

**STATE OF CALIFORNIA-DEPARTMENT OF TRANSPORTATION  
STRUCTURE MAINTENANCE & INVESTIGATIONS**

**REQUEST FOR STRUCTURE ASSET NAME AND NUMBER**

**This form supports request for bridge and tunnel structure asset name and number only.**

**This form will only be accepted from Caltrans personnel and Local Agency bridge owners.**

Attach the current General Plan (GP) which summarizes the scope of the work. If the bridge/tunnel is in an interchange identify the structure on an interchange plan. Use one request form for each structure.

**If this request for a bridge/tunnel number is the result of a change in structure ownership only complete applicable item numbers 2 thru 5 and 22 thru 26.**

**Contract and Contact Information**

(1) Project Number or Contract Number:	(2) Name of Bridge/Tunnel Owner:
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(3) Organization Requesting Bridge/Tunnel Number:
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(4) Contact Name:	(5) Contact Telephone Number:
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(6) General Plan Provided:      Yes      No	(7) Interchange Map Provided:      Yes      No
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**Location and Structure Information**

(8) District/County/City/Route or Facility Carried/Post Mile:	(9) Physical Location:
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(10) Feature Intersected:
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(11) Feature Intersected is:	Over	Under	(Relative to the route identified in item 8)
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(12) Bridge/Tunnel on a Connector:	Yes	No	(If "Yes" complete item 13. If "No" proceed to item 14.)
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(13) From Route:	To Route:	(Include Route Direction)
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(14) Traffic Direction:	1-way	2-way	(15) New Route or Re-alignment:	Yes	No
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(16) Bridge/Tunnel Replacement:	Yes	No	(If "Yes" complete items 17 & 18. If "No" proceed to item 19.)
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(17) Bridge/Tunnel Name of Structure Being Replaced:	(18) Bridge/Tunnel Number of Structure Being Replaced:
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(19) Parallel Bridge/Tunnel:	Existing	Planned	None	(If a parallel structure exists, complete items 20 and 21.)
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(20) Bridge/Tunnel Name of Existing Parallel Structure:	(21) Bridge/Tunnel Number of Existing Parallel Structure:
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**Only complete items 22 thru 25 to request a bridge/tunnel number for a structure that is changing ownership.**

(22) Changing the Bridge/Tunnel Number of an Existing Structure:	Yes	No	(If "Yes" complete items 23, 24 & 25.)
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(23) Current Bridge/Tunnel Name:	(24) Current Bridge/Tunnel Number:
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(25) Justification for the Change, include CTC Resolution, Annexation or Relinquishment Number and Name of the New Owner:
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(26) Additional Comments:
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**For Use by Bridge Asset Management**

Assigned Bridge/Tunnel Name:	Assigned Bridge/Tunnel Number:	Assigned By:
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District/County/City/Route or Facility Carried/Post Mile or Physical Location:	Date:
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Bridge/Tunnel Already Built	Bridge/Tunnel Not Built Yet
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Comments:
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## Instructions for completing the Request for Structure Asset Name and Number form:

- (1) Project or contract number that is associated with this bridge/tunnel.
- (2) Identify who will own the new structure after construction is complete.
- (3) Typically the Caltrans Design Section, the Caltrans Office of Special Funded Projects, or the Local Agency bridge owner.
- (4) Name of the individual that may be contacted if additional information is required.
- (5) Phone number of individual to be contacted.
- (6) Is the General Plan provided?
- (7) Is the Interchange Plan provided?
- (8) Bridge/tunnel location using Caltrans convention (District/County/City/Route/Post Mile).
- (9) Bridge/tunnel location referenced to a known point or intersection. Provide GPS coordinates when possible.
- (10) Provide the names of all features intersected, including roadways, waterways and railroads.
- (11) The vertical relationship between the bridge/tunnel and the feature intersected, relative to the route identified in item 8.
- (12) Is the bridge/tunnel part of an interchange that connects two routes?
- (13) Describe connectors using direction of traffic (northbound, southbound, eastbound, westbound) and route number.  
Example: N5-S50
- (14) Will the structure carry traffic in a single direction or in both directions?
- (15) Answer "Yes" if this is a new route or a re-alignment of an existing route.
- (16) Does the bridge/tunnel for which the number is requested replace an existing structure?
- (17) Provide the name of the bridge/tunnel that is being replaced.
- (18) Provide the number of the bridge/tunnel that is being replaced.
- (19) This includes paired bridges/tunnels on the mainline or structures on ramps serving the mainline.
- (20) Provide the name of the existing parallel bridge/tunnel.
- (21) Provide the number of the existing parallel bridge/tunnel.
- (22) Provide the information in items 23, 24 and 25 to get a new bridge/tunnel number for an existing numbered structure that is being re-number. Typically the reason to re-number a bridge/tunnel is change of ownership.
- (23) Current bridge/tunnel name of the structure that is being re-numbered.
- (24) Current bridge/tunnel number of the structure that is being re-numbered.
- (25) Detail the justification for the change in ownership to include CTC Resolution, annexation and relinquishment numbers.  
Also include the name of the agency that will be receiving the structure.
- (26) Provide any additional information that would assist in identifying the new bridge/tunnel.

Submit General Plan, Interchange Plans and Request for Structure Asset Name and Number form to:

E-Mail: [SMI-Projects@dot.ca.gov](mailto:SMI-Projects@dot.ca.gov)

Mail: CALTRANS, SM&I

Attn: Bridge Asset Management Group

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