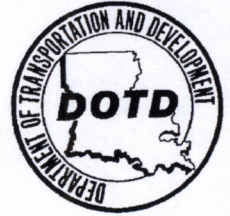


BOBBY JINDAL  
GOVERNOR

STATE OF LOUISIANA  
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

P.O. Box 94245  
Baton Rouge, Louisiana 70804-9245

www.dotd.la.gov  
{225-379-1321}



SHERRI H. LEBAS, P.E.  
INTERIM SECRETARY

MEMORANDUM

TO: ALL BRIDGE DESIGNERS

FROM: HOSSEIN GHARA, P.E.  
BRIDGE DESIGN ADMINISTRATOR

SUBJECT: BRIDGE DESIGN TECHNICAL MEMORANDUM NO. 12 (BDTM.12)  
NEW STAMPS FOR WORKING DRAWING REVIEW

DATE: May 3, 2010

Effective immediately, the LA DOTD Bridge Design Manual, Fourth English Edition, Page 8(1) Notes 5 and 6 are revised to read as follows:

5. For sheets where the reviewer finds need for correction, the sheet shall be stamped "RETURNED FOR CORRECTIONS" and shall include the reviewer's signature (or initials) and date.
6. For sheets where the reviewer finds no required corrections, the sheet shall be stamped "NO EXCEPTIONS TAKEN" and shall include the reviewer's signature (or initials) and date.

This policy shall apply to the review of Working Drawings as described in the Louisiana Standard Specifications for Roads and Bridges Subsection 105.02. Such drawings include but are not limited to Shop Drawings, Erection Drawings, etc. This policy shall also revise all corresponding statements in the Bridge Design Manual, such as those found on Page 1(29), with regard to stamping Working Drawings.

The above stamps may contain additional wording at the discretion of the reviewer, but the additional wording shall not imply any reduction in the contractor's responsibility for the work. The stamp wording shall not contain the word "APPROVED."

Two (2) new working drawing distribution letters, one for distributing review comments and one for distributing final (9) copies, have been developed and placed on the Bridge Design Section website under downloads.

For projects reviewed by consultants, it is the Consultant's responsibility to distribute the final shop drawings and the Consultant needs to obtain the distribution list from the DOTD Project Manager or DOTD Bridge Task Manager. The DOTD Bridge Design Task Manager shall be included on the distribution list for the review copies and the final distribution copies.

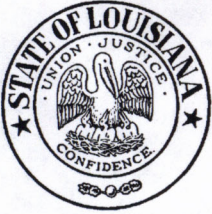
This technical memorandum will be posted on the Bridge Design Website: [http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Engineering/Bridge\\_Design/Pages/Technical-Memoranda.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Bridge_Design/Pages/Technical-Memoranda.aspx)

Please contact Ms. ZhengZheng “Jenny” Fu (225-379-1321, [ZhengZheng.Fu@la.gov](mailto:ZhengZheng.Fu@la.gov)) if you have any questions or comments.

HG/zzf

Cc: Richard Savior, Chief Engineer  
Vince Russo, Project Development Director  
Brian Buckel, Chief Construction Division Engineer

Inactive



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SHERRI H. LEBAS, P.E.  
INTERIM SECRETARY

Date (do not use automatic date)  
Reviewer Phone Number

S.P. xxx-xx-xxxx  
Project Name  
Route  
Parish

Fabricator  
Address  
City, State Zip Code

Attn:

We have received the (working drawing type and date) from the Contractor on xx-xx-xxxx. We have reviewed the following drawings and are returning them for further processing as follows:

DRAWING NO.	DESCRIPTION	RETURNED FOR CORRECTION	
		NO EXCEPTIONS TAKEN	
		X	
			X

Please address any comments and required corrections noted in red and resubmit nine (9) full-size copies for final distribution.

The resubmitted sheets shall show all changes made since original review submittal, including the required corrections mentioned above. All changes shall be noted on the resubmitted sheets and highlighted by clouding or similar method. Unnoted changes may require a second full review of the sheet and possibly the entire shop drawing set.

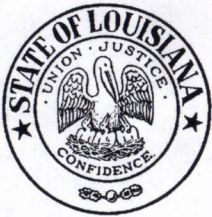
XXX:xxx

Attachments

Cc: Bridge Design Task Manager  
(For consultant projects only)

Sincerely,

XXXXXXXX XXXXXX  
Bridge Design Section



**STATE OF LOUISIANA  
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BOBBY JINDAL  
GOVERNOR

SHERRI H. LEBAS, P.E.  
INTERIM SECRETARY

Date (do not use automatic date)  
Reviewer Phone Number

S.P. xxx-xx-xxxx  
Project Name  
Route  
Parish

Fabricator  
Address  
City, State Zip Code

Attn:

This is to distribute the attached drawings listed below which have been stamped "NO EXCEPTIONS TAKEN." While the Department has reviewed these drawings, the Contractor is hereby advised that the responsibility for successful completion of the work and conformance of all working drawing details with the contract remains with the Contractor as per the Standard Specifications Sections 105 and 801.

Mr. Mike Ricca, DOTD Structural Fabrication Engineer, is to be notified ten (10) working days prior to the beginning of any work so that he can arrange to have his inspectors present.

DRAWING NO.	DESCRIPTION

XXX:xxx

Attachments

Cc: HQ Construction Chief  
Attn: HQ Str. Fab. Engr. (2)  
Attn: HQ Str. Const. Engr. (1)  
Area Engineer (1)  
Project Engineer (2)  
Contractor (1)  
Bridge Design Task Manager (1)  
(For consultant projects only)

Sincerely,

XXXXXXXXXX  
Bridge Design Section