



INDIANA DEPARTMENT OF TRANSPORTATION

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Indianapolis, Indiana 46204

PHONE:
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Eric Holcomb, Governor
Michael Smith, Commissioner

MEETING MINUTES

ACEC-INDOT Bridge Inspection Committee Meeting – November 15, 2024
Indiana Government Center-South, Conference Room 14, Harrison Hall
9:00 AM – 12:00 PM

Attendees:

Anthony Marino, INDOT – Chair

Jonathan Olson, BF&S – Vice Chair

Rob Coop, USI Consultants – Secretary

Jesse Avant, INDOT – Teams

Jacob Gould, INDOT

Bill Dittrich, INDOT

~~Rob Connor~~, Purdue

Mark Riehle, Lochmueller Group - Teams

Maricar Gonzales, INDOT

Erich Hart, INDOT

Bobby Chandler, Clark Dietz

~~John Lukac~~, HWC

Alfred Wessling, EGIS

~~Stewart Kline~~, Tippecanoe Co.

Anne Rearick, INDOT

Charley Bernth, INDOT

Matt Lee, Hamilton Co.

~~Cristin Burlage~~, INDOT

Sean Hankins, INDOT

Sharon Street, INDOT

Joshua Heigert, FHWA

Scott Minnich, United Consulting

Mohammad Islam, SJCA

~~Jennifer Hart~~, INDOT

Adam Post, INDOT - Teams

~~Josh Biller~~, INDOT

~~Pat Connor~~, INLTAP

Agenda:

1. Approve the August 2024 meeting minutes. approved
2. Old business/past action items.
 - From last meeting: INDOT still intends to issue a memorandum directing approved team leaders to upload credentials, training certificates, qualification documents to user profile in iTAMS (Metric 3).
 - Instructions to team leaders to update profiles and load certificates.
3. New business/new action items.
 - New committee member request: Kyle Kent (United Consulting) to replace Scott Minnich.
 - Tony approves
 - INDOT intends to issue a memorandum clarifying that approved bridge inspection refresher training must be completed in intervals not exceeding 60 months (Metric 3).
 - Not calendar year – months: beyond 60 months can't be team leader but can be team member

4. LPA Program Manager update (Jesse Avant/Shari Street).
 - NEPA request follow-up to LPA soon
 - On going contract issues will be done in 1st quarter
 - Survey coming out for process improvements – consultants
 - Interim phase money, when programmed no changes yet
5. INDOT Load Rating update (Jennifer Hart) Charley Bernth.
 - Part 3 Bridge Inspection Manual updates for SNBI
 - 11-30-24 deadline for populating items 64 and 66, – 431 on list
6. SNBI Implementation with iTAMS (Erich Hart).
 - SNBI interface configuration scheduled to be pushed to Production by January.
 - SNBI spreadsheets will be available as a backup for later bulk-import.
 - The intent is for Eric to send out spreadsheets to consultants to look for gross errors in assumptions, not to review individual bridge data. Data should be reviewed during inspection cycles starting in January 2025. Fed tape will translate to fields that have data
 - Buried culverts as bolted good assumption
 - Timber sawn lumber will be nail laminated 95% of the time
 - Concrete arch – deck vs under fill need to review and fix; review culvert definition
 - Closed spandrel arch with no deck C vs M code
 - Span continuity 1 entry
 - Features, under records hopefully by Jan
 - 1-1-25 SNBI inspections will start Phase does not matter
 - Global assumptions now, 2 more years for refined data. Hybrid fed submittal is SNBI data, but accuracy is not 100%. Not using any NBI data.
 - Supplement needed for this additional work. need better guidance on what information needs to be collected and updated starting in January. At a minimum will need to collect condition data in the new system.
 - 2025-26 get all bridges updated
 - Pdf reports
 - Task group recommended for SNBI data transition
7. iTAMS implementations update (Maricar Gonzales).
 - Close reports early Dec.? nope notice will be sent; NBI scheduling limited
 - 6 in Nov, 1 in Jan county inspection
 - Masters will be recreated in iTAMS
 - Contract funding will need to increase
 - Task group for SNBI data?
 - Download data easy button to do reports
 - 2027 data must be 100% accurate SNBI data
 - Partial data 2025-26 – condition data primary focus then other data
 - More guidance for 2025
 - MG – Part 2 getting it tested next week
 - Version upgrade lost photo description should be back next week or after QA/QC

- Vertical clearance data locked looking at changing
 - HRA data tied to iTAMS
 - Check website for updates on regular basis
 - ACEC firms to test SNBI site – will be soon
 - App and desktop should be same
 - Lat long edits can only be made in map not data
 - Send issues to help email
8. BIM Revisions: Part 1: Inspector Qualifications.
- No change since the last meeting: still addressing all received comments; anticipate finishing by the end of this calendar year.
9. BIM Revisions: Part 2: Inspection Types.
- No change since the last meeting: still under internal and FHWA review.
10. BIM Memorandum 24-03 (Verification of Bridge Weight Restrictions) discussion/update.
- To date: only received summary reports for two (2) counties.
 - INDOT will be reviewing iTAMS Bridge Asset Files for compliance with Item 4.
 - Deadline: January 31, 2025.
 - Load posting photos in bridge file – each phase – probably will be in inspection and main asset
 - Wish list photos copied to asset for posting signs button in iTAMS
 - POC for postings
11. FHWA NBIS Review discussion.
- FHWA using May 2023 NBIP Compliance Review Manual.
 - 23 metrics but changes to internal metrics
 - Metrics concerning inspection intervals, load rating (M13), scour (M18), and timely updating of data (M23) conditionally compliant and under existing PCAs.
 - Metric 14 (Post or Restrict) and Metric 19 (Complex Feature) are non-compliant and INDOT is developing plans of corrective action.
 - Field reviews had some issues with scour ratings and with condition descriptions not being detailed enough.
 - The difference between 4 and 5 condition ratings in new system is challenging. Need training, calibration. Recommend including this in January training. Follow up with Cristy.
12. Metric 12: Inspection Procedures-Quality Inspections.
- Preliminary determination of substantially compliant; FHWA reviews found 16 of 19 bridges met metric criteria.
 - The INDOT QA review also revealed an overall improvement in the quality of inspections and reports and is evaluating the need for office discussions.
 - SNBI +/- 1 in group of good – fair – poor
 - 5 vs 4 will be big concern; 2026 training? Calibration exercise
 - Virtual inspection at 2025 workshop include from INDOT calibration in 12-24

13. Metric 14: Post or Restrict discussion/corrective actions.
 - Need for an audit of all bridges in Indiana requiring posting or closure; started under Memo 24-03.
 - Need for QA procedures for field review of posted bridges.
 - SOP requiring bridge inspection consultants to notify client counties in writing before starting field inspections itemizing all bridges requiring weight limits.
 - At each phase; copy INDOT Tony and Jennifer, details in upcoming memo
 - Making updates to Part 3 in BIM.
 - MUTCD is the standard that shall be followed regarding bridge weight limit restrictions.
 - Document if not met; consistent procedure
14. Metric 18: Scour status and discussion (currently under PCA).
 - INDOT intending to release instruction memorandum for implementing PCA action items.
 - Validate coding is correct for bridges over waterway
15. Metric19: Complex Features discussion/corrective actions.
 - INDOT auditing and reviewing inspection plans.
 - INDOT anticipates issuing advisory memorandum concerning the requirement for Approved Inspection Team Leaders to always be present during field inspections.
 - INDOT anticipates issuing additional advisory memorandum detailing that the roles that individual inspectors served during field inspections must be identified in the written reports.
 - 6 bridges total in IN, bridge by bridge review
 - UW who did what, divers must meet criteria
 - Special inspections have specific requirements for not having TL there
 - NSTM inspections must be classified NSTM not special
 - Special inspections can't be used anymore for NSTM inspections. NSTM members can have different inspection frequencies. New manual will address this change. No action until that time.
16. Metric 20: Quality Control and Quality Assurance discussion
 - INDOT intending to release BIM Memorandum 24-04 no later than mid-December.
 - Amending, deleting, or replacing select sections of Part 4 of the Bridge Inspection Manual.
 - Requirement for all consulting firms/organizations that carry out bridge inspections in Indiana maintain a formal, written "Quality Control and Quality Assurance Procedures for Bridge Inspections" manual.
 - Onus for quality control and quality assurance, including documentation of procedures, will be placed back on the individual consulting firms/organizations.
 - Individual consulting firms/organizations will be encouraged to create their own forms to promote quality inspections for field inspections and inspection reports.
 - Individual consulting firms/organizations shall be required to provide their manuals and QC/QA documentation to INDOT when requested.
17. Metrics 6 to 11, 23 Timeliness update (Sharon Street).
 - Been schedule or inspected
 - Certifications to iTMAS, copy Shari

18. Task Group updates/discussion.

- Education/Training Group – Led by Cristy:
 - workshop planning underway. Agenda and presentations determined
 - CF powerpoint updated
- iTAMS Implementation Group
 - Tasks complete. Disband group
- SNBI Implementation and Calibration Group – Led by Jake
 - coding and calibration focus for SNBI
 - new group
 - Tony, Josh, Jake - lead, Erich, Al, Bobby
- LPA Processes: discuss continuing need
 - Closed pending discussion with Jesse

19. Training:

- Bridge Inspection Workshop: January 16, 2025
- SBRITE/NSTM Training Course discussion
- Assess needs for sponsoring other NHI Training
 - 2-week potential need 20 min

20. Round table open forum discussion/issues/needs.

- EV posting – law change
 - Jennifer to lead a research group
 - Counties have spent \$\$ to install signs
- IACHES conference presentation for items
- Road School presentations
 - Email IACHES for announcement to LPA
- LTAM presentation requests
- Scott expressed gratitude and thanks for the last 8 years and moving from reaction to proactive inspection issues

21. New Action Items

- Tony to issue memo on expectations/requirements for SNBI 1-1-25

22. Next Meeting – Wed February 12, 2025