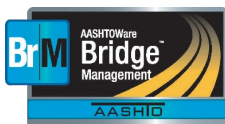


Minutes Of The
AASHTOWare Bridge Management Task Force Meeting
October 28 - 30, 2020 Secaucus, NJ (Virtual)

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Attachment A: Listing of Bridge Task Force, TRT, TAG and User Group Personnel..... 17



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General Information – Meeting of the Bridge Task Force

Date: Wednesday, October 26, 2020

Participants:

AASHTO	Judy Tarwater	AASHTO	Project Manager
SCOA	Tim Armbrecht	Illinois DOT	SCOA Liaison
T&AA	Will Holmes	Kentucky TC	T&AA Liaison
	Tim Jennings	AASHTO	T&AA Rep
BrM Task Force	Eric Christie	Alabama DOT	Vice-Chair
	Derek Constable	FHWA	FHWA Liaison
	Beckie Curtis	Michigan DOT	Bridge Management
	David Hedeon	Minnesota DOT	Bridge Management
	Kent Miller	Nebraska DOT	Bridge Management
	Craig Nazareth	Rhode Island DOT	Bridge Management
BrDR Task Force	Todd Thompson	South Dakota DOT	Chair
BrM Contractor	Josh Lang	Mayvue	Bridge Management
	Zac Boyle	Mayvue	Bridge Management
	Anthony Hutskow	Mayvue	Bridge Management
Guest	Doug Blades	FHWA	Bridge Management

General Discussion

Eric Christie convened the meeting at 1:00PM.

Agenda Item 00: Review Agenda / Assign Minutes Recorder

Judy Tarwater and Anthony Hutskow will take the meeting minutes. The agenda was reviewed and the following topics were added to the agenda: Agile Development Discussion, Additional RIPI Funding Requests Discussion, and Mayvue to show the mapping enhancements that are going into 6.4. The Task Force also decided to discuss the Funding By Category FDS under agenda item 13 (BrM 6.5 Work Plan)

Agenda Item 01: Prior Business

1a. Review September Meeting Minutes

Minutes from the September 4, 2020, Task Force meeting held virtually (Minneapolis, MN) were reviewed. The meeting minutes were approved as-is.

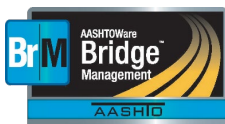
1b. Review September Meeting Summary Minutes

The Summary Minutes for the September Task Force Virtual Meeting were reviewed and approved as-is.

Agenda Item 02: Project Update

2a. Budget and Schedule

Mayvue presented the budget report for the FY21 MSE contract as of 10/26/2020. The overall budget spent to date = 28%.



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Anthony Hutskow provided additional information on areas of the budget that could possibly experience over-runs late in the fiscal year. These include TM3 (Maintenance Services), TM4.5 (Conference Calls), TM5 (Publications/Marketing Support), TM6.3 (AASHTOWare Standard Data Integration Project Support), TM6.4 (BIMS Support), and TM9 (Usability Enhancements).

The Task Force discussed the time charged against TM5 to support outreach and support activities necessary to effectively reach local and federal agencies. Mayvue identified that many of these interested agencies require time up front to understand the software before they can make a decision to purchase. There is a lot to figure out when seeing the product for the first time. Judy advised that this is the intent of the evaluation license in the catalog.

The Task Force directed Mayvue to develop a summary of the current marketing activities to include the agencies they are working with, activities to date, and budget spent to date. Mayvue will start briefing the Task Force on any new leads from organizations interested in licensing BrM.

The Task Force also discussed establishing scheduled BrM Overview presentations (monthly or quarterly) to direct interested parties to the pre-scheduled presentations in lieu of holding separate presentations of each organization. The BrM Overview presentations will be recorded.

Mayvue presented the budget report for the BrM LCCA Project contract as of 09/30/2020. The overall budget spent to date = 42%.

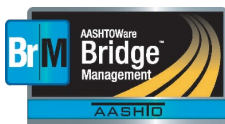
LCCA Key Highlights

- 75% development completion milestone will be hit during the first week of December.
- Once 6.4 is approved by the Beta Testing TAG, Mayvue will update the LCCA test site to reflect the latest updates (75% development completion) and then host the 75% development completion walk-through with the Testing Tag.
 - Mayvue will be providing the Testing TAG with a “golden child scenario” such that testing is easier for the TAG.
 - The Optimizer will be functioning at the 75% development completion.
 - From 75% to the 100% development completion mark, Mayvue will focus on refining the Optimizer and addressing feedback from the Testing TAG.
- Mayvue prefers to have undivided attention on the 6.4 release first, as the 75% LCCA update is greatly anticipated by the TAG.
- Next milestones are FP 1D and 2C.

Mayvue presented the budget report for the BrM 6.4 Project contract as of 09/30/2020. The overall budget spent to date = 36%.

BrM 6.4 Key Highlights

- Beta testing is fully underway.
- The 100% development walk-through meeting occurred on 9/30/2020, followed by the initial beta release candidate.
- No showstoppers have been submitted to date.



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- Mayvue will submit another beta testing release (#2) on 11/9/2020. This will be an update to the test site as well as another installation package for the beta testers. Beta release #2 will include:
 - Update to the multimedia file structure to add districts as a top-level file folder.
 - GIS mapping enhancements (Task Force Directed Task).
 - Bug fixes and a few minor enhancements since the first beta release.

Next Steps

- Mayvue is planning to have a code freeze starting on 11/23/2020, which means Mayvue would like to stop all development by the end of November (excluding any urgent/critical fixes if required).
- The beta testing TAG should be heavily testing 6.4 during the month of November.
- The target release for 6.4 is December 2020.
- Next invoice milestones are FP 1F, 5E, and 5G

2b. Customer Support Statistics

Mayvue presented an overview of the customer support hours by agency as of 09/30/2020. Alaska and Rhode Island have used support hours exceeding 50. Iowa and Washington have used support hours exceeding 25. The customer support hours to date are consistent with the last few years.

2c. Service Unit Project Status Report

Judy Tarwater presented the service unit status report as of 10/20/2020.

2d. License Revenue Report

Judy Tarwater provided a summary of FY21 license activity as of 10/22/2020.

License Type	Quantity
BrM Evaluation License	1
BrM Educational License	4
HAO Service Units	31 ¹
BrM Local/Small Agency License	3 ²
Local/Small Agency Support	1
Service Units	205 ³
BrM Super Site License	43 ⁴
BrM Developer License	2 ⁵
Hosted Consultant License	0

¹ DDOT, RMTA, Iowa DOT, and City of Phoenix

² DDOT, RMTA, and City of Phoenix

³ 131 Service Units purchased by MIDOT

⁴ 45 Super Site licenses in FY2020.

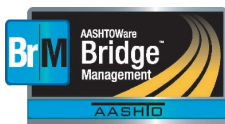
MTDOT new Super Site licensee

New Hampshire license renewal was processed after the report was run

City of Phoenix went to Asset Tier (from Super Site license)

Alaska has been contacted to follow-up on their license renewal paperwork

⁵ Bentley Systems and Bridge Intelligence



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2e. Service Unit Allocation Report

Judy Tarwater provided a summary of service unit activity as of 10/22/2020. 205 new service units have been purchased in FY20.

Agenda Item 03: FHWA Report

Derek Constable provided the following FHWA update.

NBIS Regulation Update & Coding Guide Update

- **NEW** - Final draft of NBIS and SNBI are under FHWA legal review. Following legal approval, USDOT then White House Office of Management and Budget (OMB) review and approval are required. OMB review time is on order of 90 days.

Asset Management Plans

- Annual consistency determinations by FHWA Division Offices were completed by July 31 (notification to State).
- Upcoming;
 - Case study on life-cycle planning implementation (Rhode Island now assisting).
 - Documenting best practices for developing TAMPs.
 - Guidance on relationship between asset management and performance management.
 - Fully implementing management systems and incorporating preservation into TAMPs.
 - States that were not able to clearly identify their investment strategies by the 5 work types (initial construction, maintenance, preservation, rehabilitation, reconstruction) because of the extenuating circumstances of this being the first year of this requirement, need to address during the June 2020 annual demonstration of implementation.

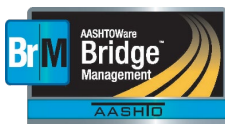
TPM – Transportation Performance Management

- **NEW** – States in process of submitting mid-period performance reports due to FHWA TPM Office with Division concurrence by 10/31/2020. External webinar held on 09/20 to describe Performance Management Form (PMF) submittal process and respond to questions. FHWA can make a mid-period significant progress determination if either the measure values are better than baseline or equal or better than the targets. Report format is standardized and includes locations to discuss the topics identified in 23 CFR 490 - (a) actual measure values, (b) discussion of progress achieving targets, (c) effectiveness of investment strategies as described in TAMP, (d) in event are adjusting 4-year targets then describe basis and how supports expectations described in long range plans including TAMP, (e) prior accomplishments and planned activities to achieve 4-year targets, (f) extenuating circumstances if any that affected ability to make significant progress, (g) if significant progress was not made then discuss the reasons for not making significant progress and the actions will take (part G should be done within 6 months of significant progress determination).

Miscellaneous

- FHWA Workshop on BMS:

Trenton, NJ (pilot)	04/16-18	2019	complete
Richmond, VA	11/12-14	2019	complete
Boise, ID	12/03-05	2019	complete



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Manchester, NH	12/10-12	2019	complete
Montgomery, AL	02/4-6	2020	complete
Charleston, WV	02/18-20	2020	complete
Texas	07/21-23(virtual)	2020	complete
Louisiana	07/28-30 (virtual)	2020	complete
North Carolina	08/04-06 (virtual)	2020	complete
Wyoming	08/18-20 (virtual)	2020	complete
Federal Lands	09/22-24 (virtual)	2020	complete

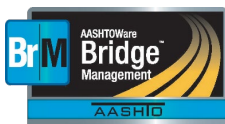
- Domestic Scan 20-01 “Successful Approaches to Utilizing Bridge Management Systems for Strategic Decision Making in Asset Management Plans”
 - Type 3- Peer Exchange. By documenting and sharing successful practices the scan team will produce a valuable resource for use by agencies in effectively integrating BMS data into their TAMP to successfully improve or preserve the condition of the assets and the performance of their system.
 - Chad Allen of VTRANS leading; Dr. Basak Bektas serving as contractor SME
 - Schedule: kickoff meeting held in June; coordination meeting with SME held in September; final report August 2021

NEW – Conversion profiles project. FHWA is preparing a statement of work for development of new and refined conversions for element and component data. Plan is to update the current universal profile, while also developing a different profile for each component type, and profiles by component type and material. A statistical analysis approach will be taken. May allow for combinations of conditions states for a component rating if yields better reliability than lowest controlling condition state. Level of reliability for different margin or errors (0, +-1, +-2) will be denoted with each correlation. A spreadsheet tool may be developed that is both bridge-level and inventory-level. Let FHWA know if have any suggestions or remarks about what may be included in the project.

NEW – NCHRP synthesis project Using Bridge Element Data in AM Decision Making. This is a 2020-2021 project. Panel members include Margaret Avis (WSP), Drake Builta (TXDOT), Hannah Cheng (NJDOT), Derek Constable (FHWA), Mike Hill (ARDOT), Scott Neubauer (IADOT), Pingbo Tang (Carnegie Mellon). SME is Dr. Basak Bektas. Information to be gathered includes:

- Practices for collecting element level data (e.g., collection software, nondestructive evaluation methods)
- Practices and methods for ensuring the accuracy of the data collected
- DOT business processes that use element level data (e.g., project scoping, maintenance, bridge asset management modeling and analyses, performance measurement and reporting)
- Aspects of DOT bridge management systems that use element level data (e.g., deterioration models, action types, action costs, decision rules, performance indices).

NEW – TSP2 Bridge Management Systems Working Group. Meeting monthly. Participation at each meeting ranges from a quarter to third of states. A state of practice survey was recently completed and summarized. Currently working on a maturity level document (basic, intermediate, advanced)



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NEW – Inspection Program. BIRM update technical editing is complete and is now in final editing (timeframe puts it coming out around next Spring/Summer). The content is consistent with the NBIS update. NHI inspection training courses are also being updated to be consistent with the revised BIRM, NBIS and SNBI documents.

NEW – Authorizations and Appropriations. FAST ACT was extended one year to September 30, 2021. A continuing resolution provides funding through December 11, 2020.

Agenda Item 04: VDOT RFP Status

Anthony Hutschow advised that the VDOT RFP response was submitted in September. Mayvue is currently awaiting 'next steps' direction from VDOT. VDOT was originally supposed to provide next steps in October. The next step is likely a demo for the companies that have been short listed by VDOT. The RFP focused on an inspection solution that interfaces with BrM for bridge management. BrM will remain the foundation for bridge management for VDOT (identified this in the RFP).

Agenda Item 05: Mobile Update

5a. Status of Development

Several states (New Mexico, Kansas, Connecticut, Mississippi, and Wisconsin) have taken delivery of the pre-release of the BrM Mobile App to exercise in a test environment. The BrM Mobile application is being delivered through the App Store.

Mayvue also advised that Kansas and Vermont are in the process of developing RFPs for mobile bridge inspection solutions.

Mayvue presented a video of the Mayvue Mobile App (Mayvue's Mobile in a Minute) to the Task Force.

5b. Mayvue/AASHTO Agreement

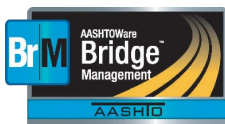
Judy Tarwater to present Mayvue Mobile App details to Jan Edwards and follow up with Josh Lang to move forward with and finalize the agreement language between Mayvue and AASHTO, based on the direction provided by the Task Force.

Agenda Item 06: Large Service Unit Projects

6a. Michigan DOT

The Michigan Pavement project is behind schedule. The MIDOT IT section is engaged in the project. They are currently reviewing the FDSs and receiving training on BrM from Mayvue. FDS development is in progress.

The Michigan Inspection project is also behind schedule. This project is piggy-backing off of the SCDOT effort where possible. The FDSs are expected to be completed in the near term. As discussed, Mayvue recommends the Task Force schedule weekly meetings with Mayvue to discuss outstanding FDSs for the SCDOT and MIDOT project.



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6b. South Carolina DOT

Mayvue had completed the first iteration of FDS development. The FDSs are currently in various stages of completion. Development is expected to begin in the near future. The project is on track from a schedule and budget perspective.

6c. Critical Findings Resolution

Mayvue is working to develop the FDS in stages to allow Task Force visibility into the FDS content as portions are developed. SCDOT is interested in getting Critical Findings and User Certifications completed sooner than later so they can get them into production as early as possible.

Page level security will be delivered with the Critical Finding pages. Level Two reviewer is not able to make changes to the data entered by the Level One reviewer.

6d. Forms Designer Expectations

Fields that are not modifiable should be identified.

The Task Force discussed the process used to support FDS development that fulfills the requirements of the majority when the resulting feature set is positioned to be included in the core product. A tighter Task Force feedback loop is needed to better support the flow of the FDS development process.

Agenda Item 07: BrM TAG Activities - Updates

7a. Testing TAG

David Hedeem advised that the Testing TAG is in full swing with weekly meetings for BrM 6.4. Most folks are working to get 6.4 installed. A new release of 6.4 will be delivered in early November. The TAG is on schedule to complete testing and recommend release by the end of the calendar year. Once 6.4 is moved to production, the efforts of the Testing TAG will be redirected to LCCA Project testing.

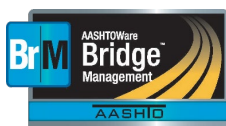
7b. Optimizer TAG

Beckie Curtis advised that the Optimizer TAG reviewed the Georgia DOT 'Funding by Allocation Project Category' FDS and the members had quite a few recommended changes. However, none of the members of the TAG were willing to provide funding to support the additional features they are requesting.

Beckie asked the Task Force to provide direction to the Optimizer TAG to help keep the group focused on supporting the intended purpose of the TAG. The Task Force suggested the TAG look into LCCA features and possibly the 'Optimizer Look Ahead Rule' enhancement using the 'Easy Button' method (TxDOT champion).

7c. Database TAG / Database Design

Craig Nazareth advised that the Database TAG is interested in making fundamental changes to the BrM database to move from a linear structure to decrease the end user's ability to gain back-end access to the database. This is critical decision that will affect many aspects of the software, but is needed by Mayvue to move forward with SCDOT and MDOT solutions.



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Primary question - should BrM copy all data to the next inspection for every inspection type (the way it has always been in BrM), or is there another method that we should follow (e.g. only carry forward certain fields for a certain inspection type such as Load Ratings)?

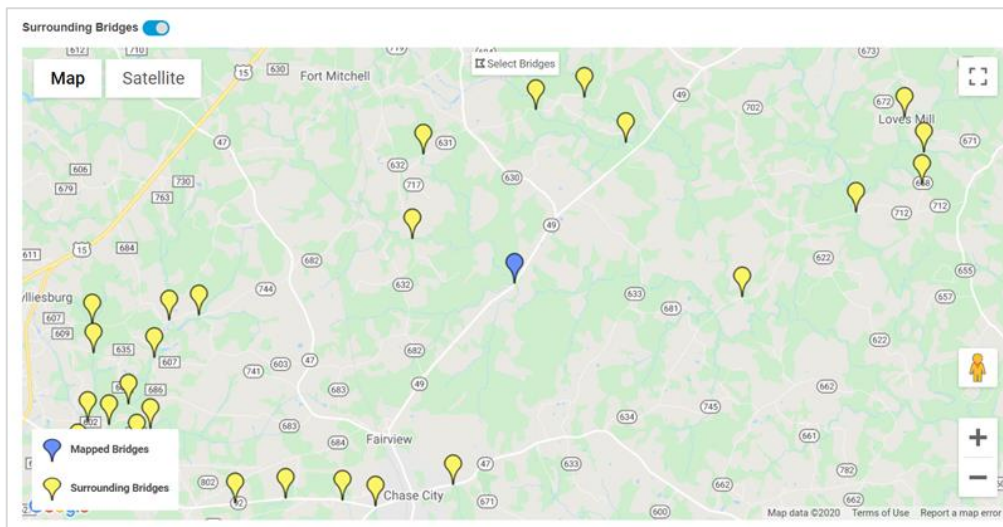
Mayvue and Craig need the Task Force to understand this dilemma because the decision will have very large implications. We cannot look back several years from now and question this decision. As we track more and more data, the larger the database will grow. Mayvue can see databases becoming exceptionally large as we're carrying forward all information. The secondary impact is the flexibility aspect. The more we commit to writing to the database the more risk we carry if DOT IT departments block users from having direct database access. The problem is our current users are doing this now and will view this as removing key functionality of the software for them to complete their jobs.

It is understood that if backend access to the database is removed, we must provide users a with a mechanism to access data through the application. This issue is not going to be resolved today, but needs to be at the forefront of conversations with the database TAG and the Task Force going forward.

Agenda Item 08: BrM 6.4 Status

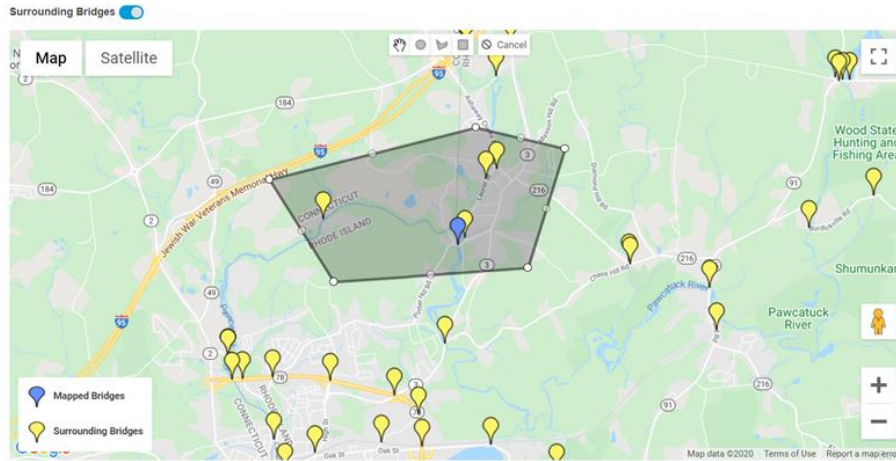
Josh Lang demonstrated the bridge location mapping feature that will be delivered with BrM 6.4. This will be available for testing in the next beta release. Two main enhancements:

1. When a bridge is selected (blue pin), the map will now show surrounding bridges (yellow pins) to allow quick selection of close/nearby bridges by the user. This feature can be toggled on and off by using the surrounding bridges toggle at the top of the page.



2. Users will be able to draw a polygon in a map and the application will automatically select those bridges and provide details in a table below the map. This allows the user to capture information about multiple surrounding bridges very quickly and without having to build another filter to view their information.

REDACTED



Bridges Selected

Search

Bridge ID	District	County	Facility Carried	Feature Intersected	Inspection Condition
005001	05	009	LAUREL STREET	ASHAWAY RIVER	Inspection Condition
005101	05	009	Laurel Street	Maxon Brook	Inspection Condition
005201	05	009	POTTER HILL RD	PAWCATUCK RIVER	Inspection Condition
010101	05	009	RI 216 HIGH ST	ASHAWAY RIVER	Inspection Condition
474401	05	009	BOOM BRIDGE ROAD	PAWCATUCK RIVER	Inspection Condition

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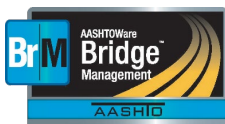
The Task Force discussed the need for being able to distinguish between the status of each bridge displayed (active vs. proposed vs. inactive) as well as the option to be able to display the bridge locator icons to denote bridge condition (i.e. good, fair, poor). Mayvue was directed to add a drop down for active status somewhere on the for the next beta release.

See additional BrM 6.4 status detail under agenda item 2a. Project Budget and Schedule.

Agenda Item 09: Long Term Enhancement Planning

Josh Lang walked the Task Force through the spreadsheet of enhancement requests received through the following channels

Source
JIRA User Enhancement/Maintenance List (does not include bug fixes)
User Group Priorities
Service Unit Integration (SCDOT/MDOT)
Technical Debt (Forms Rendering Engine)
Mayvue Side Quests



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Josh suggested the Task Force create a process to track and stay on top of enhancement requests that have been documented in Jira. There are 357 tickets in JIRA at this time. The annual BrMUG enhancement prioritization process seems to work well for the large enhancements; however, minor enhancement requests may not ever be elevated to the level to be addressed. Additionally, this will be a very tedious process for Mayvue to review each one of these and determine if it's still valid or not. It is likely the last push to review these enhancements was in 2015 because starting in 2016 is where there are surges in the number of tickets submitted.

One option would be to review newly submitted Jira requests on a quarterly basis. Todd Thompson advised that the BrDR Task Force has made the decision to drop enhancement requests from the list that are not voted on for a period of X years. The BrDR enhancement back log process is currently being reviewed and will be revamped.

Mayvue will review enhancements documented in Jira to identify opportunities to address the requests as those portions of the code are being modified for other purposes.

The Task Force will build the BrM 6.5 Work Plan from requests documented in the current enhancement lists. Task Force decisions on Mayvue 'independent' development will be made after the scope of the 6.5 Work Plan has been determined.

The Mayvue response to the VDOT RFP included BrM Add-on components that would be licensed directly from Mayvue. The Task Force requested Mayvue complete the Related-Work Template to document all the VDOT RFP Add-On components, to include information on why the component is defined outside of the BrM core product.

Agenda Item 10: Technical Debt

10a. General

The new AASHTOWare Work Plan template includes a section on technical debt. (A section to document the status of the product's current technical debt.)

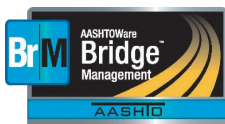
BrM has incurred some technical debt related to Angular JAVA Script.

AngularJS: <https://blog.angular.io/stable-angularjs-and-long-term-support-7e077635ee9c>

With the sunset of Windows 10 (5+ years), security scan issues will be added as product technical debt. Microsoft has announced the end of the .Net framework as they move forward with .Net Core.

.NET: <https://betanews.com/2019/05/07/future-of-dotnet/>

Pontis/BrM was built on the tech stack that that is tied directly to Windows 10. When Windows 10 goes obsolete, BrM will fail security scans. BrM will continue to function; however, failing security scans can be a significant issue that would require an overhaul to the BrM framework to correct. This is a Microsoft decision and could be 5-10 years away, but there's no way to know for sure when. This was NOT on Mayvue's radar previously. Josh gave an analogy to the Task Force. This is similar to a car's framework. It is almost impossible to update a car's framework without taking the car apart and rebuilding.



REDACTED

Potential resolution: at some point we switch over the framework and start building a new version of BrM. .NET would be 1.0 and .CORE would be 2.0.

Mayvue’s obligation was to start the conversation now to make the Task Force aware that this is eventually coming. This topic will continue to be discussed and future discussion will include T&AA as other AASHTOWare products may also be impacted.

10b. Microsoft Explorer (IE 11) Support

Microsoft has started the process of abandoning IE 11 for their internal products. This direction implies that a sunset date for IE 11 will be set for some time in the foreseeable future (August 2021). BrM will still work at that time but the IE11 browser will no longer be supported.

The Task Force discussed including technology updates in the Coding Guide Update project plan / solicitation.

The Task Force discussed establishing an end date for Microsoft IE 11 support for BrM. Supported browsers going forward would be Edge (Chrome) and Firefox.

Agenda Item 11: BrM NBIS Coding Guide Solicitation

The Task Force reviewed the latest version of the NBIS Working Spreadsheet (06/22/20). It was decided to have Mayvue develop a task list of work plan activities for the BrM NMIS Coding Guide Update project based on Task Force direction documented in the spreadsheet.

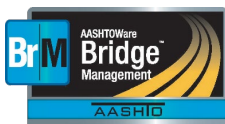
Mayvue to charge staff resources to develop the NBIS Coding Guide work plan task list under the MSE TM11 FDS Support.

Agenda Item 12: Signs Module Next Steps

The Task Force discussed the details of the fields established for the Rhode Island implementation of the Ancillary Assets module. Mayvue advised that there are currently a few discrepancies between the Caltrans and Rhode Island instances. Both solutions (Rhode Island and Caltrans) use a hard-coded approach to support their needs. It might be the best approach to quasi-hard code specific assets on an as-needed basis. Every asset doesn’t need to be supported to cover all possible scenarios.

The RIDOT Project Includes:

- Signs List Page
- Sign Report and Generation (please note limitations compared to bridge reports)
- Sign Element Admin
- Sign Inspection Screen
- Sign Inventory Screen
- Sign Element Inspection
- Sign Panels
- Sign Multimedia (6.3)
- Sign Work Candidates
- Sign Element Lat/Lon



REDACTED

- Misc. Sign Specific Functionality per RIDOTS previous requests (will need to detail out separately) Reviewing hours to date and converting to cost, cost would be approximately 15SU. Assuming Craig continues to use the Dams portion of the contract moving forward, this removes a portion of the existing work plan. Total cost to 'purchase' would be 13SU. Plus Core Integration Tasks (see below). We also would need to switch further RIDOT signs support to MSE customer support for any misc. clean-up/follow-up.

The Caltrans Project Includes:

- Signs List Page
- Sign Inspection Screen
- Sign Inventory Screen
- Sign Element Inspection
- Sign Work Candidates
- Misc. Sign Specific Functionality per Caltrans previous requests (will need to detail out separately)

Cost is dependent on below questions for core integration, especially as Caltrans was done in a bubble by Caltrans (And also assuming Caltrans is willing to donate). Very Rough Estimate: 3-6SU

NOT included:

- Sign Filters/Layout Management
- Sign Report Registration
- Migrate 6.3 to 6.4 multimedia

Core Integration is an additional TBD. Main questions:

- Assumption that we want all normal documentation/videos/etc., as well as explicit documentation for what is not being done?
- Can we port virtually 1:1?
- Do we want multi-asset multimedia?
- Likely definitive core requirements:
 - Oracle/SQL database scripts to load all data/forms/etc.
 - Oracle/SQL Testing (including crystal reports).

The Task Force walked through the signs module feature sets, documenting which features to target for inclusion in the core product.

The consolidated Signs Module draft FDS could be forwarded to the states who expressed an interest during the 2020 BrMUG meeting in having the Signs Module incorporated into the core product to solicit service unit contributions to help fund the development effort. The notice should reference the BrMUG Rhode Island Signs presentation and could allow interested parties to peruse the RIDOT test site.

This will be considered for the 6.5 work plan.

Agenda Item 13: BrM 6.5 Work Plan

Mayvue advised that they would like to have a firm direction for the 6.5 work plan in the next few months.



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The following items were discussed as possible candidates for the 6.5 work plan

- Funding by Project Category (8.0 service units from Georgia DOT)
 - Usability Improvements
 - Changes to Network Policy Project Categories
 - Changes to Funding Sources
 - Changes to Distribute Funding per Year
 - Include Inflation in Budgets per Year
 - Change “Segment” to “Subdivision”
 - Technical Debt
- Critical Findings / RFAs
- User Certifications
- Signs Module
- Analysis Tools
- Optimizer Look Ahead Rule (Need the FDS)
- Inspector Element NBI Accuracy (Kent’s idea)
- Enhanced NBI Deterioration Modeling?

The Task Force walked through requested enhancements to develop a list of possible tasks (and associated costs) to be considered for inclusion in the BrM 6.5 work plan.

Agenda Item 14: FY2022 – Preliminary Discussion

14a. Catalog

- Additional Licensing Options
- License Fee Structure

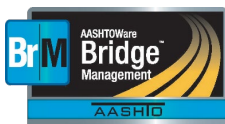
The Task Force made the decision to increase license fees for FY2022 3% over the FY2021 license fee structure.

Additionally, the catalog must call out the change in the consultant license (e.g. hosted environment).

14b. FY2022 MSE Work Plan

The Task Force discussed the time frame for the development of the FY2022 MSE. The FY2022 MSE should be close to final format for the January 2021 Task Force Meeting. It was decided that the budget for Task Force Directed Work should be higher than the budget that was allocated in the FY2021 MSE.

As a follow-up from the agile development discussion during the Joint Bridge Meeting on October 28, Mayvue noted that while they like the concepts associated with the agile development methodology, there are a lot of hidden costs associated with a full transition to agile (e.g. feedback loop management and users can become bottlenecks). Moving to a fully agile development process would require a lot up-front investment and costs, but the methodology, once implemented, would eventually reduce costs. Internally, Mayvue is currently operating as an agile organization; however, expanding the agile processes to include users/testers in the feedback loop will introduced another level of complexity. AASHTO would



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likely still want approve review gate submittals, etc. The AASHTO Agile Standard is not a requirement at this time.

Agenda Item 15: Review Action Items

Judy Tarwater reviewed the action items recorded during the meeting.

Agenda Item 16: Draft Quarterly Status Report

The Task Force decided to send out the next Quarterly Status report to the users in November.

Topics to be included in the Quarterly Update:

- Microsoft’s announcement to end support for IE 11 / Task Force’s decision to not support IE 11 for BrM releases after BrM 6.5.
- BrM 6.4 Project Update (include reference to mapping updates)
- Reference continued monitoring of the Coding Guide Update and the Upcoming Solicitation
- LCCA Project Status (include reference to Beta TAG and Optimizer TAG involvement)
- Finalization of the Funding By Project Category FDS / Inclusion in the 6.5 Work Plan

Funding for the release of LCCA is included in the LCCA work plan. The LCCA enhancement will be included in BrM 6.5 given the 18 month project duration. Significant effort will be required between the 75% and 100% completion milestones. The members of the Optimizer TAG will also be invited to attend the LCCA 75% completion presentation.

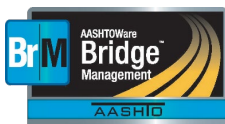
Agenda Item 17: Executive Session

Executive session held 11:30am – 12:00pm, Thursday, October 29.

The meeting adjourned at 11:45am.



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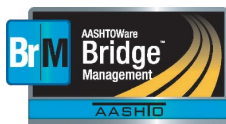
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