



Office of Engineering
Project Development Division
Bridge Design Section
PO Box 94245 | Baton Rouge, LA 70804-9245

Jeff Landry, Governor
Joe Donahue, Secretary
Chad Winchester, Chief Engineer

MEMORANDUM

TO: ALL BRIDGE DESIGNERS - IN-HOUSE AND CONSULTANTS

FROM: MARK BUCCI, P.E. *MBS*
BRIDGE DESIGN ENGINEER ADMINISTRATOR

SUBJECT: BRIDGE DESIGN TECHNICAL MEMORANDUM NO. 114 (BDTM.114)
SPECIFICATIONS FOR THE NATIONAL BRIDGE INVENTORY (SNBI)

DATE: September 27, 2024

Effective immediately, for all projects that have not reached 95% Final Plans, Bridge Task Managers and consultant design team leaders are required to submit the Specifications for the National Bridge Inventory (SNBI) spreadsheet to the Bridge Inspection Engineer in Section 51 Bridge Maintenance Section when sealing the Final Calculation Book.

The Bridge Design SNBI spreadsheet is available on the Section 51 website at the following location:

http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Operations/BridgeMaintenance/Pages/Documents-and-Manuals.aspx

The Bridge Design and Evaluation Manual, Revision 9, Part I, Chapter 3 Appendix B - Final Calculation Book Checklist is revised to show the Bridge Design SNBI spreadsheet and is attached to this BDTM.

This technical memorandum is posted on the LA DOTD Website under the BDTMs link in the blue left sidebar.

Please contact Kelly Kemp at kelly.kemp@la.gov if you have questions or comments.

MB/sd/kmk
Attachment

c: Chad Winchester (Chief Engineer)
Michael Vosburg (Deputy Chief Engineer)
Paul Vaught (Critical Projects Division Administrator)
David Smith (Project Development Division Chief)
Michael T. Donmyer (Assistant Secretary of Operations)

Jeffery Brown (Maintenance Management Administrator)
Haylye Brown (Bridge Maintenance Administrator)
Brian Owens (Chief Construction Division Engineer)
Matthew Jones (Construction Engineer Administrator)
Chris Nickel (Pavement and Geotechnical Engineer Administrator)
Robert Isemann (Road Design Engineer Administrator)
Mark Chenevert (Contract Services Administrator)
Paul Fossier (FHWA)
Charles Aziabor (FHWA)
District Administrators and ADAs of Engineering and Operations
District Bridge Engineers and Area Engineers

APPENDIX B—FINAL CALCULATION BOOK CHECKLIST

The final calculation book for each project shall include, but not limited to, the following sections:

Cover Sheet

The following information must be included on the cover sheet:

- **LADOTD project number**
- **Project name**
- **The title of “Final Calculation Book”**
- **The EOR’s seal with signature and date**

Final Calculation Book Check List

QC/QA Certifications

Peer Review Resolution Agreement (if peer review is performed)

Design Criteria

Final Hydraulic Analysis Report from Hydraulic Engineer

Final Geotechnical Analysis Report from Geotechnical Engineer

Superstructure Design Calculations

Substructure Design Calculations

Quantity Calculations

Special Provisions/NS-Items

Construction Cost Estimate

As-Designed Rating Report

List of All Final Electronic Design Files and File Locations (ProjectWise directory name)

Consultants shall submit the final calculation book to LADOTD bridge task managers; the submittal shall be on a CD or Flash Drive or placed to a designated ProjectWise folder including the following information:

A PDF File of the Calculation Book (Including the As-Designed Rating Report)

All Electronic Design Files

A PDF File of the As-Designed Rating Report Only

Bridge Design SNBI Spreadsheet

The final calculation book for in-house projects shall include the same files listed above for consultant projects. The final calculation book and other final design documents for all projects including in-house and consultant projects shall be uploaded to the archiving location designated in the record retention policy within 30 calendar days after the stamped final plans are delivered.