Transportation Asset Management Council
2017-2019 Work Program

Mission Statement
To develop and support excellence in managing Michigan’s transportation assets by:

a. Advising the Legislature and the State Transportation Commission
b. Promoting Asset Management principles
c. Providing tools and practices for road agencies

Acronym Legend

A – Administrative & Education Committee
B – Bridge Committee
CSS – Center for Shared Solutions
M – Michigan Department of Transportation
MPO/RPO – Metro/Regional Planning Agencies
TC – TAMC Chairperson

Act51 – County, City, & Village
C – Full Council
D – Data Committee
MTU – Michigan Technological University
S – Support Staff

Attachments
1 – FY2016-2017 TAMC Budget
2 – TAMC Strategic Planning Session: June 27, 2016 & July 19, 2016
3 – 2018 Addendum
4 – FY2018-2019 TAMC Budget
5 – 2018 TAMC Strategic Session Notes
COMMUNICATIONS

1. Press Releases
   **Ongoing Activities**
   A. Continue publishing press releases as appropriate (TC,A,S)

2. Monthly Summary of TAMC Activities & Initiatives
   **Activities for 2017-2019**
   A. Develop/create summary template (TC,S)
   B. Seek feedback on larger issues (C,TC,S)

3. Outreach with Stakeholders
   **Ongoing Activities**
   A. Monthly Regional Coordinator's Conference Call (S,CSS,MTU,MPO/RPO)

   **Activities for 2017-2019**
   A. Query how information is shared with partner agencies (C,A,S)

4. Support TAMC Partner Agencies at Conferences
   **Activities for 2017-2019**
   A. Schedule of conferences and topics (C,A,S)
   B. Reach out for presentations and displays (C,S)
   C. Coordination of TAMC attendees (C,S)

PUBLICATIONS

1. Review Annual Report Content and Format
   **Ongoing Activities**
   A. Develop detailed schedule with milestones (S)

   **Activities for 2017-2019**
   A. Add data from Investment Reporting Tool (B,D,S,CSS)
   B. Feedback from conference attendees on Annual Report (A,S)
   C. Target solicitation of feedback (C,A,S)
   D. Marketing assessment of annual report (C,A,D,S,M)

2. Website Updated
   **Ongoing Activities**
   A. Maintain website (A,D,S,CSS)

   **Activities for 2017-2019**
   A. Website committee absorbed into data committee (A,D,S,CSS)
   B. Define support role (S,CSS)
   C. Training (S,CSS)
D. Knowledge transfer for self-service maintenance (S,CSS)

3. Bridge Newsletter
   **Ongoing Activities**
   A. Develop schedule with milestones for who is writing (A,S)

   **Activities for 2017-2019**
   A. Focus on asset management implementation (A,B,D,S,M)
   B. Develop content schedule (A,S,MTU)

4. Other Publications
   **Activities for 2017-2019**
   A. Investigate other opportunities to highlight TAMC (A,B,D,S,M)

PUBLIC OUTREACH

1. Promote RoadSoft as an Asset Management Platform
   **Ongoing Activities**
   A. Continue to assist MTU-CTT in deployment of RoadSoft (D,S,CSS,MTU,M)

2. Website Interactive Maps
   **Ongoing Activities**
   A. Overall coordination updates (S,CSS)
   B. Update cycle related to TAMC activity (B,D,S,CSS,M)
   C. Continual Improvement (A,D,S)

3. Dashboards
   **Ongoing Activities**
   A. Overall coordination updates (B,D,S,CSS,M)
   B. Continual review of new/revised dashboards (B,D,S,CSS)
   C. Use analytics on current work program (A,B,D,S,CSS,MTU,M)

   **Activities for 2017-2019**
   A. Timely updates scheduled, define and implement (B,D,S,CSS,M)

4. Mobile Applications
   **Ongoing Activities**
   A. Maintain mobile applications (CSS)
   B. Update as needed (D,S,CSS)

   **Activities for 2017-2019**
   A. Evaluate and present app to local agencies (CSS)
   B. Lessons learned (A,D,S,CSS)

5. TAMC Awards
   **Ongoing Activities**
A. Continue program (C,A,S)

Activities for 2017-2019
A. Evaluate and update selection process (C,A,S)

6. Social Media

Activities for 2017-2019
A. Explore social media platforms (C,A,S)

7. One-page Brochure

Activities for 2017-2019
A. Create brochure to give to legislators with Annual Report (C,A,B,D,S)

Awareness of Asset Management

1. 21st Century Michigan Infrastructure Commission

Activities for 2017-2019
A. Monitor progress - tasks to be determined (C,S,M)
B. Track activities (C,S,M)
C. Data governance and sharing (C,S,M)
D. Utility coordination (C,S,M)

Data Collection

1. Collect PASER Data

Ongoing Activities
A. Collect PASER on no less than 1/2 Fed-aid Network (paved) (A,D,S,CSS,MTU,M, RPO/MPO,Act51)
B. Perform Quality Control on PASER ratings (S,MTU,M)
C. Continue use of IRT to upload data sets (S,CSS,MTU,M,RPO/MPO,Act51)

Activities for 2017-2019
A. Review methods of collection and reimbursement policies (C,A,D,S,MTU,M, RPO/MPO,Act51)
B. Focus efforts to collect data on top 124 transportation agencies (C,A,D,S,MTU,M, RPO/MPO,Act51)
   i. Federal Aid Paved
   ii. Federal Aid Unpaved
   iii. Non-Federal Aid Paved
   iv. Non-Federal Aid Unpaved
3. Bridges
   *Activities for 2017-2019*
   A. Integrate MIBridge and IRT (B,D,S,CSS,M,Act51)
   B. Anticipate changes regarding new national requirements (B,S,M)

4. Ensure Framework Base Map is Current
   *Activities for 2017-2019*
   A. Update data sets within Michigan Geographic Framework (S,CSS,M,RPO/MPO,Act51)
   B. Develop business needs for Request for Proposals (CSS,MTU,M)
   C. Subject matter expert input and feedback (S,CSS,M,RPO/MPO,Act51)

5. Data Collection Models
   *Ongoing Activities*
   A. Continue promotion of RoadSoft model to Act 51 agencies (S,MTU,M)
   B. Maintain Markov model in working order (MTU,M)
   C. Explore making PCFS/Markov available for download (D,S,M)

6. Federal Performance Measures
   *Activities for 2017-2019*
   A. Monitor national preferences for technological advances (C,B,D,S,MTU,M,RPO/MPO)

7. Asset Management Plans
   *Activities for 2017-2019*
   A. Preparation and training for development of agency asset management plans (C,A,D,S,MTU,M, RPO/MPO,Act51)
   B. Focus efforts to collect asset management plans on top 124 transportation agencies (C,A,D,S,MTU,M, RPO/MPO,Act51)

**TRAINING & EDUCATION**

1. PASER & Investment Reporting Tool Training
   *Ongoing Activities*
   A. Continue training effort (D,S,CSS,MTU,M, RPO/MPO,Act51)
   B. Identify attendees and report results (S,CSS,MTU)
   C. Identify success/failure and report results (D,S,CSS,MTU)

2. Local Officials Training & Workshops
   *Activities for 2017-2019*
   A. Training gap analysis (A,B,S,MTU)
   B. Informational tools (A,B,S,MTU)
   C. Update as necessary (A,B,S,MTU)

3. New Asset Management Training
   *Activities for 2017-2019*
   A. Operational Aspects of Asset Management (A,B,D,S,MTU)
      i. Best practices
ii. Build TAMC Asset Management Plan
B. Update as necessary (A,B,D,S,MTU)
C. Change management and organizational culture (A,B,D,S,MTU)

4. Inventory-based Rating Training
   Activities for 2017-2019
   A. Develop and deliver training program (3 webinars/year) (A,D,S,MTU)

5. Informational Tools
   Activities for 2017-2019
   A. Develop Asset Management "One-pager" (A,B,D,S)
   B. Pilot two 90 second videos (TC,A,S)

6. Continued Education with Legislature
   Activities for 2017-2019
   A. Customized pamphlet/brochure by legislative district (C,A,S)
   B. Set up event w/ legislators (ie. Breakfast event) (C,A,S)

7. Bi-Annual Conference
   Ongoing Activities
   A. Continue coordinating conference (C,A,S,MTU)
   B. Identify attendees and report results (C,A,S,MTU)
   C. Identify success/failure and report results (C,A,S,MTU)
   Activities for 2017-2019
   A. Investigate delivery of conference (C,A,S,MTU)
   B. Consider training, timing, cost structure, location & format (C,A,S,MTU)

DATA ANALYSIS & RESEARCH OPPORTUNITIES

1. Investment Reporting Tool Data
   Activities for 2017-2019
   A. Integration between PASER & IRT (S,CSS,MTU,M)
   B. Data Quality (D,S,CSS,RPO/MPO)
   C. Analyze Best and Worst practices (C,A,D,S)

2. Data Storage and Design Reports – Recommendations for Optimal Use
   Activities for 2017-2019
   A. Assessment (D,S,CSS)
   B. Update requirements working with stakeholders (D,S,CSS)
   C. Report (D,S,CSS)
      i. Identify current state
      ii. Projection
      iii. Recommendations for changes
3. Forecasting
   
   Activities for 2017-2019
   A. Review new IRT Data for forecasting tools (D,S,CSS,MTU,M)

PROJECT & INVESTMENT REPORTING

1. Update Investment Reporting Tool Technology
   
   Activities for 2017-2019
   A. Present potential recommendations, options, requirements and risks (D,S,CSS)

2. Fields Inquiring About Asset Management Process
   
   Activities for 2017-2019
   A. Develop mechanism for receiving local agency asset management plans in Investment Reporting Tool (C,A,D,S,CSS)
   B. Compare & analyze Asset Management plans and data from investment reporting against PASER and Bridge data (C,A,B,D,S,CSS)
   C. Analyze plan elements and components - present agencies that are high performers (A,D,S, CSS)
   D. Communication Plan (A,S,CSS)

3. Continue Compliance Monitoring
   
   Ongoing Activities
   A. Analysis & reporting (D,S,CSS,M)
   B. Continue monitoring on how compliance is being done (D,S,M)

4. Quality Control
   
   Activities for 2017-2019
   A. Assess & report on quality of information (C,A,D,S,CSS,MTU)
   B. Update 2009 Cost Investment Report (D,S,CSS,MTU,M, Act51)

PERFORMANCE MEASURES

1. Develop Measures for TAMC
   
   Activities for 2017-2019
   A. Implementation of Work Program (C,A,B,D,S,CSS,MTU)
   B. IRT-ADARS Compliance (S,M)
   C. Miles Collected (S)
   D. Number of Asset Management Plans received (S)
   E. Council budget spent/budget reporting (C,A,S)
   F. Develop more as needed (C,A,B,D,S)

2. Develop Measures for TAMC
   
   Activities for 2017-2019
   A. Determine where there are duplications of efforts (C,A,B,D,S)
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<th>I. Data Collection (Federal-Aid System) &amp; Regional-Metro Planning Asset Management Program</th>
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<td>II. PASER Data Collection (Paved, Non-Federal-Aid System)</td>
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<td><strong>Investment Reporting Tool Re-write - $131,000 to be covered by MDOT Grant</strong></td>
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<td><strong>TAMC Central Data Agency (MCSS) Total</strong></td>
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<td><strong>Total Program</strong></td>
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Transportation Asset Management Council (TAMC)

Strategic Planning Session
June 27, 2016 & July 19, 2016
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Acronyms

- ACE Committee – Administration, Communication, and Education Committee
- AM – Asset Management
- IRT – Investment Reporting Tool
- LTAP – Local Technical Assistance Program
- MDOT – Michigan Department of Transportation
- MIRE – Model Inventory and Roadway Elements
- MPO – Metropolitan Planning Organizations
- MTF – Michigan Transportation Fund
- PASER – Pavement Surface Evaluation and Rating
- Public Act 51 – County Road Agencies, City, Village, & MDOT
- ROW – Right of Way
- RPO – Regional Planning Organization
- STC – State Transportation Commission
- SWOT Analysis – Strengths, Weaknesses, Opportunities, & Threats Analysis
- TAMC – Transportation Asset Management Council

MiBridge – A web based structure management application allowing Bridge Owners, Engineers, Inspectors, Consultants, and Managers to view and enter information for bridge and culvert assets across the State of Michigan.
Executive Summary
The Transportation Asset Management Council (TAMC) is comprised of professional representatives from county road commissions, cities, counties, townships, regional and metropolitan planning organizations, and the state transportation department. TAMC is expanding the practice of asset management statewide to enhance the productivity of investing in Michigan’s roads and bridges through coordination and collaboration among state and local transportation agencies. (http://tamc.mcgi.state.mi.us/TAMC/#/aboutus)

On June 27th, 2016 a full day Strategic Planning session was held with TAMC members and Performance Excellence facilitators from the Michigan Department of Transportation. A half-day session was scheduled on July 19, 2016 to complete the unfinished tasks from the previous event. Strategic Planning is a disciplined effort to produce fundamental decisions and actions that shape and guide what an organization is, what is does, and why it does it, with a focus on the future (Bryson, 1995). The goal of this Strategic Planning session was to help the council develop their strategic direction and incorporate their unified vision into the upcoming TAMC work program.

A crucial component of this Strategic Planning session was interpretation of the enabling legislation. TAMC members were required to review and submit their interpretation of the legislation prior to the session, then as a group, they attempted to come to consensus on interpretation to move forward with Strategic Planning. Robust discussion was had regarding enabling legislation, and some consensus was reached on TAMC’s purpose.

TAMC members examined their current reality with emphasis on their most noted accomplishments. From there, they analyzed their current strengths and weaknesses as well as future opportunities and threats to success. Next TAMC members reviewed their current objectives before determining their future. After review, the group decided to keep most of the current objectives and add two additional objectives. Lastly, the group developed long term strategic goals and short term tactical plans in an effort to revise their work program for 2017-2019.

Next Steps
- Develop detailed milestone chart for implementation of the 2017-2019 work program

Facilitator Recommendations
- Address and resolve any issues that will prevent TAMC from moving in the desired direction
- Determine paradigm shifts that might need to take place in order for the future to be successful, and how to facilitate the shifting of those paradigms
## TAMC Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Agency</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chair</strong> – Joanna I. Johnson</td>
<td>Road Commission of Kalamazoo County</td>
<td><a href="mailto:jjohnson@kalamazoocountyroads.com">jjohnson@kalamazoocountyroads.com</a></td>
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<tr>
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<td>517.373.0343</td>
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<td>516.626.6593</td>
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<tr>
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</tr>
<tr>
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<td>517.241.3998</td>
</tr>
<tr>
<td>Rob Surber</td>
<td>Michigan Department of Technology, Management and Budget</td>
<td><a href="mailto:surberr@michigan.gov">surberr@michigan.gov</a></td>
<td>517.373.7910</td>
</tr>
<tr>
<td>Roger Belknap (TAMC Coordinator)</td>
<td>Michigan Department of Transportation</td>
<td><a href="mailto:belknapr@michigan.gov">belknapr@michigan.gov</a></td>
<td>517.373.2249</td>
</tr>
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### June 27, 2016

**TAMC Member(s) absent from session:**
- Dale Kerbyson

**Non-members in attendance:**
- Bill Tansil, Ron Vibbert, Rebecca Curtis, Gloria Strong

**Facilitators:**
- Jacquelyn Fisher and Cassie Maybee

### July 19, 2016

**TAMC Member(s) absent from session:**
- Rob Surber and Jennifer Tubbs

**Non-members in attendance:**
- Bill Tansil, Gloria Strong

**Facilitators:**
- Jacquelyn Fisher and Cassie Maybee
TAMC Vision Statement
A vision statement describes an organization as it would appear in a future, successful state.

A national leader, promoting asset management principles and practices, to guide investment decisions among Michigan’s Transportation Agencies.

TAMC Mission Statement
A mission statement explains an organization’s reason for existence. The mission statement supports the vision.

To develop and support excellence in managing Michigan’s transportation assets by:

1. Advising the Legislature and the State Transportation Commission
2. Promoting Asset Management principles
3. Providing tools and practices for road agencies

TAMC Responsibilities
These responsibilities were agreed upon by the team during the session

- Advise commission on statewide Asset Management Strategy along with processes and tools needed to implement (training)
  1. Federal Aid
  2. All others
- Submit TAMC annual report to State Transportation Commission and Legislature. Must include:
  1. Mileage and condition of road and bridge system
  2. Budgetary expenditures made by TAMC for previous year
  3. Overview of TAMC activities for the upcoming year
- Receive multi-year program from transportation agencies using an asset management process

Are TAMC’s responsibilities regarding Federal Aid complete?

- The TAMC agrees that the utilization of the necessary DATA collection tools has been completed.
- Completion of a strategy/implementation is questionable.
- Reporting is in progress (section 7)
  - Tool to collect is IRT
  - DATA is in progress
  - Add additional fields to include questions regarding asset management process
What we can agree on regarding TAMC?
Consensus was reached by the team on the following items.

- TAMC is an advisory council
- TAMC is charged with developing tools for asset management
- TAMC is responsible for developing and providing education and training in regards to asset management
- TAMC should have one unified voice
- TAMC currently has no published strategy
- Additional revenue for TAMC activities needed to meet mission

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**Action Items**

- Questions for IRT regarding Asset Management Process – *DATA Committee*
- Analyze cyclical IRT DATA – *DATA Committee*
- Look at how RPO & MPO policies support Asset Management – *ACE Committee*
- Work program and a budget that supports the Strategic Plan – *Each Committee*
- Identify additional training opportunities – *ACE & Bridge Committee*
- Communication Plan – monthly following the meeting – *ACE Committee*
- MIRE – Are we in or out? Is it a plan? – *DATA Committee*
SWOT Analysis

A framework for identifying and analyzing the internal and external factors that can have an impact on an agency or organization

Strengths

- Multi-agency representation
- Relationships
- Broad range of experience
- Well respected (trusted source)
- Non political
- Quality and consistency of data
- Legislative support for Asset Management
- Technical Assistance

Weaknesses

- TAMC member participation
- Limited resources – staff, budget, etc.
- Success relies on the effectiveness of outside programs
- A lot of what we do/have done is not based upon our local (Michigan) data, but national trends/data sets
- Can’t control funding
- Can’t control how road agencies implement asset management
- Communication
- Raising the bar for Asset management in Michigan (annual report)
- Lack of established relationships

Opportunities

- AM Plan education – strategic
- To affect how agencies prioritize and develop programs that maximize investments
- Continuously learn how to best use dataanalytics for continuous improvement for am
- Manage-leadership in ROW/utility coordination
- Best management practices based on IRT data
- Educate leadership (local/legislature)
- Social Media
Threats

- Funding – TAMC budget out of MTF
- Relevance
- Funding matters – no matter how well we do our job, if adequate road maintenance is not funded, we can’t succeed
- Lack of education of the legislature
- Term limits
- MDOT
- Locals
- Performance – Federal requirements(MIRE) General fund in the future
- PASER/New fed data requirements (IRT)
- Lack of connection with taxpayers
- Implementation of new bridge inspection law
Accomplishments

It is easy to become consumed with what is not working in a project. Taking a moment to address the positives, is necessary to keep any project in perspective.

1. One Voice
2. Developed Act 51 compliance for investment reporting
3. Asset Management Conference
4. Asset Management Guide
5. 10 year data collection for Federal Aid
6. Data collection since 2008 for non-Federal Aid side
7. Pilot for unpaved roads completed
8. Completed and published TAMC Annual Report
9. Continued Asset Management Award Program
10. Redesign of TAMC website
11. Mobile app

Current TAMC Objectives.

- Training and Education
- Data Collection
- Project and investment reporting
- Publications
- Recognition
- Public outreach
- Awareness of Asset Management in Michigan
- Performance Measures Research Opportunities

Future TAMC Objectives

- Training and Education
- Data Collection
- Project and investment reporting
- Publications
- Recognition
- Public outreach
- Awareness of Asset Management in Michigan
- Performance Measures
- Improved communication
- Data Analysis/Research Opportunities

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Transportation Asset Management Council
2017-2019 Work Program

Acronym Legend
A – Administrative & Education Committee
B – Bridge Committee
CSS – Center for Shared Solutions
M – Michigan Department of Transportation
MPO/RPO – Metro/Regional Planning Agencies
TC – TAMC Chairperson

Act51 – County, City, & Village
C – Full Council
D – Data Committee
MTU – Michigan Technological University
S – Support Staff

Improved communication
1. Monthly Summary of TAMC activities/initiatives
   a. Activities for 2017-2019
      i. Develop/create summary template (TC,S)
      ii. Seek feedback on larger issues (TC, S,C)

2. Outreach with stakeholder
   a. Ongoing
      i. Monthly conference call with Regional Coordinators from Regional Planning Agencies (S, MTU, RPO, MPO,CSS)
   b. Activities for 2017-2019
      i. Query on how information is being disseminated to represented agencies (A, C, S)

3. Support TAMC partner agencies at conferences
   a. Activities for 2017-2019
      i. Schedule of conferences and topics (A,C,S)
      ii. Reach out for presentations & displays (C,S)
      iii. Coordination of TAMC attendees (C,S)

Publications
1. Review annual report’s content and format
   a. Ongoing
      i. Develop detailed schedule with milestones (S)
   b. Activities for 2017-2019
      i. Add IRT DATA and budget information (B,D,S,CSS)
      ii. Feedback from conference attendee on annual report (A,S)
      iii. Target solicitation of feedback (A,S,C)
      iv. Marketing assessment of annual report (M,A,D,S,C)

2. Website updated
   a. Ongoing
      i. Maintaining website (A,D,CSS,S)
   b. Activities for 2017-2019
      i. Website committee will be absorbed into another committee (D,A,S,CSS)
      ii. Define support role (CSS,S)
      iii. Training (CSS,S)
      iv. Knowledge transfer for self-service maintenance (CSS,S)
3. **Bridge Newsletter**  
   a. **Ongoing**  
      i. Develop detailed schedule with milestones for who is writing (A,S)  
   b. **Activities for 2017-2019**  
      i. Focus on asset management implementation (M,D,B,A,S)  
      ii. Develop content schedule (MTU,A,S)  

**Public Outreach**  
1. **Press Releases**  
   a. **Ongoing**  
      i. Continue press releases (TC,S,A)  

2. **Dashboards**  
   a. **Ongoing**  
      i. Overall coordination updates (M,B,D,S,CSS)  
      ii. Continual review of new/revised dashboard (B,S,D,CSS)  
      iii. Use analytics on current work program (M,MTU,C,CSS,B,S,A,D)  
   b. **Activities for 2017-2019**  
      i. Timely updates scheduled define and implement (CSS,S,M,B,D)  

3. **TAMC Award**  
   a. **Ongoing**  
      i. Continue the program (S,C,A)  
   b. **Activities for 2017-2019**  
      i. Evaluate and update selection process (S,C,A)  

4. **Website interactive maps**  
   a. **Ongoing**  
      i. Overall coordination updates (CSS,S)  
      ii. Update cycle related to council activity (M,S,CSS,D,B)  
      iii. Continual improvement (A,D,S)  

5. **Mobile App**  
   a. **Ongoing**  
      i. Maintain mobile app (CSS)  
      ii. Update as needed (D,S,CSS)  
   b. **Activities for 2017-2019**  
      i. Evaluate and present app to local agencies (CSS,S,C)  
      ii. Lessons learned (CSS,A,D,S)  

6. **Social Media**  
   a. **Activities for 2017-2019**  
      i. Explore and implement social media platforms (C,S,A)  

**Data Collection**  
1. **PASER (Added per RB)**  
   a. **Ongoing**  
      i. Continue use of PASER/Roadsoft LDC on no less than half of paved federal aid network  

2. **Review methods of collection, policy, and reimbursement for Federal and Non-Federal, paved and unpaved roads.**  
   a. **Ongoing**  
      i. Research cost-effectiveness of data collection effort (C,A,D,M,S,MPO,RPO)  
   b. **Activities for 2017-2019**  
      i. Review methods of collection, policies, and reimbursement (MTU,M,Act51,A,D,C,S,MPO,RPO)  
         1. Federal  
         2. Non-Federal  
         3. Unpaved road  
         4. Paved road
ii. Update current status of National performance measures \((MTU,D,C,S,B,M)\)

3. Bridges
   a. Activities for 2017-2019
      i. Integrate MIbridge and IRT \((M,D,S,CSS,B)\)
      ii. Anticipated changes regarding new national requirements \((S,M,B)\)

4. Asset Management Plans
   a. Ongoing
      i. TBD \((A,D,S,C,CSS)\)

5. Ensure Framework base map is current
   a. Activities for 2017-2019
      i. Ensure framework base map is current \((S,Act51,RPO,MPO,M,CSS)\)
      ii. Develop business needs for RFP \((MTU,M,CSS)\)
      iii. Subject matter expert feedback \((CSS,S,Act51,RPO,MPO,M)\)

6. DATA collection models
   a. Ongoing
      i. Continue to promote the use of the RoadSoft model to locals \((MTU,S,M)\)
      ii. Maintain Markov model in working order \((M,MTU)\)
      iii. Explore possibility of a Pavement Condition Forecast System (PCFS)/Markov model being available for download via website \((M,S,D)\)

7. Federal Performance Measures
   a. Activities for 2017-2019
      i. Monitor national preferences measures for technological advances \((C,D,MTU,S,B,M)\)

Training and Education

1. PASER Training
   a. Ongoing
      i. Continue training effort \((S,D,MTU)\)
      ii. Identify attendees and report results \((S,MTU)\)
      iii. Identify success/failure and report results \((D,S,MTU)\)

2. Bi-Annual Conference
   a. Ongoing
      i. Continue coordinating conference \((C,A,S,MTU)\)
      ii. Identify attendees and report results \((C,A,MTU)\)
      iii. Identify success/failure and report results \((C,A,MTU)\)
   b. Activities for 2017-2019
      i. Investigate delivery of conference \((C,A,MTU)\)
      ii. Consider training, timing, cost structure, location, format \((C,A,MTU)\)

3. Continued education with Legislature
   a. Activities for 2017-2019
      i. Customized pamphlet/brochure \((C,A,S)\)
      ii. Annual Meeting with Legislature \((S,C)\)
      iii. Presentation to House and Senate Transportation Committee \((TC,S)\)

4. New Asset Management Training
   a. Activities for 2017-2019
      i. Operational aspects of Asset Management \((A,B,D,S,MTU)\)
         1. Best Practices
         2. Build TAMC Asset Management Plan
      ii. Two tier Bridge training \((S,B,MTU)\)
      iii. Update as necessary \((B,MTU,S,D,A)\)
      iv. Change management \((B,MTU,S,D,A)\)
5. Local Officials training/workshops
   a. Activities for 2017-2019
      i. Training gap analysis (B,MTU,S,A)
      ii. Informational tools (B,MTU,S,A)
      iii. Update as necessary (B,MTU,S,A)

6. Coordination with Utilities training
   a. Activities for 2017-2019
      i. TBD awaiting outcome of 21st Century Commission (C,S,M)

7. Informational tools
   a. Activities for 2017-2019
      i. Develop Asset Management “one pager” (B,S,A,D)
      ii. Pilot two 90 second videos (TC,S,A)

Data Analysis/Research Opportunities

1. IRT DATA
   a. Activities for 2017-2019
      i. Integration between PASER & IRT (M,CSS,S)
      ii. DATA quality (MPO,RPO,CSS,S,D)
      iii. Analyze Best and Worst Practices (C,S,D,A)

2. Data Storage and design reports and recommendations for optimal use
   a. Activities for 2017-2019
      i. Assessment (CSS,S,D)
      ii. Update requirements working with stakeholders (CSS,S,D)
      iii. Report (CSS,S,D)
         1. Identify current state
         2. Projection
         3. Recommendations for changes

3. Forecasting
   a. Activities for 2017-2019
      i. Review new IRT Data for forecasting tools (MTU,CSS,M,S,D)

Awareness of Asset Management in Michigan

1. 21st Century Michigan Infrastructure Commission
   a. Activities for 2017-2019
      i. TBD
         1. Track activities (C,S,M)
         2. Data governance/sharing (C,S,M)
         3. Utility coordination (C,S,M)

Project and Investment Reporting

1. IRT-additional fields asking questions about asset management process
   a. Activities for 2017-2019
      i. Develop request for information (A,D,S,C,CSS)
      ii. Develop implementation plan (S,CSS,D,A)
      iii. Communication Plan (CSS,S,A)

Suggested rewording for tasks above per RB:
   i. Develop mechanism for receiving local agency asset management plan in IRT
   ii. Compare and analyze asset management and IRT data elements against PASER and Bridge data
   iii. Analyze plan elements (components present for agencies that are high performers)
2. **Continue compliance monitoring**  
   a. **Ongoing**  
      i. Analysis and Reporting *(M,D,S,CSS)*  
      ii. Continual monitoring on how compliance is being done *(D,S,M)*  

3. **Update IRT technology**  
   a. **Activities for 2017-2019**  
      i. Present potential recommendations, options, requirements, risks *(S,CSS,D)*  

4. **Quality Control**  
   a. **Activities for 2017-2019**  
      i. Assess and report out quality information *(D,A,S,CSS,C,MTU)*  
      ii. Update 2009 Cost Investment Report *(Act51,M,S,MTU,CSS,D)*  

**Performance Measures**  

1. **Develop Measures for TAMC**  
   a. **Activities for 2017-2019**  
      i. Implementation of work plan *(CSS,MTU,D,B,S,A)*  
      ii. IRT/ADARS compliance *(S,M)*  
      iii. Miles collected *(S)*  
      iv. Number of plans received *(S)*  
      v. Council budget spent/budget reporting *(C,A,S)*  
      vi. Develop more as needed *(B,C,D,S,A)*  

2. **Eliminate duplication of efforts**  
   a. **Activities for 2017-2019**  
      i. Determine where there is duplication of effort *(C,D,B,A,S)*  

**Unresolved issues needing final determination:**  

- MIRE  
- Completeness of Federal Aid and readiness to move on to Non-Federal Aid
TASKS RELATED TO P.A. 325 OF 2018

1. Training - (ACE, MTU, TAMC)
   a. Revise Training Programs
   b. Revise Training Budget

2. Modeling - (Data, MTU)
   a. Develop an understanding of asset deterioration
   b. Make deterioration rates available to the public

3. Asset Management Plans - (Data, MTU, TAMC)
   a. Update/Create Asset Management Plan Template
   b. Develop a three-year schedule for plan submission by the top 123 local agencies

4. Coordinate with Water Asset Management Council (WAMC) and Michigan Infrastructure Council (MIC) – (TAMC, Chair, MIC, WAMC)
   a. Coordinate asset management condition approach with WAMC/MIC
   b. Define age of construction across assets
   c. Coordinate on transparency and what needs to be shared

5. Data Collection – (Data, MDOT, TAMC, MIC, WAMC)
   a. Data Governance and standards for culverts
   b. Data Governance and standards for signals
   c. Leverage technology for data collection

6. Staff – (Staff, CSS, MTU, ACE, MPO/RPO, TAMC)
   a. Identify staff and budget needed to comply
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TAMC VISION
A national leader, promoting asset management principles and practices, to guide investment decisions among Michigan's Transportation Agencies

Revised TAMC MISSION
To develop and support excellence in managing Michigan's Transportation assets by:

1. Advising the Legislature, State Transportation Commission (STC), Michigan Infrastructure Council (MIC), and Transportation Committees
2. Promoting Asset Management Principles
3. Providing tools and practices for road agencies
4. Collaborate and coordinate with Water Asset Management Council (WAMC) and other asset owners

Legislation Clarification
The TAMC reviewed each section of the Senate Substitute for House Bill No. 5408 to ensure all members understood the legislation in the same way and that there was no need for further clarification. Items needing additional clarification were discussed by the Council and the collective understanding is noted below according to the sections in the bill (attached).

1B - Coordination and risk need to be added to the asset management templates

1H (iv) – Provides collective understanding of what is meant by “region”

3 – A directive; the council’s charge under the law.

8 – Consistent with what we are doing

10 – Must set a schedule
   - Have the list of local road agencies with responsibility for 100 or more miles of road

10A – Asset inventory – roads, bridges, signals, culverts for the entire public network. 

10B – Adhere to the National Highway System (NHS); define consistent

10C – These are the Asset Owners 
   - Local agency owners determine the critical assets

11 – Have right now through the Investment Reporting Tool (IRT)

11A – New project and asset management plans are required
Transportation Asset Management Council (TAMC)  
6-6-18 Strategic Planning Session – Approved 9-5-18  
Facilitated by MDOT’s Performance Excellence Section

12 – Rollout 2020; not compliant by 2024
   - Notifying agency non-compliant
   - Notify the Michigan Department of Transportation (MDOT) the agency is non-compliant
   - That ends TAMC involvement/MDOT will enforce

13 – TAMC has 6 months to review plans and seek concurrence from MDOT

14 – Education piece…. Because local agency problems with use of IRT have diminished, this training could be reduced by an estimated 30%
   - Can have different condition goals for paved and unpaved roads

15 – Report includes summary analysis of asset management plans

**Action Items**

**Culvert Pilot Project**
- Project authorizations – can now move funds to pilot project – (AM Support Staff (AMSS))
- Calls and webinars – on going – (AMSS)
- No additional funding allocated for future

**Legislation 5408**
- Train and educate local agencies regarding the requirements of the new law
- Data collection on line by 10/2020 - (Data Committee)
- Template 5408 Must be reviewed to adhere to 5408 – (Michigan Tech (MTU))
- Inform local agencies of the NHS performance targets – (MDOT, MPOs)
   - (Template will include a subset of the statewide system – (MTU))
- Need to determine who at the MDOT TAMC will be seeking concurrence from regarding 5408 section 13 – (MDOT)
- Create a marketing place for the components of TAMC – (ACE Committee, AMSS, Tier 2 task)
  - Audience
  - Who is “The Public”
  - Help with the Villages, smaller agencies, etc.
- Review TAMC survey results and develop a list of products or services to meet those customer needs – (ACE Committee, AMSS, Tier 2)
- TAMC needs a measurement benchmark and/or goal – (Data and Bridge committees)
- Review the results of culvert pilot to determine next steps including a definition for culverts – (Bridge Committee)
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- Need to define attributes for signal asset inventory – (TAMC)  
- Review asset management templates for updates - (MTU)  
- Determine mechanism for submitting additional data - (Center for Shared Solutions (CSS))  
- Schedule for submitting asset management plans - (ACE)  
  - 10/2019 – Asset Management Plans; Template and Schedule  
  - 10/2020 – Local agencies will provide asset management plans  
- Assess TAMC staffing level to accomplish 5408 requirements - (AMSS, MDOT, TAMC)  
- Create work program that supports 5408 - (AMSS, MDOT, TAMC)  
- New forms/update information on website – (AMSS)  
- The need for special contract language for agencies spending more than $25,000 will be discussed on an upcoming conference call with regions – (AMSS)  
- Notification letters regarding contract amendments for culvert project can be sent – (TAMC)

**Acceptance Criteria**

- What does the acceptance of the asset management plans look like?  
  - Thresholds? MIN and MAX?  
- Resource requirements – work with MIC for budget increase/match (8) - (AMSS)  
- What part of TAMC budget will be allocated to Culverts, Signals, Federal systems and non-Federal systems (8) - (AMSS, ACE, TAMC)  
- Create a budget to accomplish all tasks to determine total resource requirements to accomplish 5408- (AMSS, ACE, TAMC)  
- Determine risk classification (9A) (1B) - (Data, Bridge)  
- Develop reporting mechanism for condition goals (14) - (Data, CSS)  
  - TAMC staff need to analyze the data for the discussed goals and steps necessary to achieve desired goals (15) - (TAMC, AMSS, MDOT)  
  - Review/Revise TAMC policies as needed - (ACE, TAMC)  
  - Revise work program – (TAMC)

**Asset Management Infrastructure Pilot Report**

- Training programs may need to be revised - (MTU)  
  - Budget  
  - Content  
- Make deterioration rates available to the public - (Data, MTU)  
- Develop an understanding of asset deterioration  
- Create the asset management templates - (MTU)  
- Data Governance and Data Standards - (TAMC, WAMC)  
- Agree on an asset condition approach for use across all types - (TAMC, WAMC)  
- Define age of construction for assets - (TAMC, WAMC)  
- Additional data to be collected - leverage technology for collecting data - (TAMC, WAMC)
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- Transparency and dashboards for the public — how much to share? What to share? - (Data)
- Coordination between WAMC, TAMC and MIC - (TAMC)

Statements originally thought to be action items or duplicate tasks

- Budget, staff resources to complete tracking responsibility (14)
- Entire system, regardless of funding (Federal, Non-Federal) for agencies with 100 miles or more
- Need to define subsets for signals (Inventory)
- Each local agency may have their own measurement goals
- New legislation may change the reporting structure of TAMC
- Information given to the local agencies; including knowing where the information is coming from
- Update the asset management templates with guidance for 10C
- Ensure asset management templates have reference for how coordination is taking place (10F)
- Look at budget, staff, schedule, ETC. Over the next 6-8 months. To determine what needs to be done to be completed