

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

November 25, 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
Keith Cooper, MDOT - Vice Chair
Wayne Harrall, KCRC

Rebecca Curtis, MDOT - Chair
Al Halbeisen, OHM Advisers
Brad Wieferich, MDOT

Support Staff Present:

Niles Annelin, MDOT
Roger Belknap, MDOT
Cheryl Granger, DTMB/CSS
Jeri Kaminski, DTMB/CSS
Gloria Strong, MDOT

Jacob Armour, MDOT
Chris Gilbertson, MTU
Dave Jennett, MDOT
Bill McEntee, CRA

Public Present:

None

Members Absent:

Brian Vilmont, Prein & Newhof

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

The meeting was called-to-order at 2:02 p.m. Everyone was introduced and welcomed to the meeting. G. Strong did a roll call to verify attendance.

2. Comments on Non-Agenda Items:

None

3. Additions or Deletions of Agenda Items:

None

4. Consent Agenda (Action Item):

4.1. - Approval of the September 24, 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.

Motion: C. Bolt made a motion to approve the September 24, 2020 Meeting Minutes; W. Harrall seconded the motion. The motion was approved by all members present.

5. Update Items:

5.1. – 2021 TAMC Bridge Committee Meeting Schedule (Attachment 3) (Action Item)

A list of proposed 2021 meeting dates were provided to the Bridge Committee for their review and approval. It is felt the meetings will be held virtually for quite some time. Currently, the MDOT

Aeronautics Building Commission Conference Room is not scheduling any meetings until further notice due to COVID-19 restrictions for in-person meetings. G. Strong will send the list of dates to the conference room scheduler to be placed on their conference schedule if the restriction is lifted. G. Strong will place the dates on the Bridge Committee members calendars. If there is no pressing need to meet every month, the Committee will cancel but for now a meeting will be scheduled for each month as listed on the proposed 2021 meeting schedule.

Motion: W. Harrall made a motion to adopt the 2021 proposed Bridge Committee meeting schedule; K. Cooper seconded the motion. The motion was approved by all members present.

5.2. – TAMC 2020 Annual Report Preparations – Bridge Resources – D. Jennett

D. Jennett reviewed the 2019 annual report Bridge sections of the report showing the Committee the areas that will need to be updated for the 2020 report. Data collection for Bridges were not impacted by the COVID-19 restrictions. Collections occurred as planned. The Bridge Committee wants to keep the severe category in the report.

5.3. – Local Agency Investment Reporting Compliance Update – R. Belknap

The Act 51 team does a review of the IRT and checks to see if they are uploading their data correctly. Over the past 3 years all of the 83 county road agencies, city and villages have completed the steps correctly. With one month remaining in FY 2020, most of them have calendar year fiscal years and are still working on their report. R. Belknap is providing this as an FYI and general update to the Committee so that they understand what is involved with getting data sets. Since the state fiscal year ends September 30 of each year any projects after that date should be reported in the next fiscal year once the entire project is complete and it should include the entire cost for the project in the year it is finalized.

5.4. – Culvert Activities – C. Gilbertson/R. Belknap/R. Curtis (Memo)

C. Gilbertson will be providing a draft of the culvert process that will include the new AASHTO guidance. MTU's Education and Training contract will cover the cost of this culvert activity as it has enough funding remaining to complete the task. The Council is seeking a culvert policy after MTU completes the process document.

5.4.1. – TAMC Draft Policy for the Collection of Culvert Data (Attachment 4) – C. Gilbertson

The Council is seeking a culvert policy after MTU completes the process document.

5.4.2. – Draft FY 2021 Budget for Culvert Activities (Attachment 5) (Action Item) – R. Belknap/C. Gilbertson

The report from the 2018 Culvert Pilot Project shows that several agencies have not completed their full culvert data collections, inventory and condition assessments of their agency culverts. R. Belknap suggested that the Bridge Committee hold a conversation with the full Council to add these funds to these agencies for FY 2021 so that they can complete their culvert data collections, inventory, and condition assessments.

C. Gilbertson provided a presentation showing the Bridge Committee how the culvert guide from MTU has changed since adding the AASHTO Culvert and Storm Drain System Inspection Guide components. The guide includes several elements for the culvert inspections, including but not limited to, the culvert condition rating, the barrel rating, added plastic drains, inspection procedures, culvert barrels, and the size of the culvert entry.

AASHTO has added a disclaimer to this guide that this report is not intended to be used as a standard or policy statement and it is an update to the 1986 FHWA Culvert Guidance. C. Gilbertson provide in his evaluation an Evaluation System Comparison – Vicinity Assessment, Barrel Assessment between TAMC, MDOT, and AASHTO. Several of the components are the same as in the past and there were not very many differences found between TAMC and AASHTO. However, there were some differences (such as structural defects of a culvert) noted and C. Gilbertson has added those to his report. In summary for the comparison of condition evaluation methods there were:

- 1.) No direct numeric translation between systems
- 2.) General condition ratings are comparable, and
- 3.) TAMC pilot method will tend to rate culverts towards the good end of the scale compared to AASHTO

For the AASHTO evaluation method:

- 1.) Organized by system component then broken down by characteristic
- 2.) Detailed descriptions for each characteristic in Good/Fair/Poor/Serious Condition
- 3.) Evaluation coverage similar to TAMC Pilot and MDOT TAMS combined
- 4.) Provides guidance on policy decisions but those would have to be determined and written into the TAMC policy document

The next steps recommended by MTU are:

- 1.) To create a policy document to establish TAMC involvement, the inspection frequency, range of applicability, condition evaluation system, database and information sharing procedures, and a QA/QC Program.
- 2.) They would need to do a statement of TAMC interest and involvement, and create an evaluation system.
- 3.) A transition plan will need to be created if a new evaluation system is approved.
- 4.) Lastly, field verifications through a QA/QC system will need to be done assuring that each inspector is using the same evaluations and inspection ratings.

The Bridge Committee feels it would be best to use the Good/Fair/Poor/Severe rating system. It was suggested that each agency has a note section to note any discrepancies. To add notes may be very difficult to do reviews since many agencies may enter their notes differently. Looking at 40,000 comments would also be very difficult. For a local agency that has a smaller database, the notes would be useful.

Council is pushing for the Bridge Committee to create a Culvert Data Collection Policy. It was suggested that Bridge Committee members and support staff hold a separate meeting in December, prior to the December 23, 2020 TAMC Bridge Committee Meeting, to create a draft culvert policy. TAMC support staff will send out a Doodle Pole to the Bridge Committee members to help select a date to meet during the first two weeks of December 2020. Currently, there are no funds designated in FY 2021 for Culvert Data Collection Reimbursement. It may be possible to include it into the FY 2022 TAMC budget. Culvert training is not included in the FY 2022 requested budget. At the last TAMC Council meeting, it was voted not to have the local agencies pay for their own culvert data collection. TAMC does not have any funds designated for culvert data collection. It was suggested to follow the Bridge Data Collection Policy since bridge data collection is not reimbursed by TAMC. A policy is needed to keep the culvert data collections consistent

and provide guidance. The Bridge Committee feels the TAMC Council is responsible for making decisions for the culvert budget and reimbursement.

MTU next steps for Culvert training:

- 1.) Training should be updated to include the rating system as adopted by TAMC (with an option to do a refresher training that highlights only the changes in the updated system).
- 2.) QA/QC Program should feed back into training to help improve the program.

Action Item: MTU will update the culvert training in time for spring.

A revised Culvert Data Collection Pilot program could be initiated in an effort to “test” the TAMC policy document while it is in a draft state and raise any issues or highlight changes that may be beneficial.

MTU proposes the following steps for the culvert data:

- 1.) A culvert database should be finalized and if not publicly available and made accessible to those who own culverts so they can retrieve their data (local or centralized storage). Protocol should be established to define who has access to this data and how data is managed.
- 2.) TAMC should develop a data schema to summarize culvert data from the pilot and MDOT TAMS. This would include common denominator fields for materials, shapes, and physical measurements that would make combining data from multiple sources easier and consistent.
- 3.) Using the process identified in the MTU report to identify previously un-inventoried MDOT and local agency culverts to better complete those data sets.

Action Item: MTU will send a draft of their report to the Council next week.

5.4.3. - Status of Integrating 2018 Pilot Data into TAMC Dashboards/IMAP – D. Jennett

D. Jennett will send some screen shots and a link to the Bridge Committee showing them the progress that has been made on the integration of the 2018 Culvert Pilot Project data into the TAMC dashboards and IMAP.

5.5. – Bridge Committee Goals for TAMC 2021-2023 Work Program – R. Belknap (Memo and Attachment 6)

R. Belknap would like the committee to do a final review the revised work program’s Bridge Committee related goals and objectives that he has updated from the TAMC September 9, 2020 Strategic Planning Session and provide to him any feedback prior to the December 2, 2020 TAMC Council meeting. R. Belknap will be placing this on next week’s TAMC Council meeting agenda to adopt the new FY 2021-2023 Work Program.

6. Public Comments:

None

7. Member Comments:

C. Bolt thanked everyone for their hard work with the culverts.

8. Adjournment:

The meeting adjourned at 3:55 p.m. The next TAMC Bridge Committee meeting is scheduled for Wednesday, December 23, 2020 at 2:00 p.m., 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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