



## INDIANA DEPARTMENT OF TRANSPORTATION

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### Bridge Inspection Announcement No. 23-07 iTAMS Now Open to All Users

**April 28, 2023**

**TO:** **All bridge inspection database users**

**FROM:** **/s/ Anthony Marino SPM**  
**Anthony Marino**  
**State Bridge Inspection Program Manager**  
**Bridge Management Division**

**SUBJECT:** **iTAMS Now Open to All Users**

**EFFECTIVE:** **March 1, 2023**

Good news! All users will be able to access the iTAMS platform on Monday, May 1, 2023 at 9:00 AM Eastern Time (8:00 AM Central Time) and will receive an email from INDOT via iTAMS Help that will provide the URL to the platform. Users will need to access iTAMS for the first time using this URL to login and to set their password.

As stated in an earlier announcement, users can expect to have similar access to this platform as they had in BIAS. The iTAMS platform is now the official bridge inspection and asset management system for all users for all asset inspections and management operations. For the near term, the BIAS platform will remain functioning in its current “Read-Only” operation for users to access as needed to either view information or print PDFs of bridge file documents. Any data or documents that are not available yet in the live iTAMS platform will continue to be added by Sixense in either daily or weekly increments. All data, documents, and photographs will remain accessible in both BIAS and ERMS.

There are customizations that will be addressed with future enhancements to the iTAMS platform and INDOT will issue announcements detailing the specifics of these enhancements as they are implemented. For the immediate time, inspectors are advised of the following:

- Information from past inspection reports may not be fully populating in the iTAMS mobile application; therefore, inspectors are advised to take copies of past inspection reports with them in the field when carrying out inspections.
- The iTAMS platform is currently not allowing uploaded photographs to be deleted; therefore, inspectors are advised to take photographs outside of the mobile application and keep photo logs while in the field carrying out inspections. It is recommended that inspection photographs be uploaded individually to the bridge file in the iTAMS platform website while in the office.

### Critical Finding Reporting Protocols:

All critical findings shall now be reported to the Bridge Inspection Statewide Program Manager (SPM) using the iTAMS platform. Critical findings shall be submitted using the following steps:

1. Critical finding incident reports can be created within either the inspections, the critical findings, or the asset sections by using the ACTIONS – ADD command.
2. Once created, the Status shown will be “Found” and the inspector will:
  - 2.1. Enter the “Priority” (either Urgent or Severe).
  - 2.2. Enter the “Date Found”.
  - 2.3. Provide a detailed critical finding description, recommendation(s) for immediate corrective action, and if warranted, final resolution action(s) in the appropriate sections.
  - 2.4. Attach photographs showing the critical finding.
3. After all critical finding information has been entered, the inspector must click on the green checkmark to save the incident report.
4. After saving the critical finding incident report, the inspector **must** go to the “Routing” Tab and use the ACTIONS – ADD command and advance the critical finding to the “SPM Review” workflow phase.
5. Using the “search To user” function, the inspector shall select the SPM (Anthony P. Marino), cc Bill Dittrich, and then click the green checkmark to submit.

INDOT shall provide training videos detailing the critical finding reporting protocols. In addition to submitting critical findings through iTAMS, all bridge inspectors shall send a separate email to the SPM to report the critical finding and provide details. Inspectors should copy this email message to others both within their organization and to county or state employees as required by their reporting protocols.

Critical findings previously submitted to the SPM according to the February 17, 2023 Announcement No. 23-01 do not need to be re-entered into the iTAMS platform. Those critical finding submittals shall be reported and closed out through the original email notifications. Once closed, the SPM will upload a copy of the critical finding email notification/correspondence record to the appropriate bridge file in iTAMS for records.

All bridge inspections and inspection report work that was either done in paper format during the BIAS shut down interval or was not properly completed and approved prior to the BIAS shut down will need to be entered into iTAMS.

Questions should be emailed to: [iTAMSHelp@indot.in.gov](mailto:iTAMSHelp@indot.in.gov)