



Michigan
Transportation Asset
Management Council

Meeting Agenda

Wednesday, March 6, 2023 @ 1:00 PM

MDOT Aeronautics Bldg., 2nd Floor Commission Conference Room, 2700 Port Lansing Road, Lansing, MI

A meeting of the Transportation Asset Management Council (TAMC), [A Michigan Public Body](#), will take place at the time and location listed above. Accommodations can be made for persons who require mobility, visual, hearing, written, or other assistance for participation. Large print materials, auxiliary aids or the services of interpreters, signers, or readers are available upon request. Please contact Orlando Curry at [517-335-4381](tel:517-335-4381) or complete [Form 2658 for American Sign Language \(ASL\)](#). Requests should be made at least five days prior to the meeting date. Reasonable efforts will be made to provide the requested accommodation or an effective alternative, but accommodations may not be guaranteed.

Public Comment for non-agenda items is available at the beginning and end of the meeting, typically limited to 3 minutes. Public comment on agenda items is also available with each item when called upon by the TAMC Chair.

Meeting Telephone Conference Line: +1 323-484-8236 Access Code: 831 680 087#

Web Meeting Access Link: [Click here to join the meeting](#)

- 1. Welcome - Call to Order**
- 2. Changes or Additions to the Agenda (*Action Item as needed*)** Any items under the Consent Agenda may be considered to be moved to the regular agenda upon request of any Council member.
- 3. Public Comments on Non-Agenda Item**
- 4. Consent Agenda (*Action Items*)**
 1. Approval of the February 7, 2024 TAMC Minutes ***Attachment A***
 2. Transportation Asset Management Plans (TAMP) Requests for Approval & Update ***Attachment B***
 3. Appointment of new MAR TAMC Member ***Attachment C***
 4. TAMC Financial Update Report ***Attachment D***
- 5. Committee, Support Services and Partner Updates (*non-agenda items*)**
 1. ACE Committee
 2. Data Committee
 3. Bridge Committee
 4. Joint MIC/TAMC/WAMC Conference Update
 5. CSS Update
 6. MTU Update
 - a. Presentation from Chris Gilbertson, Associate Director at the Center for Technology & Training - Culvert Asset Management (AM) Best Practices
 - b. Presentation from Pete Torola, Research Engineer II at the Center for Technology & Training – AM Plan Evaluation of MI Local Agencies
 7. MIC Bi-Monthly Report– ***Attachment E***
- 6. Unfinished Business**
 1. Policy Updates – *Action Item*
 - a. Policy for Collection of Culvert Inventory and Condition Data ***Attachment F***
 - b. Policy for Collection of Roadway Surface Condition Data ***Attachment G***
 2. FY2024 Work Project – Non-Federal Aid (NFA) Reimbursement Requests – ***Action Item Attachment H & Attachment I***

3. FY 2025 Unified Work Program (UWP) Draft – *Action Item Attachment J (Clean Version) & Attachment K (Track Changes)*

7. New Business

1. Allegan County Reimbursement – *Attachment L*
2. Fiscal Year 2023 Annual Report Update
3. 2023 Pavement Surface Evaluation & Rating (PASER) Presentation from Eric Costa, MDOT Data Analyst – *Attachment M*

8. Public Comments

9. Member Comments

10. Adjournment

*Next TAMC Meeting Wednesday, April 3, 2023, 1:00pm
MDOT Aeronautics Bldg., 2nd Floor Commission Conference Room, 2700 Port Lansing Road, Lansing,
MI*



Michigan
Transportation Asset
Management Council

TRANSPORTATION ASSET MANAGEMENT COUNCIL (TAMC) MEETING

February 7, 2024, at 1:00 p.m.

**MDOT Aeronautics Building, 2nd Floor Commission Conference Room, 2700 Port
Lansing Road, Lansing, MI**

MEETING MINUTES

Members Present

- Joanna Johnson, County Road Association (CRA) – Chair
- Bill McEntee, County Road Association (CRA) – Vice-Chair
- Robert Slattery, Michigan Municipal League (MML)
- Jennifer Tubbs, Michigan Townships Association (MTA)
- Rob Surber, Department of Technology, Management and Budget (DTMB)/Center for Shared Solutions (CSS) (Virtual)
- Ryan Buck, Michigan Transportation Planning Association (MTPA) (Virtual)
- Art Green, Michigan Department of Transportation (MDOT) (Virtual)

Members Absent

- James Hurt, MML
- Jacob Hurt, Michigan Association of Regions (MAR)
- Kelly Jones, Michigan Association of Counties (MAC)
- Eric Mullen, Michigan Department of Transportation (MDOT)

Others Present

- Mike Halloran, MDOT (Virtual)
- Larry Brown, Allegan County (Virtual)
- Craig Atwood, Allegan County (Virtual)
- Dave Jennett, MDOT (Virtual)
- Gloria Strong, MDOT
- Eric Costa, MDOT (Virtual)
- Brad Sharlow, MDOT
- Cheryl Granger, DTMB/CSS (Virtual)
- Mike Toth, MDOT (Virtual)
- Heather Hoeve, MDOT (Virtual)
- Nathan Hamilton, Michigan Infrastructure Council (MIC) (Virtual)
- Sarah Plumer, Hubbell, Roth, and Clark (HRC)

Public Comments on Non-Agenda Items. N. Hamilton provided an update on MIC. The AM Champions January program session started with 140 participants and is the largest session to date. He also announced the first MIC Newsletter distributed in the last week; this is an effort they will be undertaking throughout the year. The launch date for the MIC project portal is anticipated for March. N. Hamilton asked if there were any additional

items the MIC should include, and J. Johnson suggested including Office of Rail projects. A. Green mentioned including capital improvement project lists that are not federally tied.

Consent Agenda. J. Tubbs made a motion to approve items on the consent agenda and B. McEntee seconded the motion to approve consent agenda items as presented in the packet.

The motion was approved by all members present.

Committee and Support Services Updates.

R. Buck spoke on behalf of the ACE Committee. Much of the discussion at the last meeting was related to items on this meeting agenda and had nothing else to add.

B. McEntee gave an update on the Data Committee and provided an update on status of FA Submittal from 2023, traffic signal date and a list of agencies that submitted approximately 100% of their FA data last year.

M. Halloran provided an update on the Bridge Committee. He mentioned they are working on the Bridget Week presentation, a culvert survey and other items included in this meeting agenda.

C. Granger gave an update on CSS's efforts. They are working on the V3 updates and C. Granger is looking at estimates and updating them. She explained that CSS will be working with the MIC to ensure the MIC Project Portal and TAMC Version 3 updates are coordinated.

Joint MIC/TAMC/WAMC Conference Update. G. Strong provided an update on the conference planning efforts. The conference will be held at Grand Valley State University's L.V. Eberhard Center and is scheduled for August 13th a full day, and August 14th a half day. The joint MIC/TAMC/WAMC meeting will be held on August 12th ahead of the conference. A Save the Date will be sent out soon.

2023 Annual Report Update. S. Plumer explained the Annual Report will include some new information and a draft version will be available for review at the March 2024 meeting.

FY2025 Unified Work Program (UWP) Draft. J. Johnson introduced the agenda item providing background on the update to the UWP. S. Plumer explained that in the past the Council will approve the document in June/July. To better coordinate with the RPA/MPO's it is recommended that the UWP be developed in tandem with their work program schedules. A draft has been provided to the regions for reference, in the future it would be ideal to have a UWP approved by the TAMC in December/January to provide to the RPA/MPO ahead of their annual planning efforts in January – March.

The council discussed the draft UWP and made recommendations to include updated language on invoices, culverts, and priority guidance. J. Johnson offered to incorporate comments from the meeting and an update will be brought to the February ACE Committee meeting and then presented to the TAMC in March for Approval.

Policy Updates. The Council will review these items at the March 2024 meeting under "Unfinished Business".

Transportation Asset Management Plan (TAMP) Guidance on Approval Schedule. R. Buck made a motion to approve the guidance provided by the ACE Committee: TAMC will consider a TAMP submitted within the

calendar year it is due and prior to the October 1 deadline in compliance with the submittal timeframe, and thus to be reviewed for content compliance. B. Slattery seconded.

The motion was approved by all members present.

Regional Reallocation Formula Efforts. TAMC Administrative Staff provided an update on the many ways the Regional Distribution Formula is being evaluated. J. Johnson recommended following the Michigan Transportation Fund (MTF) distribution formula to see if that is applicable.

Public Comments. J. Johnson expressed sympathies and condolences on the loss of Steve Warren, past TAMC Council Member and Asset Management expert.

Member Comments. S. Plumer provided an update on the results of the NFA Reimbursement Program to date. Requests must be submitted by February 9th. A recommended list of recipients will be provided at the March 2024 meeting.

The meeting was adjourned at 3:21 p.m.



March 6, 2024

GROUP A

Based upon my review of the following transportation agency Group A TAMPs, I am recommending approval of the following agency from the Council:

1. City of Romulus

Group A TAMPs Current Status:

# of Group C Agencies Due by October 1, 2023	# TAMPs Received by October 1, 2023	# TAMPs Received After October 1, 2023	# TAMPs Not Submitted	TAMPs Awaiting Additional Info.	Total TAMPs Received & Recommended for Approval To-date
41	16	13	12	1	28

TAMPs with Dates Received and Status:

1. Oceana County Road Commission TAMP received 09/05/2023 Approved by TAMC 11/01/2023	16. Huron County Road Commission TAMP Received 12/20/2023 Approved by TAMC 02/07/2024
2. Alger County Road Commission TAMP Received 09/06/2023 Approved by TAMC 11/01/2023	17. Macomb County Department of Roads TAMP Received 09/29/2023 Approved by TAMC 11/01/2023
3. City of Ann Arbor TAMP Received 09/21/2023 Approved by TAMC 11/01/2023	18. Road Commission of Kalamazoo County TAMP Received 09/29/2023 Approved by TAMC 11/01/2023
4. City of Portage TAMP Received 09/25/2023 Approved by TAMC 11/01/2023	19. Muskegon County Road Commission TAMP Received 09/29/2023 Approved by TAMC 11/01/2023
5. City of Troy TAMP Received 09/27/2023 Approved by TAMC 11/01/2023	20. Lenawee County Road Commission TAMP Received 10/05/2023 Approved by TAMC 11/01/2023

6. Monroe County Road Commission TAMP Received 09/27/2023 Approved by TAMC 11/01/2023	21. City of Livonia TAMP Received 09/27/2023 Approved by TAMC 12/06/2023
7. City of Norton Shores TAMP Received 09/28/2023 Approved by TAMC 11/01/2023	22. Ottawa County Road Commission TAMP Received 01/06/2023 & 11/28/2023 Approved by TAMC 12/06/2023
8. City of Royal Oak TAMP Received 09/28/2023 Approved by TAMC 11/01/2023	23. Wayne County Dept. of Public Services TAMP Received 09/29/2023 Approved by TAMC 12/06/2023
9. City of Walker TAMP Received 09/28/2023 Approved by TAMC 11/01/2023	24. Bay County Road Commission TAMP Received 10/19/2023 Approved by TAMC 12/06/2023
10. Calhoun County Road Department TAMP Received 10/23/2023 Approved by TAMC 11/01/2023	25. City of Wyoming TAMP received 11/29/2023 Approved by TAMC 12/06/2023
11. City of Grand Rapids TAMP Received 09/29/2023 Approved by TAMC 02/07/2024	26. St. Joseph County Road Commission TAMP Received 11/28/2023 Approved by TAMC 02/07/2024
12. Iosco County Road Commission TAMP Received 06/26/2023 Approved by TAMC 02/07/2024	27. Clinton County Road Commission TAMP Received 01/23/2024 Approved by TAMC 02/07/2024
13. Sanilac County Road Commission TAMP Received 12/26/2023 Approved by TAMC 02/07/2024	28. City of Romulus TAMP Received 02/27/2024 Recommending to TAMC Approval 03/06/24
14. City of Farmington Hills TAMP Received 12/08/2023 Approved by TAMC 02/07/2024	29. City of Kentwood TAMP Received 02/12/2024 Needs additional information
15. Baraga County Road Commission TAMP Received 09/28/2023 Approved by TAMC 11/01/2023	

Group A Agencies that Have Not Submitted TAMPs:

1. Berrien County Road Department	8. City of Lansing
2. Cheboygan County Road Commission	9. Mason County Road Commission
3. City of Dearborn Heights	10. Midland County Road Commission
4. Dickinson County Road Commission	11. Osceola County Road Commission
5. Genesee County Road Commission	12. City of Southfield
6. Hillsdale County Road Commission	
7. City of Jackson	

Although the Michigan Department of Transportation (MDOT) is not listed amongst the agencies in Group A, TAMC would like to acknowledge that MDOT submits their TAMP to the Federal Highway Administration (FHWA) every four years. The last MDOT TAMP was certified by FHWA in July of 2023.

Gloria M. Strong

March 6, 2024

TAMP Group A TAMC Status Update due 10.01.2023 for 03.06.2024



February 15, 2024

Sarah Plumer, TAMC Coordinator

Re: TAMC Nominee

Dear Ms. Plumer:

The Michigan Association of Regions (MAR) respectfully requests that our nomination of James Snell to be seated on the Transportation Asset Management Committee be approved at the State Transportation Commission meeting being held on April 18, 2024.

We appreciate your consideration and look forward to his approval. Please feel free to reach out to me via email: michiganassociationofregions@gmail.com or by telephone: 517-285-2420 with any questions that you might have.

Best Regards,

M.J. D'Smith
Executive Director - Michigan Association of Regions

Jim Snell

Representing Michigan Association of Regions (MAR)

Tri-County Regional Planning Commission

jsnell@mitcrpc.org

517-898-0231

Jim Snell joined the Tri-County Regional Planning Commission in 2015 as the Transportation Program Manager and became Executive Director of the organization in the fall of 2018. In addition to the overall management of Tri-County, he oversees the regional trails development program, PASER data collection program, and a staff of twelve. Jim is a member of the Association of Metropolitan Planning Organization (AMPO) Technical Committee and the Michigan Association of Regions.

Prior to joining Tri-County, Jim served as the Senior Transportation Planner for the Grand Valley Metro Council for twenty years. He is a seasoned professional with over 35 years of experience in regional and urban transportation planning. In 2012, he was awarded the TAMC Individual Achievement Award. For more than a decade Jim collected PASER data and completed video sign inventories in areas throughout the state. He is a graduate of Central Michigan University and resides in Grand Rapids.



	FY22 Budget			FY22 Year to Date			FY23 Budget			FY23 Year to Date			FY24 Budget			FY24 Year to Date		
	Indicates Contract Completed						Indicates Contract Completed											
		\$	Spent	Balance	\$	Spent	Balance	\$	Spent	Balance	\$	Spent	Balance	\$	Spent	Balance		
I. Data Collection & Regional-Metro Planning Asset Management Program																		
Battle Creek Area Transportation Study	\$ 20,500.00	\$ 16,113.16	\$ 4,386.84	\$ 20,500.00	\$ 15,615.51	\$ 4,884.49	\$ 20,500.00	\$ 4,404.77	\$ 16,095.23									
Bay County Area Transportation Study	\$ 19,900.00	\$ 17,520.26	\$ 2,379.74	\$ 19,900.00	\$ 19,093.10	\$ 806.90	\$ 19,900.00	\$ 397.64	\$ 19,502.36									
Central Upper Peninsula Planning and Development	\$ 50,000.00	\$ 50,001.00	\$ (1.00)	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00									
East Michigan Council of Governments	\$ 108,000.00	\$ 75,670.47	\$ 32,329.53	\$ 108,000.00	\$ 108,000.00	\$ -	\$ 108,000.00	\$ 28,253.49	\$ 79,746.51									
Eastern Upper Peninsula Regional Planning & Devel.	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 1,963.91	\$ 23,036.09									
Genesee Lapeer Shiawassee Region V Planning Com.	\$ 46,000.00	\$ 33,332.45	\$ 12,667.55	\$ 46,000.00	\$ 30,327.28	\$ 15,672.72	\$ 46,000.00	\$ 16,749.55	\$ 29,250.45									
Grand Valley Metropolitan Council	\$ 24,000.00	\$ 24,000.00	\$ -	\$ 24,000.00	\$ 24,000.00	\$ -	\$ 24,000.00	\$ -	\$ 24,000.00									
Kalamazoo Area Transportation Study	\$ 22,000.00	\$ 21,982.18	\$ 17.82	\$ 22,000.00	\$ 19,909.28	\$ 2,090.72	\$ 22,000.00	\$ 5,795.21	\$ 16,204.79									
Macatawa Area Coordinating Council	\$ 19,000.00	\$ 16,410.01	\$ 2,589.99	\$ 19,000.00	\$ 15,132.47	\$ 3,867.53	\$ 19,000.00	\$ 153.43	\$ 18,846.57									
Midland Area Transportation Study	\$ 21,000.00	\$ 20,286.91	\$ 713.09	\$ 21,000.00	\$ 20,995.34	\$ 4.66	\$ 21,000.00	\$ 1,318.09	\$ 19,681.91									
Northeast Michigan Council of Governments	\$ 51,000.00	\$ 51,000.00	\$ -	\$ 51,000.00	\$ 51,611.49	\$ (611.49)	\$ 51,000.00	\$ 3,952.54	\$ 47,047.46									
Networks Northwest	\$ 75,000.00	\$ 7,952.56	\$ 67,047.44	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00	\$ 19,796.53	\$ 55,203.47									
Region 2 Planning Commission	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ 14,378.59	\$ 25,621.41	\$ 40,000.00	\$ 1,435.17	\$ 38,564.83									
Saginaw Area Transportation Agency	\$ 21,000.00	\$ 19,666.16	\$ 1,333.84	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 21,000.00	\$ 34.00	\$ 20,966.00									
Southcentral Michigan Planning Commission	\$ 55,000.00	\$ 20,094.89	\$ 34,905.11	\$ 55,000.00	\$ 54,990.37	\$ 9.63	\$ 55,000.00	\$ 6,021.12	\$ 48,978.88									
Southeast Michigan Council of Governments	\$ 174,000.00	\$ 174,000.00	\$ -	\$ 174,000.00	\$ 174,000.00	\$ -	\$ 174,000.00	\$ 8,341.58	\$ 165,658.42									
Southwest Michigan Planning Commission	\$ 41,000.00	\$ 8,088.16	\$ 32,911.84	\$ 41,000.00	\$ 23,182.78	\$ 17,817.22	\$ 41,000.00	\$ 5,316.52	\$ 35,683.48									
Tri-County Regional Planning Commission	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ 39,999.82	\$ 0.18	\$ 40,000.00	\$ 15,349.82	\$ 24,650.18									
West Michigan Regional Planning Commission	\$ 88,000.00	\$ -	\$ 88,000.00	\$ 88,000.00	\$ 35,797.24	\$ 52,202.76	\$ 88,000.00	\$ 6,716.12	\$ 81,283.88									
West Michigan Shoreline Regional Development Com.	\$ 54,000.00	\$ 53,906.46	\$ 93.54	\$ 54,000.00	\$ 53,840.24	\$ 159.76	\$ 54,000.00	\$ 9,140.33	\$ 44,859.67									
Western Upper Peninsula Regional Planning & Devel.	\$ 42,000.00	\$ 9,380.47	\$ 32,619.53	\$ 42,000.00	\$ 40,339.19	\$ 1,660.81	\$ 42,000.00	\$ 5,718.38	\$ 36,281.62									
MDOT Region Participation & State Vehicle Use	\$ 30,000.00	\$ 4,324.76	\$ 25,675.24	\$ 30,000.00	\$ 28,771.06	\$ 1,228.94	\$ 30,000.00	\$ -	\$ 30,000.00									
PASER Quality Review Contract	\$ 50,000.00	\$ 50,782.83	\$ (782.83)	\$ 50,000.00	\$ 49,999.94	\$ 0.06	\$ 50,000.00	\$ -	\$ 50,000.00									
Data Collection & Regional-Metro Program Total	\$ 1,116,400.00	\$ 648,729.90	\$ 467,670.10	\$ 1,116,400.00	\$ 990,983.70	\$ 125,416.30	\$ 1,116,400.00	\$ 140,858.20	\$ 975,541.80									
III. TAMC Central Data Agency (MCSS)																		
Project Management	\$ 65,093.00	\$ 60,192.02	\$ 4,900.98	\$ 58,850.00	\$ 48,489.70	\$ 10,360.30	\$ 56,175.00	\$ 15,833.52	\$ 40,341.48									
Data Support /Hardware / Software	\$ 44,298.00	\$ 44,298.00	\$ -	\$ 48,150.00	\$ 33,134.39	\$ 15,015.61	\$ 12,840.00	\$ 6,141.69	\$ 6,698.31									
Application Development / Maintenance / Testing	\$ 202,880.00	\$ 200,683.59	\$ 2,196.41	\$ 171,270.00	\$ 252,641.30	\$ (81,371.30)	\$ 50,885.00	\$ 9,374.13	\$ 41,510.87									
Help Desk / Misc Support / Coordination	\$ 26,679.00	\$ 36,801.85	\$ (10,122.85)	\$ 60,300.00	\$ 21,051.28	\$ 39,248.72	\$ 52,500.00	\$ 8,057.70	\$ 44,442.30									
Training	\$ 14,000.00	\$ 12,408.61	\$ 1,591.39	\$ 14,980.00	\$ 1,897.94	\$ 13,082.06	\$ 12,600.00	\$ 2,357.90	\$ 10,242.10									
Data Access / Reporting	\$ 22,000.00	\$ 20,932.60	\$ 1,067.40	\$ 21,400.00	\$ 23,782.47	\$ (2,382.47)	\$ 25,000.00	\$ 10,283.76	\$ 14,716.24									
TAMC Central Data Agency (MCSS) Total	\$ 374,950.00	\$ 375,316.67	\$ (366.67)	\$ 374,950.00	\$ 380,997.08	\$ (6,047.08)	\$ 210,000.00	\$ 52,048.70	\$ 157,951.30									
CSS V3 Migration							\$ 234,116.65	\$ 116,571.71	\$ 117,544.94									
IV. MTU Training & Education Program Contract																		
	\$210,658.15	\$ 168,899.74	\$ 41,758.41	\$210,658.15	\$ 210,658.15	\$ -	\$210,658.15	\$ 34,417.42	\$ 176,240.73									
V. MTU Activities Program Contract																		
Additional Funding for Non Federal Aid Work Project	\$128,424.93	\$ 111,160.73	\$ 17,264.20	\$128,424.93	\$ 128,424.93	\$ -	\$128,424.93	\$ 38,167.71	\$ 90,257.22									
							\$170,916.92											
VI. TAMC Expenses																		
Fall Conference Expenses	\$ 10,000.00	\$ 12,994.02	\$ (2,994.02)	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00									
Fall Conf. Attendance Fees + sponsorship Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -									
Net Fall Conference	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -									
Spring Conference Expenses	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00									
Spring Conf. Attendance Fees + sponsorship Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -									
Net Spring Conference	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -									
Unallocated / Contingency	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00									
Other Council Expenses (Member Mileage Expenses/Printing/Etc.)	\$ 10,000.00	\$ 2,320.15	\$ 7,679.85	\$ 10,000.00	\$ 2,645.11	\$ 7,354.89	\$ 10,000.00	\$ -	\$ 10,000.00									
TAMC Expenses Total	\$ 40,000.00	\$ 15,314.17	\$ 24,685.83	\$ 40,000.00	\$ 12,645.11	\$ 27,354.89	\$ 40,000.00	\$ -	\$ 40,000.00									
Total Program	\$ 1,870,433.08	\$ 1,319,421.21	\$ 551,011.87	\$ 1,870,433.08	\$ 1,723,708.97	\$ 146,724.11	\$ 1,876,400.00	\$ 265,492.03	\$ 1,610,907.97									
Appropriation	\$ 1,876,400.00		29.46%	\$ 1,876,400.00		7.84%	\$ 1,876,400.00		85.85%									
VII. Special Projects with Separate Budgets																		
	FY22 Budget	FY22 Year to Date		FY23 Budget	FY23 Year to Date													
	\$	Spent	Balance	\$	Spent	Balance												
MI Local Agency Culvert Inventory Pilot (FY18 HB4320 S-3)																		
Central Data Agency (MCSS)	\$ 69,004.45	\$ -	\$ 69,004.45	\$ 69,004.45	\$ 55,405.39	\$ 13,599.06												
MTU Culvert Project Activities & Training Program	\$ 77,258.02	\$ -	\$ 77,258.02	\$ 15,887.41	\$ 13,794.96	\$ 2,092.45												
TAMC Administration & Contingency (Unencumbered)	\$ 117.59	\$ -	\$ 117.59	\$ 117.59	\$ -	\$ 117.59												
Central Upper Peninsula Planning and Development	\$ 24,000.00	\$ 257.41	\$ 23,742.59	\$ 23,742.59	\$ -	\$ 23,742.59												
East Michigan Council of Governments	\$ 42,000.00	\$ 338.74	\$ 41,661.26	\$ 41,661.26	\$ 21,627.26	\$ 20,034.00												
Northeast Michigan Council of Governments	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 6,520.31	\$ 3,479.69												
Networks Northwest	\$ 16,000.00	\$ -	\$ 16,000.00	\$ 16,000.00	\$ 1,853.84	\$ 14,146.16												
Southcentral Michigan Planning Commission	\$ 6,000.00	\$ 8.00	\$ 5,992.00	\$ 5,992.00	\$ -	\$ 5,992.00												
Southeast Michigan Council of Governments	\$ 33,000.00	\$ 33,000.00	\$ -	\$ -	\$ -	\$ -												
Southwest Michigan Planning Commission	\$ 27,000.00	\$ -	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ -												
Tri-County Regional Planning Commission	\$ 34,000.00	\$ 34,000.00	\$ -	\$ -	\$ -	\$ -												
West Michigan Regional Planning Commission	\$ 34,000.00	\$ -	\$ 34,000.00	\$ 34,000.00	\$ 5,096.09	\$ 28,903.91												
West Michigan Shoreline Regional Development Com.	\$ 36,000.00	\$ 30,454.07	\$ 5,545.93	\$ 5,545.93	\$ 5,562.15	\$ (16.22)												
Western Upper Peninsula Regional Planning & Devel.	\$ 12,000.00	\$ -	\$ 12,000.00	\$ 12,000.00	\$ 3,963.18	\$ 8,036.82												
MI Local Agency Culvert Inventory Pilot Project Total	\$ 420,380.06	\$ 98,058.22	\$ 322,321.84	\$ 260,951.23	\$ 140,823.18	\$ 120,128.05												
Total Special Program	\$ 420,380.06	\$ 98,058.22	\$ 322,321.84	\$ 260,951.23	\$ 140,823.18	\$ 120,128.05												

Updated BMS 2/25/2024

Work Project Money: \$415,220 (includes leftover FY2023 money and MIC transfer for CSS Migration)
Total Money Available for NFA Project: \$300,000

2024 | FEBRUARY

BI-MONTHLY REPORT

Prepared by the MIC Staff

Welcome to the New Year

We hope your holidays were filled with good times and great people! Coming into this new year we are excited to welcome new members to our board, launch some of our large-scale projects, and overall grow as a council in our impact across the state. This year we will be sending out our report to members on a bi-monthly basis. For those who are receiving this newsletter for the first time on the council we welcome you! This report is a tool for our members to keep up to date on the MIC's work, the work of TAMC & WAMC, and some infrastructure developments across the state. 2024 is going to be a year of growth for the MIC and we are excited to share this journey with you all.

- MIC Staff

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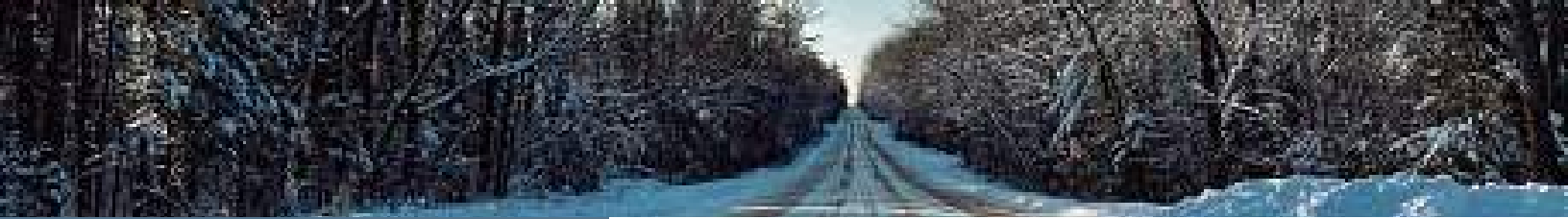
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MIC UPDATES

- If you haven't already, please check out the updated [MIC Member Portal](#)! The enhanced portal serves as a one-stop resource for membership by providing details regarding upcoming events, recent news in Michigan's infrastructure, MIC reports, and much more!
- MIC welcomed a new staff member to the team, Emilee Madison who will serve as our departmental analyst. We are currently working to obtain approvals to start the process of hiring another full-time employee this calendar year.
- The 2023 Annual Report as well as other council documents and meeting recordings can be viewed on our website.
- Progress has been made in planning the joint MIC/TAMC/WAMC conference, to be put on August 12th-14th at GVSU in Grand Rapids.
- A new cohort of the AM Champion class began in January of this year and will host our largest class to date.
- Beta Testing is wrapping up with our project portal and we are anticipating a launch date in Q1 of 2024.
- The MIC voted and approved the 30 Year Integrated Infrastructure Strategy Actions at the 2023 Annual Meeting & the final draft of the document is being refined.





COUNCIL SHOUTOUTS

Charles Marshall

Appointed by the Speaker of the House, Rep. Tate Charles “Chuck” is the Vice President of Transmission Planning for ITC Holdings Corp. In this role, he is responsible developing system solutions to ensure the reliable and economic delivery of electricity to customers.

Please join us in welcoming Charles to the Council!

Palencia Mobley

Reappointed by the Governor Palencia was reappointed for another term & elected to serve as the new chairperson of the council.

Please join us in congratulating Palencia on her new role!

Daniel Lord & Jessica Thomas

Daniel Lord will be replacing Erik Eklund as the new non-voting representative from the MDNR and Jessica Thomas will be replacing Kevin Smith as the non-voting representative from the MI Department of Treasury.

Please join us in welcoming Todd and Jessica!

Kathleen Lomako & Erin Kuhn

Kathleen has been appointed to serve as a Co-Vice Chair alongside Erin. Kathleen will oversee the 30 year plan implementation and Erin will continue to oversee training and education.

Please join us in congratulating Kathleen & Erin!



PROJECT PORTAL 2.0

System Integration | Testing and Training

Significant progress has been made with the Project Portal 2.0. The system security plan (SSP), which documents an overview of system requirements, mainly focusing on risk assessment to operate on SOM servers, is mostly complete. A production environment will launch this week, and issues identified in the SSP will be remediated. Also, interface testing is complete, and a few functional issues will be corrected within the next week. MIC staff met with MDOT, DTE, CMS, SEMCOG, and Peninsula Fiber to begin preliminary discussions about automating their data entry into the Portal via the new API feature in Coordinate. A potential “soft” launch has been set for mid-March.

Project Portal 2.0 Demonstration

For those who have yet to see the product demonstration, please see the link below from a previous MIC meeting with SADA Systems in January 2023.

[View Previously Recorded Product Demo on MIC Member Portal](#)

Total Timeline: 24 Weeks





ASSET MANAGEMENT EDUCATION & TRAINING

Fall 2023 Graduating AM Champs Class

In November 2023, 101 graduates finished the Asset Management Champions program. The total number of graduates statewide is now over 400. We have graduated champions from over 70 counties across the state and are close to meeting our goal of having a champion from every county in Michigan.

AM Champions Webinars

The MIC hosts monthly webinars to further educational opportunities for graduated Champions and current participants in the program. Below are some of the past webinars from the end of 2023, if you would like a link to view them please reach out to Nathan Hamilton.

Q4 2023 Webinars:

- October- AM theory into practice at GLWA
- November - WAMC x TAMC
- December - AM Champions Program 101

Upcoming Webinar

February's webinar is entitled - A Story of Progress at a Small Water Utility - Tim Sheridan from Blumfield Reese Water Authority will speak to participants about compiling a digital asset inventory, developing a 20-year capital improvement plan for the utility, and more. If you would like to attend any upcoming webinars, please contact Nathan for an invitation link to be shared with you.

Spring 2024 AM Champs Cohort

We are pleased to announce that our first cohort of 2024 has begun and has 142 participants registered. It is our largest class to date! Along with this achievement, our first State elected official will participate in the program and the Executive Director of the Technical Assistance Center from MIO, Kristin Brady, will also join our cohort.



30 YEAR INTEGRATED INFRASTRUCTURE STRATEGY

Updates

The final rounds of edits are being made to the document and then once reviewed by committee leadership the document will have the graphics professionally finished. We anticipate the final report being published in spring 2024 following the review the council.

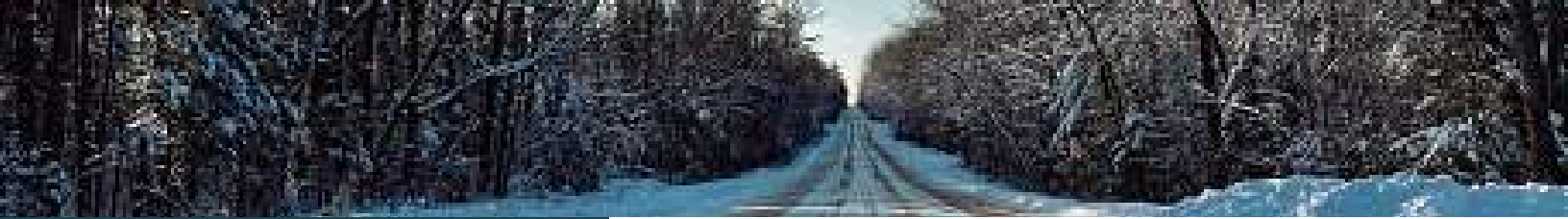
Approved Actions

During the 2023 annual meeting, the following actions were approved by the council:

1. A Culture of Asset Management
2. Regional Innovation & Coordination Hubs (RICH)
3. Unified Planning & Regulatory Framework
4. Rethinking Rate & Revenues
5. Leaders in Emerging Technology
6. Lead & Green Communities

Next Steps

Following the draft being finalized, the communications committee will work to create a timeline for outreach and publicity of the new plan throughout the year. If you have any ideas feel free to reach out to a member of the communications committee or MIC staff to share.



TAMC UPDATES

- **ADDITIONAL FUNDS FOR RATING NON-FEDERAL AID ROADS** - Additional funding is available this year in a one-time program to encourage local road agencies to fill in the gaps of Pavement Surface Evaluation and Rating (PASER)/Inventory Based Rating (IBR - unpaved roads) data gaps on the non-federal aid road network. These funds, which represent unspent dollars from FY 2023, are targeted for regional partnerships of county road agencies and municipalities. To apply, a joint letter of interest which must include several commitments such as: cost, timing, and vendor to the TAMC by February 9, 2024.
- **2023 ANNUAL REPORT** - data analysis in progress
- **STC REAPPOINTMENT OF TAMC MEMBERS** - Ryan Buck (November 2023) & Bill McEntee (1/25/24)
- **TRAININGS** - [see upcoming trainings](#)
- **JOINT CONFERENCE** - Planning in progress.
- **TAMC V3 TECHNOLOGY UPDATE PER MOU** - CSS is approximately half way through their effort on the Version 3 migration to the IRT and other TAMC tools. The base application work is 100% completed, with 59% of the dashboards upgraded. IMAP is 90% completed and pending some more enhancements. IRT is 25% completed, being the last item to get done. They are on track to complete the work by fall 2024.



WAMC UPDATES

The WAMC welcomes new members appointed by the Michigan Infrastructure Council at the 2023 Annual Meeting held on December 7, 2023, in Dimondale, Michigan.

Carl Overly

Bay Area Water Treatment Plant Superintendent

Member Representing Michigan Association of Counties

Sue McCormick

Retired

Member Representing a Water Authority

Carrie Ricker-Cox

Oakland County Water Resources Commissioner

Member Representing a Water Association





STATEWIDE NEWS

- [Bipartisan Infrastructure Law helps MI school districts buy electric school buses](#)
- [New LEO department created to grow Clean Energy Workforce](#)
- [Michigan US Senators announce federal investment to expand passenger rail service in MI](#)
- [Michigan blazes a trail in federal climate investments and transformative clean energy policy](#)
- [MPSC approves new rate increase for DTE to fund utility's reliability upgrades](#)
- [Gas Tax increases to adjust for inflation starting January 1, 2024](#)
- [Council Member Beverly Watts serves as Political Analyst of 2024 State of the State](#)



Policy for Collection of Roadway Surface Condition Data

This policy was adopted by The Transportation Asset Management Council (TAMC) and is effective on December 7, 2022.

Introduction:

The TAMC was established to expand the practice of asset management statewide to enhance the productivity of investing in Michigan's roads and bridges. Part of the TAMC's mission is to collect physical inventory and condition data on all roads and bridges in Michigan. This document describes the policy and procedures for collecting the physical inventory and surface condition data of paved and unpaved roads and streets owned by Public Act 51 agencies on the Federal Aid (FA) eligible and Non-Federal Aid (NFA) eligible within Michigan. The TAMC has a TAMC Asset Management Coordinator who is responsible for the support and operation of the TAMC activities. Questions relating to the application of this policy should be referred to the TAMC Coordinator.

According to Act 51 (P.A. 499 2002, P.A. 199 2007, P.A. 325 of 2018); each Local Road Agency and the Michigan Department of Transportation (MDOT) shall annually report to the TAMC the mileage and condition of the road and bridge system under their jurisdiction. Additionally, procedures and requirements developed and presented by the TAMC shall, at a minimum, include the areas of training, data storage and collection, reporting, development of a multiyear program, budgeting and funding, and other issues related to asset management.

The TAMC has given the responsibility of managing the TAMC work program to the Regional Planning Organizations (RPO)/Metropolitan Planning Organizations (MPO). The RPO/MPOs have TAMC work activities included in their annual work programs and have funds allocated from the TAMC for those activities. The RPO/MPO will have to allocate those funds among eligible work activities in order to best complete the priorities of the TAMC. Therefore, the RPO/MPO may need to limit its authorizations for reimbursements to manage its work programs.

This policy applies to the collection of roadway surface condition data on:

- FA eligible network of public roads and streets using the PASER,
- Non-Federal-aid (NFA) eligible network of public roads and streets using the PASER system, and
- Unpaved roads and streets on either the FA or the NFA networks using the Inventory Based Rating™ (IBR) system.

Rating Teams

NOTE: Refer to the *PASER Training/Certification* Requirements section of this policy for training and certification requirements.

Daily data collection logs MUST be completed which contain rating team members' or observers' names, agencies, mileage, rating dates, and rating times. Although the TAMC supports interest by others in the data collection process, observers will not be reimbursed by the TAMC for their time.

Federal Aid Eligible Road Rating Teams

The FA rating teams shall consist of a minimum of two (2) people, each representing different agencies, which must include: one (1) member/representative of the RPO/MPO and one (1) member/representative of the Act 51 road agency being rated (County, City/Village, MDOT). The Act 51 road agency may select a designee from outside their agency to represent them during collection which can include an

RPO/MPO staff or other individual outside their origination. A third member of the rating team is permissible to aid in driving and may be a representative of the Act 51 road agency or RPO/MPO however, they must meet the Training/ Certification requirements in order to be reimbursed with TAMC funds through the RPO/MPO for their effort. All rating team members with the exception of a non-rating driver must meet the Training / Certification requirements in this policy. The TAMC supports interest by others to be present as observers during the rating process, however, observers will not be reimbursed by the TAMC for their time.

Non-Federal Aid Eligible Rating Teams

a. If TAMC reimbursement for NFA data collection has not been approved, but the agency would like condition data included in TAMC's statewide database:

The Act 51 road agency may establish their own collection schedule and collect data on their NFA network.

The rating team shall consist of a minimum of one rater: one (1) member/representative of the Act 51 road agency who meets the Training / Certification requirements or their designee.

The TAMC encourages all rating team participants to follow their agency's safety procedures and practices.

b. If TAMC reimbursement is being requested:

Road agencies must receive authorization prior to gathering any data from the RPO/MPO for reimbursement for NFA data collection.

Road agencies must submit a written request for reimbursement; the request should include the miles of NFA rated and the total estimated cost (actual costs claimed must not exceed the estimated costs) for the data gathering, trained/certified team members' time, and vehicle use. This request must also clarify which fiscal year the data collection and reimbursement will take place. It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective Act 51 agencies annually, and that requests by Act 51 agencies are submitted to their respective RPO/MPO by October 1.

The RPO/MPO decision on what requests for reimbursement are approved will consider:

- available budget,
- absence or age of the NFA data that will be collected,
- last year of reimbursement to the road agency for that NFA data set. No more frequently than once every three (3) years,
- rating team members' Training / Certification status
- if there is time available within the data collection season.

The rating team shall consist of a minimum of two (2) people: one (1) member/representative of the Act 51 road agency who meets the Training / Certification requirements as a rater, and one (1) additional staff member to drive the vehicle.

All rating team members with the exception of a non-rating driver must meet the Training / Certification requirements in this policy. Rating team members must meet the Training/ Certification requirements in order to be reimbursed with TAMC funds through the RPO/MPO

for their effort. The TAMC supports interest by others to be present as observers during the rating process, however, observers will not be reimbursed by the TAMC for their time.

The TAMC encourages all rating team participants to follow their agency's safety procedures and practices.

PASER Training/Certification Requirements:

To be eligible to rate road conditions for TAMC a rating team member must:

- Attended the entire PASER training series at least once in one of the previous three years. (Example a rating team member in 2023 needed to complete PASER training in either 2023, 2022, 2021, or 2020).

OR

- Meet eligibility requirements and successfully pass the PASER certification exam at least once in the last three years.
- New raters (never attended PASER training before) MUST attend the PASER training series prior to collecting data.
- Any rater who participates in the data collection for unpaved roads shall attend Inventory Based Rating (IBR) training at least once in one of the previous three years.
- New raters (never attended IBR training before) MUST attend the IBR training prior to collecting data.
- RPO/MPO representatives are required to have at least one member of staff participate in PASER and IBR training events in the current collection year. RPO/MPO representatives are critical to the success of the PASER data collection effort, so it is important for them to continue to promote and support the program by attending training events.

Certification Eligibility Requirements:

To be considered a candidate to take the PASER Certification exam a rater must meet the following criteria.

- Any raters who has attended PASER training six (6) or more years as verified through the Center for Technology & Training (CTT) records and rated a portion of their roads during TAMC collection for a like number of years.
- Licenses professional civil engineers who have attended PASER training three (3) or more years as verified through the Center for Technology & Training (CTT) records and rated a portion of their roads during TAMC collection for a like number of years.

Certification Exam:

- The written certification exam will be administered at the on-site sessions of PASER training to eligible candidates.
- Raters must pass the written certification exam during the on-site training sessions. The passing score is 70% correct or will be adjusted using the normal distribution (bell curve) of the scores depending on the difficulty of the exam questions at the discretion of CTT staff.
- Raters who do not pass the certification exam will be able to attend another on-site PASER training session and retake the exam as many times in one year as space and CTT administration allows.
- The TAMC will hold exam results and exam questions as documents that are not open to the public without a freedom of information act request to prohibit development of files of

- exam questions that can be used to memorize facts rather than learning concepts.
- There is no current certification exam for IBR (unpaved road) data collection.

Certification Period:

Raters that qualify and pass the certification exam will be issued a certificate from CTT indicating the date the exam was passed.

MDOT Region Representative Responsibilities

NOTE: Each MDOT Region must designate a MDOT Region Representative to be a contact source for the MDOT Region's respective RPO/MPO Regional Coordinator(s).

- Ensuring that a trained and/or certified MDOT rater or MDOT designee participates on the rating team for the annual FA data collection.
- Ensuring non-MDOT members of rating team are provided with State of Michigan travel and reimbursement rate schedules at the start of the rating season.

RPO/MPO Regional Coordinator Responsibilities

NOTE: Each RPO/MPO must designate a RPO/MPO Regional Coordinator to be a contact source for the TAMC.

- Establishing the data collection schedule and coordinating the dates for FA road rating with the respective rating teams.

NOTE: The TAMC outlines policies for the data collection cycle schedule as well as first and last days of annual data collection in the *Data Collection* section.

- Ensuring the collection teams have access to the computer equipment and GPS devices needed for data collection.
- Ensuring the collection teams have access to vehicle capable of being used for data collection. In the event the collection teams are using vehicles owned by the Act 51 road agency, confirmation of insurance coverage of all passengers is required. Act 51 road agency may include equipment rental rates as defined in MDOT's Schedule C as associated costs for data collection. In the event the collection teams do not have access to a vehicle capable of being used for data collection, the RPO/MPO Regional Coordinator will coordinate a vehicle rental through the State of Michigan vehicle use program with the assistance of MDOT TAMC Support Staff and administer driver agreements and overnight parking documentation.
- Ensuring/verifying the rating team has the required number of trained and/or certified raters from the Act 51 road agency(ies) collecting the road surface condition data (see the *Rating Teams* and the PASER Training/Certification Requirements sections of this policy for more information).
- Ensuring daily data collection logs which MUST contain team members or observers' names and agency, vehicle, vehicle mileage traveled, rating dates and time are accurately completed for each day of reimbursable data collection.
- Verifying/checking the miles of road surface condition data collected.
- Performing quality control checks of the data collected.

NOTE: The RPO/MPO Regional Coordinator MUST review the collected data—looking for missing entries (zeros), valid surface type, missing surface type, valid number of lanes, missing lane information, and large increases/decreases in PASER scores for road segments that have had no treatments—before sending it to the Center for Shared Solutions (CSS).

- Ensuring that the completed PASER data export file is the correct file type and submitting the PASER data export file to the CSS (see the *Data Submission/Standards* section of this policy for more information).
- Submitting RPO/MPO invoices for reimbursement to the TAMC Asset Management Coordinator monthly or quarterly for all expenses related to training, data collection efforts, quality control, and data submission activities. Including copies of daily collection logs and any other backup information as attachments to the invoice.

Data Collection

- Unless otherwise stated by the TAMC, the expectation is to collect PASER data on no less than half (or no less than 50%) of the FA eligible network within each RPO/MPO boundary.
- The expectations will be communicated through the RPO/MPOs.
- NFA data collection is encouraged with or without TAMC reimbursement.
- Each rating team must complete the following logs when being reimbursed for their work:
 - Daily data collection logs which MUST contain team members or observers' names and agency, vehicle, vehicle mileage traveled, rating dates and time are accurately completed for each day of reimbursable data collection.
 - Prepare a list that includes rater's names and agencies, as well as the certification that all raters were appropriately trained/certified.
- Data collection on paved roads must be consistent with the current TAMC *Data Collection Manual*, the *Sealcoat Revised Rating Guide for Michigan*, and, when appropriate, the Asphalt, Concrete, and Sealcoat PASER Manuals ([accessible at Center for Technology & Training website](#)).
- Data collection on unpaved roads and streets must be consistent with the current IBR training and the *IBR Field Guide* ([accessible at Center for Technology & Training website](#)).
- The use of the Roadsoft Laptop Data Collector (LDC) is required.
- The first day for data collection shall be the first Monday of April; the last day for data collection shall be the first Friday of December, weather permitting.

Data Submission/Standards

- FA/NFA data collected is to be submitted to the CSS by the RPO/MPO Regional Coordinator, who will submit the data following quality assurance and quality control guidelines.
- The export file from Roadsoft MUST be in a shapefile format; exports containing text files are not accepted. See the current TAMC *Data Collection Manual* ([accessible at Center for Technology & Training website](#)) for additional information.
- The deadline for the RPO/MPO Regional Coordinator to submit the data to the CSS is the second Friday of December.

Reimbursement

Note: Act 51 road agencies must receive prior authorization from the RPO/MPO for reimbursement for NFA data collection. Please refer to the earlier section on NFA Rating Teams: b. If TAMC reimbursement is being requested section.

The TAMC has given the responsibility of managing portions of the TAMC work program to the RPO/MPOs. The RPO/MPOs have TAMC work activities included in their annual work programs and have funds allocated from the TAMC for those activities. The RPO/MPO will have to allocate those funds among eligible work activities in order to best complete the priorities of the TAMC. Therefore, the RPO/MPO may need to limit its authorizations for reimbursements in order to manage its work programs and will work with its members to coordinate activities.

- Rating team members who represent MDOT will be reimbursed by the TAMC via annual approved budget for PASER review.
- Rating team members who represent the RPO/MPO will be reimbursed via annual project authorization with the TAMC.
- Rating team members who represent Act 51 (county, city, or village) road agencies will be reimbursed, for FA data collection and, with prior authorization, for NFA data collection activities, and for expenses directly related to the data collection effort (i.e., time, travel, meals, vehicle) via annual RPO/MPO project authorization with the TAMC. The TAMC will not directly reimburse Act 51 road agencies. Act 51 road agencies shall submit invoices and supporting information to the RPO/MPO for costs associated with PASER data collection that has been authorized by the RPO/MPO. The RPO/MPO will request payment from MDOT and subsequently reimburse the road agency following receipt of payment from MDOT.
- The RPO/MPO Regional Coordinator will submit invoices for reimbursement to the TAMC Asset Management Coordinator monthly or quarterly for all expenses related to training, data collection efforts, quality control, any Act 51 road agency's associated cost invoice(s) detailing expenses directly related to data collection (i.e., time, travel and/or meal reimbursements), and data submission activities. Time, travel and/or meal reimbursements will be processed according to State of Michigan travel and meal rates. Copies of daily collection logs, vehicle rental contracts, rental rates and any other backup information will be included as attachments to the invoice.
- TAMC will require MPOs and RPAs to clarify and document invoices by each of the TAMC tasks listed in the Unified Work Program. Each invoice shall describe the work completed and amount to be reimbursed by each task. If the descriptions and breakdowns are not clearly described according to the tasks as discussed above, then the invoice will be returned to the agency to make the necessary adjustments.

If you have any questions related to this policy, please contact
TAMC Asset Management Coordinator
Michigan Department of Transportation
P.O. Box 30050, 425 W. Ottawa Street
Lansing, MI 48909
(517) 230-8192
www.michigan.gov/tamc



Policy for Collection of Culvert Inventory and Condition Data

This policy was adopted by The Transportation Asset Management Council (TAMC) and is effective on December 7, 2022.

I. Introduction

The Transportation Asset Management Council (TAMC) was established to expand the practice of asset management statewide to enhance the productivity of investing in Michigan's roads and bridges. Part of the TAMC's mission is to collect physical inventory and condition data on all roads, bridges, traffic signals and culverts in Michigan. This document describes the policy and procedures for collecting the physical inventory and condition data of culverts owned by Public Act 51 agencies within Michigan.

According to Act 51, TAMC shall advise the Michigan Infrastructure Council on a statewide transportation asset management strategy and the processes and tools needed to implement that strategy, beginning with the Federal-aid eligible highway system and infrastructure assets that impact system performance, safety, or risk management, including signals and culverts. This does not prohibit a local road agency from using an asset management process on its Non-Federal-aid eligible system. All quality control standards and protocols shall, at a minimum, be consistent with existing Federal requirements and regulations and existing government accounting standards. TAMC therefore requires the methodology of reporting culvert inventory and condition data consistent with the [*TAMC Non-National Bridge Inventory Culvert Data Collection Manual*](#).

This policy applies to the collection of inventory and condition on culverts located within State Trunkline Right-of-Way (ROW) as well as culverts located within County, City and Village public roadway ROW. Bridges spanning less than 20 feet are recommended to be inventoried using the MiBridge System. Structures included in the MiBridge System would not be subject to this policy.

II. Culvert Data Collection Training Requirements

It is recommended that any participant who collects culvert data and influences the condition assessment attend TAMC culvert data collection training.

III. RPO/MPO Regional Coordinator Responsibilities

The TAMC has given the responsibility of coordinating the reimbursement and scheduling of data collection elements of the TAMC work program to the Regional Planning Organizations (RPO)/Metropolitan Planning Organizations (MPO). The RPO/MPOs have TAMC work activities included in their annual work programs, which includes facilitation of data collection for culvert inventories and condition assessments. The RPO/MPOs have funds allocated from the TAMC for these annual work program activities. The RPO/MPO will have to allocate those funds among eligible work activities to best complete the priorities of the TAMC. Therefore, the RPO/MPO may need to limit its authorizations for reimbursements to manage its work programs.

Culvert Data Collection Overview

If TAMC reimbursement for culvert data collection has not been approved, but the agency would like inventory and condition data included in TAMC's statewide database:

- The Act 51 road agency may establish their own collection schedule and collect data on their culvert network.
- The TAMC encourages data collection participants to follow their agency's safety procedures and practices.

TAMC Policy for the Collection
of Culvert Inventory & Condition Data

- If TAMC reimbursement is being requested: Road agencies must receive authorization prior to gathering any data from the RPO/MPO for reimbursement for culvert data collection.

Road agencies must submit a written request for reimbursement; the request should include a total estimate of costs (actual costs claimed must not exceed the estimated costs) for the data gathering, trained/certified team members' time, and vehicle use. This request must also clarify which fiscal year the data collection and reimbursement will take place. Requests for culvert data collection reimbursement authorization are required to be received by the RPO/MPO by October 1 of each year.

- The RPO/MPO decision on what requests for reimbursement are approved may consider:
 1. Available budget
 2. Absence or age of the culvert data that is to be collected
 3. The last year of reimbursement to the road agency for that culvert data set
 4. Rating team members' training and/or certification status

Coordination:

- Each RPO/MPO must designate a RPO/MPO Regional Coordinator to be a contact source for the TAMC.
- Local agencies ~~are encouraged to~~ **should** use Roadsoft for data collection and inventories and provide export files to the Center for Shared Solutions (CSS) that are then added to the TAMC Investment Reporting Tool (IRT).
- Local agencies provide confirmation of data submission from CSS to the RPO/MPO for reimbursement.

IV. Data Collection Detail

- It is generally recommended that culvert data collection be obtained and not to exceed a six-year cycle for an Act 51 road agency's entire network.
- It is generally recommended to collect the physical inventory and condition data on culverts in Michigan for at least 20% of the network (measured by roadway miles) annually until 100% of the network is inventoried.
- Once the culvert assets are inventoried, inspect the culverts for condition based on Table 1-1 of the Michigan Non-NBI Culvert Structure Inspection Guide.
- Culvert owners should adopt a risk-based inspection frequency that balances agency's resources and asset management data needs. Factors that can influence this cycle of collection may be determined by severity of condition and culvert size.
- It is recommended that each data collection effort is documented; if requesting reimbursement, documentation requirements include participants names and collection dates.
- Data collection of culvert inventory information and condition assessment must be consistent with the current training manual and procedures as defined in the *TAMC Non-NBI Culvert Data Collection Manual*.
- The use of the Roadsoft Laptop Data Collector (LDC) is recommended, however alternative systems that are compatible with CSS data structure and dictionary for culvert assets.
- Act 51 road agencies with inventories and condition data on culverts are encouraged to incorporate these into their asset management plan.

Commented [JJ1]: There was an estimate on how many culverts we have statewide from the study - is this realistic?

Commented [HM(2R1)]: 196,000 estimated local agency culverts statewide. Not sure what is realistic, what do you suggest? With this plan, it would take 15 years to inventory all culverts. Would we want to set a goal to stretch it out any longer?

Commented [JJ3R1]: Not sure - conversation for Bridge.

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If you have any questions relating to this policy, please contact:
TAMC Asset Management Coordinator
Michigan Department of Transportation

P.O. Box 30050,
425 W. Ottawa Street Lansing, MI 48909
(517) 230-8192
<http://www.Michigan.gov/TAMC>

NFA Reimbursement Requests - Agencies Selected for Award

Submitting Agency	Road Jurisdiction	Total Miles	Year Rated	Total Requested	Eligible \$
EUPPRDPC	Mackinac County	384	Never	\$4,685.24	\$4,685.24
	Ottawa County	323	Previous to 2020	\$4,457.40	\$4,457.40
	City of Municing	12	Never	\$318.40	\$318.40
WUPPDR	Gogebic County	353	Never	\$5,295.00	\$5,295.00
	Mecosta County	880	2021	\$17,991.60	\$17,991.60
BCATS	Cathoun County	325	2019	\$3,266.07	\$3,266.07
MATS	Midland Coutny	177	?	\$11,262.40	\$11,262.40
CUPPAD	Schoolcraft County	213	2021	\$1,889.68	\$1,889.68
	City of Ishpeming	34	2020	\$1,261.09	\$1,261.09
WMSRDC	Ottawa County	107	2019	\$1,407.05	\$1,407.05
	Muskegon County	252	Never	\$4,931.25	\$4,931.25
	Newaygo County	387	Never	\$5,089.05	\$5,089.05
KATS	Barry County	112.438	Never	\$1,690.40	\$1,690.40
SEMCOG	Detroit	1,978.10	2017	\$79,122.04	\$79,122.04
	Dundee	21.8	2009	\$872.76	\$872.76
	Holly	18.4	Never	\$737.64	\$737.64
	Keego Harbor	8.8	2020	\$353.72	\$353.72
	Lake Orion	11	2019	\$439.20	\$439.20
	Macomb County	450.9	2015	\$18,034.40	\$18,034.40
	Marine City	16.2	2005	\$648.52	\$648.52
	Marysville	34.3	2008	\$1,371.72	\$1,371.72
	Oakland County	579.2	2012	\$23,167.60	\$23,167.60
	Pontiac	183	2019	\$7,321.80	\$7,321.80
	Riverview	33.8	Never	\$1,352.60	\$1,352.60
	Sylvan Lake	9.4	Never	\$374.16	\$374.16
	Trenton	56.5	Never	\$2,259.80	\$2,259.80
	Wayne County	455	2018	\$18,201.32	\$18,201.32
Wolverine Lake	17.7	Never	\$708.00	\$708.00	
KATS	Kalamazoo County	248	2021	\$13,281.00	\$13,281.00
GLS Region 5	Siawassee County	339.82	2020	\$4,000.00	\$4,000.00
SWMPC	Cass County	500	2019	\$23,385.00	\$23,000.00
	St. Joseph Twp, Berrien county	24.6	2020	\$6,810.00	\$4,560.00
	Van Buren County	1063	2021	\$16,200.00	\$13,200.00
		372	Never Gravel	\$6,700.00	\$6,700.00
KATS	Branch County	340	2019 Gravel	\$7,200.00	\$7,200.00
NEMCOG	Alcona County	407	2021 Paved	\$3,691.20	\$1,877.34
			Never Gravel		\$1,813.86
	City of Alpena	49	Never	\$1,650.00	\$1,650.00
	Cheboygan County	565	Never	\$10,678.44	\$10,678.44
	Montmorency County	210	2022 Paved		\$2,335.05
			Never Gravel		\$2,122.77
	Oscoda County	153	2022 Paved		\$2,711.58
			Never Gravel		\$1,316.30
	Otsego County	545	2020 Paved	\$5,602.80	\$3,032.71
			Never Gravel		\$2,570.09
Presque Isle County	418	2020 Paved	\$5,190.90	\$2,086.29	
		Never Gravel		\$3,104.61	
City of Rogers City	28	2021 Paved	\$720.00	\$642.86	
		Never Gravel		\$77.14	
TriCounty	City of DeWitt	19.775	2014	\$2,844.75	\$1,894.08
	City of Eaton Rapids	24	2018	\$2,936.01	\$1,796.32
	Ingham County	750	Unknown	\$23,959.82	\$23,959.82
Networks Northwest	Charlevoix County	320	2013	\$3,520.00	\$3,520.00
	Missaukee County	250	2020	\$2,750.00	\$2,750.00
	Emmet County	484	Unknown	\$5,324.00	\$5,324.00
TOTAL REQUESTED		14,543.73		\$364,953.83	\$365,714.17
		11,704.73			\$316,831.69

Based on Submittal Received by 2/9 at 6:00 pm
 Totals in red were reduced from original request based on elgible miles.

Total Requests to be Awarded
 This includes agencies that submitted a valid reimbursement request with their RPA/MPO and has not collected data since 2020.



Date: 3/6/2024

INSERT RPA/MPO

RE: Non-Federal Aid Data Collection Reimbursement Program Awards

Dear NAME

The Transportation Asset Management Council (TAMC) has completed their evaluation of requests for non-federal aid (NFA) data collection reimbursements submitted through this one-time program. The TAMC was delighted to see statewide interest in this program and the total amount requested exceeded the total amount available through this program. Unfortunately, not all agencies that submitted were selected for reimbursement. The local agencies that were selected for NFA data collection reimbursement through this program met the following requirements:

- Submitted on or before February 9, 2024
- Submitted jointly with their RPA/MPO
- Submitted to collect on roads with no data or roads with data collected in 2020 or before.

The TAMC has selected the following local agencies in your region for reimbursement:

Agency Name	Total Miles	Amount Available for Reimbursement

Please note, this letter does not authorize immediate reimbursement. The MDOT, Asset Management Section will be in contact with you to begin the process of contract amendments and final authorization. Data collected and reimbursed through this program is required to be submitted to the TAMC before October 1, 2024.

Thank you for your continued efforts to promote and practice asset management.

For more information or if you have any questions please contact the TAMC Coordinator, Sarah Plumer splumer@hrcengr.com or (248) 392-1385

Sincerely,



Date: 3/6/2024
INSERT RPA/MPO

RE: Non-Federal Aid Data Collection Reimbursement Program

Dear NAME

The Transportation Asset Management Council (TAMC) has completed their evaluation of requests for non-federal aid (NFA) data collection reimbursements submitted through this one-time program. The TAMC was delighted to see statewide interest in this program and the total amount requested exceeded the total amount available through this program. Unfortunately, not all agencies that submitted were selected for reimbursement. The local agencies that were selected for NFA data collection reimbursement through this program met the following requirements:

- Submitted on or before February 9, 2024
- Submitted jointly with their RPA/MPO
- Submitted to collect on roads with no data or roads with data collected in 2020 or before.

The TAMC sincerely thanks you for your continued efforts to promote and practice asset management.

For more information or if you have any questions please contact the TAMC Coordinator, Sarah Plumer splumer@hrcengr.com or (248) 392-1385

Sincerely,



Asset Management Unified Work Program (UWP) for FY25

The Transportation Asset Management Council (TAMC) approved this policy on [REDACTED] as it relates to reimbursement of TAMC activities by the RPO/MPO to local agencies.

ASSET MANAGEMENT

The resources allocated to the Metropolitan/Regional Planning Organization (MPO/RPO) from the Transportation Asset Management Council (TAMC) annual budget shall be utilized to assist in the completion of the TAMC Work Program. [All work shall be consistent with the policies and priorities established by the TAMC.](#) All invoices submitted for reimbursement of Asset Management activities shall utilize Michigan Department of Transportation (MDOT) standard invoice forms and include the required information for processing. The MPO/RPO shall complete the required products and perform tasks according to the timeframes and directives established within TAMC's data collection policies, which can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest PA 51 agencies (agencies that certify a minimum of 100 centerline miles of road) within the planning area when resources are limited. Reimbursement for data collection is provided from the fiscal year of which data was collected only. The fiscal year starts on October 1 and ends on September 30.

The following are procedures and requirements in support of the TAMC.

I. Training Activities:

A. Attendance at TAMC sponsored training seminar(s) is a reimbursable expense for MPO/RPO and PA 51 agencies including:

- Pavement Surface Evaluation and Rating (PASER)
- Inventory-based Rating System for unpaved roadways and Culvert Asset Management.
- Investment Reporting Tool (IRT)
- Asset Management Plan Development
- TAMC Conferences

II. Inventory and Condition Data Collection Participation and Coordination

A. Federal Aid (FA) System:

1. FA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
2. Organize schedules with PA 51 agencies within MPO/RPO's boundary for participating in FA data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
3. Coordinate, participate and facilitate road surface data collection on approximately half of the FA, per Act 51 agency, in accordance with the [TAMC Policy for the Collection of Roadway Condition Data](#).
4. The RPO/MPO will allocate reimbursements for FA data collection to PA 51 agencies.
5. Collect unpaved roadway condition data on approximately half of any unpaved FA eligible roadways using the Inventory Based Rating (IBR) System developed by the Michigan Technological University's (MTU) Center for Technology and Training

Commented [SP1]:

Commented [PSM2R1]: ACE recommends using language in FY2024 UWP, remove "on approximately half"

(CTT).

6. Consider FA and Non-federal Aid (NFA) data collection on approximately half of the road network together for efficiency in data collection.

Commented [PSM3]: ACE Recommends Removing

B. Non-Federal Aid (NFA) System:

1. NFA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
2. It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for NFA data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.
3. Coordinate NFA data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
4. Collect unpaved NFA roadway condition data using the Inventory Based Rating (IBR) System developed by the MTU CTT.
5. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for the Collection of Roadway Condition Data](#).
6. Consider FA and NFA data collection on approximately half of the region road network together for efficiency in data collection.

Commented [SP4]:

Commented [PSM5R4]: ACE Recommends Removing

C. Culvert Inventory and Condition Data Collection

1. Culvert inventory and condition data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
2. It is required that the RPO/MPO make a formal call for interest for culvert inventory and data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for culvert inventory and data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.
3. Coordinate culvert inventory and condition data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
4. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for Collection of Culvert Inventory and Data Condition](#).

III. Equipment

- a. Ensure rating teams have the necessary tools to complete the FA data collection activity by maintaining a laptop compatible with the Laptop Data Collector and Roadsoft programs, a functioning Global Positioning System (GPS) unit, and other required hardware in good working order. For system requirements please visit [System Requirements | Roadsoft](#)
- b. Communicate any equipment needs and purchases with the MDOT Asset Management Section Manager; laptops are eligible for replacement on a three-year cycle only. Requests and invoices should include the year of the last purchase.
- c. Coordinate with your MDOT Transportation Service Center (TSC) Regional Pavement Engineer to secure an MDOT vehicle and/or request MDOT staff participation in the collection of FA road data.
- d. Ensure the vehicle includes reflective markings and flashing beacon. It is recommended

that all rating crew members wear reflective safety vests.

IV. Data Submission

- a. Develop and maintain technical capability to manage regional Roadsoft databases and the Laptop Data Collector program; maintain a regional Roadsoft database that is accurate and consistent with local agency data sets.
- b. Coordinate Quality Assurance/Quality Control activities and data submission tasks according to protocols established in TAMC Data Collection Policies for Federal Aid and NFA Roads.
- c. Monitor and report status of data collection efforts to TAMC Coordinator through coordinator calls and/or program updates that are mailed with invoices.
- d. Provide links on agency websites and reports to the TAMC website, interactive maps, and dashboards for the dissemination of roadway data.

V. Technical Assistance

- a. Provide technical assistance to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
- b. Provide assistance to PA 51 agencies in the development of their Asset Management Plans.
- c. Integrate PASER ratings and asset management into project prioritization criteria:
 - i. Analyze data and develop road preservation scenarios with an emphasis on a mix of fixes vs. worst first.
 - ii. Analyze performance of implemented projects.

Commented [SP6]: From the now removed Asset Management Section

Commented [PSM7]: ACE Recommends discussing this at Council. Want council to be aware that there are staff time/resource constraints. There is no defined work project. How would MDOT monitor this?

Invoicing

TAMC will require RPO/MPO to clarify and document invoices by each of the TAMC tasks listed below. The MDOT invoice form (PROVIDE LINK) includes directions on how to fill out the invoice and what specific information is required on the invoice for it to be processed. The outline below includes the general activities that fit within each work task. Invoices which are insufficient will be returned to the RPO/MPO for correction prior to payment authorization. Invoices shall be submitted by the end of the MDOT fiscal year.

Commented [JJ8]: How often are these required to be submitted/monthly?

Commented [SP9R8]: Bring question to ACE

Commented [PSM10R8]: ACE recommends leaving language as is.

I. Training Activities: Please identify the training session(s) attended during the reporting period. Include travel/wages to and from sessions.

II. Data Collection

- A) Data collected on FA Roads:** Attach daily work logs, include any applicable travel/wages, and include geographic area covered in the collection. Ensure data submitted to the TAMC.
- B) Data collected on NFA Roads:** Attach daily work logs, include total miles rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.
- C) Data Collection for Culverts:** Attach daily work logs, include total number of culverts inventoried and rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

~~**III. Asset Management Planning:** Include a summary of activities related to TAMP development activities, including the PA-51 agency assisted.~~

IV. Equipment & Vehicle Rental: Provide a list of equipment purchased and date of last purchase. Provide date of MDOT vehicle(s) rented and the reason for the rental.

V. Data Submission Activities: Include a detailed summary of activities related to managing regional Roadsoft databases and the Laptop Data Collector program, QA/QC of data from collection efforts, and activities related to submitting data files to TAMC via the Investment Reporting Tool application. Ensure all data collected with or without for the TAMC is submitted to the TAMC in a timely manner.

VI. Technical Assistance: Include a detailed summary of activities related to assistance provided to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.



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Asset Management Unified Work Program (UWP) for FY24FY25

The Transportation Asset Management Council (TAMC) approved this policy on ~~June 8, 2023~~ ?????Date as it relates to ~~local~~ reimbursement of TAMC activities by the RPO/MPO to local agencies.

ASSET MANAGEMENT

The resources allocated to the Metropolitan/Regional Planning Organization (MPO/RPO) from the Transportation Asset Management Council (TAMC) annual budget shall be utilized to assist in the completion of the TAMC Work Program. All work shall be consistent with the policies and priorities established by the TAMC. All invoices submitted for reimbursement of Asset Management activities shall utilize Michigan Department of Transportation (MDOT) standard invoice forms and include the required information for processing. The MPO/RPO shall complete the required products and perform tasks according to the timeframes and directives established within TAMC's data collection policies, which can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest PA 51 agencies (agencies that certify under Public Act (PA) 51-a a minimum of 100 centerline miles of road) within the planning area when resources are limited. ~~The activities are to provide TAMC reimbursement to local agencies including the following: Reimbursement for data collection is provided from the fiscal year of which data was collected only. A fiscal year starts on October 1 and ends on September 30.~~

The following are tasks are reimbursement eligible activities:

TASKS procedures and requirements in support of the TAMC.

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I. Training Activities:

A. Attendance at TAMC sponsored training seminar(s) is a reimbursable expense for MPO/RPO and PA 51 agencies including;

- ~~on the use of Pavement Surface Evaluation and Rating (PASER) and;~~

A. Inventory-based Rating System for unpaved roadways and Culvert Asset Management;

~~B. Represent MPO/RPO at TAMC sponsored conferences and seminars, including attending either the Spring or Fall TAMC Conference.~~

~~C. Attending TAMC sponsored Investment Reporting Tool (IRT) training seminars.~~

- ~~Attending TAMC sponsored Asset Management Plan Development training seminars.~~

D. TAMC Conferences

II. Roadway Inventory and Condition Data Collection Participation and Coordination

A. Federal Aid (FA) System:

1. FA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.

2. Organize schedules with PA 51 agencies within MPO/RPO's boundary for participating in Federal Aid FA data collection efforts, ensure all participants of data collection have

access to State of Michigan travel reimbursement rates.

3. Coordinate, participate and facilitate road surface data collection on ~~no less than one~~ approximately half of the Federal Aid System FA, per Act 51 agency, in accordance with the TAMC Policy for the Collection of Roadway Condition Data on Federal Aid Eligible Roads and Streets.

~~2-4.~~ The RPO/MPO will allocate reimbursements for FA data collection to PA 51 agencies.

5. Collect unpaved roadway condition data on approximately half of any unpaved Federal Aid FA eligible roadways using the Inventory B-based Rating (IBR) System developed by the Michigan Technological University's (MTU) Center for Technology and Training (CTT).

~~3-6.~~ Consider FA and Non-federal Aid (NFA) data collection on approximately half of the road network together for efficiency in data collection.

Commented [PSM1]: ACE recommends using language in FY2024 UWP, remove "on approximately half"

Commented [PSM2]: ACE Recommends Removing

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B. Non-Federal Aid (NFA) System:

1. NFA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.

~~4-2.~~ It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for NFA data collection to PA 51 agencies according to the resources and funding available ~~to them~~ in the manner that best reflects the priorities of their area and supports the TAMC work.

3. Coordinate NFA data collection cycles with PA 51 agencies with an emphasis on the top 12 ~~35~~ agencies.

4. Collect unpaved NFA roadway condition data using the Inventory Based Rating (IBR) System developed by the MTU CTT.

~~2-~~

~~3-5.~~ Ensure all participants of data collection understand procedures for data sharing with TAMC as well as TAMC Policy for the Collection of Roadway Condition Data TAMC policy and procedures for collecting NFA data.

4. Participate and perform data collection with PA 51 agencies on an as-needed basis for the data collection of Non-Federal Aid roads when requested.

6. The RPO/MPO will allocate funding for Non-Federal Aid data collection to PA 51 agencies according to the resources available to them in the manner that best reflects the priorities of their area and supports the TAMC work in accordance with Section VII (C). Consider FA and NFA data collection on approximately half of the region road network together for efficiency in data collection.

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C. Bridge and Culvert Inventory and Condition Data Collection

1. Culvert inventory and condition data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.

2. It is required that the RPO/MPO make a formal call for interest for culvert inventory and data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for culvert inventory and data collection to PA 51 agencies according to the resources and funding available in the

- manner that best reflects the priorities of their area and supports the TAMC work.
3. Coordinate culvert inventory and condition data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
 4. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as TAMC Policy for Collection of Culvert Inventory and Data Condition.

~~**Transportation Asset Management Plans (TAMP)**~~

~~TAMP assistance is a reimbursable expense for MPO/RPO and PA 51 agencies.~~

~~Provide technical assistance and training to PA 51 agencies with an emphasis on the top 123 agencies during the development of local TAMPs using TAMC templates when applicable according to the TAMC Policy for Submittal and Review of Asset Management Plans.~~

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Commented [SP4]: Council liked the idea of deleting this item and make sure it is covered under training and tech assistance.

~~Provide administrative and technical assistance to PA 51 agencies and MDOT for reimbursement of TAMC funds for participation in data collection efforts for culvert inventory, condition assessment and data submission.~~

~~3. PA 51 agencies must submit a written request for reimbursement; the request should include a total estimate of costs (actual costs claimed must not exceed the estimated costs) for the data gathering, trained/certified team members' time, and vehicle use. It is required that the RPO/MPO make a formal call for interest for bridge and culvert collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO decision on what requests for reimbursement are approved may consider available budget, absence, or age of bridge data to be collected and the last year of reimbursement to the road agency for that bridge data set.~~

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III. Equipment

- ~~A.a.~~ Ensure rating teams have the necessary tools to complete the ~~federal aid~~FA data collection activity by maintaining a laptop compatible with the Laptop Data Collector and Roadsoft programs, a functioning Global Positioning System (GPS) unit, and other required hardware in good working order. ~~For system requirements please visit System Requirements | Roadsoft~~
- ~~B.b.~~ Communicate any equipment needs and purchases with the ~~MDOT Asset Management Section Manager~~TAMC Coordinator; laptops are eligible for replacement on a three-year cycle ~~only. Requests and invoices should include the year of the last purchase.~~
- ~~c.~~ ~~Coordinate with your MDOT Transportation Service Center (TSC) Regional Pavement Engineer to secure an MDOT vehicle and/or request MDOT staff participation in the collection of federal aid~~FA road data.
- ~~d.~~ ~~Ensure the vehicle includes reflective markings and flashing beacon.~~ It is recommended that all rating crew members wear reflective safety vests.

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~~V.~~IV. Data Submission

- ~~A.a.~~ Develop and maintain technical capability to manage regional Roadsoft databases and the Laptop Data Collector program; maintain a regional Roadsoft database that is accurate and consistent with local agency data sets.
- ~~B.b.~~ Coordinate Quality Assurance/Quality Control activities and data submission tasks according to protocols established in TAMC Data Collection Policies for Federal Aid and NFA Roads.
- ~~C.c.~~ Monitor and report status of data collection efforts to TAMC ~~Asset Management~~ Coordinator through monthly coordinator calls and/or monthly or quarterly program updates that are mailed with invoices.
- ~~D.d.~~ Provide links on agency websites and reports to the TAMC website, interactive maps, and dashboards for the dissemination of roadway data.

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~~VII.~~ VII. Asset Management Planning

- ~~Participate and attend TAMC sponsored training and workshops in order to provide technical support for Asset Management Plan development activities.~~
- ~~Provide an annual reporting of the Monitor status of PA 51 agency~~Transportation Asset

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~~Management Plans and keep abreast of the status of these plans for updates and revision.~~

~~Provide technical assistance and training funds to PA 51 agencies during the development of local Asset Management Plans using TAMC templates when applicable; coordinate these tasks with an emphasis on the Top 125 agencies.~~

Prepare a draft status report of PA 51 agency Asset Management activities and plans within MPO/RPO boundary by September 30 of each year.

XIII.V. Technical Assistance

a. Provide technical assistance to PA 51 agencies local agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.

A.b. Provide assistance to PA 51 agencies in the development of their Asset Management Plans.

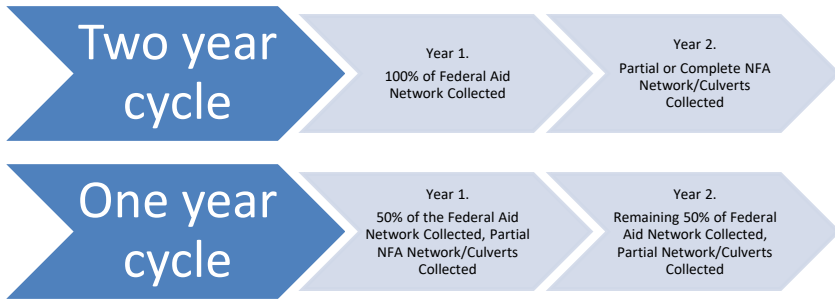
B.c. Integrate PASER ratings and asset management into project selection/prioritization criteria:

1-i. Analyze data and develop road preservation scenarios with an emphasis on a mix of fixes vs. worst first.

2-ii. Analyze performance of implemented projects.

Priority Guidance

The Policy for Collection of Roadway Surface Condition Data states that unless otherwise stated by the TAMC, the expectation is to collect PASER data on no less than half (or no less than 50%) of the FA eligible network within each RPO/MPO Boundary. Each regional agency has a unique method for collecting data, but some are experiencing budget constraints and have sought guidance. To follow the policy, but to also promote data collection efforts outside of the federal aid paved network there are recommended schedules for data collection.



The federal aid network is a priority; however, the non-federal aid network, culverts and signals are additional assets that when inventoried and assessed can provide critical information to help when performing asset management strategies and prioritizing transportation infrastructure investments. Road ratings do not show significant decline year to year, and ratings improve when there are scheduled maintenance or capital improvement projects. A full FA system collection conducted annually is not a recommended process.

Invoicing

TAMC will require RPO/MPO to clarify and document invoices by each of the TAMC tasks listed below. Asset management program invoices submitted to the TAMC must show expenses by work task with a description of work performed. The MDOT invoice form (PROVIDE LINK) includes directions on how to fill out the invoice and what specific information is required on the invoice for it to be processed. The outline below includes the general activities that fit within each work tasks. The TAMC requires invoices to be

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Commented [SP5]: From the now removed Asset Management Section.

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Commented [PSM6]: ACE Recommends discussing this at Council. Want council to be aware that there are staff time/resource constraints. There is no defined work project. How would MDOT monitor this?

Commented [JJ7]: How often are these required to be submitted/monthly?

Commented [SP8R7]: Bring question to ACE

Commented [PSM9R7]: ACE recommends leaving language as is.

~~submitted following the guidance below. Invoices which are insufficient will be returned to the RPO/MPO for correction prior to payment authorization. Invoices shall be submitted by the end of the MDOT fiscal year.~~

~~TAMC will require MPOs and RPAs to clarify and document invoices by each of the TAMC tasks listed in the Unified Work Program. Each invoice shall describe the work completed and amount to be reimbursed by each task. If the descriptions and breakdowns are not clearly described according to the tasks as discussed above, then the invoice will be returned to the agency to make the necessary adjustments.~~

I. Training Activities: Please identify the training session(s) held and/or attended during the reporting period. Include travel/wages to and from sessions.

II. Data Collection

A) Data collected on Federal Aid/FA Roads: Attach daily work logs, include any applicable travel/wages, and include geographic area covered in the collection. Ensure data submitted to the TAMC.

B) Data collected on Non-Federal Aid/NFA Roads: These include roads that are not federal-aid eligible. Attach daily work logs, include total miles rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

Data Collection for

C) Culverts data collection: Attach daily work logs, include total number of culverts inventoried and rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

III. Asset Management Planning: Include a summary of activities related to TAMP development activities, including the PA 51 agency assisted.

IV. Equipment & Vehicle Rental: Provide a list of equipment purchased and date of last purchase. Provide date of and/or MDOT vehicle(s) rented and the reason for the purchase/rental.

IV. Data Submission Activities: Include a detailed summary of activities related to managing regional Roadsoft databases and the Laptop Data Collector program, QA/QC of data from collection efforts, and activities related to submitting data files to TAMC via the Investment Reporting Tool application. Ensure all data collected with or without for the TAMC is submitted to the TAMC in a timely manner.

V. Asset Management Planning: Include a summary of activities related to participation in TAMC sponsored workshops in order to provide technical support for Asset Management Plan development activities and reporting of the status of Public Act 51 agency Asset Management Plans. Also include an activity summary of any technical assistance provided to Public Act 51 agencies during the development of local Asset Management Plans.

VI. Technical Assistance: Include a detailed summary of activities related to assistance provided to local agencies/PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity; providing any assistance to integrate PASER and/or bridge condition information into project selection activities, including analysis of implemented projects or investment scenarios.

~~TAMC will require MPOs and RPAs to clarify and document invoices by each of the TAMC tasks listed in the Unified Work Program. Each invoice shall describe the work completed and amount to be reimbursed by each task. If the descriptions and breakdowns are not~~

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~~clearly described according to the tasks as discussed above, then the invoice will be returned to the agency to make the necessary adjustments.~~

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~~XIV. Bridge and Culvert Inventory and Condition Data Collection~~

- ~~A. Provide administrative and technical assistance to PA 51 agencies and MDOT for reimbursement of TAMC funds for participation in data collection efforts for culvert inventory, condition assessment and data submission.~~
- ~~B. Utilize TAMC reporting forms to communicate progress and expenditures of Public Act 51 agencies to assist TAMC in the Culvert Mapping Pilot Report.~~
- ~~C. PA 51 agencies must submit a written request for reimbursement; the request should include a total estimate of costs (actual costs claimed must not exceed the estimated costs) for the data gathering, trained/certified team members' time, and vehicle use. It is required that the RPO/MPO make a formal call for interest for bridge and culvert collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO decision on what requests for reimbursement are approved may consider available budget, absence, or age of bridge data to be collected and the last year of reimbursement to the road agency for that bridge data set.~~

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Required Products

- ~~I. PASER data for Federal Aid System submitted to TAMC via the IRT.~~
- ~~II. PASER data for Non-Federal Aid System submitted to TAMC via the IRT.~~
- ~~III. Quarterly or monthly activities reports submitted with invoices to TAMC Coordinator.~~
- ~~IV. Create an Annual Report of Asset Management program activities as well as a summary of annual PASER condition data by local agency, functional classification, and PA 51 Legal System; provide links to the Regional Annual Report on agency website and submit copies to TAMC Coordinator by April 1 of each year.~~
- ~~V. Prepare a draft status report of PA 51 agency Asset Management activities and plans within MPO/RPO boundary by September 30 of each year. ^{1st}.~~

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Date: 2/28/24

To: Transportation Asset Management Council (TAMC)

From: Bradley M. Sharlow

Manager, Asset Management Section

Michigan Department of Transportation – Bureau of Transportation Planning

Email: sharlowb@michigan.gov

Phone: (517)-256-1731

Regarding: Reimbursement Request Allegan County Road Commission (ACRC) with the West Michigan Regional Planning Commission (WMRPC)

Allegan County Funding Scenario – Collection of NonFederal-Aid (NFA) Pavement Surface Evaluation and Rating (PASER) Data

Purpose: Consider providing the ACRC with financial support to account for NFA PASER data collected and submitted to the TAMC. Unfortunately, due to complications at the WMRPC, ACRC has been unable to receive financial support over the last few years.

Background: In FY2023, Allegan County collected PASER data on their NFA road network, and submitted an invoice to the WMRPC for reimbursement in November 2023. The original invoice was submitted for a combined statement work produced between August-October 2023.

When the Michigan Department of Transportation (MDOT) was notified of this reimbursement request, they requested that the invoice be split into two separate invoices: one for August-September 2023 to be charged to the WMRPC FY2023 budget (~\$12,000), and the other for October 2023 to be charged to their FY2024 budget. MDOT also urged the WMRPC to get the invoice submitted, as the deadline for past fiscal year invoices was coming. While all this was going on, the WMRPC Director was on vacation during this time in November. In the end, the invoice was delayed, and never re-submitted. Therefore, leaving the ACRC without reimbursement and brought to our attention on 2/21/24.

In addition, WMRPC did not spend \$50,000 in FY2023, (which includes the \$12,000 that the ACRC tried to have reimbursed) and used none of their allocated money in FY2022. They are currently allocated \$88,000 per year. We are working to rectify these issues that are within our control.

The \$50,000 that went unspent was incorporated into the work project that is being used for additional NFA data collection in FY2024, therefore already accounted for in our FY2024 efforts. The ACRC did send a request for NFA data collection through the work project allocations in the amount of \$20,720, but is not recommended for funding, since they have recent NFA PASER ratings with the intent of the work project per the TAMC is to fill in gaps where there is no current NFA PASER ratings since 2021. The TAMC also decided not to allow the work project money to be allocated back to agencies who collected NFA

data in FY2023 who were not able to be reimbursed. The TAMC wanted the work project towards future NFA data collection in FY2024, not past data collection. The TAMC Chair determined this was not a viable alternative as it would result in a change in our initial communication and reduce the allocation.

Proposed Solutions: We would like the TAMC to consider reimbursing the ACRC for the FY2023 NFA data collection as proposed below:

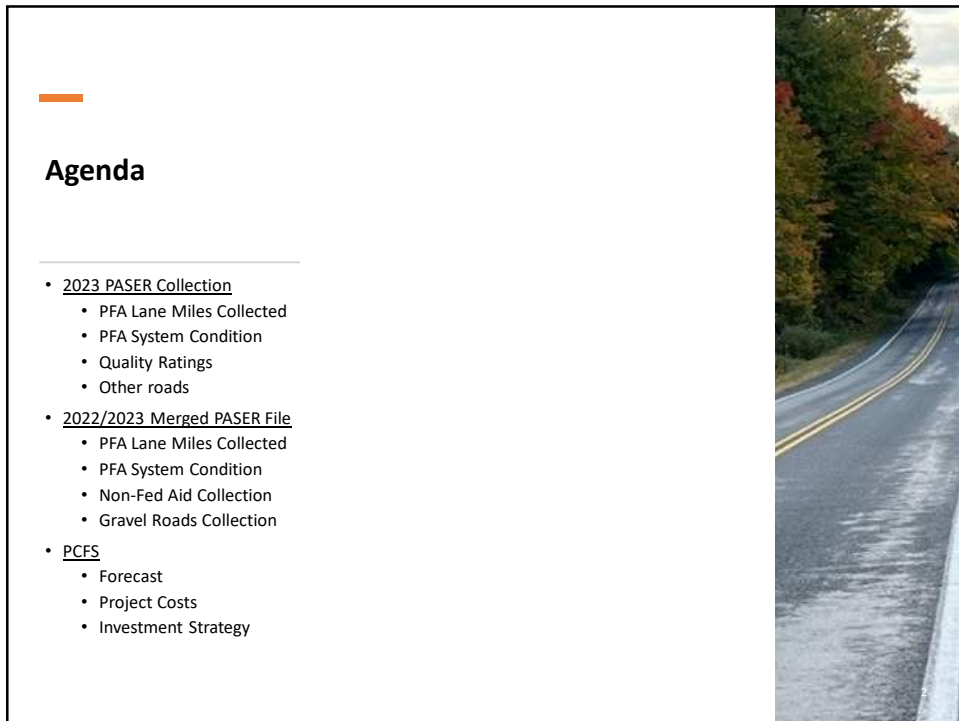
Require WMRPC to reimburse the ACRC \$20,720 of their FY2024 funding to go directly to ACRC for NFA data collection and separate the remainder for other federal-aid and nonfederal-aid data collection for the remainder of the region this year. That would still allocate over \$67,000 for other purposes, which is significantly greater than what has been spent in the last 2 years combined by the WMRPC.

Require a follow-up meeting with WMRPC, MDOT and TAMC to explain the circumstances and ensure training and understanding of the process moving forward.

We are in communication with the WMRPC on this request. This request is not ideal, however it will avoid setting a precedent for the future, but still allow ACRC reimbursement for circumstances out of their control.



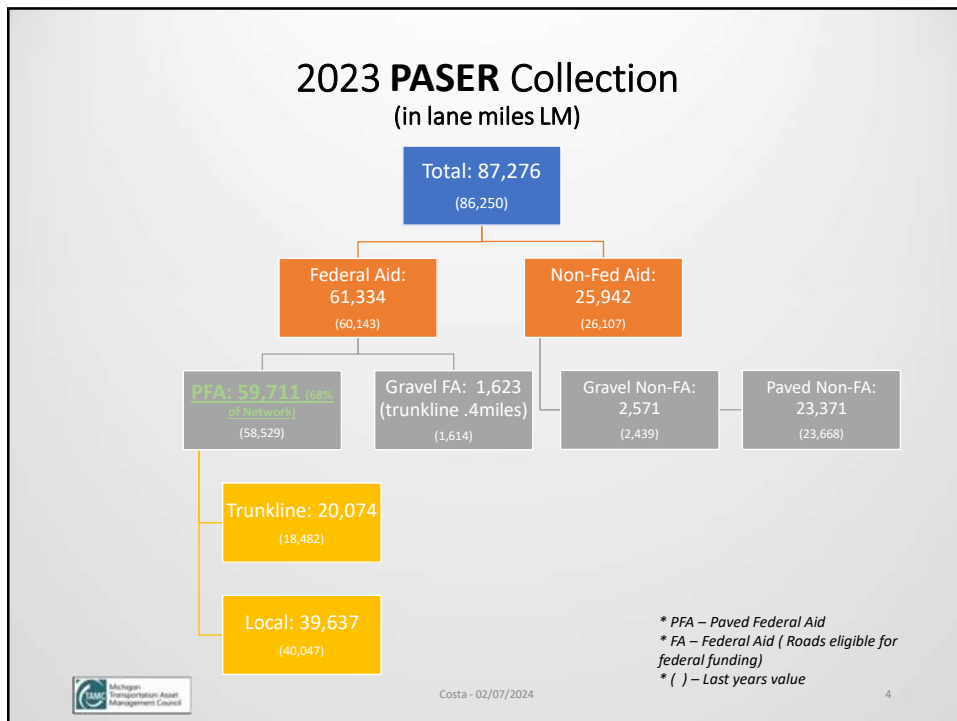
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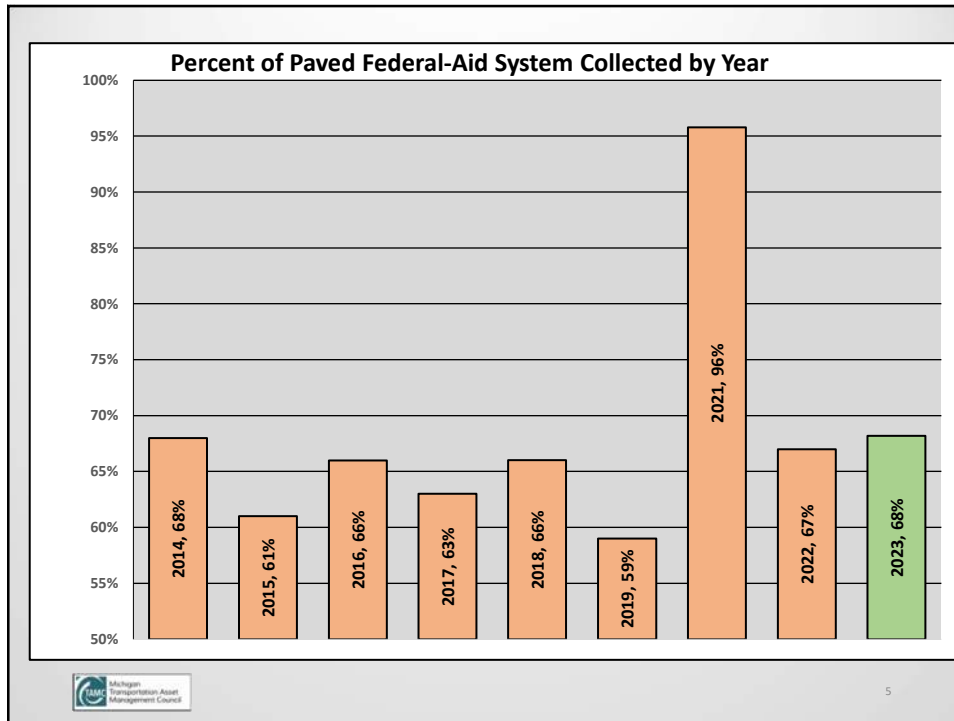
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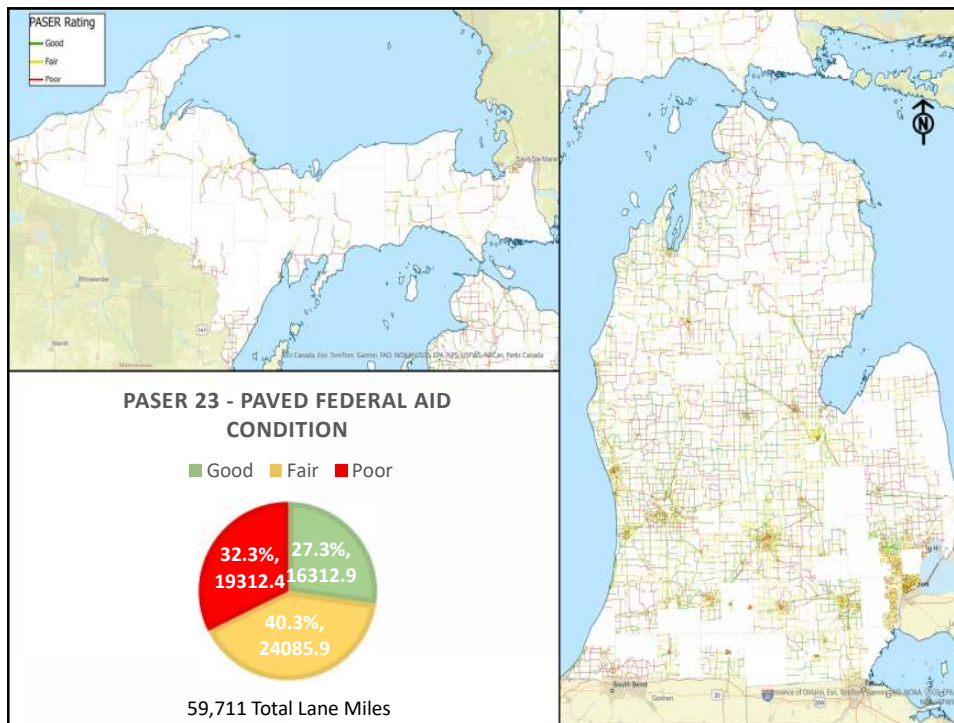
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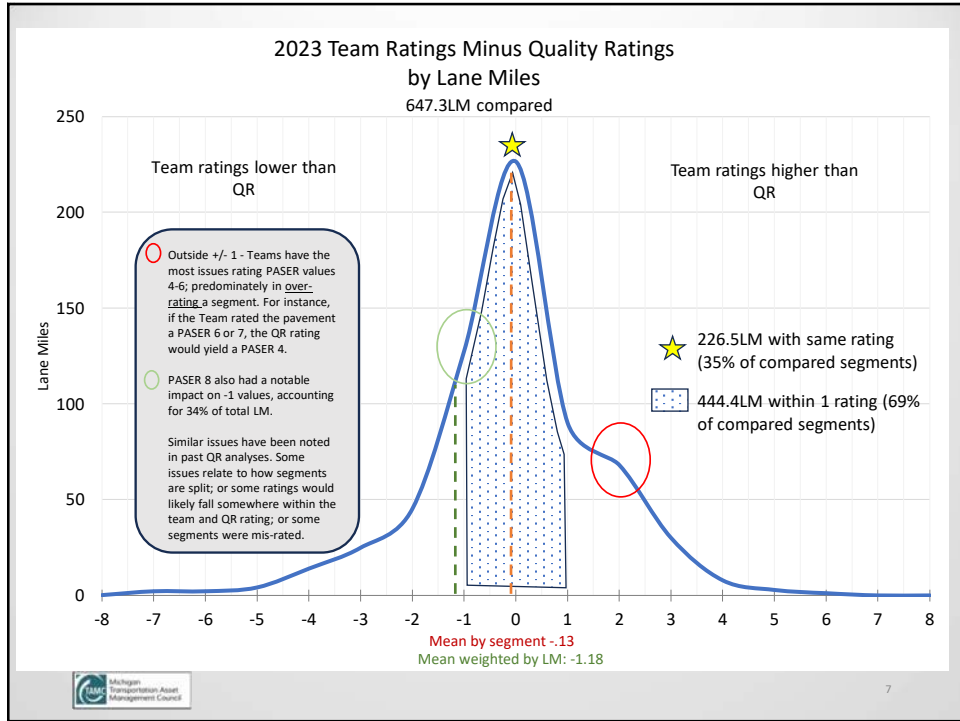
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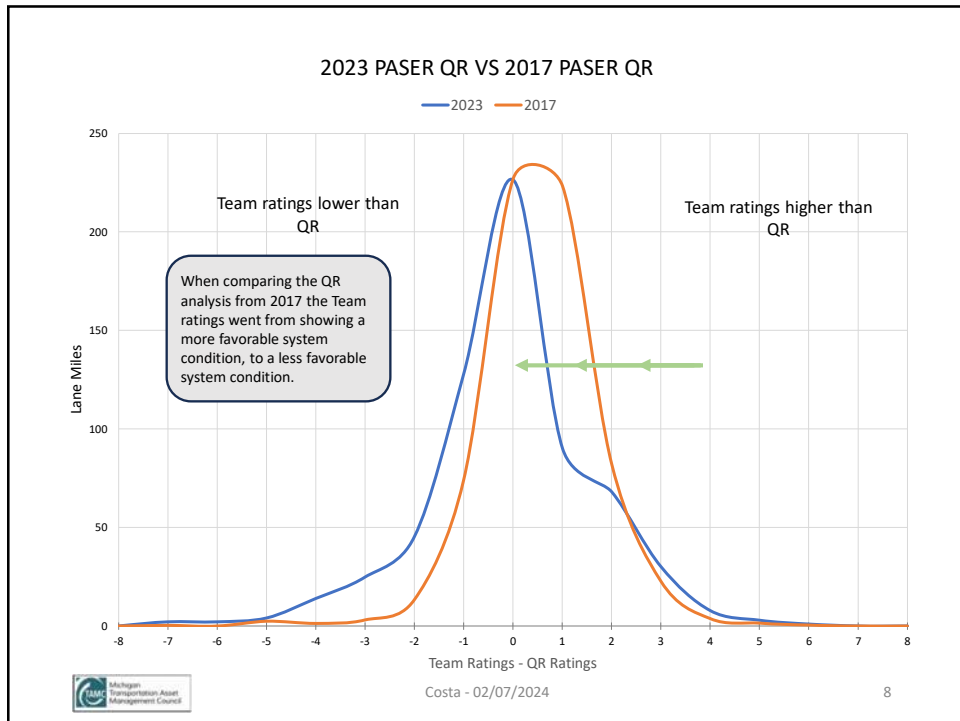
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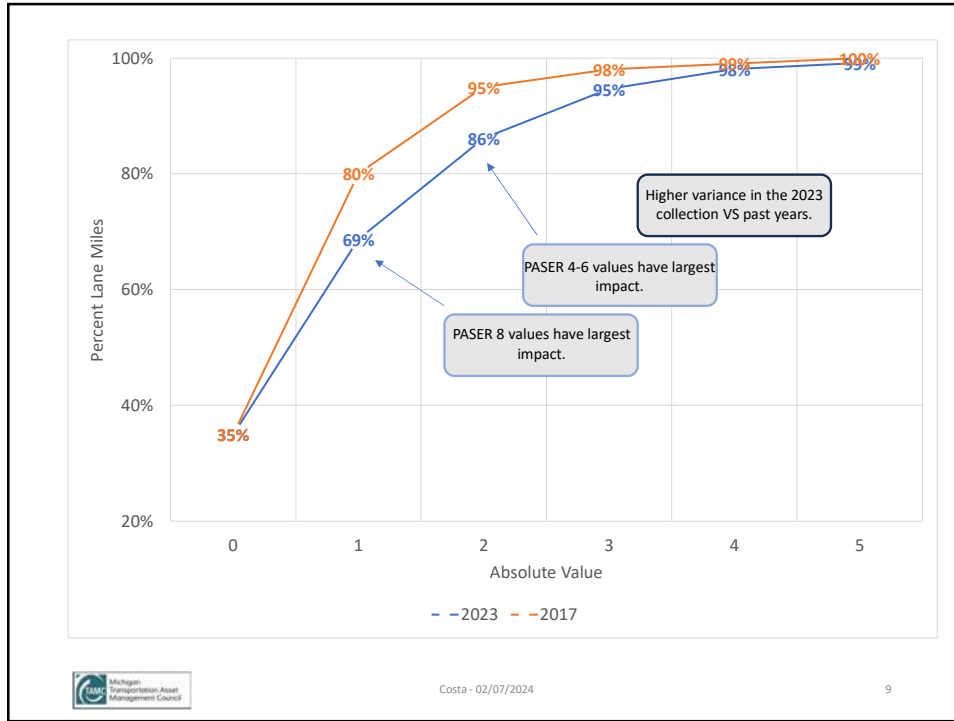
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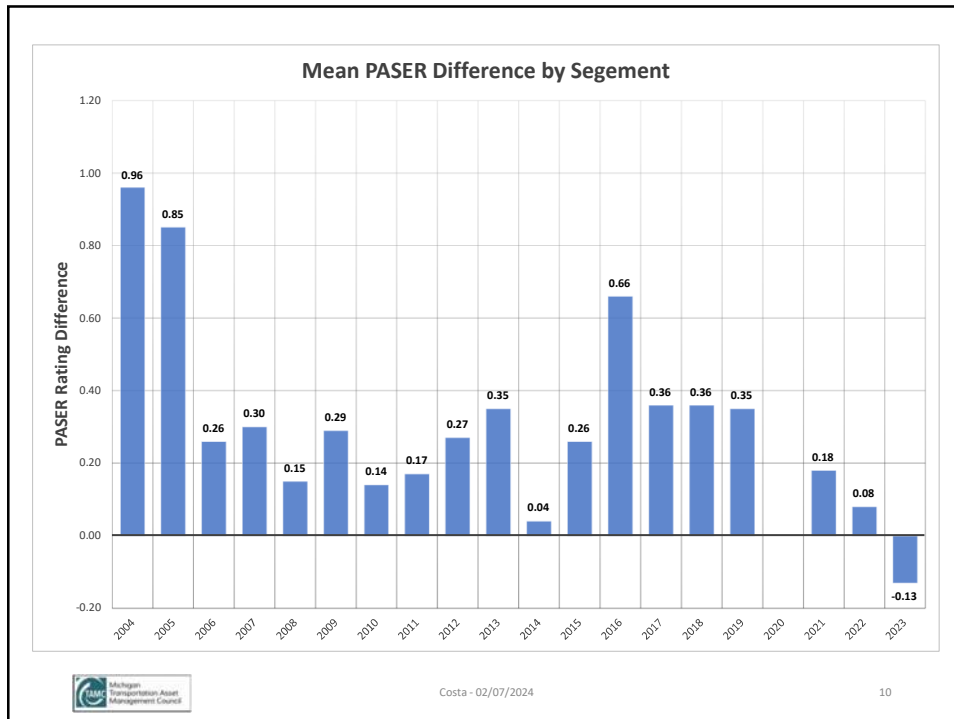
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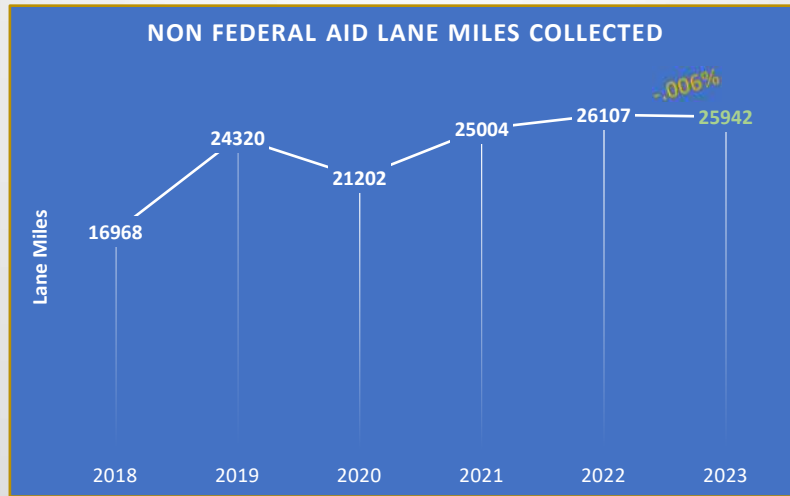


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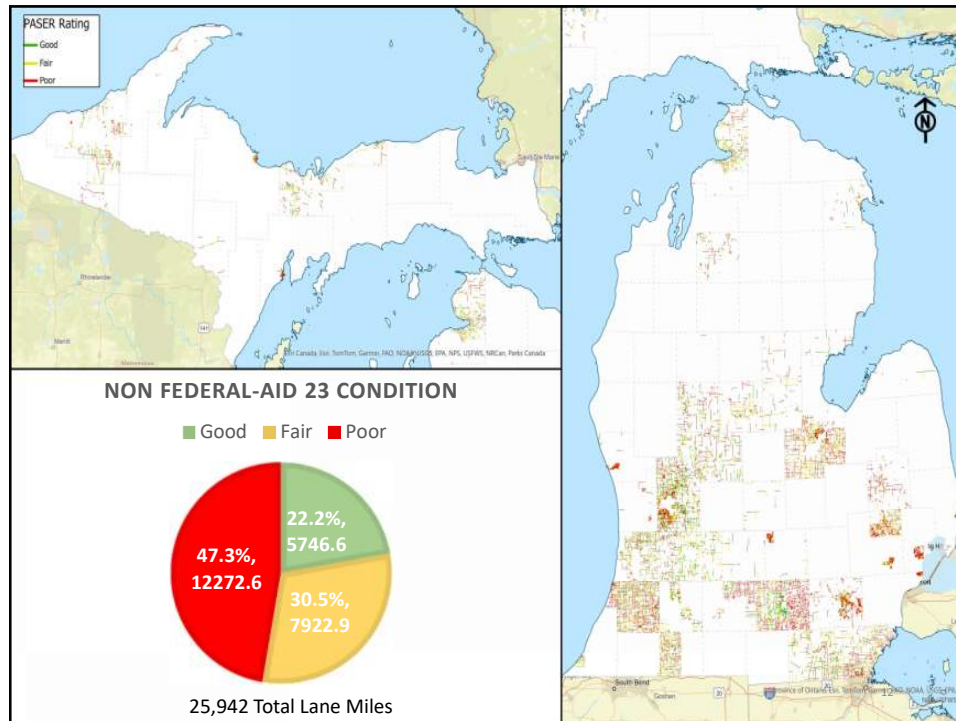
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2023 Non-Fed Aid PASER Collection

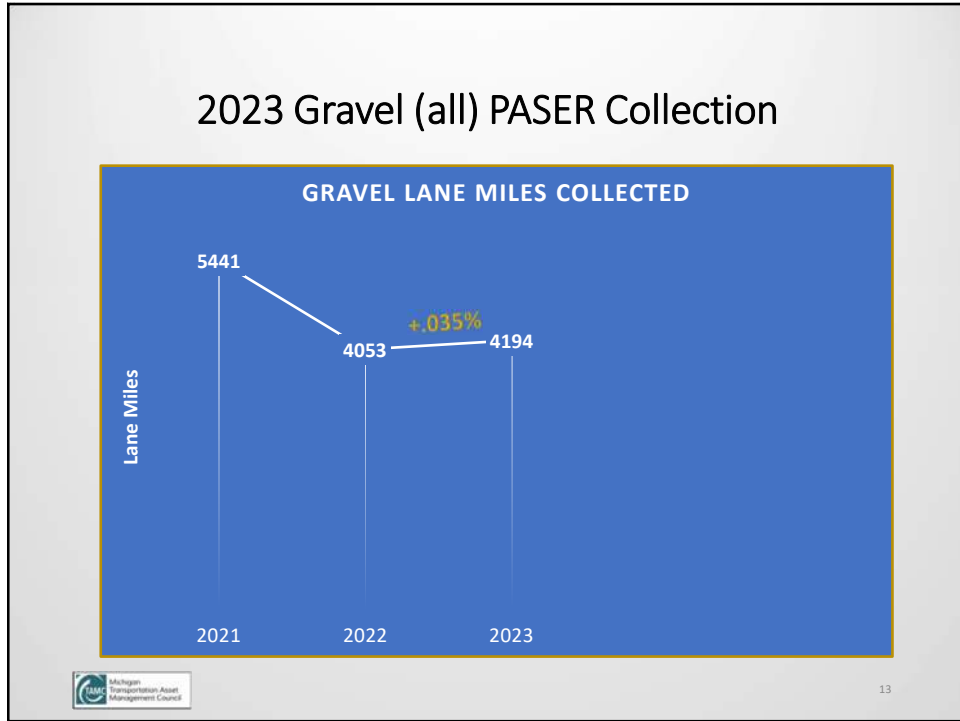


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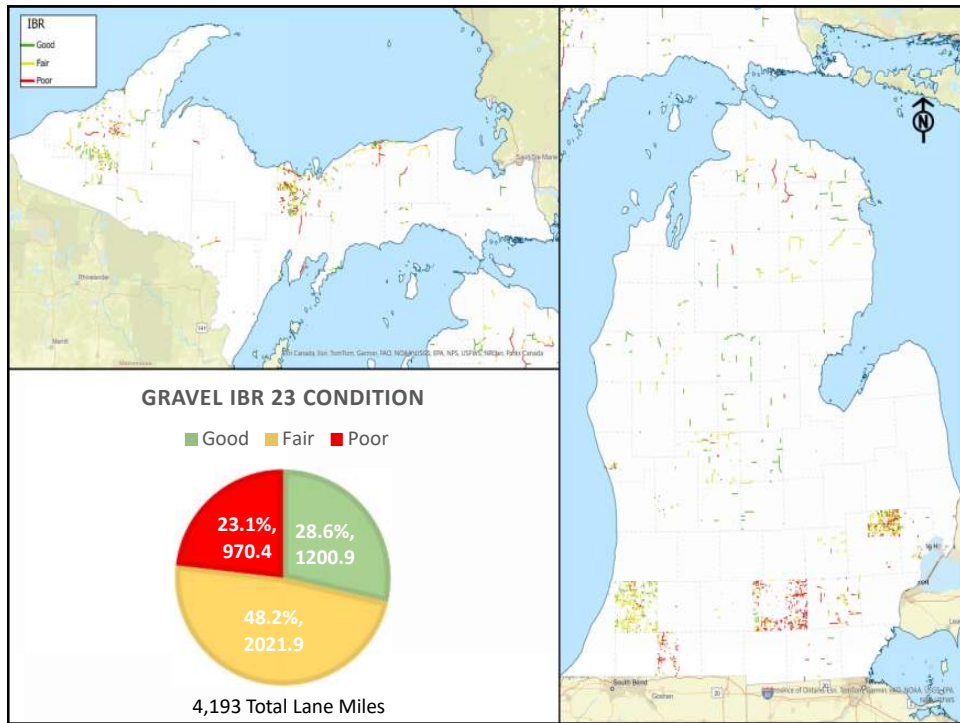
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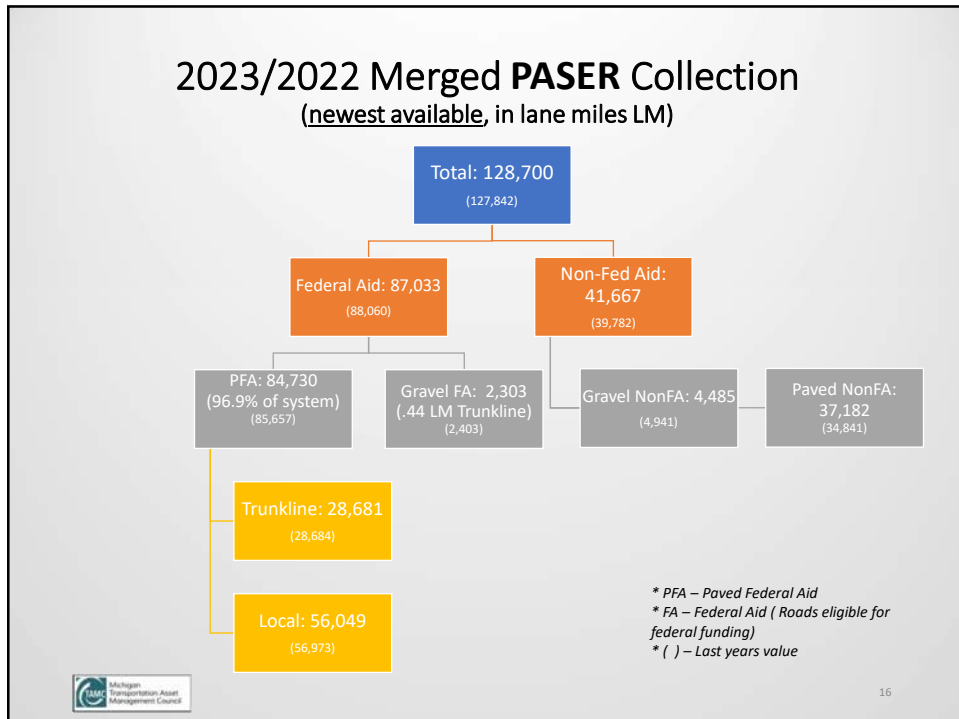
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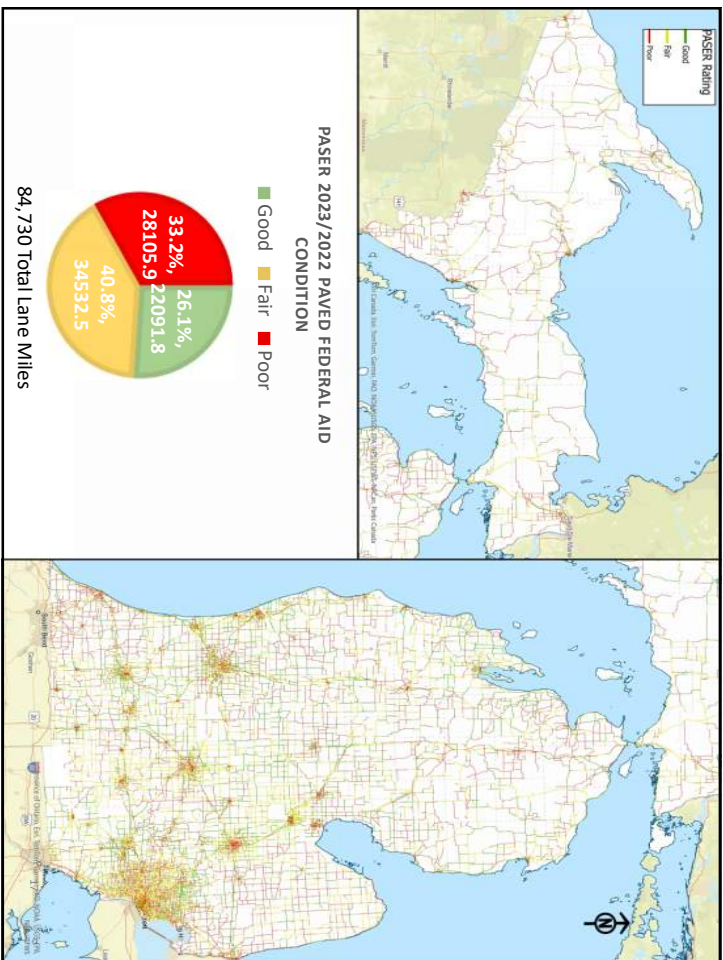
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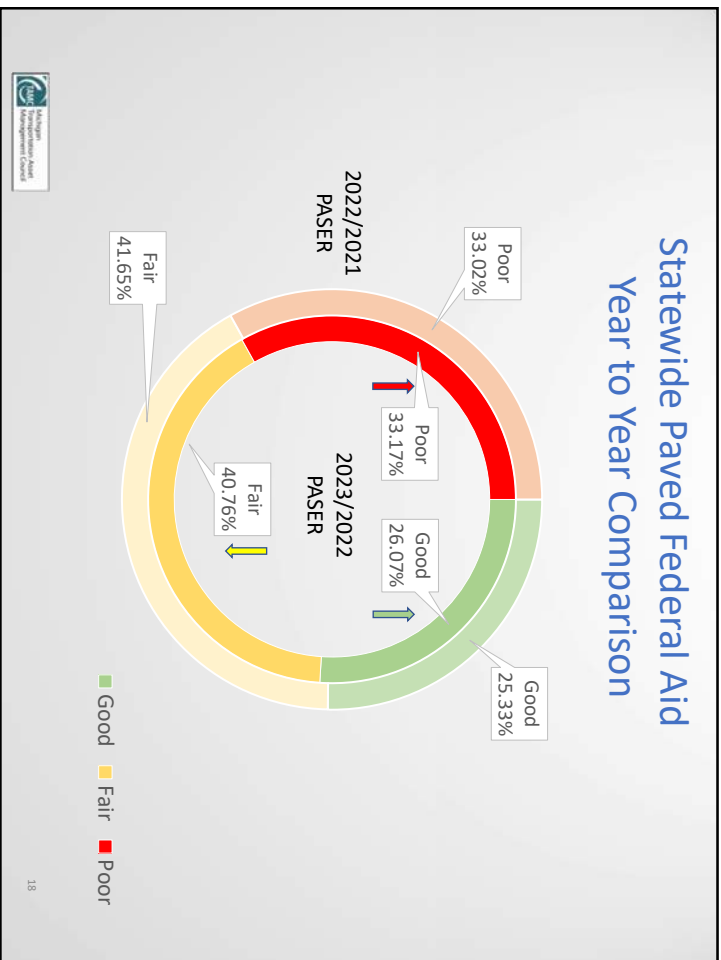
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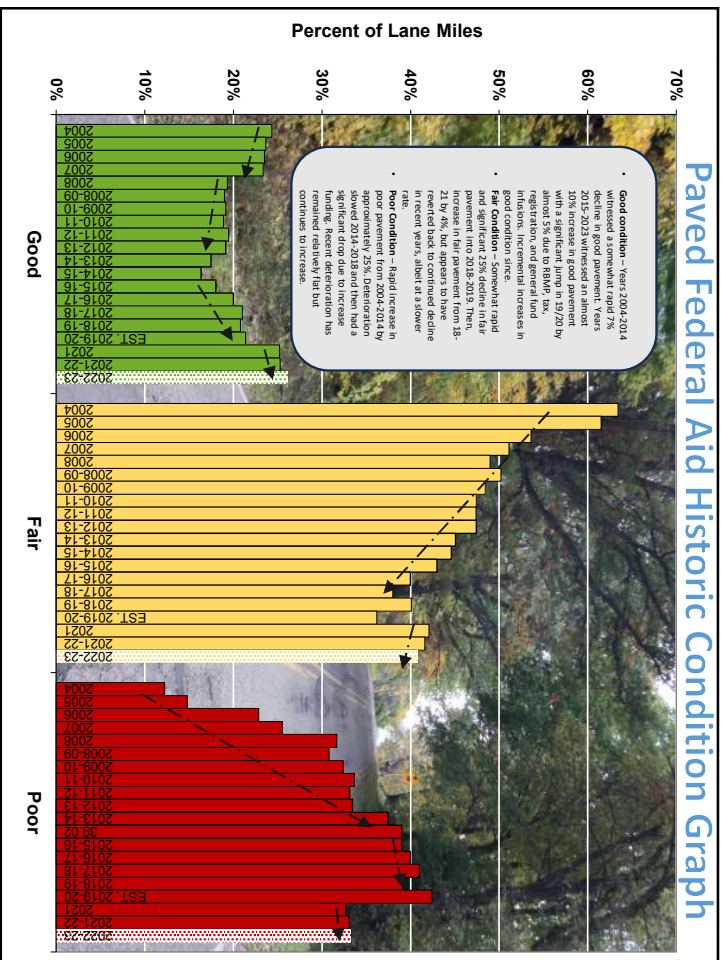
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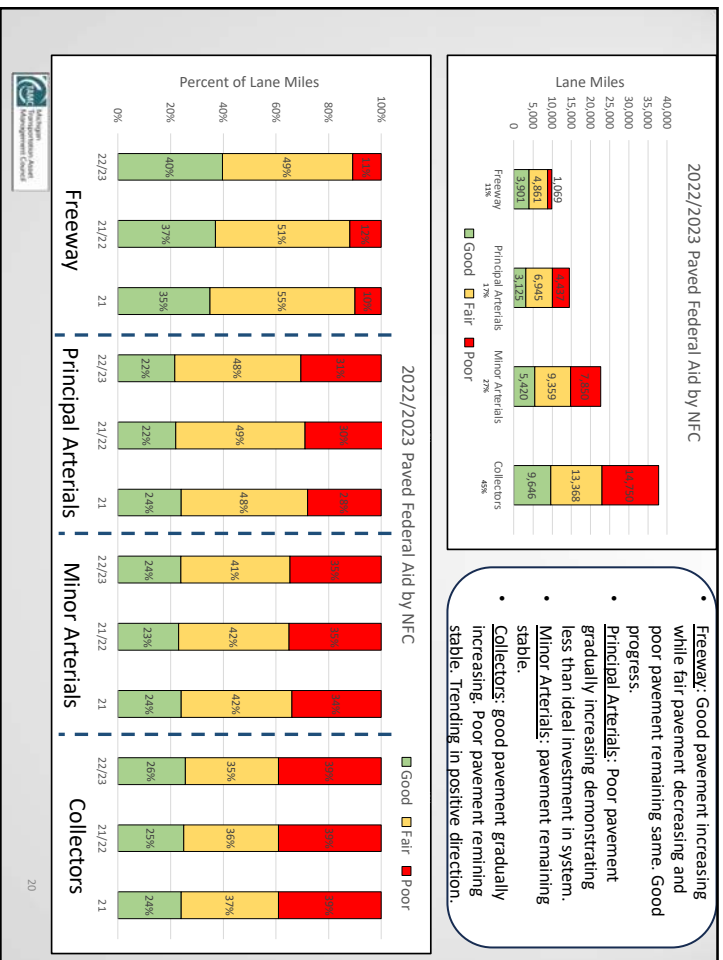
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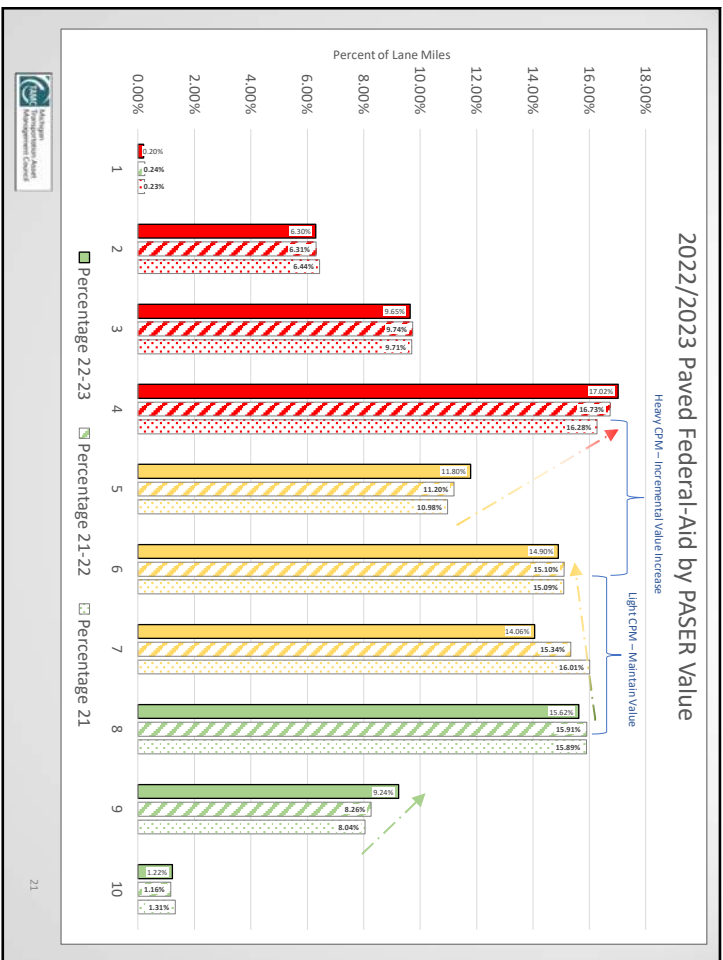
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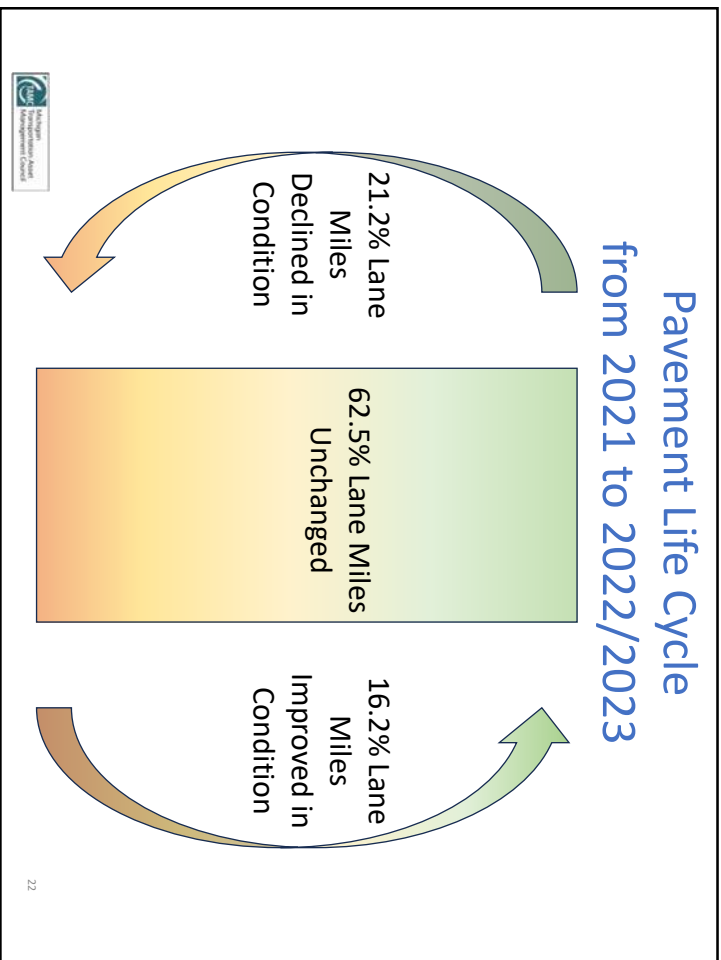
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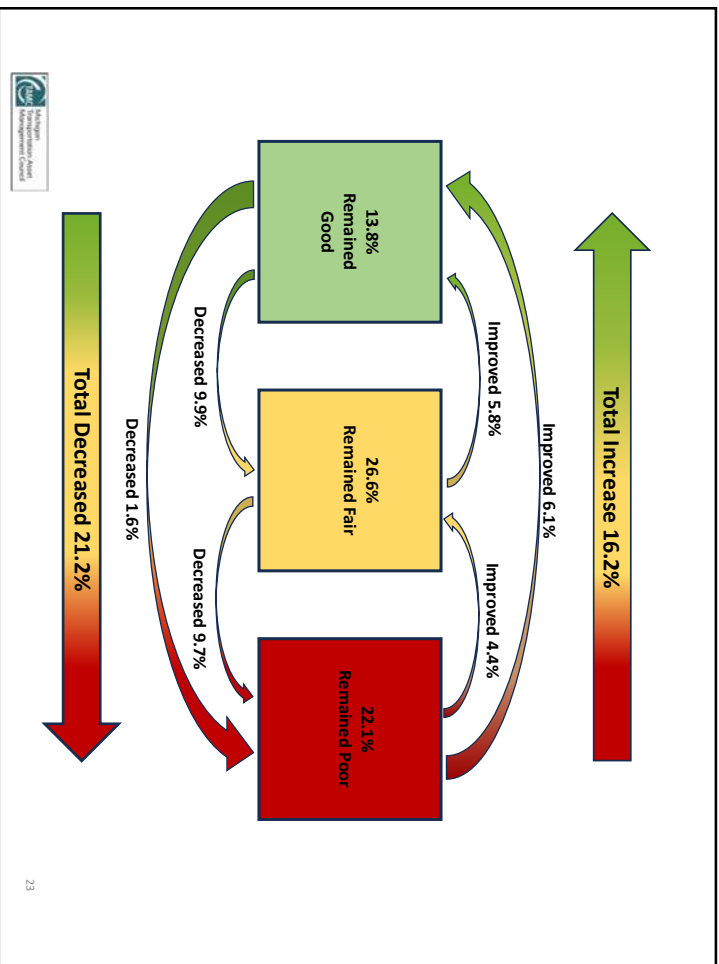
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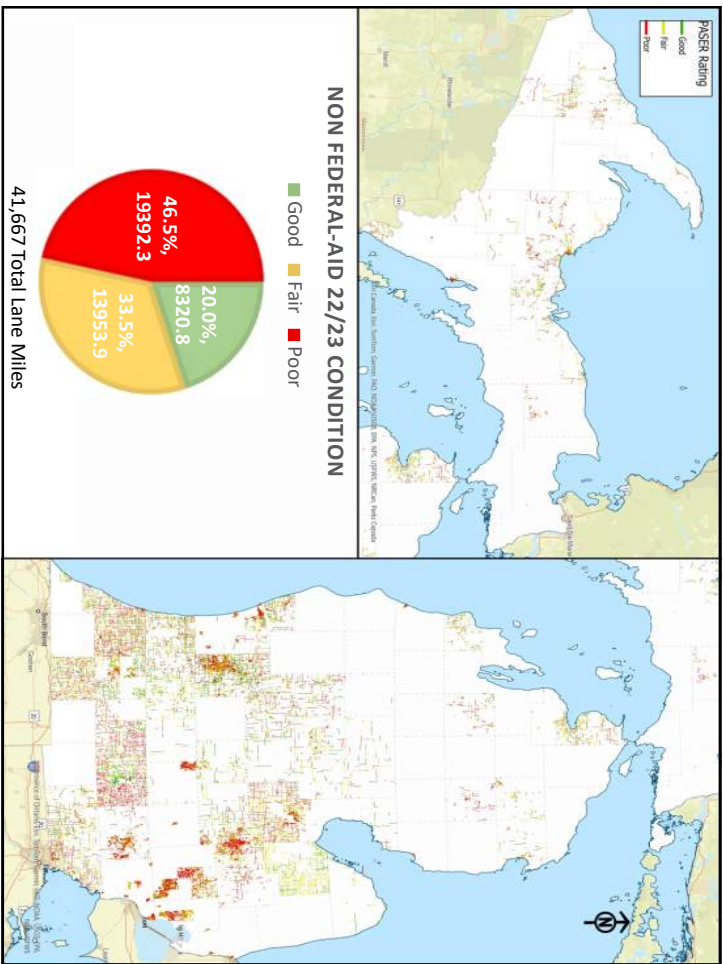


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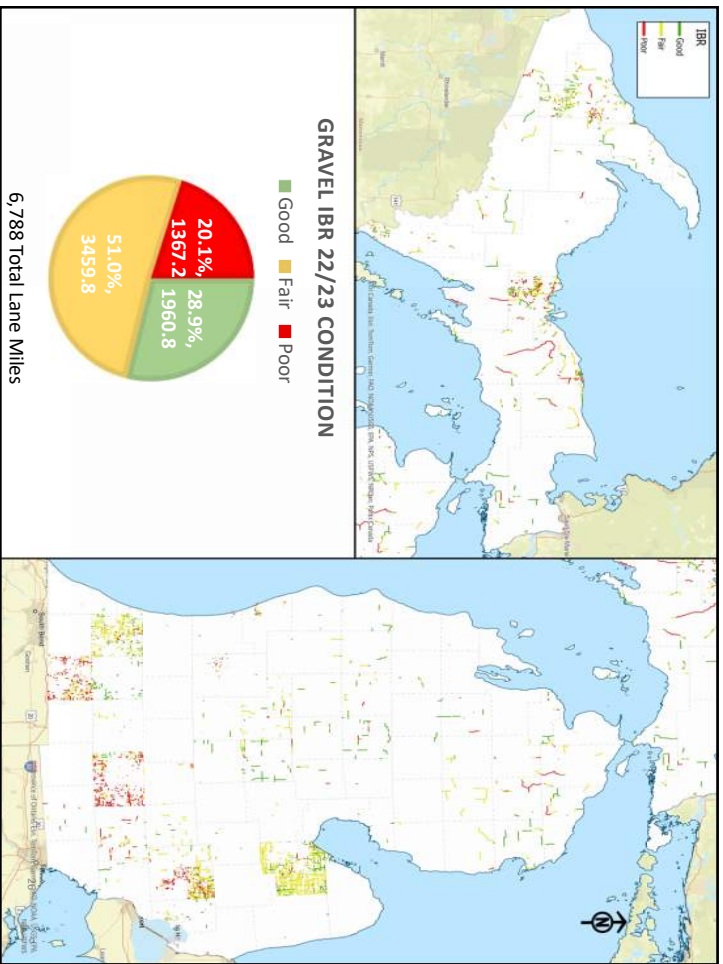
Summary of Paved Federal Aid System using 2022/2023 data

- Average Statewide PASER Rating: 5.8 (weighted by LM)
- The combined PFA PASER dataset (2022 and 2023) covers 97% of the PFA network
- QR analysis shows an average difference segment rating of -.13 (.08 last year) and an average weighted LM rating difference of -1.18. About 70% of the compared segments were within +- 1 rating. Accuracy slipping a bit based on historic comparison.
- Approximately .15% (About 131LM) increase in poor pavement from the 2021/22 collection
- Recon investment preventing poor pavement (PASER1-3) from piling up and helped grow PASER 9-10 values.
- Lower investment in CPM causing PASER values 7-9 to decrease and PASER values 4-5 to increase. Without adequate PM investment these pavements will fall to reconstruct candidates.

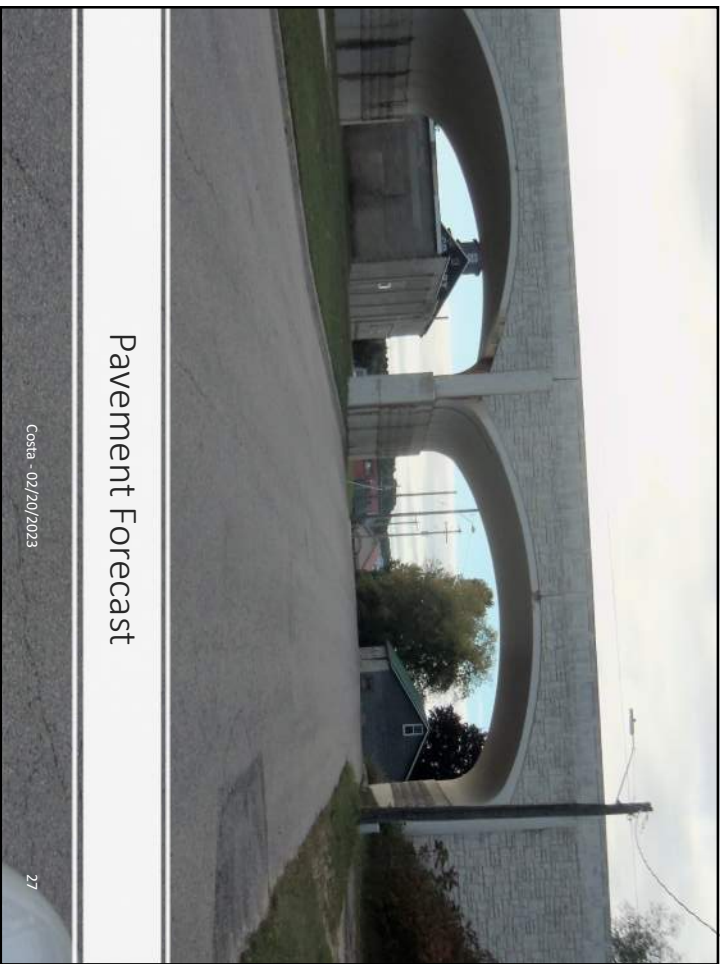
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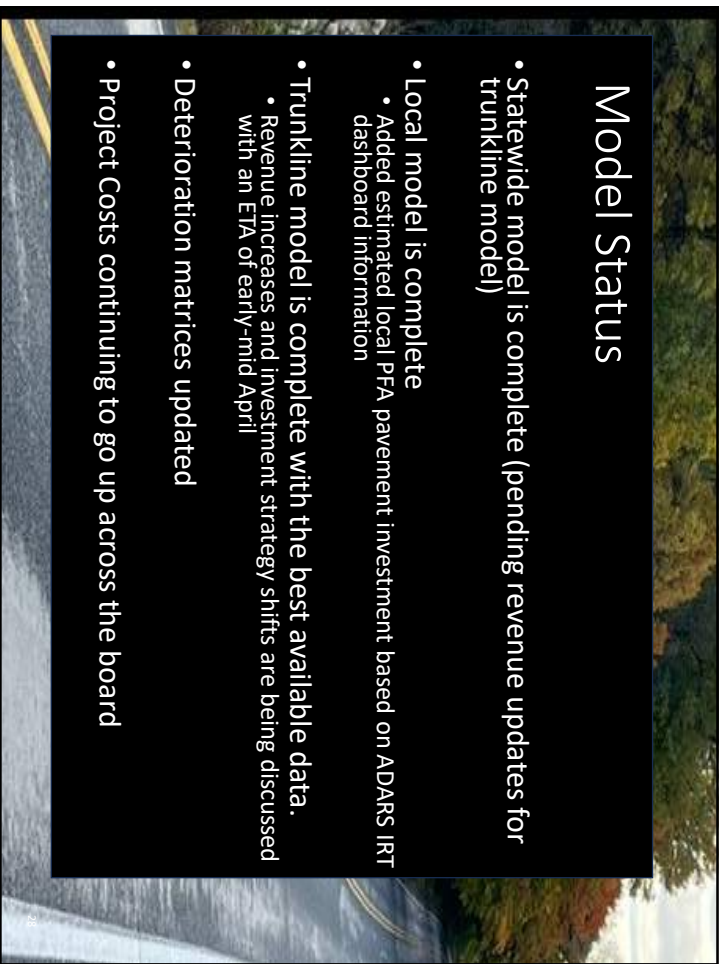


Pavement Forecast

Costa - 02/20/2023

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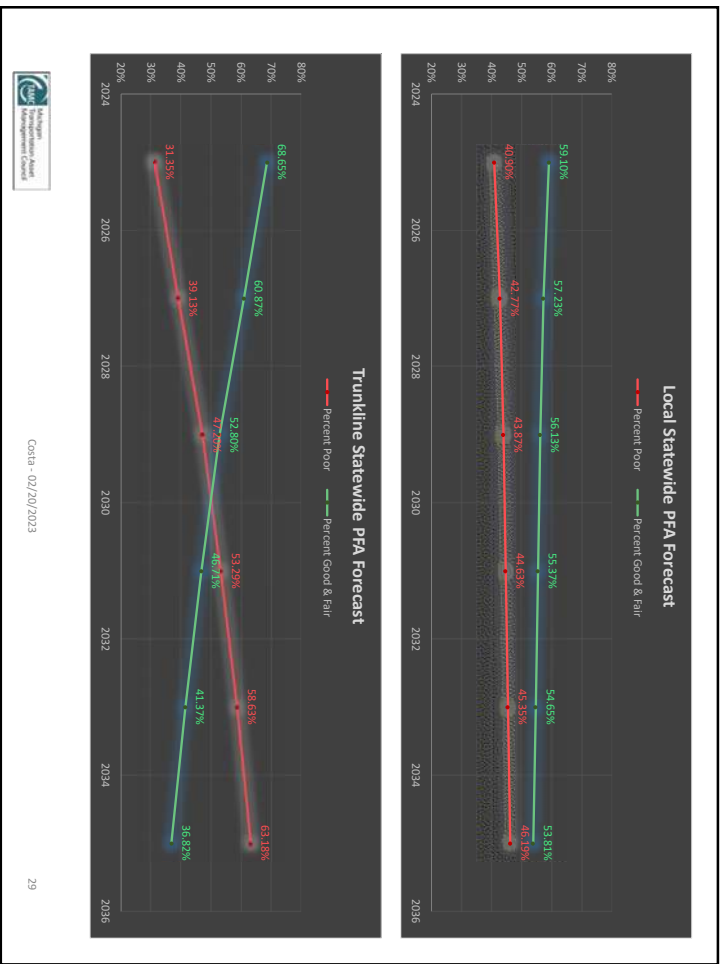
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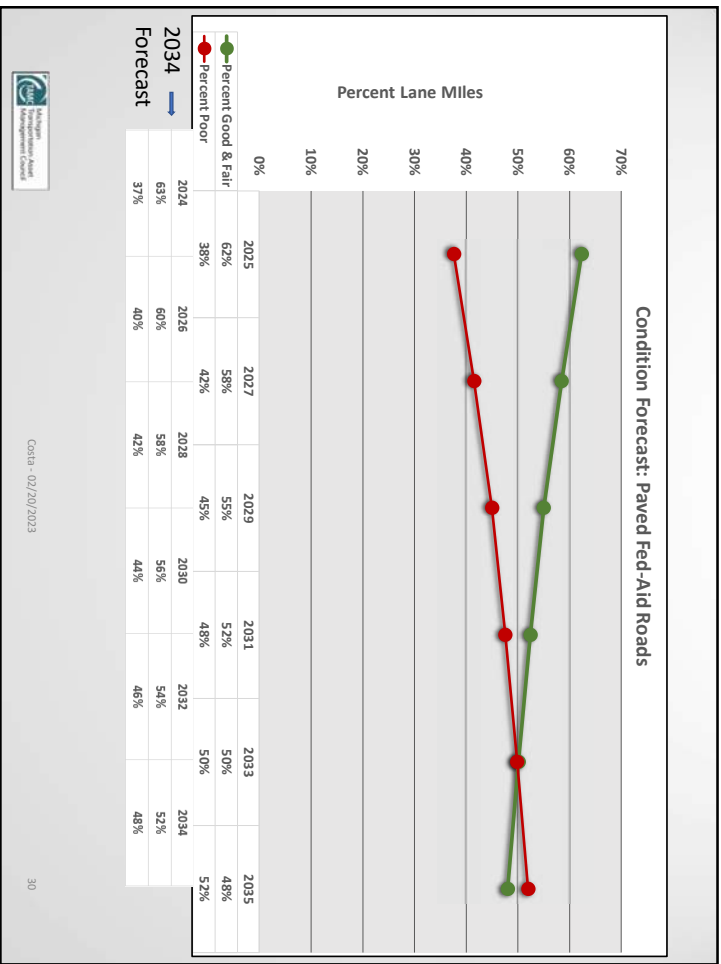
Model Status

- Statewide model is complete (pending revenue updates for trunkline model)
- Local model is complete
 - Added estimated local PFA pavement investment based on ADARS IRT dashboard information
- Trunkline model is complete with the best available data.
 - Revenue increases and investment strategy shifts are being discussed with an ETA of early-mid April
- Deterioration matrices updated
- Project Costs continuing to go up across the board

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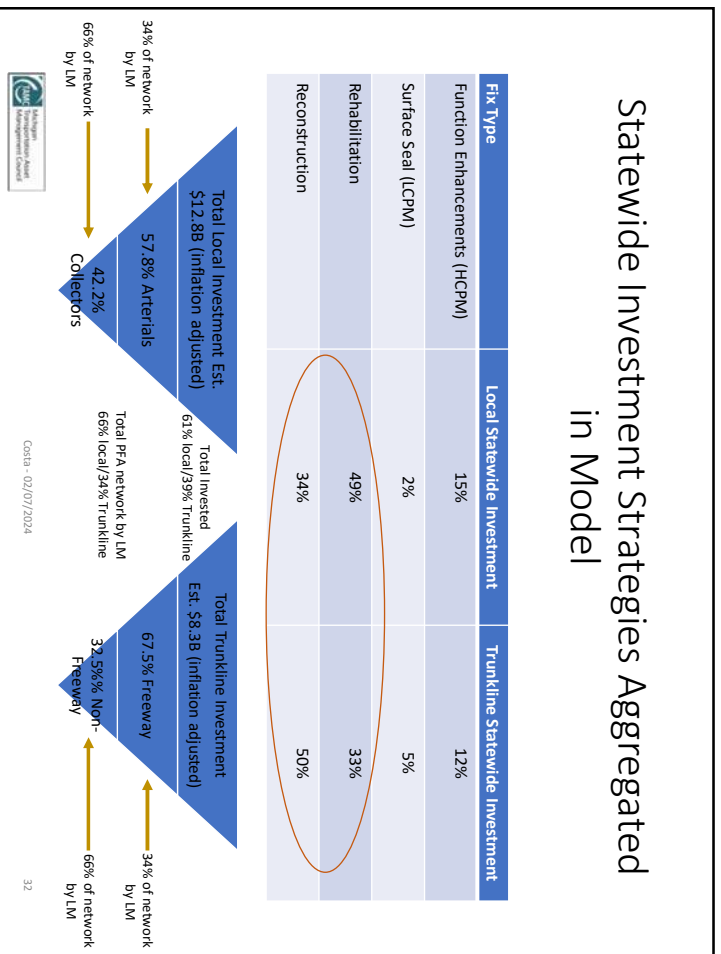
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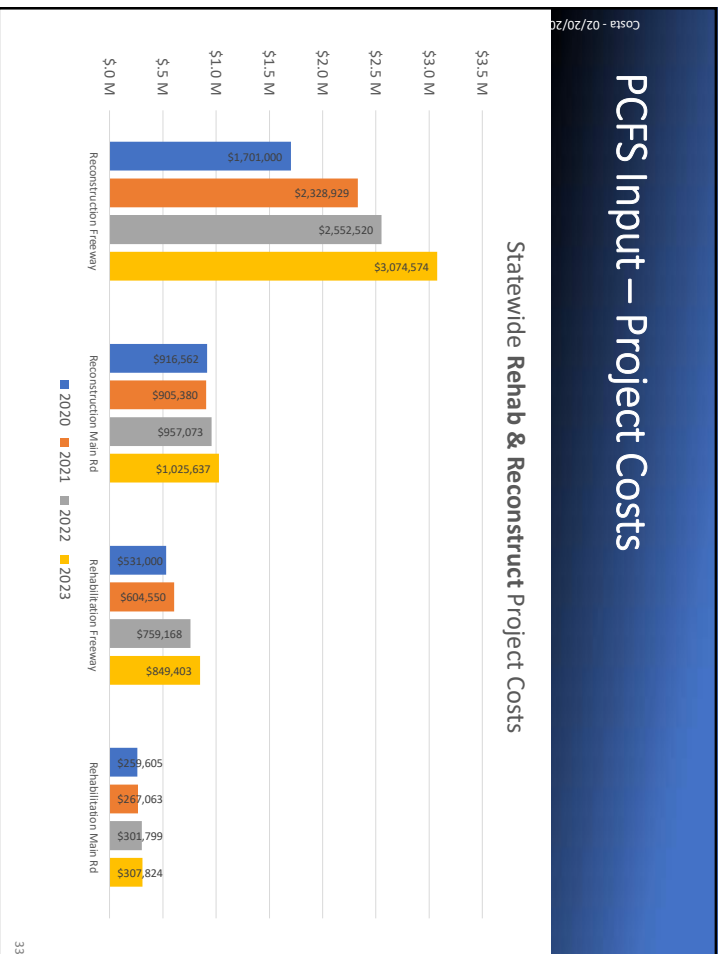
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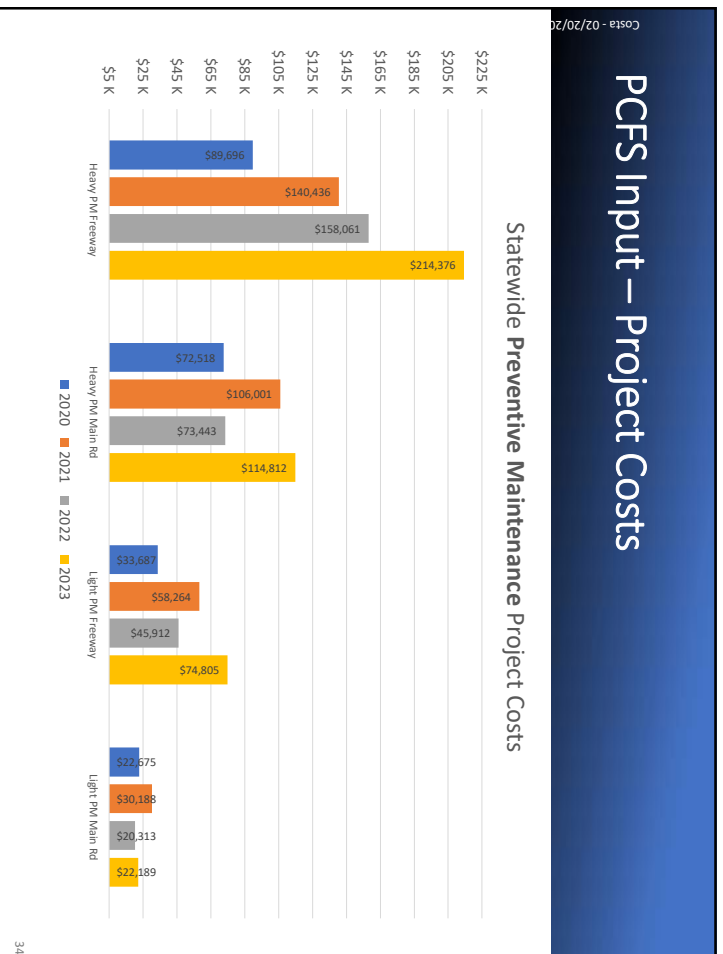
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