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General Information – Meeting of the Bridge Task Force

Date: Thursday, September 22, 2016

Participants:

AASHTO	Judy Tarwater	AASHTO	Project Manager
SCOJD	Bruce Johnson	Oregon DOT	SCOJD Liaison
T&AA	Wally Ballou	Kansas DOT	T&AA Liaison
BrM Task Force	Eric Christie	Alabama DOT	Vice-Chair
	Beckie Curtis	Michigan DOT	Bridge Management
	Mark Faulhaber	Kentucky TC	Bridge Management
	Bruce Novakovich	Oregon DOT	Bridge Management
	Thomas Martin	Minnesota DOT	Bridge Management
	Derek Constable	FHWA Liaison	Bridge Management
BrDR Task Force	Todd Thompson	Bentley	Bridge Design-Rating
	Dean Teal	Kansas DOT	Bridge Design-Rating
	Amjad Waheed	Ohio DOT	Bridge Design-Rating
BrM Contractor	Josh Lang	Bentley	Bridge Management
	Josh Johnson	Bentley	Bridge Management
	Zac Boyle	Bentley	Bridge Management

General Discussion

The meeting was convened at 8:00am.

Agenda Item 00: Review Agenda / Assign Minutes Recorder

The AASHTO Project Manager will take the meeting minutes.

The agenda was reviewed and the following agenda items were added:

- Agenda Item 14: T&AA Status Report
- Agenda Item 15: AASHTOWare BrM response to the Ohio RFI

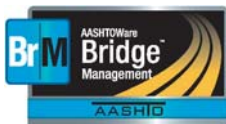
Agenda Item 01: Prior Business

1a. Review June Meeting Minutes

Minutes from June 2016 Task Force meeting held in Madison, WI were reviewed and approved as is.

1b. Review April Meeting Summary Minutes

The Summary Minutes for the June Task Force Meeting in Madison, WI were developed and reviewed by the designated Task Force member prior to the meeting. The redacted minutes were approved as is.



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Agenda Item 02: Project Update

2a. Budget and Schedule

Bentley presented budget reports for the FY17 MSE and the BrM 5.2.3 Project. All billings reported include invoices issued through 08/31/16. A majority of the work to be performed under miscellaneous enhancements (for the contract year) has been completed. TM 1 and TM3 are almost complete.

BrM 5.2.3 - TM4 (Meetings and Ad Hoc Requests) - A new project work plan will need to be developed and contract executed prior to the end of calendar year 2016 to provide a mechanism for Bentley to charge meetings and ad hoc report services to following the completion of the 5.2.3 project contract.

BrM 5.2.3 - TM5 (Enhanced Help System and Video Training) – all charges to date support the development of the user training. To date, the videos have not been produced, but will be developed prior to the contract end date.

2b. Customer Support Statistics

Bentley presented an overview of the customer support hours by agency for FY2017. One outstanding issue related to the current version of Oracle and the lack of Oracle support for a feature required by a member agency to support their encrypted bridge database. The agency has agreed to wait for Oracle to support the managed driver for the encrypted checksum.

2c. Service Unit Status

Bentley presented the service status report as of 09/16/16. In general, a majority of the service unit projects are on track. Several projects have been placed on hold at the request of the agencies. The AASHTO Project Manager will continue to work with Bentley to keep the service unit status up to date on a monthly basis.

Bentley has a contract with a member agency (outside of service units) to support their implementation of 5.2.3.

2d. License Revenue Report

The AASHTO Project Manager provided a summary of license fee and service unit activity as of 08/31/16.

2e. Service Unit Report

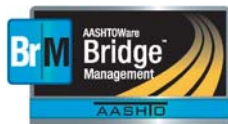
The AASHTO Project Manager provided a summary of license fee and service unit activity as of 08/31/16.

Agenda Item 03: BrMUG Debriefing

3a. Meeting Discussion / Feedback

User feedback during the BrMUG meeting was more open and widespread than in previous years. The Task Force is encouraged by the desire of some of the User Group members to invigorate ongoing end user discussion and feedback targeted towards continued improvement and enhancement of the product.

The Task Force discussed the priorities provided by the User Group to determine which items are already included in version 5.2.3 and which items can be included into the next cycle of product work plans.



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User Group Issue Ranking / Number of Votes

Rank	Issue	Votes (out of 35)
1	More Training on the Pyramid (Optimization)	32
2	Error Check pre-script	23
3	Clearance*	19
4	Default Data separate script	18
5	Responsiveness of pages to different screens (HTML-5)	18
6	Cross Sections*	17
7	Track Historical Changes	17
8	Export All Lists (Needs List, for example) and graphs	15
9	Load Ratings*	15
10	QC / QA*	11
11	Multimedia*	9
12	Import Process - More detailed errors	8
13	Multiple NBI Deterioration Curves	7
14	3D Modeling	7
15	Reports Stored Elsewhere	5
16	An App Store	5
17	Multi-thread optimizer / Cassini Stability	5
18	More Complex Rules for Network Policy	5
19	Task Scheduler	4
20	Sync	2
	JIRA needs some improved filtering	14 of 17 who used

*-User Group to meet to propose requirements.

3b. BrMUG Survey Results

Agenda Item 04: Quarterly Status Report

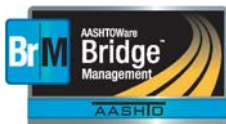
The Task Force directed Bentley to develop the draft quarterly status report for Task Force review and comment during the Task Force meeting in October.

- High level overview of the 2016 BrMUG and the list of priorities forwarded to the Task Force from the user community.
- Update on the 5.2.3 release date
- Status of tunnel development efforts
- Information on what training is anticipated
- Information on the April 2017 International Bridge Management Conference

Agenda Item 05: Beyond 5.2

5a. Contracting

The Task Force discussed the concept of delivering the next version of BrM prior to the 2017 BrMUG meeting; however, there was some concern expressed related to setting delivery schedules based solely on the BrMUG schedule. Small project work plans were discussed (to support annual software releases).



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5b. Enhancement List

Discussed under agenda item 3a.

Agenda Item 06: Beyond 5.2 - SYNC

No discussion. Overcome by events during the BrMUG meeting.

Agenda Item 07: Beyond 5.2 – Mobile / 3D

No discussion. Overcome by events during the BrMUG meeting.

Agenda Item 08: Beyond 5.2 – Load Rating

No discussion. Overcome by events during the BrMUG meeting.

Agenda Item 09: Beyond 5.2 – Deferred Tunnel Enhancements

The original Tunnel TAG members (5 or 6 of the 11 agencies who funded the initial development) actively participated in the tunnel enhancement. A majority of these members have continued to stay involved.

Agenda Item 10: Testing

10a. Updates Based on June Task Force Meeting

No Discussion.

10b. Use Case Examples and Sample Database

Bentley staff walked the Task Force through the changes included on the NBI Deterioration and NBI Conversion screens. Bridge data from a member agency was included in the sample database.

Bentley also showed an example of a work flowchart to visually document the process for various program options.

Agenda Item 11: International Bridge Management Conference

The Task Force was provided with information on the 2017 International Bridge Management Conference. The conference will be held April 25 – 26, 2017 in Meza, AZ. The committee is working to secure scholarship opportunities to pay for state DOTs to send one or two attendees.

The conference will include an opening plenary session with keynote speakers followed by three tracks and four half-day workshops: Federal Highway Workshop – rules on performance measures; Federal Highway Workshop – asset management rules; 5.2.3 Workshop – presentations from the Task Force and one or two states sharing their experiences with the implementation of 5.2.3 and user descriptions of how the software will be used; and General Bridge Management – how bridges are managed in Europe etc.

The Task Force reviewed and finalized five draft abstracts prepared by Bentley for presentation during the International Bridge Management Conference:

- 1) Workshops on Implementation of Management Systems and Tools - Ensuring the optimal allocation of resources between competing bridges in a transportation network is a difficult and vital objective of many transportation agencies. This is particularly true when available resources, specifically funding, are limited. Additionally, construction and maintenance costs have continued to rise over the last decade; and when combined with the aforementioned decline in revenue, this results in a reduction in

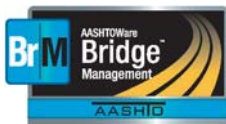


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purchasing power. Finally, maintenance and preservation needs of bridges increases in correlation with age and therefore it is crucial that transportation agencies have an effective decision-making processes, procedures, and tools, such as bridge management systems, to manage their network of bridges.

AASHTOWare BrM 5.2.3 is an excellent bridge management software solution that assists engineers, managers and decision makers in the selection of preservation, rehabilitation and replacement projects for their highway structures. BrM 5.2.3 provides a robust, data-driven approach to project selection and therefore, it is imperative that the software is configured for an agency's specific needs, policies, and practices. These configurations include, but are not limited to, the utility tree, deterioration rates, benefits and actions performed, funding and performance measures. This half-day workshop will be a walkthrough of BrM 5.2.3 so that practitioners recognize all the pieces required to utilize program optimization feature.

- 2) Workshops on Implementation of Management Systems and Tools - The maintenance and preservation needs of bridges increases in correlation with age and thus it is important that transportation agencies have a method of assessing these needs over the entire life of a structure. Life Cycle Cost Analysis (LCCA) combined with deterioration modeling provides a very effective method to assist engineers and decision makers in managing their network of transportation structures. AASHTOWare BrM 5.2.3 is a bridge management software solution that enables engineers, managers and decision makers to model the deterioration of structural elements over time. This robust data-driven approach requires that the deterioration rates are configured for an agency's specific needs, policies and practices. This presentation will be a 20-30-minute walk through demonstrating the setup of the deterioration modeling and LCCA modules in BrM 5.2.3 so that practitioners recognize all of the nuances that impact the results of the program optimization feature.
- 3) Workshops on Implementation of Management Systems and Tools - Funding, agency policies, and external requirements are all factors that influence the optimization, prioritization, and allocate of resources for bridge preservation and improvement programs. These factors are ever changing and as a result it is very difficult for engineers and decision makers to determine a singular optimal solution. Therefore, agencies need to have a method to conduct trade-off analyses as factors and scenarios change over time. AASHTOWare BrM 5.2.3 is a robust bridge management software solution that enables engineers, managers and decision makers to conducting trade-off analyses for prioritizing preservation and maintenance work for their network of highway structures through the scenario explorer module. This presentation will be a 20-30-minute walk through demonstrating the scenario explorer module in BrM 5.2.3. The walk through will include different scenarios such as changes in funding and changes in performance measures.
- 4) Workshops on Implementation of Management Systems and Tools - While bridge managers recognize that aggregate information is advantageous for providing high-level executive reports and general estimates for funding requirements, they acknowledge the limits of bridge management practices that utilizing a single criterion to predict needs. Having isolated bridge management components, with



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well-defined goals, enables decision-makers to clearly identify and distinguish differences in bridge attributes that may otherwise go unnoticed. Therefore, there is a clear need to pursue and develop supplemental bridge management practices that utilize multiple criteria and trade-off analyses. AASHTOWare BrM 5.2.3 is a multifaceted bridge management software solution that provides the aforementioned functionality through a utility value and corresponding criteria. This 20-30-minute presentation will provide an overview on how to implement the concept multi-criteria analysis for bridge management as well as how to utilize multi-criteria analysis in BrM 5.2.3

- 5) Recent Developments and Future Trends - This 15-20-minute presentation will provide an overview of planned features and functionality of AASHTOWare BrM, potential future enhancements of BrM, and a general overview of emerging trends and developments in bridge inspection and management

The abstracts will be submitted next week. Once the abstracts have been accepted, Bentley will work to secure state DOT participation.

Given the International nature of the conference, the Task Force will discuss and make a decision on the potential of offering an International License for the AASHTOWare Bridge Management software in the FY18 AASHTOWare Catalog.

Agenda Item 12: Database TAG Review

The BrM Database TAG members have been segregated into three categories: Active DB TAG, AT Large DB TAG members, FHWA Group.

Agenda Item 13: Marketing Activities

12a. Presentations

- Mid-West Bridge Preservation Partnership Presentation – A member of the Task Force will present on BrM and BrDR.
- International Bridge and Structures Management Conference (April 24-28, 2017) – see discussion under agenda item 11

12b. Outreach

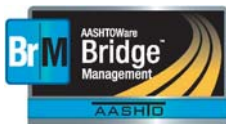
The Task Force made the decision to reach out to the BrM end user designees following the release of 5.2.3 to ensure they are aware of the software release and encourage them to take a look at the new version, reminding them of the 120 software warranty.

Agenda Item 14: T&AA Status Report

The T&AA Liaison presented the T&AA Status report.

Task Force members:

- Dan Belcher, Michigan – Chair
- Wally Ballou, Kansas
- Missy Anverse, Ohio
- Jack Dartman, Montana
- Vacant
- Will Holmes, Kentucky
- Todd Bergland, Minnesota - SCOJD (New)
- Brian Guerrette, Maine (New)
- Jim Ramsey, AASHTO
- Dan Wyly, AASHTO



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The most recent T&AA Meeting: September 7-8, 2016 in Annapolis, MD.

Future meetings of T&AA:

- September 7-8, 2016 Annapolis, MD (Joint meeting with SCOJD)
- Nov 30-Dec 2, 2016 Santa Fe, NM (Joint meeting with AASHTO Staff/SCOJD)
- March 22-24, 2017 Salt Lake, UT (SCOJD/T&AA/Chairs/Contractors Workshop)
- May/June, 2017 Francisco (Tentative)

T&AA Work Plan Activities:

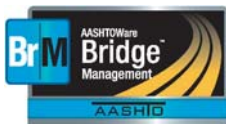
- Annual IT Survey – Expected to be released in the fall to the CIOs for completion. This survey is distributed to ASIS members in the spring and then forwarded on to PTF members and contractors by the AASHTO PMs. Normally, the results are presented at the annual ASIS conference but as ASIS did not meet this Annual IT Survey year it was distributed by email which occurred in April 2016. This year's survey is significantly different (shorter 13 questions) than in prior years. Additionally, the T&AA is soliciting questions, and/or the type of information desired, from the Bridge and product task forces for consideration of inclusion in the survey.
- **Technology Review Report** – The last version of this report was issued in March 2016. The report contains information on business practices and emerging technology areas. This year's Technology Review Report is currently underway; much of the updated Gartner information used in the report is released in the July and August timeframe.
- **Contractors Matrix** – This document was updated and released to the PMs, PTF, and contractors in May 2016. Considering the development of the contractor's matrix from information submitted through the annual work plans.
- **Standards and Guidelines Notebook** – A new version was posted on April 15, 2016 to include a new Spatial Standard, a revised Security Standard, and a new Web Application Development Guideline and Architecture Goals document. T&AA is currently reviewing the Notebook for updates pertinent to the XML Standard, S&G Definition Standard, and the S&G Glossary. Any suggested modifications to the S&G Notebook should be submitted to the T&AA for consideration by the technology workshop in March. The next release is planned for September 2017.

QA Meetings:

- Pavement – September 22nd
- Safety Analyst – September 28th
- Project - October 18th
- Bridge – November 8th & 9th
- AASHTOWare Staff – January 13th

T&AA New Activities:

- T&AA has reviewed a number of RIPI proposals from the Project Task Force over the past months. T&AA is also working on the following RIPI proposal:
 - AASHTOWare Data Integration Analysis
Perform an analysis of existing interfaces for a subset of state DOTs between Bridge Management (BrM) and Project with internal financial and/or ERP systems and define a more efficient and standard mechanism for interfacing with those existing internal systems. The outcome of the analysis will provide an opportunity to define a more flexible and sustainable model for building



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interfaces to AASHTOWare products. The outcome of this proposal can also provide input into future NIEM activities.

This effort will require the support of several of the existing products' task forces and contractors – initially, predominantly Project and Bridge. As such, the T&AA is seeking input and support from the product task forces for this effort.

Once the proposal is complete, T&AA will share the document with the Bridge Task Force for review and comment.

- T&AA and SCOJD conducted a joint session in September as part of their regular meetings. The following topics were discussed:
 - Strategic directions proposed by T&AA
 - RIPI Proposal above
 - IT Survey
- A facilitated session pertinent to the Examination of Alternate Business Models is planned for November 30. T&AA and staff have been asked to participate as they will be meeting at the same time and location.
- T&AA is in the process of drafting a Web and Mobile Data Exchange Guideline.

Task Force Specific:

- **Bridge QA Meeting** – The QA meeting for Bridge will be held on November 8th & 9th in Pittsburg, PA. Todd Thompson, Eric Christie, Judy Tarwater, Jeremy Shaffer, Josh Lang, Jim Duray, Herman Lee, Wally Ballou and Dan Wyly plan on attending the QA meeting. The QA meeting will look at the deliverables, artifacts, review gate approval, processes, etc. from the prior fiscal year in relation to the AASHTOWare Standards & Guidelines Notebook and other items identified by Dan Wyly, the AASHTOWare QA Analyst. These sessions are also an opportunity to discuss other items with Dan Wyly and the task force chair which can have direct impact on revisions/additions to the AASHTOWare Standards & Guidelines Notebook.

Agenda Item 15: AASHTOWare BrM Response to the Ohio RFI

Bentley will develop a response to the Ohio RFI. The draft response will be forwarded to the Task Force this weekend for review and comment. Task Force comments should be provided to Bentley by noon on Monday, September 26 to allow the response to be submitted to the Ohio DOT on Tuesday morning, September 27, 2016. Judy Tarwater will send the response on behalf of AASHTO.

Agenda Item 16: Review Action Items

The AASHTO Project Manager reviewed the action items assigned during the meeting

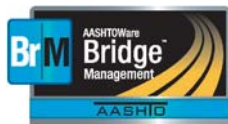
Agenda Item 17: Executive Session

The Task Force held a brief executive session. Meeting adjourned at 4:00pm.



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

<u>AASHTOWare Bridge Task Force</u>		
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BrDR Reports TAG (RTAG)

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BrM Deterioration Modeling TRT

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BrM Multimedia TRT

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