Process | Bridge Attachments

**Existing Bridges**

UTILITY:

1. Sends permit request to EOT with request to attach to a bridge
2. Includes
	1. Detailed sketch showing the method of attachment
	2. Total weight of attachment
	3. Total length of the attachment

EOT

1. EOT provides details (permit request w/plan) to Bridges and Structures Bureau for their review and approval.
2. Send to: Mike Nop

BSB

1. Reviews permit request to make sure the attachment meets requirements
2. Returns approval/rejection to EOT

EOT

1. Sends permit request (with BSB approval) to Utility Program Administrator (UPA) (Deanne)for to obtain current fee to include in the permit.

UPA

1. Determines the current fee based on weight/length
	1. The fee is $100 per bridge plus $0.55 times the weight of the attachment in pounds per foot times the length of bridge in feet.
	2. UPA uses the bridge attachment fee spreadsheet to determine the current fee.

EOT

1. Adds the attachment fee language to the permit special provisions
2. If the bridge involved is on the interstate system the EOT informs the UPA to acquire approval from FHWA.

UPA (skip this step if not on interstate)

1. Sends permit to FHWA to request review/approval.
2. Returns FHWA approved permit to EOT.

EOT

1. Returns permit to utility with fee language provision added.
2. The attachment fee is due before any construction work commences within the right-of-way.

UTILITY

1. Sends the final proposed permit back to EOT
2. Includes payment of the attachment fee with the permit request

EOT

1. Applies final approval and issues the permit to the Utility
2. Sends the issued permit and utility's payment to UPA for processing by Finance

UPA

1. Sends the utility's payment to Finance for processing

**New Bridges - As part of a DOT Project**

UTILITY

1. Requests attachment to new bridge during planning/design stage of DOT project
2. Responsible for cost of engineering the new attachment
3. Responsible for attachment fee

DOT

1. Designs attachment to bridge
2. Bills the Utility for engineering fee upon completion
	1. Covers the department's increased costs of design, construction and inspection due to the attachment.
	2. Sends the bill to the utility owner when the department's work is complete.

**Border Bridges**

1. Same request process as above
2. The adjoining state agency must also approve of the attachment