

**Minutes Of The**  
**AASHTOWare Bridge Management Task Force Meeting**  
**January 29 – 30, 2019**                      **Long Beach, CA**

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**General Information – Meeting of the Bridge Task Force**

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Date: Tuesday, January 29, 2019

Participants:

AASHTO	Judy Tarwater	AASHTO	Project Manager
SCOA	Tim Armbrecht - absent	Illinois DOT	SCOA Liaison
T&AA	Will Holmes	Kentucky TC	T&AA Liaison
BrM Task Force	Eric Christie	Alabama DOT	Vice-Chair
	Derek Constable - by phone	FHWA	FHWA Liaison
	Beckie Curtis	Michigan DOT	Bridge Management
	Mark Faulhaber	Kentucky TC	Bridge Management
	Craig Nazareth	Rhode Island DOT	Bridge Management
	Bruce Novakovich	Oregon DOT	Bridge Management
BrDR Task Force	Todd Thompson	South Dakota DOT	Chair
	Mark Bucci	Louisiana DOTD	Bridge Design (BrD)
	Josh Dietcshe	Wisconsin DOT	Bridge Rating (BrR)
	Dean Teal	Kansas DOT	Bridge Design (BrD)
	Vinacs Vinayagamoorthy	Caltrans	Bridge Rating (BrR)
BrM Contractor	Josh Lang	Mayvue	Bridge Management
	Zac Boyle	Mayvue	Bridge Management
Guests	Paul Cooley	Caltrans	BrMUG

**General Discussion**

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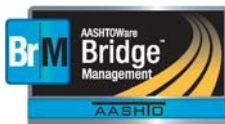
Eric Christie convened the meeting at 8:00am. Eric introduced Mark Bucci (Louisiana DOTD) new BrDR Task Force member and Paul Cooley (Caltrans) guest. Eric also introduced the new BrM contractor, Mayvue Solutions. Everyone performed self introductions. Derek Constable was unable to attend the meeting; therefore, he will call in to present his FHWA report at an appropriate time.

**Agenda Item 00: Review Agenda / Assign Minutes Recorder**

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Judy Tarwater will take the meeting minutes. The agenda was reviewed and nine additional topics were added:

- Agenda Item 7f: Multimedia Enhancement
- Agenda Item 7g: Task Scheduler
- Agenda Item 7h: Inspection Assignment Scheduler
- Agenda Item: 7i: LCCA, Bridge by Bridge Enhancement
- Agenda Item 7j: Miscellaneous Enhancements
- Agenda Item 7k: Mobile Application
- Agenda Item 7l: JIRA Ticket Escalation Process
- Agenda Item 7m: BrM 6.3 Project Work Plan Summary



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**Agenda Item 01: Prior Business**

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1a. Review October Meeting Minutes

Minutes from the October 24 - 25, 2018, Task Force meeting held in Newport, RI were reviewed and approved as-is.

1b. Review October Meeting Summary Minutes

The Summary Minutes for the October Task Force Meeting in Newport, RI were reviewed and approved as-is.

**Agenda Item 02: Project Update**

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2a. Budget and Schedule

Mayvue presented the budget report for the FY19 MSE contract. All billings reported include invoices issued through 12/31/18. Most of the work to date under the FY19 MSE contract has been under TM1 (Project Management and Administrative Services), TM2 (Customer Support), TM3 (Maintenance Services), TM4 (Meetings), TM5 (Publications/Marketing Support), and TM6 (Task Force Directed Tasks). The overall budget spent to date – 48%.

The Task Force approved Mayvie’s request to move funds from Task 6.8 (Undefined) to Task 6.5 (Documentation) to support the development of the 6.1 and 6.2 videos as well as documentation changes associated with each release. Separating these costs into a separate line item will make it easier for the Task Force to track the costs associated with these tasks.

Mayvue presented the budget report for BrM 5.3.01 (6.0) Project contract. All billings reported include invoices issued through 12/31/18. Most of the work to date under the BrM 5.3.01 Project contract has been under FP1 (Patchable Version), FP3 (Updates and Improvements to Reports), FP4 (Mapping Feature Enhancements), FP 5 (NBE Import), and FP6 (BrM 6.0 Release). The overall budget spent to date – 22%.

2b. Customer Support Statistics

Mayvue presented an overview of the customer support hours by agency as of 12/31/18. Hawaii, Illinois, Kentucky, Michigan, Oregon, and Rhode Island have used support hours exceeding 50. Agencies with more than 25 support hours include Kansas, North Dakota, South Carolina, and Wyoming.

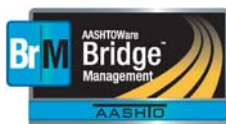
2c. Service Unit Status

Judy Tarwater presented the service unit status report as of 01/21/19. In general, a majority of the service unit projects are on track.

2d. License Revenue Report

Judy Tarwater provided a summary of FY19 license activity (and revenue) as of 12/12/18.

License Type	Quantity
BrM Evaluation License	2
BrM Educational License	6
HAO Service Units	4
BrM Local/Small Agency License	2



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Local/Small Agency Support	1
Service Units	67
BrM Super Site License	45
BrM Developer License	2

The two developer licenses are licensed by Bridge Intelligence, LLC and iENGINEERING Corporation.

**2e. Service Unit Report**

Judy Tarwater provided a summary of service unit activity as of 12/12/18. 67 new service units have been ordered in FY2019.

**Agenda Item 03: FHWA Report**

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Derek Constable provided the following FHWA update.

**National Tunnel Inventory**

- Similar to bridge FHWA is required by law to make an annual determination on whether each state is complying with the NTIS.
- FHWA is instituting a compliance review process that will include 15 metrics. It is expected these will be rolled out to the FHWA Divisions in March 2019 and shortly thereafter to the States.
- The first set of initial compliance determinations will be made in late 2019.

**NBIS Regulation Update**

- It was expected that the release for comment would occur in 2018 but it has been delayed to 2019 (USDOT website identifies a 01/04/18 Federal Register release for comment date ... needs updated).
- FHWA has responded to USDOT comments and forwarding for their approval. It then goes to the Office of Management and Budget at the White House. It is therefore multiple months from release (even if receive necessary approvals without comments).
- As a reminder, MAP-21 requires a NBIS update that includes (a) the methodology, training, & qualifications for inspectors, and (b) the frequency of inspection with consideration of risk-based approach.

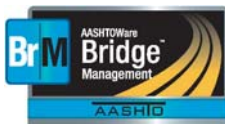
**National Bridge Inventory Coding Guide Update**

- Planned to be released for public comment with the NBIS update.

**Asset Management Plans**

- Each State submitted an initial TAMP by 04/30/18. FHWA has certified the processes for all States.
- Each State shall submit a Final Plan developed in accordance with their FHWA certified processes, and demonstrate implementation by 06/30/19.
- Using the initial TAMPs FHWA is preparing a report on best practices. Webinars will likely follow.
- Continue to monitor the FHWA AM page for new and updated resources. Updated life-cycle planning guidance is expected in 2019. Q&As are consistently updated.
- A few things that stand out from looking at TAMPs is struggles with long-term analyses (some projecting out 10 years, LCP, asset level risk management).

**TPM – Transportation Performance Management**



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- Targets were reported to FHWA in 2018. Mid-performance period reports are due 10/01/20.
- FHWA resources for bridge TPM:
  - NHI one-day instructor lead bridge training. Schedule from NHI website.
  - Web-based bridge training will be available 2019.
  - FHWA procedure for computing the measures <https://www.fhwa.dot.gov/tpm/guidance/hif18023.pdf> ... Keep in mind FHWA ultimately calculates the baseline, two- and four-year measure values, and compares to State targets when determining if significant progress was achieved. Keep in mind that the dataset FHWA uses is a June 15 published dataset that precedes the October 1 report of the same year whether baseline, mid period, or end of period report.

## FHWA Workshop on BMS

- The FHWA Workshop on BMS Is in final development and will be piloted in Spring 2019 and offered for free to public agencies starting in Summer 2019.

## FHWA Preservation Decision Rules Project

- FHWA & Colorado University is concluding its bridge preservation decision rules project.
- The Rules Project provides a compilation of agency rules and a computational method for identifying rules.
- A webinar the FHWA Preservation Decision Rules will be held 02/20/19. Announcement was sent out.

## Agenda Item 04: BrM Management Directions

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- Effective 01/01/19 the AASHTOWare Bridge Management System development group transitioned from Bentley Systems, Incorporated to Mayvue Solutions. Through an agreement between Mayvue Solutions and Bentley, the development team will be initially housed in Bentley Pittsburgh office space for a maximum of 18 months.

Through an agreement between AASHTO and Bentley Systems all existing contracts have been transferred from Bentley Systems to Mayvue. Over the next few months the Mayvue team will work with Bentley to determine what percent of payment for fixed price deliverables that are in progress should be paid to each firm.

Judy Tarwater sent a vendor transition (from Bentley Systems to Mayvue Solutions) email to the AASHTOWare Bridge Management community. The communique included the following:

- AASHTO, InspectTech Systems, Inc., and Bentley Systems, Incorporated (current AASHTO contractor) have worked together over the last eight years to advance and improve the AASHTOWare Bridge Management™ software. This partnership has led to tremendous progress and significant enhancements to the software for effective management of agency bridge inventories to become the leading bridge management system across the nation. Numerous improvements and updates have been made to the software over the years to achieve this milestone, including: an intuitive graphical user interface, integration of multiple objective analysis, cost-benefit analysis of preservation and improvement policies, support for Federal Highway Administration 23 metrics, deterioration modeling, and MAP-21/FAST act compliance.



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- Since the Bentley acquisition of InspectTech six years ago, a dedicated team of Bentley colleagues has been focused on the support, maintenance and enhancement of the AASHTOWare Bridge Management software under contract with AASHTO. As we move into the future, Bentley has worked with AASHTO to spin off the Bentley AASHTOWare Bridge Management team into a new company, Mayvue, LLC. Effective January 1, 2019 Mayvue, LLC, DBA Mayvue Solutions (comprised of the key team members currently working on the Bentley team) will be the AASHTOWare Bridge Management contractor, dedicated to continuing to support the AASHTOWare Bridge Management community.

**What does this mean to the AASHTOWare Bridge Management user community?**

- The key staff members currently providing development, maintenance and end user support for BrM will remain the same.
- All existing service unit and hosting contracts will transfer without issue or interruption of service.
- New urls for user access to BrM hosted services will be established. Mayvue will forward individual emails with the hosted url details to each of these organizations when the hosted services have been transferred to the Mayvue platform.
- The new company will be able to more readily shift and adapt to the user community's demands for resourcing and schedules. Mayvue Solutions personnel will be directly reaching out to all agencies at the beginning of the calendar year.
- Mayvue Solutions staff emails will change from [first.last@bentley.com](mailto:first.last@bentley.com) to [first.last@mayvue.com](mailto:first.last@mayvue.com) (e.g. [Josh.Lang@mayvue.com](mailto:Josh.Lang@mayvue.com), [Zac.Boyle@mayvue.com](mailto:Zac.Boyle@mayvue.com), [Corey.Beynon@mayvue.com](mailto:Corey.Beynon@mayvue.com), [Chris.Meredith@mayvue.com](mailto:Chris.Meredith@mayvue.com), etc.)
- Emails for BrM support requests should be forwarded to [BrM@mayvue.com](mailto:BrM@mayvue.com).
- Phone calls for BrM support requests should be directed to 1-888-447-8776.
- Mayvue inquiries should be directed to 1-877-4MAYVUE (1-877-462-9883) or [info@mayvue.com](mailto:info@mayvue.com).
- We look forward to welcoming the new year with our tried and true AASHTOWare Bridge Management team intact in their new organization. AASHTO appreciates the assistance provided by Bentley Systems, Inc. to effect this seamless transition to the new organization.
- Questions? Please contact Judy Tarwater at [jtwater@ashto.org](mailto:jtwater@ashto.org) (AASHTO Project Manager) or Josh Lang at [josh.lang@mayvue.com](mailto:josh.lang@mayvue.com) (Mayvue Solutions).
- Mayvue Solutions have reached out to a majority of the BrM customers and will continue to do so until they have reached out to all BrM customers.

Mayvue needs to communicate the location of the new BrM Share file location to BrM customers.

**Agenda Item 05: BrMUG Follow-up Discussion**

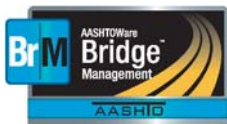
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5a. BrM Technical Manual Distribution

As of 01/16/19, 26 copies (23 of 47 agencies) of the BrM Technical Manual have been downloaded.

5b. End User Issues

The Task Force discussed the existing environment within several of our licensee states, including Connecticut, New Hampshire, South Carolina, Georgia, Massachusetts, Texas, and Colorado.



**Agenda Item 06: BrM 5.3.01 (6.0) Project Status**

6a Project Schedule

The 5.3.01 contract expires 06/30/19. To ensure the tasks within the work plan are completed prior to the contract end date, Mayvue proposed and the Task Force accepted a beta release date of 04/30/19 for BrM 6.2. The release will include the following enhancements.

- Results Comparison Tool
- Automated Testing Tool (as well as surrounding updates, including updated login screen, etc)
- BrM to BrR Web Services

**Agenda Item 07: BrM Enhancement Planning**

7a. User Group Champions and Supporters

The User Group ranked the enhancements as follows.

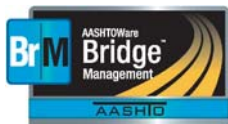
	Enhancement	Champion Contact	Agencies that voted for the enhancement	Estimate	Agencies Interested in Funding
1	LCCA, Bridge by Bridge		AK, CA, CT, DE, HI, ID, IL, IA, KS, KY, LA, MS, NH, NJ, NM, ND, OH, OK, PA, RI, SD, TX, UT, VT, WA, WI, DC, PR	59	HIDOT = 2 ITD = 2 ILDOT = 10
2	QA/QC Module	<a href="mailto:ryan.cram@ky.gov">ryan.cram@ky.gov</a>	AL, AK, CO, DE, FL, HI, ID, IA, KS, KY, LA, MI, NH, NM, NY, ND, OK, PA, RI, SD, UT, VT, VA, WI, DC, PR	35	HIDOT = 1 ITD = 5 KYTC = 5 RIDOT = 1 UTDOT = 1
3	Expanded Export/Import Options		AK, AZ, CO, CT, IA, LA, MA, MS, NH, NM, NY, OH, RI, TX, VT, VA, WA, WI	4.5	
4	Training Videos (User Group will Form a Committee for Guidance)	<a href="mailto:paul.cooley@dot.ca.gov">paul.cooley@dot.ca.gov</a>	AK, CA, DE, ID, KS, MN, NH, NM, OH, RI, TX, VT, WA	--	
5	Clearance Tab	<a href="mailto:ryan.cram@ky.gov">ryan.cram@ky.gov</a>	AK, CA, CO, DE, ID, KY, LA, NH, NJ, NM, NY, ND, OH, PA, RI, SD, UT, WI	7 - 10	ITD = 1 KYTC = 1 RIDOT = 1
6	Work Candidates for Tunnels	<a href="mailto:Bruce.D.NOVAKOVICH@odot.state.or.us">Bruce.D.NOVAKOVICH@odot.state.or.us</a>	AK, CA, CO, CT, FL, ID, LA, OR, PA, UT, DC	6	ITD = 2 RIDOT = 1 ALDOT = 1 PRDOT = 2





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7	Multimedia Interface	<a href="mailto:ryan.cram@ky.gov">ryan.cram@ky.gov</a>	AL, CA, HI, ID, KS, KY, LA, MI, NH, ND, PA, RI, SD, VA, DC	22 - 39	HIDOT = 1 ITD = 1 KYTC = 4 RIDOT = 1 ALDOT = 4
8	General Dashboards	<a href="mailto:zac.boyle@mayvue.com">zac.boyle@mayvue.com</a>	AL, AK, CO, ID, IA, KY, LA, MS, NH, ND, OH, PA, RI, SD, VT, VA, WA, WI	--	
9	Utility Value and Health Index	<a href="mailto:kevin.a.murata@hawaii.gov">kevin.a.murata@hawaii.gov</a>	AK, CT, DE, HI, ID, IA, KY, LA, MS, NH, ND, OH, PA, RI, TX, UT, WA, DC	4.5	
10	Maintenance Records Module	<a href="mailto:kevin.deaver@wyo.gov">kevin.deaver@wyo.gov</a>	CO, CT, NH, NJ, ND, UT, WI, WY, DC	6	WYDOT = 6
11	Task Scheduler	<a href="mailto:christiee@dot.state.al.us">christiee@dot.state.al.us</a>	AL, HI, IA, KY, LA, ND, PA, RI, TX, UT, VA, WI, DC, PR	6	ALDOT = 3 – 6 CADOT = 1 VDOT = 2
12	Inspection Scheduling Module	<a href="mailto:craig.nazareth@dot.ri.gov">craig.nazareth@dot.ri.gov</a>	CA, HI, MI, ND, OK, RI, SD, UT, WI, WY		CADOT = 1
13	Tool-Tip Functional Update	<a href="mailto:zac.boyle@mayvue.com">zac.boyle@mayvue.com</a>	FL, IA, NH, OK, PA, RI, SD, DC	4.5 - 7	
14	More Finite Control of Fields (Security by Role)	<a href="mailto:kent.miller@nebraska.gov">kent.miller@nebraska.gov</a>	CA, MI, NE		
15	Detailing Results by Optimization	<a href="mailto:costas.manousakis@dot.state.ma.us">costas.manousakis@dot.state.ma.us</a>	ID, IA, MA, MN, OH, VT		MassDOT = 4
16	Project Workflow	<a href="mailto:paul.cooley@dot.ca.gov">paul.cooley@dot.ca.gov</a>	CA, ID, NJ, UT, WA		
17	Mobile Inspection	<a href="mailto:kevin.a.murata@hawaii.gov">kevin.a.murata@hawaii.gov</a>	CO, HI, OK, RI, UT, DC		
18	Enhance NBI Deterioration Modeling	<a href="mailto:david.hedeen@state.mn.us">david.hedeen@state.mn.us</a>	CA, CT, ID, IA, MN, NH, NM, TX	FDS = 7	MIDOT = 6 CADOT = 1
19	Enhancing Mapping User Interface (Bounding Boxes, GIS Friendly)	-	AZ		
20	Batch File for Optimizer Configurations & Tools for Analysis	<a href="mailto:kent.miller@nebraska.gov">kent.miller@nebraska.gov</a>	MN, NE, TX		
21	3D Inspection	<a href="mailto:nmhuether@nd.gov">nmhuether@nd.gov</a>	LA, ND, OH, PA, UT, DC		
22	Funding by Allocation Project Category	<a href="mailto:Richard.Thompson@vdot.virginia.gov">Richard.Thompson@vdot.virginia.gov</a>	IA, VA		



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23	Linked Element Deterioration	<a href="mailto:kent.miller@nebraska.gov">kent.miller@nebraska.gov</a>	MN, NE		
24	Enhance Metric Reports	<a href="mailto:Richard.Thompson@vdot.virginia.gov">Richard.Thompson@vdot.virginia.gov</a>	MN, NH, VA		
25	Report Elements from Optimizer results	<a href="mailto:kevin.a.murata@hawaii.gov">kevin.a.murata@hawaii.gov</a>	HI, MA, MN		
26	Performance Measures by Formula	<a href="mailto:Richard.Thompson@vdot.virginia.gov">Richard.Thompson@vdot.virginia.gov</a>	IA, VA		
27	Allow Multiple Report Writers	<a href="mailto:yared.tesfaye@dc.gov">yared.tesfaye@dc.gov</a>	NH, DC		
28	Multimedia for Tunnels	<a href="mailto:stanley.juber@ct.gov">stanley.juber@ct.gov</a>	CT, DC		
29	Project Completion Date by Year, More Detail, Open to Traffic	<a href="mailto:stanley.juber@ct.gov">stanley.juber@ct.gov</a>	CT		
30	Ability to Activate/Deactivate Elements	<a href="mailto:ryan.bowers@dot.wi.gov">ryan.bowers@dot.wi.gov</a>	CA, WI		
31	Any Number of User Tables for Bridges	<a href="mailto:tsutton@odot.org">tsutton@odot.org</a>	OK		
32	Need a Way for Admin. to View Current Users	<a href="mailto:paul.cooley@dot.ca.gov">paul.cooley@dot.ca.gov</a>	CA		
ADD	Pavement Inclusion	<a href="mailto:curtistr4@michigan.gov">curtistr4@michigan.gov</a>	HI, MI	FDS = 3	MIDOT = 3
ADD	BrM Timeout	<a href="mailto:Mark.Faulhaber@ky.gov">Mark.Faulhaber@ky.gov</a>		~2	CADOT = 1
ADD	Form Designer			~10	CADOT = 5

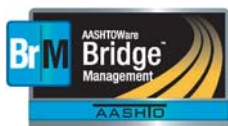
**7b. Work Candidates for Tunnels Enhancement**

The following DOTs have agreed to commit service units to fully fund enhancements to the BrM Tunnel Module: Oregon (2), Alabama (1), Idaho (2) and Rhode Island (1). Bruce Novakovich developed a tunnels requirements document which has been reviewed and approved by the funding agencies. Work candidates similar to what is done in bridge will be moved over to be used with tunnels. This enhancement will be included in the BrM 6.3 Work Plan.

Caltrans advised that they are interested in the tunnel work candidate enhancements be developed in a manner to allow the features to also be available to other asset types in BrM (Structural Signs). If the scope of the enhancement were to be expanded to include other asset types, Caltrans would be willing to contribute 2 service units to support the development effort.

**7c. Pavement Inclusion Statement of Work**

The Michigan DOT committed three (3) service units to fund the development of the Statement of Work to support the inclusion of pavement data in BrM. The service unit donation form was signed by MIDOT on 10/04/18. The Pavement SOW has been completed under Task Force Directed Work and has been



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delivered to the MIDOT team for review and comment. If the approach is approved, MIDOT will likely proceed with developing the enhancement as a MIDOT customization. MIDOT is expected to make a decision by the April Task Force meeting. Hawaii is also interested in including pavement data in BrM.

### 7d. NBI Deterioration Enhancement

The Michigan, Texas and Hawaii DOTs have expressed an interest in adding deterioration modeling options to break NBI data into "Families". The Michigan DOT would also like to have the ability to break up substructure data into pier and abutment.

### 7e. BrM Timeout Feature

As a follow up to previous Task Force discussions on the possibility of implementing a timeout warning feature within BrM, Mark Faulhaber broached the subject with the Project Project Manager and InfoTech to look into possible options for BrM to take advantage of the approach used within the Project software suite. A BrM / Project conference call to discuss options for information exchange on methods used to implement timeout warnings in AASHTOWare Project for possible incorporation into AASHTOWare Bridge Management was held on 11/16/18. Michael McDaniel (InfoTech) forwarded the Project Timeout code to Bentley on 11/30/18.

From a testing perspective, testing all the many pages within BrM will be time consuming. The time out issue is most important on the inspection entry pages. Mayvue was asked to provide the Task Force with an estimate to implement time out warnings for the bridge list/view list, inspection condition, and tunnel condition list pages.

### 7f. Multimedia Enhancement

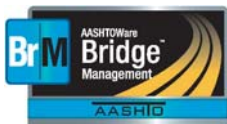
The scope of the current MultiAsset MultiMedia FDS includes several features that were not specifically spelled out in the initial user requirements. Several states have agreed to commit service units to fund this enhancement for a total of 11 (HI=1, ID=1, KY=4, RI=1, AL=4). This enhancement will be considered for inclusion in BrM sometime after version 6.3. Mark Faulhaber and Paul Cooley will lead the effort for the MultiMedia TAG to revisit the MultiMedia FDS to finalize the scope.

### 7g. Task Scheduler

Alabama DOT has agreed to commit 6 service units to fund the Task Scheduler enhancement (\$60,000). The FDS for this enhancement has been completed; however, the Task Force discussed opening this enhancement up to the BrM user community to determine whether or not additional functionality should be added. The FDS as written will be incorporated into the BrM 6.3 Project Work Plan. Caltrans advised that they are interested in contributing 1 service unit to support the Task Scheduler enhancement.

### 7h. Inspection Assignment Scheduler

The Rhode Island DOT has developed an Inspection Assignment Scheduler as a component of their current RIDOT customization service unit project. They are interested in incorporating this enhancement into the core BrM product. Caltrans advised that they are interested in contributing 1 service unit to support the Inspection Scheduler enhancement. Mayvue will develop an FDS for the Inspection Assignment Scheduler enhancement (under future project scoping) for Task Force review and subsequent review by the BrM user community (to offer the opportunity to add, and fund, additional functionality).



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### 7i. LCCA, Bridge by Bridge Enhancement

The Task Force plans to work to secure additional service unit funding for LCCA. (The Task Force will fund half the cost with service units funding the remainder).

### 7j. Miscellaneous Enhancements

- The only way to create a column without a label is to go into the old navigation screens. Bruce Novakovich would like to see a modification to the system to correct this issue.
- Nulls are not accepted via drop down boxes; however, nulls cannot be used in Lookup Lists. In the parameters table, a blank space can be added but a blank entry cannot be added via normal navigation. The validation on the Parameters Table needs to be revisited. Reports need to display nulls as a blank field.
- Form Designer controls to support the look and feel cannot be accessed from the design tool. Extra drop down options for formatting would be a good enhancement. Mayvue will review the 2018 BrMUG 'Creating Custom Pages with the Visual Form Editor' presentation to identify opportunities to expand the drop down formatting options in Form Designer. Mayvue will develop a summary of enhancements to be incorporated into a Form Designer enhancement. Caltrans advised that they are interested in contributing 5 service units to support the Form Designer enhancement.
- Extend the ability for the BrM Form Designer to access other user customized bridge and inspection tables.
- Add Grid Control to Form Designer - Caltrans advised that they are interested in contributing service units for Form Designer enhancements: Grid Control for Form Designer (1 Unit) / Allow custom tables to be used in the Form Designer (4 Units)
- Ability to sync BrM to use Active Directory for user authentication. Caltrans advised that they are interested in contributing 1 service unit to support the AD login modification.

### 7k. Mobile Application

The Task Force discussed the need to put a priority on the development of a mobile application for BrM. The Task Force directed Mayvue to investigate options for possible development of a mobile application to support BrM.

### 7l. JIRA Ticket Escalation Process

The Task Force discussed the need to establish a formal process that could be used by a user to escalate JIRA ticket issues to the Task Force. This would be particularly useful for users to be able to convey disagreement with Mayvue's classification of a ticket(s) they have submitted. Mayvue will include JIRA ticket escalation process information in the next BrM Quarterly Status Report

### 7m. BrM 6.3 Project Work Plan Summary

The Task Force directed Mayvue to develop a BrM 6.3 Project Work Plan to include the following enhancements:

- Tunnel Enhancements (to include other assets)
- Task Scheduler
- NBI Deterioration
- Active Directory
- BrM Timeout for inspection condition, tunnel inspection condition and bridge inspection



**REDACTED**

- Spatial Standards
- Form Designer
- Inspection Assignment
- Task Force Directed Work
- Release Tasks

Targeting testing for BrM 6.3 will be conducted as each component is developed.

The Task Force discussed submitting a RIPI proposal for FY2021 to fund half of the LCCA Enhancement.

**Agenda Item 08: BrM TAG Activities**

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8a. Testing TAG

Bruce Novakovich will advise the Testing TAG that the next iteration of testing will begin at the end of April. Several states have migrated to 6.0 and 6.1.

8b. Reports TAG

No discussion.

8c. Database TAG

Craig Nazareth advised that two new members from FHWA Federal Lands have been added to the Database TAG, Adrian Tajibnapis and Venkat Venkatasamy.

**Agenda Item 9: FY2020 – Finalize Documentation**

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9a. Catalog / 2020 Licensing

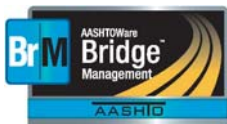
i. Additional Licensing Options

The Task Force discussed looking at the possibility of establishing a Consultant Training license which could be used only for the purpose of learning the software. The training license could not be used for production work. Consideration needs to be given to ensuring the training license fee includes contractor hours for support.

ii. Licensing Fee Structure

The following fee structure has been previously communicated. The Task Force discussed either a license fee increase and/or a project solicitation to support the changes needed to support the new FHWA Coding Guide when the coding guide is released.

	<b>2019</b>	<b>2020</b>
BrM Super Site	\$ 37,000	\$ 38,100
Asset Tier 1 (1000 bridges)	\$ 16,000	\$ 16,500
Asset Tier 2 (750 bridges)	\$ 10,600	\$ 11,000
Asset Tier 3 (250 bridges)	\$ 7,900	\$ 8,100
Enhanced Asset Tier Support	\$ 3,000	\$ 3,100
Developer	\$ 1,500	\$ 1,500



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**9b. FY2020 MSE Work Plan**

The Task Force reviewed and identified revisions needed to the draft FY2020 MSE Work Plan.

**9c. FY2020 Strategic Plan**

The Task Force discussed key components of what should be included in the BrM Strategic Plan. The following content was discussed.

- Improve the user experience
  - Features to better capture and use inspection data (multi media)
  - Continue to improve asset management capabilities
    - Life Cycle Costs
    - Support for the TAMP
    - Support states as they develop their asset management plans
    - Changes to Federal rules – position to be ready for FHWA Coding Guide changes
    - Hosting for small organizations and consultants/contractors
  - Further enhance the inspection functions
  - Support for other areas that consume bridge management data
    - Webservices
    - API features
    - Expand integration into other AASHTOWare products

**Agenda Item 10: Marketing Activities**

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No discussion.

**Agenda Item 11: Draft Quarterly Status Report Content**

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The Task Force made the decision to include the following items in the next BrM Quarterly Status Report.

- Information on the 6.1 release
- FDS Workflow Diagrams
- Process for JIRA ticket escalation
- What's coming in release 6.2
- Table of enhancements and status of each FDS

**Agenda Item 12: Review Action Items**

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Judy Tarwater reviewed the action items recorded during the meeting.

**Agenda Item 13: Executive Session**

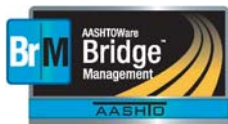
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An Executive Session was held on Wednesday morning at 9:35.

The meeting adjourned at 4:30pm.



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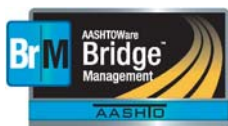
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