### **Guidelines for LARS Input File Generation**

Engineers in final design and consultants are required to create LARS data files for new bridges (includes bridge replacements). For bridge repair/rehabilitation projects, to save the efforts of design engineers, the rating section will take care of the input file updating if the project does not change the design of superstructure (e.g. PCC deck overlay and deck replacement or/and widening). If the modification of the superstructure is part of the bridge repair/rehabilitation, the design engineer should create a LARS file from scratch as for new bridge.

If the new or replaced bridge is a standard H40-06, H40-14, H44-07, H44-14, J30-06, J40-06, J40-06, J44-14, J44-14, RS40-04, RS40-10 and RS40-14 you don't need to create a LARS file. The policy change does not include nonstandard bridges built with the standards PPCB's; A, B, C, D, BTB, BTC, BTD and BTE.

- New structure and Superstructure replacement
  - Use the LARSINPUT spreadsheet to generate the input file
  - Save a copy of the LARSINPUT spread sheet in SIIMS under Load Rating File type and set the date to the upload date.

Quick View Asset Info Files Maintenance Administration	
Attach Picture/File	File Type Load Rating
Select	File Date (i.e. Date Picture Taken): Set description to file name on Attach

Other files to be uploaded into SIIMS in addition to the excel file for LARS are the final approved shop drawings, a pdf of the final plan set with any addendums and revisions if applicable.

If the bridge is a complex design and cannot be completed in LARS the load rating will need to be performed by the consultant as part of the design. LARS is limited to analysis of straight steel girders, prestressed concrete and concrete slab bridges. The consultant shall upload signed and sealed calculation into SIIMS; including a summary of the ratings for design, legal and permit loads.

#### **SIIMS Access and Use**

Step one getting access

You will need to get an A&A account. To get an account go to the <u>SIIMS Home Page</u> and follow the steps or <u>Click here</u> and directly go to the A&A sign in page. Once there go to create an account as shown below and register.

8	Enterprise A&A	Sign In	Create An Account	Forgot Password	Forgot Id			
	Structure Inventory							
	and Increation							
	and inspection							
	NЛ	ana	aomo	nt				
	IVI	ana	geme	-11L				
		Sv	stem					
	Sian up now to get	credentials you	I can use for Enterprise	A&A enabled sites.				
	First Nam	e:						
	First Name		₽	Register				
	Last Name	e:						
	Last Name							
	Possibly have an account alrea Click here for a listing of all A&/ you don't need to create a new	dy? A enabled applicati account.	ons. If you created an accour	nt for any of these applicat	ions			
				What is A&A? Help				
			D	ant locus to State Service				

# Important!

- You must have a valid email address.
- · Your A&A Account ID may not contain profanity or special characters.
- · You will be required to complete some Security Baseline Questions and Answers.

#### Step Two

In addition to the A&A account, you must be registered with SIIMS. To register for SIIMS access you will need to go back to the SIIMS home page and select the <u>Bridge information form</u>. On the bridge information form shown below fill in the required fields and select Private for affiliation. Under Question/Comment: list the FHWA# for the bridges that you would like access. If you are working on a bridge replacement list the FHWA# for the existing bridges and the new bridges. After completing one of the following forms, you will receive a confirmation that your SIIMS account is active when access is available.

idae Info	rmation Form	Return to SIIMS home page
uired Inform	nation	
	* First name	
		* Organization/agency/company
	* Last name	
		* Phone number (e.g. 555-123-4567)
	* Enterorise A&A user name (first last@id	owaid)
		Cell Phone number (e.g. 555-123-4567)
	* E-mail address	7
filiation	Federal Government O State Governme	eent O County Government O City Government O Private
ffiliation	Federal Government O State Governments :	aent O County Government O City Government O Private
ffiliation O estions/Com	Federal Government O State Governments :	rent O County Government O City Government O Private
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ffiliation	Federal Government O State Governments : Click the "Submit" buttor	nent O County Government O City Government O Private
uestions/Com	Federal Government O State Governments : Click the "Submit" buttor	nent County Government City Government Private

#### **Navigating SIIMS**

To access data in SIIMS click on the SIIMS access button on the home page and enter your Account ID and Password in the Enterprise A&A Sign in Screen. This will take you into your SIIMS home screen shown below. On the SIIMS home screen you will have several options labeled Main, Collector, Manager and Help. This document will not go in-depth in to all the capabilities of SIIMS but will only cover navigation to assets and uploading documents. If you need additional information on SIIMS functionality related to bridge inspection please contact the Bridge Management Engineer at 515-239-1648.



On the main tab, you can set "My Preferences" to the recommended settings as shown below. Using the settings below will enable the Quick View, Asset Info and Files tabs to display by default making it easier later to upload files.

Å	InspectTech	Main	Collector	Manag	er Help
My Preferences		Main F	page		
		Main [	Dashboard		
Preference: Asset Details		My Ac	count		
		My Pre	eferences		
	Pref	My Wo	orking Set	Value	
<u>Edit</u>	Asset Detail - Show Admir	Change Password		False	Setting this to
<u>Edit</u>	Asset Detail - Show Asset	Logout		True	Setting this to
<u>Edit</u>	t Asset Detail - Show Files Tab				Setting this to
<u>Edit</u>	Asset Detail - Show Report Sections			True	Setting this to
<u>Edit</u>	Asset Detail - Show Scheo	luling Tab		False	Setting this to

The easiest way to find an asset is to use the Asset Tree and Quick bar search in the upper right corner and enter the FHWA number for the structure.

← → M https://siims.iowadot.g	- 🖻 🖒 🕂 Report Fi × 🥂 Asset Detail 🤌 Online Hel 🕇 🛧	× ¢
File Edit View Favorites Tools He	lp × ॡ Convert ▼ 🗟 Sele	ect
CONNECT Edition Main C	Collector Manager Help 034535	•
Saved Filters  Report Filter	6019.3S009 (034535) Show more results for '034535'	•]

Once you have navigated to the asset in SIIMS you will see the Asset Details page for the bridge you entered. If you're "My Preferences" is set as described above you should see the asset with the Quick View, Asset Info and Files tabs. If you do not see all three tabs click on the "Show More Details" button in the top right corner.

On the Quick View tab, you will see general information about the structure as shown below.



The Asset Info tab contains the data from NBI inspections. A specific inspection and can be viewed by clicking on the wrench and selecting one of the options listed.

CONNECT E	tTech	Main	Collector	Manager He	lp			Туре	e Asset Name I	Here	
set Details	: 6019.3 <b>S</b> 009	)				O Sh	ow More Details	View	Asset Values	Show o	n M
k View	Asset Info	Files									
mpleted R	Reports										
▼ Last Revision	▼ FHWA Number	▼ Sub- Assets	▼ NBI 90 Date	₹ Inspection Type	▼ NBI 007 Facility Carried	▼ NBI 006 Features Crossed	▼ NBI 009 Location	<b>▼</b> City	<b>▼</b> County	₹ Approved Date	
3/31/2001	034535	none	4/1/2001 12:00:00 AM		US 75 & IA 9	MOON CREEK	0000000		060 - Lyon		1
0/29/2015	034535	none	3/1/1999 12:00:00 AM		US 75 & IA 9	MOON CREEK	0000000		060 - Lyon		1
8/22/2016	034535	none	2/9/2015 12:00:00 AM	Other	US 75 & IA 9	MOON CREEK	0.5 mi. E of W jct. US 75	ROCK RAPIDS	060 - Lyon	4/26/2016	•
7/12/2016	034535	none	2/9/2015 12:00:00 AM	In-Depth	US 75 & IA 9	MOON CREEK	0.5 mi. E of W jct. US 75	ROCK RAPIDS	060 - Lyon	2/18/2015	•
0/29/2015	034535	none	2/8/2011 12:00:00 AM	Routine	US 75 & IA 9	MOON CREEK	0.5 mi. E of W Jct. US 75	Rural	060 - Lyon	4/11/2011	-
4/17/2018	034535	none	2/6/2017 12:00:00 AM	In-Depth	US 75 & IA 9	MOON CREEK	0.5 mi. E of W jct. US 75	ROCK RAPIDS	060 - Lyon	2/20/2017	ľ
9/13/2016	034535	none	2/6/2013 12:00:00 AM	In-Depth	US 75 & IA 9	MOON CREEK	0.5 mi E of W jct US 75	Rural	060 - Lyon	6/20/2013	1
1/31/2009	034535	none	2/1/2009 12:00:00 AM		US 75 & IA 9	MOON CREEK	0.5 mi. E of W Jct. US 75	LYON	060 - Lyon		ľ
1/31/2007	034535	none	2/1/2007 12:00:00 AM		US 75 & IA 9	MOON CREEK	0994505		060 - Lyon		'
1/31/2005	034535	none	2/1/2005 12:00:00 AM		US 75 & IA 9	MOON CREEK	0000000		060 - Lyon		•
1/31/2001	034535	none	2/1/2001		115 75 & 14 9	MOON CREEK	0000000		060 -		



The Files tab has all the past files collected for an asset and is where files can be uploaded. This includes Plans, Photos, Sketches, Load Ratings, concepts and other files. The files are sorted in two different ways; by file type and by inspection.



There are two ways to upload files into SIIMs. The first method is to click, drag and drop onto the "Attach Picture/File" field area. The other is to use the select button and navigate to the file. Once the files have been selected set the file type appropriately on the right. All files uploaded in to SIIMs shall have the FHWA number in the name and be uploaded into the proper folder. Folder options are shown below in the second image. A description of the file can also be added to clarify the content of the file.

Asset Details: 6019.3S009		Show Mo	ore Details	🛃 Edit Asset Va	alues 🛛 🕈 Show on Map	O Create
Quick View Asset Info Files						
Attach Picture/File						
Select			File Date	File Type (i.e. Date Picture Taken):	Load Rating	<ul> <li>▼</li> </ul>
calculation 034535.xlsx	034535 shop drawings.pdf	â		(	Set description to file	name on Atta
Description	Description					
034535 original plans.pdf	rating 034535 .pdf	<u>ش</u>				
Description	Description					
No files to upload		Attach	1			
		Attach				

## File types

File Type	Load Rating 🔹	
File Date (i.e. Date Picture	Sketch	]
Taken):	Photo	
	Мар	he on Attach
	Plans	
	As-Builts/Plans	
	Shop Drawings	
	Load Rating	
	File	
	Channel Section	
	Scour	
	Video	
	Correspondence	
	Audio	
	Fracture Critical Details	