

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

December 23, 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
Brad Wieferich, MDOT

Rebecca Curtis, MDOT - Chair
Al Halbeisen, OHM Advisers
Brian Vilmont, Prein & Newhof

Support Staff Present:

Niles Annelin, MDOT
Jesus Esparza, MDOT
Mark Holmes, DTMB/CSS
Matt Moulton, MDOT

Roger Belknap, MDOT
Chris Gilbertson, MTU
Dave Jennett, MDOT

Public Present:

None

Members Absent:

None

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

The meeting was called-to-order at 2:03 p.m. Everyone was introduced and welcomed to the meeting. D. Jennett 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 November 25, 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 (12/11/2020) budget report.

Motion: B. Vilmont made a motion to approve the November 25, 2020 Meeting Minutes with two minor corrections under 5.4.2.; K. Cooper seconded the motion. The motion was approved by all members present.

5. Update Items:

5.1. – Schedule of 2021 Events (Memo/Attachment 3) – R. Belknap

R. Belknap provided a list of the 2021 TAMC events and did a quick review. R. Belknap asked the Committee to review the list that he provided and send any events to him that they feel need to be added to the list.

5.2. – Retention Schedule of Bridge Data in TAMC IMAP (Memo) – R. Belknap/D. Jennett
CSS and TAMC support staff would like to know how many years of historic data the TAMC Bridge Committee would recommend be displayed on the TAMC interactive map and dashboard applications. CSS will not be deleting any data. This inquiry is about what data should be shown on the IMAP and dashboards. D. Jennett did a review of the current IMAPS and dashboards. Bridges currently shows data in the IRT from 2010 to the most current rating and pavement shows data from 2004 to the most current rating. It was decided that CSS will continue to use the past 10 years on the dashboards and current year on the IMAP. D. Jennett also showed the Committee the culvert features and updates that have been completed in the IRT.

5.3. - TAMC 2020 Annual Report Preparations – Bridge Resources – D. Jennett
TAMC support staff have begun working on the 2019 Roads and Bridges Annual Report.

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

5.4.1. - 2020 TAMC Culvert Condition Assessment Report (Attachment 4)

C. Gilbertson provided the final version including the new AASHTO guidelines and all Committee comments addressed of the 2020 TAMC Culvert Condition Assessment Final Report. R. Belknap is now requesting approval of this report from the Bridge Committee. If approval is given from the Committee, R. Belknap will take the report to the Council at their January 6, 2021, meeting for their approval.

Motion: A. Halbeisen made a recommendation to approve the 2020 TAMC Culvert Condition Assessment Final Report; K. Cooper seconded the motion. The motion was approved by all members present.

5.4.2. - TAMC Draft Policy for the Collection of Culvert Data (Attachment 5)

R. Belknap is also requesting approval of the Draft Policy for the Collection of Culvert Data from the Bridge Committee with the understanding that there are still additional pieces that need to be added to the policy. R. Belknap still needs to also complete the detail table and guidelines that will be used as training tools and are separate from the policy. He does not feel that these need to be completed prior to the approval of the draft culvert data collection policy. If approval is given from the Bridge Committee today, R. Belknap will also take this drafted policy to the Council at their January 6, 2021, meeting for their consideration and discussion.

5.4.3. - Culvert Data Collection Guide & Roadsoft Updates, and Training Programs

R. Curtis sent out an email to the Bridge Committee recently that hits on frequency and areas that need more work in the policy. R. Curtis also submitted and reviewed with the Bridge Committee a draft Michigan Non-NBI Culvert Structure Inspection Guide (Mi-NCIG) that she has created to provide culvert safety inspectors and culvert owners with guidance for meeting the consistency standards required to submit culvert data to TAMC according to the Policy for Collection of Inventory and Condition Data. This Guide is not complete, and R. Curtis is requesting that MTU complete the guide as she does not have the inhouse resources to complete the Guide. The Guide provides guidance for inspecting culvert structures that do not meet the NBIS definition of a bridge. Culvert structures that meet the NBIS definition of a bridge must be inspected per the National Bridge Inspection

Standards and the Michigan Structure Inspection Manual (MiSIM). Owners may decide to inspect larger culverts that do not meet the NBI bridge definition using the NBI and MiSIM standards. To support this decision, a conversion table has been provided within this document to allow uniform submittal of condition data for the purposes of the TAMC.

The first things referenced in the draft Culvert policy are the frequency guidelines. R. Curtis took what the Bridge Committee discussed regarding condition rating, size material ratings and ADT and made one change. TAMC uses five years, MTU uses six years, others may use time intervals, so she feels using multiples of two's would be simpler and would match MTU. The Bridge Committee feels using six years for the condition rating makes sense. Bridges are inspected every two years and the culverts would be in sync with the bridges. R. Curtis did a review of the Condition Table and crosswalk within her document and would like the Bridge Committee to sometime in the near future do a complete review of her recommended changes and provide her with feedback. The inspection elements will need to be reviewed and combined to make reporting less cumbersome. Based upon today's discussions with the Bridge Committee, R. Curtis, will make the changes discussed to consolidate the AASHTO default components to forward on to the Council in January. R. Curtis will share her compressed list with the Bridge Committee once she has it completed for their review. R. Belknap will modify his draft memo to reflect the change made today by the Bridge Committee to use a six-year time frame instead of a five-year timeframe. If the Committee is fine with this general idea, it will need to be presented to the Council in January for approval to use the new AASHTO Guidance and include good, fair, poor, severe ratings. MTU will then need to know what to code Roadsoft to. MTU will not be able to promise any changes immediately but can have Roadsoft ready to use in the fall. Changes from TAMC will need to go to MTU in April in order for MTU to be able to make the changes and Roadsoft ready to use by the fall.

The Bridge Committee requested that MTU provide a formal cost estimate proposal for culvert training materials and Roadsoft updates to be presented to the Council at their January 6, 2021 meeting. C. Gilbertson informed the Bridge Committee that he has already put together a rough cost estimate however the University is closed until January 4, 2021, and he does not believe he can provide a formal proposal to be presented to the Council by January 6, 2021, in such a short time but assured the Bridge Committee that he could have it ready to present by the February Council meeting. R. Belknap informed the Bridge Committee that there is much to be done before MTU presenting their formal proposal to the Council. R. Belknap will do a budget amendment action item in February to the Council. MTU's Work Plan and budget amendments will need to be completed and reviewed and a contract specific to this task will also need to be created with MTU and there is not enough time to do all of these tasks and include that information in the packet for the January 6, 2021 TAMC meeting. It is not sure if CSS will be able meet the deadline to create a formal proposal for the February 2021 Council meeting.

Motion: C. Bolt made a motion to submit the entire Draft Policy for the Collection of Culvert Data and Culvert Guide with a more condensed crosswalk table to the Council at their January 6, 2021 meeting. The Bridge Committee also tasked R. Belknap to create a memo of the Bridge Committee's intent for the culverts listing the four tasks that the TAMC Bridge Committee were tasked to do, which were 1.) Finish the culvert policy/guide, 2.) Update culvert training, 3.) Have CSS add culverts to the TAMC dashboards, and 4.) Have MTU make the necessary Roadsoft changes for culverts. The intent memo will also include the Committee's request to the Council to review the

policy/guide presented to them so that the Bridge Committee can move forward with the two documents, request the Council approve the remaining 2018 Culvert Pilot project funds be used first for MTU to complete the above four tasks and then the remaining funds be use for the original pilot participants to complete and finalize their culvert data collections. B. Wieferich seconded the motion. The motion was approved by all members present.

5.4.4. - Budget for Culvert Activities – R. Curtis/R. Belknap/C. Gilbertson

See agenda item 5.4.3.

5.4.5. – TAMC Interactive Map Update with 2018 Culvert Pilot Project Data – D. Jennett

See agenda item 5.2.

6. Public Comments:

None

7. Member Comments:

8. Adjournment:

The meeting adjourned at 3:33 p.m. The next TAMC Bridge Committee meeting is scheduled for Thursday, January 28, 2021 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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