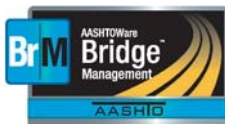


Minutes Of The
AASHTOWare Bridge Management Task Force Meeting
January 24 – 25, 2018 Tampa, FL

Table of Contents

General Information – Meeting of the Bridge Task Force	3
General Discussion.....	3
Agenda Item 00: Review Agenda / Assign Minutes Recorder.....	3
Agenda Item 01: Prior Business.....	3
1a. Review September Meeting Minutes (Handout TF-1a).....	3
1b. Review April Meeting Summary Minutes (Handout TF-1b)	3
Agenda Item 02: Project Update	4
2a. Budget and Schedule (Handout TF-2a)	4
2b. Customer Support Statistics (Handout TF-2b).....	4
2c. Service Unit Status (Handout TF-2c)	4
2d. License Revenue Report (Handout TF-2d)	4
2e. Service Unit Report (Handout TF-2e)	4
Agenda Item 03: FHWA Report	4
Agenda Item 04: Moveable Bridge Elements	6
Agenda Item 05: BrM 5.3.01	7
5a. Project Schedule	7
5b. Enhancements	7
Agenda Item 06: RIPI Requests.....	7
6a. Web Services	7
6b. Development Regression Testing Tool.....	8
6c. Results Comparison Tool.....	9
Agenda Item 07: RFP Responses.....	10
7a. Montana DOT	10
7b. Ohio DOT.....	10
Agenda Item 08: BrM TAG Activities	10
8a. Testing TAG	10
8b. Reports TAG.....	11
8c. Database TAG	11
Agenda Item 9: FY2019 – Finalize Documentation.....	11
9a. Catalog / 2019 Licensing	11
9b. FY2019 MSE Work Plan	11
Agenda Item 10: Marketing Activities	11
10a. 2018 NBPPC.....	11
10b. 12 th National Conference on Transportation Asset Management	12
10c. Newsletter Update	12
Agenda Item 11: Miscellaneous	12
11a. BrM JIRA Users (AI 2017-Br-013).....	12



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11b. Licensing Internationally 12
11c. SCOA Panel Questions for 2018 March Chairs’ Meeting 13
11d. NCHRP Research – Glenn Washer 14
Agenda Item 12: Review Action Items..... 14
Agenda Item 13: Draft Quarterly Status Report 14
Agenda Item 14: Executive Session..... 14
Attachment A: Listing of Bridge Task Force, TRT, TAG and User Group Personnel..... 15



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General Information – Meeting of the Bridge Task Force

Date: Wednesday, January 24, 2018

Participants:

AASHTO	Judy Tarwater	AASHTO	Project Manager
SCOA	Tim Armbrecht	Illinois DOT	SCOA Liaison
T&AA	Will Holmes	Kentucky TC	T&AA Liaison
BrM Task Force	Eric Christie	Alabama DOT	Vice-Chair
	Derek Constable	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
	Jeff Olsen	Montana DOT	Bridge Design (BrD)
	Dean Teal	Kansas DOT	Bridge Design (BrD)
BrM Contractor	Josh Lang	Bentley	Bridge Management
	Josh Johnson	Bentley	Bridge Management
	Zac Boyle	Bentley	Bridge Management

General Discussion

The convened meeting was convened at 10:15am.

Agenda Item 00: Review Agenda / Assign Minutes Recorder

Judy Tarwater and Mark Faulkner will take the meeting minutes. The agenda was reviewed and the following topics were added to the agenda.

- Agenda Item 5b - Discuss future enhancements
- Add to existing Agenda Item 8b - Discuss potential updates to metric reports
- Agenda Item 10b - Discuss potential presentation at the 12th National Conference on Transportation Asset Management in San Diego in July
- Agenda Item 10c - Discuss newsletter update
- Agenda Item 11c - Discuss Panel questions for the SCOA Chair's Meeting

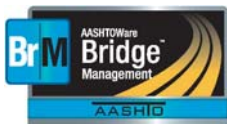
Agenda Item 01: Prior Business

1a. Review September Meeting Minutes (Handout TF-1a)

Minutes from the October 31 – November 1, 2017, Task Force meeting held in Santa Fe, NM were reviewed. The meeting minutes were approved with a couple of minor changes.

1b. Review April Meeting Summary Minutes (Handout TF-1b)

The Summary Minutes for the October/November Task Force Meeting in Santa Fe, NM were reviewed. The summary meeting minutes were approved following the replacement of all occurrences of “5.4” with “considered for inclusion in 5.4” under the ‘Must Do’ Enhancements section. With these changes, the summary minutes will be forwarded to Paul Cooley for distribution to the BrMUG members. The BrMUG Officers will be copied on the Paul Cooley communique.



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Agenda Item 02: Project Update

2a. Budget and Schedule (Handout TF-2a)

Bentley presented the budget report for the FY18 MSE contract. All billings reported include invoices issued through 12/31/17. Most of the work to date under the MY18 MSE contract has been under TM1 (Project Management and Administrative Services) – 52%, TM2 (Customer Support) – 48%, TM3 (Maintenance Services) – 35%, TM4 (Meetings) – 41%, TM6 (Task Force Directed Tasks) – 32%. The overall budget spent to date – 41%.

2b. Customer Support Statistics (Handout TF-2b)

Bentley presented an overview of the customer support hours by agency as of 12/31/17. Agencies with the highest support levels (over 50 hours) include Alaska, Illinois, and Virginia. Agencies with over 25 hours in support hours include California, Idaho, Michigan, New Jersey, North Dakota, Oregon, Rhode Island, South Dakota, Vermont, and Wyoming. Michigan continues to have problems with running BrM optimization.

2c. Service Unit Status (Handout TF-2c)

Bentley presented the service status report as of 01/10/18. In general, a majority of the service unit projects are on track. Five (5) projects, Massachusetts, New Hampshire, New Jersey, City of Phoenix, and Texas were placed on hold at the request of the agencies. Massachusetts has advised that they may decide to revamp their scope for other needs. New Jersey has asked Bentley to come on site in March. The New Jersey site visit will close out their project.

2d. License Revenue Report (Handout TF-2d)

Judy Tarwater provided a summary of FY18 license activity (and revenue) as of 01/10/18.

License Type	Quantity
BrM Evaluation License	1
BrM Educational License	5
HAO Service Units	3
BrM Local/Small Agency License	2
Local/Small Agency Support	0
Service Units	68
BrM Super Site License	44
BrM Developer License	1

2e. Service Unit Report (Handout TF-2e)

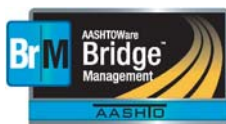
Judy Tarwater provided a summary of service unit activity as of 12/31/17.

Agenda Item 03: FHWA Report

Derek Constable provided the following FHWA update.

FHWA STAFFING CHANGES:

No indication yet of next FHWA Administrator. Paul Trombino was approved by Senate Environment & Public Works Committee but backed out due to personal reasons before Senate approval.



LAWS, REGULATIONS, POLICY:

- **Nat'l Bridge Inspection Standards update:** Release for comment in Federal Register still listed as 02/16/18 but will likely slip. Under legal review then needs reviewed by USDOT Secretary and White House Office of Management and Budget. Update will include among other things; (a) the methodology, training, & qualifications for inspectors and (b) the frequency of inspection with consideration of risk-based approach. May release an interim policy memo on risk based inspection frequency allowing up to 48 months frequency as allowed by current NBIS.
- **Coding Guide update (Specifications for the National Bridge Inventory):** Planned for release for comment with NBIS update.
- **Asset Management Plans:**

Key dates

AM Plan Rule	
Rule Release	10/24/16
Rule Effective	10/02/17
Initial Plan Submittal	04/30/18
Final Plan Submittal	06/30/19
Penalty Application	10/01/19

States can submit to FHWA Division at any time before 04/30 for review. Need to request that it be reviewed for certification. Division has 90 days to either certify, conditionally certify (minor deficiencies that can be addressed within additional 90 days), or deny certification. FHWA HQ is holding certification review guidance webinars with Divisions with goal of achieving national consistency. AM Plan Certification Guidelines form basis of consistency.

FHWA AM web page resources:

- Interim guidelines for risk management, financial planning, and life-cycle planning. Life-cycle planning guidance will be augmented to include separate guidance and examples for bridges and pavements. Current guidance is asset class generic.
- AM Plan Certification Guidelines that Divisions will use for review and certification. Originally released for comment in Federal Register.
- Q&As (60+)
- **Performance Management (Measures & Targets):**

Key dates

Performance Measures Rule (Bridges & Pavement)	
Rule Release	01/18/17
First Performance Period	01/01/18-12/31/2021 (4 years)
• Establish Targets*	05/20/18
• Begin Period & Target Setting Report Date	10/01/18
• Mid Period Progress Report (& Adjustment) Date	10/01/20
• End of Period Report Date	10/01/22



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*Establishing targets by May 20, 2018 is approximately 130 days before 10/01/18 targets reporting date to FHWA. This does not allow MPOs 180 days to accept targets or set own targets so States should be coordinating with MPOs in advance of May 20. May 20 date selected because MAP-21 said States had a year from rule effective date to establish targets.

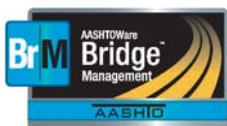
OTHER ITEMS:

- Bridge Management Peer Exchanges:
 - Mid-America completed week of 10/16/17.
 - South completed week of 11/27/17.
 - North scheduled week of 02/26/18 in Hartford, CT. (Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Ohio, Pennsylvania, Rhode Island, and Vermont)
 - West scheduled week of 04/23/18 in Salt Lake City, UT. (Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming)
- Starting 2018, National Bridge Inventory submissions due March 15.
- Starting 2018, first complete National Tunnel Inventory submissions due March 15. NTI file checker available through UPACS. Eight Divisions piloting a draft NTI metrics review process to provide feedback on process. T-18 has been notified of the draft metrics (believe by email).
- Starting 2018, definition of SD aligned with definition of poor, and SD deck area computation using approach roadway alignment for bridges with deck width coded 0000 (will begin with March 15, 2018 submittal). Will result in a change to the number and area of SD bridges. Also, no longer using terms FO and SR.
- FHWA planning to develop a two day BMS workshop/training. The workshop will be software neutral. Derek plans to send out an RFP to hire a contractor to develop the two day workshop.
- TRB AM Conference July 14-17 San Diego. Sunday workshop on bridge management / BMS support of TAMP development. Looking for presentations from a State that uses each major vendor. Derek will contact Harjit Bal (NJDOT) to see if he would be willing to present a paper on the use of BrM in the NJDOT.

Agenda Item 04: Moveable Bridge Elements

The Task Force discussed the recently released documentation on moveable bridge elements. Fixed numbers have been established for these elements (numbering in the 600s); however, these elements are not included in the agency NBE submittals to FHWA. If not incorporated into BrM they will be handled via Agency Defined Elements (ADEs); however, ADEs may introduce conflicts and will have to be addressed in roll-ups. Most agencies with moveable bridges in their inventory manage these bridges separately from their normal bridge inventory.

The Task Force made the decision to table to issue of adding moveable bridge elements to BrM for the time being. To date, there has not been any requests from the BrM user community to include these elements in the BrM software.



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Agenda Item 05: BrM 5.3.01

5a. Project Schedule

Bentley presented the revised BrM 5.3.01 project schedule. With work beginning in mid-March, 5.3.01 would be delivered in mid-July.

Five to six states have installed version 5.3 with several others planning to install in the next few months.

5b. Enhancements

Release 5.3.01 will include the following items:

- Patchable/Baseline Version
- Web Services with BrR
- Updates and Improvements to Reports
- Mapping Feature Enhancements
- BrM 5.3.01 Release
- Technical Manual (under the MSE)

Bentley would like to begin development work on 5.3.01 March 1, 2018.

The Task Force discussed timing for incorporating the latest version of Telerik into BrM and made the decision to include the latest release of Telerik in the development of 5.3.01. If major problems are encountered, Bentley will roll the Telerik version back to the version currently incorporated into 5.3.

The Task Force also discussed the following Post 5.3.01 enhancements.

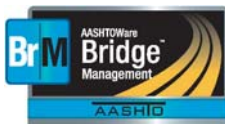
- The Illinois DOT has outlined two condition state enhancements to BrM; 1) Network Policies on Joint Condition States and 2) Action Costs on Separated Condition States that they are willing to fund via an ILDOT service unit project. The ILDOT enhancements will be incorporated into the core product and will be delivered as the first patch release to 5.3.01. A development task to update the Lifecycle Cost Combined Condition Policy will be funded by the Task Force and included in the FY2019 MSE.
- Per action item 2017-BrM-066, Josh Lang followed up with Wisconsin, Ohio, and Washington State regarding what would need to be assumed in order for the import to work. All of the states are okay with the assumptions based on how they are planning on using the data. The TF decided to move forward with this enhancement in the 5.3.01 work plan. Bentley will add this to the next draft of the work plan.
- ALDOT is still interested in pursuing enhancements to the Tool Tip Option. Users have suggested that the data be loaded on-demand to eliminate the issues related to extended update times.

Agenda Item 06: RIPI Requests

6a. Web Services

- **SCOA Approval** - Judy Tarwater secured SCOA approval on 10/24/17 for RIPI funding to support the BrM portion of the project to link two AASHTOWare products, BrM and BrR, through a web service that will enable users to access structure data in BrM, pass it to BrDR to perform a rating analysis of the structure, and return completed rating results to the BrM for reporting to FHWA. The BrM project duration, including implementation, is estimated to be 6-12 months from the notice to proceed.

The BrM project represents Phase 1 of the web services data exchange solution and will address the development of the BrM component. Phase 2, the BrDR component of the data exchange will be



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pursued following the delivery of BrDR release 7.0 in June 2019. The AASHTOWare Web & Mobile Data Exchange Guideline (2.090.01.2G) will be used as a reference in making decisions on web services technical directions and feedback from T&AA will be solicited as technical directions are finalized.

- **Next Steps** - The BrM Web Services development effort will be included in the 5.3.01 project work plan contract. The API will be completed. BrDR will have to complete their part while the BrDR component is being developed and tested.

6b. Development Regression Testing Tool

Background

In addition to evaluating enhancements and other changes to the software included in releases, the Beta testers spend time evaluating the unanticipated impact of enhancements and other improvements have on other aspects of the software. Thus, the time required for Beta testing increases. This trend will continue as the software grows and becomes more complex. This increase in the time jeopardizes product delivery schedules and results in higher costs. A regression testing tool would reduce the time spent reviewing the effects of the program revisions.

The regression testing tool will be specifically customized for the AASHTOWare Bridge Management (BrM) product and will be used by the development team during the development and alpha testing phases. The developers will use the tool to ensure software changes produce the desired effects and do not produce any undesired effects, enabling them to compare hundreds of changes in a timely manner.

The regression testing process, using the BrM-Customized Regression Testing Tool, will be as follows:

- Each developer will be responsible for performing regression testing during application unit testing as changes are made to the code.
- Each developer will execute appropriate test case(s) before and after code changes and subsequently run the regression tool to ensure the code changes had the desired effect.
- Each developer must determine if the results are as expected. If the results are unexpected, the developer must identify and resolve the problem if one exists

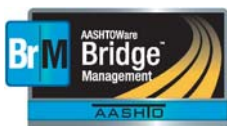
Objective

The objective is to develop a standalone, BrM-Customized Regression Testing Tool to be used to supplement and streamline current testing practices during all phases of development.

Benefits/Justification/Urgency

Testing consists of Alpha testing, performed by the contractor, and Beta testing, performed by the Beta TAG. Currently, Beta testers are spending a higher percentage of time verifying existing features of BrM and less time testing new features. The proposed tool will allow members of the Beta TAG to focus a higher percentage of their time on the testing of new features since the existing features will be thoroughly tested during the development and Alpha Testing phases using the BrM-Customized regression testing tool.

Regression testing is an important part of the testing cycle, ensuring the addition of new features do not break the existing capabilities. As the system grows and encompasses more sophisticated methods of analysis, the need for an efficient means of regression testing becomes a higher priority. Finally, the time



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saved during the Beta testing cycle will not only expedite time to release, but over the long run, this will reduce the costs.

Tasks and Funding Requirements

There are two components key to the implementation of regression testing capabilities. The first involves the generation of the data to be compared. The second involves a utility that can read the regression data for two events or analyses and produce detail and summary information so the user can determine if the differences found are as expected or are different than expected. The following summarizes the tasks and subtasks associated with this effort:

<i>Tasks</i>	<i>Budget Hours</i>
1. Modifications to BrM to Generate Regression Data	250
2. Development of the Regression Utility	750
3. Testing	250
Total Hours	1,250

Entities

Because this work is directly associated with the development and maintenance of BrM the current BrM contractor is most qualified to perform this work.

Implementation

Implementation of this Product Improvement will begin when approved and funded and end approximately 6-12 months later. Because this development involves changes to the BrM source code to produce the regression data, source code changes and the release the regression tool will be coordinated with the BrM release schedule.

6c. Results Comparison Tool

Background

The results comparison tool will be specifically customized for the AASHTOWare Bridge Management (BrM) product. This tool will be used by the contractor, the Beta testing TAG, as well as the end users to:

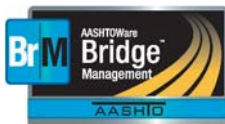
- Test results from version A to version B prior to going into production
- Evaluate results of changing some variable (performance measure, cost, etc.)
- Calibrate and configure input parameters and validate results

During the beta testing phase, the Beta TAG members will be able to use the tool to expeditiously test both existing and new software features. Following the release, the end users will use the tool to verify results prior to implementing the new version into production.

Objective

The objective is to develop a BrM-Customized Results Comparison Tool to be used to supplement and streamline current practices for verifying new releases during Beta testing and implementation.

Benefits/Justification/Urgency



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The proposed tool will allow members of the Beta TAG to focus a higher percentage of their time on the testing of new features. The end users not involved in Beta Testing will then perform similar testing prior to implementing the product into production. Furthermore, this will help ensure the end-user that the optimization procedure will produce consistent results.

Tasks and Funding Requirements

There are two components key to the implementation of results comparison capabilities. The first involves the generation of the data to be compared. The second involves a utility that can read the data for two events or analyses and produce detail and summary information so the user can determine if the differences found are as expected or are different than expected. The following summarizes the tasks and subtasks associated with this effort:

<i>Tasks</i>	<i>Budget Hours</i>
4. Modifications to BrM to Generate Data	250
5. Development of the Results Comparison Utility	750
6. Testing	250
Total Hours	1,250

Entities

Because this work is directly associated with the development and maintenance of BrM the current BrM contractor is most qualified to perform this work.

Implementation

Implementation of this Product Improvement will begin when approved and funded and end approximately 6-12 months later.

The Development Regression Testing Tool and the Results Comparison Tool could be released separately under the 5.3.01 Work Plan as a contract mod. (could also include a contract end date extension). The 5.3.01 Work Plan has been developed with a 12/31/18 end date.

Agenda Item 07: RFP Responses

7a. Montana DOT

The BrM RFP Response to Montana was uploaded to the Montana Procurement Services website on 12/28/17.

7b. Ohio DOT

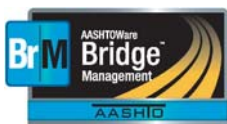
The BrM RFP Response to Ohio is near completion. The submission package will be mailed to the Ohio DOT prior to the 01/31/18 deadline.

Agenda Item 08: BrM TAG Activities

8a. Testing TAG

Bruce Novakovich advised that he has received a request from an end user who is interested in ‘sitting in’ on Testing TAG meetings. The following issues were discussed.

- Testing TAG meetings are open for folks to attend as ‘guests’ (to listen in and ask questions).



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- Beta software will continue to be distributed only to the members of the Testing TAG. In-active Testing TAG members will be removed if/when members become inactive.

8b. Reports TAG

Bentley will forward the Reports Enhancements included in the 5.3.01 Work Plan to the Reports TAG for review and feedback prior to moving forward with coding changes. The Reports TAG will participate in the review of the reports enhancements included in release 5.3.01.

8c. Database TAG

Craig Nazareth reported that the Database TAG is currently working to define fields for data to be stored. Load Rating data is one of the areas where issues are occurring in the absence of user tables. Bentley is concerned about the potential that duplicate tables may be produced; therefore, they originally proposed using xml fields.

Agenda Item 9: FY2019 – Finalize Documentation

9a. Catalog / 2019 Licensing

License fees will increase by approximately 3% from Fy2018 to FY2019.

License Type	2018	2019
BrM Super Site	\$ 36,000	\$ 37,000
Asset Tier 1 (1000 bridges)	\$ 15,500	\$ 16,000
Asset Tier 2 (750 bridges)	\$ 10,300	\$ 10,600
Asset Tier 3 (250 bridges)	\$ 7,700	\$ 7,900
Enhanced Asset Tier Support	\$ 3,000	\$ 3,000

Bentley has been requested to provide to Judy Tarwater by February 2, 2018, updated catalog language related to the functionality delivered in the latest version and technical specifications for hardware/software minimum and recommended requirements to run the software.

9b. FY2019 MSE Work Plan

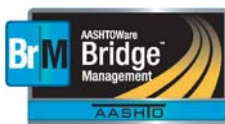
Bentley presented the proposed FY2019 MSE Work Plan. The Task Force walked through the plan and suggested minor changes. Bentley will finalize the Work Plan and forward to Judy Tarwater.

Agenda Item 10: Marketing Activities

10a. 2018 NBPPC

Judy Tarwater will man an AASHTOWare Bridge Booth at the 2018 NBPPC Conference. The 2018 NBPPC seems to be focusing heavily on bridge management activities rather than preservation techniques. The Task Force has been approved for three BrM presentation topics on the meeting agenda.

- Integrating Inspectors in Project Scoping - How the Utah DOT uses BrM results to compare with programming in the STIP (Rebecca Nix)
- Accurately Modeling of Costs to Illustrate the Benefits of Preservation Through LCCA – North Dakota DOT (Nancy Huether or Gary Doerr)



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- Integrating Bridge Preservation into Your TAMP – Beckie Curtis could present on this topic and will request approval from her management to do so.

Craig Nazareth (Rhode Island DOT) volunteered to be available as a back-up presenter in the event that one of the above state presentations does not come to fruition.

The status of the NBPPC conference presentations and hand-out materials (updated BrM marketing sheet) will be discussed during the bi-weekly Task Force calls.

10b. 12th National Conference on Transportation Asset Management

The BrM Abstract was approved. The slide presentation needs to be completed by June 15, 2018. Sunday workshops have also been scheduled in conjunction with this conference. Derek Constable is assisting the workshop organizers who have reached out to the Indiana and North Carolina DOTs for inclusion in the workshops.

The New Jersey DOT may have a good candidate to approach to prepare and present a workshop presentation on using BrM to support the TAMP.

10c. Newsletter Update

The Task Force identified the following topics for the 2018 Bridge Products Newsletter.

- Letter from the Vice Char – Eric Christie
- 5.3.01 (what will be delivered with the release) – Bentley (Josh Johnson)
- DOT Testimonial/Success Stories – Bentley (Zac Boyle)
- Service Unit Project Successes – Bentley (Zac Boyle)
- Configuration Tips and Tricks on interpreting deterioration data (i.e. overview of spreadsheets that have been created for specific DOTs) – Bentley (Zac Boyle)
- How to use the Visual Form Editor – Bentley or Mark Faulhaber
- How BrM supports the TAMP – Bentley (Josh Johnson)
- ½ page ad? Your inspections now run 40% faster!
- How to import/export data from different databases (better direction on the NBE import will be available by the time we develop the newsletter).

Draft articles should be developed for review by mid-May and finalized by the end of May.

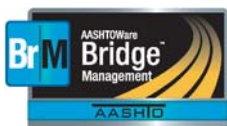
Agenda Item 11: Miscellaneous

11a. BrM JIRA Users (AI 2017-Br-013)

The Task Force discussed the need to remove current JIRA users who are no longer employed by licensing agencies.

11b. Licensing Internationally

Judy received an email last week from the Costa Rica Unidad de Puentes Programa de Ingeniería Estructural Laboratorio Nacional de Materiales y Modelos Estructurales (Pablo Barrantes). Mr. Barrantes advised that his agency doesn't manage bridges; however, his organization is the Government Supervisor of bridges by law. He conveyed that Costa Rica has a National Network of approximately 1500 bridges and



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local networks which are managed by 82 independent cities with no more than 200 bridges in each network. His email explained that he is investigating the possibility of using AASHTOWare BrM and was inquiring on licensing options and associated fees.

Judy responded with an overview of AASHTOWare, stressing the fact that AASHTOWare is developed primarily to serve the AASHTO community and, to that end, the development effort has been and continues to be concentrated on meeting the needs of our users. She went on to state that to date, development resources have not been expended to expand the product for use outside of the United States and Canada. Specifically, the application does not include options to programmatically handle alternate units of measure, dates, and time values; nor are there any options within the program to support the inclusion of languages other than English. Judy informed Mr. Barrantes that BrM is currently not licensed to international entities; however, should he wish to pursue licensing BrM as-is (i.e. not specifically localized for their environment), she could elevate his request to license to the AASHTOWare Bridge Task Force for their consideration.

Judy's response also advised that the AASHTOWare Bridge Management license structure is set up for owners of bridge inventories, Super Site licenses for large inventories (i.e. Departments of transportation and possibly very large counties or cities) and Asset Tiered licenses for inventories of lesser number of bridges, i.e. cities and counties.

Based on the information provided, it appears that the National Network is managed by one entity that does not have responsibility for the local bridge networks which are managed individually at the city level. For the National Network, the Super Site license would be appropriate. The Asset Tier 3 licenses would be appropriate for the local bridge network owners.

The Task Force discussed the request and

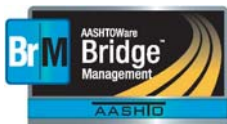
- The National organization could procure the Super Site license and allow the locals to access that software on the national server.
- The National organization provides support for the local entities.
- A maximum of 100 support hours will be specified. The National organization would be the Bentley POC for support. Support will be provided in English.
- Software must be deployed with a deactivation date
- The agreement must stress the fact the software uses the English language and cannot be localized for variances such as dates, monetary values, etc.

11c. SCOA Panel Questions for 2018 March Chairs' Meeting

The Task Force discussed and provided feedback on the SCOA panel questions for the 2018 March Chairs' Meeting.

1. What are the primary challenges for member agencies in implementing the most current product version? Money, Time, Cost, Resources, training, other priorities, etc.

Potential Follow up questions would just be elaboration of each item considered a challenge and trying to drive to how AASHTOWare may help.



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2. Are there unique attributes of your product which you believe simplify migration to a new version? If so, what are those attributes?
3. Do you have other ideas for product solutions, either product or consultant service-related, that could be put in place to minimize time to implementation?
4. What adjustments, if any,

11d. NCHRP Research – Glenn Washer

Bentley started receiving end user support calls from the research team last week. The Task Force discussed the probable scope of the project and related actions the research team might be taking. Bentley will continue to provide support to the research team but will let the Task Force know if the number of support hours become excessive.

Agenda Item 12: Review Action Items

Judy Tarwater reviewed the action items recorded during the meeting.

Agenda Item 13: Draft Quarterly Status Report

Judy Tarwater emailed the January 2018 Quarterly BrM Update to the BrM user community on January 16, 2018.

Contents of the Next Quarterly Status Report:

- 5.3.01 Overview Information – ensure the summary is correct (include the NBE import and delivery schedule: summer 2018)
- BrM Training
- BrM Technical Advisory Groups (TAGs)
- Testing TAG
- Reports TAG
- Database TAG
- Brief summary of the Annual QA process and a high level summary of the results of the FY2017 QA Review
- User Group Meeting Save the Date – Judy Tarwater

The Task Force discussed options for developing additional training videos using DOT service unit training activities as the foundation for the video (specifically, Forms Editor, Cross Sections, Crystal Reports)

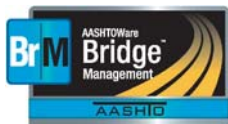
Agenda Item 14: Executive Session

The meeting adjourned at 3:06pm. No Executive Session was held.



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

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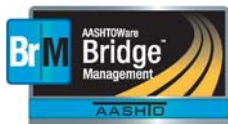
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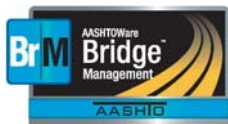
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BrM Database TAG – FHWA Group

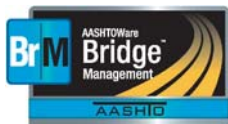
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