

Oregon Department of Transportation
CONSTRUCTION SECTION
800 Airport Rd.
Salem, Oregon 97310
(503) 986-3123, FAX 986-3096

INTEROFFICE MEMO

May 5, 2006

To: Project Managers and CPM's

From: Jeff Gower, 
State Construction and Materials Engineer

Subject: Notification of Bridge Clearance Changes

Oversize load trip permits are given based on the information that Motor Carrier OD Permits Unit has access to. If an activity reduces the bridge clearance without them knowing about it, there is the potential that a vehicle that is too tall for the actual space will hit the structure and both the vehicle and the structure could be damaged. Processes are being put in place for all groups that could be affecting existing bridge clearance to ensure timely notification of any height changes to the Permit processors.

In order to assure timely notification, ODOT is putting formal procedures in place to notify Motor Carrier of reductions to bridge clearances. These procedures will go into effect immediately for ODOT construction projects. For current projects, the Project Manager or CPM will be responsible for the notifications. The actual measurements may be obtained by either the PM staff or be added to the contractor responsibilities with an appropriate change order. For future projects, we will develop a contract specification that will give this responsibility directly to the contractor.

The following will apply for any construction activity that will reduce the existing bridge (structure) clearance by more than ½ inch.

If the existing bridge clearance is less than 17'-6" on the interstate or 17' for non-interstate or if you plan to reduce the clearance below those levels, Motor Carrier OD Permit Unit must be notified in writing at least 30 days prior to the planned reduction. Planned reductions should be detailed on the attached form along with and expected date the reduction will occur.

If bridge clearances will remain above 17'-6" on the interstate and 17' off of the interstate, no pre-notification is required.

In all cases when the clearance is reduced by more than ½ inch, actual vertical clearance after the reduction will be measured and reported to Motor Carrier OD Permit Unit within 30 days of the reduction. Measurements should be accurate to the nearest 0.04' and recorded to 0.01'. The clearance will be measured on both sides of the structure and at locations required on the attached form. The completed form will be faxed to Motor Carrier OD Permits at 503-378-2876. In addition, a copy will be faxed to the ODOT Bridge Section at 503-986-3407.

Electronic copies of the attached form are available on the ODOT Construction Section, Contract Administration Unit web site at:

www.oregon.gov/ODOT/HWY/CONSTRUCTION/ConstForms.shtml

Please assure you utilize the appropriate form depending on whether the reduction will be permanent or temporary.

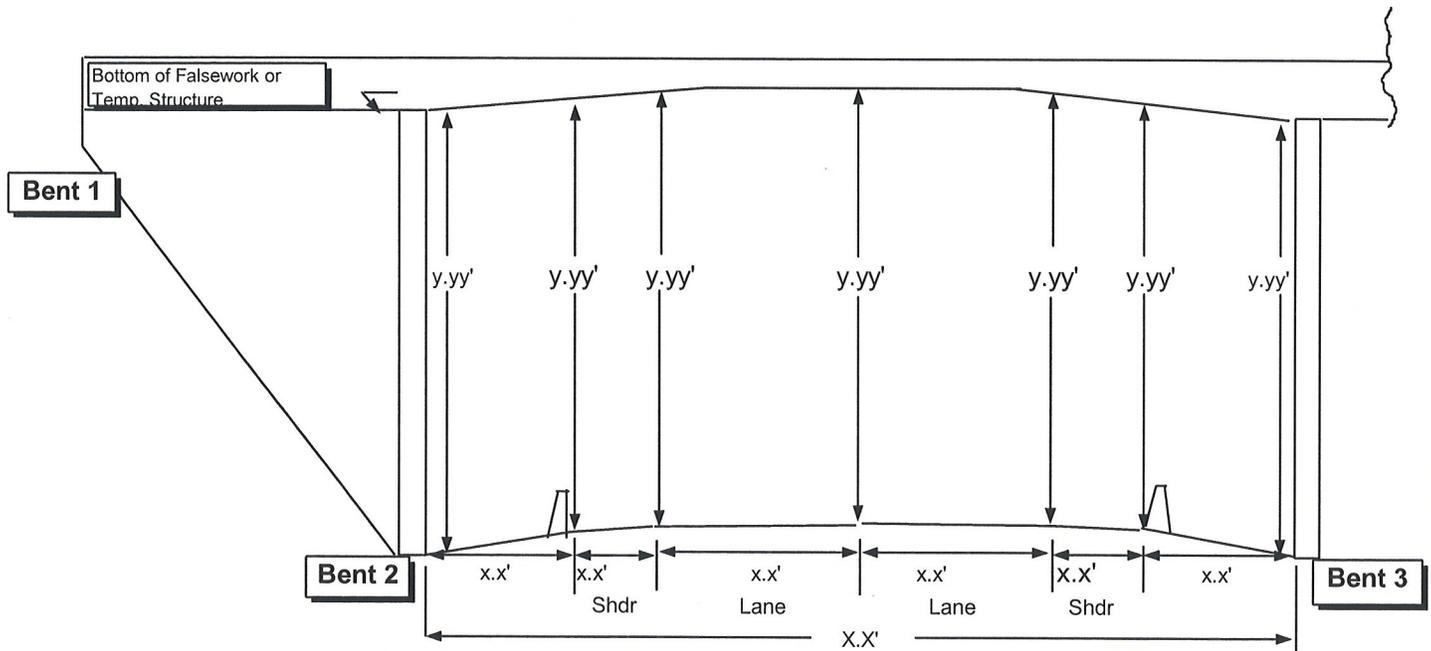
ODOT has committed to Motor Carrier Division to implement the above processes effective May 1. Your attention to this matter is greatly appreciated. If you have questions regarding this memo or the attached form don't hesitate to give me a call at 503-986-3123. Thanks for your assistance in helping us collect this important information.

Cc: Cathy Booher, Office of Project Delivery
Region Managers
Area Manager
Tech. Center Managers
Bruce Johnson, Bridge Section
Bert Hartman, Bridge Section
Amy Sinclair, MCT



STANDARD VERTICAL CLEARANCE (Temporary Clearance Reduction)

| | | | |
|-------------------------|----------------------------|----------|--------------|
| PROJECT NAME | | | CONTRACT NO. |
| BRIDGE NAME | | | BRIDGE NO. |
| DATA COLLECTED BY | DATE DATA COLLECTED | HWY. NO. | MILEPOINT |
| | SURVEYOR SIGNATURE | | DATE |
| | PRIME CONTRACTOR SIGNATURE | | DATE |
| DATE RESTRICTION OCCURS | DATE RESTRICTION REMOVED | | |



Note: Enter direction diagram is looking.

A digital photo is attached.
Survey notes are attached.

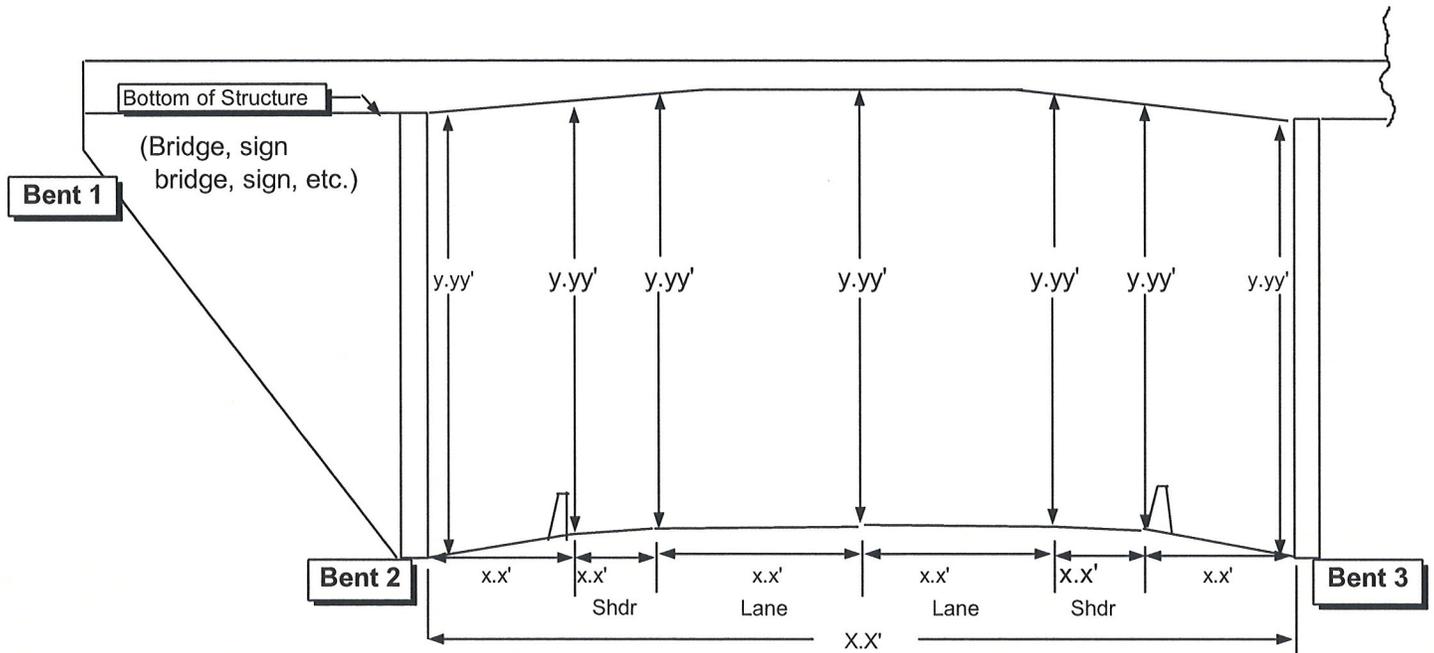
Distribution:
ODOT Project Manager
Motor Carrier (Fax: 503.378.2876)

Note: Any structure below 17'-6" on Interstate and 17'-0" on other state highways, Motor Carrier must receive a copy of this completed form 30 days prior to actual reduction. Actual measurements on all structures must be submitted within 30 days of the reduction taking effect.



STANDARD VERTICAL CLEARANCE (Permanent Clearance Reduction)

| | | | |
|-------------------------|----------------------------|----------|--------------|
| PROJECT NAME | | | CONTRACT NO. |
| BRIDGE NAME | | | BRIDGE NO. |
| DATA COLLECTED BY | DATE DATA COLLECTED | HWY. NO. | MILEPOINT |
| | SURVEYOR SIGNATURE | | DATE |
| | PRIME CONTRACTOR SIGNATURE | | DATE |
| DATE REDUCTION OCCURRED | | | |



Note: Enter direction diagram is looking.

A digital photo is attached.
Survey notes are attached.

Distribution:
ODOT Project Manager
Motor Carrier (fax: 503.378.2876)
Region Bridge Designer
Region Bridge Maintenance
Construction Section, CSU
Bridge Engineering

Note: Any structure below 17'-6" on Interstate and 17'-0" on other state highways, Motor Carrier must receive a copy of this completed form 30 days prior to actual reduction. Actual measurements on all structures must be submitted within 30 days of the reduction taking effect.