

I. INSTRUCTIONS

1. Any person or company submitting a pedestrian bridge to the NCDOT for possible inclusion on the NCDOT [Approved Products List](#) shall follow the instructions and requirements outlined below as well as send a completed Product Evaluation Program [Application](#) to productevaluation@ncdot.gov. A hard copy of the submittal with all supporting documentation should be sent to the Structural Members Engineer at P.O. Box 1164, Asheboro, NC 27204.
2. This is the first step in the process. There may be follow-up questions as well as a visit to the facility. Please ensure that all submitted contact information is current and correct.
3. All questions regarding the evaluation process should be directed to productevaluation@ncdot.gov.

II. SUPPLEMENTAL INSTRUCTIONS

1. This checklist must be completed and accompany a completed PEP Application when submitting any pedestrian bridge for possible inclusion on the NCDOT Approved Products List.
2. To complete this checklist, complete Section III below by listing the maximum properties and clicking the check boxes to confirm that all required information is being provided.

III. SUPPLEMENTAL REQUIREMENTS

1. NCDOT requires pedestrian bridges to be designed in accordance with the current version of the *AASHTO LRFD Guide Specifications for the Design of Pedestrian Bridges*.
2. The pedestrian bridge analysis should account for the appropriate maintenance vehicle live load and should correspond to the highest wind speed and the most severe wind exposure category for North Carolina.
3. The pedestrian bridge analysis should include the longest span and widest clear deck width that is intended to be used in the State. Note the NCDOT requires a 10' minimum clear deck width on pedestrian bridges.

Maximum Span Length _____ ft.
Maximum Clear Deck Width _____ ft.
Maximum Wind Velocity _____ mph.

4. Check the boxes below verifying the submittal includes analysis and design calculations in accordance with the *AASHTO LRFD Guide Specifications for the Design of Pedestrian Bridges* for the:

- Framing Members (including shape, size, and section properties)
- Member Connections (bolted and/or welded) with detailed drawings
- Deck
- Miscellaneous Attachments (including but not limited to fencing, roofing, safety railing, or signing)

5. NCDOT requires pedestrian bridge suppliers to be approved on the NCDOT Producer/Supplier list before performing work in the State. Check the boxes below verifying the submittal includes the following information required for evaluation as a Producer/Supplier of pedestrian bridges:

- Copy of current AISC Certification
- Current Quality Manual
- Names and titles of owners, managers, and responsible persons within the organization
- Legal name, physical address, and mailing address of the company (if different from name and address listed on the NCDOT Product Evaluation Program application)
- Contact person name, phone number, and email address
- If applicable, Welding Procedure Specifications and supporting Procedure Qualification Records (PQR), witnessed and signed by a third party

- Welder and Welding Operator Qualification Records (WOQR), completed within the last 5 years, witnessed and signed by a third party
- Certification documents for mechanical tests, witnessed and signed by a third party
- Copy of Non-Destructive Examination (NDE) certification(s) for technicians as outlined in ASNT SNT-TC1A
- Copy of NDE written practice for NDE of each discipline used in the plant
- Copy of CWI certification(s)