

MEMORANDUM

December 7, 2015

TO: ACEC-INDOT Bridge Inspection Committee Members

FROM: Cheryl Folz, Lochmueller Group

RE: ACEC-INDOT Bridge Inspection Committee Meeting Minutes
(meeting held November 20)

The following were in attendance:

Merril Dougherty, INDOT
Mohammad Hajeer, FHWA
Adam Post, United
Jon Olson, BF&S
John Lukac, BLN

AJ Wortkoetter, INDOT
Keith Hoernschemeyer, FHWA
Bobby Chandler, Clark Dietz
Rob Coop, USI Consultants
Cheryl Folz, Lochmueller Group

Item #1

New County Engineer Representative.

Bill Williams has taken a new position and is no longer the Monroe County Engineer. A new County Engineer representative is needed. Rob Coop will check with the IACHES Advisory Board to see if they have any recommendations. Merrill Dougherty will also look into possible referrals.

Item #2

Working with ACEC Staff.

When scheduling the recent NHI Bridge Inspection Training Courses, INDOT contacted ACEC to ask for help. The feedback from ACEC was negative. Merrill asked if there was a particular person that should be contacted to assist in this. Committee members were going to see if they could find this out and get back with Merrill.

Item #3

Training Update.

INDOT Bridge Inspection Conference - Scheduled for February 15, 2016 in the Indiana Government Center South.

NHI Courses:

- Recent classes (130053 & 130078) went well. There were some coordination issues with NHI, regarding number of seats available. INDOT is considering how to handle this in the future. Attendees recommended better communication in future classes, regarding agenda, location, etc.
- 130055 2 week Bridge Inspection class - scheduled for Dec 7-18, 2015.
- 130078 3.5 day Fracture Critical Class - INDOT plans to host again in 2016 due to number of people who took this in 2011, potentially 1 class/quarter.
- Scour at Highway Bridges -it was recommended that this class be delayed until 2017 or later.

S-BRITE Certification - Certification will be required for fracture critical and complex bridge inspectors by 12/31/2016. Class dates are unknown at this time.

There was brief discussion on possibly alternating S-BRITE and NHI 130078 training requirements for fracture critical and complex bridge inspectors.

Item #4

JTRP POD Study.

INDOT and Purdue are working on a study, testing the ability of inspectors to detect cracks in steel beams at Purdue's facilities. Some INDOT inspectors have already been tested. INDOT is looking for Consultant volunteers to come inspect the steel beam members. It would take approximately 1 day to complete the exercise. If interested, contact Merrill Dougherty. INDOT would like to start this testing soon.

Item #5

48 Month Inspection (Risk Based Bridge Inspections).

INDOT is very interested in this, but is currently waiting for the update in the bridge inspection manual from FHWA.

Item #6

New Inspection Dates.

The last of the quarterly report meetings were held on November 19. LPA bridge inspections are being programmed out to 2020 and beyond. Letters to Counties have been sent, notifying them of their new inspection dates. The new compliance dates are based on when to cut the PO's, and when the first bridge is inspected. AJ is trying to get bridge inspections onto 1 PO, and is going to talk to INDOT Financing about this. The concern is that these inspection contracts can sit idle for 9+ months between cycles. The end date for these contracts will be 3 months past the completion dates.

Suggested timeframe for new contracts would have the RFP sent out 1 year in advance of the new inspection date. Bridge inspection contracts will not need a NTP for each phase. INDOT is working on a new Quarterly Report form for bridge inspections. A main concern for INDOT in programming out to 2020 is to determine how much bridge money is available for other bridge projects (repl/rehabs).

The new inspection dates are for routine inspections. If a County or Consultant wants to move other inspection dates (i.e. fracture critical), it needs to be approved by Merrill and Keith. Changing dates will need to be considered on a case-by-case basis.

A reminder was given that if a bridge is relinquished by INDOT to a County, those bridges need to be put on the County's bridge inspection cycle, not stay on INDOT's cycle.

Item #7

New LPA Inspection Contract.

A new bridge inspection contract has been developed by INDOT and is available for review. Any questions can be discussed with AJ.

The new contracts will not allow billing a % complete, instead, the contract will have a Not to Exceed value and billing will be based on a unit costs. The goal is to eliminate over-billing and to ensure Consultants are paid for the work completed. There is an emergency inspection clause in the contract - if an emergency inspection is required, the supplemental would have to go through Merrill, and would take 30-60 days for approval. There would have to be an open purchase order for this work.

INDOT is trying to find a way to give performance scores for bridge inspections to be used in the selection process.

INDOT plans to use the information they obtain to determine costs/foot for bridge inspections, and to determine how much time is spent in the field versus the office.

Some recommendations were given to INDOT. One recommendation was that INDOT consider adding "If Needed" items to account for variances, including the need for additional inspections (initial, emergency, and additional 12 month inspections). INDOT followed up by saying that no contingencies would be allowed in these contracts.

AJ and Keith stressed the need for Counties to take responsibility for programming. It is critical that Counties work to determine inspection needs prior to the development of the contract so that some of these inspection types can be included in the original contract. The Counties could be responsible for additional inspections that are not included in the original contract.

The Phase 1A and 2A deliverables were discussed. The contract calls for all items required at Phase 1 inspections to be provided to the County. It was recommended that this be modified to say that only revisions are required to be provided to the Counties. AJ added that everything provided to the Counties (i.e. books and revisions) should be uploaded to ERMS.

Item #8

Increasing Documentation for Inspections.

In reviews that FHWA has done over the past several years, they have found that documentation on bridge inspection reports is lacking. Keith noted that with the new BIAS, with the ability to provide more comments, documentation is much better. FHWA still recommends that field notes be kept on file. Merrill will prepare a memo to all team leaders about documentation. Keith recommends that sketches be prepared as needed as a 'best practice'. Sketches for box beams are very helpful. Sketches should be uploaded into BIAS. If the load ratings are based on sketches, the sketches should be part of the bridge file.

Item #9

Qualification Based Inspections.

A new RFP is out for LPA's to use, it requires the LPA to identify the number of bridges, the inspection cycle, and the number of bridges requiring the different inspection types. This was prepared to help the ERC's know what they have.

The DBE goal has been re-implemented into the bridge inspection contracts.

The selection process will be qualification based. Past performance portions are blacked out at this time. INDOT is clarifying what is to be used for the location category.

Item #10

Scour Assessment.

The INDOT Bridge Scour Evaluation Procedures for Local Public Agencies was handed out. This was the final version. The effective date, for all bridges to be assessed, is February 2020. INDOT would like for this to be added to the next bridge inspection contract so a supplemental would not be needed for current contracts. Only a few counties may be on a cycle where the next contract would not provide adequate time for the assessment to be done prior to the effective

date. INDOT will look in how these should be handled. The assessment will be part of the routine inspections.

A certified team leader, who has a Professional Engineering license, will be required to perform the assessment. A multi-disciplinary team is recommended. Most bridges can be done by the team leader, who in many cases is a bridge inspector and bridge designer, and familiar with hydraulics and geotechnical engineering. A small number of bridges may require specialists in each area.

Mohammad discussed some changes to this final document that differ from previous versions. Some of the changes were made after review by the FHWA Research Center.

The scour assessment will need to be uploaded into BIAS and will be part of the bridge file. AJ mentioned that the format of the assessment should be consistent across the state. FHWA will create a spreadsheet that can be used statewide in these scour assessments.

Merril passed around a Draft Plan of Action (POA) Procedure for Local Public Agencies to review. This would be required for all bridges with a scour (Item 113) rating of 2 or 3. This would replace the POA procedures currently in the BIM. It gives guidance on triggering events, requires a monitoring plan, notification, and reopening inspection requirements. AJ recommended that the EMA director have the POA's on file and be notified in a triggering event. This may be something that could be added to the EMA training.

Item #11

BIAS Updates.

INDOT is currently working on the next phase of BIAS with Bentley. They are in the final phase of testing the culvert application in BIAS. It may take a year to implement the link to ERMS from BIAS.

A concern was brought up that when the bridge inspection report is created, if the load rating information needs to be updated, the way the load rating information is linked to the routine inspection report is causing extra reports to be made for the bridges. Also, in this process, the NBI calculations don't update in the routine report after the load rating report has been created. In order to get the NBI calculations to update, a new report has to be created.

Any issues with BIAS should be sent to inbridgeshelp@indot.in.gov. If tablets freeze or crash while you were working on a report, let Susan know what was being worked on when it froze/crashed so she can notify Bentley.

Item #12

Load Postings.

There is a mistake in the BIM, in the load rating portion of the manual. A bridge should be posted if the H-Rating is <0.8 (not <1.0).

New load rating requirements will be coming out. It was recommended that this group have the opportunity to review the requirements before publishing.

Item #13

Next Meeting Date. The next committee meeting will be held on Friday, February 26, 2015 at 9:00am in INDOT N642 conference room.