



# **Investment Reporting Tool (IRT)**

## **Training Manual/Users Guide**

**IRT Version 2.16, Revised April 2022**

**TAMC Helpdesk 517-335-3741**

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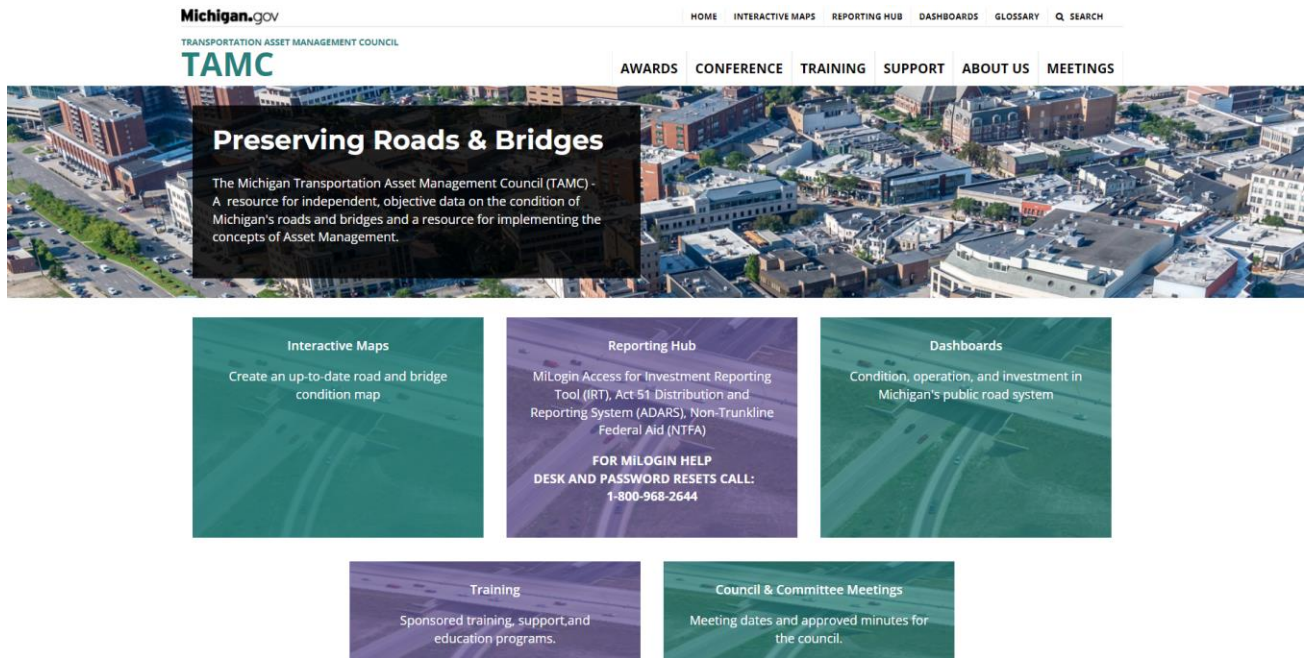
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## 1. How to obtain a MiLogin and receive access to the IRT

Go to TAMC Landing page: [www.michigan.gov/tamc](http://www.michigan.gov/tamc)

Click on the first purple box in the middles of the screen that says “Reporting Hub”



This will bring up a login/sign up page. If you don't have a login, click the sign-up button and create a login.

Once you have logged in, you should be on the MIlogin Home Page. To access the IRT you must click the Request Access button.

## MILogin for Workers

[HOME](#)
[REQUEST ACCESS](#)
[UPDATE PROFILE](#)
[LOGOUT](#)

### Home Page of Courtney Peterson

Access your applications by clicking on the application links below



Administration

Helpdesk For Citizens

Helpdesk For Workers & Third Party



Department of Technology, Management and Budget (DTMB)

That will take you to a new page. On the right-hand side of the page, click in the Select Agencies box and that will give you a set of drop downs. Select Michigan Department of Transportation (MDOT).

## MILogin for Workers

[HOME](#)
[REQUEST ACCESS](#)
[UPDATE PROFILE](#)
[LOGOUT](#)

### Request Access



### Search Application

Search for an application with a keyword or select an agency to view its applications

Search application



-- Select Agencies --

That will bring up a list of applications on the left side of the screen. Scroll down until you see the MDOT Investment Reporting Tool (IRT) and click on it.

## Request Access



### Search Application

Search for an application with a keyword or select an agency to view its applications

Search application

Michigan Department of Transportation (MDOT)



1391 Annual Employment Report
1391 Annual Employment Report-Admin
AASHTOWare Project
EFRS - Electronic Field Receipt System
FICS - Fabrication Inspection and Construction System
MDOT - Contract Award Status Tracking
MDOT - LAPMS - Local Agency Project Management System
MDOT - OAR

## 2. IRT Home Page

Go back to your MiLogin home page and log out and log back in again and you should see the Investment Reporting Tool (IRT) listed. Click on that and it will take you to the IRT home page shown below. **\*Note: to return to the home page at any time, just click on the TAMC Investment Reporting Tool (IRT) logo under Michigan.gov.**

Michigan.gov



Investment Reporting Tool (IRT)



GLOSSARY

TAMC

ABOUT TAMC

Courtney Peterson · City of Lansing

Projects

+ Add

Map

Reports

Welcome

# City of Lansing

Total Road Miles: 416.003

Total Bridges: 33

Road Projects with ADARS Information: 0 (of 10)

ADARS Fiscal Year: July 1, 2021 - June 30, 2022

TAMP Submission: Required (Group A)

New TAMP submission

13 Entered Projects Fiscal Years 2019 - 2021

11 Planned Projects Fiscal Years 2022 - 2024

Currently showing Overview data as Fiscal Years

Change to display as Calendar Years

### Reporting Status

Update

View All

Fiscal Year	Road	Bridge	TAMP
2023	Not Completed	Not Completed	Not Submitted
2022	Not Completed	Not Completed	Not Submitted

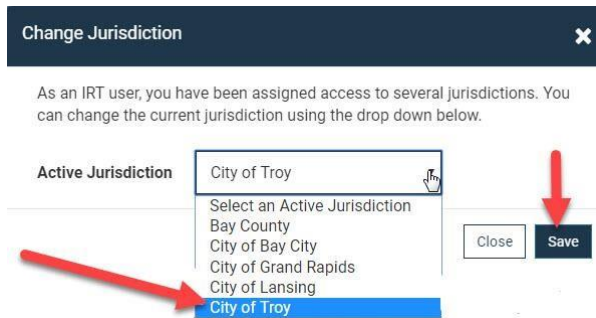
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## 3. Change Jurisdictions

If you have more than one jurisdiction, you can change jurisdictions on this page. Click on the upper right-hand corner by your name on the down arrow. A dropdown menu will appear. Click on Change Jurisdiction.



A new window will pop up with a dropdown, click on the dropdown arrow and select the jurisdiction from the list and click the save button.



## 4. Update Status

**IRT Home Page is where you update your status for road and bridge:** To be in compliance your status must be marked as completed. **\*Note: TAMP status will update automatically when you complete and submit the TAMP question section**

Michigan.gov

GLOSSARY TAMC ABOUT TAMC Courtney Peterson - City of Lansing

**Investment Reporting Tool (IRT)**

Projects + Add Map Reports

Welcome

# City of Lansing

Total Road Miles: 416.003  
Total Bridges: 33  
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TAMP Submission: Required (Group A)  
New TAMP submission

13 Entered Projects Fiscal Years 2019 - 2021

11 Planned Projects Fiscal Years 2022 - 2024

Currently showing Overview data as Fiscal Years  
Change to display as Calendar Years

Update View All

Reporting Status	Fiscal Year	Road	Bridge	TAMP
	2023	Not Completed	Not Completed	Not Submitted

To complete your 2022 (or any year) status click on the **Update** button as shown above. The page will change to the update status page shown below.

Michigan.gov

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**Investment Reporting Tool (IRT)**

Projects + Add Map Reports

TAMP Submission: Required (Group A)  
New TAMP submission

Currently showing Overview data as Fiscal Years  
Change to display as Calendar Years

Cancel Save View All

Reporting Status	Fiscal Year	Road	Bridge	TAMP
	2023	<input type="checkbox"/> Completed	<input type="checkbox"/> Completed	Not Submitted
	2022	<input type="checkbox"/> Completed	<input type="checkbox"/> Completed	Not Submitted
	2021	<input checked="" type="checkbox"/> Completed	<input checked="" type="checkbox"/> Completed	Not Submitted

Cancel Save

Road Project Summary View All

Fiscal Year	Heavy CPM	Light CPM	Reconstruction	Rehabilitation	Total
-------------	-----------	-----------	----------------	----------------	-------

Click inside the box and a check mark will appear next to the word completed. Then click the save button and the screen will change to a saving reporting status message and then a successfully saved. Click on the OK button.

Michigan.gov

miloginworkerqa.michigan.gov says  
Successfully saved the report status update.

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Projects + Add Map Reports

TAMC Investment Reporting Tool (IRT)

TAMP Submission: Required (Group A)

New TAMP submission

Currently showing Overview data as Fiscal Years

Change to display as Calendar Years

Reporting Status

Cancel Save View All

Fiscal Year	Road	Bridge	TAMP
2023	<input type="checkbox"/> Completed	<input type="checkbox"/> Completed	Not Submitted
2022	<input checked="" type="checkbox"/> Completed	<input type="checkbox"/> Completed	Not Submitted
2021	<input checked="" type="checkbox"/> Completed	<input checked="" type="checkbox"/> Completed	Not Submitted

Cancel Save

Road Project Summary

View All

Fiscal Year	Heavy CPM	Light CPM	Reconstruction	Rehabilitation	Total
2024	0.00 mi (0)	0.00 mi (0)	0.00 mi (0)	0.79 mi (1)	0.79 mi (1)

The status page will update with your 2022 (or another year) status now being shown as completed.

Michigan.gov

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TAMC Investment Reporting Tool (IRT)

Projects + Add Map Reports

TAMP Submission: Required (Group A)

New TAMP submission

Currently showing Overview data as Fiscal Years

Change to display as Calendar Years

Reporting Status

Update View All

Fiscal Year	Road	Bridge	TAMP
2023	Not Completed	Not Completed	Not Submitted
2022	Completed	Not Completed	Not Submitted
2021	Completed	Completed	Not Submitted

Road Project Summary

View All

Fiscal Year	Heavy CPM	Light CPM	Reconstruction	Rehabilitation	Total
2024	0.00 mi (0)	0.00 mi (0)	0.00 mi (0)	0.79 mi (1)	0.79 mi (1)



In addition, on the home page there is a Road Project Summary and a Bridge Project Summary (only if your jurisdiction has bridges) displayed by year.

#### Road Project Summary

[View All](#)

Fiscal Year	Heavy CPM	Light CPM	Reconstruction	Rehabilitation	Total
2024	0.00 mi (0)	0.00 mi (0)	0.23 mi (1)	0.00 mi (0)	0.23 mi (1)
2023	0.00 mi (0)	0.00 mi (0)	0.86 mi (2)	0.00 mi (0)	0.86 mi (2)
2022	0.00 mi (0)	0.00 mi (0)	0.50 mi (1)	2.23 mi (3)	2.73 mi (4)
2021	20.80 mi (85)	7.12 mi (42)	4.51 mi (10)	12.62 mi (33)	45.05 mi (170)
2020	8.94 mi (65)	1.96 mi (12)	4.34 mi (17)	18.57 mi (40)	33.80 mi (134)

#### Bridge Project Summary

[View All](#)

Fiscal Year	CPM	Rehabilitation	Replacement	Scheduled Maintenance	Structural Improvement	Total
2026	0	0	0	1	0	1
2025	0	0	1	0	0	1
2024	0	0	0	1	0	1
2023	1	0	0	1	0	2
2022	0	0	0	2	0	2

## 5. View Your Projects

**To view your projects:** To view your projects click the [Projects](#) button on the IRT home page.

Michigan.gov

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Investment Reporting Tool (IRT)


[Projects](#)
[+ Add](#)
[Map](#)
[Reports](#)

Welcome

## City of Lansing

Total Road Miles: 416.003

Total Bridges: 33

Road Projects with ADARS Information: 0 (of 10)

ADARS Fiscal Year: July 1, 2021 - June 30, 2022

TAMP Submission: Required (Group A)

[New TAMP submission](#)

**13**

Entered Projects

Fiscal Years

2019 - 2021

**11**

Planned Projects

Fiscal Years

2022 - 2024

Currently showing Overview data as **Fiscal Years**

[Change to display as Calendar Years](#)

#### Reporting Status

[Update](#)
[View All](#)

Fiscal Year	Road	Bridge	TAMP
2023	Not Completed	Not Completed	Not Submitted

The page will change to the projects page. The box at the top of the page allows you to Search by Name, Project ID, Description, Comment or Road Segment. The dropdowns allow you to filter your projects by Type, Calendar Year, Classification, Improvement Type, Warranty Information, and Calendar Year. You can also adjust how many projects you would like to see per page.

Michigan.gov GLOSSARY TAMC ABOUT TAMC Courtney Peterson - City of Lansing

**Investment Reporting Tool (IRT)** Projects + Add Map Reports

Search by ID, Name, Description, Comment, or Road Segment Type Classification Improvement Type Warranty Information

Entry Method Update Method Calendar Year Date Range

Pages: Page 1 of 61 Projects per page: 10 Clear Form Export Map View +Add Project

PROJECTS sorted by: Treatment Year Descending Use this page to Add, Update, or Delete projects. The list of projects can be refined using the filters above. An export of these projects can be acquired by pressing the "Export" button.

Showing projects 1 - 10 of 607

[View on map](#) Delete

<b>Project ID/Name</b> 2123030003940	<b>JobNet ID</b> 212303 (Imported from JobNet)	<b>Calendar Year</b> 2023	<b>Fiscal Year</b> 2024	<b>Planned Start Date</b> 03/03/2023	<b>Date Open to Traffic</b> 11/15/2023
<b>Classification</b> Capital Preventive Maintenance	<b>Improvement Type</b> Miscellaneous Bridge CPM	<b>Surface Type After Treatment</b> Unknown	<b>Life Expectancy</b> - years	<b>Estimated Cost</b> \$86,000.00	<b>Reported Cost (ADARS)</b>
<b>Road Owner</b> City of Lansing	<b>Status</b> Planned	<b>Reactionary</b> No	<b>Warrantied</b> No	<b>History</b>	

You can also edit or delete any of these projects by clicking the Update / Delete button

PROJECTS (SORTED BY OPEN TO TRAFFIC (DESC)) Use this page to Add, Update, or Delete projects. The list of projects can be refined using the filters above. An export of these projects can be acquired by pressing the "Export" button.

Showing projects 1 - 10 of 1565

<b>Project ID/Name</b> 2018o	<b>Treatment Calendar Year</b> 2018	<b>Status</b> Planned	<b>Planned Start Date</b> 04/29/2018	<b>Date Open to Traffic</b> 04/29/2018	<b>Life Expectar Years</b> 10	<b>Update / Delete</b> Update Delete
<b>Project Cost</b>	<b>Project Classification</b> Rehabilitation	<b>Improvement Type</b> Bituminous Resurfacing	<b>Surface Type After Treatment</b> Asphalt	<b>MDOT ID</b>	<b>Reactionary</b> No	<b>Warrantied</b> No
<b>Comments</b>		<b>Description</b>				
<b>Road Segments (1)</b>						
<b>Road Name</b>	<b># Lanes</b>	<b>Actual Length</b>	<b>PR Ref #</b>	<b>BMP</b>	<b>EMP</b>	<b>Ref. Length</b>
Sprinkle Rd	4	1.008	10806	1.767	2.775	1.008

\*Note: by clicking the delete button you will remove a project completely from the statewide database

\*Reminder: JobNet projects can be seen and removed from this area as well (see Part 12 for info on importing JobNet projects)

When you click the update button the Edit Road Project screen appears allowing you to make changes and save the project accordingly.

**Investment Reporting Tool (IRT)**

Projects + Add Map Reports

**Edit Road Project**

\* = Required

Project ID/Name \* TEst 2019 Road Project MDOT Job ID MDOT Job ID

Planned Start Date mm/dd/yyyy Open to Traffic Date \* 08/09/2019

Life Expectancy \* 5 Estimated Cost \* 100,000

ADARS Reported Cost \* Not found.

Project Classification \* Light CPM

Improvement Type \* Crack Seal

Surface Type Before Treatment Asphalt

Surface Type After Treatment \* Asphalt

Reactionary \* Cancel Save Project

Status	Planned Start Date	Date Open to Traffic	MDOT ID
Complete		08/09/2019	
Surface Type After Treatment	Life Expectancy	Estimated Cost	Reported Cost (ADARS)
Asphalt	5 years	\$100,000.00	
Warranted			
No			
Description			
Length	PR Ref #	BMP	EMP
	3392171	1.313	2.205
	3392171	2.244	3.077
			0.892
			0.833

Status	Planned Start Date	Date Open to Traffic	MDOT ID
Complete	07/01/2019	07/23/2019	
Surface Type After Treatment	Life Expectancy	Estimated Cost	Reported Cost (ADARS)
Asphalt	5 years	\$555,555.00	
Warranted			

## 6. TAMP Submissions for All Agencies

Agencies with 100 or more Certified Miles under Public Act 325 are now required to upload a TAMP Compliance Plan according to the TAMP Submission Policy. This TAMP submission replaces the previous Asset Management survey and provides a central location to manage your agency's TAMP submissions. To submit your TAMP begin by clicking the Add dropdown and select TAMP Submission. \*Note: agencies with under 100 Certified Miles are not required to submit a TAMP, but it is recommended



## Transportation Asset Management Plan (TAMP)

Welcome to the Transportation Asset Management Plan (TAMP) home page. Public Act 325 now alters your Asset Management portion of the annual investment reporting (see **TAMC Introduction Letter on Public Act 325**...background letter below). Agencies with 100 or more Certified Miles under Public Act 325 or agencies wishing to transfer funds from major to minor under Public Act 164, are now required to upload a **TAMP Compliance Plan** according to the TAMP Submission Policy using the resources provided by TAMC. This page replaces the previous Asset Management survey and provides a centralized location to manage your agency's TAMP submissions. To submit your TAMP please click on the **+ New TAMP Submission**. You may also edit previous submissions if you need to make any changes.

If you have any questions, please see the resources below for references to Public Act 325, the TAMP Submission Policy and Frequently Asked Questions (FAQs), as well as a link to the TAMP Compliance Plan Template. [This template is required for the TAMP submission](#) and is available on the Center for Technology and Training (CTT) website along with other training resources.

**+ New TAMP Submission**

*Previous submissions, if any, are displayed below the Resources section.*

### Resources

- TAMP FAQs (Frequently Asked Questions)
- TAMP Templates and Trainings
- TAMC Update on TAMP Templates, Submittal Policy and Training Program (9/30/19)
- TAMC Update on TAMP Submission Schedule (11/20/2018)
- TAMC Introduction Letter on Public Act 325 Updates including WAMC and the MIC (9/12/2018)
- TAMC Policy on Submittal & Review of Asset Management Plans
- Public Act 325 / Public Act 51 (MCL 247.659a)

### Contact Information

Contact: Roger Belknap

Phone: 517-230-8192

Email: [belknapr@michigan.gov](mailto:belknapr@michigan.gov)

Click on the **+ New TAMP Submission** button, and that will bring up the TAMP Submission Form page.

Input contact information for your jurisdiction.



## Transportation Asset Management Plan (TAMP) Submission Form

The following form is for Transportation Asset Management Plan (TAMP) Submissions. This form is to confirm your submission contains the TAMP Compliance Plan with all required and requested elements as per PA 325, PA 164, and the TAMC TAMP Submission Policy. Please check to assure each item that is listed is within your asset management plan. Once you have checked those items, you may upload your TAMP Compliance Plan file (with appendices where appropriate) and then Submit your TAMP. For any questions please see the Reminders and Resources sections.

### Contact Information


Complete Agency Name	<input type="text"/>	Address	<input type="text"/>
Contact Name	<input type="text"/>	Title	<input type="text"/>
eMail	<input type="text"/>	Phone	<input type="text"/>

### Secondary Contact Information

Contact Name	<input type="text"/>	Title	<input type="text"/>
eMail	<input type="text"/>	Phone	<input type="text"/>

### Consultant Name

Name of Consultant that completed TAMP (if applicable)

All items with a \* red asterisk next to them are required fields. Be sure to click inside the box so that a check mark appears  marking that you have completed the requirement.

### Reason for submission

Required (Group A)

#### TAMP Questions

Reminder: all fields with a \* are required.

\* 1. Assets: Pavement, Bridge, Culverts, Traffic Signals

☐

\* 2. Performance Goals

☐

\* 3. Performance Outcomes

☐

\* 4. Risk of Failure

☐

\* 5. Revenue/Financial Information

☐

\* 6. Coordination with Other Entities

☐

\* 7. Proof from Governing Board of TAMP acceptance

☐

[a.michigan.gov/tamclrt/default.aspx#](http://a.michigan.gov/tamclrt/default.aspx#)

Next you need to submit your TAMP file. Select the Choose File button and browse to your document to select it.

### TAMP File

\*TAMP File (Single PDF Document that includes TAMP Compliance Plan):

No file chosen



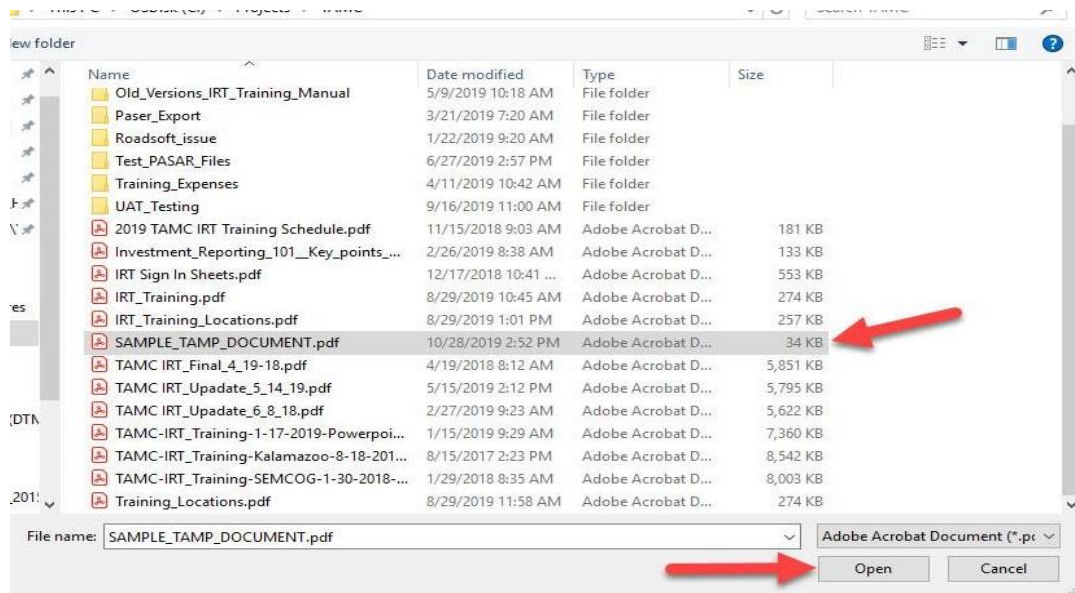
### Reminders

Once you have supplied all the above information, the "Submit TAMP" button will become active and you can submit your file. You may also add any further comments in the comment section.

After your TAMP file has been submitted, the IRT Home page will reflect this update by changing the TAMP status to "Submitted." The status will change to "Received" while TAMC verifies the submission according to the TAMP Submission Policy. Once TAMC has confirmed that the agency's TAMP is compliant with the Asset Management Plan submittal requirements of Public Act 51 (MCL 247.659a), the TAMP status will be changed to "Approved". The IRT user and agency contact will be notified by email for each TAMP status change.

By submitting we formally certify this asset management plan contains the basic elements as prescribed by Public Act (PA) 325. If the asset management plan does not meet those standards and we do not make demonstrated progress toward achieving the condition goals described in said asset management plan, the TAMC will provide notice and we shall become compliant after receiving the notification as prescribed in PA 325

The file name will appear next to the choose file button. Click on the Open button to upload the document.



Fill out the \*Confirmation Email Address box and the \*TAMP Year box. Then click the **SUBMIT TAMP** button.

Additional Information

\* Confirmation Email Address:


\*TAMP Year:

CANCEL

Comments:

Reminder: all fields with a \* must be completed.

**SUBMIT TAMP**



This will take you back to the TAMP Submission page and your submission should show with the current date under Previous TAMP Submissions.



## Transportation Asset Management Plan (TAMP)

Welcome to the Transportation Asset Management Plan (TAMP) home page. Public Act 325 now alters your Asset Management portion of the annual investment reporting, (see **Introduction Background Letter**, below). Your agency is now required to upload a [TAMP Compliance Plan](#) according to the TAMP Submission Policy using the resources provided by TAMC. This page replaces the previous Asset Management survey and provides a centralized location to manage your agency's TAMP submissions. To submit your TAMP please click on the "+ New TAMP Submission." You may also edit previous submissions if you need to make any changes.

If you have any questions, please see the resources below for references to Public Act 325, the TAMP Submission Policy and Frequently Asked Questions (FAQs), as well as a link to the TAMP Compliance Plan Template. [This template is required for the TAMP submission](#) and is available on the Center for Technology and Training (CTT) website along with other training resources.

[+ New TAMP Submission](#)



### Resources

- [TAMP FAQs \(Frequently Asked Questions\)](#)
- [TAMP Templates and Trainings](#)
- [TAMC Update on TAMP Templates, Submittal Policy and Training Program \(9/30/19\)](#)
- [TAMC Update on TAMP Submission Schedule \(11/20/2018\)](#)
- [TAMC Introduction Letter on Public Act 325 Updates including WAMC and the MIC \(9/12/2018\)](#)
- [TAMC Policy on Submittal & Review of Asset Management Plans](#)
- [Public Act 325 / Public Act 51 \(MCL 247.659a\)](#)



### Contact Information

Contact: Roger Belknap  
Phone: 517-230-8192  
Email: [belknapr@michigan.gov](mailto:belknapr@michigan.gov)

### Previous TAMP Submissions

Reason	Submission Date	Status		
Required TAMP	Oct 28, 2019	Submitted		<a href="#">Edit</a> 
Required TAMP	Oct 3, 2019	Approved		<a href="#">View</a> 

When you have completed the above process, and submitted your TAMP, the Status for TAMP submission under the Reporting Status Section on the Home page will be changed to Submitted.

Reporting Status			<a href="#">Update</a>	<a href="#">View All</a>
Fiscal Year	Road	Bridge	TAMP 	
2021	Not Completed	Not Completed	Not Submitted	
2020	Completed	Completed	Submitted	
2019	Not Completed	Not Completed	--	

## 7. Adding a Road Project

**Adding a Road Project:** If you have treatments to enter, there are two ways to them. You can add them either through the drop down Add button and manually enter the data or through the map and select the location geographically. First, we will do the Add Road Project method and then the Map method.

On the home page select the drop down Add button. The drop-down list will appear once again. Click on Road project.



The page will change with a map of your current jurisdiction.

Michigan.gov

GLOSSARY TAMC ABOUT TAMC Courtney Peterson - City of Lansing

TAMC Investment Reporting Tool (IRT)

Projects + Add Map Reports

< Back

Add Road Project

x

\* = Required

Project ID/Name \*

Project Name

JobNet ID

JobNet ID

Planned Start Date

mm/dd/yyyy

Open to Traffic Date \*

mm/dd/yyyy

Life Expectancy \*

Years

Estimated Cost ?

Dollars (ex: 1000.00)

ADARS Reported Cost ?

Not found.

Project Classification ? \*

Select a Project Classification

Improvement Type \*

Clear

Save Project

+ Add Segment

Cut Segment

Clear All

Print


List View

Home

The map displays the Lansing, Michigan area, including surrounding towns like Grand Ledge, East Lansing, and Haslett. Major roads like I-96 and I-496 are shown. Several project locations are marked with black dots and labels, such as 'Dewitt', 'Perry', 'Williamston', 'Mason', 'Charlotte', 'Pottsville', 'Dimondale', 'Holt CDP', 'East Lansing', 'Haslett CDP', 'Waverly CDP', 'Grand Ledge', and 'Eagle'. The map is overlaid with a grid of yellow lines.



On the left you can see a box with some boxes you are required to answer (these ones are followed by a \*). The other boxes are recommended to fill in, but they are not required. We will cover the required boxes below.

\*Note: if there is a  next to a box, clicking on it will provide an explanation of what the box is asking.

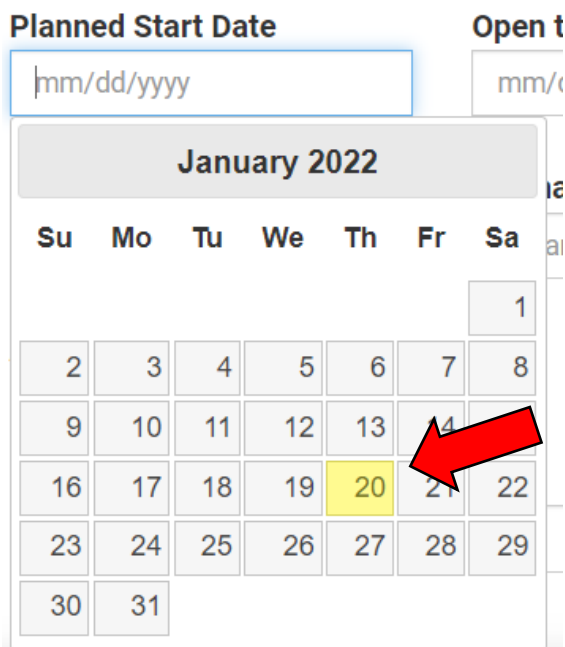
\* Project ID/Name - Fill in the box with a Project ID/Name. This name must be unique for each project.



Project ID/Name \*

Pine Street Crack Seal 2017

\* Open to Traffic Date – When you click inside this box a calendar will pop up and you can select the date your project will be open to traffic. The yellow box means this date is selected.



Planned Start Date

mm/dd/yyyy

January 2022

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

\* Life Expectancy – Type in how long you expect the treatment to last or use the up/down arrows on the right side of the box.

**Life Expectancy \***

10

\* Project Classification – Click inside the box and a dropdown will appear with the options, Heavy CPM, Light CPM, Reconstruction and Rehabilitation. Click on your selection.

**Project Classification ? \***

Light CPM

Select a Project Classification

Heavy CPM

**Light CPM**

Reconstruction

Rehabilitation

\* Improvement Type – Depending on what Project Classification Type you have selected the dropdown; a corresponding dropdown is including for the Improvement Type. Select the Improvement Type from the dropdown menu. You can also add a new improvement type. **\*Note: if you do not see the Improvement Type you need you may have selected the wrong project classification.**

**Improvement Type \***

Select an Improvement Type

**Select an Improvement Type**

**\*\*Add NEW Improvement Type\*\***

Bituminous Crack Treatment

Cape seal or slurry seal or fog seal

Cncr Jnts Reseal

Concrete joint repair and surface spall repair

Concrete Crack Sealing

Concrete joint resealing and cracksealing

Crack Seal

Filling shallow pavement cracks

Fog Seal

MHMA overlay of 0.7 inches average thickness

Overband Crack Fill

Pavement crack seal


You can add a new improvement type or select one from the drop down menu

If you select Add NEW Improvement Type, the box will expand. You will need to click on the **EDIT TYPE** button.


**Improvement Type \***

\*\*Add NEW Improvement Type\*\*

Click the 'Edit Type' button...



Please supply the new improvement type using the 'Edit Type' button.

Once you have clicked on the  button a new form comes up on the screen that allows you to add the New Improvement Type:

**Add New Improvement Type Form** ✕

**New Improvement Details**

Please ensure that the Improvement Type you wish to add does not exist as an available option in either the current Improvement Type list OR under a different Project Classification.

**Current Project Information**

**Project Type** Road  
**Classification** Light CPM  
**Improvement Type**

Close

\* Surface Type After Treatment – Click on a Surface Type listed in the dropdown menu.

**Surface Type After Treatment \***

Asphalt

Select the Surface Type after Treatment

**Asphalt**


Brick  
 Composite  
 Concrete  
 Earth  
 Gravel  
 Seal Coat  
 Unknown

Other fields can be filled in but are not required:

MDOT Job ID  
Planned Start Date  
Estimated Cost  
Surface Type Before Treatment

ADARS Reported Cost will be filled in after the ADARS cost reporting has been filled out.

There are two questions the Council would like you to answer:

**Reactionary**   
☐ Yes ☐ No

If you click the question mark next to the word 'Reactionary', a window will pop up explaining what the Council wants to know for each category listed.

**Does the Project Meet Warranty Threshold?**   
☐ Mandatory  
☐ Mandatory with Variance  
☐ Voluntary  
☐ No

If you click the question mark after the question, 'Does the Project Meet Warranty Threshold?' a window will pop up explaining what the Council wants to know.

**Does the Project Meet Warranty Threshold?**

If you check ☒ **Mandatory** the form will expand and ask for more information about the Warranty. Please click the boxes and add in the warranty information and any comments.

Warranty Information

**Term Length (Years)** ? \*

Select Term Length (Years) ▼

**Cost of Warrantied Portion of Project** ? \*

Dollars (ex: 1000,00)

**Entity Responsible for Defect Repair** ? \*

Name of Entity

**Comments**

Comments relating to the Warranty of this Project

**Currently Meeting Expected Lifespan** ? \*

☐ Yes ☐ No

If you check ☒ **Mandatory with Variance** the form will expand and ask for more information about the Warranty Variance. Please select a reason from the dropdown menu and add any comments as necessary.

Warranty Information

**Mandatory Warranty Variance Reason** ? \*

Select a Variance Reason ▼

**Comments**

Comments relating to the Warranty of this Project

If you check ☒ **Voluntary** the form will expand and ask for more information about the Voluntary Warranty. Please select a term length from the dropdown menu and add in the warranty information and any comments.

Warranty Information

**Term Length (Years)** ?

Select Term Length (Years) ▼

**Cost of Warrantied Portion of Project** ?

Dollars (ex: 1000.00)

**Entity Responsible for Defect Repair** ?

Name of Entity

**Comments**

Comments relating to the Warranty of this Project

**Currently Meeting Expected Lifespan** ?

☐ Yes ☐ No

If you check ☒ **No** the Council does not require any explanation.

There are comment and description boxes to add any project details:

☒ **Comment**

**Description**

**\*Note: If you need help in the Warranty Section Contact the Warranty Help Desk**

If you click the [Questions? Click here for contact info.](#) box, contact information for the Help Desk (shown below), will pop up.

Warranty Help Desk

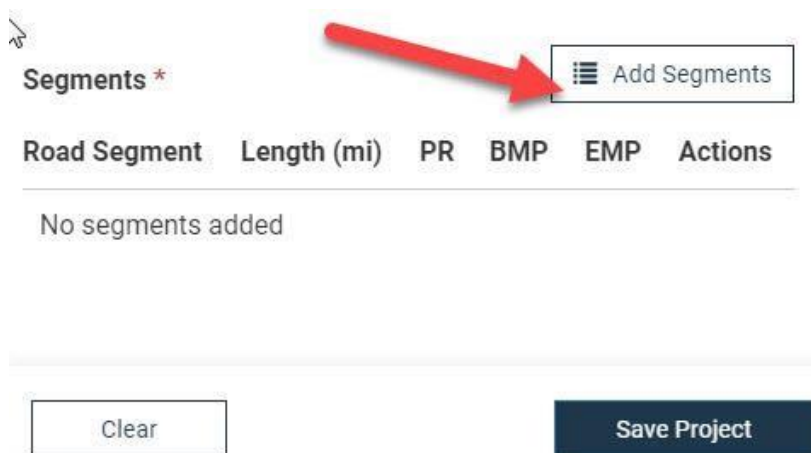
Steve Puuri, PE  
County Road Association of Michigan  
417 Seymour Ave., Suite 1  
Lansing, MI 48933  
517-482-1189  
[spuuri@micountyroads.org](mailto:spuuri@micountyroads.org)

**\*Note:** the previous steps are the same regardless of which method you choose to add Road Segments to the project, there are two paths that diverge now to add road segments and they are included below

**Option 1: Adding Segments from Data**

Now that we have inputted the required information about the general project, we need to add the Road Segments the project will be working on.

Click on the Add Segments button and the form will refresh.



The screenshot shows a web form titled 'Segments \*'. Below the title is a table with columns: 'Road Segment', 'Length (mi)', 'PR', 'BMP', 'EMP', and 'Actions'. The table is currently empty, with the text 'No segments added' displayed below the header. To the right of the table is a button labeled 'Add Segments' with a list icon. A red arrow points to this button. At the bottom of the form are two buttons: 'Clear' and 'Save Project'.

Click on the New Segment button. Once the button has been clicked, it will add the new fields shown below.

### Add Segment

**\* Required**

**Road Name \***

Select a Road

**Number of Lanes Treated \***

**Cross Street #1 \***

Select a Cross Street #1

**Cross Street #2 \***

Select a Cross Street #2

**Treatment Reference Length**

**Actual Segment Length**

Clear

Save

Road Segment	Length (mi)	PR	BMP	EMP	Actions
--------------	-------------	----	-----	-----	---------

No segments added

Under Road Name select the road you are doing treatments on from the dropdown list.



< Back

Segments

+ New Segment

## Add Segment

**\* Required**

Road Name \*

Select a Road

Angyle (PR# 690407)

Arlund Way (PR# 607102)

Arrowhead (PR# 690410)

Arthur (PR# 682508)

Arthur (PR# 690504)

Ashbury (PR# 4413797)

Ashlawn Ct (PR# 4414954)

Ashley Dr (PR# 689808)

Ashwood Ct (PR# 5503526)

Ashwood Dr (PR# 5503524)

Aspen (PR# 4410741)

Aspinwall (PR# 690506)

Aster (PR# 690014)

Athena Dr (PR# 607206)

Atkins Rd (PR# 625802)

Atlas Ct (PR# 690010)

Atlas Dr (PR# 690001)

Auburn (PR# 690604)

Augusta (PR# 4400647)

Aurora Dr (PR# 1895907)

Austin Ave (PR# 600605)

Number of Lanes Treated \*

Cross Street #2 \*

cross Street #2

Segment Length

Save

EMP

Actions

Select Cross Street #1

< Back

Segments

+ New Segment

## Add Segment

**\* Required**

Road Name \*

Atkins Rd (PR# 625802)

Number of Lanes Treated \*

Cross Street #1 \*

Select a Cross Street #1

Select a Cross Street #1

E Square Lake Rd (MP: 0)

Emerald Lake Dr (MP: 0.164)

Crescent Way (MP: 0.424)

Three Lakes Dr (MP: 0.689)

John R Rd (MP: 0.757)

Cross Street #2 \*

Select a Cross Street #2

Actual Segment Length

0

Clear

Save

## Select Cross Street #2

[< Back](#) Segments [+ New Segment](#)

---

Add Segment

**\* Required**

Road Name \*

Atkins Rd (PR# 625802) ▼

Number of Lanes Treated \*

Cross Street #1 \*

E Square Lake Rd (MP: 0) ▼

Cross Street #2 \*

John R Rd (MP: 0.757) ▼  
Select a Cross Street #2  
Emerald Lake Dr (MP: 0.164)  
Crescent Way (MP: 0.424)  
Three Lakes Dr (MP: 0.689)  
John R Rd (MP: 0.757)

Treatment Reference Length

0.757

Clear

Save

The **Treatment Reference Length** is automatically filled in, but if you have treated only a portion of the road in the **Actual Segment Length** box a different value can be keyed in.

[< Back](#) Segments [+ New Segment](#)

---

Add Segment

**\* Required**

Road Name \*

Atkins Rd (PR# 625802) ▼

Number of Lanes Treated \*

Cross Street #1 \*

E Square Lake Rd (MP: 0) ▼

Cross Street #2 \*

John R Rd (MP: 0.757) ▼

Treatment Reference Length

0.757

Actual Segment Length

0.757

Clear

Save

---

Road Segment	Length (mi)	PR	BMP	EMP	Actions
No segments added					

Fill in Number of Lanes Treated – You can type the value in or use the arrows on the right side of the box.

[< Back](#) **Segments** [+ New Segment](#)

---

**Add Segment**

---

**\* Required**

**Road Name \***  
Atkins Rd (PR# 625802) ▼

**Number of Lanes Treated \***  
2 ▼

**Cross Street #1 \***  
E Square Lake Rd (MP: 0) ▼

**Cross Street #2 \***  
John R Rd (MP: 0.757) ▼

**Treatment Reference Length**  
0.757

**Actual Segment Length**  
0.757

Clear

Save

---

Road Segment	Length (mi)	PR	BMP	EMP	Actions
No segments added					

Once all the correct information is filled in, hit the save button and the road treatment you have just entered will appear in a list below the save button.

< Back

Segments (2)

+ New Segment

Add Segment

\* Required

Road Name \*

Atkins Rd (PR# 625802) ▾

Number of Lanes Treated \*

2

Cross Street #1 \*

E Square Lake Rd (MP: 0) ▾

Cross Street #2 \*

John R Rd (MP: 0.757) ▾

Treatment Reference Length

0.757

Actual Segment Length

0.757

Clear

Save

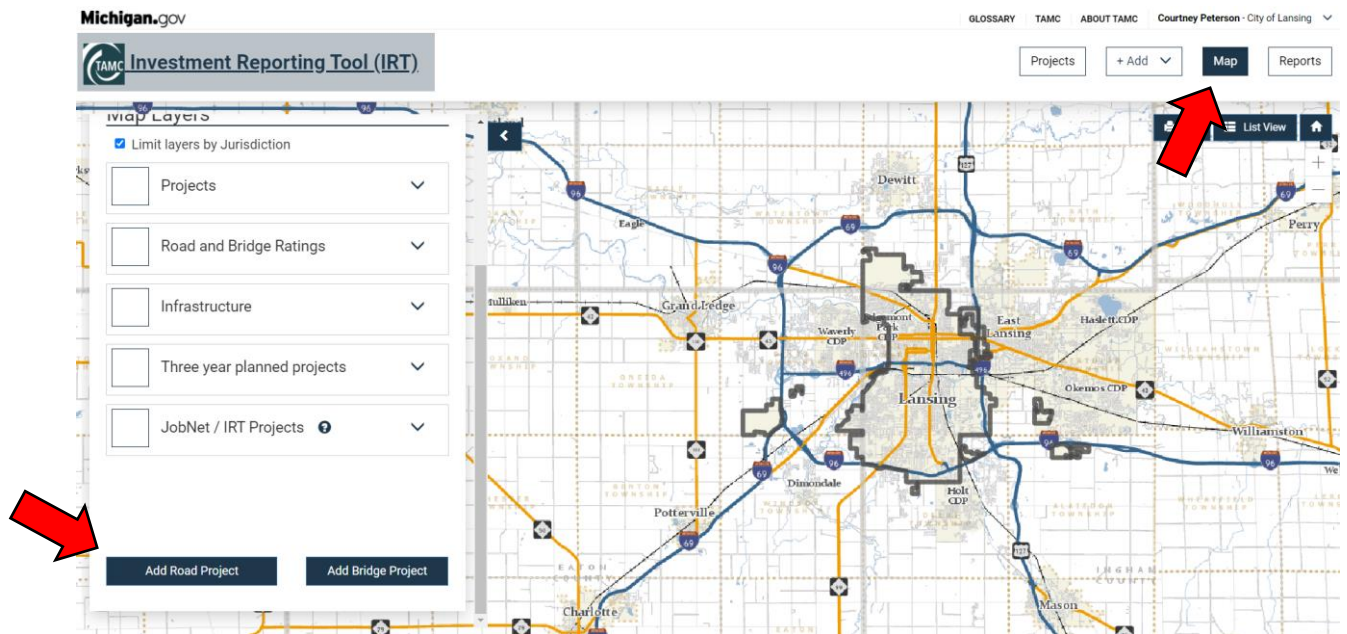
Road Segment	Length (mi)	PR	BMP	EMP	Actions
Atkins Rd	0.757	625802	0	0.757	▾
Arcola Ave	0.370	4710314	0.127	0.497	▾

Done

This is the first method of adding a road segment into the project. The second method is to use the map shown on the right side of the screen.

**Option 2: Add Segments using the Map Method**

Click on the Map button, then click on the Add Road Project button.



The map view will update to give you the Add Road Project screen and a series of new buttons across the top of the map.

The Add Road Project screen is the same as the one listed previously with the same required questions. Fill in the \* required fields as shown in the steps above. When you have answered the required questions

**\*Note: be sure to verify you are in the correct jurisdiction by checking in the upper right-hand corner of the page (next to your name)**

Zoom into the area where project is located by using the plus (to zoom in) or minus (zoom out) in the upper right corner of the map. Then click on the **+ Add Segment** button. The button will turn to a light blue. Now click on the road segment you want to add on the map that has received the specified treatment. The road segment will turn blue.

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GLOSSARY TAMC ABOUT TAMC Courtney Peterson - City of Lansing

TAMC Investment Reporting Tool (IRT)

Projects + Add Map Reports

< Back Add Road Project

Description

Description of project

Segments (1) \*

Road Segment	Length (mi)	PR	BMP	EMP	Actions
W Mount Hope Ave	0.129	342906	1.735	1.864	▼

Clear Save Project

+ Add Segment Cut Segment Clear All Print List View Home

When adding segments on the map the number of lanes treated always defaults to two lanes. If you need to change that number after you add the road segment, the road will appear in a list at the bottom of the Add Road Project screen. Click on the down arrow next to the road name and two buttons will appear: edit and delete. Edit allows you to edit the road information. Delete allows you to delete the road and associated information.

< Back

Add Road Project

×

Comment

Description

Segments (1) \*

Add Segments

Road Segment	Length (mi)	PR	BMP	EMP	Actions
N Washington Ave	0.091	1903506	0.45	0.541	<div><div>✓</div><div>Edit</div><div>Delete</div></div>

Clear

Save Project


When you click Edit the Add Road Project window will change to the segments window.

Here you can edit the Lanes treated, Road Name, Cross Streets and Segment Lengths.





You can also select multiple road segments from the map if they all received the same treatment and can have the same Project ID/Name. You can see the list of roads you are adding by clicking on the scroll bar.

 **Investment Reporting Tool (IRT)**

Projects + Add Map Reports

Back

Add Road Project

Comment

Description

Segments (4) \*

Add Segments

Road Segment	Length (mi)	PR	BMP	EMP	Actions
Crestfield Dr	0.171	4411083	0	0.171	
Hanover Dr	0.077	4411386	0	0.077	
Hart	0.234	694419	0	0.234	
Randall Dr	0.240	695106	0	0.24	

Clear

Save Project

+ Add Segment

Cut Segment

Clear All

List View

H

Ivy Ln

Thistle

Falling Brook

Plaid Dr

Gordon

MacLynn Dr

Duncan

Bracken Dr

Hart

Webb

Paragon

Carter

Lange

Virginia

Miracle Dr

Livermore Rd

Pine VW

Streamview

Eckford

Eckford

Colling

Sturges Dr

Randall Dr

Evaline Dr


Leetonia

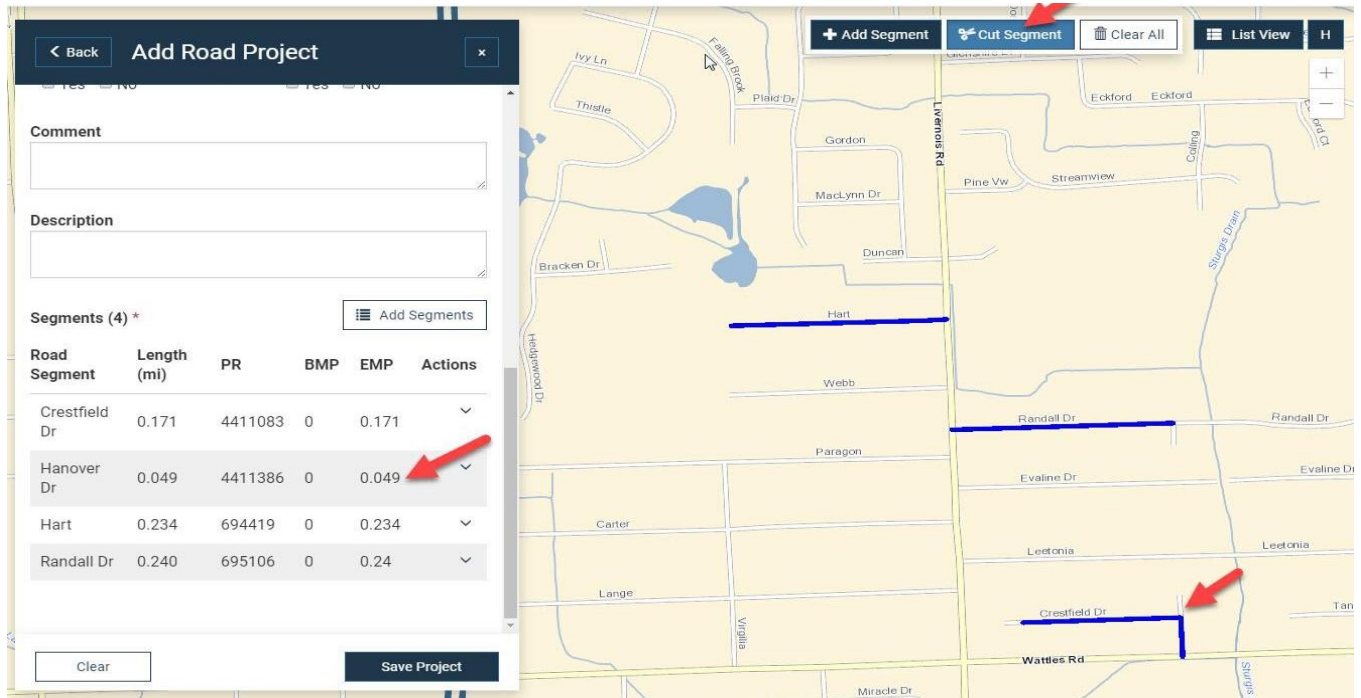
Leetonia


Crestfield Dr

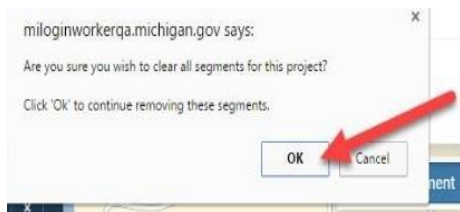
Wattles Rd

Sturges

If you have added a segment in error on the map the segment can be removed by clicking on the  **Cut Segment** button. The button will turn light blue. Click on the segment that was added in error. The blue highlight on the road that indicated the road was selected disappears and the road segment will be removed from the list. The distance of the road segment will be subtracted from the project information.

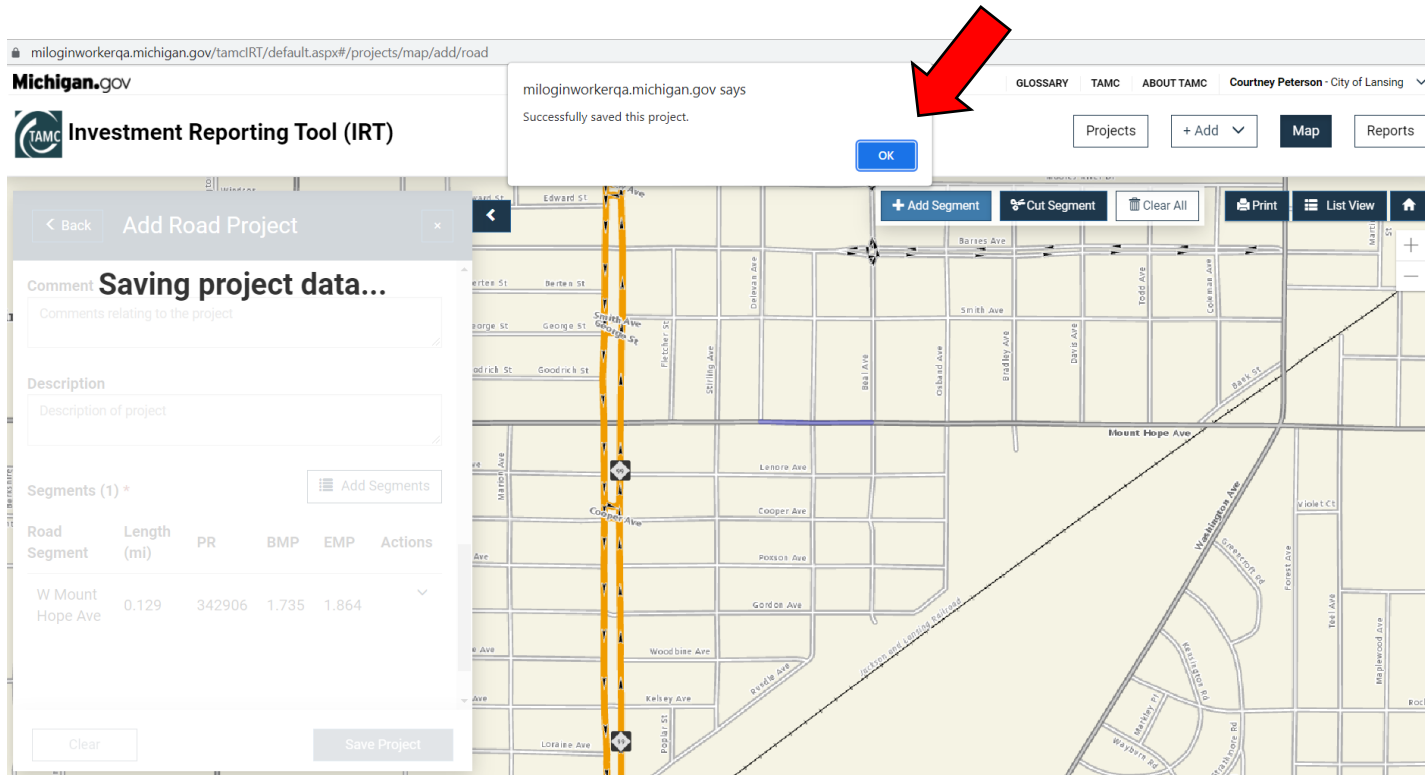


If you have entered the treatment in error and need to clear the form and map you can click on the  **Clear All** button. This will bring up a message asking confirming you want to clear all segments. Click okay to clear the map of the highlighted roads and to clear the segments from the list. You can also hit the clear button under the segment list to clear the form and map without the confirmation message.



The form will clear, and you can restart the process.

When you are done adding your road treatments click on the **Save Project** button. The view will change with the following message saving project data and give you a success message. Click the OK button on the success message.



Once you have saved the project successfully you can enter other treatments and repeat the process above.

## 8. Adding a Bridge Project

Adding a bridge project can be done with the data method or the map method, the process is very similar to adding a road. We will start with the data method as we did before.

### **Option 1: Adding Project from Data**

On the IRT home page click on the **+ Add** button and select Bridge Project from the dropdown menu.

**+ Add** **Map**

Road Project

Bridge Project

Roadsoft Upload

PASER Ratings

Asset Management

The page will change with a map of your current Jurisdiction, and an Add Bridge Project screen to the left of the map. The Add Bridge Project screen has the same questions that you are required to answer, (they are followed by a \*)

**Note: additionally required for Bridge Projects is the Project Cost \***

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**TAMC Investment Reporting Tool (IRT)** Projects + Add Map Reports

**Add Bridge Project**

\* = Required

**Project ID/Name \***  **JobNet ID**

**Bridge \***

**Planned Start Date**  **Open to Traffic Date \***

**Life Expectancy \***  **Project Cost \***

**Project Classification \***

\* **Project ID/Name** - Fill in the box with a Project ID/Name. This name can be up to 50 characters and must be unique for each project.

**Project ID/Name \***

Northfield Parkway Bridge

\* **Open to Traffic Date** – When you click inside this box a calendar picker will pop up and you can select your date open to traffic. The yellow box means that date is selected.

January 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

\* Life Expectancy – Key in how long you expect the treatment to last or use the up/down arrows at the end of the box.

**Life Expectancy \***

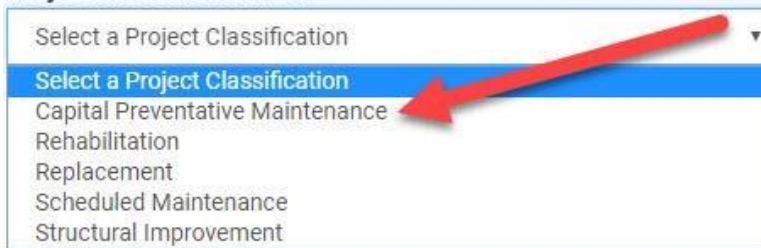
\* Project Cost – Key in the costs of the Bridge Project (do not use commas)

**Project Cost \***

\* Costs for bridges are only reported in the IRT. Costs for Bridge projects are not required in ADARS.

\* Project Classification – Click inside the box and a dropdown will appear with the options, Capital Preventative Maintenance, Rehabilitation, Replacement, Scheduled Maintenance and Structural Improvement. Click on your selection.

### Project Classification ? \*



Select a Project Classification

Select a Project Classification

Capital Preventative Maintenance

Rehabilitation

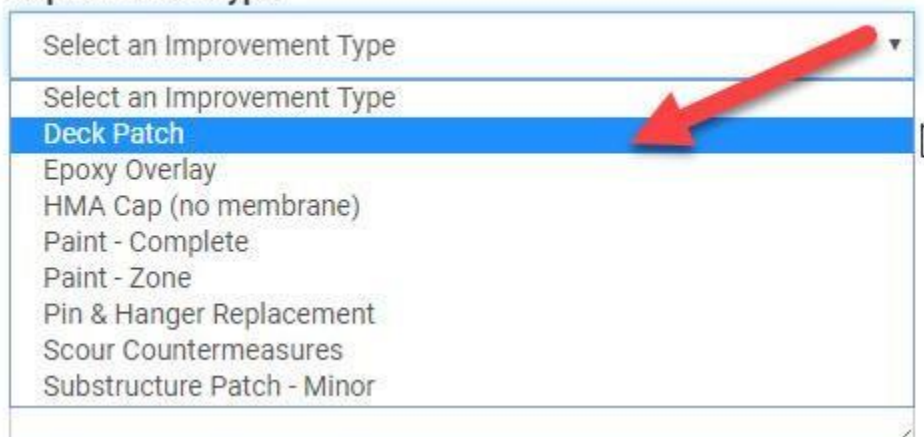
Replacement

Scheduled Maintenance

Structural Improvement

\* Improvement Type – Depending on what Project Classification Type you have selected the dropdown for the Improvement Types changes. Select the Improvement Type from the dropdown menu.

### Improvement Type \*



Select an Improvement Type

Select an Improvement Type

Deck Patch

Epoxy Overlay

HMA Cap (no membrane)

Paint - Complete

Paint - Zone

Pin & Hanger Replacement

Scour Countermeasures

Substructure Patch - Minor

There are two boxes to check:

### Reactionary ?

☐ Yes ☐ No

If you click the question mark next to the word 'Reactionary' a window will pop up explaining what the Council wants to know.

### Warrantied ?

☐ Yes ☐ No

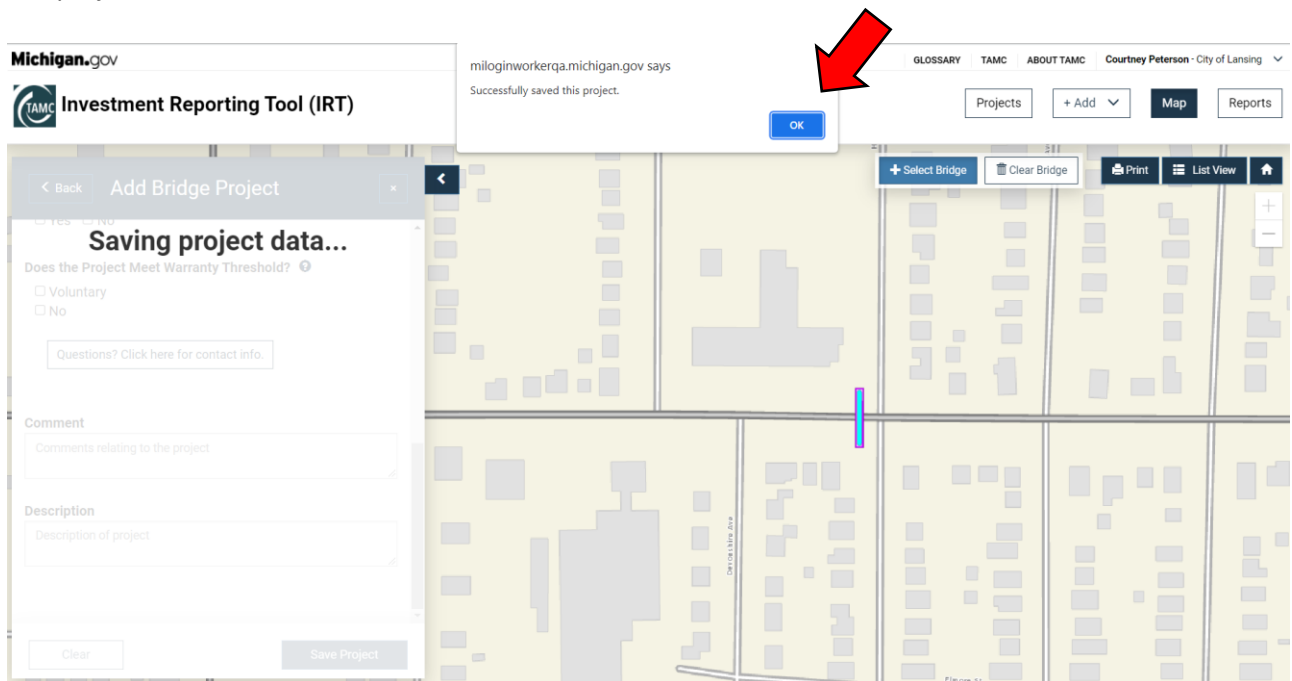
If you click the question mark next to the word 'Warrantied' a window will pop up explaining what the Council wants to know.

There are Comment and Description Boxes to add any additional project details:

**Comment**

**Description**

Once you have entered in all the data for the bridge project you can click on the **Save Project** button at the bottom of the form. You will get the following messages on your screen when you hit the save project button. Click the OK button on the successfully saved this project window.

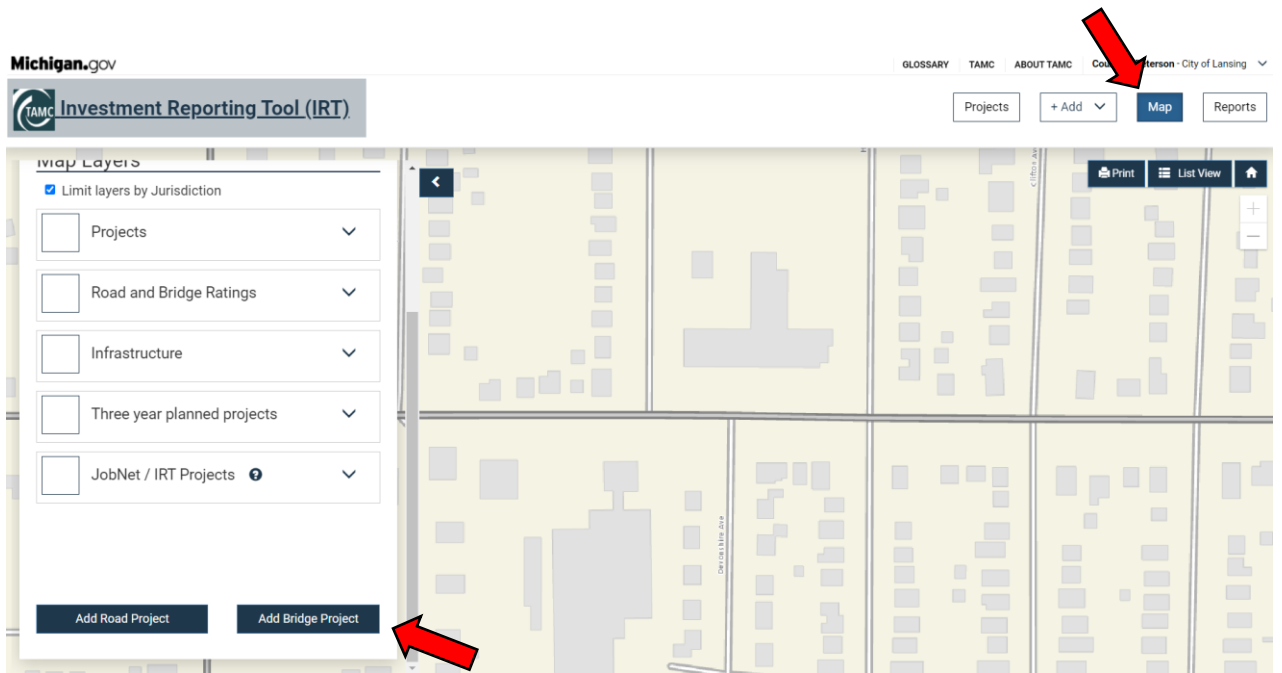


### **Option 2: Adding Bridges from Map**

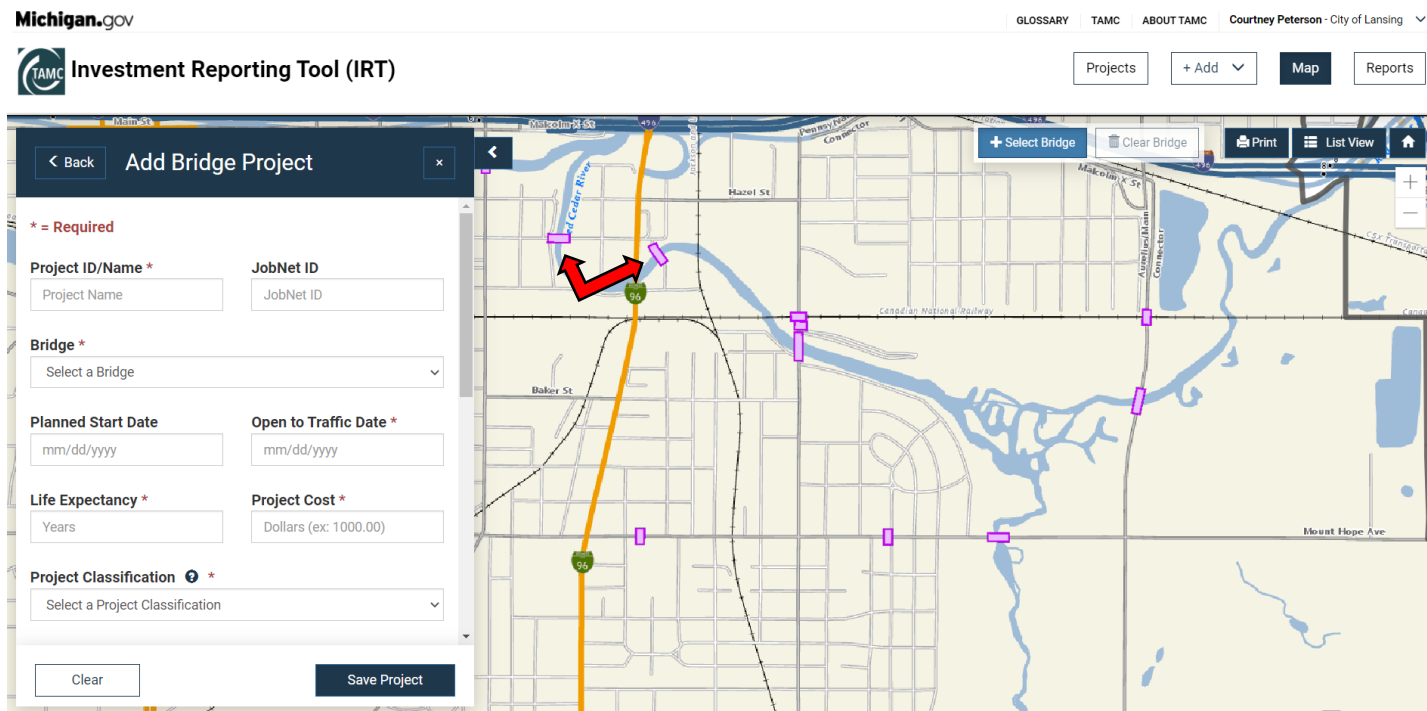
Bridge Treatments can also be added from the map.

Click on the **Map** button. The screen changes to the map and the map options screen appears to the left of the map. Click on the **Add Bridge Project** button in the lower right corner of the map options screen.





The bridges will now show on the map.



Click on the **+ Select Bridge** button on the upper right half of the map page. Once this button is selected, the button will highlight and allow you to select a bridge that shows on the map page. When you select the bridge, the map will zoom into the bridge, and the bridge name will now be filled out in the form on the left side of your screen.



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**Add Bridge Project**

\* = Required

Project ID/Name \* JobNet ID

Project Name JobNet ID

Bridge \* Beech St at RED CEDAR RIVER (MP: 0.086)

Planned Start Date Open to Traffic Date \*

mm/dd/yyyy mm/dd/yyyy

Life Expectancy \* Project Cost \*

Years Dollars (ex: 1000.00)

Project Classification \* Select a Project Classification

Clear Save Project

Fill in the other **\*required** fields as shown in the data steps above and click on the **Save Project** button. A saving project data message will appear in the Add Bridge Project screen and a message will appear stating that you have successfully saved this project. Click the OK button.

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**Add Bridge Project**

miloginworkerqa.michigan.gov says  
Successfully saved this project.

OK

**Saving project data...**

Does the Project Meet Warranty Threshold? \*

☐ Voluntary  
☐ No

Questions? Click here for contact info.

Comment  
Comments relating to the project

Description  
Description of project

Clear Save Project

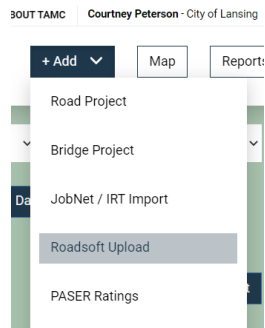
Repeat the process above for any additional Bridge Treatment you need to submit.

## 9. Uploading Roadsoft Data

For additional information on Roadsoft click on the following link:

<http://roadsoft.org/sites/roadsoft/files/TutorialFiles/IRT-Upload.pdf>

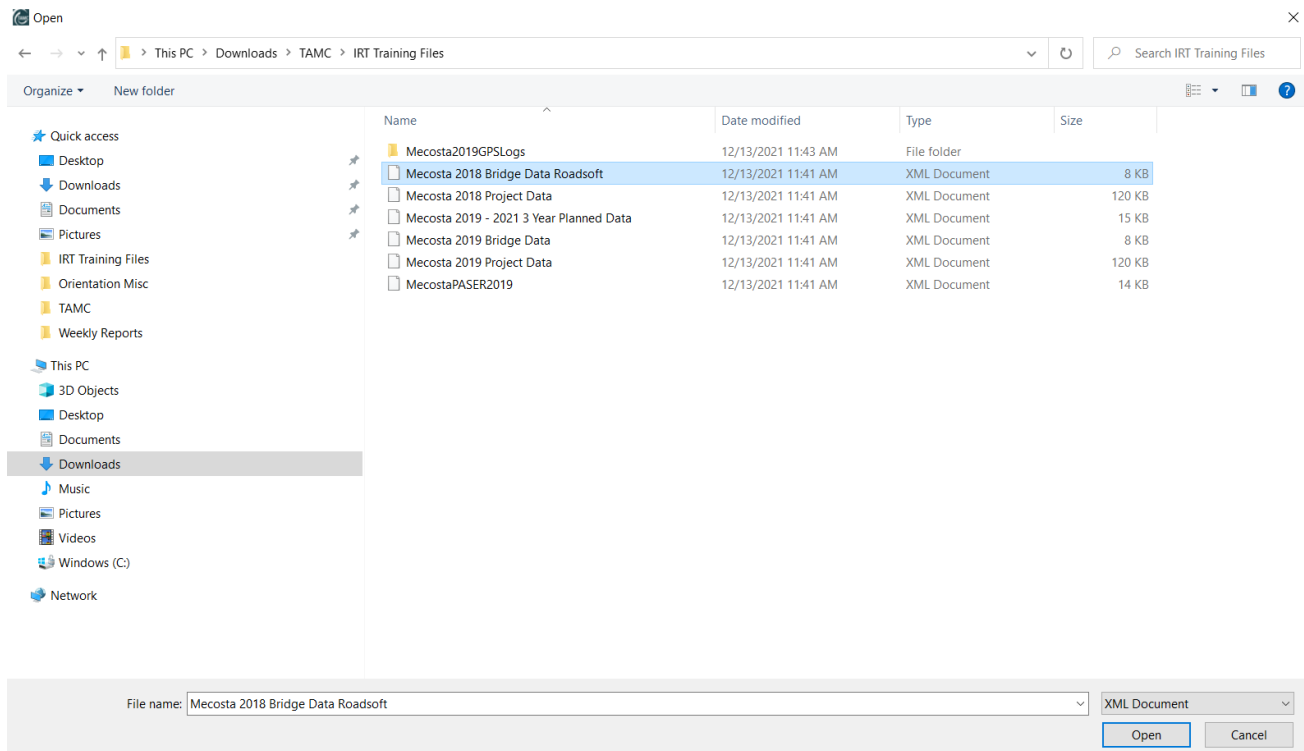
To do a Roadsoft Upload click the **+ Add** button and a dropdown will appear. Select Roadsoft Upload from the dropdown menu.



The screen will change to the Roadsoft File Upload page.

A screenshot of the 'Roadsoft File Upload' page in the TAMC Investment Reporting Tool (IRT). The page has a header with the TAMC logo and 'Investment Reporting Tool (IRT)', and navigation buttons for 'Projects', '+ Add', 'Map', and 'Reports'. The main content area is titled 'Roadsoft File Upload' and includes a 'View Past Files' button. Below the title, there is a section 'Select a Roadsoft File' with instructions: 'Please select the Roadsoft XML file you wish to import. This file should be an export from the Roadsoft software. For instructions on how to export a compatible file, please read the Roadsoft tutorial on "Exporting Roadsoft Project Data to TAMC's Investment Reporting Tool. Note: it is recommended that you always upload the complete project list as of this date. This is true even if you uploaded once prior for this same time period."'. There is a 'Roadsoft File (.xml)' section with a 'Choose File' button (highlighted with a red arrow) and the text 'No file chosen'. Below this is a 'Comment' section with a text area labeled 'Comments regarding this Roadsoft File'. At the bottom, there are 'Cancel' and 'Validate' buttons.

Click on the Choose File button. This will bring up a window that will allow you to browse to the file you want to select. Click on the file to select and then click on the open button.



The file name will appear next to the Choose File button:

The screenshot shows the 'Roadsoft File Upload' form in the 'Investment Reporting Tool (IRT)'. The form includes a 'View Past Files' button at the top right. The main section is titled 'Select a Roadsoft File' and contains the following text:

Please select the Roadsoft XML file you wish to import. This file should be an export from the Roadsoft software. For instructions on how to export a compatible file, please read the Roadsoft tutorial on Exporting Roadsoft Project Data to TAMC's Investment Reporting Tool. **Note:** it is recommended that you always upload the complete project list as of this date. This is true even if you uploaded once prior for this same time period.

Below the text, there is a 'Roadsoft File (.xml)' section with a 'Choose File' button and a text input field containing 'Mecosta 2019 Project Data.xml'. A red arrow points to the 'Choose File' button. Below this is a 'Comment' section with a text area labeled 'Comments regarding this Roadsoft File'.

A yellow box contains the text: 'You appear to be uploading road projects in fiscal year(s) 2018, 2019 for Mecosta County. How would you like IRT to process this upload?'

Below the yellow box, there are two radio button options:


- ☐ Treat this upload as **complete** (no need to keep any previously uploaded road projects for fiscal year(s) 2018, 2019).
- ☒ **Merge** this upload. IRT Data will update if needed, any conflicts will generate a list for you to review.

At the bottom, there are 'Cancel' and 'Next >' buttons.

You will then see the message highlighted in yellow below asking you “How would you like IRT to process this upload?” There are 2 options:

- **Treat** this upload as **complete** (no need to keep any previously uploaded road projects for fiscal year(s) 2018, 2019).
- **Merge** this upload. IRT Data will update if needed, any conflicts will generate a list for you to review.

Select the option that works best for your jurisdiction and click the **Next** button. You will get a quick “Processing” message and the screen will change with the uploaded Roadsoft File results. There can be both valid and invalid results. You cannot save the invalid treatments to the TAMC database. You can export them to a CSV file to review and correct before resubmitting. Usually, feedback telling you what is invalid is listed in the column on the right side of the screen. Click on the **Export Invalid Rows to CSV** button to export the invalid results.


**Investment Reporting Tool (IRT)**

Projects
+ Add
Map
Reports

### Roadsoft Validation Results

Invalid (3)
Valid (7)

Invalid Projects

You have invalid treatments, please review the Feedback and correct as required before submission.  
These treatments can not be saved to the TAMC database.

**Export Invalid Rows to CSV**

Project ID	Project Date	PR	BMP	EMP	Surface	Treatment	Project Classification	Life Exp.	Num. Lanes	Comment	Feedback
2018-FifeLake-Reconstruction-Pierce	07/30/2018	3281594	0.139	0.647	Asphalt	Reconstruction - 9" base, 3" top	RECON	25	2		Invalid Ownership
2018-WhiteWater-Composite-Sealcoat	08/30/2018	3280083	2.44	3.239	Composite	Sealcoat +	HCPM	7	2		Invalid Ownership
2018-US131-Sealcoat	10/04/2018	993505	5.797	7.015	Asphalt	Sealcoat +	HCPM	12	2		Invalid Ownership

Back
Cancel
Upload

Click on the valid button to review the valid results. Valid results can be uploaded into the TAMC database. Click on the upload button as shown below.

Michigan.gov TAMC Investment Reporting Tool (IRT)

TAMC ABOUT TAMC Nan Erskid - Grand Traverse County

Projects + Add Map Reports

### Roadsoft File Upload

[View Past Files](#)

#### Roadsoft Validation Results

Invalid (1) Valid (3)

Valid Projects

You have treatments that can be loaded into the TAMC database. Click the 'Upload' button to save these treatments.

Structure ID	TreatmentTypeDesc	Life Exp.	Date	Planned	Comment	Feedback
3064	Superstructure Replacement and Widen / Add Lanes	45	07/04/2018	true		
3060	Concrete Overlay - Deep	10	08/01/2019	false		
3057	Paint - Complete	6	09/04/2020	false		

[Back](#) [Cancel](#) [Upload](#)

Once you have uploaded the valid results from Roadsoft if there are projects that have duplicate names or other issues you will be directed to the IRT Project Reconciliation page. This allows you to review and delete any duplicate projects. When this has been completed click the [I'm Finished](#) button.

click that allow you to Upload Another File or Update Status.

## Roadsoft File Upload

View Past Files

### IRT Project Reconciliation

Projects found in IRT but not the upload file.

We found potentially orphaned projects within the IRT. Please review the list below and delete any projects that are no longer valid. Typically, this will occur if you renamed a project in Roadsoft since you first uploaded it to IRT. The goal is to ensure the Roadsoft and IRT project lists are in agreement which will in turn help with ADARS.

Delete?	Project ID	Project Date	PR	BMP	EMP	Surface	Treatment	Project Classification	Life Exp.	Num. Lanes	Comment
<input type="checkbox"/>	2018 - 5 Mile Road - East Bay Twp	05/01/2018	1001102	0	2.158	Asphalt	Crush & Shape & Resurf	RHB	5	2	
<input type="checkbox"/>	2018 - 5 Mile Road - East Bay Twp	05/01/2018	1001102	2.158	2.279	Asphalt	Crush & Shape & Resurf	RHB	5	2	
<input type="checkbox"/>	2018 - Peninsula Dr - Peninsula Twp	06/01/2018	994908	0.902	4.484	Seal Coat	Ultra-Thin Bituminous Overlay (< 20mm)	HCPM	5	2	
<input type="checkbox"/>	2018 - Peninsula Drive - Peninsula Twp	05/01/2018	993906	8.815	10.373	Asphalt	Ultra-Thin Bituminous Overlay (< 20mm)	HCPM	5	2	
<input type="checkbox"/>	2018 - Seven Hill Road - Peninsula Twp	06/01/2018	994908	0	0.902	Asphalt	Single Course Chip Seal	HCPM	5	2	
<input type="checkbox"/>	2018-CPM1 - Church Rd - Long Lake Twp	06/01/2018	998709	0	0.918	Asphalt	Single Course Chip Seal	HCPM	5	2	
<input type="checkbox"/>	2018-CPM2 - Tilton Rd - Long Lake Twp	06/01/2018	995606	0	0.976	Asphalt	Single Course Chip Seal	HCPM	5	2	
<input type="checkbox"/>	2018-CPM3 - Goodrick Rd - Long Lake Twp	06/01/2018	999006	0	0.944	Asphalt	Single Course Chip Seal	HCPM	5	2	

Back Cancel Delete ☒ I'm Finished

After you have clicked the 'I'm Finished' button you will see the success message shown below. There are also buttons that will allow you to upload another file or update your status.

## Roadsoft File Upload

View Past Files

### Roadsoft Save Results

#### Success

Entries loaded into the system. You must still update your Reporting Status after your file upload is complete!

Update Status Upload Another File

Back Cancel

## 10. Uploading PASER Data

**\*Note:** A document explaining the PASER Upload process is available on the TAMC web site, <https://www.michigan.gov/tamc/> under the Support Tab, in the PASER section, under PASER Data Collection, PASER Data Upload Process.

Click on the **+ Add** button and a dropdown will appear. Select PASER Ratings from the dropdown menu.



The screen will change to the PASER File Upload page. Click on the 'Please Select a Region' button and select your region. Then click on the choose file button.



## PASER File Upload

Review PASER Import

View Past Files

## Select PASER Files

Please select the PASER files you wish to upload. Both the PASER XML Ratings file and the GPS Log file are required.

This file should be an export from the [Roadsoft software](#). For instructions on how to export a compatible file, please visit the [Roadsoft Manual](#).

## \* = Required

## \* Region

Please select a Region

## \*PASER Ratings File (.xml)

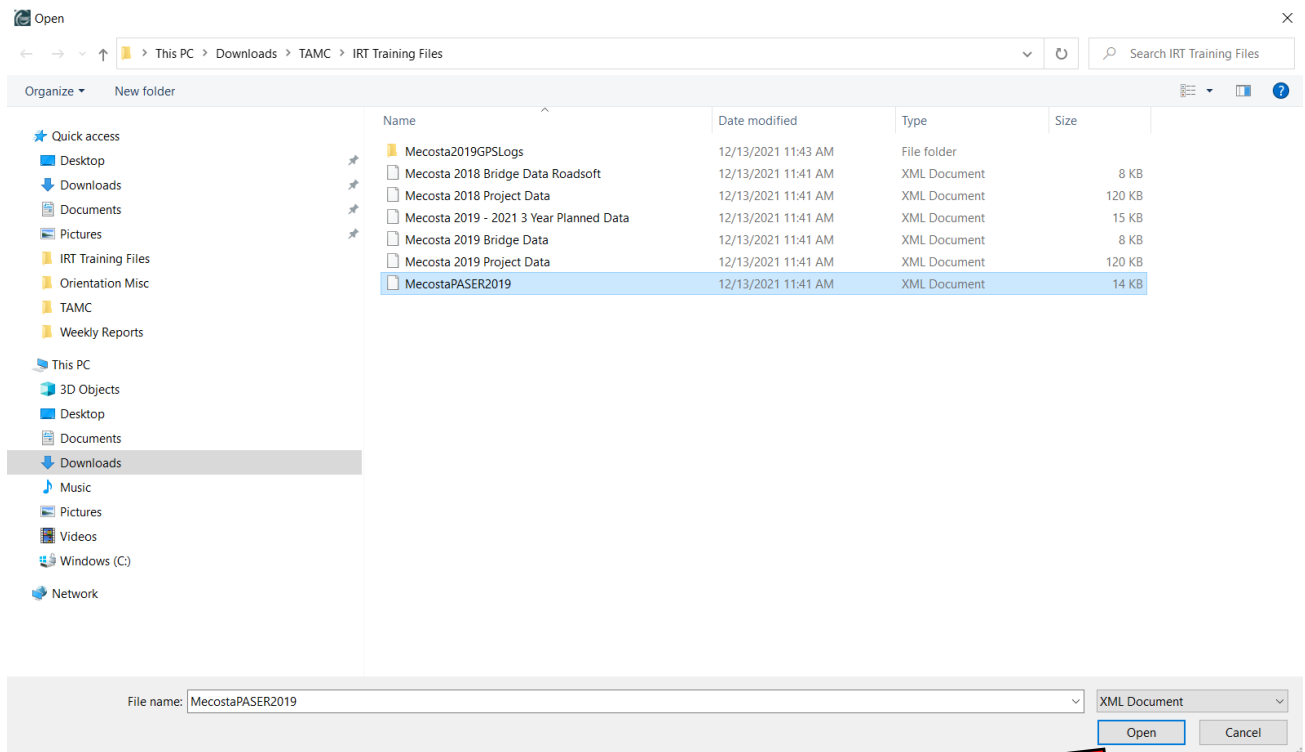
Choose File No file chosen

## Rating File Comment

Comments regarding this PASER Ratings File

## \*GPS Log File (.zip)

This will bring up a window that will allow you to browse to the file you want to select. Click on the file to select and then click on the open button.





The file name will appear next to the Choose File button. Also, click on the GPS Log File Choose File button and select a zip file.

**Select PASER Files**

Please select the PASER files you wish to upload. Both the PASER XML Ratings file and the GPS Log file are required.  
This file should be an export from the [Roadsoft software](#). For instructions on how to export a compatible file, please visit the [Roadsoft Manual](#).

**\*= Required**

**\* Region**  
WMRPC

**\*PASER Ratings File (.xml)**  
Choose File Mecosta2019.xml

**Rating File Comment**  
Comments regarding this PASER Ratings File

**\*GPS Log File (.zip)**  
Choose File Mecosta2019GPSLogs.zip

**GPS Log Comment**  
Comments regarding this PASER GPS Log File

Cancel Next

Then click on the **Next** button. A PASER XML Validation Results screen will appear showing you the PASER Ratings. There can be both valid and invalid results. **\*Note: the results shown below are invalid as the example files being used are from a previous year**



## PASER File Upload

Review PASER Import

View Past Files

## PASER XML Validation Results

Invalid (14)

Valid (0)

## Invalid PASER Ratings

You have invalid PASER ratings, please review the Feedback and correct as required before submission.

These ratings will not be uploaded to the TAMC database.

Export Invalid Rows to CSV

ID	Date	PR	BMP	EMP	PR Name	From Desc	To Desc	Rating	Num Lanes	Surface Type	MDOT Crew	Region Crew	Local Crew	Errors
24	07/01/2019	244002	0	1.489	N West County Line Rd	12 Mile	Arthur Rd & W Drew Rd	0	2	Gravel	None	None	Jon Firman & Tim Nestle	• Invalid collection date. Only ratings for the current year (2021) will be uploaded.
25	07/01/2019	244002	1.489	1.99	N West County Line Rd	Arthur Rd & W Drew Rd	W Beal City Rd & 14 Mile Rd	0	2	Gravel	None	None	Jon Firman & Tim Nestle	• Invalid collection date. Only ratings for the current year (2021) will be uploaded.
26	07/01/2019	244002	1.99	2.984	N West County Line Rd	W Beal City Rd & 14 Mile Rd	Weidman Rd	0	2	Gravel	None	None	Jon Firman & Tim Nestle	• Invalid collection date. Only ratings for the current year (2021) will be uploaded.
27	07/01/2019	244002	2.984	3.483	N West County Line Rd	Weidman Rd	Taft Rd & W Airline Rd	0	2	Gravel	None	None	Jon Firman & Tim Nestle	• Invalid collection date. Only ratings for the current year (2021) will be uploaded.
4653	07/01/2019	3540541	0	0.058	Old Pierce Rd	100th	Dead End or Start	8	2	Asphalt			Admin	• Invalid collection date. Only ratings for the current year (2021) will be uploaded.

Currently displaying 14 rows out of 14.

◀ Back

Cancel

Upload ▶

Once you have reviewed the results click on the Upload Button to upload the PASER data. The screen will change, and a message will appear on the page that the file has been uploaded. There is also an option to upload another file.

**Investment Reporting Tool (IRT)** Projects + Add Map Reports

**PASER File Upload** Review PASER Import View Past Files

**PASER Upload Results**

**File Uploaded**  
 Entries have been uploaded to the system. The system will now process these entries.  
**Please note:** the processing of these entries may take upwards of 10 minutes. While the file has been uploaded, it's possible that there may still be issue with entries within the file. It is recommended that you review the status of the upload at a later date to ensure everything imported correctly. You will be sent an email update after processing has completed.

[Click here to view the File Status Page for this file](#)

Back Cancel

Both the back button and the cancel button shown above will take you back to the PASER File Upload page. The [Click here to view the File Status Page for this file](#) will take you to the following page where you can view the status of the file you uploaded.

**PASER File Upload** Review PASER Import Upload File View Past Files

**File Status** Download File

**File Details**

<b>Filename</b> Mecosta2019.xml	<b>Comments</b> <No comments provided>
<b>Uploaded By</b> ewaldn	<b>Create Date</b> 02/20/2020
<b>Current Status</b> Error processing file check log	<b>Is Valid</b> Yes

**Processing Status Information**

**Error Logs:**

- No updates, incoming record ratings are the same or older than existing data

**Validation Results**

The [View Past Files](#) button will take you to a new page that allows you to download previously downloaded files again.

## Past Files

				Download All	Download All (all Jurisdictions)
Filename	Upload Date	User	Actions		
GPS_Log-ZIP.zip	04/17/2018	ewaldn	Options ▾		
Mason2016.xml	04/17/2018	ewaldn	Options ▾		
GPS_Log-ZIP.zip	04/17/2018	ewaldn	Options ▾		
Oakland2016.xml	04/17/2018	ewaldn	Options ▾		
GPS_Log-ZIP.zip	04/13/2018	ewaldn	Options ▾		
Mason2016.xml	04/13/2018	ewaldn	Options ▾		
GPS_Log-ZIP.zip	04/13/2018	ewaldn	Options ▾		
Oakland2016.xml	04/13/2018	ewaldn	Options ▾		
EMPTY-ZIP.zip	04/05/2018	crickc	Options ▾		
Genesee2017 - last two rows.xml	04/05/2018	crickc	Options ▾		
EMPTY-ZIP.zip	04/05/2018	crickc	Options ▾		
Genesee2017 - first two rows.xml	04/05/2018	crickc	Options ▾		
EMPTY-ZIP.zip	04/05/2018	crickc	Options ▾		
Testing XML attributes.xml	04/05/2018	crickc	Options ▾		

In the upper right corner, there is an Upload File button that will take you back to the original PASER File Upload Page. The [Review PASER Import](#) takes you to a new page where you can view your PASER Ratings on a map. You can look at the whole state or just your jurisdiction as shown below.

## PASER Import Review

Upload File View Past Files

### PASER Rating Import Review

Please use the tools below to review a summary of Imported PASER Rating data.

View PASER Ratings

View Percentage of Roads Rated by Jurisdiction



## 11. Reports

To run reports from IRT, you will need to click on the **Reports** button in the upper right corner. Please note that the Reports are by calendar year (in the future the reports will be available by fiscal year). The page will change to the Report Page.

Report Type	Option 1	Option 2	Filter	Buttons
<b>Roads Summary</b> <i>Road projects rolled up by classification and treatment description. (Centerline Miles) (Calendar Year)</i>			Select Year	Run Report
<b>Roads Detailed</b> <i>Road projects by classification, treatment description and corresponding project details. (Centerline Miles) (Calendar Year)</i>			Select Year	Run Report
<b>Bridge</b> <i>Bridge projects by classification, type and corresponding project details. (Calendar Year)</i>			Select Year	Run Report
<b>ADARS</b> <i>Default Start and End dates are based on Jurisdiction's current fiscal year. You may override these values if you need a previous year. (Calendar Year)</i>		07/01/2021	06/30/2022	Run Report
<b>ADARS Reconciliation</b> <i>Projects that exist in IRT but not ADARS or exist in ADARS but not IRT. Default Start and End dates are based on Jurisdiction's current fiscal year. You may override these values if you need a previous year. (Calendar Year)</i>		07/01/2021	06/30/2022	Run Report
<b>Three year planned projects</b> <i>All projects within the selected boundary for the current year plus three. (Calendar Year)</i>	All Counties	2021	2024	Run Report
<b>Warranty Report</b>				Run Report

You will notice that you have the option to run different types of reports. There is a filter button allowing you to select a specific year or select all years, from the dropdown when you click on

Select Year ▼

button for each of the different types of reports.

Michigan Transportation Asset Management Council - Google Chrome

miloginworkerqa.michigan.gov/tamcRT/default.aspx#/reports

Michigan.gov

GLOSSARYTAMCABOUT TAMCCourtney Peterson - City of Lansing

TAMC

Investment Reporting Tool (IRT)

Projects+ Add ▼MapReports

Report Type	Option 1	Option 2	Filter	Buttons
<div>Roads Summary</div> <div>Road projects rolled up by classification and treatment description, (Centerline Miles) (Calendar Year)</div>			<div>Select Year ▼</div> <div><div>Select Year</div><div>All Years</div><div>Planned</div><div>2004</div><div>2005</div><div>2006</div><div>2007</div><div>2008</div><div>2009</div><div>2010</div><div>2011</div><div>2012</div><div>2013</div><div>2014</div><div>2015</div><div>2016</div><div>2017</div><div>2018</div><div>2019</div><div>2020</div></div>	<div>Run Report ➔</div>
<div>Roads Detailed</div> <div>Road projects by classification, treatment description and corresponding project details. (Centerline Miles) (Calendar Year)</div>				<div>Run Report ➔</div>
<div>Bridge</div> <div>Bridge projects by classification, type and corresponding project details. (Calendar Year)</div>				<div>Run Report ➔</div>
<div>ADARS</div> <div>Default Start and End dates are based on Jurisdiction's current fiscal year. You may override these values if you need a previous year. (Calendar Year)</div>		<div>07/01/2021</div>		<div>Run Report ➔</div>
<div>ADARS Reconciliation</div> <div>Projects that exist in IRT but not ADARS or exist in ADARS but not IRT. Default Start and End dates are based on Jurisdiction's current fiscal year. You may override these values if you need a previous year. (Calendar Year)</div>		<div>07/01/2021</div>		<div>Run Report ➔</div>
<div>Three year planned projects</div> <div>All projects within the selected boundary for the current year plus three. (Calendar Year)</div>	<div>All Counties ▼</div>	<div>2021 ▼</div>	<div>2024 ▼</div>	<div>Run Report ➔</div>
<div>Warranty Report</div> <div>Warranty report for your agency. Includes all 'Active' warranties</div>				<div>Run Report ➔</div>

When you have selected your year from the dropdown menu, you can click on the button.








Run Report 

Michigan.gov

GLOSSARY TAMC ABOUT TAMC Courtney Peterson - City of Lansing

**Investment Reporting Tool (IRT)**

Projects + Add Map Reports

Report Type	Option 1	Option 2	Filter	Buttons
<b>Roads Summary</b> <i>Road projects rolled up by classification and treatment description, (Centerline Miles) (Calendar Year)</i>			2020	Run Report 
<b>Roads Detailed</b> <i>Road projects by classification, treatment description and corresponding project details, (Centerline Miles) (Calendar Year)</i>			Select Year	Run Report 
<b>Bridge</b> <i>Bridge projects by classification, type and corresponding project details, (Calendar Year)</i>			Select Year	Run Report 
<b>ADARS</b> <i>Default Start and End dates are based on Jurisdiction's current fiscal year. You may override these values if you need a previous year. (Calendar Year)</i>		07/01/2021	06/30/2022	Run Report 
<b>ADARS Reconciliation</b> <i>Projects that exist in IRT but not ADARS or exist in ADARS but not IRT. Default Start and End dates are based on Jurisdiction's current fiscal year. You may override these values if you need a previous year. (Calendar Year)</i>		07/01/2021	06/30/2022	Run Report 
<b>Three year planned projects</b> <i>All projects within the selected boundary for the current year plus three. (Calendar Year)</i>	All Counties	2021	2024	Run Report 
<b>Warranty Report</b> <i>Warranty report for your agency. Includes all 'Active' warranties</i>				Run Report 

A report will be generated for whatever option you have selected. Reports will vary in size depending on the type of reported you selected and the years you filtered by. Below is an example of a Roads Summary Report for Lansing in 2020.

https://webuat.mcgi.state.mi.us/tamclIRTReporting/rptRoadSummary1?RoadOwner=46000&Year=2020&Jur=City of...  
webuat.mcgi.state.mi.us/tamclIRTReporting/rptRoadSummary1?RoadOwner=46000&Year=2020&Jur=City%20of%20L...

1 of 1 Find | Next

Class and Treatment	Length (cl mi)
Reconstruction	0.648
Reconstruction	0.648
Rehabilitation	1.607
Milling and Two Course Asphalt Resurfacing	1.607
<b>Total</b>	<b>2.255</b>

01-20-2022 Page 1 of 1

## 12. Adding JobNet/IRT Import

To do a JobNet/IRT Import click the **+ Add** button and a dropdown will appear. Select JobNet/IRT Import from the dropdown menu.

Michigan Transportation Asset Management Council - Google Chrome  
miloginworkerqa.michigan.gov/tamcIRT/default.aspx#/  
Michigan.gov  
GLOSSARY TAMC ABOUT TAMC Courtney Peterson - City of Lansing  
Investment Reporting Tool (IRT)  
Projects + Add Map Reports  
Road Project  
Bridge Project  
JobNet / IRT Import  
Roadsoft Upload  
PASER Ratings  
Asset Management Survey  
Asset Management Historical  
TAMP Submission  
TAMP Review  
Welcome  
City of Lansing  
Total Road Miles: 416.003  
Total Bridges: 33  
Road Projects with ADARS Information: 0 (of 10)  
ADARS Fiscal Year: July 1, 2021 - June 30, 2022  
TAMC Submission: Required (Group A)  
New TAMP submission  
13 Entered Projects  
Fiscal Years  
2019 - 2021  
Currently showing Over  
Change t  
Reporting Status  
Update View All  
Fiscal Year Road Bridge TAMP  
2023 Not Completed Not Completed Not Submitted  
https://miloginworkerqa.michigan.gov/tamcIRT/default.aspx#/jobnet  
Type here to search  
1:27 PM  
1/20/2022

The screen will change to the JobNet/IRT Import Page.

Michigan.gov  
GLOSSARY TAMC ABOUT TAMC Courtney Peterson - City of Lansing  
Investment Reporting Tool (IRT)  
Projects + Add Map Reports  
JobNet / IRT Import  
JobNet / IRT Import - Road and Bridge Planned Projects  
This optional feature can save agencies time and effort by importing federally funded Road and Bridge planned projects into the IRT from a MDOT system called JobNet. These projects were already entered by MPO's (Municipal Planning Organizations) as part of the Statewide Transportation Improvement Program (STIP).  
The import process converts JobNet projects on the agency's roads and bridges and adds them to an agency's IRT project list. If these projects are later updated in JobNet, a user will be notified and can take the appropriate steps. These projects are also viewable on the IRT map page. (NOTE: Agencies are not required to use this feature if they have already entered these projects manually into the IRT or uploaded via Roadsoft.)  
For more information on this new feature, please contact Dave Jennett at jennett@michigan.gov.  
Import JobNet / IRT Projects

On the bottom left of the page click on the **Import JobNet / IRT Projects** button. That will take you to the import page.



This page provides the user with the information on how many projects are eligible for import.

On this screen, there is an **Import All** button or **Ignore All** button on the left. In the middle is an **Export Data** button. On the right are a **Cancel** button and a **Complete Import** button. In addition, there are also drop-down tabs that may appear depending on your jurisdiction. These three possible tabs are **Duplicate Projects** found in the IRT, **New Projects**, or **Previously Imported Projects**. **\*Note: The example picture below does not show the dropdown for New Projects**

The screenshot shows the 'JobNet / IRT Import' page of the Michigan.gov TAMC Investment Reporting Tool (IRT). The page header includes the Michigan.gov logo, the TAMC IRT logo, and navigation links for GLOSSARY, TAMC, ABOUT TAMC, and a user profile for Courtney Peterson - City of Grand Rapids. Below the header, the page title 'JOBNET / IRT Import' is displayed. The main content area shows 'JobNet projects eligible for import (33)' and provides instructions on replacing existing Duplicate IRT projects or choosing to keep them as is. It also states that New Projects are JobNet projects that don't currently exist in the IRT and can be imported. A control bar contains buttons for 'Import All', 'Ignore All', 'Export data', 'Cancel', and 'Complete Import'. Below this, a note explains that fields with an asterisk represent values possibly modified from the initial JobNet value. Two expandable sections are visible: 'Duplicate projects found in IRT (32)' and 'Previously Imported Projects (1)', both with downward arrows indicating they can be expanded. A small footer note at the bottom left reads: 'Default.aspx?ref=Roads&dev=12007120210131569-46322474'.

You may see all three buttons or just one or two, depending on what is current in JobNet. The user can select Import or Ignore all on the left side of the screen. The user can **Import All** or **Ignore All** Projects in the three tabs if they do not want to view and manage each one individually. The dropdown arrows on each tab can be selected to show the project information as seen below.

Michigan.gov

GLOSSARY TAMC ABOUT TAMC Courtney Peterson - City of Grand Rapids

TAMC Investment Reporting Tool (IRT)

Projects + Add Map Reports

Fields with a \* represent values which were possibly modified from the initial JobNet value. Hover over each label for additional information.  
Red highlighted values reflect a difference between the incoming values and the stored values.

Duplicate projects found in IRT (32)

These projects had previously been entered into IRT from a source other than JobNet (via the IRT or Roadsoft upload). They have been identified based on their matching JobNet ID value.

Importing these JobNet projects will overwrite the current IRT project details with the new information found in JobNet.

Import Ignore

Road Project Details

JobNet ID	IRT Project ID	Project Start Date	Open to Traffic Date
130600	130600	2020-05-01	2021-07-01
Project Classification*	Treatment Description	Total Project Cost	Life Expectancy
Reconstruction	Asphalt Reconstruction	\$1,209,362.45	--
Project Comment	Project Description		
Fuller Avenue to Colorado Avenue	Reconstruction		
Segments (1)*	Total Lane Miles: 0.596		

On the right side of the screen the user can **Cancel** or **Complete Import**.

Michigan.gov

GLOSSARY TAMC ABOUT TAMC Courtney Peterson - City of Grand Rapids

TAMC Investment Reporting Tool (IRT)

Projects + Add Map Reports

JobNet / IRT Import

JobNet projects eligible for import (33)

Below is a list comparing current IRT Road and Bridge projects with those found in JobNet for your agency.

You may replace existing Duplicate IRT projects or choose to keep them as is.

New Projects are JobNet projects that don't currently exist in the IRT and can be imported.

Import All Ignore All Export data Cancel Complete Import

Fields with a \* represent values which were possibly modified from the initial JobNet value. Hover over each label for additional information.  
Red highlighted values reflect a difference between the incoming values and the stored values.

Duplicate projects found in IRT (32)

Previously Imported Projects (1)

Under the first tab (Duplicate Projects) if you click on the down arrow on the right side, the following screen will appear, showing the Duplicate Project's details. The user can then view the project details and decide whether to

**Import** the project or **Ignore the Duplicate** by clicking on those buttons located on the left side above Road Project Details. The fields with a red asterisk \* represent values possibly modified between the IRT and JobNet systems. **Red highlighted** values reflect a difference between incoming values from JobNet and stored values in IRT. You can see this displayed in the example below.

JobNet / IRT Import

JobNet projects eligible for import (10)

Below is a list comparing current IRT Road and Bridge projects with those found in JobNet for your agency.

You may replace existing Duplicate IRT projects or choose to keep them as is.

New Projects are JobNet projects that don't currently exist in the IRT and can be imported.

Import All

Ignore All

Export data

Cancel

Complete Import

Fields with a \* represent values which were possibly modified from the initial JobNet value. Hover over each label for additional information.

Duplicate projects found in IRT (7)

These projects had previously been entered into IRT from a source other than JobNet (via the IRT or Roadsoft upload). They have been identified based on their matching JobNet ID value.

Importing these JobNet projects will overwrite the current IRT project details with the new information found in JobNet.

Import

Ignore

JobNet ID

205931

IRT Project ID

205931

Project Start Date

2020-06-05

Open to Traffic Date

2020-11-30

Project Classification

Rehabilitation

Treatment Description

Milling and Two Course Asphalt Resurfacing

Total Project Cost

\$6,757,479.02

Life Expectancy

-

Project Comment

Various Routes - City of Detroit

Project Description

Milling and resurfacing

Segments (5)\*

Total Lane Miles: 49.568

PR Number	PR Name	BMP	EMP	Length	Lanes
1583004	Hubbell St	0.088	2.009	1.921	2
1585507	E Lafayette St	0.27	1.554	1.284	2
1585508	E Lafayette St	0.396	1.886	1.490	2
1590607	Hubbell St	0	2.001	2.001	2
1602506	Hayes St	0	2.619	2.619	2

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The second tab shows you if there are any new projects and how many there are. If you click on the down arrow on the right side, the following screen will appear, showing the new project's details.

The user can then decide to import the project or ignore the new projects by clicking on the corresponding button located on the left side above road project details.

JobNet / IRT Import

JobNet projects eligible for import (10)

Below is a list comparing current IRT Road and Bridge projects with those found in JobNet for your agency.

You may replace existing Duplicate IRT projects or choose to keep them as is.

New Projects are JobNet projects that don't currently exist in the IRT and can be imported.

Import All

Ignore All

Export data

Cancel

Complete Import

Fields with a \* represent values which were possibly modified from the initial JobNet value. Hover over each label for additional information.

Duplicate projects found in IRT (7)

New Projects (2)

These are new projects. These projects appear in the JobNet but have not been previously entered into the IRT for your agency.

Import

Ignore

Road Project Details

JobNet ID

212197

IRT Project ID

212197

Project Start Date

<N/A>

Open to Traffic Date

2023-11-30

Project Classification

\*

Reconstruction

Treatment Description

Concrete Reconstruction

Total Project Cost

\$9,109,051.00

Life Expectancy

--

Project Comment

Mt. Elliott St., Conant St., Hamtramck Dr., E. Grand Blvd., City of Detroit

Project Description

Concrete Reconstruction

Segments (9)\*

Total Lane Miles: 22.665

PR Number	PR Name	BMP	EMP	Length	Lanes
1577308	E Grand Blvd	4.955	5.164	0.209	2
1577808	Mount Elliott St	2.975	3.483	0.508	2
1629706	Conant St	0	0.276	0.276	2
1629706	Conant St	0.285	0.42	0.135	2
1857310	Hamtramck Dr	0	0.222	0.222	2
4701247	Hamtramck Dr	0	0.301	0.301	2
4704869	E Grand/N Hamtramck Cutoff	0	0.07	0.07	2
4706968	S Hamtramck/W Grand Cutoff	0	0.039	0.039	2
4710494	W Grand Blvd	2.099	2.177	0.078	2

The third tab shows any updates to Previously Imported JobNet Projects and how many there are. If you click on the down arrow on the right side, the following screen will appear, showing the Previously Imported Project's details. The user can then view the project details and decide whether to Import the project or Ignore the Projects by clicking on those buttons located on the left side above Road Project Details. **Remember any red highlighted data is new data that JobNet has reported.**

JobNet / IRT Import

JobNet projects eligible for import (10)

Below is a list comparing current IRT Road and Bridge projects with those found in JobNet for your agency.  
You may replace existing Duplicate IRT projects or choose to keep them as is.  
New Projects are JobNet projects that don't currently exist in the IRT and can be imported.

Import All

Ignore All

Export data

Cancel

Complete Import

Fields with a \* represent values which were possibly modified from the initial JobNet value. Hover over each label for additional information.

Duplicate projects found in IRT (7)

New Projects (2)

Previously Imported Projects (1)

These JobNet projects had previously been imported. Their data has not been updated within JobNet. You can choose to reimport these projects, which will overwrite your existing data, or leave them.

Import

Ignore

Road Project Details

JobNet ID

212194

IRT Project ID

212194

Project Start Date

<N/A>

Open to Traffic Date

2021-11-30

Project Classification

Heavy CPM

Treatment Description

Milling & One Course Asphalt Overlay

Total Project Cost

\$303,127.00

Life Expectancy

--

Project Comment

St Aubin, Mack to Superior, City of Detroit

Project Description

HMA resurfacing of St. Aubin from Mack to Superior

Segments (1)\*

Total Lane Miles: 5.038

PR Number	PR Name	BMP	EMP	Length	Lanes
1577801	Saint Aubin St	0.456	0.715	0.259	2

Cancel

Complete Import

When the user is done reviewing the projects in the three tabs and has decided whether to import or ignore each shown project, scroll to the bottom of the screen, and click on either the **Cancel Import** button or the **Complete Import** button.

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If you have chosen to ignore any projects a small window will come up asking the user if they are sure they wish to ignore the projects and you must click ok to continue, then another window will appear telling you how many projects you ignored and you must click ok again to continue. The JobNet/IRT Import projects will be imported into the IRT.

Once the project is imported the user can go into the project list and confirm the JobNet/IRT Import projects were imported.

\*Reminder: These projects are now part of your agency's main project list and can be viewed in the summary, projects list, map, and reports identical to other IRT projects.

## 13. ADARS

At this point you have completed your use of the IRT tool to enter Road and Bridge Projects, and to update your status and answer the Asset Management Plan question(s). To complete the compliance, process a person in your agency must use the MDOT ADARS program to report your costs for your current fiscal year Road Projects. **Bridge Projects Do Not Need to be Reported in ADARS.** This is the person who does the Act 51 reporting for your agency. The projects that you entered in the IRT should automatically port over to the ADARS system.

\*Note: The ADARS report in the IRT will mirror what should appear under the Asset Management page in the ADARS system once an ADARS user visits that page.

CreateAssetManagement - Internet Explorer

**MDOT Department of Transportation**

Michigan.gov Home | [ADARS Home](#) | [Contacts](#) | [FAQs](#) | [Help](#)

Notices | **Report Status** | Report Contact | Verify/Submit Report | Change Agency FY | Approve Reject Report

Capacity Improvements | Township Mileage | Township Expenditures | **Asset Management**

**ASSET MANAGEMENT**

☐ No Data/Project Exist for the Reporting Period

The Total Project Cost is required for work completed to open the road to traffic during the fiscal year.

Improvement Type: This will be the most significant for the project (i.e. multiple improvement types).

This page must be completed for fiscal years ending after September 30, 2014.

For more information about the Asset Management page please [click here](#).

**ADARS User enters total project cost where other information ports over from the IRT**

Improvement Type	Project ID	Total Project Cost	Date Open To Traffic	Pavement Type
Single Course Chip Seal	474 056 380299 265	\$9,509.19	11/02/2016	Asphalt
Single Course Chip Seal	474 056 380300 266	\$11,580.69	11/02/2016	Asphalt
Single Course Chip Seal	474 056 380300 276	\$11,580.69	11/02/2016	Asphalt
Single Course Chip Seal	474 062 380305 267	\$34,231.84	11/02/2016	Asphalt
Single Course Chip Seal	474 062 380306 158	\$7,637.49	11/02/2016	Asphalt
Single Course Chip Seal	474 064 380318 203	\$33,934.75	11/02/2016	Asphalt
Single Course Chip Seal	474 066 380303 255	\$35,436.48	11/02/2016	Asphalt
Single Course Chip Seal	474 066 380303 256	\$35,436.48	11/02/2016	Asphalt

Update Grid | Generate Report

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### Image of the Asset Management page within ADARS (Act 51 Distribution and Reporting System)

The only field that an ADARS user can update is the cost field. Again, only the current Fiscal year Road projects appear in ADARS (no bridges or future projects). The IRT does offer areas to enter costs, but these also need to be entered into ADARS to meet your Act 51 compliance. If you had no road projects during the fiscal year, there is a checkbox in the upper left corner of the page that can be used to indicate that.

If you have any issues in seeing information in ADARS please reach out to the TAMC help desk 517335-3741 as a starting point. They may also have to direct you to the Act 51 ADARS team depending on what the issue might be.