



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

DETAILED DAMAGE INSPECTION REPORT (DDIR)

Title 23 Emergency Relief Program

 U.S. Department of Transportation Federal Highway Administration	DETAILED DAMAGE INSPECTION REPORT (DDIR)		FHWA Disaster Number
	Title 23 Emergency Relief Program		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 (if adjoining locations are combined to one site, all locations must be shown).
☐ Photos of the damaged site.
☐ 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 ☐ Force Account ☐ Standard Competitively Bid Contract ☐ Negotiated Contract ☐ Other (state type of contracting method)			Preliminary Engineering (PE)		
Was a detour used as the emergency repairs? ☐ Yes ☐ No (Justification required)			Construction Engineering (CE)		
			Right-of-Way		
Contracting Agency ☐ FDOT ☐ LAP ☐ 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)

- ☐ Standard Competitively Bid Contract
☐ Other (Prior FHWA approval is required)

Contracting Agency

☐ FDOT ☐ LAP ☐ Tribe

Preliminary Engineering (PE)

Construction Engineering (CE)

Right-of-Way

Permanent Repair Total

Estimated Total Repair Cost

1. 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

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