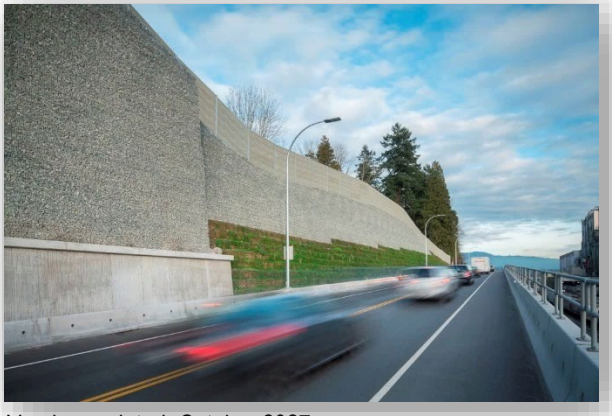

Major Road Network Structures (MRN–S) Program

2027 Program Description and Guidelines

Together all the way

Version updated: October 2027

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1. INTRODUCTION

1.1 MAJOR ROAD NETWORK STRUCTURES (MRN–S) FUNDING PROGRAM

The Major Road Network (MRN) was established in 1998/99 under the South Coast British Columbia Transportation Authority (SCBCTA) Act. The Act requires the Authority to establish and fund an integrated system of highways across the region, in partnership with local governments.

The objective of the **Major Road Network Structures (MRN-S) Funding Program** is to provide funding to local governments to keep major structures along the MRN such as bridges, culverts, and retaining walls in a **state of good repair**.

Transport 2050 (T2050) Strategy and the *Access for Everyone* (*AfE*) Plan, both approved by the Mayors' Council in 2022, identify planned investment necessary for maintaining what is needed in a state of good repair and to upgrade infrastructure to mitigate climate and seismic risks in order to ensure safe and reliable operations of the transportation system. Another critical component of the Plan is aimed toward providing regional funding for rehabilitation and seismic retrofit of MRN Structures such as bridges, retaining walls, and culverts.

To meet these strategic goals, the MRN-S Funding Program has been established to fund **replacements, rehabilitations, and seismic upgrades** of MRN Structures to achieve an inventory-wide *state of good repair*.

At the recommendation of Regional Transportation Advisory Committee (RTAC), Operation, Maintenance, and Rehabilitation (OMR) Subcommittee, and TransLink staff, this document may be modified and expanded as necessary to improve program administration in the longer term.

2. DEFINITIONS

Term	Definition
Major Road Network (MRN)	The MRN is comprised of a network of approximately 675 km of road that facilitates the safe and efficient movement of people and goods across the region. TransLink, in partnership with local governments, plans the region's MRN. TransLink provides funding for the operation, maintenance, and rehabilitation of the MRN, but ownership and operational responsibility for the MRN remains with the respective local governments.
Project	A Project is defined as the scope of work, concerning one or more structures owned by the local government, that has been put forward for funding approval. Multiple application requests may be submitted for each Project, subject to the Project timeframe requirements specified in **Section 4.1.4**.
Large-Scale Project	A Project for large-scale State-of-Good-Repair (SOGR) or Seismic Upgrade with more than or equal to $10 million in TransLink contribution funding. Large-Scale Projects are eligible for up to six (6) years to complete, subject to milestone tracking requirements. Annual progress payments may be considered where construction has started and milestone progress can be demonstrated with documentation and invoices.

3. FUNDING FRAMEWORK

3.1 FUNDING DISTRIBUTION

In order to maintain structures supporting the MRN in a state of good repair, funding is available through this Program to local governments to replace, rehabilitate, or seismically upgrade these structures through a cost sharing partnership. Available MRN-S Funding is distributed to project(s) through a framework consisting of both **Allocated Funding** and a **competitive process**. Projects are evaluated and shortlisted based on the evaluation criteria and funding allocation methodology, which was jointly developed by TransLink and the RTAC – OMR Subcommittee.

For the 2027 program year, there is no limit to the number of Applications that each local government can submit to request funding for their Projects. Each Project can be a stand-alone project or one that is being partially funded by another TransLink funding program (e.g. a bridge deck rehabilitation project that is also requesting BICCS funding to improve cycling infrastructure on the bridge). Each local government is eligible for **Allocated Funding** consisting of:

- One (1) project application for up to **$500,000** toward rehabilitation, replacement, seismic upgrade projects, or detailed design.
- One (1) project application for up to **$150,000** toward detailed inspection, feasibility studies, or design projects. Multiple structures may be bundled under a single application.

All other project applications and additional funding request exceeding allocated amounts, including large-scale projects, will be considered under the **Competitive process**.

The maximum MRN-S Funding request is **$5 million per application;** this cap may be increased **up to $8 million**, subject to funding availability, feasibility of project scope, proposed timeline, and estimated project cost. The cost share ratio is **up to 50%.** For smaller local governments with a population of less than 15,000, the cost share ratio is **up to 80%.** (Further details provided in **Section 3.2**). The scope of each Project may consist of multiple structures, given that:

- Structures in each project are of the same type (i.e., one of bridge, culvert, or retaining wall)
- The structures are located on the same **segment** of the MRN
- Rationale is provided to justify grouping these structures together in the same Project

The amount of funding each project would receive is determined through this combined allocated and competitive framework, described in **Section 4.2**, subject to budget availability.

3.2 COST SHARING

TransLink will fund up to 50% of eligible costs for approved MRN-S projects. The Cost Share percentage is dependent on the amount of External / Third Party Contribution, and the population size of the local government that is applying for project funding. These stipulations are further detailed in the subsections below.

3.2.1 EXTERNAL / THIRD PARTY FUNDING

External / Third Party Funding is defined as secured funding by provincial or federal governments or external agencies (e.g., ICBC, Province's B.C. Active Transportation Grants Program). For additional information about third-party infrastructure cost-sharing grants, please email ipme@translink.ca or visit https://www.translink.ca/-/media/translink/documents/plans-and-projects/roads-bridges-and-goods-movement/2025-additional-at-and-transit-grant-info.pdf.

Funding contributions from local sources, such as development cost charges, development levies, agreements with private developers, for example, may be considered part of the local government share of project costs. **Table 1 and Table 2** outline funding distribution with respect to External / Third Party Contributions.

3.2.2 Cost-sharing for Small Local Governments

Local governments with population less than 15,000 are eligible for up to 80% cost share for any projects that meet program eligibility criteria. This includes the opportunity to accumulate their allocated funds over several years towards a single project which can be cost-shared up to 80%. For more details on projects with multiple program year funding, please refer to **Section 5.9**.

Table 1: Projects which qualify for 50% Cost Share

External Funding Contribution (% of Total Eligible Project Costs)	TransLink Contribution (% of Total Eligible Project Costs)	Local Government Contribution (% of Total Eligible Project Costs)
< 50%	Up to 50%	Minimum of 25%
≥ 50%	Equal to Local Government Contribution	Equal to TransLink Contribution

Table 2: Projects which qualify for 80% Cost Share

External Funding Contribution (% of Total Eligible Project Costs)	TransLink Contribution (% of Total Eligible Project Costs)	Local Government Contribution (% of Total Eligible Project Costs)
< 60%	Up to 80% of the remaining Eligible Project Costs	Minimum of 20%
≥ 60%[1]	Equal to Local Government Contribution	Equal to TransLink Contribution

[1] Subject to funding availability, TransLink may consider cost-sharing up to 80% of the remaining Eligible Project Costs.

3.3 Roads Operations, Maintenance, and Rehabilitation Costs

Through the Operations, Maintenance, and Rehabilitation (OMR) Program, TransLink provides local governments with an annual allowance for the operation, maintenance, and rehabilitation of MRN roads within their jurisdiction, which is independent of MRN-S funds. However, to minimize both costs and traffic disruptions, local governments may choose to undertake OMR works on existing road infrastructure concurrently with structure replacement, rehabilitation, or seismic upgrade works that may be eligible for funding under the MRN-S Funding Program.

Components of an MRN-S project that comprise of operations or maintenance tasks, or rehabilitation of existing road infrastructure must be identified as such in the application process. The costs for these components are covered by OMR funds and are **not eligible** for cost sharing under the MRN-S program.

3.4 TransLink and Local Governments Obligations

Local governments are owners of Structures along the MRN (with the exception of certain TransLink assets) and are ultimately responsible for any legal liability associated with the safety, functionality, and condition of the structures.

TransLink is entitled to deem a project ineligible for funding, to fund less than 50% of eligible project costs, or not to fund a project for any reason. This entitlement does not make TransLink responsible for any legal liability associated with the local governments' decision to proceed or not proceed with these projects, and the consequences of such action.

4. GUIDELINES

4.1 PROJECT ELIGIBILITY

This section provides guidance on the **mandatory** project eligibility requirements that must be satisfied in order for the Application to be considered **eligible** under this Program. Subsequent evaluations to determine funding approval will be carried out considering eligible Applications only.

4.1.1 STRUCTURE SIZE

A minimum structure size, determined based on the governing dimensions for that structure type, shall be used by TransLink to determine project eligibility:

Table 3: Criteria for Structure Sizes

Structure Type	Governing Dimensions Criteria	
Bridge	Length greater than 3 metres	
Culvert	Culvert opening width greater than 1 metre	
Retaining Wall	Height greater than 2 metres	

Note that for Projects containing more than one structure to be considered eligible, **all** structures within its scope must satisfy the minimum dimensions listed above.

Structures that do not meet the above minimum dimension requirements may alternatively be eligible for OMR Funding for General Rehabilitation (Refer to OMR Program Description and Guidelines **Section 3.4**).

Additionally, upsizing these structures for climate resilience to meet or exceed the minimum dimensions is eligible under the MRN-S Program.

4.1.2 PROJECT TYPE

The MRN-S Funding Program is intended to fund only rehabilitation, seismic upgrades and replacement projects, and supporting project phases that address state of good repair, seismic, or climate resilience.

Eligible Project Types:

- **Rehabilitation:** Modification, alteration, or improvement of the condition of a structure subsystem that is designed to correct deficiencies and achieve a particular design life and live load level. Examples include, but are not limited to:
    - **Bridge Rehabilitation**: partial or complete deck replacement, superstructure replacement, superstructure strengthening, expansion joint replacement, retrofit with semi-integral abutments
    - **Culvert Rehabilitation**: installing or replacing part of structure such as concrete collar, wing walls, culvert lining, metal plates on the bottom
    - **Retaining Wall Rehabilitation**: replacement for geotechnical or structural failure of part of structure; resurfacing wall face
- **Seismic Upgrade:** Modifications to a bridge that will allow it to meet the seismic (earthquake) performance objectives specified by the owner with jurisdiction of the structure. (e.g. concrete girder strengthening, installation of seismic restrainer cables)
- **Replacement:** Full structure replacement (Note: Partial replacements are covered under "Rehabilitation"). Replacement is defined to be the removal and reinstatement of a structure "in-kind" or to meet an improved design criteria (e.g. design flood levels/minimum hydraulic requirements, higher safety factors, etc.) required by the current codes and standards.
- **Upgrades to address climate resilience:** Projects that involve upsizing structures to meet future conditions (e.g. larger culverts, converting culverts to bridges, installing new structures to protect watersheds).

Ineligible Project Types:

- **Operations and Maintenance:** includes work performed on a structure or subsystem to prevent or correct minor deficiencies and deterioration that are typically foreseeable or routine in nature. These activities differ from rehabilitation in that they generally do not extend service life or affect the structural capacity of the bridge.
    - Examples of routine maintenance activities:
        - Deck cleaning (e.g. power washing, debris removal)
          Drainage maintenance
        - Snow removal
        - Salting deck
        - Channel cleaning (e.g. vegetation removal)
    - Examples of non-routine maintenance activities:
        - Adjust or replace-in-kind traffic barriers
        - Install hazard signs
        - Extension of deck drains
        - Patching concrete or asphalt (potholes or spalls, etc.)
        - Replace isolated rotten timber planks
        - Repair grade differential or fill gravel potholes
        - Replace missing bolts or tighten existing bolts
        - Repair broken utilities

- Replace damaged drain grates
- Install lighting
- Repainting pavement lines

- **Upgrades:** aesthetic improvement projects and expansion projects (to accommodate future population/development/employment needs). These projects could include changes to a structure that do not bring it to a higher level of safety performance or address structural concerns.
  - Examples of upgrades for future expansion:
    - Adding more lanes to an existing bridge
    - Raising vertical clearance of a bridge to accommodate over-height vehicles
  - Examples of upgrades that improve aesthetics:
    - Installing artwork

It is recognized that some structure replacement/rehabilitation projects may also comprise of expansion/upgrade elements (e.g. deck widening) in order to meet current and future traffic needs. It is not TransLink's intent to exclude these Projects from funding eligibility. To determine the proportion of the Project costs eligible for MRN-S Funding, the ratio of the deck area associated with "in-kind" replacement will be compared to the total deck area of the proposed upgraded structure, as shown in **Figure 1** below.

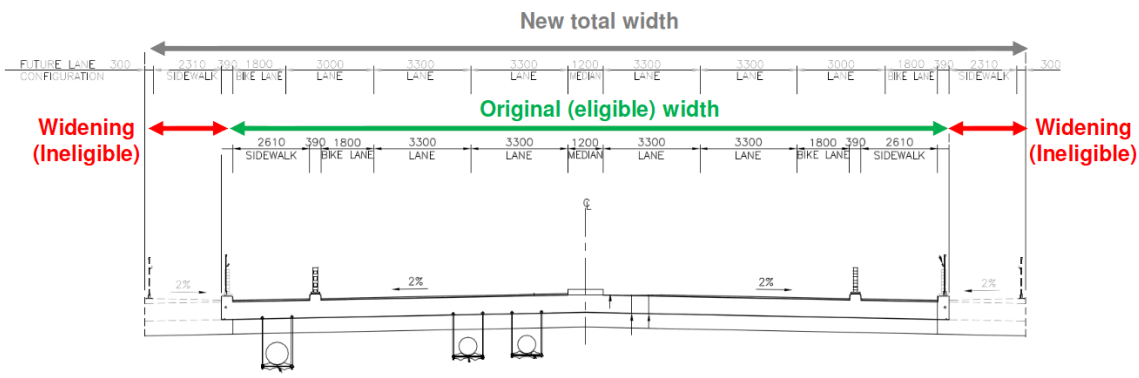

Figure 1: Example of Deck Cross Section Showing Partial Eligibility of Replacement Upgrade Projects

Costs associated with the expansion portion of the structure that are not eligible under this program may alternatively be eligible under MRNB Upgrade Program (Refer to MRNB Program Description and Guidelines).

4.1.3 Project Phase

Eligible and ineligible Project phases under the MRN-S Funding Program are defined as follows:

Eligible Project Phases:

- ✓ Supporting Assessments*
- ✓ Feasibility, Planning, Preliminary, Detailed Design
- ✓ Detailed Inspections
- ✓ Tender
- ✓ Construction

Ineligible Project Phases:

- X Public Consultations
- X Routine Structure Inspections**
- X Warranty

*Supporting assessments may include environmental, geotechnical and/or hydraulic assessments that provide direct input into the project design.

Routine structure inspections including overload assessments for the purpose of pre-screening MRN structures (unless they are included in Detailed Inspections) are eligible for OMR Funding, subject to the requirements outlined in **Section 3.4 of the OMR Program Description and Guidelines.

TransLink reserves the right to contact individual local governments to discuss the potential for adjusting the scope of an approved project to meet the criteria for eligibility. Local governments must notify TransLink with any changes to the project scope or cost as soon as possible.

4.1.4 PROJECT READINESS

The application submission must demonstrate that the local government has considered feasibility issues and has taken reasonable measures to prevent delays or changes to the construction schedule.

Eligible projects are to be scheduled for completion within the following timeframes:

- Two (2) years for Detailed Inspection and Feasibility Study.
- Four (4) years for Design, Construction, or combined Design and Construction.
- Six (6) years for Large-scale Projects (≥ $10 million in TransLink funding), subject to milestone tracking requirements.

The project timeframe is determined starting in the year of **initial TransLink funding approval** for a specific Project. i.e. local governments may submit additional funding request applications in subsequent years for the same Project, but the completion deadline will not be extended. For more details for criteria on extension of required completion deadline, refer to **Section 5.8.2**.

However, to provide local governments with flexibility to best deliver their structure improvement projects, TransLink will accept applications for Projects with single or multiple structures, and single or multiple phases. Local governments may also elect to combine or separate multiple project types or sub-sections of a larger project. For more details on project application, refer to **Section 5.1**

4.1.5 PROJECT DESIGN

Eligible projects must meet or exceed the applicable standards and guidelines for the governing jurisdiction. Typically, this will require a minimum compliance to CSA S6 Canadian Highway Bridge Design Code requirements.

Tender documents must be prepared by a registered Professional Engineer through Engineers and Geoscientists BC (EGBC).

4.1.6 PROJECT PRIORITY

To be considered eligible, the local government must sufficiently demonstrate their commitment to securing the necessary external funding sources and successfully executing the Project. This can be achieved in a number of ways, including, but not limited to:

- Identification in Official Community Plans or Transportation Master Plans
- Proof of public consultation
- Council support
- Committed funding from local government or other sources

4.2 PROJECT EVALUATION CRITERIA AND FUNDING DISTRIBUTION

Only **eligible** Applications, as defined in **Section 4.1** will be evaluated for MRN-S funding by TransLink. Ineligible Applications will not be considered further except as modified based on TransLink direction on a case-by-case basis.

Note: Applications submitted under the **Allocated funding** streams alone are not subject to evaluation scoring. Competitive Applications will be evaluated using the MRN-S Evaluation Criteria.

A competitive process will be used to compare and allocate funding to the Applications received for the year. A **Risk-Based Scoring Process** will be used to score Applications based on the risks identified and mitigated through completion of the Project. Five (5) separate evaluation criteria will be used to measure identified risks:

Table 4: Evaluation Criteria

Criteria		Maximum Points	Description
Criteria 1	**Condition**	40	Evaluates the extent and effect on structure(s) where condition has deteriorated, resulting in a loss of functionality, and/or structural/safety risks
Criteria 2	**Importance**	30	Considers characteristics of the route serviced by the structure(s) and the impact on movement of people and goods, with a focus on high-priority routes
Criteria 3	**Safety**	20	Evaluates overall safety for road users, including passenger vehicles, pedestrians, cyclists, transit buses, trucks, and reductions to load carrying capacity.
Criteria 4	**Seismic Vulnerability**	40	Evaluates the need for seismic upgrades, based on recommendations of previous seismic studies/assessments
Criteria 5	**Continuity**	10	Additional weighting for projects that previously received partial funding and demonstrate milestone progression when applying for more funding.

Local governments should provide clear, concise responses in the Application and attach all relevant, supporting documentation to allow TransLink to assign an accurate risk score to the Application. TransLink will score all Applications using the rubric defined in **Appendix A** and based upon the considerations for each criteria listed in **Appendix B**.

Once all Applications have been evaluated and scored, funding will be distributed based on a **Ranking and Cut-off Process**. Projects are ranked in descending order by their risk score. Funding is allocated to the highest-risk projects first, up to the applicable cost share and project funding cap, until all available funding for the program year is exhausted. Projects at the "cut-off line" may only receive a partial amount of their full funding request. Projects ranked below the funding "cut-off line" will not be funded.

The maximum MRN-S Funding request is $5 million per Application; this cap may be increased up to $8 million, subject to funding availability, feasibility of project scope, proposed timeline, and estimated project cost.

The transfer of funds between approved project applications may be permitted, provided that the following conditions are satisfied, in addition to the requirements defined in **Section 5.8.3**:

- Projects applications must be submitted by the same local government in the same funding year
- Project applications must be eligible for funding and be ranked above the specified "cut-off line" for that program funding year
- No single project application may incur a combined funding greater than the applicable program cap

4.3 Cost Eligibility

Project components that are considered essential to the successful delivery of the project are generally eligible for cost share, including (but not limited to):

- Property acquisition (not including leases)

- Fees for professionals, technical personnel, consultants, and contractors
- Materials and Equipment (including fabrication, supply, transportation, installation)
- Costs incurred for contract administration
- Detour costs
- Traffic management costs
- Environmental management costs

The costs of project components (including property acquisitions) acquired or completed prior to January 1st of that program year of the MRN-S projects are not eligible for "retroactive" cost sharing under this program. In other words, only those costs incurred as of January 1st, 2027 will be eligible for cost sharing. (i.e., For Project funding first awarded in 2027 as part of the 2027 MRN-S Program, only those costs incurred on or after **January 1st, 2027** will be eligible for cost sharing.) For more details on projects with multiple program year funding, please refer to **Section 5.9**.

Any project-related property acquisitions are eligible for cost share at the original purchase price (i.e., not the current market value at the time of Payment Request). Such costs are eligible only for property required to complete an approved MRN-S project (i.e., property required for a proposed "ultimate" alignment is not eligible if the current project involves construction to an "interim" standard) and are only reimbursed when the approved project is completed.

Project components that are **not eligible** for cost sharing under the MRN-S Funding Program include:

- Project components acquired or completed prior to approval of the MRN-S project
- Local government overhead (e.g., senior management time, general office support, or other non-direct staff costs)
  - Utility costs (including regular, long-distance or cellular phone charges)
- Financing (internal or external costs of borrowing TransLink's contribution, from the date of actual expenditure to the date of receipt of TransLink's contribution following completion of the project)
- Assets such as small tools that are normally charged against income
- Purchasing Equipment, furnishings, and fittings used for normal administrative purposes (e.g., office furniture, personal computers)
- Vehicles
- Gifts in kind
- Auditing or accounting fees, incurred in the normal course of local government operations
- Legal services
- Operations and maintenance
- Pavement rehabilitation components associated with road approaches (funded under the OMR Program)

Taxes are not eligible for cost sharing under the MRN-S Funding Program.

5. ADMINISTRATIVE PROCEDURES

5.1 PROJECT APPLICATION

Local governments are required to submit project applications to TransLink – by the deadline indicated on the **application form** for proposed projects to be considered under the **2027 funding year.** Funding Streams:

Allocated:

- One application up to $500,000 for Detailed Design, Replacement, Rehabilitation, or Seismic Upgrades (multiple structures may be bundled).
- One application up to $150,000 for Detailed Inspection, Feasibility Study, or Design (multiple structures may be bundled).

Competitive:

Applications up to $5,000,000 per project, with flexibility up to $8,000,000 for large-scale projects depending on funding availability, feasibility of project scope, proposed timeline, and estimated project cost.

Local governments may select both Allocated and Competitive funding streams for the same project where the total eligible project cost exceeds the Allocated cap.

Local governments may choose to combine their MRN-S funding application with other available funding under TransLink's other local government funding programs (i.e. MRNB Upgrade, BICCS, WITT, BSR or OMR) if the scope of their project is eligible for funding under the respective program guidelines. If this is the intention, then local governments should indicate this on the application form.

Local governments may also, if they choose, submit applications for multi-year, "phased" projects. In this case, a separate contribution agreement will apply to each stage of the project. However, separate applications for funding for the same project scope of work will all have the same deadline for completion as the earliest approved application.

Applications shall include a summary of anticipated funding sources for the project. Any previously approved and anticipated amount of funds from each source shall be noted, with the total amount equaling the project cost estimate. Possible sources of funding may include (but are not limited to):

- local government sources (e.g., local government general revenues, development cost charges, development levies, work agreements with private developer);
- requested amount of TransLink program funding (e.g., MRN-Structures from previous program years, MRNB Upgrade funding, BICCS funding, BSR funding, or WITT funding).
- External or third-party funding (e.g., provincial or federal programs, ICBC grants).

For additional information about third-party infrastructure cost-sharing grants, please email ipme@translink.ca or visit https://www.translink.ca/-/media/translink/documents/plans-and-projects/roads-bridges-and-goods-movement/2025-additional-at-and-transit-grant-info.pdf.

5.2 SUPPORTING DOCUMENTS FOR PROJECT APPLICATION

For all project applications, the following supporting documents are to be submitted to TransLink:

- **Project photos** - 'Before' and 'After' photos of the project need to be submitted to demonstrate project improvements prior to funding disbursement. The 'Before' photos will be requested at the project application stage, and the 'After' photos will be requested at the Payment Request stage after the project has been completed.
- **Project Map** – map clearly indicating the location of the project, and individual structure(s) within the Project
- **Plan Drawings and Cross Sections** - All developed concept sketches and drawings should be provided to indicate the project scope.
- **Documents demonstrating funding commitment** – Copies of any relevant documentation should be provided to indicate resolution from funding source(s) approving the project and the local

government's cost-share of the project. (e.g. letters of support, Council resolutions or approvals, OCP, or other indicators of priority)

- **Certification by Professional Engineer** – A blank certification page is included with the Application form template, to be completed by the Professional Engineer who will be responsible for the Project. Completed certification pages should be submitted electronically as an attachment (.PDF format only).
- **Structure inspection report(s)** – Recent (i.e. within the last 5 years) structure inspection reports should be provided. Example inspection forms are provided in **Appendix C** for reference. If available, relevant testing, assessment or evaluation reports should also be provided.

The following supporting documents may also be required depending on the scope of the Project Application:

- **Detour Route Maps** – Detour routes should clearly indicate the alternative vehicular roadway(s) and/or pedestrian pathway(s) that will be used in event that the structure(s) are taken out of service.
- **Seismic Assessment Reports and Seismic Retrofit Drawings/Reports** – Relevant seismic studies or letters or recommendation should be attached that clearly indicate seismic vulnerability of the bridge(s). If previous seismic upgrades have already been completed for the bridge(s), please also provide as-built drawings and reports documenting the completed work.

Additionally, dependent on the applicable project phases, a copy of one or more of the following supporting documents should also be submitted:

- Project proposal(s) with fee estimate, prepared by a registered Professional Engineer
- Engineering report(s) prepared during previous design phases, prepared by a registered Professional Engineer
- Detailed construction cost estimate, prepared by a registered Professional Engineer
- Issued for Tender (IFT) documents (including drawings and specifications), prepared by a registered Professional Engineer

5.2.1 Projects on or crossing Jurisdictional Boundaries

Local governments are expected to co-ordinate with neighboring jurisdictions to synchronize the delivery of any project for MRN-S on or crossing jurisdictional boundaries. A letter of support from the neighboring jurisdiction may be required at the time of submitting a funding application.

5.3 Project Presentations

Local governments may choose to meet with TransLink staff to present additional project details, if needed. These project presentations are optional. Please indicate on your application form if you would like to present your project to TransLink.

5.4 Project Evaluation and Approval

TransLink staff will review all applications for the 2027 MRN-S funding program. Incomplete applications will be returned to the local government for completion within a reasonable time as deemed by TransLink. Additional information or clarification may be requested during the review process. Projects requesting MRN-S funding will be reviewed for eligibility per **Section 4.1**

- Allocated applications are not subject to evaluation scoring and will be reviewed for eligibility only.
- Competitive applications will be evaluated using the criteria outlined in Section 4.2 and Appendix B.

Shortlisted projects will be subject to TransLink internal funding approval process. Upon approval, TransLink will prepare project-specific contribution agreements and oversee the administration of the funding.

5.5 Projects along the Major Road Network (MRN) and/or Truck Route Network (TRN)

Local governments must provide additional supporting documents for any project that impacts the people-moving capacity along the Major Road Network (MRN). All projects that have the potential of reducing the people-moving capacity along the MRN must be communicated to TransLink and TransLink will determine if the Major Road Network Capacity Change process would apply. Where applicable, the applicant may be required to obtain a Letter of Approval signed by TransLink's Director, Infrastructure Program Management, per the South Coast British Columbia Transportation Authority Act.

Furthermore, per the SCBCTA Act, TransLink must review and approve proposed truck prohibitions, including the removal of truck routes.

5.6 Project Implementation and Funding Deadline

Local governments are solely responsible for the implementation of approved MRN-S projects in accordance with a project-specific contribution agreement. Local government responsibilities include, for example, project management, procurement of consultants, securing right-of-way, permitting, design, tender, construction, and inspection. TransLink responsibility is limited to the provision of funding per the contribution agreement.

Project Completion Deadlines:

- Two (2) years for Detailed Inspection and Feasibility Study.
- Four (4) years for Design, Construction, or combined Design and Construction.
- Six (6) years for Large-scale Projects (≥ $10 million in TransLink funding), subject to milestone tracking requirements.

The program year from which the funding was first awarded is considered Year 1. For example, projects awarded funding under the 2027 MRN-S Program that are subject to a four (4) year completion deadline must be completed by December 31, 2030, unless an approved extension is granted. Projects with two (2) year or six (6) year deadlines will have their respective completion dates set according to the timelines outlined above.

5.7 Project Status Update

For the purposes of cash flow forecasting and budgeting, TransLink requires project updates four times a year for all active projects until the Project is completed. This will provide TransLink with an overview of the progress of the work in relation to the project milestones. Project updates must be submitted through the Local Government Funding Program Web Application [https://regionalroads.com/] with the following deadlines in each year:

- End of February,
- End of April,
- End of August, and
- End of November.

5.8 Request for Change to Approved Projects

5.8.1 Scope of Work Changes

If a local government plans to change the scope of work of an approved project, the local government can request the scope change through the Local Government Funding Program Web Application [https://regionalroads.com/], along with supporting documentation, to TransLink for consideration. The request will be subject to approval by TransLink's Director, Infrastructure Program Management. Approval of all changes must be signed by TransLink's Director, Infrastructure Program Management.

5.8.2 Extension of Completion Deadlines

The project completion deadlines for approved MRN-S Program projects may be extended for projects that have received documented commitments demonstrating any third-party funding which has allowed for additional time to complete the project. Projects may also be granted extension if they can demonstrate delays caused by third parties which are outside of the control of the project. Contractor retainment, staffing challenges, project priority, cost escalations or supply chain issues are not considered issues caused by third parties as it is expected that these risks have been considered prior to application submission. The maximum extension that can be provided is one (1) year. Additional requirements by TransLink in the review of extension requests:

- Projects that have not started one year before the completion deadline will not be eligible for extension unless the local government demonstrates the ability to complete the project by the deadline in the funding agreement.
- Projects that are more than 50% complete by the completion deadline may be eligible for extension but may not be eligible for additional funding.

Requests for extension of completion date can be submitted through the Local Government Funding Program Web Application [https://regionalroads.com/], along with supporting documentation, to TransLink for consideration. Approval of all changes must be signed by TransLink's Director, Infrastructure Program Management.

5.8.3 Funding Transfers (TransLink Contribution Amount)

If a local government submits a Payment Request showing the agreed-upon scope of work was completed under budget, the local government can also request on the Payment Request to transfer the remaining TransLink funding to **one** still-open[1] project within the same program and program year (e.g. A project from MRN-S 2027 transferred into another MRN-S 2027). Also, if a project is canceled the local government can request to transfer the TransLink funding to **one** still-open project within the same program and program year. Once funds are transferred into a project, no further funds can be transferred into or out of that project. Transferring funds from one program year to another year is not permitted.

Under no circumstances shall the transferring of funds between projects result in the TransLink contribution to a project exceeding the cost share percentage identified in the Contribution Agreements of the total eligible costs.

Requests for transfers can be submitted through the Local Government Funding Program Web Application [https://regionalroads.com/] to TransLink for consideration.

5.9 Multiple Program Year Funding

A local government may apply for funding in multiple program years for the same project. In this instance, funding approved to supplement a previously approved project will automatically obtain the same timeline as the original approved funding (e.g. A project approved in 2027 can receive funding in years 2028, 2029 and 2030 but all funding must be used by December 31, 2030). This allows local governments to apply for up to four years' worth of funding to a single project; however, funds from a future year are provisional and subject to TransLink's annual budget review and approval process and therefore cannot be guaranteed.

Under no circumstances shall the total funding from multiple Program years result in the TransLink contribution to a project exceeding the cost share percentage identified in the Contribution Agreements of the total eligible costs. Should a project be granted an extension, this project is no longer eligible to request additional funding.

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[1] This is a project that is either still under construction or is complete but a request for payment of TransLink's contribution has not yet been submitted. Funding cannot be transferred to projects for which TransLink has already paid its contribution.

5.10 Multiple Program Funding

A local government may apply for funding from multiple funding programs (e.g. MRN-S, BICCS, WITT, BSR, and MRNB) for the same project if the project meets each funding programs' eligibility criteria. In this instance, the project may apply for funding from both allocated and competitive portion of the funding programs; however, funds from the competitive portion are not guaranteed and will be dependent on the project evaluation score.

If the project is eligible for multiple funding programs, the project may also apply for funding in multiple program years for the respective funding program (e.g. applying for BICCS funding for consecutive years). In this instance, funding approved to supplement a previously approved project will automatically obtain the same timeline as the original approved funding (e.g. A project approved in 2027 can receive funding in years 2028, 2029, and 2030 but all funding must be used by December 31, 2030). This allows local governments to apply for up to four years' worth of funding to a single project; however, funds from a future year are provisional and subject to TransLink's annual budget review and approval process and therefore cannot be guaranteed.

Under no circumstances shall the total funding from multiple funding programs and in multiple program years result in the TransLink contribution to a project exceeding the cost share percentage identified in the Contribution Agreements of the total eligible costs.

5.11 Requests For Payment

TransLink will reimburse local governments for the eligible costs for a MRN-S project, up to the amount identified on the Contribution Agreement (or the total of all project Contribution Agreements).

5.11.1 Eligible Cost Period and Payment Timing

Only costs incurred within the approved project completion timeframe as applicable to the project type outlined in Section 5.6 or before the required completion deadline are eligible for reimbursement.

- Requests for payment of TransLink contributions shall be submitted to TransLink within **60 days after completion of the project.**
- All proof of cost expended dated on or before the required completion deadline identified in the contribution agreement or the approved scope change would be considered eligible.
- Any proof of cost expended dated before January 1st of the initial agreement year or after the required completion deadline identified in the contribution agreement or outside of the approved scope change will not be eligible.
- Requests which are submitted late may not be processed and funding may be forfeited.

These requirements apply to all projects. In addition, for large-scale projects with more than or equal to $10 million in TransLink funding, annual progress payments may be considered provided the following conditions are met:

- Construction has started; and
- Milestone progress can be demonstrated with documentation and invoices.

All progress payments will be subject to review and approval by TransLink.

5.11.2 Conditions for Payment

TransLink will pay its share of costs directly to the local government once:

- the contribution agreement for the project has been properly executed by both TransLink and the local government; and

- the project is complete[2]; or
- if the Project is not completed by the required completion date but construction is greater than 50% complete, TransLink will reimburse the local government for up to the cost share percentage identified in the Contribution Agreement(s) of actual Eligible Costs incurred by the project deadline, provided that:
  - the construction is over 50% complete; and
  - The completed work aligns with the design standards detailed in Section 4.1. TransLink will reimburse whichever is less: actual Eligible Costs incurred by the required completion deadline multiplied by the cost share percentage identified in the Contribution Agreement(s) or the total approved TransLink contribution(s) for the project.

5.11.3 Submission Requirements

Requests for payment of TransLink funds must be submitted on the Local Government Funding Program Web Application [https://regionalroads.com/] with the following information:

- description of the actual work completed and any scope change from the original application,
- breakdown of the project costs net of any HST or provincial or federal tax rebate,
- disclosure of any contributions made by provincial or federal governments or agencies. All External / Third Party Funding must be identified in the Payment Request. Please refer to Section 3.2.1 for details on the funding distribution,
- Attachments:
  - Photos of completed Project
  - Copy of scope change (if applicable)
  - Summary of Cost listing (or referencing) items covered under each project cost items.
  - All **proof of costs**[3] expended by the project deadline.
- certification by the City Engineer (or equivalent) that the project is complete, as defined in the agreement, and that the project met or exceeded specifications and standards set out in the contribution agreement, if any, and those standards or specifications set by the local government. Alternatively Record Drawings, Issued for Construction Drawings, As-Built Drawings, Certificate of Completion, Project Completion Report or Stamped Study (as applicable) may be submitted,
- certification by the local government's Chief Financial Officer (or equivalent) that the Eligible Costs as stated have been incurred by the local government, are attributable to this Project, are correct, and are net of any provincial or federal tax rebate; and
- Record Drawings, Issued for Construction Drawings, As-Built Drawings, Certificate of Completion, Project Completion Report or Stamped Study (as applicable).

5.12 Communications Materials and Project Signage

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[2] As defined in the contribution agreement, a project is deemed to be complete when:

- the work is ready for use, or is being used, for its intended purpose; and
- the total value of all incomplete, defective and/or deficient work does not exceed 3% of the maximumproject budget set out in the contribution agreement.

[3] This includes invoices for cost items that exceed $10,000 from consultants, progress payments from contractors and accounting spreadsheets for internal work that show enough detail to identify those costs are eligible under the program guidelines.

Recognition of TransLink as a partner in the project, via use of TransLink's name and/or logo, should be included in all materials produced and shared publicly, including but not limited to project-related signage, webpage, poster, videos, media releases, and online/social media promotion. Local governments will notify TransLink when preparing any communication materials related to TransLink-funded projects, so that TransLink staff has an opportunity to provide input and approval prior to the release of information (activetransportation@translink.ca).

Specific requirements regarding project recognition signage are included under **Section 3.5.6** of the **project funding agreement**. Refer to the project funding agreements for additional details.

5.13 Trading or Combining of Local Government Allocations

Trading of MRN-S allocations between local governments is not permitted. However, local governments may combine their funding allocations for projects that cross municipal boundaries or that otherwise benefit both local governments. Combining of allocations would only be done with the consent of each affected local government, as confirmed by an appropriate resolution of each Council or letter of agreement from senior local government staff, and approval of TransLink.

1. APPENDIX A *MAJOR ROAD NETWORK STRUCTURES* PROJECT EVALUATION FRAMEWORK

Table A1: Project Eligibility and Scoring Evaluation Framework for MRN-S Projects

	Project Eligibility Requirements		
	Projects must satisfy **all** requirements listed below in order to be evaluated for funding allocation.		
Structure Size		All structures within the Project scope satisfy the minimum threshold dimensions. (Section 4.1.1).	**Pass/Fail**
Project Type		Project scope covers only rehabilitation, seismic upgrades, replacement, and/or upgrades that address climate resilience. Ineligible project types are not included. (Section 4.1.2)	**Pass/Fail**
Project Phase		Project scope only covers eligible phases (i.e. detailed inspection, feasibility and planning studies, preliminary and detailed design, tender and/or construction) and does not include any ineligible project phases. (Section 4.1.3)	**Pass/Fail**
Project Readiness		The project is ready to move forward and can be completed within the approved timeframe (2, 4, or 6 years). The project demonstrates that feasibility issues have been considered and there are no major obstacles to complete the project by the completion deadline.	**Pass/Fail**
Project Design		The project meets or exceeds applicable design standards and guidelines for the governing jurisdiction(s). (Section 4.1.5)	**Pass/Fail**
Project Priority		The local government has demonstrated commitment and/or high priority to the project via, for example, identification in Official Community Plans or Transportation Master Plans, Council support, and/or committed funding.	**Pass/Fail**

	Project Evaluation Criteria Risk-Scoring Framework					
	An overall Risk-Score will be determined based on the weighted scores awarded under each criteria.					
Criteria	Condition (40 pts)	Importance (30 pts)	Safety (20 pts)	Seismic Vulnerability (40 pts)	Continuity (10 pts)	**Overall Score**
Score	__ / 40	__ / 30	__ / 20	__ / 40	__ / 10	**__ /140 pts**

2. APPENDIX B *MAJOR ROAD NETWORK STRUCTURES* EVALUATION AND SCORING

Scoring is based on the risk of the "do-nothing" scenario (i.e. if the proposed Project is not completed as planned) for each of the four evaluation criteria referenced in **Table A1** and further defined in **Table B1** on the following page. These criteria are: **Condition, Importance, Safety, and Seismic Vulnerability.**

In addition, a supplementary scoring criterion (**Continuity**) provides up to 10 points additional points for projects that have previously received funding and demonstrated milestone progress. Continuity does not measure risk, but offers additional weighting to encourage the completion of previously supported projects.

The greater the identified risk associated with each criterion, the higher the application will score (to a maximum points listed for each). **Table B1** provides a list of considerations that will be taken into account in the evaluation of risks and includes a non-exhaustive list of examples of Projects that will score high under each criterion. Note that some risks may be applicable across multiple categories.

Scores could vary within the indicated ranges depending on reported localized conditions, structure-specific risks, or critical deficiencies. This allows for flexibility, acknowledging that even localized issues can pose substantial risks to MRN operations or public safety.

TransLink reserves the right to alter the evaluation and scoring process in future funding years, with input from local governments.

Table B1: Guide to risk-based evaluation and scoring

PROJECT CRITERIA AND CONSIDERATIONS		
CONDITION (up to 40 points)		
The risk-score shall be evaluated based on the extent of deterioration on structure component(s), where it has resulted in a **loss of functionality or has created a structural/safety risk**. The Applicant must be able to demonstrate an improvement of the condition of the structure (i.e. reduction of risk) through implementation of the proposed Project. Some considerations in determining risks associated with a structure's ***condition***:		
Sub-Criterion	**Scoring Description**	**Points**
Remaining service life	- >30 yrs remaining = max 5 pts - 15–30 yrs = 5-10 pts - 5–15 yrs = 10-15 pts - <5 yrs = 15 pts	Max 15 pts
Extent of deterioration & risk of failure	- No deterioration = max 3 pts - Localized deterioration / low risk = 3-7 pts - Widespread deterioration / imminent risk = 7-10 pts	Max 10 pts
Inspection data value	- No data = max 1 pt - Limited / dated (> 5 years old) = 2-3 pts - Recent & comprehensive (≤ 5 years old, detailed condition assessment) = 4-5 pts	Max 5 pts
Effect on overall function	- No impact = max 1 pt - Moderate impact = 2-3 pts - Significant impact = 4-5 pts	Max 5 pts
Likelihood of rapid further deterioration	- Low = max 1 pt - Medium = 2-3 pts - High / sudden = 4-5 pts	Max 5 pts

Table B1 (cont'd): Guide to risk-based evaluation and scoring

PROJECT CRITERIA AND CONSIDERATIONS		
IMPORTANCE (up to 30 points)		
The risk-score shall be evaluated based on the characteristics of the route serviced by the structure(s) and the subsequent **impact on the movement of people and goods**, with a focus on high-priority routes. Routes with greater "importance" are considered to have higher inherent risk, as they have the potential to generate far-reaching impacts to the MRN. Some considerations in determining risks associated with a structure's ***importance:***		
Sub-Criterion	**Scoring Description**	**Points**
Frequent Transit/BRT/Truck/Bike-Ped	- TRN and/or Bike-Ped = 1-3 pts - FTN and/or BRT = 3-5 pts	Max 5 pts
Disaster/Emergency Access	- Non disaster/emergency routes = max 3 pts - Critical role in disaster/emergency routes = 3-5 pts	Max 5 pts
Structure Category*	▪ Cat II, low / significant MRN impact = Max 3 pts - Cat I, supports MRN = 3-5 pts	Max 5 pts
Traffic Volume (AADT)	- <5,000 = max 3 pts - 5,000–15,000 = 3-5 pts - >15,000 = 5 pts	Max 5 pts
Detour Availability	- Easy detour = max 3 pts - Detour 1–5 km = 3-5 pts - No reasonable detour / >5 km = 5 pts	Max 5 pts
Dependent Infrastructure	- No dependent facilities = 0 pts - Critical facilities dependent = Max 5 pts	Max 5 pts

* The structure(s) category:

- **Category I (Cat I):** Structure(s) located within the MRN right-of-way that physically support the MRN road.
- **Category II (Cat II):** Structures within the MRN right-of-way that span the road without physically supporting it yet are vital for the movement of people and goods.

PROJECT CRITERIA AND CONSIDERATIONS		
SAFETY (up to 20 points)		
This risk-score shall be assessed based on identified **safety deficiencies** affecting road users and **service-level constraints** that reduce the structure's functionality. Current or future reductions to the load carrying capacity, weight posting restrictions, or partial closures will increase the risk score. Some considerations in determining risks associated with a structure's ***safety:***		
Sub-Criterion	**Scoring Description**	**Points**
Public safety	- Moderate to low risks / deficiencies = max 5 pts - High, documented safety risks = 10 pts	Max 10 pts
Load posting & service-level constraints	- Limited restrictions (seasonal/occasional) = max 5 - Severe restrictions (permanent posting, lane closures, loss of capacity) = 10 pts	Max 10 pts

Table B1 (cont'd): Guide to risk-based evaluation and scoring

PROJECT CRITERIA AND CONSIDERATIONS		
SEISMIC VULNERABILITY (up to 40 points)		
This risk-score will be established based on the **seismic vulnerability** of the structure(s) and the need for seismic upgrades as recommended by previously completed seismic studies and assessments. Establishing minimum seismic performance requirements shall be the responsibility of the Regulatory Authority (i.e. local government/owner), and TransLink's evaluation will be based solely on the recommendations disclosed by the local government. Some considerations in determining risks associated with a structure's ***seismic vulnerability:***		
Sub-Criterion	**Scoring Description**	**Points**
Regional Seismic Risk / Soil Liquefaction	- Low risk zone / stable soils = max 3 pts - Moderate seismic risk or localized soil issues = 3–7 pts - High risk zone / liquefaction potential = 7–10 pts	Max 10 pts
Multi-Span vs. Single-Span	- Single span, low risk = max 3 pts - Multiple spans or complex geometry with moderate vulnerability = 3–7 pts - Multi-span, high risk = 7–10 pts	Max 10 pts
Previously Completed Seismic Upgrades	- Fully upgraded = max 3 pts - Partial upgrades = 3–7 pts - No upgrades completed = 7–10 pts	Max 10 pts
Seismic Vulnerability from Studies	- Studies confirm low vulnerability = max 3 pts - Moderate vulnerability identified = 3–7 pts - Studies confirm high vulnerability = 7–10 pts	Max 10 pts

PROJECT CRITERIA AND CONSIDERATIONS
CONTINUITY (up to 10 points)
This supplementary criterion is assessed based on whether the project has previously received funding under the MRN-S Program and whether the applicant has demonstrated meaningful progress toward completion. Unlike the risk-based criteria, Continuity does not measure risk; instead, it provides additional weighting to encourage applicants to maintain momentum and complete previously supported initiatives. Some considerations in determining **Continuity**: • Whether the project has already received TransLink funding • The extent of milestones achieved since prior funding (e.g., feasibility, preliminary or detailed design) • Demonstrated ability to progress toward construction in subsequent funding years • Documentation of deliverables and reporting that shows project advancement

3. APPENDIX C *SAMPLE STRUCTURE INSPECTION FORMS*

TransLink requires local governments to submit recent (i.e. within the last 5 years) inspection reports for all structures requesting funding under the MRN-S Program. The following sample inspection reports (provided in the *BC MoTI Bridge Management Information System User Manual*) illustrate the minimum condition information required for each type of structure.

This inspection form shall only be adapted for use by qualified personnel who are trained in and have sufficient field experience in using the BC MOTI condition rating system.

Ministry of Transportation and Infrastructure

BRIDGE CONDITION INSPECTION

Inspection Type
Routine ☐ Partial ☐
Detailed ☐

Structure Number		Structure Name		Inspection Date (yyyy/mm/dd)	

	COMPONENT	E	G	F	P	V	X	N	INSPECTION NOTES BY COMPONENT
	HYDROTECHNICAL								
1	Debris Risk								
2	Channel								
3	Erosion Protection								
4	Substructure Scour								
	SUBSTRUCTURE								
5	Foundation Movement								
6	Abutments								
7	Wing/Retaining Walls								
8	Embankment								
9	Footings/Piling								
10	Pier Columns/Walls/Cribs								
11	Bearings								
12	Caps								
13	Corbels								
14	Dolphins/Fenders								
	SUPERSTRUCTURE								
15	Floor Beams/Transoms								
16	Stringers								
17	Girders								
18	Portals								
19	Bracing/Diaphragms								
20	Truss Chords/Arch Ribs								
21	Arch Ties								
22	Truss Diagonals								
23	Truss Rods/Verticals								
24	Cables								
25	Panels								
26	Pins/Bolts/Rivets								
27	Camber/Sag								
28	Live Load Vibration								
29	Coating (structure)								
	DECK								
30	Sub Deck/Cross Ties								
31	Wearing Surface								
32	Deck Joints								
33	Curbs/Wheelguards								
34	Sidewalk(s)								
35	Railings/Parapets								
36	Median Barrier								
37	Drains/Pipes								
38	Coating (Railings)								
	APPROACHES								
39	Signing/Lighting								
40	Roadway Approaches								
41	Roadway Flares								

PERCENT CONDITION RATING
Enter % in each condition.
See BMIS User Manual 15.2.2

INSPECTION NOTES BY COMPONENT
All poor or very poor conditions should be explained with notes and documented by photos. Label explanation(s) with component numbers.

Partial Inspection Notes:

General Inspection Notes:

Utility Concern Notes (Contact Utility Owner):

Urgency Rating Notes:

Condition Codes	
E Excellent	V Very Poor
G Good	X Not Inspected
F Fair	N Not Applicable
P Poor	

For Condition Guidelines see BMIS User Manual 15.2.2

Urgency Rating
_____

For definition see BMIS User Manual 15.2.8
"4" and "5" rating must be explained.

Inspector (please type or print) _____ Signature _____

H0382.doc (Updated 2011-02-24)

Side 1 of 2

Structure Number _____

Posted Weight Restriction *(print actual message on sign(s))*

_____

_____

Other Posted Hazard Warning Signs

_____

_____

Drainage Area Description *(water level fluctuation, logging debris, etc.)*

_____

_____

_____

_____

Scour Notes

_____

_____

_____

Rehab Work Notes

_____

_____

_____

_____

_____

_____

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Maintenance Work Notes

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_____

_____

Ministry of Transportation and Infrastructure

Ministry of Transportation and Highways

CULVERT CONDITION INSPECTION

Inspection Type
Routine ☐ **Detailed** ☐ Partial ☐

Structure Number	**Structure Name**	**Inspection Date (yyyy/mm/dd)**

COMPONENT — **PERCENT CONDITION RATING** (Enter % in each condition. See BMIS User Manual 15.2.3) — **INSPECTION NOTES BY COMPONENT** (All poor or very poor conditions should be explained with notes and documented by photos. Label explanation(s) with component numbers.)

	HYDROTECHNICAL	E	G	F	P	V	X	N
1	Debris Risk							
2	Channel							
3	Erosion Protection							
4	Substructure Scour							
5	Flow Capacity							
	STRUCTURE							
6	Embankment							
7	Roadway Over Culvert							
8	Wing Walls							
9	Head Wall							
10	Cutoff Wall							
11	Inlet							
12	Outlet							
13	Roof							
14	Sidewalls							
15	Floor							
16	Foundation							
17	Trash Rack							
18	Fisheries Features							
19	Joints							
20	Bolts							

Partial Inspection Notes:

General Inspection Notes:

Urgency Rating Notes:

Condition Codes	
E Excellent	V Very Poor
G Good	X Not Inspected
F Fair	N Not Applicable
P Poor	

For Condition Guidelines see BMIS User Manual 15.2.2

Urgency Rating

_____

For definition see BMIS User Manual 15.2.8 "4" and "5" rating must be explained.

Inspector (please type or print) _____ Signature _____

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Structure Number

Drainage Area Description *(water level fluctuation, logging debris, etc.)*

Scour Notes

Rehab Work Notes

Maintenance Work Notes

Ministry of Transportation and Infrastructure

Ministry of Transportation and Highways

RETAINING WALL CONDITION INSPECTION

Inspection Type
Routine ☐ Partial ☐
Detailed ☐

Structure Number ☐ **Structure Name** ☐ **Inspection Date (yyyy/mm/dd)** ☐

	COMPONENT	E	G	F	P	V	X	N
	HYDROTECHNICAL							
1	Channel							
2	Erosion Protection							
3	Substructure Scour							
	FOUNDATION							
4	Wall Foundation							
	STRUCTURE							
5	Movement of Wall							
6	Retaining Wall							
7	Embankment							
8	Tie back/Connectors							
9	Wall Drainage System							
10	Coating							
11	Railings							
12	Roadway Flares							

PERCENT CONDITION RATING
Enter % in each condition.
See BMIS User Manual 15.2.7

INSPECTION NOTES BY COMPONENT
All poor or very poor conditions should be explained with notes and documented by photos. Label explanation(s) with component numbers.

Partial Inspection Notes:

General Inspection Notes:

Utility Concern Notes:

Urgency Rating Notes:

Condition Codes

E	Excellent	V	Very Poor
G	Good	X	Not Inspected
F	Fair	N	Not Applicable
P	Poor		

For Condition Guidelines see BMIS User Manual 15.2.2

Urgency Rating

For definition see BMIS User Manual 15.2.9
"4" and "5" rating must be explained.

Inspector (please type or print) Signature

H0382F.doc (Updated 2011-02-24) Side 1 of 2

Structure Number

Instrumentation Notes

Drainage Area Description *(water level fluctuation, logging debris, etc.)*

Scour Notes

Rehab Work Notes

Maintenance Work Notes