

INDOT | BRIDGE LOAD RATING AIDS

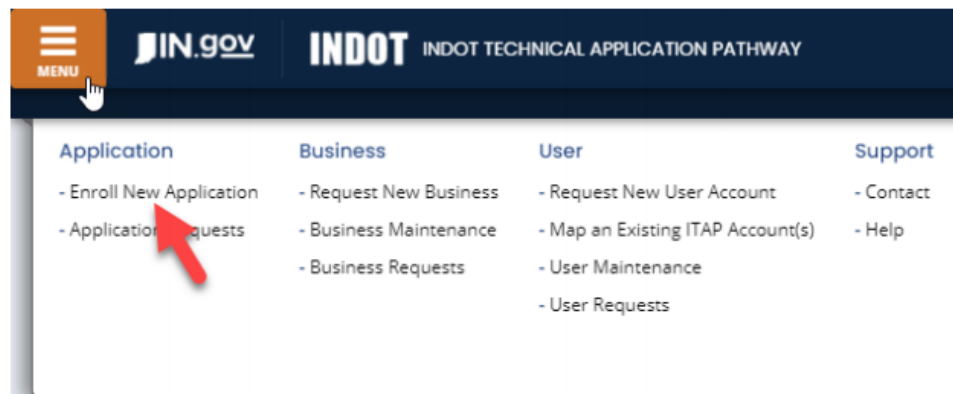
INSPECTION LOAD RATING REQUEST INSTRUCTIONS | JULY 26, 2021

MAKING LOAD RATING REQUESTS USING INDOT'S LOAD RATING REQUEST APPLICATION

Using INDOT's Load Rating Request Application (LRRRA), **INDOT Bridge Inspectors**, with the Requester role, may create **Construction Complete** and **Condition Change** load rating requests and monitor the status of those requests.

REQUEST ACCESS TO THE LOAD RATING REQUEST APPLICATION

Request access to the Load Rating Request Application through the INDOT Technical Application Pathway (ITAP). To request access, click on the orange Menu button at the top left side of your screen. Under Application, select Enroll New Application. Choose the Load Rating Request Application.



For the ability to make load rating requests, check the box to select the **Load Rating Requestor** role. This request will be sent first to the immediate supervisor for approval, then to LRRRA Admin for approval.

Assign	Name	Description
<input type="checkbox"/>	Administrator	Administrator
<input type="checkbox"/>	Load Rating Analyst	Load Rating Analyst
<input type="checkbox"/>	Load Rating Coordinator	Load Rating Coordinator
<input checked="" type="checkbox"/>	Load Rating Requestor	Load Rating Requestor
<input type="checkbox"/>	Project Manager	Project Manager

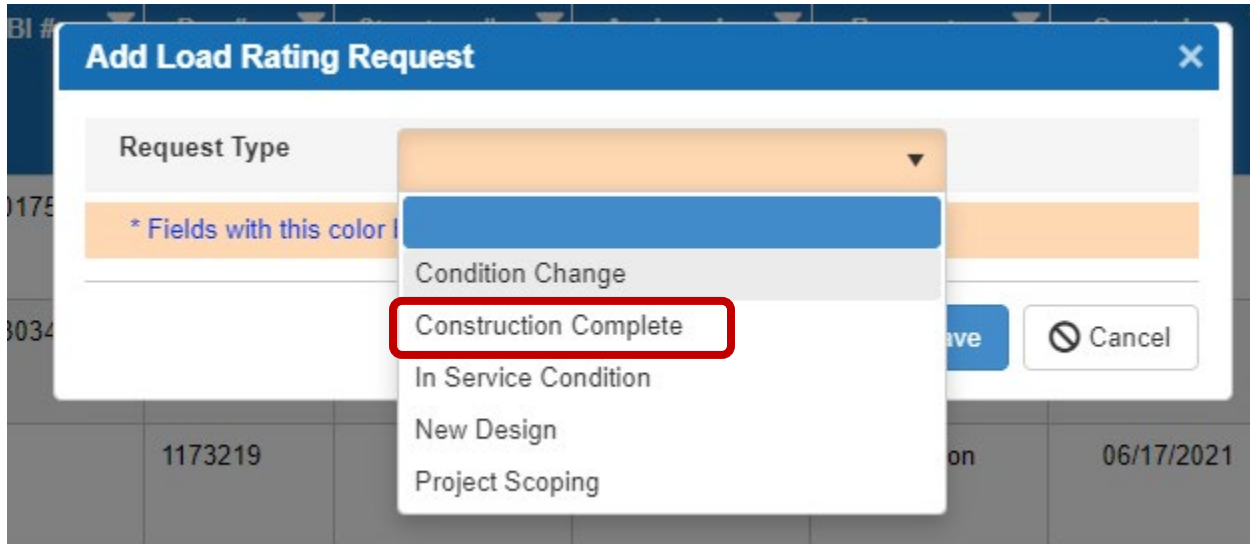
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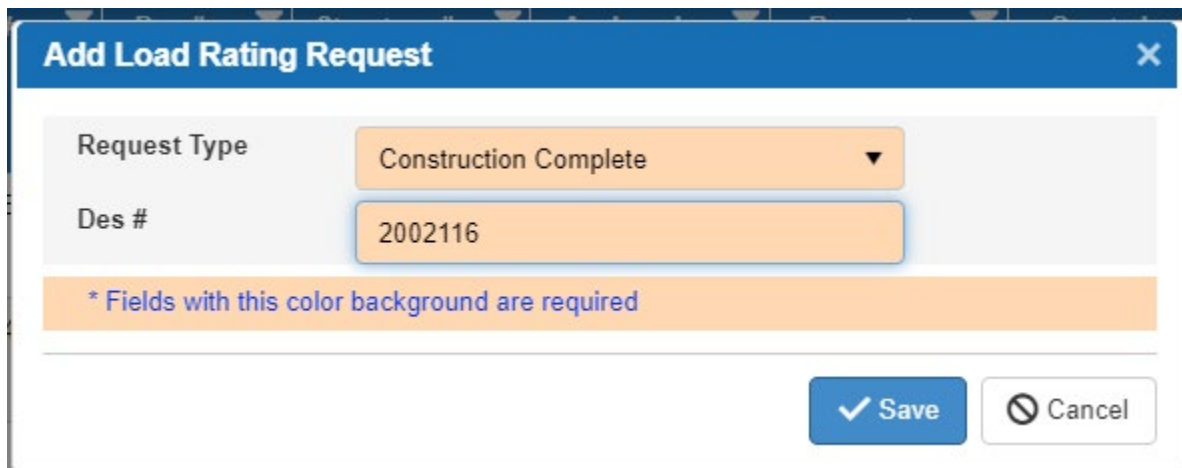
SUBMIT CONSTRUCTION COMPLETE REQUEST

To start a new load rating request, click the **New Request** icon  at the top of **My Tasks** grid.

Select **Construction Complete** from the options available in the **Request Type** dropdown box.



Enter the **DES #** associated with the completed construction and click **Save**.



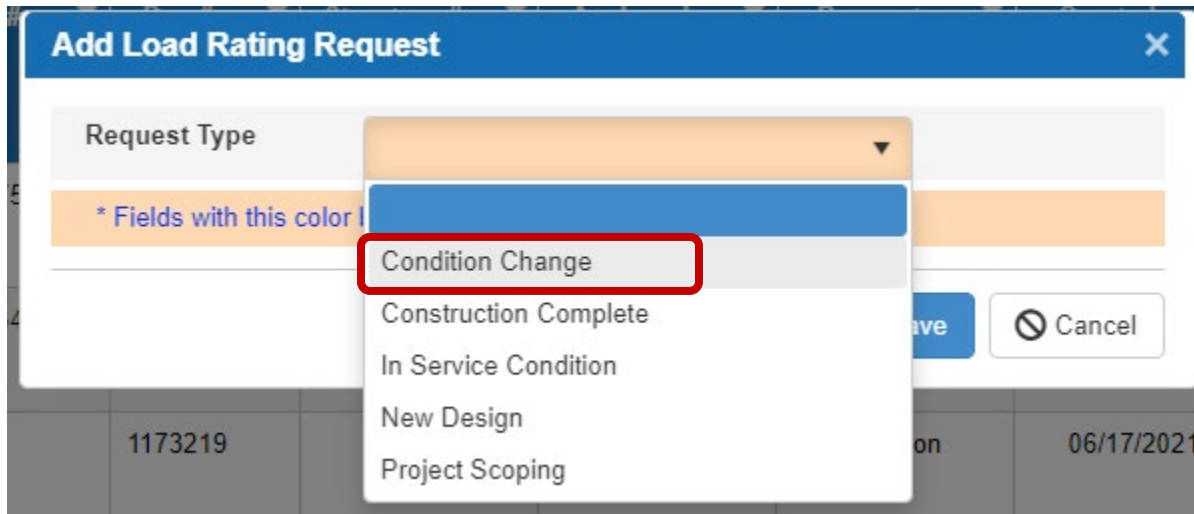
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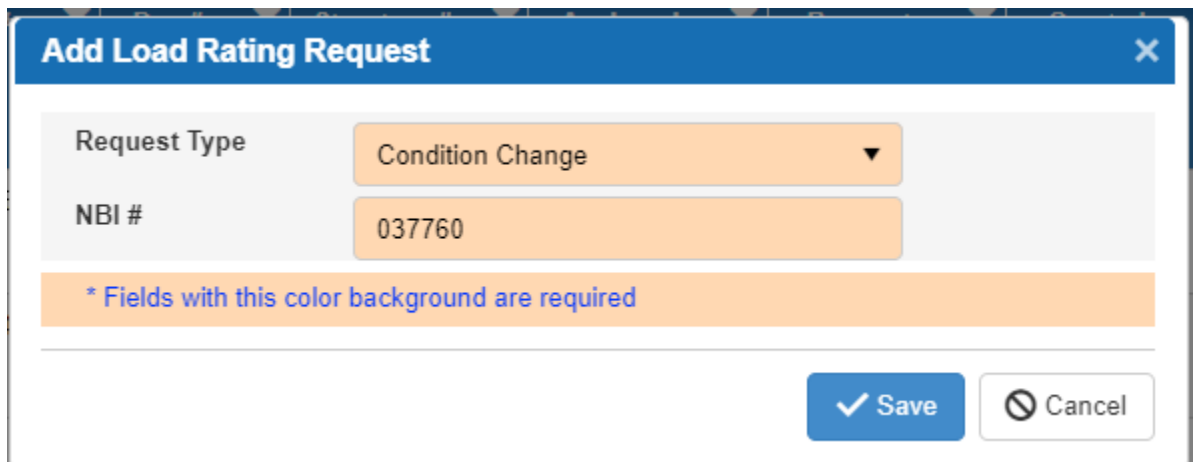
SUBMIT CONDITION CHANGE REQUEST

To start a new load rating request, click the **New Request** icon  at the top of **My Tasks** grid.

Select **Condition Change** from the options available in the **Request Type** dropdown box.



Enter the **NBI #** for the Bridge and click **Save**.



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Select the type of Condition Change from the Request **Sub Type** dropdown box.

7 Completed

Application Information

Created By	Hart, Jennifer	Status	Saved
Organization	INDOT - Bridge Design	Request Type	Condition Change
Request Sub Type		Created Date	06/24/2021 10:28:54 PM
District		Request Response Due	07/19/2021
		County	Tippecanoe

Request Information

NBI #	
Structure #	

Collision
Condition Change
Critical Finding
Deterioration

Upload information to assist load rating with the Condition Change evaluation. This could be field measurements, sketches, or other information. Select **Document Type** as **Load Rating Other**. It is not necessary to upload documents that are already available in BIAS or ERMS. The Load Rating Memo description is to be used by INDOT Admin only for the Approval Memo.

Document Attachment

	Document Name	Document Type	Description	Upload Status	Uploaded By	Upload
	FT LoadRtgMemo 2002116 For Co...	Load Rating	Load Rating Memo	Completed	Hart, Jennifer	06/24/20
	LoadRtgMdl I65-178-05485 CNBL ...	Load Rating Model	LoadRtgMdl I65-178-05485 BNBL ...	Completed	Ahmed, Mohamed	06/24/20
	LoadRtgSum I65-178-05485 CNBL ...	Load Rating Summary	LoadRtgSum I65-178-05485 CNBL ...	Completed	Ahmed, Mohamed	06/24/20
	LOADRTG LoadRtgRvwPlans 2002...	Load Rating Plan	Updated LOADRTG Plans 2002116...	Completed	Siler, Emily	06/22/20

Upload Documents

Select Files... Clear Files

	File Name	Document Type	Description	Upload Status
	2431 Holes drilled since 2005.pdf	Load Rating Other	2431 Holes drilled since 2005.pdf	Pending

Page 1 of 1 10 items per page 1 - 1 of 1 items

Upload Status 0%

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When complete, click **Submit Request**.

* Fields with this color background are required

Save For Later Submit Request

MONITOR PROGRESS OF LOAD RATING REQUEST

When accessing LRRR, the **My Task** panel shows all load rating requests made by the user. The display provides detailed status information such as **Status**, **Request Response Due** date and **Request Type** for all load ratings requested.

The screenshot shows the INDOT Load Rating Request Application interface. At the top, there is a navigation bar with the IN.gov logo and user information. Below this is a summary section showing a total of 23 tasks, broken down by status: Past Due (1), Due Soon (4), Not Assigned (5), Assigned (1), In Progress (2), Review (2), Final Review (10), and Complete (9). The main section is titled 'My Tasks' and contains a table of requests.

Request ID	Created By	Organization	MSR #	Des #	Structure #	Assigned To	Request Type	Created Date	Days In Progress	Days On Hold	Team Member Due Date	Team Lead Due Date	Request Response Due	Status
3041	Conice, Zachariah	INDOT - Engineering	017540		045-15-01987 A	Frederick, Brian	Condition Change	03/23/2020	11	0	03/30/2020	03/30/2020	03/30/2020	Final Review
3050	Conice, Zachariah	INDOT - Engineering	038300		05-234-04932 A	Frederick, Brian	Condition Change	03/23/2020	10	0	04/10/2020	04/12/2020	04/17/2020	Final Review
3049	Conice, Zachariah	INDOT - Engineering	045200	1592377	174-149-04338 B...	Frederick, Brian	Construction Complete	03/23/2020	10	0	Requested Hold	Requested Hold	Requested Hold	Review
3048	Conice, Zachariah	INDOT - Engineering	045410	1600018	174-171-04698 B...	Frederick, Brian	New Design	03/23/2020	10	0	Requested Hold	Requested Hold	Requested Hold	Review
3047	Conice, Zachariah	INDOT - Engineering	014250	0200634	041-82-04999 B...	Frederick, Brian	Construction Complete	03/23/2020	11	0	04/10/2020	04/12/2020	04/17/2020	Final Review

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LRRR STATUS DEFINITIONS

The status of the Load Rating Request may be monitored by the LRRR Dashboard.

Not Assigned: The Requester has submitted the Load Rating Request. INDOT Bridge Evaluation has not assigned the request for review.

Assigned: INDOT Bridge Evaluation has assigned the load rating request to a Load Rating Coordinator.

In Progress: The Load Rating Coordinator has assigned the load rating request to a Load Rating Analyst.

Review: The load rating has been completed by a Load Rating Analyst and is being reviewed by the Load Rating Coordinator.

Final Review: The Load Rating Coordinator has submitted the load rating to be reviewed by the INDOT Bridge Evaluation.

Complete: The load rating request is complete. For Condition Change requests, a notification has been emailed to the Requester stating that the load rating review has been completed. The email notification will include a statement indicating if a restriction is required. The final load rating documents will be available for review in review in LRRR and ERMS.

For all other load rating inquiries, please contact LoadRating@indot.IN.gov.