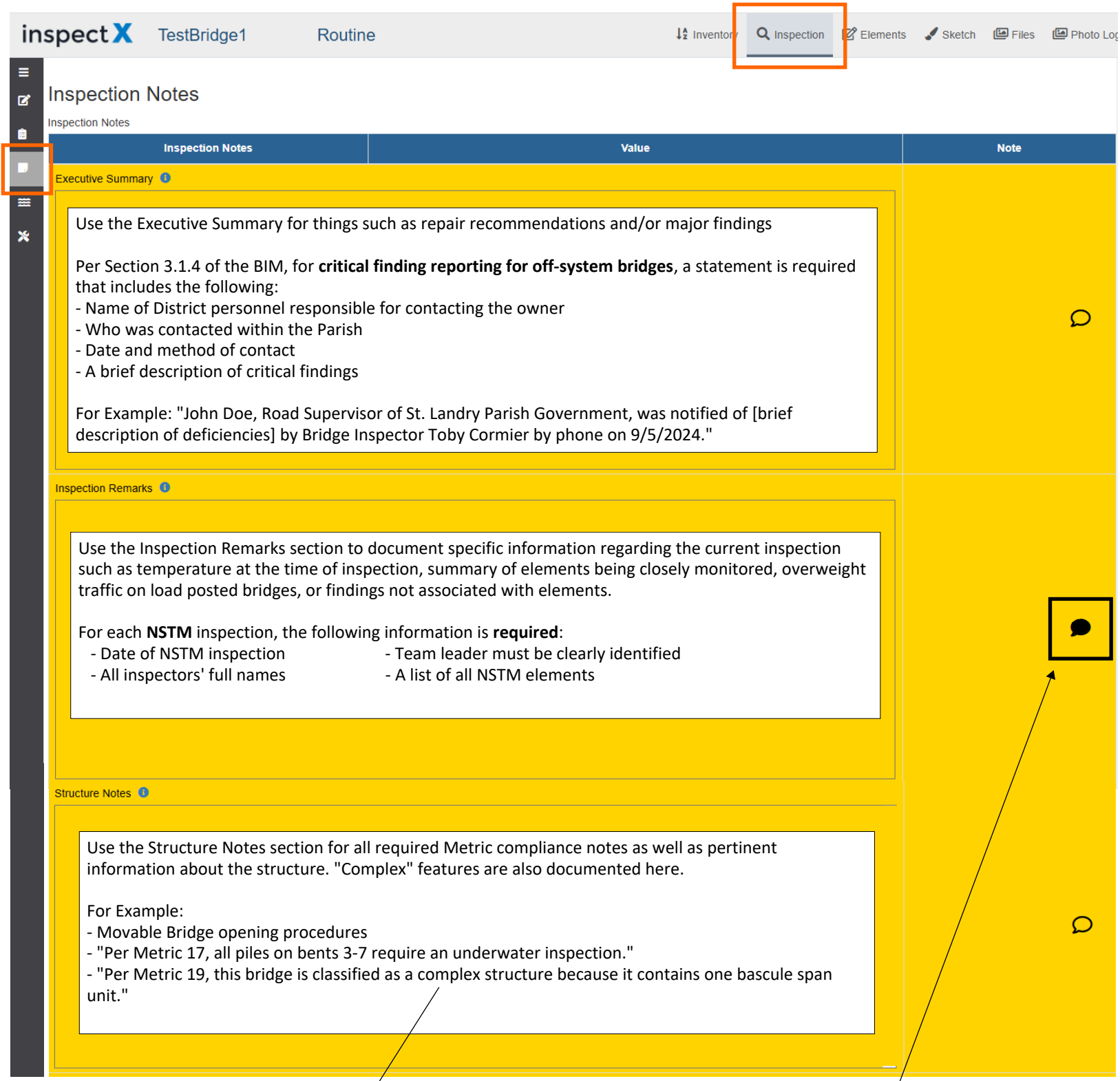


Clicking Edit here will allow you to upload photos directly to the Inspection Equipment field or you can assign them later using the Photo Log tab.

The Routine Inspection Report - Inspection Tab - Condition Rating Tab



The Routine Inspection Report - Inspection Tab - Inspection Notes Tab



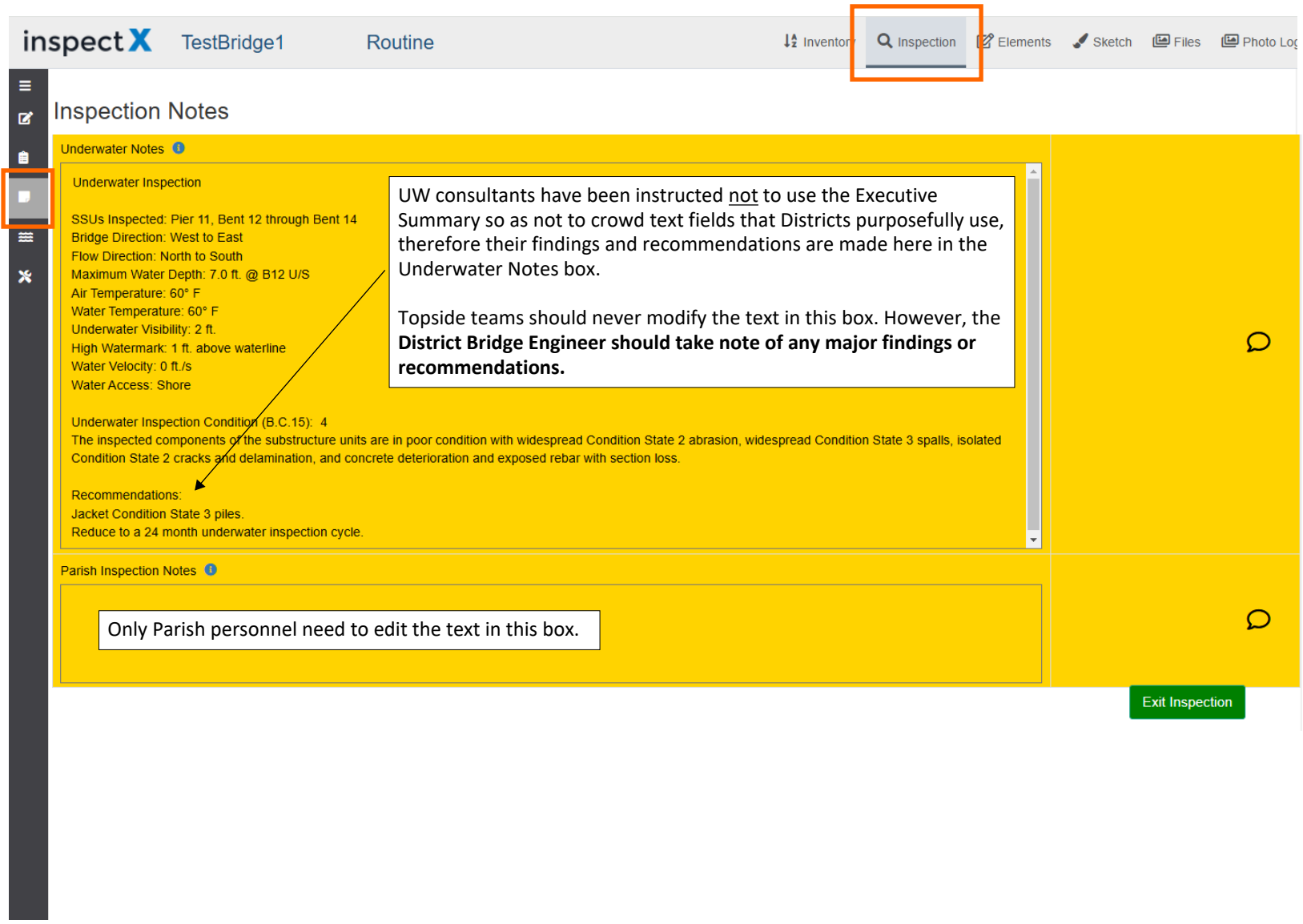
For Metric 19, bridges are classified as "complex" when they contain at least one of the following:
- a swing span
- a bascule span
- a lift span
- a movable pontoon span
- a cable-stayed main span unit

All Inventory photos must be uploaded and assigned to the Inspection Remarks. This can be accomplished in 2 ways:
- You can click into the comment bubble and upload photos

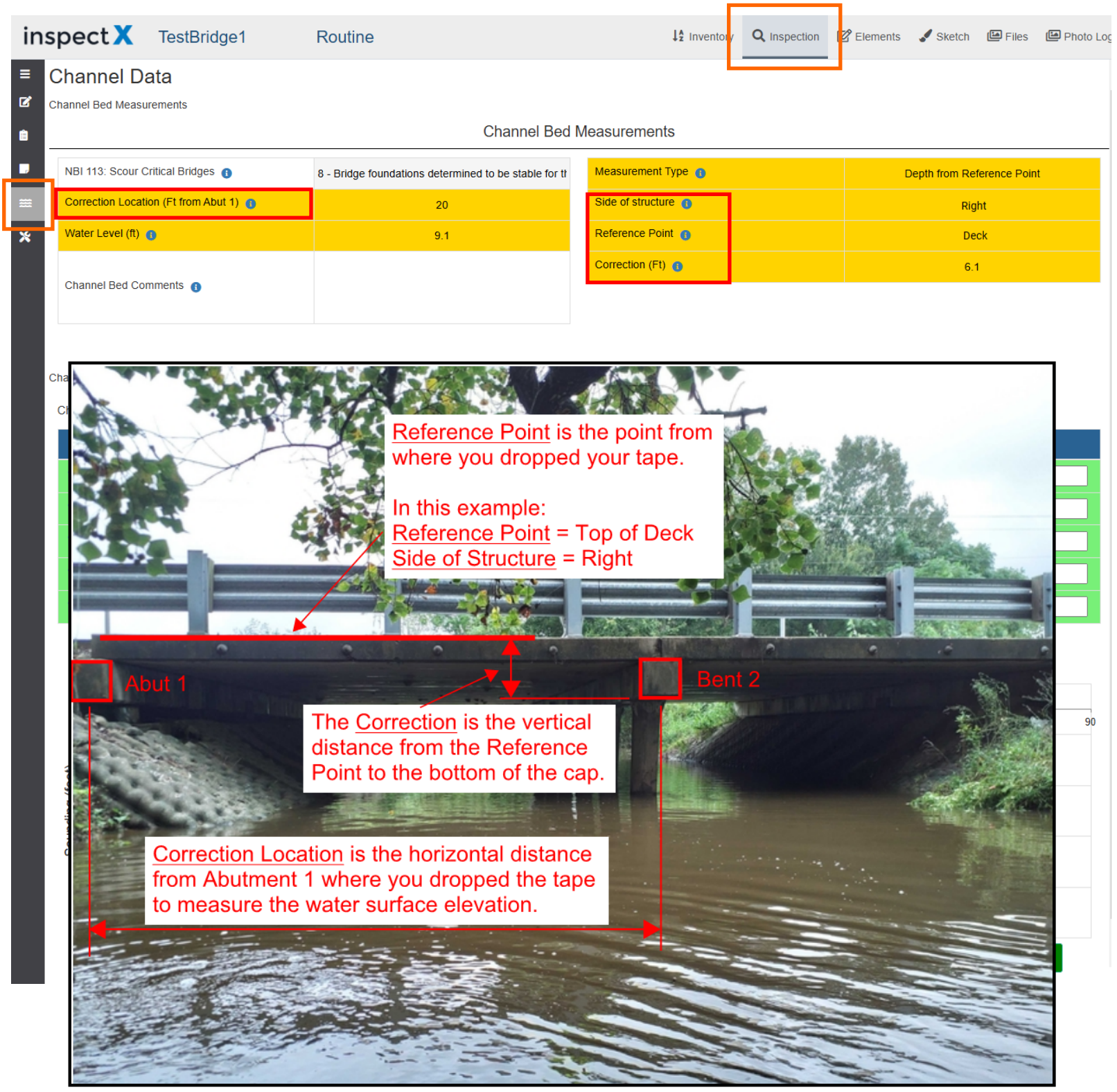
Or
- You can upload photos via the Photo Log and assign them to the Inspection Remarks field

For more information regarding Inventory Photos, see section 4.2.4 of the BIM.

The Routine Inspection Report - Inspection Tab - Inspection Notes Tab Cont'd



The Routine Inspection Report - Inspection Tab - Channel Data Tab



The Routine Inspection Report - Inventory Tab - Identification Tab

inspectX 200882 Routine | Inventory | Inspection | Elements | Sketch | Files | Photo Log

Identification

Identification

Identification	Value
8AA - Recall Number B.ID.01	200882
B.ID.02 Bridge Name	Sorrel Bridge Rd @ TECHE BAYOU
B.ID.03 Previous Bridge Number	035129535913681
Bridge Type	PGSWNG
Route	Sorrel Bridge Rd
B.W.01 Year Built	1972
Project Number	713-28-0069
Facility Type	Bridge
Total Num Spans	10

Previously NBI 007: Facility Carried

The Coding and Field guide has been organized so that it follows the same order as the report forms in InspectX.

Location

Location	Value
NBI 001: State Code B.L.01	22 - Louisiana
ON_OFF	OFF
B.L.09 Border Bridge Inspection Responsibility	
B.L.10 Border Bridge Designated Lead State	

CODING AND FIELD GUIDE

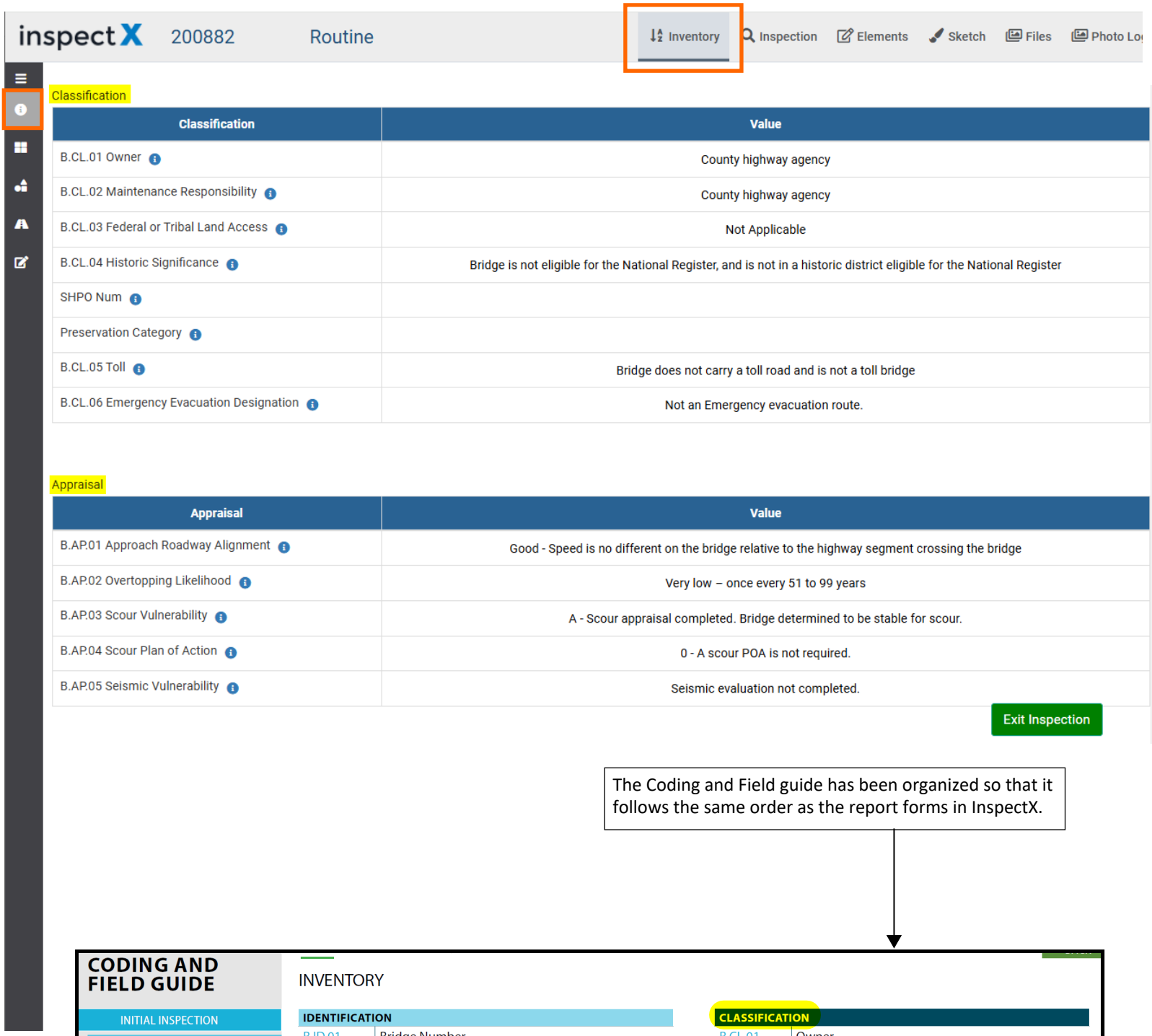
- INITIAL INSPECTION
- Description
- Schedule Inspection
- Inventory
  - Identification
  - SNBI Spans
  - Geometric Data
  - SNBI Features
  - Unit Names/Sort
- Inspection
  - Inspection Date
  - Condition Rating
  - Inspection Notes
  - Channel Data
  - Maintenance
  - Inventory Photographs

INVENTORY

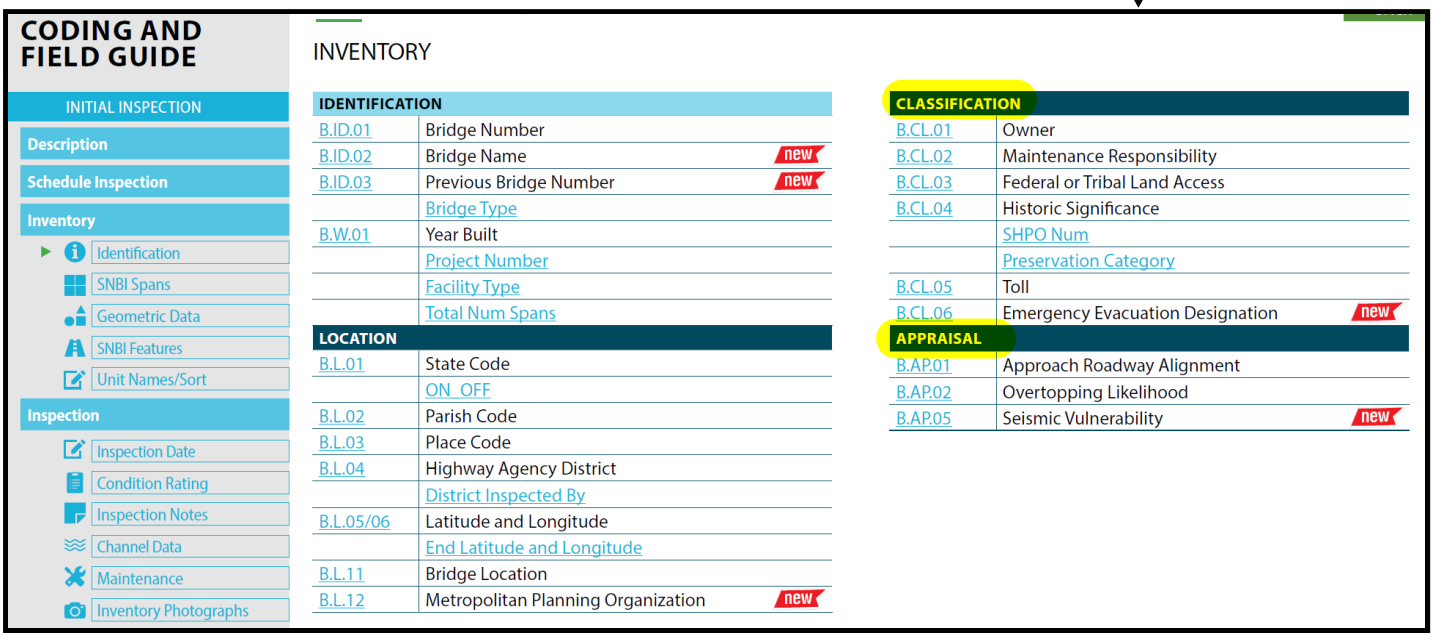
IDENTIFICATION	
B.ID.01	Bridge Number
B.ID.02	Bridge Name (new)
B.ID.03	Previous Bridge Number (new)
	Bridge Type
B.W.01	Year Built
	Project Number
	Facility Type
	Total Num Spans
LOCATION	
B.L.01	State Code
	ON_OFF
B.L.02	Parish Code
B.L.03	Place Code
B.L.04	Highway Agency District
	District Inspected By
B.L.05/06	Latitude and Longitude
	End Latitude and Longitude
B.L.11	Bridge Location
B.L.12	Metropolitan Planning Organization (new)

CLASSIFICATION	
B.CL.01	Owner
B.CL.02	Maintenance Responsibility
B.CL.03	Federal or Tribal Land Access
B.CL.04	Historic Significance
	SHPO Num
	Preservation Category
B.CL.05	Toll
B.CL.06	Emergency Evacuation Designation (new)
APPRAISAL	
B.AP.01	Approach Roadway Alignment
B.AP.02	Overtopping Likelihood
B.AP.05	Seismic Vulnerability (new)

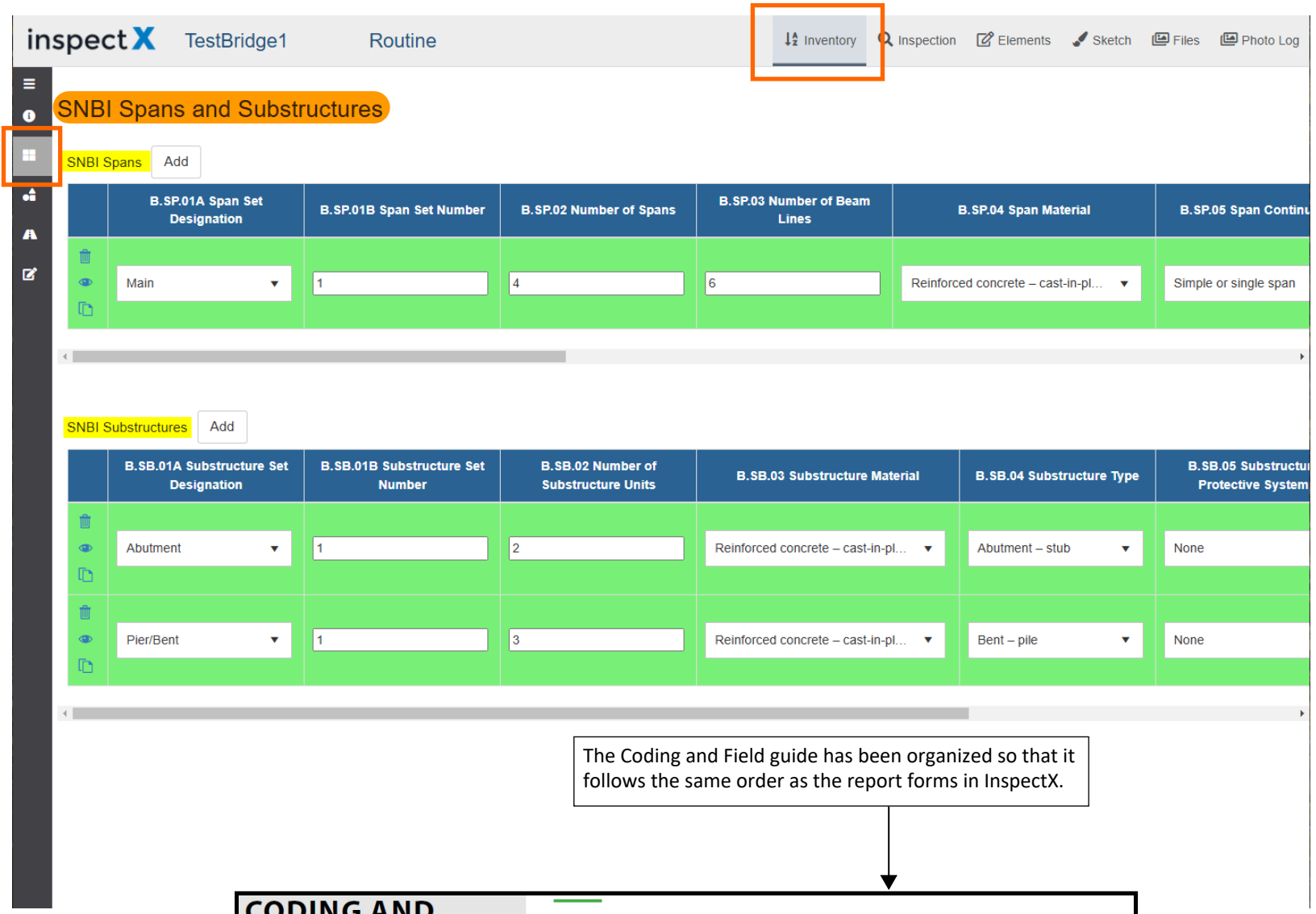
The Routine Inspection Report - Inventory Tab - Identification Tab



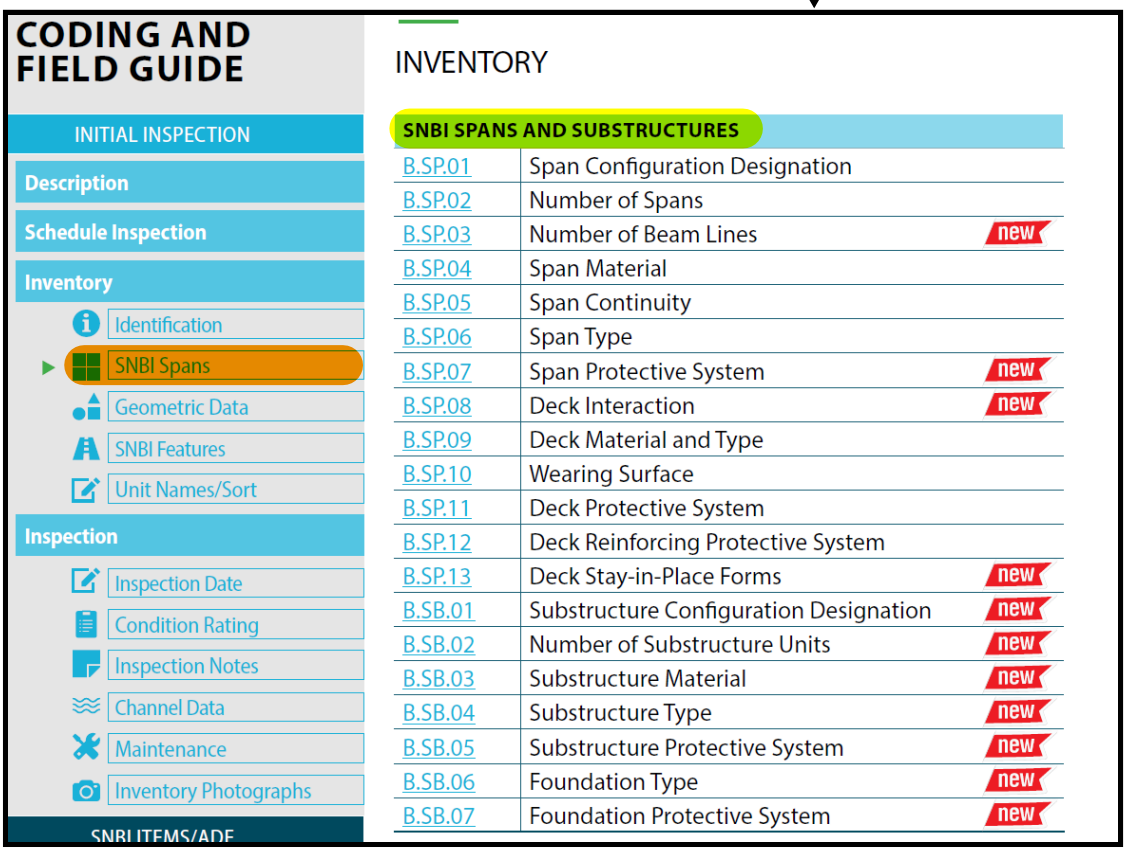
The Coding and Field guide has been organized so that it follows the same order as the report forms in InspectX.



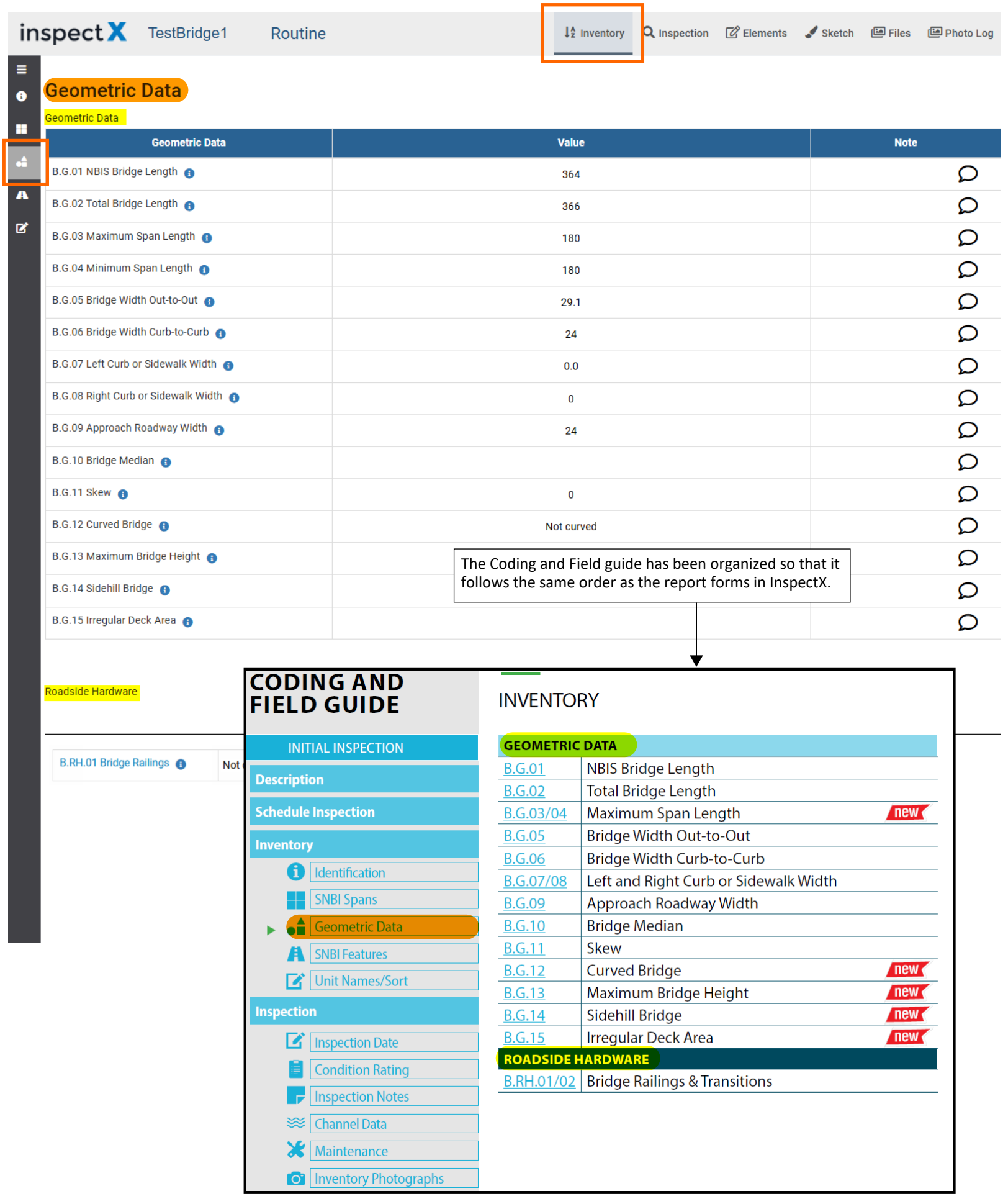
The Routine Inspection Report - Inventory Tab - SNBI Spans and Substructures Tab



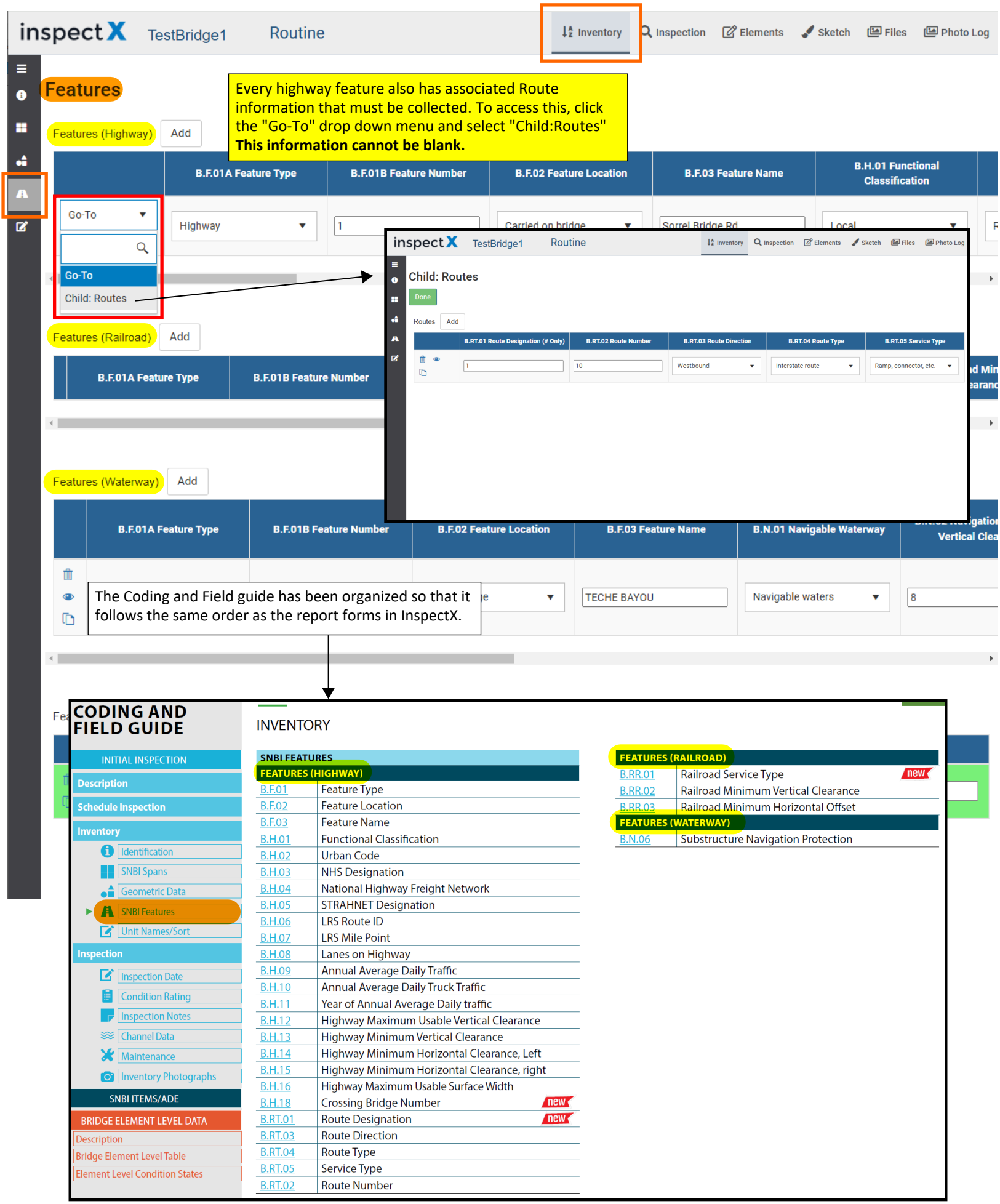
The Coding and Field guide has been organized so that it follows the same order as the report forms in InspectX.



The Routine Inspection Report - Inventory Tab - Geometric Data Tab



The Routine Inspection Report - Inventory Tab - Features Tab



CODING AND FIELD GUIDE

- INITIAL INSPECTION
- Description
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  - Identification
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  - Geometric Data
  - SNBI Features
  - Unit Names/Sort
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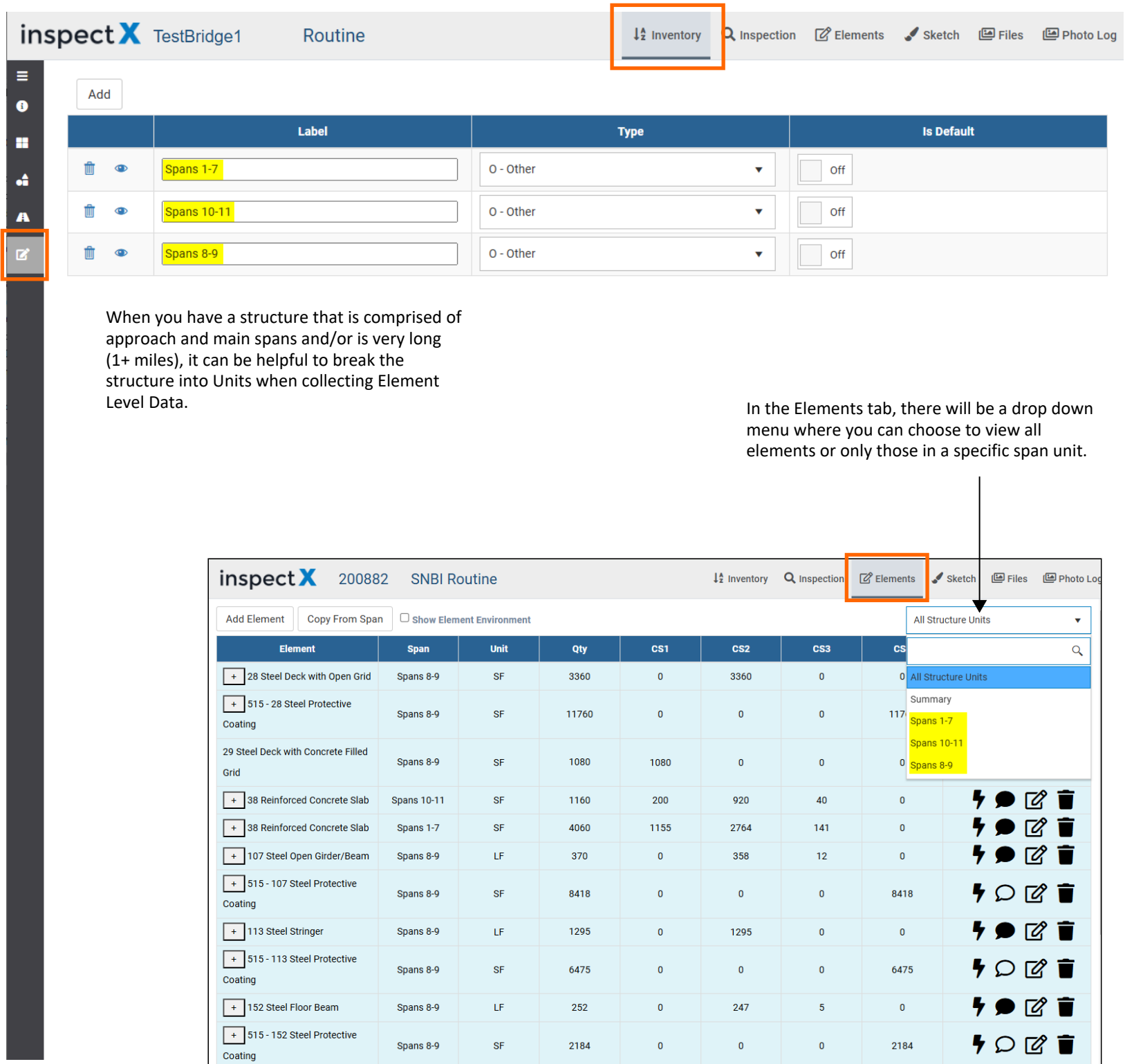
  - Inspection Date
  - Condition Rating
  - Inspection Notes
  - Channel Data
  - Maintenance
  - Inventory Photographs
- SNBI ITEMS/ADE
- BRIDGE ELEMENT LEVEL DATA
  - Description
  - Bridge Element Level Table
  - Element Level Condition States

INVENTORY

SNBI FEATURES	
FEATURES (HIGHWAY)	
B.F.01	Feature Type
B.F.02	Feature Location
B.F.03	Feature Name
B.H.01	Functional Classification
B.H.02	Urban Code
B.H.03	NHS Designation
B.H.04	National Highway Freight Network
B.H.05	STRAHNET Designation
B.H.06	LRS Route ID
B.H.07	LRS Mile Point
B.H.08	Lanes on Highway
B.H.09	Annual Average Daily Traffic
B.H.10	Annual Average Daily Truck Traffic
B.H.11	Year of Annual Average Daily traffic
B.H.12	Highway Maximum Usable Vertical Clearance
B.H.13	Highway Minimum Vertical Clearance
B.H.14	Highway Minimum Horizontal Clearance, Left
B.H.15	Highway Minimum Horizontal Clearance, right
B.H.16	Highway Maximum Usable Surface Width
B.H.18	Crossing Bridge Number new
B.RT.01	Route Designation new
B.RT.03	Route Direction
B.RT.04	Route Type
B.RT.05	Service Type
B.RT.02	Route Number

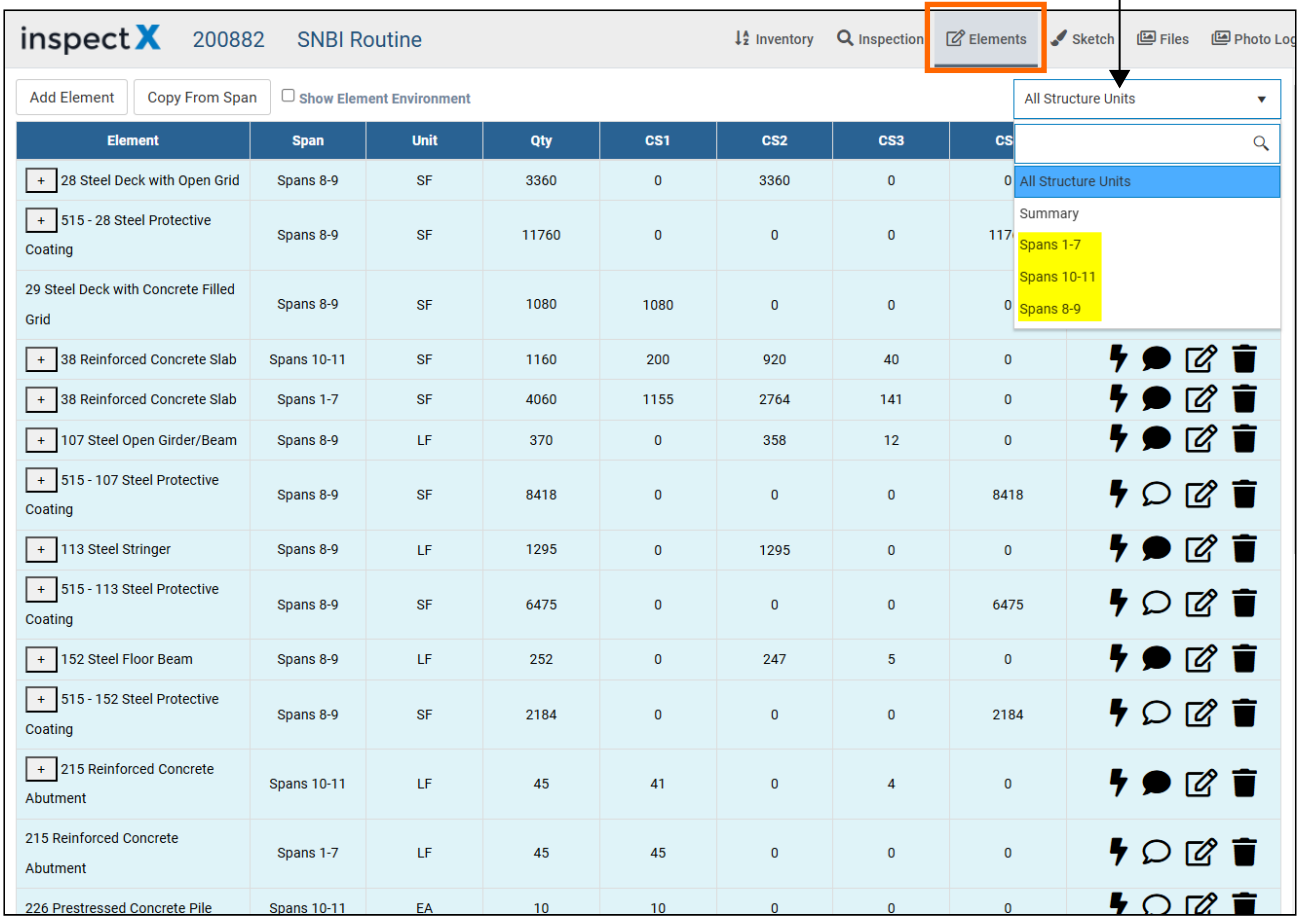
FEATURES (RAILROAD)	
B.RR.01	Railroad Service Type new
B.RR.02	Railroad Minimum Vertical Clearance
B.RR.03	Railroad Minimum Horizontal Offset
FEATURES (WATERWAY)	
B.N.06	Substructure Navigation Protection

The Routine Inspection Report - Inventory Tab - Unit Names/Sort Tab

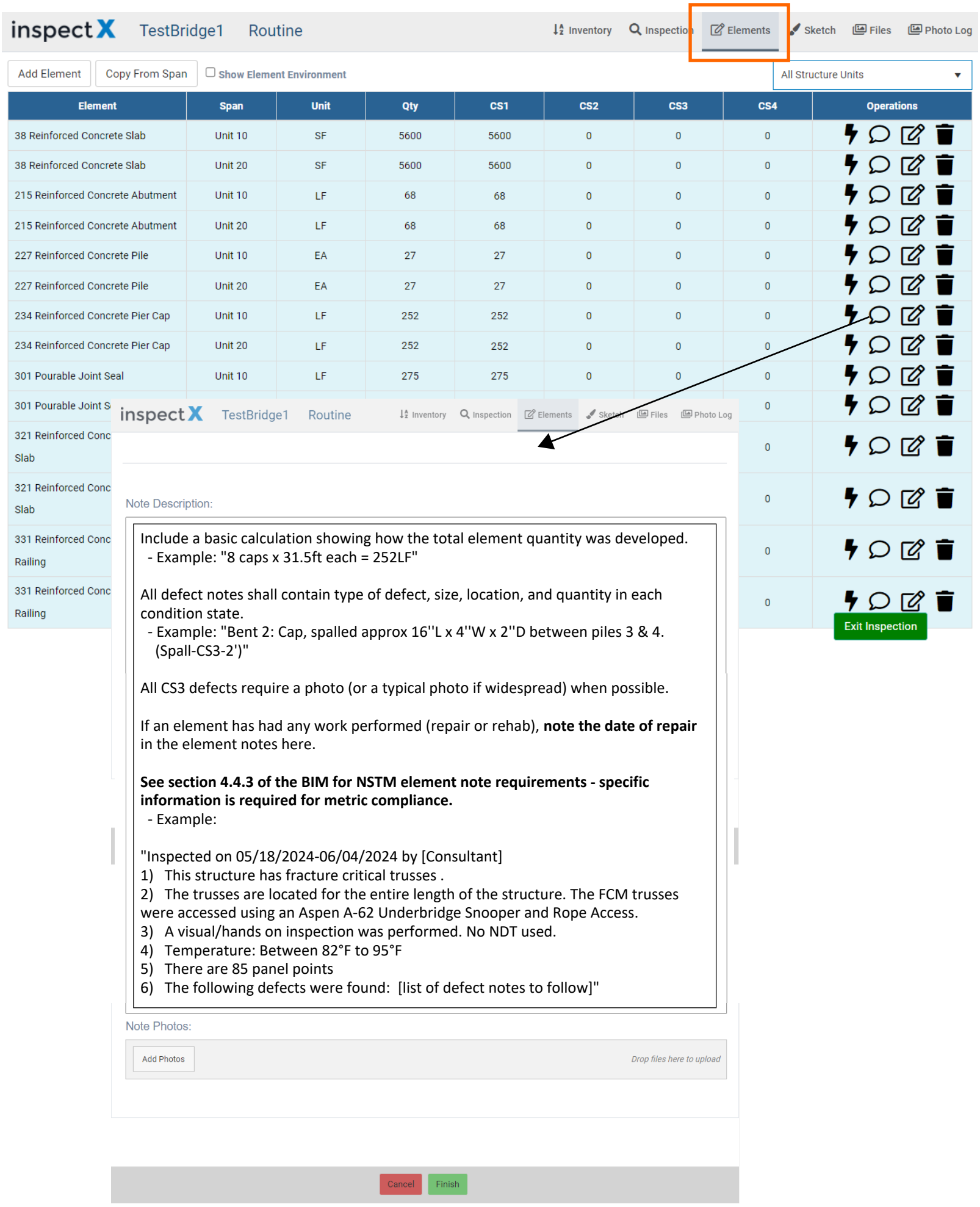


When you have a structure that is comprised of approach and main spans and/or is very long (1+ miles), it can be helpful to break the structure into Units when collecting Element Level Data.

In the Elements tab, there will be a drop down menu where you can choose to view all elements or only those in a specific span unit.



The Routine Inspection Report - Elements Tab



The Routine Inspection Report - Photo Log Tab