

ACEC-INDOT Bridge Inspection Committee Meeting Minutes

Time: May 10th, 2019, 9:00am-11:45am

Location: INDOT Brookville Sub-district

Minutes Prepared by: Jonathan Olson, BF&S

The following members were in attendance:

Andrew Fitzgerald, INDOT	Stewart Kline, IACHES (Tippecanoe County)
Michael Vereb, Lochmueller Group	John Lukac, BLN
Stephanie Moore, INDOT	Jonathan Olson, BF&S
Timothy Barkey, IACHES (Adams County)	Rob Coop, USI Consultants
Nate Pfeiffer, INDOT	Jennifer Hart, INDOT
Bill Dittrich, INDOT	Scott Minnich, United Consulting
Kevin Loiselle, Clark Dietz (Proxy for Bobby Chandler)	

The following members were absent (with prior notification, unless stated):

Randy Strain, INDOT	Jose Ortiz, FHWA
Craig Parks, IACHES (Boone County)	Pat Connor, LTAP

Meeting Summary:

1. Committee By-Laws (Andy And Scott)

- a. Committee read through and reviewed new proposed by-laws. Some revisions had already been made per email comments prior to meeting. The main discussion items and changes made to the by-laws during the meeting were:
 - i. One main previous change made prior to the meeting was separating out voting and non-voting members
 - ii. Changed voting member requirements from 10 years of experience to 5 years of bridge inspection experience under "Voting Committee Membership" section.
 - iii. Removed sentence referring to academic members under the "Voting Committee Membership" section. Academic members should be non-voting members.
 - iv. Debated on the number of INDOT people including voting and non-voting members to include on committee. Ultimately decided to not make any changes.
 - v. INDOT Director of Bridge Management – Make sure title is consistent throughout document.
 - vi. Moved "Invited Guest" section above "Task Groups" section.
 - vii. Under "Resignation, Termination, or Change in Membership" section "design consultant" should be changed to "bridge inspection consultant".
 - viii. It was discussed and agreed on that a proxy will have voting rights.

- ix. Under the “Minutes” section, it was noted that “Draft” minutes should be completed within 30 days of the meeting.
 - b. Committee needs to start considering who the academic member might be
 - c. Committee voted on by-laws, including the changes made during the meeting. All voted in favor of approving the by-laws.
 - d. By-laws will be sent to ACEC for approval.
 - e. Approved by-laws will be posted on website.
 - f. Need to make sure all members send in applications to Andy.
2. INDOT working on new Bridge Inspection Manual (Bill)
- a. Bridge Inspection Manual (BIM) updates will incorporate past inspection memos so they can be removed from website.
 - b. A number of sections are being worked on by Bill, Randy, Nate, Jennifer, and Andy
 - c. When proposed changes are complete, the proposed manual will be presented to the committee for comment before implementation.
 - d. Main goals of the changes are: getting rid of older memos, formatting consistency with other INDOT departments, organization, and adding new teaching material for inspectors
 - e. Culvert inspections are being addressed with changes
 - f. The federal highway reviews and improvement programs will be addressed in the changes
 - g. Channel sounding frequency is being addressed
 - h. Manual will be all new, rather than just revisions to existing manual
 - i. Please notify Andy if you have any current issues with the manual that you believe need to be addressed/updated.
 - j. INDOT’s BRAGI coding guide can’t be found on INDOT’s website. It is thought to still be in draft format. Andy sent out email to committee during meeting with the current edition of the BRAGI coding guide attached. The guide’s location on INDOT’s website will need to be reviewed.
3. Tunnel Inspections (Andy)
- a. 15 metrics came out for tunnel inspections from FHWA
 - b. INDOT will have to come up with program
 - c. Indiana has a few tunnels near union station. These tunnels are essentially railroad bridges. They are currently being inspected by INDOT.
4. Inspection Partnership between LPA and INDOT (Stewart)
- a. Can INDOT take ownership of some of the more complex LPA bridge inspections? This could include post-tensioned bridges, pin and hanger, and other complex bridges. INDOT could manage and bundle these contracts together in order to be more efficient, more consistent, and get better prices overall.
 - b. This topic will need to be discussed further at upcoming meetings
5. Load Ratings (Jennifer)

- a. Load rating progress is still a little behind where it should be. Overall, consultants are approximately 50% complete with load ratings.
 - b. All load ratings are due by November.
 - c. Some counties may be difficult to complete due to compliance months near the beginning of 2019.
 - d. At a minimum, to be considered complete, load ratings need to be complete and ready for upload in BRADIN.
 - e. BIAS reports have a field in the MAD tab that asks if anything has changed that would require a new load rating. Currently, if yes is selected, it says a critical finding is required. It was agreed on that an additional third option is needed when a load rating needs updated, but there is no critical finding.
 - i. Update - as of 5/14/19, Mona has made the changes in BIAS. The three options are now:
 - 1. No – Load Rating Update Not Required
 - 2. Yes – Load Rating Update Required
 - 3. Yes – Load Rating Update Due to Critical Finding
 - f. New load posting guidance:
 - i. Bridge Inspection Memo 19-02 recently released that discusses load posting signs.
 - ii. The silhouette sign is now discouraged from use.
 - iii. FAST act emergency vehicle - possible clarification is needed on gross tonnage vs tandem and single axles
 - iv. May need to look at whether some of the signs are confusing, such as the standard weight limit sign combined with the emergency vehicle name sign.
 - v. It is allowed to post bridges for just emergency vehicles
 - vi. Simple signage is generally encouraged to prevent confusion and enhance understanding by motorists.
6. Task Group for updating LPA Contract (Jonathan)
- a. Task group will be created to address a number of issues with the LPA Consultant Bridge Inspection Boilerplate contract including: having an earlier contract start date, having multiple compliance months, allowing flexibility to move compliance months, allowing 48-month inspections, updates to be in compliance with Bridge Inspection Manual, and other improvements to make doing business easier.
 - b. All voted in favor of creating task group.
 - c. Stephanie Moore will be the chair of the task group. Jonathan will also be on the task group. Jonathan will send out invitations via email if other want to join.
7. New Bridges in BIAS (Rob)
- a. Rob asked if the process for creating new bridges can be sped up because sometimes it is taking a couple months to complete.
 - b. Bill suggested sending email to inbridgeshelp@indot.IN.gov, and to Bill and Mona Davis at the same time when requesting new structures. Sometime the inbridges emails can get lost.

8. Inspection Training (Andy)

- a. S-Brite training is needed by quite a few inspectors. Some have been waiting a year to take. Jonathan to follow-up with Randy Strain after meeting to find out when next class will be. Next class is August 6-7, 2019 and registration is open.
- b. INDOT is planning to offer the NHI 2-week, 3-day, and scour classes this year. None are scheduled yet.

9. Closed Bridges (Bill)

- a. When bridges become closed, the closure values need to be updated in BRADIN. INDOT has guidance on how to code in BRADIN in Bridge Load Rating Aids dated March 11, 2019.
- b. Item 41 - If a bridge is closed due to deterioration/damage and is in the process of being replaced, use value of G rather than K. Use K when it is likely going to stay closed.

10. LPA contracts (Stephanie)

- a. Legal is reviewing memo to address overlapping contracts.
- b. Stephanie will start trying to give NTP 30 days in advance on current contracts.

11. Scour compliance dates (Rob)

- a. Rob asked what the compliance due date for scour was. The Committee thought it was the same as the load ratings, which is completion by November.

12. Next Meeting (Andy)

- a. August 9th at 9:00am at INDOT Brookville Sub-district