

**MINUTES - Asset Maintenance
Liaison Subcommittee Meeting #56**

**Friday, September 29, 2017
Go To Meeting**

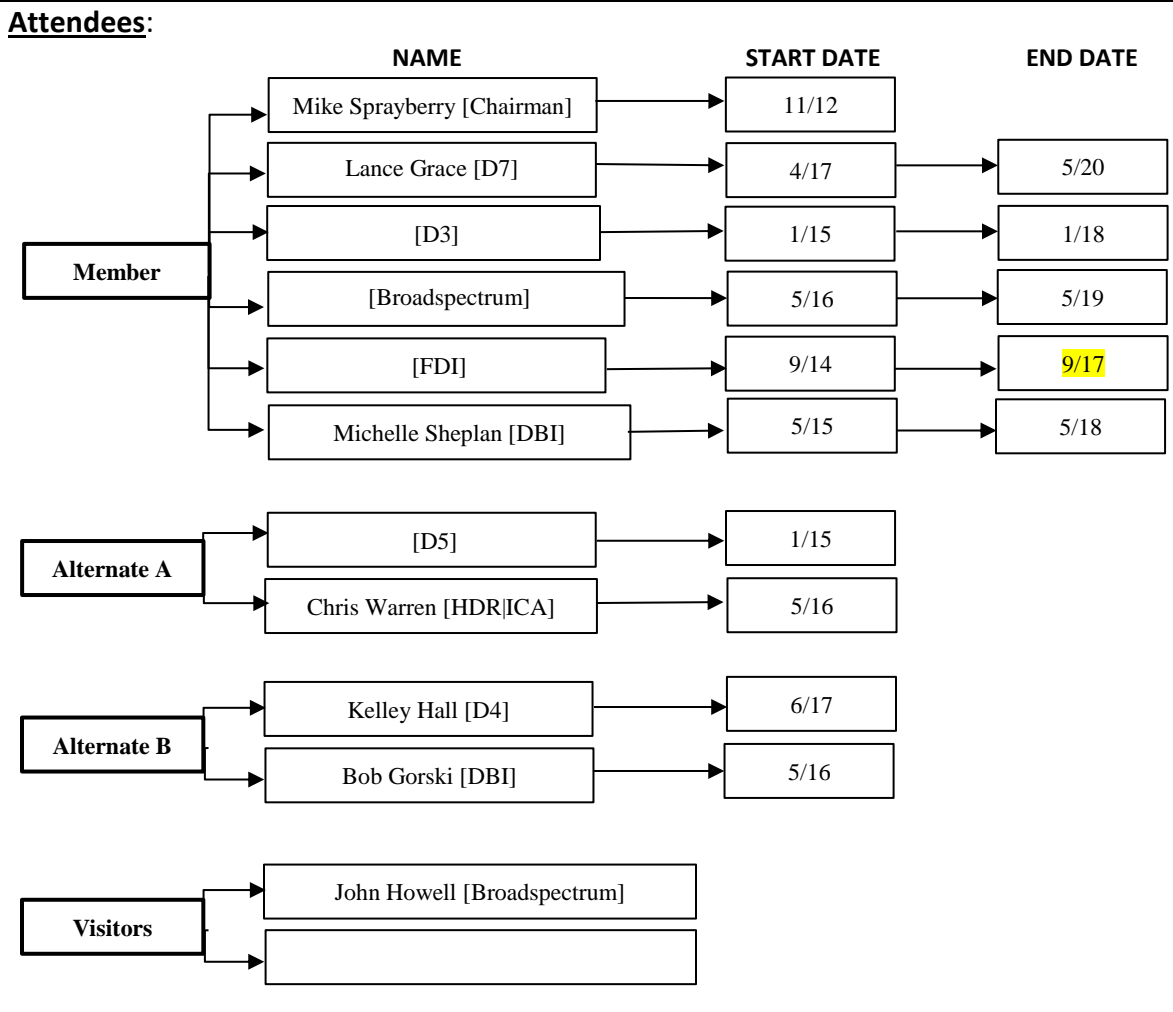
Team Purpose:

Members are to review, research, analyze, and discuss topics associated with the Department's Asset Maintenance Program. The Team will develop recommendations and make decisions for Program improvement or change.

Team Rules:

1. Discussion issues and agenda topics may come from any source and be brought to the subcommittee by a Team member.
2. The Subcommittee will meet monthly.
3. Before each Liaison Committee Meeting, the Team will prepare a summary document of the status of all issues discussed since the last Liaison Committee Meeting. This summary document will be circulated via e-mail to the frequent Liaison members prior to the Liaison meeting where the summary document will be discussed.
4. The Subcommittee shall be composed of the FDOT State Contracts Administrator (currently Mike Sprayberry) as lifetime Chairman plus 5 Team members (two from FDOT, three from industry). Team Member factions (Industry and FDOT) shall serve on the Subcommittee for a maximum of 3 years. Alternate Member factions have no term limit as an Alternate. FDOT members must be employed by FDOT and industry members must be employed by a company that has at least one active AM contract in Florida.
5. Each faction will assign a primary and secondary Alternate Member to step in for absent Members when needed. Alternates may attend the Subcommittee Meetings as silent participants.
6. Agendas will be circulated to the Alternates and all Members at least 48 hours before the meeting. Minutes will be circulated to the Alternates and all Members within 1 week of the end of the meeting.
7. If a Subcommittee Member plans to be absent from a Subcommittee Meeting, the Member must first attempt to contact an official Alternate Member of same faction as a replacement. If no alternate is available, the absent Member may send a delegate of his/her choosing. If no replacement has been identified by the time the meeting starts (or the Member was an unexpected no-show), a silent listening Alternate of either faction may substitute if available.

8. The Subcommittee has the authority to assemble task teams and sub-subcommittees that report to this Subcommittee and may assign tasks and projects to these bodies.
9. The rights to Membership and Alternate seats are held by Companies/Districts, not the individuals named. Thus, if an individual voluntarily resigns, that individual's Company/District may select another individual from same Company/District as a replacement to finish out the term of that seat. This does not apply if the individual is dismissed from the Subcommittee or reaches seat term limit; in that case, the Company/District loses their seat. Dismissal decisions shall be at FDOT Director of Maintenance and AMOTIA Director levels.
10. It is allowable to have guest listeners. Anyone may submit a request to the chairman to listen in on a particular meeting. The number of listeners that can be approved for any given meeting is line capacity minus 11. Request will be granted on first-come-first-serve. Listeners should be silent during meetings.



Kelley Hall subbed for Alternate B Morteza. Alternate A Chris Warren subbed for Member Paul. Alternate B Bob Gorski subbed for Member Laura. Subbing Member Kelley Hall subbed for Member Kim Toole. Member Michelle had planned to arrive late but due to lack of available alternates, her spot was vacant until she arrived.

Laura Porter [FDI] member status expired this meeting. Chris Warren [HDR|ICA] will be new member, and Bob Gorski [DBi] will be new Alternate A.

Industry needs to select a new Alternate B, and there is still the issue of two DBIs on the Subcommittee. AMOTIA stated they will keep the 2 DBIs for now and will reanalyze when FDI's term expires in September, so that decision is due when the new Alternate B is selected. Industry is aware and will discuss.

Bob gave a report on the AMOTIA conference. FDOT could not attend and AMOTIA missed having them. There were also many others who could not attend due to storm Irma recovery. Presentations will be online soon. They videoed all presentations. Bob says they will send to FDOT. Next year in AMOTIA is in Sarasota.

Discussion Topics

1. Review of Assignments

ACTIVITY 1 (Priority 3): The Team needs to research options related to evaluating MRP on non-traditional places (underpasses, bridges, ramps). Need to analyze if this could be done in normal way or with safer windshield-type surveys. Also, study if we should rely on points to fall randomly on these areas by simply including the areas within the population pool, or have a specific routine that generates X points in these areas.

Mike to summarize performance data from TX and send summary and full doc to team for review.

No progress.

ACTIVITY 2: Analyze and discuss ideas and possibilities of developing performance measures for bridges that are based on some sort of inspection ratings like Sufficiency Ratings or Element Rating (or other rating). This will be done via a sub-subcommittee.

Jean comment: Ask the Sub-Sub team “What was the reason/logic behind why they came up with 95%/1% criteria for all the types of bridge. Should it be the same across all bridge types?” Mike will make sure the Sub-Sub gets this question.

Notes from previous meetings:

Below is a synopsis of discussion topics from Meeting #6 of the Bridge Performance Group (8/16/2017).

Meeting #5 Recap – Information related to the previous discussion on the bridge deck performance measures and reporting tools was reviewed. No new thoughts or ideas were discussed related to this information at this time.

Review of Bridge Deck PM Information – A few weeks prior to the meeting, all group members were provided information specific to their individual populations of bridges as it relates to the bridge deck performance measures currently under review. Each was given the opportunity to share their thoughts and ideas related to the information. The following main points were discussed:

- With the new types of data generated via the new inspection standards, the challenge now is more related to understanding the significance of various types of information contained within the data. Overall condition is defined by not only condition state, but also the types of defects which are present and the scale to which they exist. It was agreed that all should remain focused on the value of the information which is inherent within our data.
- It was reiterated that the benefit of repair activity should be acknowledged within our performance reporting process.
- All group members should continually examine their data to ensure that condition evaluation criteria is being followed. A few common items to keep an eye out for include:
 - Incorrect condition-state assignment for cracking in concrete
 - Broad reporting of defects over large areas
 - Ensure Predominant Defect Guidance is being used
- The current guidance regarding predominant defect ranking was further discussed in detail. An example was provided to illustrate how the current ranking may not allow for the recording of key defect types (i.e. exposed rebar) if they exist. Recommendations were provided for minor refinements in the ranking system to allow for improved quality in the overall reporting process for concrete components. The recommendations are currently under consideration by the Statewide bridge group.

Performance Measures for Other Elements – Information was discussed related to draft performance measures for expansion joints and coating systems.

- Expansion Joint Performance Measures:
(Expansion Joints) – At least **95%** of Deck Joint length is included in condition states 1 or 2 with less than **1%** of length including conditions which allow Leakage and Metal Damage defects.
 - It was noted that this performance measure does include a focus on limiting joint leakage in an effort to minimize potential corrosion for steel bridge components. The occurrence of joint leakage is present in multiple defect types.
 - Group discussion suggested that we may want to only apply this measure to bridges which are significantly vulnerable to corrosion (i.e. contain steel superstructure and bearing components). Further review and discussion is warranted.
- Steel Protective Coating System Performance Measures:
(Steel Protective Coatings) – At least **95%** of Steel Protective System area is included in condition states 1 or 2 with less than **1%** of area including Peeling/Bubbling/Cracking and Significant loss of Effectiveness defects.
 - It was noted that this particular measure was structured to minimize conditions where the underlying steel is exposed and vulnerable to corrosion.
- A tool is currently under development which is capable of querying the BrM database and reporting on the specific metrics outlined above. This tool was illustrated and explained in detail. It will be used to provide each group member information specific to their individual population of bridges prior to the next bridge performance group meeting.

Below is a synopsis of discussion topics from Meeting #5 of the Bridge Performance Group (7/19/2017):

Meeting #4 Recap – Information related to the previous discussion on performance measures was reviewed. Only minor comments were received related to this information. No new ideas or thoughts discussed at this time.

Draft Bridge Deck Performance Measures – The following information was discussed related to potential bridge deck performance measures:

- Due to existing condition evaluation and reporting criteria, performance measures have been developed for each individual material type.
 - (Reinforced Concrete)** - At least **95%** of deck area is in condition states 1 or 2 with less than **1%** of overall area including *Exposed Rebar* and *Cracking* defects.

(Prestressed Concrete) - At least 95% of deck area is in condition states 1 or 2 with less than 1% of overall area including *Exposed Rebar*, *Exposed Prestressing* and *Cracking* defects.

(Steel) - At least 95% of deck area is in condition states 1 or 2 with less than 1% of overall area including *Corrosion* and *Connection* defects.

(Timber) - At least 95% of deck area is in condition states 1 or 2 with less than 1% of overall area including *Connection* defects.

(Other Materials) - At least 95% of deck area is in condition states 1 or 2 with less than 1% of overall area including *Corrosion*, *Connection* and *Cracking* defects.

- The above performance measures are designed to implement strategies for minimizing defects which contribute to higher rates of deterioration and they also acknowledge the available work actions which are available within the scopes of Asset Maintenance contracts.
- The structure and format of performance measures has been developed to allow for the flexibility to customize for individual contracts if desired. Customization may be warranted for contracts with longer terms and more complex scopes.
- Performance measures can provide a framework for developing goals and monitoring progress in working towards those goals for individual bridge groups.
- A tool was developed to monitor and report on conditions for individual bridge groups as it relates to the bridge deck performance measures indicated above. This tool was shared with each group member for their usage and review.

Performance Measures for Other Elements – Currently, work is in progress to develop performance measures related to other items such as expansion joints and steel protective coating systems. Suggestions and thoughts were provided by group members for performance measures related to other types of components as well (i.e. fender systems and movable bridge components). In addition, group members discussed ideas related to potential refinements in the language contained in the FDOT BMS Coding Guide to allow for better correlation between element level data and the NBI condition rating system.

Below is a synopsis of discussion topics from Meeting #4 of the Bridge Performance Group (6/21/2017):

Meeting #3 Recap – Information related to the previous discussion on performance measures was discussed. No new thoughts or ideas were brought up at this time related to previous discussion items.

Summary of Preliminary Thoughts & Ideas – After review of all past group coordination and information, a list of probable group consensus items was identified and presented to the group. The following items were discussed in detail:

- Movable Bridges will most likely require metrics in addition to those which could be broadly applied to all bridges.
- Overall bridge condition metrics (i.e. based on NBI Condition Ratings) will be a challenge to establish.
- Component-level condition metrics (i.e. based on Element Condition State Data) seem to have more promise.
- Component-level metrics need to support good overall bridge conditions.
- Any condition-based, outcome-driven performance measures need to be in line with reasonable expectations (rooted in reality).
- Available actions need to be able to achieve desired results.

Future Focus – It was noted that as we move forward in this initiative, we would begin to narrow our focus towards the development of Component-Level performance measures which are intended to support good overall bridge conditions. The component-level metrics would be based on the Element Condition State Data in the bridge management system. A basic framework was discussed for how the component level performance measures might be structured. It was recognized that although the element condition assessment criteria may not be ideal in many circumstances, the defect information could be used to “customize” the performance measures to achieve the desired objectives and outcomes. It was also noted that (longer) contract terms and “give-back” provisions may be items to consider as well.

Bridge Performance Measures – As the group continues to review and analyze the condition data for the individual bridge populations around the State, it was noted that evolutionary changes have taken place within the data-querying tools which were developed to facilitate this activity. Automatic color-coding is now provided to highlight when the information is based on recent inspection activity versus being reflective of migrated data. In addition, a greater degree of detail is now present which reflects the *component-defect* hierarchy and the inspection notes for each individual data set. This should support better understanding for how the various bits of information are inter-related within the individual data sets.

Below is a synopsis of discussion topics from Meeting #3 of the Bridge Performance Group (5/17/2017):

Meeting #2 Recap – Information related to understanding the true value of bridge repair and maintenance activity was discussed as well as ideas for how best to reflect and report on the benefits of such activity when communicating with others. The previously distributed data evaluation and monitoring tools were demonstrated and discussed. These tools have been developed for the expressed purpose of testing out ideas for using bridge condition data to support future bridge performance measures.

Bridge Performance Measures – Group members shared their thoughts and opinions as it relates to using bridge condition data to support performance measures. Some areas of general agreement included that *overall* bridge condition metrics (i.e. related to NBI ratings) may be difficult to tie performance measures to, any *component-level* metrics should support *overall* bridge-condition level metrics, movable bridges will most likely require metrics over and above those required for non-movable bridges, detailing and exposure conditions can have a significant influence on efforts to maintain a bridge in good condition, bridge preservation needs to be a coordinated effort among both bridge owners and industry service providers, etc. Overall, it is understood that as we move forward in this initiative, it is important to recognize what types of activities are available to improve bridge condition ratings. Any performance measures need to be based on reasonable expectations related to this item.

International Bridge & Structure Maintenance Conference – John Clark highlighted some of the information which was discussed at the recent International Bridge & Structure Maintenance Conference in Arizona. It was observed that some States may be implementing a greater degree of automation in the process to define and justify work on bridges. It was agreed that the movement towards data-driven decision-making is a good thing however, over-reliance on data which may not accurately depict the entire story can be a danger. We need to continue to ensure that human judgment plays an important role in the decision-making process. The data should be used to support the decision-making process rather than being used as sole justification for actions on bridges.

Below is a synopsis of discussion topics from Meeting #2 of the Bridge Performance Group (4/19/2017):

Meeting #1 Recap – Information related to ideas and potential strategies for the formulation of bridge performance measures was reviewed. Long-term asset preservation procedures and practices were discussed and shared.

Value of Bridge Maintenance – Robert Little (DBI) presented information on past research which was conducted to identify and quantify the value of bridge maintenance activity. This

study focused on a group of around 1300 bridges and observed changes in rates of deterioration in conjunction with on-going maintenance activity between 2002 and 2010. It was noted that bridge maintenance activity was shown to reduce rates of deterioration and extend the useful service life of these bridges. The resulting cost savings to the Department over the 8 year period is estimated to be around \$74M.

Data Monitoring by Bridge Population – A. Lessard presented information on data-querying / data-monitoring tools which were developed to report on bridge performance metrics. These tools are designed to report on information related to both *overall bridge condition* and *individual component condition* for specific populations of bridges as defined by the user. Where each group member is typically involved with a specific population of bridges (i.e. via Contract, District, etc.), information related to each individual population of interest was shared with each member prior to the meeting. In addition, a demonstration was provided which illustrated data filtering capabilities and mechanisms which allow for data visualization on Google Earth. All members were requested to continue to examine and explore the information contained in each individual bridge population to test out ideas for *condition-based, outcome-driven* performance measures and be prepared to discuss during the next meeting (May 17th, 2017).

First meeting held. Looks like Team is energized and ready to discuss. Aran will send Mike short summaries of meetings after each meeting, then Mike can include in the agenda.

Members are:

1. Aran Lessard (chair) – FDOT D8
2. Richard Kerr – FDOT OOM
3. John Clark – FDOT OOM
4. Ed Kestory – FDOT D5
5. Jim Jacobson – FDOT D7/D1
6. Robert Little – Industry, DBi Services
7. Annette Guidice – Industry, HDR|ICA
8. John Matthews – Industry, Florida Drawbridge

Maria envisions the team developing performance measures with the new BRM in mind and have Richard & John be more of the confirmers of if it will work or not.

Some ideas so far:

1. Maybe bridge performance measure could offer changes to incorporate incentives.

Aran should give a progress/update every couple of months either in-person (over phone at the Subcommittee Meeting) or by a prepared statement.

Aran's presentation of obstacles and advantages of performance measures on bridges.



Bridge Performance
Measures (Subcommi

ACTIVITY 3: Discuss what do with the six outstanding items from the results of the "MRP shortcomings" study.

Mike reported on his discussion with McCrary and Tim Allen. Vegetation free fence seems asking too much, especially in rural areas. In urban we may want a higher standard. If residence live on other side of fence we may need a different standard. We will discuss this at DME meeting on Tuesday. Michelle wants to be we discuss at the DME meeting: Let's agree statewide on what "vegetation-free" means – what exactly are we looking for? Let's be clear as to what an area of fence is – 1/10 mile? 1 mile? 6 feet? If vegetation is treated is it a pass even if still green? If it is a huge load of dead stuff is that ok? Michelle has seen cases where citizens wanted vegetation-covered fences to stay as they were. Bob added: when getting new contract and previous caretaker ignored fences, that is an issue that requires a ramp-up.

Vegetation/Aesthetics

1. Fence: Vegetation on or in the fence should have some consequences if it doesn't match the surrounding landscape or is effecting the performance of the fence.

➤ AM Subcommittee response: **We will analyze via "Other Requirements/Fates" task.** {ACTION: This item has conflicting notes as to it final fate. The Subcommittee must readdress}

Need to have internal FDOT discussion first to see what we want as a department. Clarity of requirements on Fence is needed. Mike will try to slip into the DME meeting agenda at end.

ACTIVITY 4: Active List of desired and/or planned AM Scope Changes. This list will remain here until Scope is changed or decision made to not make change.

FDOT has modified the Standard Scope and has posted to the Scope Customization Website and it is currently in test mode. We plan to move to production early next week.

...

Over time **send edit suggestions to Jean and Mike.**

Tracking of suggestions:

- **Add clarification to duties related to High Mast Light pole. Structure maintenance is different than if lights are lit is different than if lowering mechanism functions.**
- **Rearrange where things are to make easier to read/more flowing (Mark develop a rearranged version and presents it here for our review: [Mark]**

Mark says: I present to you for your review an 'improved' version of the current language in the AM scopes that I would classify as cosmetic in that all of the original language is in there. You will see language inserted in light blue that aids in making the sections appear uniform but don't add anything to the boilerplate language. You will find a Table of Contents with hyperlinks to take a project manager to specific parts of the contract relevant to the topic they search from. I understand from Kim once you are in a section and want to return to the TOC, just hit Control Home keys. I mention the word cosmetic because as a project manager, it is possible to miss specific data related to a contract issue of not all pertinent parts are located within one area. Kim generated a complete scope and then moved all the parts around to flow better and make it easier to manage the contract. I hope you will have time to review before our next meeting to discuss. My thanks to Kim Toole for putting this all together in a manner that I believe benefits contractors and department personnel equally.



MAKEOVER11-4-16
ScopeDocumentFacto

Team is to review this document and be ready to discuss ideas in future meetings.

- **Table of contents with internal Hyperlinks [Mark]**
- **Always have Page numbers [Mark]**
- **Rewrite the reimbursement section [Legal]**

- Need to address per day deducts (see Activity 10) [Chris] – a possible idea here is to establish a maximum deduction for each Performance Measure, then per days (if appropriate) could work.
- Address mobilization (time from contract Execution to NTP is too short) [Chris]
- Changes/updates to Scope to be maximum each year synced with Spec release, but could be as often as 6 months [Mike] Possibly a month or two after Liason.
- Bridge section really breaks out types of work, but HMLP and OHSigns do not. Let's look at that and propose improvements. [Kelley Hall/Mike]
- Mast arms do not have a section and should. [Mike]

Tracking of confirmed changes that will be done:

1. Clarify PE requirements. Split 2nd paragraph of Scope Section 1.4 into two paragraphs to be clear that the Contractor's Project Manager does not have to be a Professional Engineer. **[This has been done in new August 2017 Scope]**
2. Lighting Option still references a Highway Spec – need to remove **[This has been done in new August 2017 Scope]**
- 3.

Notes from previous meetings:

All changes released in September 2017 are simple updates and clarifications with no major differences in how AM Contracting works. We will not be circulating to DMEs or Industry for review. Document was sent for FDOT legal review on August 9, 2017. We plan to make bigger changes in the next update in 6 months. Review this file for redline edits:



Asset Maintenance
Scope August 2017 1

We will make small change to RFP also:



Asset Maintenance
RFP August 2017 to

Paul has completed his task to add to the Liaison Agenda a discussion on the hurricane language and what work/did not work since it was tested recently really for the first time.

Coast Guard reported there are no rules/requirements for timeliness for nav light repair.

Turns out our requirement is at two hours currently so we will keep that.

We will plan to keep this PE clarification here until scope changes. We will morph this Activity into an ongoing list of Scope changes.

Scope calls for PE in responsible charge. How is industry handling that? TME said they treat as-needed – PE does not need to run job. Chris says their PE is on org chart. Mike pointed out that AM Scope language intends to say “must have a PE ready to action when needed, but does not need to be an employee” and “Project Manager (PM) has to be great and instill public confidence” but the PE & PM can be different folks.

ACTIVITY 5: Team to stay aware of and keep pushing an agenda to develop standards so that striping performance can be measured with mobile retroreflectometers. We should consider that automated vehicle technology is advancing fast and traffic stripes will become more and more important since automated technology will likely rely on them.

No comments...

Notes from previous meetings:

Mentioned FDOT is having more cases of retroreflectometer readings being very difficult to base contract performance and deducts. The technology is not ready yet.

Lance mentioned he has this as a topic on DME agenda to use State Material’s Office retroreflectometer readings instead of MRP eyeball measure.

As a part of the task that identified activities that are not well measure with MRP, it was suggested we use annual mobile reflectometer readings in addition to MRP reviews to measure striping performance.

FDOT currently has a program to measure retroreflectivity on all or some lines each year. But current thinking is FDOT is not yet ready to 100% rely on results from mobile retroreflectometers for performance measuring purposes.

We need to look into what we are going to do with the numbers collected. We also need to figure out what the minimum number is. Good visual inspection is likely 120-150. We should consider automated vehicles and how reflective markings must be for the systems to work. Mark Garcia may be able to provide information on retroreflect readings as he has currently some perf contracts using MRUs. The Team stressed that this is important topic and the agency needs to look to future on this topic. Let's keep on Agenda to stay abreast and ensure the issue is progressing with the agency and we need to push to be sure someone from maintenance is at the table.

ACTIVITY 6 (Priority 1): Sprayberry is to analyze and condense the "other" requirements used by Districts on AM Contracts and present a report to the Team. First step is to prioritize. We should try to have 16 analyzed by next Liaison. For these recommendations, vet through AMOTIA (2 week review timeframe) before sending recommendation to Liaison.



All Districts - Other
Contractual Requirem

Mike will take lead to review these and bring comments to the Team. Send to team before next meeting and discuss at next meeting.

Several submittals received, including:



Re REMINDER -
Liaison Subcommittee
Grace

Team discussed Permits and Lance has proposed standard language (he resent his proposal on 5/12/17). One tough consideration is do we use Statewide standard or can District have stricter standard.



RE MINUTES to
today's Subcommittee
Darsin



RE MINUTES to
today's Subcommittee
Connolly



RE MINUTES to
today's Subcommittee
Sheplan



RE MINUTES to
today's Subcommittee
Thomas (D3)



Ducher info on mowing height
RE Please
investigate.msg

Notes from previous meetings:

Remaining item of business is development of standard option language for Fate 2s.

The team asked for volunteers to try to develop the standard, optional performance language for each of the Fate 2s. The volunteers, along with their assigned topic are show here:



Fate 2s Olny With
Task Volunteers.xlsx

You can find more details in the Word file attached a few paragraphs below. That file has the original language that a District used in an AM Contract along with some SubCom notes on a few items.

All FATE 1s have been placed in Scope that was sent out for review (except the MRP one which will be located in the Options, yet still appear in all AM contracts). Mike met with Rudy and all FATE 4s kept their status as we will not be allowing these topics to be placed into AM Contracts.

Fate determinations were completed by this Team and have been presented to DMEs. Feedback from DMEs is shown below in Excel fill and will be discussed. We need to determine implementation plans and specifics to modifying language.



Review of All
Districts - Other Cor



AM Other Cont Req
FATES w DME input

Team, agrees exact wording from #8 MRP Points goes into scope. Other changes/note from original document are shown here:



Other Contractual
Requirements - FATE

ACTIVITY 7: Discuss proposed and desired changes to version 2.2 of the AMPER. Maintain list of changes (marked as proposed or accepted) here. This will stay on Agenda until AMPER 2.2 is published.

AMPER 2.2 has been released! September 6th AMPER was released along with AMPER User's Guide Volume 1 & 2. They are attached here:



AMPER 2.2 -
August 2017.xlsb



AMPER MANUAL 2.2
Vol I and II.pdf

One outstanding question resolved was we looked at procedure and confirmed all deficiencies from inspection reports must be repaired in 30 days even for non-common signs and for retroreflectivity issues.

Jean will post the AMPER 2.2 User's guide on Internet at this location:

<http://www.fdot.gov/maintenance/asset.shtm>.

Over time **send edit suggestions to Jean and Mike.**

List of suggestions to be discussed:

1. Errors still seem too common in the MRP section. Attempt to make the MRP Section even less error-prone. Mike explained the idea of MRP Scorecard data archive plan to provide a data check when filling out an AMPER. This will be done in the version of AMPER after 2.2 - correct
2. Compliance Indicators for Guardrail Inspections and Maintenance, Crash Cushion Inspection and Maintenance and Sign Inspection and Maintenance sections (Critical Requirements on page 4 of 9) are set at 90% of reviewed items must meet requirements. The Scope is silent on this % thus it is 100%. The suggestion is to leave the % flexible in the AMPER so that Scopes could be written with different %. [D2-Curls]
 - Team Analysis: We recommend Scopes are all written the same with the 100% requirement. If a Scope was written with different requirement in the Other Contractual Requirements section, then instead of a flexible % in AMPER, the AMPER user should marking these as “N/A” and then using Section D) Project-Specific to evaluate those items at the Scope-defined %. The Team agreed that we don’t want the 90% in AMPER to be flexible. Should be standard in Scope & AMPER. – Team agreed resolved and no need to change, but see next bullet
 - HOWEVER, in AMPER the description of the 90% field QA to verify inspections needs to be rewritten to make clear that this is not the QAR we do internally on Districts (spot check random guardrail), instead this is a verification that the inspection reports were done correctly. Not done in 2.2
3. Some pointed out issue with duplication in Scope for deducts and duplication in AMPER for Non-Compliances.
 - Analysis: Mike stated duplications should be ok as long as clear – they are a tool to put extra emphasis on particularly important items, or items Districts want to draw attention too. This could be a tool used in the User-Defined Performance Indicators too.
 - This pretty well handled with the change to AMPER already confirmed below – but still maybe consider a better way to say the concept of

Procedure vital, AMPER-listed items very important, Tech Proposal claims very important. – still consider this for future

4. Could you please adjust the cells at section V notes/comments so I can print it successfully, right now when I write a lot in that section it cuts off still [D8-Barekat]
 - we are trying to do this for 2.2 – In 2.2 we added extra box to add extra comments if needed.
5. Under page 4 crash cushion inspection & maintenance, can we add a dead line for contractor to submit the completed inspection forms [D8-Barekat]
 - plan to not change this 2.2 version – will wait on procedure change and then adjust for next time. - correct
6. [D3-Toole] –Decisions identified in redline in this document.



AM CONTRACT or
AMPER DISCREPANCII

7. ...

Notes from previous meetings:

Tracking of confirmed changes that will be done in AMPER 2.2:



AMPER 2.2
changes August...

1. Can we include spellcheck? [D2-Curls]
2. Perform results of this original Activity (non-RFP & non-Scope Docs) detailed below.
3. In reference to Sign Inspections, the AMPER includes the bi-annual Ground Sign Inspections; however, it does not take into account the annual Reflectivity Inspections. We suggest creating a separate category for the annual Reflectivity Inspections. The AM Scope is ok; the issue is on the AMPER. [D2-Curls]
 - a. Team analysis: We agree the AMPER should be changed to reference all Inspections, not just the 2-year ones.

| | | |
|---|--|---|
| 1 | | Ground Sign inspections performed within last 2 years (no delinquent inspections). |
| 1 | | Retroreflectivity Ground Sign inspections performed within last 1 year (no delinquent inspections). |
| 2 | | 90% of the Quality Assurance Field Reviews described for this Indicator show zero errors, omissions, or unreported deficiencies. If any QA Field Review suggests that an Inspection was not actually performed, or otherwise reveals a grossly inadequate/incorrect Inspection, mark this Indicator as "Does Not Meet". |
| 2 | | 100% of Ground Sign deficiencies from each sign inspection report corrected within 30 days of identification. |

We looked at procedure and confirmed all deficiencies must be repair in 30 days even for non-common signs.

4. [D3-Toole]

SIGN INSPECTIONS & MAINTENANCE

| | | | | |
|---|--------|---|-----------------------|--|
| 1 | | Ground Sign inspections performed within last 2 years (no delinquent inspections). | NO KNOWN DEFICIENCIES | Sign inspections report was due in December 2019 was turned in on time. Next report is not due till December 2020. There were no QA Field Reviews for this grading period. Next report due December 2020. |
| 2 | W Sign | 90% of the Quality Assurance Field Reviews described for this Indicator show zero errors, omissions, or unreported deficiencies. If any QA Field Review suggests that an Inspection was not actually performed, or otherwise reveals a grossly inadequate/incorrect Inspection, mark this Indicator as "Does Not Meet". | NO KNOWN DEFICIENCIES | There were no QA Field Reviews for this grading period. Next report due December 2020. |
| 2 | W Sign | 100% of Ground Sign deficiencies from 2 year inspection report corrected within 30 days of identification. | NO KNOWN DEFICIENCIES | There were no QA Field Reviews for this grading period. Next report due December 2020. |
| 3 | | Sign deficiencies from incidents corrected/repared within 1 business day after identification for permanent regulatory and warning signs. For other sign types, temporary signs installed within 7 days after identification. | PERFORMANCE MET | There were 7 sign deficiencies from incidents this grading period and all were corrected/repared within allotted time frame. |

Why is this just the ground sign inspection? This should include reflectivity inspection.

Resolved in #3 above.

5. In B) Safety Features, highway lighting says "more than 2 consecutive surveys" but it should say "2 consecutive quarters" to match procedure.
6. Remove references in detail sheets to frequency of structure inspections (60 months for HMLP, 2 years for mast & sign structures) so they will apply to more situations. [D1-Loeser]
 - a. Instead of listing # days we will say as required by Procedure, BRm, or FARC decision
7. ...

Mike sent out notification to DMEs in September to submit AMPER changes because 2.2 is in the works.

The Team chose to keep this Activity on agenda until AMPER 2.2 is published. We will show updates as we progress.

Michelle sent Liaison Minutes and they did not specify when the changes will be made to AMPER.

Team chooses to go ahead and create AMPER 2.2 to incorporate this and a couple of other AMPER improvements. Kim from D3 has a few AMPER changes too.

Await Liaison Committee Minutes from Michelle to confirm that we are going to wait until next natural update of AMPER to make this change. Some thought they remembered this, but we will confirm with minutes.

Michelle to send out minutes this week.

Discuss specifically what AMPER means by “non-RFP & non-Scope Docs” and the intent of “Mark this Indicator "Does Not Meet" even if the deficiency is reflected elsewhere in this AMPER”.

After discussion, the Team is proposing to change the AMPER language to what is red-lined below.

AM Scope language:

| DEPARTMENT POLICIES AND PROCEDURES | | |
|--|---|-------------------------------------|
| Deficiency Identification | Time Allowed/Criteria | Deduction |
| Violation of any Department procedures, policies, guides, or other contract document, excluding Technical Proposal | Immediately upon discovery of violation | \$1,000 per occurrence of violation |
| CONTRACTOR'S TECHNICAL PROPOSAL | | |
| Deficiency Identification | Time Allowed/Criteria | Deduction |
| Deviating from any promises, guarantees, statements, claims, or other assurances | Immediately upon discovery of deviation | \$5,000 per occurrence of deviation |

| | | |
|--|--|--|
| made within the Contractor's original Technical Proposal | | |
|--|--|--|

AMPER Language:

TECHNICAL PROPOSAL COMPLIANCE

| | |
|---|---|
| 3 | Contractor has adhered to all claims, promises, statements, guarantees and other assurances submitted in the Contractor's technical proposal. |
|---|---|

COMPLIANCE WITH RFP, SCOPE OF SERVICES, & ALL CONTRACT DOCUMENTS (except Technical Proposal)

| | |
|---|--|
| 3 | Contractor is in compliance with all RFP, Scope of Services, Procedures, Specs, Manuals, Handbooks, and other Contracts Documents. If the deficiency was procedure-related, mark this Indicator "Does Not Meet" even if the deficiency is reflected elsewhere in this AMPER. |
|---|--|

| | |
|--|--|
| | |
|--|--|

Sprayberry will circulate this proposed AMPER change at DME meeting to get opinions and suggested action. We will present DME discussion to this Team in April meeting and also discuss when the change is to be made (release a new AMPER or wait until next scheduled release).

ACTIVITY 8: Discuss and analyze the concept of cost caps for Structures repairs on bridges. They already exist on movable, but not on fixed. All matters related to this will be on the table. Should we have a cap for fixed and how much? We need to be aware of the two different concepts of caps: 1) An insurance policy that we all hope is never reached or needed; 2) A target point that FDOT wants and tries to reach and that AMC expects and plans to reach and thus knows exactly what structures activities will ultimately cost.

Maybe previous study team was too structures heavy and not enough AM Contract heavy. We obtained input from each member on if how we should address the concept of placing risk caps on fixed bridges:

Gorski: We should develop a Sub-Subcommittee – experts are need to discuss this topic

Michelle: We should develop a Sub-Subcommittee – experts needed

Lance: We should develop a Sub-Subcommittee – Lance volunteers someone from D7 on the team.

Chris: We should develop a Sub-Subcommittee – Chris volunteers to be on it! Chris will gather the team. He will analyze and report next month on how many members he thinks is best and what sort of mix of folks.

Kelley: We should develop a Sub-Subcommittee

Mike: We should develop a Sub-Subcommittee

| |
|--|
| <p>ACTIVITY 9 (Low Priority): Incentive for Open Roads policy/opening lanes faster/maybe lanes usage reports.</p> |
|--|

Further discuss new idea below of high AMPER scores being used to determine a bonus/incentive:

Lance thinks tough to attach incentives to – maybe a bit to complex. Maybe a bit too subjective.

Mike to check with legal to see if allowable. Bob suggests to craft the question carefully. Maybe something like “We want to get better results, so...” Bob will draft a question and send to me.

Opens roads incentives were discussed again. Seems like good idea on surface but could be difficult to verify. Kelley says may be easy to very on interstates, but maybe more difficult elsewhere. If using sunguide, it could work well on interstate. Chris says some performance contracts have reporting requirements as to when they arrive. We should check some of these to see how they work (E8-P98).

Notes from previous meetings:

New idea!

Explore the possibility of high AMPER scores being used to determine a bonus/incentive structure for AM Contractors.

Watch out for possibility of an undeserved lower AMPER due to tight FDOT budget or we can't afford to pay for an awesome AMPER. E.g., would FDOT try to avoid giving a high AMPER so that they can use that bonus money to instead fund a different contract?

A possible hurdle could be the Subjective section 5 used as a part of the determination of bonus – maybe we should set up bonus that is determined only by combining Sections 1 thru 4 or maybe a different bonus for each Section 1 thru 4 individually. There is also the idea to not split our Section 5 and just use overall AMPER score.

The spin-off task to hold a sub-committee to discuss performance measures for bridges has been created as ACTIVITY 2. Maybe bridge performance measure could offer changes to incorporate incentives (This statement added to Activity 2, the PM of Bridges Activity).

Mark Thomas was originally selected to spearhead a sub-subcommittee to investigate the idea of performance measures for Sufficiency Ratings or Element Rating (or other rating) on bridges. Maria volunteers Aran to lead this assignment instead of Mark Thomas.

When this sub-sub gets going, OOM Bridge section wants Richard Kerr and John Clark invited to first meeting so they can then determine which of them will be best to become a member. Also, we would like Jim Jacobson in D7 to be on team as well as to provide valuable insight and info.

We will move this item into a new Activity Slot.

Contacts have begun. Maria spoke with Aran and he had some really good ideas how we could incentivize with periodic maintenance that can extend bridge life.

Some ideas from Liaison Mark suggests tying incentive to Sufficiency Ratings on bridges (a single number per structure). May be difficult because Functionally Obsolete is a factor. Or could even have some performance measure for each Rating of each Element of a bridge. Maria volunteered Aran Lessard to be a member of sub-sub. Several in industry spoke up to say they would help and it is a good idea.

Jose further suggested an incentive idea for when 5 year inspection timeframe is required, yet AMC does it in 2.

Some ideas from Liaison:

- 5% bonus for exceeding performance measures (Texas)
- Base incentives on results from QA/QC program
- Base incentives on data reflecting reduced crashes for completed projects

--

Jose presented his paper on RISC for AM and gave a great summary. Maria indicated working great on Turnpike. Mark thought difficult to control this since FHP controls when we are allowed to clear lanes. Incentive must be large to even consider. Overall does not seem feasible, but will keep open for future ideas.

--

Brainstorming Ideas:

- Apply to timeliness of Guardrail and anything safety that has a time factor.
- Maybe apply a better-than-minimum MRP bonus for just the safety items like striping, RPMs, guardrail.
- Apply for increased response times for incidents – RISK has incentives for Opening Roads.

ACTIVITY 10 (high priority): Sprayberry is to look through the AM Scope for performance measures that have per day deductions based on timeliness and convert to one-and-done deducts, or propose a change so that time is not counted for the period between when the Contractor claims work is complete and when the DOT discovers the work is not correct or complete (currently the clock runs straight through from claimed completion to DOT discovery). We may not need a change in cases where contractor can control such risk by performing work promptly, early, or proactively.

Paul & Jose & Michelle reviewed this propose ideas to Industry. They discussed and realized they have not reach consensus or totally agreement. Thus, they are going to further discuss internally before releasing any position statements to FDOT. 90 days is target per Liaison meeting. Michelle says can get a position statement within 45 days. Peter will circulate with industry then send to Mike.

Michelle's update: Got some feedback from Industry. Planned conference called delayed due to storms. Should have that conference in the next two weeks.

Notes from previous meetings:

After initial analysis, Industry's first draft left many "per day" items as is, but not all in Industry necessarily agree.

Here is the list of all "Per Day" deductions:



List of all 'Per Day'
Items in AM Scope.doc

Lance had great idea to maybe can leave the per-day concept for some items and instead add a maximum deduct amount.

Jose suggests we look at the "per occurrence/no time to cure" concept to see if it's fair.

ACTIVITY 11: Vacant.

ACTIVITY 12: Analyze the concept of including an end of AM contract transition plan which may include a required end of contract condition state. This has been analyzed/discussed twice before with "do nothing" results. We will start by reviewing the old end-of-contract plan we had previously written.

No progress...

Kelley to provide a report on the RFP EOC plan and how D4 plans to make it work.

From Liaison, Industry will look at this and make recommendation in by the end of October.

Notes from previous meetings:

The Team will rely on Industry to keep this moving if they want this.

Mark Thomas/D3 had planned to look into this and propose something, but D3 handing off this task to industry.

We restated that D4 used an idea where the RFP requires a write-up on how bidder would close out contract at end. To enhance this idea, the contract could maybe have unique consequence for failing to meet EOC plan proposed in RFP. D4 is still working on the report.

If contract starts after July 1 – you may have less than 3 MRP periods and deductions are waived in year one grading but gets you on the back end with another small-sample MRP year where deducts will be assessed – may only be graded on two and that is all.

Here is the Old Proposed Plan from 2011:



End_of_Contract_Transition_Plan.docx

Mike hears that this is becoming more and more of an issue. Would like for AMOTIA to discuss and identify cases where AM Contractors have neglected duties at end of contracts.

Industry presented some concern that End-of-contract (EOC) plan could be used to get lots of extra things done. A lot of thought has to be put into this before implementation.

Mike read (paraphrased) the proposed plan from 5/6 years ago. Industry pointed out that the idea of the old contractor sticking around beyond contract time is not good idea – Sprayberry pointed out DFS also would not like this either. This means if deficient project would be left as is with some consequences to old contractor for not meeting EOC criteria.

D4 used an idea where the RFP requires a write-up on how bidder would close out contract at end. To enhance this idea, the contract could maybe have unique consequence for failing to meet EOC plan proposed in RFP.

Maria favors withholding money of last year or two as a pot-o-money to give back at end if EOC is met.

An idea is to have the incoming contractor walk with FDOT to do EOC punch list.

The previously developed plan basically held back a % of invoices for last two or so years of contract for a pot of money. Then at end of contract, if all things meet, give back to contractor. If not, give to next contractor. That was the idea – not sure if actually doable.

Maybe and added value opportunity. Some concerned we have no guarantee that area will left in good shape. Maria suggest a hold back of funds.

Mike sent old idea to the Team via e-mail.

ACTIVITY 13: Mike is to create a shared space (SharePoint? Internet?) where anyone can research information from our Subcommittee meetings. Post all minutes in PDF format, and post all decision documents in PDF. Ensure there is a way to search all docs at once.

No progress.

2. Roundtable / Open Discussion

None

.

Notes from previous meeting:

D3 has a new perspective on the QA/QC and is performing a full rewrite. Should take a bit longer than expected.

Kim Toole [D3] reports D3 still working on QA/QC. Maybe a few months away from a document to review. After D3 submits, each SubCom member is to review the new QA/QC language. Michelle suggests a group gather who have experienced using the QA/QC program. Mark thinks maybe too many unknowns by D3 at this time. Mark wants to finish rewrite process before presenting/discussing with others.

Mark Garcia – D5 thinking of putting out a contract for MOT (regular and emergency response). Should it be performance based or work doc driven? Work doc would be tricky to handle midnight emergencies but would work well for scheduled needs. Maybe contract could be a hybrid. Other states are starting to look at hybrid contracts. AMOTIA is looking into hybrid and may have some input on this topic.

New Memorandum being developed concerning Public Records laws applying to FDOT Contractors. Instead of public going straight to Contractors, they must work through FDOT, then FDOT goes to Contractors.

Where do we stand on QA/QC? That was a Fate 2. Mark Thomas rewrite/improvement of QA/QC language – says language is written, but table still in works. Mark will send draft language to Team for comments.

Some have noted inaccuracies of published Future Project list. Make accuracy and completeness of this document very important. Mention at DME meeting.

3. Next Subcommittee Meeting

Next Subcommittee meeting will be October 27th at 9:30 am. It will likely be a tad shorter ending at 11. New meeting series will be sent today.

850-414-4971

PIN:268411

4. Next Liaison Committee Meeting

DBi has graciously volunteered to chair the next Liaison meeting (Michelle Sheplan). It will be held Wednesday, December 6th from 8:30-11:30 am. It will be either Tampa or Orlando TBD.

5. Next AMOTIA Meeting

September 2018, Sarasota, FL