

AASHTOWare Bridge Management (BrM) Task Force Meeting Minutes

January 26 – 28, 2016

New Orleans, LA

Contents

General Information - Meeting of the Bridge Management Task Force	3
0. Review Agenda and Assign Minutes Recorder	3
1. Prior Business	3
a. Review September Meeting Minutes.....	3
b. Review September Meeting Summary Minutes	3
c. Review Prior Action Items	3
2. Project Update	4
a. Budget and Schedule	4
b. Customer Support Statistics.....	4
c. Service Unit Status.....	4
d. License Revenue Report.....	4
3. FHWA Update	4
4. Quarterly Status Report.....	5
5. BrMUG Follow-up Actions.....	5
a. BrMUG Conclave Issues / Task Force Response Strategy.....	5
b. BrMUG Survey Results	5
c. BrM Survey Results Spreadsheet.....	5
6. New Functionality Requests	5
7. Golden Child Discussion	5
8. BrM 5.2.3 – Scenario Explorer FDS.....	5
9. BrM 5.2.3 – Demo Site Introduction.....	6
10. BrM 5.2.3 – User Manual Overview and Forms Designer	6
11. BrM 5.2.3 – Testing TAG Discussion	6
12. Tunnels.....	6
13. TRB Bridge Management Conference (April 2017)	6
14. 2017 BrM Submissions to SCOJD.....	6
a. Catalog Language / License Fees.....	6
b. FY17 BrM MSE.....	6
c. BrM Strategic Directions	7
d. Suggestions for Improving the AASHTOWare Program.....	7
e. EUD Communique on License Fees.....	7
15. 2016 BrM Quality Assurance Report.....	7



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16. T&AA Update 7

17. Review Action Items 7

18. Element Naming Discussion..... 7

19. Executive Session Discussion 7

Attachment A: Listing of AASHTOWare Bridge Task Force, TAG and User Group Personnel 8



General Information - Meeting of the Bridge Management Task Force

Participants:

AASHTO	
Judy Skeen	AASHTOWare Bridge Project Manager
SCOJD/T&AA Liaisons	
Bruce Johnson (SCOJD)	Oregon Department of Transportation
Wally Ballou (T&AA)	Kansas Department of Transportation
BrM Task Force	
Eric Christie	Alabama Department of Transportation
Beckie Curtis	Michigan Department of Transportation
Mark Faulhaber	Kentucky Transportation Cabinet
Thomas Martin	Minnesota Department of Transportation
Bruce Novakovich	Oregon Department of Transportation
Todd Thompson	South Dakota Department of Transportation
BrM Contractor	
Jeremy Shaffer	Bentley Systems, Inc.
Josh Lang	Bentley Systems, Inc.
Josh Johnson	Bentley Systems, Inc.

0. Review Agenda and Assign Minutes Recorder

- Josh Johnson and Judy Skeen will record meeting minutes
- The following agenda item was added:
 - New Agenda Item 18: Element Naming Discussion
- Agenda Item 4 will be moved to the end of the meeting.
- Agendas for future meetings will be emailed to the meeting attendees prior to the Task Force Meetings.

1. Prior Business

- a. Review September Meeting Minutes**
 - The St. Petersburg, FL meeting minutes were approved with no changes.
- b. Review September Meeting Summary Minutes**
 - The St. Petersburg, FL summary meeting minutes were approved with no changes.
- c. Review Prior Action Items**

2. Project Update

a. Budget and Schedule

- Bentley presented budget reports for the FY16 MSE, BrM 5.2.2 Project and the BrM 5.2.3 Project.
- The final BrM 5.2.2 Project invoices will be submitted with the January 2016 core invoice package. The only remaining funds left in the 5.2.2 budget is the final payment for the Fixed Price production delivery task.
- On the 5.2.3 Project, TM2C is currently over budget due to developer time sheet coding errors. Incorrect charges will be corrected in the January 2016 invoice.
- Funds under TM8 (BrM Stabilization) need to be spent by the end of FY16. Bentley will recommend and the Task Force will approve which stabilization development items should be charged to this task.
- TM2C Bentley will no longer charge to this task for January, and determine what additional effort will be needed to finish the task.
- Bentley will add a summary/total line for each TM task.

b. Customer Support Statistics

- Bentley presented an overview of the customer support hours by agency for FY2016.
- Customer support hours are ramping up with agency implementations of 5.2.2.
- Agencies with the highest support levels include Kansas, Wyoming, Virginia, Utah, and Oregon.
- Bentley will provide an updated status for customer support hours with the monthly invoices

c. Service Unit Status

- In general, a majority of the service unit projects are on track.
- The Project Manager will continue to work with Bentley to keep the service unit status up to date on a monthly basis.

d. License Revenue Report

- Bentley presented a summary of service unit activity as of 1/25/16.
- Bentley will begin working on the 5.2.2 service unit proposal for KYTC.
- A separate HAO Service Unit report will be provided for future reports.

3. FHWA Update

The FHWA Liaison was unable to attend the meeting but provided the following FHWA information for reporting during the meeting.

The FAST Act (Fixing America's Surface Transportation)

- Signed on 12/04/15
- 5 year bill (covers federal FY2016-20).
- \$5B bill - \$1B/year.
- First long-term bill since the 6 year SAFETEA-LU which expired in 2009
- This long-term bill provides funding security for more reliable planning and allocation
- Largely maintains current programs, structures and funding shares between surface transportation modes
- Increases surface transportation funding by about 11% overall and about 10% for the federal-aid highway programs (*about 6% for highway infrastructure*).
- The bill has a large focus on freight
- Does not add or change any asset management plan and performance measure requirements from the Map-21 bill. So these requirements will stand, as is, in the United States Code.

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Asset Management Plan and Bridge Performance Measure

- Final rules are slated for June 2016 publishing (subject to change).

4. Quarterly Status Report

The following topics will be included in the next version of the Quarterly Status Report:

- Multimedia TAG
- Reports TAG
- Announcement on Tunnels / Update
 - The tunnel element solicitation has yielded sufficient funding to begin tunnel element development.
 - The tunnel element enhancement will be delivered with 5.2.3. The tunnel enhancement will not be available for the 5.2.2 release.
 - A Tunnels TRT will be established with the Oregon DOT representative as the chair.
- 5.2.3 Release
 - Final release of the 5.2 project solicitation
- Upcoming testing for 5.2.3
- Bridge management webinars
- Updated Conclave (User Group Priorities)
- 5.2.2 Release
 - Number of JIRA Tickets
 - White paper will be sent out

5. BrMUG Follow-up Actions

a. BrMUG Conclave Issues / Task Force Response Strategy

- Bentley updated the comments form.
- Unresolved issues will be included in the BrMUG survey. Users will be asked to prioritize the issues.

b. BrMUG Survey Results

- Survey responses were reviewed
- The Task Force made the decision to add a follow-up question to question 1, to determine if the user is using the inspection portion, management portion, both, or some blend in-between for each version of the software.

c. BrM Survey Results Spreadsheet

6. New Functionality Requests

- Items added will be paid for under the FY16 MSE, Task 8 SCOJD. A line item will be added under this task for tracking.

7. Golden Child Discussion

8. BrM 5.2.3 – Scenario Explorer FDS

- The Scenario Explorer has been sent out and a few comments have been received.
- The Task Force had extensive discussion on how the benefits groups and actions combinations should function.



9. BrM 5.2.3 – Demo Site Introduction

10. BrM 5.2.3 – User Manual Overview and Forms Designer

- The comments provided by the task force will be discussed during the February 25, 2016 Task Force call
- Bentley went through the Visual Forms Editor
- Bentley will look into ensuring that the tab and task security needs to have the capability to be made read only and invisible.
- It was discussed that fields that have been deleted but still show up in the forms editor will be CLEARLY marked that they should not be utilized in the forms creator
- It was discussed that there should be some level capability to format the forms with empty spaces (i.e. blank cells and blank groups)

11. BrM 5.2.3 – Testing TAG Discussion

- The Testing TAG will meet May 9 – 13, 2016 in the Bentley offices in Pittsburgh, PA for Beta Testing.

12. Tunnels

- Elements are defined by FHWA. The tunnels inspection module will need to be developed such that it will be accepted by the FHWA.

13. TRB Bridge Management Conference (April 2017)

The SCOJD Liaison provided an overview of the purpose and planning to date for the TRB Bridge Management Conference to be held in April of 2017 (possibly in Denver, CO).

- Washington State University
- A Conference Planning Committee will be established to develop the conference planning time line, conference budget, and conference agenda. The Planning Committee will meet via conference calls the second Monday of each month. The BrM Task Force Vice Chair will represent BrM on the planning committee.
- The next TSP2 – Bridge Preservation National conference will not be held until 2018.
- The AASHTO Project Manager confirmed with AASHTO management that AASHTO could be referenced as a partner, i.e. the conference is "in partnership with AASHTO".
- The Task Force discussed and made the decision that a 5.2.3 presentation (possibly the Golden Child example if there are no states in production with 5.2.3 prior to the conference) should be showcased at the conference.

14. 2017 BrM Submissions to SCOJD

a. Catalog Language / License Fees

- The Task Force reviewed and edited the proposed 2017 AASHTOWare Catalog language for BrM. The AASHTO Project Manager will make the changes and forward the revised draft back to the Task Force for final review.

b. FY17 BrM MSE

- The Task Force reviewed and discussed the draft FY2017 MSE Work Plan prepared by Bentley. Bentley was directed to make minor revisions to reduce the spending levels of several areas of the Work Plan.

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- c. BrM Strategic Directions
- d. Suggestions for Improving the AASHTOWare Program
- e. EUD Communique on License Fees

15.2016 BrM Quality Assurance Report

- The Task Force and Bentley staff reviewed the Draft 2016 BrM Quality Assurance Report and noted the following changes that should be incorporated.

16.T&AA Update

- The T&AA Liaison delivered the FY15-16 IT survey
 - Conducted Oct-Nov 2015
 - 30 completed responses from when compiled in December (2 more since then)
 - Speed to Market was number one suggestion for improvement for AASHTOWare
- Feedback was asked on the QA report. Brief discussion took place on specific QA report items.

17.Review Action Items

18.Element Naming Discussion

- Element names have been changed in an attempt to shorten the Element name

19.Executive Session Discussion

Attachment A: Listing of AASHTOWare Bridge Task Force, TAG and User Group Personnel

<u>AASHTOWare Bridge Task Force</u>		
Thompson, Todd	South Dakota DOT, Chair	todd.thompson@state.sd.us
Skeen, Judy	AASHTOWare Project Manager	jskeen@ashto.org
Johnson, Bruce	SCOJD Liaison, Oregon DOT	bruce.v.johnson@odot.state.or.us
Ballou, Wally	T&AA Liaison, Kansas DOT	Ballou@ksdot.org
<u>Bridge Design/Rating (BrDR) Members</u>		
Dietsche, Joshua	BrR Wisconsin DOT	joshua.dietsche@dot.wi.gov
Olsen, Jeff	BrD, Montana DOT	jolsen@mt.gov
Saad, Tom	FHWA Liaison, FHWA Resource Center	Thomas.saad@dot.gov
Teal, Dean	BrD, Kansas DOT	teal@ksdot.org
Waheed, Amjad	BrR, Ohio DOT	Amjad.Waheed@dot.ohio.gov
<u>Bridge Management (BrM) Members</u>		
Christie, Eric	BrM, Alabama DOT, Vice Chair	christiee@dot.state.al.us
Constable, Derek	FHWA Liaison, DC	derek.constable@dot.gov
Curtis, Beckie	BrM, Michigan DOT	CurtisR4@michigan.gov
Faulhaber, Mark	BrM, Kentucky Transp Cabinet	mark.faulhaber@ky.gov
Martin, Thomas	BrM, Minnesota DOT	Thomas.Martin@state.mn.us
Novakovich, Bruce	BrM, Oregon DOT	bruce.d.novakovich@odot.state.or.us
<u>Michael Baker Jr., Inc.</u>		
Duray, James A.	BrDR Contractor	jduray@mbakercorp.com
Lee, Herman	BrDR Contractor	hlee@mbakercorp.com
<u>Bentley Systems, Inc.</u>		
Shaffer, Jeremy	BrM Contractor	Jeremy.Shaffer@bentley.com
Lang, Josh	BrM Contractor	Josh.lang@bentley.com
Johnson, Josh	BrM Contractor	Joshua.Johnson@bentley.com
Beynon, Corey	BrM Contractor	Corey.Beynon@bentley.com
Boyle, Zac	BrM Contractor	Zac.Boyle@bentley.com
Meredith, Chris	BrM Contractor	Chris.Meredith@bentley.com
<u>BrDR Testing TAG</u>		
Teal, Dean	Kansas DOT, TAG Chair	teal@ksdot.org
Olsen, Jeff	Montana DOT, Co-Chair	jolsen@mt.gov
Barnett, Nick	Illinois DOT	Nicholas.Barnett@illinois.gov
Befikadu, Elizabeth	ALA Engineers	ebefikadu@alaengr.com
Crudele, Brenda	New York State DOT	bcrudele@dot.state.ny.us
Dietsche, Joshua	Wisconsin DOT	joshua.dietsche@dot.wi.gov
Gillis, Matt	Connecticut DOT	Matthew.gillis@ct.gov
Gorton, Richard	New York State DOT	Richard.gorton@dot.ny.gov

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Hasan, Mac	Colorado DOT	Mahmood.hasan@state.co.us
Huang, George	CalTrans	George_huang@dot.ca.gov
Jones, Daniel	Alabama DOT	jonesdan@dot.state.al.us
Kappes, Bethany	Montana DOT	bkappes@mt.gov
Litchfield, Phillip	Illinois DOT	Phillip.Litchfield@Illinois.gov
Mallard, John	Virginia DOT	Jonathan.Mallard@vdot.virginia.gov
McMunn, Creightyn	Michigan DOT	mcmunnc@michigan.gov
Murgoitio, Shanon	Idaho DOT	Shanon.Murgoitio@itd.idaho.gov
Oramasionwu, Geoffrey	Manitoba	Geoffrey.oramasionwu@gov.mb.ca
Ruby, Jeff	Kansas DOT	JRuby@ksdot.org
Schroeder, David	Montana DOT	daschroeder@mt.gov
Stark, Richard	New York State DOT	Richard.stark@dot.ny.gov
Thompson, Todd	South Dakota DOT	todd.thompson@state.sd.us
Vinayagamoorthy, Vinacs	CalTrans	murugesu_vinayagamoorthy@dot.ca.gov
Waheed, Amjad	Ohio DOT	Amjad.Waheed@dot.ohio.gov
Woldemichael, Berhanu	Alabama DOT	woldemichaelb@dot.state.al.us
Yalda, Daniel	Michigan DOT	yaldad@michigan.gov

BrDR Design Tool TAG (DTAG)

Olsen, Jeff	Montana DOT, Chair	jolsen@mt.gov
Teal, Dean	Kansas DOT, Co-Chair	teal@ksdot.org
Barnett, Nicholas	Illinois DOT	Nicholas.Barnett@illinois.gov
Befikadu, Elizabeth	AI Engineers	ebefikadu@aiengineers.com
Crudele, Brenda	New York State DOT	bcrucele@dot.state.ny.us
Ehrlich, Arielle	Minnesota DOT	arielle.ehrlich@state.mn.us
Hasan, M. Mac	Colorado DOT	Mahmood.hasan@state.co.us
Kappes, Bethany	Montana DOT	bkappes@mt.gov
Ruby, Jeff	Kansas DOT	JRuby@ksdot.org
Schroeder, David	Montana DOT	daschroeder@mt.gov
Woldemichael, Berhanu	Alabama DOT	woldemichaelb@dot.state.al.us

BrDR Reports TAG (RTAG)

Waheed, Amjad	Ohio DOT, Chair	Amjad.Waheed@dot.ohio.gov
Curtis, Beckie	Michigan DOT	CurtisR4@michigan.gov
D'Andrea, Arthur	Louisiana DOT	Arthur.D'Andrea@la.gov
Olsen, Jeff	Montana DOT	jolsen@mt.gov
Stark, Richard	New York State DOT	Richard.Stark@dot.ny.gov
Thompson, Todd	South Dakota DOT	todd.thompson@state.sd.us
Wang, Cindy	Ohio DOT	cindy.wang@dot.state.oh.us

BrDR User Group (RADBUG)

Litchfield, Phillips	Illinois DOT, President (BrR)	Phillip.Litchfield@Illinois.gov
Ruby, Jeff	Kansas DOT, Vice President (BrD)	JRuby@ksdot.org
Murgoitio, Shanon	Idaho DOT, Vice President (BrR)	Shanon.Murgoitio@itd.idaho.gov
Schroeder, David	Montana DOT, Secretary	daschroeder@mt.gov



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<u>BrM Testing TAG</u>		
Novakovich, Bruce	Oregon DOT, Chair	Bruce.D.Novakovich@odot.state.or.us
Emery, Ron	Maine DOT	Ronald.Emery@maine.gov
Fish, Patty	Idaho DOT	patty.fish@itd.idaho.gov
Laughlin, Christopher	Florida DOT	Christopher.Laughlin@dot.state.fl.us
Lewis, Edward	Kansas DOT	edwardl@ksdot.org
Martin, Thomas	Minnesota DOT	Thomas.Martin@state.mn.us
Nazareth, Craig	Rhode Island DOT	cnazareth@dot.ri.gov
O'Donnell, Larry D.	FHWA Resource Center	Larry.o'donnell@fhwa.dot.gov
Thompson, Todd	South Dakota DOT	Todd.thompson@state.sd.us
<u>BrM Database/API TAG</u>		
Martin, Thomas	Minnesota DOT, Chair	Thomas.Martin@state.mn.us
Barut, Joseph	Wisconsin DOT	Joseph.Barut@dot.wi.gov
Cooley, Paul	CalTrans	paul.cooley@dot.ca.gov
Cram, Ryan	Kentucky Transp. Cabinet	Ryan.cram@ky.gov
Emery, Ron	Maine DOT	Ronald.Emery@maine.gov
Evoy, Curt	Illinois DOT	Curt.Evoy@illinois.gov
Fish, Patty	Idaho DOT	Patty.Fish@itd.idaho.gov
Fuqua, David	Kentucky Transp. Cabinet	David.fugua@ky.gov
Laughlin, Christopher	Florida DOT	Christopher.Laughlin@dot.state.fl.us
Lewis, Edward	Kansas DOT	edwardl@ksdot.org
Nazareth, Craig	Rhode Island DOT	craig.nazareth@dot.ri.gov
Nelson, Mike	Florida DOT	Mike.Nelson@dot.state.fl.us
O'Donnell, Larry	FHWA	Larry.O'Donnell@dot.gov
Pino, Ken	New Mexico DOT	Ken.Pino@state.nm.us
Powelson, David	New Hampshire DOT	dpowelson@dot.state.nh.us
Soden, Derek	FHWA	Derek.soden@dot.gov
Papakroni, Vasil	Bentley Systems, Inc.	Vasil.Papakroni@Bentley.com
McBride, McKenzie	Bentley Systems, Inc.	McKenzie.Mcbride@bentley.com
Aldayuz, Jose	Michael Baker International	JAldayuz@mbakerintl.com
<u>BrM Deterioration Modeling TRT</u>		
Aldemir-Bektas, Basak	Iowa DOT (Iowa State University)	basak@iastate.edu
Johnson, Mike	Oklahoma DOT	mjohnson2@odot.org
Kerr, Richard	Florida DOT	richard.kerr@dot.state.fl.us
McDaniel, Travis	Wisconsin DOT	Travis.McDaniel@dot.wi.gov
Nallapaneni, Prasad	Virginia DOT	prasad.nallapaneni@vdot.virginia.gov
ONEILL, Kevin	Virginia DOT	Kevin.ONEILL@VDOT.Virginia.gov
Thompson, Richard	Virginia DOT	Richard.Thompson@VDOT.Virginia.gov
Yarbrough, Tom	Texas DOT	tom.yarbrough@txdot.gov
Zinni, Ellen	New York State DOT	Ellen.Zinni@dot.ny.gov
<u>BrM Multimedia TRT</u>		
Faulhaber, Mark	BrM, Kentucky Transp Cabinet, Chair	mark.faulhaber@ky.gov



Redacted

Cooley, Paul	CalTrans	paul.cooley@dot.ca.gov
Fish, Patty	Idaho DOT	patty.fish@itd.idaho.gov
Lewis, Edward	Kansas DOT	edwardl@ksdot.org
Martin, Thomas	Minnesota DOT	thomas.martin@state.mn.us
Nazareth, Craig	Rhode Island DOT	craig.nazareth@dot.ri.gov

BrM Inspection TAG (Sunset with the Release of 5.2.2)

Christie, Eric	Alabama DOT, Chair	christiee@dot.state.al.us
Cooley, Paul	CalTrans	paul.cooley@dot.ca.gov
Fish, Patty	Idaho DOT	patty.fish@itd.idaho.gov
Kerr, Richard	Florida DOT	richard.kerr@dot.state.fl.us
Lewis, Edward	Kansas DOT	edwardl@ksdot.org
Martin, Thomas	Minnesota DOT	thomas.martin@state.mn.us
Nazareth, Craig	Rhode Island DOT	craig.nazareth@dot.ri.gov
Novakovich, Bruce	Oregon DOT	Bruce.D.Novakovich@odot.state.or.us
Thompson, Todd	South Dakota DOT	Todd.Thompson@state.sd.us

Pontis 5.2 TRT

Faulhaber, Mark	Kentucky Transp Cabinet, Chair	mark.faulhaber@ky.gov
Aldemir-Bektas, Basak	Iowa State University (Iowa DOT)	basak@iastate.edu
TBD	Wyoming DOT	TBD
Choate, Scott	Louisiana DOTD	Scott.Choate@LA.GOV
Christie, Eric	Alabama DOT	christiee@dot.state.al.us
Cooley, Paul	California DOT	Paul.cooley@dot.ca.gov
Curtis, Beckie	Michigan DOT	CurtisR4@michigan.gov
Evoy, Curt	Illinois DOT	Curt.Evoy@illinois.gov
Gorley, Dan	Idaho DOT	Dan.Gorley@itd.idaho.gov
Johnson, Mike	Oklahoma DOT	mjohnson2@odot.org
Kerr, Richard	Florida DOT	richard.kerr@dot.state.fl.us
Lewis, Edward	Kansas DOT	EdwardL@ksdot.org
Martin, Thomas	Minnesota DOT	thomas.martin@state.mn.us
McDaniel, Travis	Wisconsin DOT	travis.mcdaniel@dot.wi.gov
Nallapaneni, Prasad	Virginia DOT	prasad.nallapaneni@vdot.virginia.gov
Nazareth, Craig	Rhode Island DOT	cnazareth@dot.ri.gov
Novakovich, Bruce	Oregon DOT	Bruce.D.Novakovich@odot.state.or.us
Riemer, Karen	Connecticut DOT	karen.riemer@ct.gov
Thompson, Todd	South Dakota DOT	todd.thompson@state.sd.us
Yarbrough, Tom	Texas DOT	Tom.yarbrough@txdot.gov
Zinni, Ellen	New York DOT	ezinni@dot.ny.gov

BrM User Group (BrMUG)

Coley, David	South Dakota DOT, President	david.coley@state.sd.us
TBD	Vice President	
Yarbrough, Tom	Texas DOT, Secretary	Tom.yarbrough@txdot.gov

BRASS Product Representative

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Schaefer, Brenden	Wyoming DOT	Brenden.Schaefer@dot.state.wy.us
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