

## Investment Reporting 101 & Key points on IRT/ADARS

### Purpose for collecting project information (including cost):

State law requires all Act 51 agencies to report this information.

The data will be used to associate project expenditures with changes in pavement condition measured through PASER. Key questions the data will help the Transportation Asset Management Council answer are:

- What types of projects are being implemented across the state and how often?
- How did these investments affect the pavement ratings/condition?
- How long do the different types of treatments last?
- What is the average cost of different treatments and how does this vary across the state?

**What costs should be included in the project cost data reported on the Asset Management page in ADARS?** It should include expenditures directly assigned to a construction project (engineering fees, right-of-way acquisition, etc.). Charges for payroll, related fringe benefits, equipment rentals, materials, and contractual services should be included. (see Items 25 and 26 on p.17-18 of ADARS instructions document)

**Additional project expenses often occur after the open to traffic date** (the date used in ADARS to determine a project is complete). The Council recognizes this issue. To the extent that these additional costs are known (e.g., outstanding invoices, restoration work still to be done), they should be included. Don't worry about any unexpected costs that pop up later.

### Determining which projects to include in the IRT / Roadsoft.

- Agencies do not need to report routine maintenance (e.g., snow removal, pothole patching, etc.).
- As a general rule of thumb, include any CPM, Rehab and Reconstruct projects where the expenditures flowed through your agency's books (e.g., local millage, special assessment districts, etc.).
- CPM projects that involved very short segments of roadway don't necessarily need to be reported. As a rule of thumb, report any projects that would likely impact the PASER rating on that section of roadway.

**Required IRT Project ID/ Project Name:** Keep in mind that project IDs can be up to 50 characters long and can include both numbers and letters. Each agency should decide what makes sense to put in this field to most easily identify the project when it comes time to complete the annual ADARS report (e.g., project name, tracking number, etc.). Ideally it should be something that easily identifies the project to both the person inputting projects to the IRT and the person filling in the cost data on the ADARS Asset Management page. If these are two different people, it would be good for them to discuss and agree upon the convention that will be used. Providing some examples in the TAMC guidance document might be helpful.

**Resources:** If you visit the TAMC Website there is additional documentation and even Youtube videos that demonstrate different areas of how to report your road and bridge treatments. [www.michigan.gov/tamc](http://www.michigan.gov/tamc) -> Training -> Investment Reporting Tool (IRT) Note: You first need to register via SSO and request access to the MDOT Investment Reporting Tool. Again depending on your agency someone already may be reporting.

\* If you have any questions please contact the TAMC Helpdesk at: 517.335.3741 \*