



**COLORADO** DEPARTMENT OF PERSONNEL & ADMINISTRATION  
 STATE ARCHIVES AND PUBLIC RECORDS  
 RECORDS DISPOSITION SCHEDULE

ARCHIVES#  
15-45

DEPARTMENT Transportation	DIVISION Bridge	SECTION Bridge	PERMANENT <input type="checkbox"/> NON-PERMANENT <input checked="" type="checkbox"/>
ITEM NO.	RECORD TITLE	RETENTION PERIOD	CITATIONS/SPECIAL INSTRUCTIONS
1.	Provisions to Support the National Bridge Inspection Standards (NBIS) Requirements. (see section 2.2 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650	The Records listed here are to be kept for the life of the bridge and while the bridge is "in service" plus 2 years. (see section 2.1 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650.	AASHTO Manual for Bridge Evaluation, Second Edition., Section 2 "Bridge Files and Documentation". Ref: 23 CFR 650  *(The AG's office suggests a retention of 2 years after the life of the bridge to comply with Limitations of Actions Statute CRS 13-80-102.)
2.	General File Information (see section 2.2.1 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650		
3.	Field Inspection Information (see section 2.2.2 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650		
4.	Critical Findings and Action Taken (see section 2.2.3 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650		
5.	Waterway Information (see section 2.2.4 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650		
6.	Significant Correspondence (see section 2.2.5 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650		
7.	Other Inspection Procedures or Requirements (see section 2.2.6 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650		

**NO RECORD SHALL BE DESTROYED UNDER THIS SCHEDULE AUTHORITY SO LONG AS IT PERTAINS TO ANY LEGAL CASE, CLAIM, ACTION OR AUDIT.**

I request approval of the above records disposition. I hereby certify that I am authorized to act for the head of this agency in matters pertaining to disposal of records.

State Archivist's Signature 	Date 04/08/2015	Records Liaison Officer's Signature 	Date 3/21/15
Signature of Deputy State Auditor for State Auditor 	Date 7/30/2015	Signature of Assistant Attorney General for Attorney General 	Date 4/24/15



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ITEM NO.	RECORD TITLE	RETENTION PERIOD	CITATIONS/SPECIAL INSTRUCTIONS
8.	Load Rating Documentation (see section 2.2.7 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650	The Records listed here are to be kept for the life of the bridge and while the bridge is "in service" plus 2 years. (see section 2.1 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650	AASHTO Manual for Bridge Evaluation, Second Edition., Section 2 "Bridge Files and Documentation". Ref: 23 CFR 650  *(The AG's office suggests a retention of 2 years after the life of the bridge to comply with Limitations of Actions Statute CRS 13-80-102.)
9.	Posting Documentation (see section 2.2.8 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650		
10.	Scour Assessment (see section 2.2.9 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650		
11.	Scour Plan of Action (see section 2.2.10 of the AASHTO Manual for Bridge Evaluation, Second Edition). Ref: 23 CFR 650		

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State Archivist's Signature <i>[Signature]</i>	Date 04/08/2015	Records Liaison Officer's Signature <i>[Signature]</i>	Date 3/21/15
Signature of Deputy State Auditor for State Auditor <i>[Signature]</i>	Date 7/20/2015	Signature of Assistant Attorney General for Attorney General <i>[Signature]</i>	Date 4/25/15