



U.S. Department
of Transportation
**Federal Highway
Administration**

DETAILED DAMAGE INSPECTION REPORT (DDIR)

Title 23 Emergency Relief Program

FHWA Disaster Number

Disaster Date

Site Location (Name of road, milepost, coordinates, distance from nearest intersection, etc.)

Report Number

Inspection Date

Description of Damage (Provide specific details - Bituminous shoulder undermined, slope failure, washed out culvert, etc.)

Federal-aid Route Number

State/County/City

Congressional District

Verify the following for DDIR approval consideration.

- Map of damaged site included (if adjoining locations are combined to one site, all locations must be shown)
- Photos of the damaged site included
- Damaged site is on an eligible federal-aid highway. (not functionally classified as a local or rural minor collector)

- *NEPA is required for all emergency and permanent repair projects.
- *All construction projects shall comply with federal requirements (FHWA 1273, Davis bacon, etc.).
- *Permanent repair projects require prior FHWA Authorization.
- *Each site must have suffered \$5,000 in actual damage to be eligible.
- *Sites within ¼ of a mile may be grouped together to form a site.

SECTION 1: EMERGENCY REPAIR COST ESTIMATE

Emergency Repairs	Work Items	Unit	Unit Price	Quantity	Cost	
Contracting Method			Preliminary Engineering (PE)			
<input type="checkbox"/> Force Account <input type="checkbox"/> Standard Competitively Bid Contract <input type="checkbox"/> Negotiated Contract <input type="checkbox"/> Other (state type of contracting method) <input type="checkbox"/> Solicited Contract			Construction Engineering (CE)			
Contracting Agency			Right-of-Way			
<input type="checkbox"/> FDOT <input type="checkbox"/> LAP <input type="checkbox"/> Tribe			Emergency Repair Total			



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SECTION 2: PERMANENT REPAIR COST ESTIMATE

Permanent Repairs	Work Items	Unit	Unit Price	Quantity	Cost	
	Contracting Method (Tentative)		Preliminary Engineering (PE)			
<input type="checkbox"/> Standard Competitively Bid Contract <input type="checkbox"/> Other (Prior FHWA approval is required)		Construction Engineering (CE)				
		Right-of-Way				
Contracting Agency		Permanent Repair Total				
<input type="checkbox"/> FDOT <input type="checkbox"/> LAP <input type="checkbox"/> Tribe						

Estimated Total Repair Cost

1. Were *permanent* repairs performed concurrently with emergency repairs? If yes, please explain how it was determined to be more economical per 23 CFR 668.109(a)(2) (Prior FHWA authorization is required).
2. Were permanent repairs performed under a pre-event contract? (If yes, provide contract #)

Additional Notes:

Signature for Local Agency Recommendation	Date	Signature for State DOT Recommendation	Date
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DDIR approval does not constitute a funding authorization. An ER application must be approved by the FHWA Division Administrator before funds can be authorized (23 CFR § 668.111(c)).

FOR FHWA ONLY

Site Eligible Yes No

Signature for DDIR Approval	Date	Comments
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