

**TRANSPORTATION ASSET MANAGEMENT COUNCIL
BRIDGE COMMITTEE MEETING
MINUTES**

August 27, 2020 at 2:00 p.m.

Meeting was held via Teleconference per Executive Order from Governor Gretchen Whitmer
Discontinuing In-Person/Large Meetings Due to the Coronavirus 19 Pandemic

**** Frequently Used Acronyms List attached.**

Committee Members Present:

Christopher Bolt, MAC

Al Halbeisen, OHM Advisers

Brad Wieferich, MDOT

Keith Cooper, MDOT - Vice Chair

Brian Vilmont, Prein & Newhof

Support Staff Present:

Niles Annelin, MDOT

Jesus Esparza, MDOT

Cheryl Granger, DTMB/CSS

Dave Jennett, MDOT

Bill McEntee, CRA

Jacob Armour, MDOT

Roger Belknap, MDOT

Chris Gilbertson, MTU

Mark Holmes, DTMB/CSS

Jeri Kaminski, DTMB/CSS

Matt Moulton, MDOT

Gloria Strong, MDOT

Public Present:

Yuna Kim, Strategic Asset Management Consultant

Members Absent:

Rebecca Curtis, MDOT

Wayne Harrall, KCRC

1. Welcome - Call-To-Order - Introductions:

The meeting was called-to-order at 2:04 p.m. Everyone was introduced and welcomed to the meeting. G. Strong did a roll call to verify attendance.

2. Public Comments on Non-Agenda Items:

None

3. Additions or Deletions of Agenda Items:

None

4. Consent Agenda (Action Item):

4.1. - Approval of the July 23, 2020 Meeting Minutes (Attachment 1)

4.2. – TAMC Budget Update (Memo and Attachment 2)

R. Belknap did a brief review and provided a copy of an updated budget report. There is still a substantial amount of funds showing for the planning regions in the TAMC budget because agencies are not able to collect federal aid data due of COVID-19 restrictions. The federal aid data collections contracts have been extended until June 31, 2021 in hopes that data collection can be done later once restrictions have been lifted. The balance that is shown is the final amount of unspent funds from the 2018 Culvert Pilot Project.

Motion: A. Halbeisen made a motion to approve the July 23, 2020 Meeting Minutes; B. Vilmont seconded the motion. The motion was approved by all members present.

5. Update Items:

5.1. – 2020 TAMC Fall Virtual Asset Management Conference

The TAMC Fall conference will be held October 28 and 29, 2020 virtually from 9:00 a.m. - 12:00p.m. No fee will be charged. The first day will focus on pavements, roads and asset management plans and the second day will focus on the environment, bridges, and culverts. Christopher Bolt will be presenting on the Jackson County Paving Program. G. Strong has placed the conference on TAMC members calendar. C. Gilbertson will check to see if a 2021 Bridge Conference will take place this year. They are thinking of doing a bridge week and the workshops will be after the conference. People will be able to choose which workshop they want to participate in.

5.2. – Culvert Activities – C. Gilbertson/R. Belknap (Memo and Attachment 3)

5.2.1. – Draft Report of 2020 Culvert Activities

MTU created and provided a copy of their Draft 2020 Culvert Activities Report. The report has been created with three (3) main parts. The first part was regarding culvert training, second part was locating culvert data, specifically having the culvert data from several sources placed in one location. And third, a look at the MDOT and TAMC rating systems and see how they compare. Some differences were critical and were placed in the report. C. Gilbertson put together a summary of the culvert survey results. The recommendations and conclusions can be used to create a TAMC culvert policy. If anyone has any questions or concern's they should provide them to C. Gilbertson within the next week or two. The final 2020 Culvert Activities Report will be completed within the next month. The executive summary in the report is a very rough draft and will be modified. It will then be available for TAMC to use in their creation of the culvert policy.

5.2.2. – Investigation of Data Exchange, Transfer, and Load (ETL) Process – R. Belknap/M. Holmes/C. Granger/D. Jennett

There has been much discussion on how to have culvert data uploaded into one centralized data base. There are many validation rules and data checks that need to be done to bring the data together through TAMC and other multiple data sources. There are many business rules that would need to be adhered to with various checks. Support staff did a brief demonstration for the Bridge Committee in the test environment of the interactive map showing how the ETL process would be needed. Currently, there is not a standardized data set for culverts. Some of the culvert data is in the IRT dashboard but not on the interactive map. In addition, some agencies have uploaded additional culvert data after the 2018 culvert pilot project and other agencies have uploaded culvert data that TAMC had not requested in the pilot. There was not guidance provided for this additional data. The data that should be shown is the data that was collected during the pilot project to keep things consistent. Additional elements can be added later, if necessary. Some agencies did not submit all of the requested elements. There needs to be some form of quality control for the data. Some agencies have done condition evaluations in the past. The intent of putting the culvert data on the dashboards and interactive maps was to use whatever culvert information was available that may be useful to everyone. The Bridge Committee and C. Gilbertson feel the only data that should show for now is the pilot data and the elements requested during the pilot for consistency. There were 12 items requested during the pilot.

After a policy is created then additional culvert data can be included and added. As long as the data is collected in the same manner, it is considered clean and valuable data. When it is known that the data is collected in the same manner and following the policy, we know that the data is good data. Specifically, in the policy it should show which fields must be entered. Of the data collected, the elements that should be provided that are most helpful are location and condition rating. Sixty-nine percent of the culvert pilot project data that was collected came with a condition rating. CSS has placed culverts and bridges together into one tab. These tabs will need to be separated. CSS has no way of pulling out just the culvert pilot project data and will need to get MTU's data set. They will need to remove the "unknown" field in the IRT. Some of the "unknown" data could have been rated 10 years ago. It is expected that agencies will submit in the IRT various dates and times that culvert data was rated. The date a culvert was rated is important. A "Date Data Rated" field should be added. It is important however, that all the culvert data that has been submitted be kept. This data is still needed data and can be noted as provisional data.

Motion: B. Wieferrich made a motion that culverts and bridges be separated in the interactive map. All submitted culvert data will be used. However, just display the 2018 Culvert Pilot Project data and the data within the pilot time period with the unknown rating and use the term "provisional or unknown rating or location only." That way the "unknown rating" data is still displayed as far as location and other data elements; C. Bolt seconded the motion. The motion was approved by all members present.

5.2.3. – Status of Integrating 2018 Pilot Data into TAMC Dashboards and Interactive Maps

See agenda item 5.2.2.

5.2.4. – TAMC Policy for the Collection of Culvert Data – R. Belknap/C. Gilbertson

For the Culvert Pilot Project MTU provided how to collect the culvert data by using Roadsoft, what to collect, condition evaluation training, and provided a guidebook to evaluate the culvert. Using this information and information discussed TAMC support staff will create and provide a draft policy at next month's Bridge Committee meeting.

Action Item: Support staff will provide a draft culvert policy at the September Bridge Committee Meeting.

5.2.5. – Draft FY 2021 Budget for Culvert Activities – R. Belknap

A draft culvert budget report was shown to the Bridge Committee. The 2018 Culvert Pilot Project was originally allocated \$2,000,000. The remaining balance is \$472,863.00. MTU and CSS trainings have been included in the draft budget. MTU will adapt their trainings towards the policy.

5.3-Local Agency Bridge Data Cleanup Efforts from IRT –J. Esparza/B. McEntee/D. Jennett

J. Esparza has been working on cleaning up contact information and cost for bridge projects that agencies have placed project costs of \$100 or less as placeholders in the IRT and never entered the actual costs after completion. J. Esparza contacted the remaining agencies by telephone and received updates and corrections from St. Clair, Montcalm, and Iosco Counties. In future, it was decided to exclude any projects with zero-dollar entries.

5.4.- Status of Bridge Committee Priorities in TAMC Work Program and 2020 TAMC Strategic Planning Session – R. Belknap (Memo and Attachment 4)

The Bridge Committee’s tasks in the TAMC Work Program were discussed and updated at their last meeting however, R. Belknap will add a little more detail to the document based upon today’s discussions. The work plan will provide a good snapshot of the Bridge Committee’s goals and objectives at the September 9, 2020 Strategic Planning Session. The sessions will be held from 9:00 a.m. – 12:00 p.m.. Bridge Committee members are encouraged to participate.

6. Public Comments:

None

7. Member Comments:

None

8. Adjournment:

Motion: B. Wiefelich made a motion to adjourn the meeting; A. Halbeisen seconded the motion. The motion was approved by all members present. The meeting adjourned at 3:54 p.m.. The next TAMC Bridge Committee meeting is scheduled for September 24, 2020, via Microsoft Teams Meeting.

TAMC FREQUENTLY USED ACRONYMS:	
AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACE	ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)
ACT-51	PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYTEM DESIGNED TO DISTRIBUTE MICHIGAN’S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY.
ADA	AMERICANS WITH DISABILITIES ACT
ADARS	ACT 51 DISTRIBUTION AND REPORTING SYSTEM
BTP	BUREAU OF TRANSPORTATION PLANNING (MDOT)
CFM	COUNCIL ON FUTURE MOBILITY
CPM	CAPITAL PREVENTATIVE MAINTENANCE
CRA	COUNTY ROAD ASSOCIATION (OF MICHIGAN)
CSD	CONTRACT SERVICES DIVISION (MDOT)
CSS	CENTER FOR SHARED SOLUTIONS
DI	DISTRESS INDEX
ESC	EXTENDED SERVICE CONTRACT
ETL	EXCHANGE, TRANSFER, AND LOAD
FAST	FIXING AMERICA’S SURFACE TRANSPORTATION ACT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FOD	FINANCIAL OPERATIONS DIVISION (MDOT)
FY	FISCAL YEAR
GLS REGION V	GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION
GVMC	GRAND VALLEY METRO COUNCIL
HPMS	HIGHWAY PERFORMANCE MONITORING SYSTEM
IBR	INVENTORY BASED RATING
IRI	INTERNATIONAL ROUGHNESS INDEX
IRT	INVESTMENT REPORTING TOOL
KATS	KALAMAZOO AREA TRANSPORTATION STUDY
KCRC	KENT COUNTY ROAD COMMISSION
LDC	LAPTOP DATA COLLECTORS

LTAP	LOCAL TECHNICAL ASSISTANCE PROGRAM
MAC	MICHIGAN ASSOCIATION OF COUNTIES
MAP-21	MOVING AHEAD FOR PROGRESS IN THE 21 ST CENTURY (ACT)
MAR	MICHIGAN ASSOCIATION OF REGIONS
MDOT	MICHIGAN DEPARTMENT OF TRANSPORTATION
MDTMB	MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
MIC	MICHIGAN INFRASTRUCTURE COMMISSION
MITA	MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION
MML	MICHIGAN MUNICIPAL LEAGUE
MPO	METROPOLITAN PLANNING ORGANIZATION
MTA	MICHIGAN TOWNSHIPS ASSOCIATION
MTF	MICHIGAN TRANSPORTATION FUNDS
MTPA	MICHIGAN TRANSPORTATION PLANNING ASSOCIATION
MTU	MICHIGAN TECHNOLOGICAL UNIVERSITY
NBI	NATIONAL BRIDGE INVENTORY
NBIS	NATIONAL BRIDGE INSPECTION STANDARDS
NFA	NON-FEDERAL AID
NFC	NATIONAL FUNCTIONAL CLASSIFICATION
NHS	NATIONAL HIGHWAY SYSTEM
PASER	PAVEMENT SURFACE EVALUATION AND RATING
PNFA	PAVED NON-FEDERAL AID
PWA	PUBLIC WORKS ASSOCIATION
QA/QC	QUALITY ASSURANCE/QUALITY CONTROL
RBI	ROAD BASED INVENTORY
RCKC	ROAD COMMISSION OF KALAMAZOO COUNTY
ROW	RIGHT-OF-WAY
RPA	REGIONAL PLANNING AGENCY
RPO	REGIONAL PLANNING ORGANIZATION
SEMCOG	SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
STC	STATE TRANSPORTATION COMMISSION
STP	STATE TRANSPORTATION PROGRAM
TAMC	TRANSPORTATION ASSET MANAGEMENT COUNCIL
TAMCSD	TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION
TAMP	TRANSPORTATION ASSET MANAGEMENT PLAN
TPM	TRANSPORTATION PERFORMANCE MEASURES
UWP	UNIFIED WORK PROGRAM

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