



Administrative, Communication and Education Committee

Meeting Agenda

Wednesday, February 2, 2022 @ 10:30 AM

Virtual Web Meeting

A meeting of the Administrative, Communications and Education (ACE) Committee of the Transportation Asset Management Council (TAMC) will take place via electronic means of Web Meeting and Telephone Conferencing referenced below. Persons needing accommodations for participating in this meeting should contact Roger Belknap-TAMC Coordinator, at least 24 hours prior to the start of this meeting: belknapr@michigan.gov Telephone: (517) 230-8192.

Public Comment for non-agenda items is available at the beginning and ending of the meeting, typically limited to 3 minutes. Public comment on agenda items is also available with each item when called upon by the ACE Committee Chair.

Meeting Telephone Conference Line: +1 248-509-0316 Access Code: 107 852 041#

Web Meeting Access Link: [Click here to join the meeting](#)

1. Welcome - Call to Order & Introductions
2. Changes or Additions to the Agenda (**Action Item as needed**)
3. Public Comments
4. Consent Agenda (**Action Items**)
 - 4.1. Approval of the January 5, 2022 Meeting Minutes (**Attachment 1**)
 - 4.2. TAMC Financial Report & Budget Update (**Attachment 2**)
5. Center for Technology & Training Reports
 - 5.1. December 2021 (**Attachment 3**)
 - 5.2. Pavement Surface Evaluation & Rating (PASER) Training Feedback
6. Transportation Asset Management Plans (**Action Item**)
 - 6.1. Group A (**Attachment 4**)
 - 6.2. Group B (**Attachment 5**)
7. TAMC Budget Amendment Request (**Action Item**)(**Memo**)
8. Unified Work Program for Planning Organizations (**Action Item**)(**Memo**)(**Attachment 6**)
9. 2022 TAMC Conference – 20 Year Celebration Event
 - 9.1. Conference Venue & Contract Update
 - 9.2. TAMC Awards (**Attachment 7**)
10. Asset Management Orientation for New Staff (for Planning Agencies/Local Agencies)
11. TAMC Michigan Roads and Bridges Annual Report
12. 2022 TAMC Event Support & Sign-ups (**Attachment 8**)
13. Public Comments
14. Member Comments
15. Adjournment **Next Meeting: March 2, 2022 10:30 AM**

**Chair: Derek Bradshaw, MAR – Vice Chair: Gary Mekjian, MML
Ryan Buck, MTPA – Rob Surber, MCSS – Todd White, MDOT**

**TRANSPORTATION ASSET MANAGEMENT COUNCIL
ADMINISTRATIVE, COMMUNICATION, and EDUCATION COMMITTEE MEETING
January 5, 2022 at 10:30 a.m.
MEETING MINUTES**

The meeting was held via hybrid with Microsoft Teams and at the Michigan Department of Transportation Aeronautics Building Auditorium, 2700 Port Lansing Road, Lansing, Michigan. Below are meeting minutes as provided under Act 267 of the Public Acts of 1976 as amended, or commonly referred to as the Open Meetings Act. Accommodations can be made for persons who require mobility, visual, hearing, written, or other assistance for participation. Large print materials, auxiliary aids or the services of interpreters, signers, or readers are available upon request. Please contact Orlando Curry at 517-335-4381 or complete Form 2658 for American Sign Language (ASL). Requests should be made at least five days prior to the meeting date. Reasonable efforts will be made to provide the requested accommodation or an effective alternative, but accommodations may not be guaranteed.

****Frequently Used Acronyms Attached**

Members Present:

Derek Bradshaw, MAR, Flint, MI – Chair
Gary Mekjian, MML, Lansing, MI – Vice Chair
Todd White, MDOT, Lansing, MI

Ryan Buck, MTPA, Lansing, MI
Rob Surber, DTMB/CSS, Marshall, MI

Support Staff Present:

Roger Belknap, MDOT
Cheryl Granger, DTMB/CSS
Gloria Strong, MDOT

Tim Colling, MTU/LTAP
Dave Jennett, MDOT

Members Absent:

None

Public Present:

None

1. Welcome – Call-to-Order – Introductions:

The meeting was called to order at 10:32 a.m. Everyone was welcomed to the meeting. G. Strong verified attendance by roll call.

2. Changes or Additions to the Agenda:

None

3. Public Comments on Non-Agenda Items:

None

4. Consent Agenda – D. Bradshaw (Action Item):

- 4.1. - Approval of the November 3, 2021 Meeting Minutes (Attachment 1)
- 4.2. – TAMC Financial Report and Budget Update (Attachment 2)

Motion: T. White made a motion to approve the Consent Agenda; G. Mekjian seconded the motion. The motion was approved by all members present.

5. Center for Technology and Training Report – T. Colling

5.1. – October 2021 (Attachment 3)

5.2. – November 2021 (Attachment 4)

T. Colling reported that MTU has had 514 people attend their PASER trainings. The total amount of attendees for the 2021 trainings is 1134. This is the third highest year for training attendance that MTU has had. MTU has been spending more time working with individuals on their agency TAMPs. MTU plans to conduct their 2022 trainings in-person and virtually.

6. Transportation Asset Management Plans – G. Strong (Action Item):

6.1. – Group A (Attachment 5)

G. Strong provided a status update of TAMP submissions for Public Act 325 Group A and Group B agencies.

For Public Act 325, Group A, there are 41 agencies due under Public Act 325; 21 TAMPs were received by the October 1, 2020, deadline. A total of 34 TAMPs of the 41 TAMPs due have been received, seven agencies did not submit a TAMP, and one TAMP, City of Portage, was recently submitted, reviewed and approved by the TAMC ACE Committee to go on to the Council for approval.

6.2. – Group B (Attachment 6)

For Public Act 325, Group B, there are 41 agencies due; 15 TAMPs were received by the October 1, 2021 deadline. There has been six TAMPs received after the October 1, 2021 deadline. A total of 21 agencies did not submit a TAMP as required by Public Act 325. G. Strong has done a review of the submitted TAMPs where six TAMPs were found to need additional information. G. Strong is recommending today to the ACE Committee approval of the following three Group B TAMPs: City of Port Huron, Gogebic County Road Commission, and the City of Dearborn.

At the November 3, 2021, TAMC ACE Committee meeting, the Committee approved the following agencies to go on the Council for their approval at the January 5, 2022, TAMC meeting:

1. Emmet County Road Commission
2. Washtenaw County Road Commission
3. City of Rochester Hills
4. Livingston County Road Commission
5. Road Commission of Oakland County
6. Alpena County Road Commission
7. City of Battle Creek
8. City of Kalamazoo
9. City of Saginaw
10. Marquette County Road Commission
11. Wexford County Road Commission
12. Houghton County Road Commission
13. Mackinac County Road Commission

Motion: G. Mekjian made a motion to accept the recommendations of approval of the PA 325 Group B TAMPs from the City of Port Huron, Gogebic County, and City of Dearborn made by G. Strong and forward the recommendations on to the Council for their approval of the TAMPs; R. Buck seconded the motion. The motion was approved by all members present.

7. TAMC Budget Amendment Request – R. Belknap (Action Item/Memo/Attachment 7)

R. Belknap reported that the Saginaw County Road Commission, who had previously reported that they had overspent on their 2021 costs for PASER data collections, has found a solution to stay within their 2021 budget. However, the Northeast Council of Government reported that they will have a \$8,500 shortfall in their 2021 budget. R. Belknap

made a request to the ACE Committee to modify the TAMC budget by using the TAMC Spring Conference funds that will not be used this year to cover the shortfall.

Motion: G. Mekjian made a motion to recommend approval of the budget amendment as presented to the Council at today's, January 5, 2022, TAMC meeting; R. Buck seconded the motion. The motion was approved by all members present.

8. 2022 TAMC 20 Year Celebration and Conference – G. Strong:

G. Strong did an on-site visit to Great Wolf Lodge located in Traverse City, Michigan, and found the venue to be an appropriate location to hold the TAMC 20 Year Celebration and Conference. It is her recommendation to the ACE Committee to hold the event at the Great Wolf Lodge, Traverse City on September 28, 2022. Once the location has been approved and contracted, G. Strong will set up the TAMC Conference Planning Committee meetings and will invite Council members to participate to give their input to the event. Past TAMC chairpersons and award recipients will be invited to the grand event.

Motion: T. White made a motion to hold the TAMC 20 Year Celebration and Conference at the Great Wolf Lodge in Traverse City, MI on September 28, 2022; G. Mekjian seconded the motion. The motion was approved by all members present.

9. Public Comments:

None

10. Member Comments:

None

11. Adjournment:

The meeting was adjourned at 10:59 a.m. The next meeting is scheduled for February 2, 2022 at 10:30 a.m. via Microsoft Teams.

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 SYSTEM 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
CUPPAD	CENTRAL UPPER PENINSULA PLANNING & DEVELOPMENT REGION
ESL	EXTENDED SERVICE LIFE
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
WATS	WASHTENAW AREA TRANSPORTATION STUDY

S:/GLORIASTRONG/TAMC FREQUENTLY USED ACRONYMS.03.15.2021.GMS

TAMC Budget Financial Accounting: FY20-FY22



<div><div>TAMC</div><div>Michigan Transportation Asset Management Council</div></div>		FY20 Budget			FY20 Year to Date			FY21 Budget			FY21 Year to Date			FY22 Budget			FY22 Year to Date		
		Indicates Contract Completed			Indicates Contract Completed			Indicates Contract Completed			Indicates Contract Completed			Indicates Contract Completed			Indicates Contract Completed		
(most recent invoice)		\$	Spent	Balance	\$	Spent	Balance	\$	Spent	Balance	\$	Spent	Balance	\$	Spent	Balance			
I. Data Collection & Regional-Metro Planning Asset Management Program																			
Battle Creek Area Transportation Study	4QTR-21	\$ 20,500.00	\$ 20,346.46	\$ 153.54	\$ 20,500.00	\$ 13,278.96	\$ 7,221.04	\$ 20,500.00	\$ 13,278.96	\$ 7,221.04	\$ 20,500.00	\$ -	\$ 20,500.00	\$ 20,500.00	\$ -	\$ 20,500.00			
Bay County Area Transportation Study	4QTR-21	\$ 19,900.00	\$ 18,217.13	\$ 1,682.87	\$ 19,900.00	\$ 19,462.55	\$ 437.45	\$ 19,900.00	\$ 19,462.55	\$ 437.45	\$ 19,900.00	\$ -	\$ 19,900.00	\$ 19,900.00	\$ -	\$ 19,900.00			
Central Upper Peninsula Planning and Development	4QTR-21	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00			
East Michigan Council of Governments	Dec	\$ 108,000.00	\$ 108,000.00	\$ -	\$ 108,000.00	\$ 68,432.15	\$ 39,567.85	\$ 108,000.00	\$ 68,432.15	\$ 39,567.85	\$ 108,000.00	\$ 6,799.07	\$ 101,200.93	\$ 108,000.00	\$ 6,799.07	\$ 101,200.93			
Eastern Upper Peninsula Regional Planning & Devel.	4QTR-21	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 12,500.37	\$ 12,499.63	\$ 25,000.00	\$ 12,500.37	\$ 12,499.63	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00			
Genesee Lapeer Shiawassee Region V Planning Com.	Oct	\$ 46,000.00	\$ 46,000.00	\$ -	\$ 46,000.00	\$ 20,038.38	\$ 25,961.62	\$ 46,000.00	\$ 20,038.38	\$ 25,961.62	\$ 46,000.00	\$ -	\$ 46,000.00	\$ 46,000.00	\$ -	\$ 46,000.00			
Grand Valley Metropolitan Council	1QTR-22	\$ 24,000.00	\$ 24,000.00	\$ -	\$ 24,000.00	\$ 23,864.31	\$ 135.69	\$ 24,000.00	\$ 23,864.31	\$ 135.69	\$ 24,000.00	\$ 55.00	\$ 23,945.00	\$ 24,000.00	\$ 55.00	\$ 23,945.00			
Kalamazoo Area Transportation Study	1QTR-22	\$ 22,000.00	\$ 21,990.19	\$ 9.81	\$ 22,000.00	\$ 10,935.45	\$ 11,064.55	\$ 22,000.00	\$ 10,935.45	\$ 11,064.55	\$ 22,000.00	\$ -	\$ 22,000.00	\$ 22,000.00	\$ -	\$ 22,000.00			
Macatawa Area Coordinating Council	4QTR-21	\$ 19,000.00	\$ 2,357.60	\$ 16,642.40	\$ 19,000.00	\$ 14,093.57	\$ 4,906.43	\$ 19,000.00	\$ 14,093.57	\$ 4,906.43	\$ 19,000.00	\$ -	\$ 19,000.00	\$ 19,000.00	\$ -	\$ 19,000.00			
Midland Area Transportation Study	4QTR-21	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 21,000.00	\$ -	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 21,000.00			
Northeast Michigan Council of Governments	Sept	\$ 51,000.00	\$ 51,000.00	\$ -	\$ 59,528.49	\$ 59,528.49	\$ -	\$ 51,000.00	\$ 59,528.49	\$ -	\$ 51,000.00	\$ -	\$ 51,000.00	\$ 51,000.00	\$ -	\$ 51,000.00			
Networks Northwest	4QTR-21	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00	\$ 5,993.56	\$ 69,006.44	\$ 75,000.00	\$ 5,993.56	\$ 69,006.44	\$ 75,000.00	\$ -	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00			
Region 2 Planning Commission	Sept	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 3,402.00	\$ 36,598.00	\$ 40,000.00	\$ 3,402.00	\$ 36,598.00	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 40,000.00			
Saginaw Area Transportation Agency	4QTR-20	\$ 21,000.00	\$ 14,790.13	\$ 6,209.87	\$ 21,000.00	\$ -	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 21,000.00			
Southcentral Michigan Planning Commission	Dec	\$ 55,000.00	\$ 54,994.44	\$ 5.56	\$ 55,000.00	\$ 18,271.17	\$ 36,728.83	\$ 55,000.00	\$ 18,271.17	\$ 36,728.83	\$ 55,000.00	\$ -	\$ 55,000.00	\$ 55,000.00	\$ -	\$ 55,000.00			
Southeast Michigan Council of Governments	Sept	\$ 174,000.00	\$ 174,000.00	\$ -	\$ 174,000.00	\$ 174,000.00	\$ -	\$ 174,000.00	\$ 174,000.00	\$ -	\$ 174,000.00	\$ -	\$ 174,000.00	\$ 174,000.00	\$ -	\$ 174,000.00			
Southwest Michigan Planning Commission	4QTR-21	\$ 41,000.00	\$ 39,412.78	\$ 1,587.22	\$ 41,000.00	\$ 14,268.35	\$ 26,731.65	\$ 41,000.00	\$ 14,268.35	\$ 26,731.65	\$ 41,000.00	\$ -	\$ 41,000.00	\$ 41,000.00	\$ -	\$ 41,000.00			
Tri-County Regional Planning Commission	4QTR-21	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 8,458.00	\$ 31,542.00	\$ 40,000.00	\$ 8,458.00	\$ 31,542.00	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 40,000.00			
West Michigan Regional Planning Commission	4QTR-20	\$ 88,000.00	\$ 73,951.79	\$ 14,048.21	\$ 88,000.00	\$ -	\$ 88,000.00	\$ 88,000.00	\$ -	\$ 88,000.00	\$ 88,000.00	\$ -	\$ 88,000.00	\$ 88,000.00	\$ -	\$ 88,000.00			
West Michigan Shoreline Regional Development Com.	Dec	\$ 54,000.00	\$ 53,898.70	\$ 101.30	\$ 54,000.00	\$ 39,957.04	\$ 14,042.96	\$ 54,000.00	\$ 39,957.04	\$ 14,042.96	\$ 54,000.00	\$ 269.74	\$ 53,730.26	\$ 54,000.00	\$ 269.74	\$ 53,730.26			
Western Upper Peninsula Regional Planning & Devel.	4QTR-21	\$ 42,000.00	\$ 42,000.00	\$ -	\$ 42,000.00	\$ 11,942.09	\$ 30,057.91	\$ 42,000.00	\$ 11,942.09	\$ 30,057.91	\$ 42,000.00	\$ -	\$ 42,000.00	\$ 42,000.00	\$ -	\$ 42,000.00			
MDOT Region Participation & State Vehicle Use	10/28/20	\$ 30,000.00	\$ 9,570.41	\$ 20,429.59	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00			
PASER Quality Review Contract	8/25/20	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00			
Data Collection & Regional-Metro Program Total		\$ 1,116,400.00	\$ 1,005,529.63	\$ 110,870.37	\$ 1,124,928.49	\$ 589,426.44	\$ 535,502.05	\$ 1,116,400.00	\$ 7,123.81	\$ 1,109,276.19	\$ 1,116,400.00	\$ 7,123.81	\$ 1,109,276.19	\$ 1,116,400.00	\$ 7,123.81	\$ 1,109,276.19			
III. TAMC Central Data Agency (MCSS)																			
Project Management	12/22/21	\$ 64,200.00	\$ 72,225.00	\$ (8,025.00)	\$ 56,580.00	\$ 45,844.73	\$ 10,735.27	\$ 65,093.00	\$ 7,660.00	\$ 57,433.00	\$ 65,093.00	\$ 7,660.00	\$ 57,433.00	\$ 65,093.00	\$ 7,660.00	\$ 57,433.00			
Data Support /Hardware / Software	12/22/21	\$ 37,000.00	\$ 28,675.55	\$ 8,324.45	\$ 25,870.00	\$ 23,237.98	\$ 2,632.02	\$ 44,298.00	\$ -	\$ 44,298.00	\$ 44,298.00	\$ -	\$ 44,298.00	\$ 44,298.00	\$ -	\$ 44,298.00			
Application Development / Maintenance / Testing	12/22/21	\$ 166,000.00	\$ 167,217.02	\$ (1,217.02)	\$ 171,250.00	\$ 174,634.38	\$ (3,384.38)	\$ 202,880.00	\$ 44,678.54	\$ 158,201.46	\$ 202,880.00	\$ 44,678.54	\$ 158,201.46	\$ 202,880.00	\$ 44,678.54	\$ 158,201.46			
Help Desk / Misc Support / Coordination	12/22/21	\$ 53,250.00	\$ 49,634.15	\$ 3,615.85	\$ 67,360.00	\$ 98,289.56	\$ (30,929.56)	\$ 26,679.00	\$ 8,254.19	\$ 18,424.81	\$ 26,679.00	\$ 8,254.19	\$ 18,424.81	\$ 26,679.00	\$ 8,254.19	\$ 18,424.81			
Training	12/22/21	\$ 26,000.00	\$ 18,486.22	\$ 7,513.78	\$ 16,170.00	\$ 9,619.47	\$ 6,550.53	\$ 14,000.00	\$ -	\$ 14,000.00	\$ 14,000.00	\$ -	\$ 14,000.00	\$ 14,000.00	\$ -	\$ 14,000.00			
Data Access / Reporting	12/22/21	\$ 28,500.00	\$ 36,500.00	\$ (8,000.00)	\$ 37,720.00	\$ 23,216.90	\$ 14,503.10	\$ 22,000.00	\$ 6,718.30	\$ 15,281.70	\$ 22,000.00	\$ 6,718.30	\$ 15,281.70	\$ 22,000.00	\$ 6,718.30	\$ 15,281.70			
TAMC Central Data Agency (MCSS) Total		\$ 374,950.00	\$ 372,737.94	\$ 2,212.06	\$ 374,950.00	\$ 374,843.02	\$ 106.98	\$ 374,950.00	\$ 67,311.03	\$ 307,638.97	\$ 374,950.00	\$ 67,311.03	\$ 307,638.97	\$ 374,950.00	\$ 67,311.03	\$ 307,638.97			
IV. MTU Training & Education Program Contract																			
	Dec	\$ 225,000.00	\$ 224,280.94	\$ 719.06	\$ 211,391.21	\$ 165,599.61	\$ 45,791.60	\$ 210,658.15	\$ -	\$ 210,658.15	\$ 210,658.15	\$ -	\$ 210,658.15	\$ 210,658.15	\$ -	\$ 210,658.15			
V. MTU Activities Program Contract																			
	Dec	\$ 115,000.00	\$ 115,011.82	\$ (11.82)	\$ 129,464.81	\$ 55,085.04	\$ 74,379.77	\$ 128,424.93	\$ -	\$ 128,424.93	\$ 128,424.93	\$ -	\$ 128,424.93	\$ 128,424.93	\$ -	\$ 128,424.93			
VI. TAMC Expenses																			
Fall Conference Expenses	12/10/19	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00			
Fall Conf. Attendance Fees + sponsorship Fees	12/10/19	\$ -	\$ 6,890.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Net Fall Conference	12/10/19	\$ 16,890.00	\$ 6,781.90	\$ 10,108.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Spring Conference Expenses	6/27/19	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 1,471.51	\$ -	\$ 1,471.51	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00			
Spring Conf. Attendance Fees + sponsorship Fees	6/27/19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Net Spring Conference	6/27/19	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Unallocated / Contingency		\$ 10,000.00	\$ -	\$ 10,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00			
Other Council Expenses (Member Mileage Expenses/Printing/Etc.)	3/12/20	\$ 10,000.00	\$ 2,046.24	\$ 7,953.76	\$ 10,000.00	\$ 161.50	\$ 9,838.50	\$ 10,000.00	\$ 161.50	\$ 9,838.50	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00			
TAMC Expenses Total		\$ 46,890.00	\$ 8,828.14	\$ 38,061.86	\$ 31,471.51	\$ 161.50	\$ 31,310.01	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 40,000.00			
Total Program		\$ 1,878,240.00	\$ 1,726,388.47	\$ 151,851.53	\$ 1,872,206.02	\$ 1,185,115.61	\$ 687,090.41	\$ 1,870,433.08	\$ -	\$ 1,870,433.08	\$ 1,870,433.08	\$ -	\$ 1,870,433.08	\$ 1,870,433.08	\$ -	\$ 1,870,433.08			
Appropriation		\$ 1,876,400.00		8.08%	\$ 1,876,400.00		36.70%	\$ 1,876,400.00		100.00%	\$ 1,876,400.00		100.00%	\$ 1,876,400.00		100.00%			
VII. Special Projects with Separate Budgets																			
		FY20 Budget			FY20 Year to Date			FY21 Budget			FY21 Year to Date			FY22 Budget			FY22 Year to Date		
MI Local Agency Culvert Inventory Pilot (FY18 HB4320 S-3)		\$	Spent	Balance	\$	Spent	Balance	\$	Spent	Balance	\$	Spent	Balance	\$	Spent	Balance			
Central Data Agency (MCSS)	9/16/20	\$ 25,000.00	\$ 18,738.00	\$ 6,262.00	\$ 70,000.00	\$ 995.55	\$ 69,004.45	\$ 69,004.45	\$ -	\$ -	\$ 69,004.45	\$ -	\$ -	\$ 69,004.45	\$ -	\$ -			
MTU Culvert Project Activities & Training Program	Dec	\$ 55,011.46	\$ 55,011.46	\$ -	\$ 135,007.92	\$ 60,085.15	\$ 74,922.77	\$ 77,258.02	\$ -	\$ -	\$ 77,258.02	\$ -	\$ -	\$ 77,258.02	\$ -	\$ -			
TAMC Administration & Contingency (Unencumbered)	2/25/21	\$ 472,863.51	\$ -	\$ 472,863.51	\$ 274,117.59	\$ -	\$ 274,117.59	\$ 117.59	\$ -	\$ -	\$ 117.59	\$ -	\$ -	\$ 117.59	\$ -	\$ -			
Central Upper Peninsula Planning and Development		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,000.00	\$ -	\$ -	\$ 24,000.00	\$ -	\$ -	\$ 24,000.00	\$ -	\$ -			
East Michigan Council of Governments	Nov	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,000.00	\$ -	\$ -	\$ 42,000.00	\$ -	\$ -	\$ 42,000.00	\$ -	\$ -			
Northeast Michigan Council of Governments		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -			
Networks Northwest		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000.00	\$ -	\$ -	\$ 16,000.00	\$ -	\$ -	\$ 16,					

Reporting Period: Dec. 1- 31, 2021

Monthly Project Progress Report

TAMC Training 2021

January 14, 2022

Project Manager: Roger Belknap

MDOT Contract 2021-0058 Authorization Z3

Contract Dates: 01/01/2021 – 12/31/2021

Contract Amount: \$211,391



**Michigan
Technological
University**



Michigan Technological University
1400 Townsend Drive
Houghton, MI 49931

Task	% of Budgeted Dollars Spent	Notes
Assist Coordinating the MI Transportation Asset Management Conferences	52%	Task Completed: <ul style="list-style-type: none"> • Spring conference cancelled • Hosted Fall virtual conference
Conduct MI Compliance Plan Webinar and Associate Technical Support	81%	Task Completed: <ul style="list-style-type: none"> • Two of two webinars – June & September
Conduct Introduction to TAM for LO or Gravel Basics for LO Trainings	84%	Task Completed: 5/5 sessions- <ul style="list-style-type: none"> • Three - TAM for LO • Two - Gravel Basics for LO
Conduct TAMC PASER Training	67%	Task completed: <ul style="list-style-type: none"> • Three series of 3-day PASER trainings.
Conduct Inventory Based Rating Training	48%	Task completed: <ul style="list-style-type: none"> • Three – One-hour IBR webinars
Conduct Workshop on Creating Bridge Asset Management Plans	41%	Task Completed: <ul style="list-style-type: none"> • Two sets of two-hour webinars • Two virtual workshops
Conduct Workshop on Creating Pavement Asset Management Plans	105%	Task Completed: <ul style="list-style-type: none"> • Two – two-hour webinars • Four - Virtual working sessions
Project Management and Reporting	135%	

Tasks Completed

TAMLO training development, flyer finalization, registration opened. PASER Training planning and development, flyer generation and review. IBR Training planning and development, flyer finalization. Bridge AM Plan technical assistance. Pavement AM plan trainings scheduled. November end of month reporting, activities reporting, and general project management.

Reporting Period: Dec. 1- 31, 2021

Project's Financial Summary

December Expense Reimbursement Submitted	\$7,208
Total Project Expenses to Date	\$165,599
Contract Balance Available	\$45,792



Michigan Transportation Asset Management Council

February 2, 2022

GROUP A

TAMPs Current Status:

# of Group A Agencies Due by October 1, 2020	# TAMPs Received by October 1, 2020	# TAMPs Received After October 1, 2020	# TAMPs Not Submitted	Pending Awaiting Additional Information – PENDING REVIEW	Total TAMPs Received & Recommended for Approval To-date
41	21	13	7	1	33

TAMPs with Dates Received and Approved by TAMC:

1. Ottawa County – TAMPs received 12/09/2019 and 01/19/2021 Updated TAMP uploaded Approved by Council 11/03/2020	22. Huron County Road Commission – TAMP received 10/01/2020 Approved by Council 03/03/2021
2. Iosco County Road Commission – TAMP received 03/09/2020 Approved by Council 11/03/2020	23. City of Royal Oak – TAMP received 10/06/2020 Approved by Council 03/03/2021
3. Oceana County Road Commission – TAMP received 09/03/2020 Approved by Council 11/03/2020	24. City of Southfield – TAMP received 11/20/2020 Approved by Council 03/03/2021
4. Cheboygan County Road Commission TAMP received 09/16/2020 Approved by Council 11/03/2020	25. City of Farmington Hills – TAMP received 12/01/2020 and 9/29/2021 Approved by Council 03/03/2021
5. Alger County Road Commission TAMP received 09/23/2020 Approved by Council 11/03/2020	26. Clinton County Road Commission – TAMP received 10/02/20 Approved by Council 03/03/2021
6. Wayne County Road Commission - TAMP received 09/29/2020 Approved by Council 11/03/2020	27. Lenawee County Road Commission – TAMP received 10/02/20 Approved by Council 03/03/2021
7. Macomb County Department of Roads – TAMP received 09/29/2020 Approved by Council 11/03/2020	28. Dickinson County Road Commission – TAMP received 10/28/2020 Approved by Council 03/03/2021
8. Genesee County Road Commission - TAMP received 09/30/2020 Approved by Council 11/03/2020	29. City of Ann Arbor – TAMP received 10/07/2020 Approved by Council 05/05/2021

9. Berrien County Road Department – TAMP received 09/30/2020 Approved by Council 11/03/2020	30. City of Dearborn Heights – TAMP received 04/20/2021 Approved by Council 06/02/2021
10. City of Walker – TAMP received 09/30/2020 Approved by Council 11/03/2020	31. City of Kentwood TAMP received 04/22/2021 Approved by Council 06/02/2021
11. City of Lansing – TAMP received 09/30/2020 and 08/11/2021 Approved by Council 11/03/2020	32. City of Norton Shores – TAMP received 04/26/2021 Approved by Council 07/07/2021
12. Muskegon County – TAMP received 09/30/2020 Approved by Council 11/03/2020	33. City of Portage TAMP received 09/10/2021 Approved by Council 01/05/2022
13. City of Livonia – TAMP received 09/30/2020 Approved by Council 11/03/2020	
14. Osceola County Road Commission – TAMP received 10/01/2020 Approved by Council 11/03/2020	
15. Monroe County Road Commission – TAMP received 10/01/2020 Approved by Council 11/03/2020	
16. St. Joseph County Road Commission – TAMP received 10/12/2020 Approved by Council 11/03/2020	
17. Calhoun County – TAMP received 10/19/2020 Approved by Council 11/03/2020	
18. City of Troy – TAMP received 08/28/2020 Approved by Council 03/03/2021	
19. Road Commission of Kalamazoo Count– TAMP received 09/30/2020 Approved by Council 03/03/2021	
20. City of Grand Rapids – TAMP received 09/30/2020 Approved by Council 03/03/2021	
21. Sanilac County – TAMP received 09/30/2020 and 11/09/2020 updated TAMP uploaded Approved by Council 03/03/2021	

Group A Agencies that Have Not Submitted Their TAMPs:

1. Baraga County	5. Mason County
2. Bay County	6. Midland County
3. Hillsdale County	7. City of Romulus – 12/06/2019 - Agency only submitted a one-page project table. 10/28/2020 – Agency contacted via email table not acceptable. Agency will submit their TAMP as soon as possible.

	04/2021 – Agency continues to work on TAMP. 06/30/2021 – I checked the IRT and still no TAMP uploaded from agency.
4. City of Jackson	

Agency TAMPs Requiring Additional Information

The following agency TAMP requires additional information as noted. TAMC support staff will work with each agency to assist them with meeting the Act requirements.

City of Wyoming – TAMP Received – 09/21/2020 and 09/22/2021 –

10/29/2020 – Agency was contacted via email requesting missing Bridges, Culverts and Traffic Signal Asset Inventories and Agency Proof of TAMP Approval. 11/02/2020 – Agency informed me the information was not uploaded and agency will go out and upload it into the IRT; 11/05/2020 – Agency informed support staff that they are still working on their TAMP; 02/26/2021 – I checked and there are no new updates in IRT. 04/09/2021 – Agency contacted via email and I inquired about status of their TAMP. Still awaiting a response. 06/30/2021 – I checked in the IRT and no updates have been made by the agency. 10/27/2021 – Pavement TAMP was only updated with approval from governing board. I called Russ Henckel and he is still working on the Compliance Plan and did not include bridges, culverts, signals. He stated he should have the TAMP completed in the near future. 12/16/2021 – As of this date, nothing has been updated in the IRT.

Michigan Department of Transportation TAMP

Although the Michigan Department of Transportation (MDOT) is not listed amongst the agencies in Group A, TAMC would like to acknowledge that MDOT submits their TAMP to the Federal Highway Administration (FHWA) every four years. The MDOT TAMP was certified by FHWA on July 12, 2018, therefore, MDOT's next TAMP is not due until July 12, 2022 (four years from when FHWA certified their first TAMP). 11/2021 - MDOT has started preparing the MDOT TAMP that is required to be submitted to FHWA by July 12, 2022.

Respectfully submitted,

Gloria M. Strong

February 2, 2022

TAMC Group A TAMP Status Update 02.02.2022



Michigan Transportation Asset Management Council

February 2, 2022

GROUP B

Based upon my review of the following transportation agencies TAMPs and the approval to forward on to the Council from the TAMC ACE Committee on 01/05/2022, I am recommending and requesting approval of the following agencies TAMPs from the Council:

1. City of Port Huron
2. Gogebic County Road Commission

Based upon my review of the following transportation agencies TAMPs, I am recommending approval of the following agencies from the TAMC ACE Committee today to be submitted for approval to the Council:

1. City of Dearborn
2. Shiawassee County Road Commission
3. Missaukee County Road Commission

Group B TAMPs Current Status:

# of Group B Agencies Due by October 1, 2021	# TAMPs Received by October 1, 2021	# TAMPs Received After October 1, 2021	# TAMPs Not Submitted	Pending Review or	Total TAMPs Received & Recommended for Approval To-date
				Awaiting Additional Information	
41	15	10	16	— 6	19

TAMPs with Dates Received:

1. Gogebic County TAMP received 03/24/2021 & 11/09/2021 Approved by ACE 01/05/2022 Requesting Approval from Council 02/02/2022	22. City of Garden City TAMP received 01/05/2022 Needs additional information
2. Emmet County Road Commission TAMP received 09/09/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	23. Kent County Road Commission TAMP received 01/06/2022 Needs additional information

3. Washtenaw County TAMP received 09/14/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	24. City of Taylor TAMP Received 01/06/2022 Needs additional information
4. City of Rochester Hills TAMP received 09/23/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	25. Gratiot County Road Commission TAMP Received 01/07/2022 Needs additional information
5. Livingston County TAMP received 09/24/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	26.
6. Road Commission of Oakland County TAMP received 09/27/2021 Approved by ACE 11/03/2021 Approved Council 01/05/2022	27.
*7. Montmorency County (Submitted in TAMP Survey) TAMP received 09/27/2021 Pending Review	28.
8. Alpena County TAMP received 09/28/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	29.
9. City of Battle Creek TAMP received 09/28/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	30.
10. City of Kalamazoo TAMP received 09/29/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	31.
11. Shiawassee County Road Commission TAMP Received 09/30/2021 Recommending approval to ACE 02/02/2022	32.
12. Marquette County Road Commission TAMP received 09/30/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	33.

13. City of Saginaw TAMP received 09/30/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	34.
14. Wexford County Road Commission TAMP received 09/30/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	35.
15. City of Roseville TAMP received 09/30/2021 Needs Additional Information	36.
16. City of Dearborn TAMP received 10/01/2021 Recommending approval to ACE 02/02/2022	37.
17. Houghton County Road Commission TAMP received 10/06/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	38.
18. Van Buren County Road Commission TAMP received 10/12/2021 Needs additional information	39.
19. Missaukee County Road Commission TAMP received 10/15/2021 Recommending approval to ACE 02/02/2022	40.
20. Mackinac County Road Commission TAMP received 10/28/2021 Approved by ACE 11/03/2021 Approved by Council 01/05/2022	41.
21. City of Port Huron TAMP received 12/15/2021 Approved by ACE 01/05/2022 Requesting approval from Council 02/02/2022	

Group B Agencies that Have Not Submitted Their TAMPs:

1. Alcona County	12. Menominee County
2. Arenac County	13. Newaygo County
3. Benzie County	14. Ontonagon County
4. City of Burton	15. Otsego County
5. Charlevoix County	16. City of St. Clair Shores
6. Clare County	
7. City of Detroit	
8. Ionia County	
9. Isabella County	
10. Lake County	
11. Leelanau County	

***Agency TAMPs Received Pending Review**

1. Montmorency County Road Commission

*The above agency submitted their agency TAMP under the “TAMP Survey” in the IRT. Agencies have been notified to resubmit in the “TAMP Submission” in the IRT.

Michigan Department of Transportation TAMP

Although the Michigan Department of Transportation (MDOT) is not listed amongst the agencies in Group A, TAMC would like to acknowledge that MDOT submits their TAMP to the Federal Highway Administration (FHWA) every four years. The MDOT TAMP was certified by FHWA on July 12, 2018, therefore, MDOT’s next TAMP is not due until July 12, 2022 (four years from when FHWA certified their first TAMP). MDOT has begun working on their TAMP for 2022.

Respectfully submitted,

Gloria M. Strong

February 2, 2022

TAMC Group B TAMP Status Update 01.05.2022



Michigan
Transportation Asset
Management Council

Memo

To: TAMC & TAMC ACE Committee Members
From: Roger Belknap, TAMC Coordinator
Date: January 28, 2022
Re: TAMC FY21 Budget Amendment Requests

We received notification that there are two planning agencies that will need budget amendments to fully reimburse expenses for data collection from this past year.

1. The Bay City Area Transportation Study (BayCATS) will have a shortfall for FY2021 that cannot be managed without a contract modification and TAMC Budget Amendment. For FY21, BayCATS received \$19,900 in funding and has billed \$19,462.55, which leaves a fund balance of \$437.45. Recently, there's been a transition in the role of Executive Director at BayCATS and during this timeframe of transition BayCATS received an additional invoice from the City of Bay City for asset management program activities that would require an additional \$1,700.97 above the \$437.45 balance.
2. The Saginaw Area Transportation Agency (SATA) will have a shortfall for FY2021 that cannot be managed without a contract modification and TAMC Budget Amendment. Initially, we thought there may be a different option for SATA, however that option was not workable, and our best option is the contract modification. For FY21, SATA received \$21,000 in funding and has received invoices for program expenses totaling \$37,773.44, which leaves a shortfall of \$16,773.44.

After review of the current TAMC Budget, there are several areas where funds remain available that could be used to amend both the FY21 BayCATS and SATA contracts to add in the \$1,700.97 and \$16,773.44 and not cause shortages elsewhere. Perhaps the funds could be taken from unused resources in the Education Training or Technical Assistance Activities programs as we have received the final invoices for these two programs from Michigan Tech University for FY21, and there is a balance of more than \$120,000 for these programs. Staff supports this budget amendment to assist BayCATS and the City of Bay City and is seeking a recommendation from ACE Committee and, ultimately, support from TAMC as the contract amendment would need the TAMC approval.



Michigan
Transportation Asset
Management Council

Memo

To: TAMC ACE Committee Members

From: Roger Belknap, TAMC Coordinator

Date: January 28, 2022

Re: Asset Management Program Unified Work Program Language

Last month, TAMC updated policies for Roadway and Bridge data collection that impact the procedural tasks of the Regional and Metropolitan Planning agency's support of the TAMC Strategic Work Program. In addition to those policy updates, TAMC also approved the culvert inventory and condition data collection policy last fall. With all of these policy changes and added program activities, staff added language to the Unified Work Program (UWP) language for the Asset Management program. The Asset Management UWP is the basis for the contracts that the Michigan Department of Transportation (MDOT) has with the 21 Regional and Metropolitan Planning agency's for administering the TAMC funding for allocating training and data collection reimbursements to these agencies and their respective local road agencies.

Attachment 6 is a draft that highlights the proposed changes to ensure the UWP is consistent with TAMC's policies for data collection. Staff recommends ACE Committee review this language and provide feedback. Ultimately, we will need TAMC approval to amend the UWP. MDOT, Federal Highway Administration and TAMC support staff will be participating in FY2023 pre-UWP meetings with each Regional and Metropolitan Planning agency throughout the next few months. It is recommended that this language be updated ahead of establishing the FY2023 contracts with these planning agencies.

ASSET MANAGEMENT

The resources allocated to the Metropolitan/Regional Planning Organization (MPO/RPO) from the Transportation Asset Management Council (TAMC) annual budget shall be utilized to assist in the completion of the TAMC Work Program. All work shall be consistent with the policies and priorities established by the TAMC. All invoices submitted for reimbursement of Asset Management activities shall utilize Michigan Department of Transportation (MDOT) standard invoice forms and include the required information for processing. The MPO/RPO shall complete the required products and perform tasks according to the timeframes and directives established within TAMC's data collection policies, which can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest Public Act 51 agencies (agencies that certify under Public Act 51 a minimum of 100 centerline miles of road) within the planning area when resources are limited. The activities eligible for TAMC reimbursement include the following:

TASKS

- I. Training Activities
 - A. Attendance at training seminar(s) on the use of Pavement Surface Evaluation and Rating (PASER) and Inventory-based Rating System for unpaved roadways.
 - B. Represent MPO/RPO at TAMC-sponsored conferences and seminars, including attending either the Spring or Fall TAMC Conference.
 - C. Attend TAMC-sponsored Investment Reporting Tool (IRT) training seminars.
 - D. Attend TAMC-sponsored Asset Management Plan Development training seminars.
- II. Roadway Inventory and Condition Data Collection Participation and Coordination
 - A. Federal Aid System:
 1. Organize schedules with Public Act 51 agencies within MPO/RPO's boundary for participating in Federal Aid data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
 2. Coordinate, participate and facilitate road surface data collection on no less than one-half of the Federal Aid System in accordance with the TAMC Policy for the Collection of Roadway Condition Data on Federal Aid Eligible Roads and Streets.
 3. Collect unpaved roadway condition data on approximately half of any unpaved Federal Aid eligible roadways using the Inventory-based Rating System developed by the Michigan Technological University's Center for Technology and Training.
 - B. Non-Federal Aid System:
 1. The RPO/MPO may allocate reimbursements for Non-Federal Aid data collection to Public Act 51 agencies according to the resources available to them in the manner that best reflects the priorities of their area and supports the TAMC work. It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective Act 51

agencies annually, and that requests by Act 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season.

2. Coordinate Non-Federal Aid data collection cycles with Public Act 51 agencies with an emphasis on the top 125 agencies.
3. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as TAMC policy and procedures for collecting Non-Federal Aid data.
4. Participate and perform data collection with Public Act 51 agencies on an as-needed basis for the data collection of Non-Federal Aid roads when requested.

III. Equipment

- A. Ensure rating teams have the necessary tools to complete the federal aid data collection activity by maintaining a laptop compatible with the Laptop Data Collector and Roadsoft programs, a functioning Global Positioning System (GPS) unit, and other required hardware in good working order.
- B. Communicate any equipment needs and purchases with the TAMC Coordinator; laptops are eligible for replacement on a three-year cycle.

IV. Data Submission

- A. Develop and maintain technical capability to manage regional Roadsoft databases and the Laptop Data Collector program; maintain a regional Roadsoft database that is accurate and consistent with local agency data sets.
- B. Coordinate Quality Assurance/Quality Control activities and data submission tasks according to protocols established in TAMC Data Collection Policies for Federal Aid and Non-Federal Aid Roads.
- C. Monitor and report status of data collection efforts to TAMC Asset Management Coordinator through monthly coordinator calls and/or monthly or quarterly program updates that are mailed with invoices.
- D. Provide links on agency websites and reports to the TAMC website, interactive maps and dashboards for the dissemination of roadway data.

V. Asset Management Planning

- A. Participate and attend TAMC-sponsored training and workshops in order to provide technical support for Asset Management Plan development activities.
- B. Provide an annual reporting of the status of Public Act 51 agency Asset Management Plans and keep abreast of the status of these plans for updates and revision.
- C. Provide technical assistance and training funds to Public Act 51 agencies during the development of local Asset Management Plans using TAMC templates when applicable; coordinate these tasks with an emphasis on the Top 125 agencies.

VI. Technical Assistance

- A. Provide technical assistance to local agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
- B. Integrate PASER ratings and asset management into project selection criteria:
 1. Analyze data and develop road preservation scenarios.
 2. Analyze performance of implemented projects.

VII. Bridge and Culvert Inventory and Condition Data Collection

- A. Provide administrative and technical assistance to Public Act 51 agencies and MDOT for reimbursement of TAMC funds for participation in data collection efforts for culvert inventory, condition assessment and data submission.
- B. Utilize TAMC reporting forms to communicate progress and expenditures of Public Act 51 agencies to assist TAMC in the Culvert Mapping Pilot Report.
- C. Act 51 agencies must submit a written request for reimbursement; the request should include a total estimate of costs (actual costs claimed must not exceed the estimated costs) for the data gathering, trained/certified team members' time, and vehicle use. This request must also clarify which fiscal year the data collection and reimbursement will take place. Requests for bridge data collection reimbursement authorization are required to be received by the RPO/MPO by October 1 of each year. The RPO/MPO decision on what requests for reimbursement are approved may consider available budget, absence or age of bridge data to be collected and the last year of reimbursement to the road agency for that bridge data set.

Required Products

- I. PASER data for Federal Aid System submitted to TAMC via the IRT.
- II. PASER data for Non-Federal Aid System submitted to TAMC via the IRT.
- III. Quarterly or monthly activities reports submitted with invoices to TAMC Coordinator.
- IV. Create an Annual Report of Asset Management program activities as well as a summary of annual PASER condition data by local agency, functional classification, and Public Act 51 Legal System; provide links to the Regional Annual Report on agency website and submit copies to TAMC Coordinator by April 1 of each year.
- V. Prepare a draft status report of Public Act 51 agency Asset Management activities and plans within MPO/RPO boundary by September 30 of each year.



Michigan
Transportation Asset
Management Council

DRAFT

MEMORANDUM

Date:
To: Public Act 51 Agencies of Michigan
From: Michigan Transportation Asset Management Council
RE: **Seeking Nominations for 2022 TAMC Awards**

On behalf of the Transportation Asset Management Council (TAMC) **we are seeking agencies and individuals to recognize for their efforts in asset management and best practices.** Detailed instructions and information for the submittals and past award winners are attached.

To further encourage Public Act 51 agencies, the TAMC has established the **Organizational Achievement Award to acknowledge those agencies that have incorporated the principles of asset management and adopted an asset management plan to help guide their investment decisions.** In addition, the TAMC Awards Program provides agencies around the state with excellent case examples to establish their own programs and best practices. All Public Act 51 road agencies are eligible to be nominated for this award.

Additionally, **the TAMC wants to recognize individuals providing outstanding support of Asset Management and the TAMC.** Nominees for the Carmine Palombo Individual Achievement Award can include elected officials (state or local), support staff from state agencies, regional metropolitan planning organizations, county road agencies, local units of government, the education community or other individuals involved in promoting asset management in Michigan.

Award submittals are **due, Friday, May 27, 2022** to Roger Belknap, TAMC Coordinator – BelknapR@michigan.gov. Please refer to the attached criteria and instructions documents to assist you with your nominations. Questions can also be directed to Roger by calling (517) 230-8192. Pending the amount of award submittals, recognition may be part of the TAMC Spring or Fall conference programs.

Thank you in advance for all your efforts.

Attachments: *TAMC Awards Criteria & Guidance for Nominations*
TAMC Award Recipients 2009-2019



Michigan
Transportation Asset
Management Council

TAMC AWARDS PROGRAM CRITERIA & GUIDANCE FOR NOMINATIONS

Objective

A primary objective of Michigan's Transportation Asset Management Council (TAMC) is to assist Public Act 51 agencies implement an asset management program for roads and bridges under their jurisdiction. To this end, the TAMC has facilitated statewide collection of system condition data, supported the development of tools and procedures, and sponsored training and educational sessions in the practice of asset management.

To further encourage Public Act 51 agencies, the TAMC has established the Organizational Achievement Award to acknowledge those agencies that have incorporated the principles of asset management and adopted an asset management plan to help guide their investment decisions. In addition, the TAMC Awards Program provides agencies around the state with excellent case examples to establish their own programs. All Act 51 road agencies are eligible to be nominated for this award.

Additionally, the TAMC wants to recognize individuals providing outstanding support of Asset Management and the TAMC. Nominees for the Carmine Palombo Individual Achievement Award can include elected officials (state or local), support staff from state agencies, regional / metropolitan planning organizations, county road commissions, local units of government, the education community or other individuals involved in promoting Michigan's TAMC programs.

Principals of Asset Management

The TAMC will award agencies and individuals that have demonstrated outstanding achievement in implementing the following core principles of asset management.

- Performance Based – Policy objectives are translated into system performance measures and targets that are used for both day-to-day and strategic decision making.
- Decisions Based on Quality Information – Resource allocation decisions are based on accurate information regarding inventory, condition, and funding availability. Where appropriate, analytical tools provide access to needed information and assist in the decision-making process.

- **Policy Driven** – Resource allocation decisions are based on a well-defined set of policy goals and objectives. The objectives reflect desired system condition, levels of service, and safety levels. They may also be tied to economic, community, and environmental goals.
- **Analysis of Mix of Fixes, Options and Tradeoffs** – An assessment is made of the Mix of Fixes available to best preserve the system. Decisions on how to allocate funds across types of investments are based on an analysis of how different allocations will impact future performance. Alternative methods for achieving a desired set of objectives are examined and evaluated.
- **Monitoring to Provide Clear Accountability and Feedback** – Performance results are monitored and reported. Feedback on actual performance influences agency goals and resource allocation decisions.

Organization Achievement Award

Consistent with the core principles of asset management are the following eligibility criteria that the Council will use in determining award recipients. Together these criteria form the essential elements of an Asset Management Plan. Of particular interest to the Council is the extent to which agencies involve the public, their elected and/or appointed officials, and other community stakeholders in their program, especially in establishing a vision for their system(s) as well as the adoption of performance measures and investment strategies to achieve that vision. The Council will acknowledge agencies whose asset management plans include the following elements:

1. **Condition Assessment**
How was the condition of your system determined? Include information about the rating system as well as the procedures used to collect, store, analyze, and update the information.
2. **Mix of Fixes, Estimated Costs, and Funding Levels**
How were your improvement needs identified? Include information about your agency's preferred improvement types (mix of fixes) and the estimated costs of each per lane mile to implement those improvements. Also describe the sources and anticipated funding levels available now and through the planning horizon to finance those improvements.
3. **Future Conditions, Performance Measures, and Targets**
How were future system conditions determined? Indicate the methodology used (pavement management system, Roadsoft, other) and the performance measure(s) that were analyzed (e.g., percent of pavement conditions by PASER Rating). Also describe the performance measure target(s) and planning horizon that your agency is working to achieve (e.g., 70% of primary roads with a PASER Rating greater than 5 by the year 2020).
4. **Trade-off Analysis and Candidate Projects**

How does your agency go about the process of trade-off analysis; making investment decisions between various treatment options (e.g., routine maintenance vs. capital preventive maintenance vs. structural improvement). How do performance measures and targets influence this process? Explain the process of identifying candidate improvement projects and the involvement of stakeholders in that process.

5. Priorities for the Multi-year Program

How does your agency prioritize projects and develop its improvement program? What factors are considered in the prioritization process (e.g., pavement/bridge condition rating, traffic volume, coordination with utility work, impact on land use and economic development, availability of funds)? How many years does your multi-year plan cover (planning horizon), how is project implementation monitored, and how often is the plan updated?

6. Reporting Results

Have you participated in the TAMC three-tiered reporting processes: 1.) annual PASER survey of road conditions on the federal-aid network, 2.) survey of completed projects on the federal-aid network, and 3.) submitted your agency's multi-year asset management plan.

Carmine Palombo Individual Achievement Award

In 2015, the TAMC renamed the Individual Achievement Award in honor of Carmine Palombo for his years of service and dedication to the TAMC and to SEMCOG. The TAMC will award individuals that have demonstrated outstanding support in implementing one or more of the following categories:

- **Demonstrated Knowledge of Transportation Asset Management** – The individual has gone beyond the training required to fulfill the various roles necessary to move asset management forward in Michigan. The individual has participated in training offered by the TAMC, MTU's Local Transportation Assistance Program (LTAP), and other state and national opportunities for training. The individual has also attended one or more of the annual conferences sponsored by the TAMC. Additionally, the individual has a wide range of knowledge related to transportation asset management. This experience can be related to road maintenance, Michigan's asset management program, education, administration, program/ policy/plan formation, or other areas that require expertise and experience to move Michigan's transportation asset management program forward.
- **Advocacy and Support** – The individual has advocated for transportation asset management on a statewide level and/or at the community level. The individual has worked to inform key stakeholders in the benefits of implementing asset management programs as a way to improve Michigan's roads and make the best use of resources. Additional support can include any using other means such as developing plans or implementing local or statewide initiatives focusing on improving Michigan's roads.

- **Demonstrated Leadership and Vision** – The individual has taken the knowledge and applied it to his community/agency situation. He has used the information to craft a vision and demonstrated leadership by effectively communicating that vision to other key leaders, ultimately leading to implementation of the vision.

(Note: If an award has been granted to an individual, the organization that individual represents is considered ineligible to receive an award for the same effort the original award was granted.)

Guidance for Nominations

To assist TAMC in selecting and awarding candidates, we have assembled this guidance for the structure of nominations to follow. To be considered for award, nominations should include name of person or organization, the title of position for individual nominations, a point of contact for the nomination with email, address and telephone number, and a written narrative that outlines justification of the nomination, using the elements TAMC has developed for the criteria of evaluation.

ORGANIZATION ACHIEVEMENT AWARD

Consistent with the core principles of asset management are the following eligibility criteria that the Council will use in determining award recipients. Of particular interest to the Council is the extent to which agencies involve the public, their elected and/or appointed officials, and other community stakeholders in their program, especially in establishing a vision for their system(s) as well as the adoption of performance measures and investment strategies to achieve that vision.

Please incorporate the following elements into the narrative section of Organization Achievement Award nominations:

1. Condition Assessment
2. Mix of Fixes, Estimated Costs, and Funding Levels
3. Future Conditions, Performance Measures, and Targets
4. Trade-off Analysis and Candidate Projects
5. Priorities for the Multi-year Program
6. Reporting Results

CARMINE PALOMBO INDIVIDUAL ACHIEVEMENT AWARD

Successful implementations of asset management require leadership across a wide variety of disciplines. To that end, individuals influence organizational success in a variety of ways. The TAMC will award individuals that have demonstrated outstanding support in implementing one or more of the following categories:

- Demonstrated Knowledge of Transportation Asset Management
- Advocacy and Support
- Demonstrated Leadership and Vision

Please incorporate these elements into the narrative section of Carmine Palombo Individual Achievement Award nominations.



Michigan Transportation Asset Management Council

TAMC Awards Recipients 2009-2019

Introduction

A primary objective of Michigan's Transportation Asset Management Council (TAMC) is to assist Public Act 51 agencies implement an asset management program for roads and bridges under their jurisdiction. To this end, the TAMC has facilitated statewide collection of system condition data, supported the development of tools and procedures, and sponsored training and educational sessions in the practice of asset management.

In 2009, as an effort to further encourage Public Act 51 agencies, the TAMC established the TAMC awards program to acknowledge those agencies and industry leaders that have incorporated the principles of asset management and adopted an asset management plan to help guide their investment decisions. In addition, the TAMC awards program provides agencies around the state with excellent case examples to establish their own programs. The following organizations and individuals have earned this recognition for their efforts.

TAMC Organization Award Recipients

- City of Manistee – 2009
- City of Marquette – 2009
- Alcona County Road Commission – 2009
- Kent County Road Commission – 2009
- Genesee County Metropolitan Planning – 2009
- Michigan Department of Transportation – 2009
- Road Commission of Kalamazoo County – 2010
- Roscommon County Road Commission – 2010
- Ottawa County Road Commission – 2011
- Texas Township – 2012
- City of Auburn Hills – 2014
- Grand Region Bridge Council – 2014
- Kalamazoo Charter Township – 2015
- Road Commission of Kalamazoo County – 2015
- St. Joseph County Road Commission – 2016
- City of Ann Arbor – 2017
- City of Royal Oak – 2017
- International Bridge Authority – 2017
- City of Grand Rapids – 2018
- 21st Century Regional Asset Management Infrastructure Pilot Participants:



Office of Governor Rick Snyder, Grand Valley Metropolitan Council,
Southeast Michigan Council of Governments, West Michigan Shoreline
Regional Development Commission – 2018

- Barry County Road Commission - 2019
- Berrien County Road Department - 2019
- City of Farmington Hills - 2019
- Ross Township, Kalamazoo County - 2019
- Wakeshma Township, Kalamazoo County - 2019



Carmine Palombo Individual Award Recipients

- John Daly II, Genesee County Road Commission – 2009
- Brian Gutowski, Emmet County Road Commission - 2009
- Anamika Laad, East Michigan Council of Governments – 2010
- Lance Malburg, Oceana County Road Commission – 2010
- Ed Hug, Southeast Michigan Council of Governments – 2011
- Kelly Bekken, Missaukee County Road Commission – 2012
- Nathan Fazer, Eastern Upper Peninsula Regional Planning & Development Commission – 2012
- Rick Olson, Michigan Legislature – 2012
- Jim Snell, Grand Valley Metropolitan Council – 2012
- Keith Cooper, Michigan Department of Transportation – 2013
- Toby Kuznicki, City of Rogers City – 2013
- Nico Tucker, Northeast Michigan Council of Governments – 2013
- Carmine Palombo, Southeast Michigan Council of Governments – 2014
- Robert Clegg, City of Port Huron – 2014
- Carmine Palombo, Southeast Michigan Council of Governments – 2015 (TAMC Individual Award Renamed in his honor)
- Tim Colling, Center for Technology and Training, Michigan Technological University – 2016
- Timothy O'Rourke, Roscommon County Road Commission – 2017
- Victoria Sage, Center for Technology and Training, Michigan Technological University – 2018



Calling for Nominations

TAMC is seeking agencies and individuals worthy of recognition for their efforts and leadership in the areas of asset management and best practices for managing pavements, bridges and other transportation infrastructure. Detailed instructions and information for nomination submittals and questions can be directed to the TAMC Coordinator by calling (517) 230-8192 or by email at BelknapR@michigan.gov. Pending

the amount of award submittals, recognition may be part of the TAMC Spring or Fall conference programs. Nominations are due **Friday, May 27, 2022**. Nominations can be submitted in MS Word or pdf file format via email to Roger Belknap (BelknapR@michigan.gov).



FY2022 Calendar of Events - Transportation Asset Management Council

Date	Event	Council Member or TAMC Support Staff	Time & Location	TAMC Booth	Presentation	Comments and added Information / website / flyer
OCTOBER					No	
10/27/21 - 10/28/21	Fall Transportation Asset Management Virtual Conference		9 AM - 1 PM Each Day	No	Yes	https://www.michigan.gov/tamc/0,7308,7-356-82157---,00.html
NOVEMBER					No	
11/4/21	State Transportation Commission Meeting		MDOT Aeronautics & Web Meeting	No	No	
DECEMBER					No	
12/9/21	MIC Meeting		1 PM - 4 PM - Web Meeting	No	No	
12/14/21	TAMC IRT Training	Roger Belknap/Dave Jennett	WEBINAR: 9 AM-Noon	No	Yes	
12/15/21	Roadsoft User's Conference - RUCUS	TAMC Support Staff	Mt. Pleasant - 8 AM-5PM	No	Yes	http://ctt.nonprofitsoapbox.com/component/events/event/1126
JANUARY						
1/25/22 - 1/27/22	PASER & IBR Training (Webinar)	Roger Belknap	WEBINAR: 8 AM-11 AM	No	Yes	http://www.ctt.mtu.edu/sites/ctt/files/flyers/2022tamc-paseribr.pdf
1/25/22	TAMC IRT Training	Joanna Johnson	WEBINAR: 9 AM-Noon	No	Yes	https://www.michigan.gov/documents/tamc/2022_TAMC_IRT_Training_Schedule_745738_7.pdf
FEBRUARY						
2/8/22 - 2/10/22	County Engineers Workshop	Joanna Johnson	Hybrid - Web & Shanty Creek	Maybe	No	http://ctt.nonprofitsoapbox.com/upcoming-events/event/1087
2/22/22	TAMC IRT Training		WEBINAR: 9 AM-Noon	No	Yes	https://www.michigan.gov/documents/tamc/2022_TAMC_IRT_Training_Schedule_745738_7.pdf
2/22/22	Culvert Asset Management Training	Kelly Jones	WEBINAR: 9 AM-11AM	No	Yes	http://ctt.nonprofitsoapbox.com/2022culvertfeb
2/23/22	PASER & IBR Training (On Site)	Joanna Johnson	Road Commission of Kalamazoo County, 3801 E Kilgore Rd, Kalamazoo, MI 49001 8 AM-12 PM	No	Yes	http://www.ctt.mtu.edu/sites/ctt/files/flyers/2022tamc-paseribr.pdf
2/24/22	PASER & IBR Training (On Site)		Weber's Restaurant & Boutique Hotel, 3050 Jackson Ave, Ann Arbor, MI 48103 8 AM-12 PM	No	Yes	http://www.ctt.mtu.edu/sites/ctt/files/flyers/2022tamc-paseribr.pdf
MARCH						
3/1/2022	Culvert Asset Management Training	Kelly Jones	WEBINAR: 9 AM-11AM	No	Yes	http://ctt.nonprofitsoapbox.com/2022culvertmar
3/8/2022	TAMC IRT Training		WEBINAR: 9 AM-Noon	No	Yes	https://www.michigan.gov/documents/tamc/2022_TAMC_IRT_Training_Schedule_745738_7.pdf
3/8/22 - 3/10/22	Annual CRA Highway Conference & Roadshow	Staff	Lansing Center, Lansing, MI	Yes	No	https://info.micountyroads.org/events/details/2022-highway-conference-and-road-show-576
3/10/2022	Transportation Asset Management for Local Officials Webinar		WEBINAR: 9 AM-Noon	No	No	http://www.ctt.mtu.edu/sites/ctt/files/flyers/2022tamlo-march.pdf
3/15/22-3/16/22	Michigan Municipal League Capital Conference	Staff	Lansing, TBD	Yes	No	
3/15/22 - 3/17/22	2021 Michigan Bridge Week Conference	Al Halbeison	Ann Arbor Marriott Ypsilanti at Eagle Crest 1275 S Huron Street, Ypsilanti, MI, 48197	No	Yes	http://ctt.nonprofitsoapbox.com/component/events/event/1090
APRIL						
4/12/22 - 4/14/22	PASER & IBR Training (Webinar)		WEBINAR: 8 AM-11 AM	No	Yes	http://www.ctt.mtu.edu/sites/ctt/files/flyers/2022tamc-paseribr.pdf
4/19/22	TAMC IRT Training		WEBINAR: 9 AM-Noon	No	Yes	https://www.michigan.gov/documents/tamc/2022_TAMC_IRT_Training_Schedule_745738_7.pdf
4/20/22	PASER & IBR Training (On Site)	Bob Slattery	Treetops Resort, 3962 Wilkinson Rd, Gaylord, MI 49735 8 AM-12 PM	No	Yes	http://www.ctt.mtu.edu/sites/ctt/files/flyers/2022tamc-paseribr.pdf
4/21/22	PASER & IBR Training (On Site)	Bob Slattery	Marquette Charter Township, 1000 Commerce Dr, Marquette, MI 49855 8 AM-12 PM	No	Yes	http://www.ctt.mtu.edu/sites/ctt/files/flyers/2022tamc-paseribr.pdf
4/26/22 - 4/27/22	2022 Highway Maintenance Conference		Shanty Creek Resort, 5780 Shanty Creek Rd, Bellaire, MI, 49615	No	No	http://ctt.nonprofitsoapbox.com/component/events/event/1089
MAY						
5/10/22	TAMC IRT Training	Brad Wieferich	WEBINAR: 9 AM-Noon	No	Yes	https://www.michigan.gov/documents/tamc/2022_TAMC_IRT_Training_Schedule_745738_7.pdf
JUNE						
6/15/22 - 6/17/22	PASER & IBR Training (Webinar)		WEBINAR: 8 AM-11 AM	No	Yes	http://www.ctt.mtu.edu/sites/ctt/files/flyers/2022tamc-paseribr.pdf
JULY						

Date	Event	Council Member or TAMC Support Staff	Time & Location	TAMC Booth	Presentation	Comments and added Information / website / flyer
7/26/22 - 7/29/22	MTPA Annual Conference		THE UNIVERSITY OF MICHIGAN-FLINT RIVERFRONT BANQUET CENTER & THE HILTON GARDEN INN FLINT	No	Yes	http://www.mtpa-mi.org/
AUGUST						
8/30/2022	Culvert Asset Management Training	Kelly Jones	WEBINAR: 9 AM-11AM	No	Yes	http://ctt.nonprofitsoapbox.com/2022culvertaug
SEPTEMBER						
9/28/2022	TAMC Conference	All Hands on Deck	Great Wolf Lodge, Traverse City, MI	Yes	Yes	