



# ALABAMA DEPARTMENT OF TRANSPORTATION

## Bureau of County Transportation

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Robert Bentley  
Governor

John R. Cooper  
Transportation Director

June 2, 2016

### MEMORANDUM 2016-08

**TO: All County Engineers and Area County Transportation Engineers**

**FROM: D.E. Phillips, Jr., P.E.  
State County Transportation Engineer**

**RE: ANNUAL MAINTENANCE INSPECTION OF COUNTY ROADS**

The 67 counties in Alabama have agreed, in writing, to maintain all projects constructed in full or in part with federal and/or state funds to an acceptable level. Required maintenance inspections are conducted annually on county roadways to ensure that these projects have been maintained, and to determine any future and/or current maintenance needs. These inspections are performed by ALDOT personnel, and accompanied by the County Engineer, or their representative.

All CRMI inspections have been ongoing since January 1, 2016, and should be completed no later than **September 30, 2016**. It is the responsibility of each ALDOT Area to ensure that all newly completed federal and state aid projects are added to the annual maintenance inspections.

If a project is rated unsatisfactory (grade below 70 for three consecutive years), a reasonable length of time will be given to the county to place the project back in an acceptable condition. Should the county fail to do the required work, then the state may see fit to withhold federal aid funds allocated to the county until the work, that is needed, can be completed.

All state personnel performing the annual maintenance inspections should have already completed the 2016 CRMI Refresher Training class. All grading should be fair and reasonable, and a grade representing the actual condition of the project at the time of inspection is required.

A written report (*Form BM-137*) must be completed and entered into the CRMI database for each project. Please note that the newly revised **BM-137** form will be used this year, along with the new **Guidelines for Grading County Roads** manual that is dated September 2014. Make sure that all required information has been entered and is accurate, including the roadway lengths, the pavement widths, and the ROW widths.