

 Office of Structures <i>Guidelines and Procedures</i> <i>Memorandum</i>	INSPECTION
	Number: OOS-GPM-SI-113
	Date: 08-06-2026
Flood Response Program and Inspection	Approval: 

MDOT SHA Structures

When a Flood Warning is issued by the National Weather Service for a particular county or drainage system, the Flood Response Program shall be initiated for these locations. Flash Flood Warnings and Coastal Flood Warnings do not initiate the Flood Response Program unless otherwise directed by the Division Chief, SIRE – Structures Inspection.

The MDOT SHA Flood Response Program requires all bridges with the SIA Item 113 ratings of 3, 4, 6U, 5A, 5B and (in some cases) 7 to be checked for scour damage following each flood event. In addition, any specific bridge Scour Plans of Action (POA) within the affected county shall be implemented.

The primary goal of all flood inspections is to determine that increased flow rates have not affected the stability of the structure. This includes looking for signs of structural movement, roadway settlement, scour countermeasure displacement, undermining, increased foundation exposure or other related issues of concern.

Step 1: Flood Warning is issued. Inspection Teams are not to go out into the active storm. Once the majority of the storm system has passed, Inspection Team Leaders are to contact the District Shops to inquire whether there have been any reports of overtopped roadways or other bridge related issues.

Step 2: For any bridges which were reported to have been overtopped or have any other flood related issues, site visits shall be made as soon as possible after the storm event has passed.

Step 3: Approximately 12 to 24 hours after the storm event has effectively passed, flood inspections shall begin for all bridges on the respective Flood Response Crew Bridge Lists. These lists are organized by county, and consist of bridges with Item 113 coded 3, 4, 6U, 5A, 5B, and sometimes 7 based on a review of past scour history and countermeasure performance. Dive firms will be contacted regarding the inspection of bridges on the Flood Response Dive Bridge Lists.

Step 4: If the inspector cannot safely enter the stream to take soundings and probe the foundation elements, the inspection team must return to perform the in-stream flood inspection as soon as the waters suitably subside. If a diver will be required to perform the in-stream inspection, notify the Structures Inspection Senior Project Team Leader or Division Chief as soon as possible.

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Report Process:

- The team that visits the bridge first is to open the report in SAM**, whether it's office staff or the field crews. The report must be opened within 24 hours of site visit.
 - Each flood response sheet is to be uploaded into the open report by the team that performed that particular site visit (within 2 days of site visit).
 - Once the final in-stream inspection is performed, the team that performed that inspection will scan their flood sheet and submit the report which will include the previously uploaded flood sheets (within 2 days of final site visit, 1 week for diver bridges).
- ** Except in the case of reports with an ER, it is not necessary to delete all existing elements when creating flood inspection reports. The verbiage and condition states for the existing elements are to remain unchanged, and any findings concerning the flood inspection are to be included in the flood response sheet. For flood inspections with findings which warrant an ER, all elements should be deleted except the element which is being ER'ed. Existing verbiage for this element should remain unchanged, and a new paragraph added which clearly indicates the date of the flood inspection along with the relevant findings.

Local Agency Bridges

Each Local Agency Program Manager shall have either a formal written Flood Response Program or adhere to MDOT SHA's Flood Response Program. Each agency's Flood Response Program shall be documented and kept on file with SIRE. It shall include the following at a minimum:

- The bridges to be included in any necessary flood response
- The conditions needed to initiate a flood response
- The specific scour Plans Of Actions for those bridges that require one
- The required documentation
- The process for required follow-up actions

Flood inspections for LA bridges shall be documented in SAM as indicated above for MDOT SHA bridges.