

AASHTOWare Bridge Design-Rating (BrDR) Task Force Summary Meeting Minutes
April 7 - 8, 2015
Boston, MA

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General Information – Meeting of the Bridge Design & Rating Task Force

Date: Wednesday, April 8, 2015 – Thursday, April 9, 2015

Participants:

AASHTO	Judy Skeen Bruce Johnson	AASHTO Oregon DOT	Project Manager SCOJD Liaison
BrDR Task Force	Todd Thompson Joshua Dietsche Jeff Olsen Dean Teal Amjad Waheed	South Dakota, DOT Wisconsin DOT Montana DOT Kansas DOT Ohio DOT	Chair Bridge Rating (BrR) Bridge Design (BrD) Bridge Design (BrD) Bridge Rating (BrR)
BrDR Contractor	Jim Duray Herman Lee	Baker Baker	BrDR Contractor BrDR Contractor

Notes Taker: Jeff Olsen / Judy Skeen

Agenda Item 0: Review Agenda/Assign Minutes

Recorder

Todd Thompson opened the meeting at 10:55 AM. Jeff Olsen was assigned as the meeting minute recorder.

The agenda was reviewed and two items were added.

- 8c. Discussion on Federal Highway Administration BrIM effort.
- 8d. Mockups for the Modernization and Prestress Tool interfaces.

Agenda Item 1: Prior Business

1a. Review January Meeting Minutes

Minutes from the January 26-28, 2015 Task Force meeting in Jackson Hole, WY were reviewed and approved as-is.

1b. Review Action Items

Jeff reviewed the action items and updates were provided to the Task Force.

Agenda Item 2: Financial Overview and Work Plan Summary

2a. Update on Phase 18 (FY2014)

Baker advised that all tasks are 100% complete except FP2 Prestress Concrete Design Tool, which is 50% complete.

2b. Update on Phase 19 (FY2015)

The Fixed Price Maintenance (FP1) is 75% complete. Baker reported that there was one bug remaining. The Time and Material Tasks were also reviewed.

2c. Update on 6.7 Release Work Plan

All of the tasks shown at 70% indicate that we are in Alpha Testing. FP2 and FP3 are at 0%. FP15



is also at 0% and will begin as soon as Alpha Testing is complete.

2d. Update on Modernization

The only remaining task is TM4 - the Solicitation Document which is 40% complete.

2e. Update on FE Engine Modernization Work Plan

The code conversion process is 90% complete and the overall task is about 50% complete. Baker reported that Rob expects to have everything finished up by the end of May. The contract ends in September so there will be adequate time for testing. Even though it is not in the scope of the modernization work plan, Baker plans on hooking this engine up to the Prestressed Design Tool.

Agenda Item 3: Update on BrD/BrR Licensees (FY 2015)

3a. Product Report

Judy Skeen presented a product license summary report developed from the Excel output from AASHTOWare Manager. The approach in developing the report was to minimize the data manipulation and eliminate manual data input following an export from AASHTOWare Manager (to minimize the opportunity to introduce errors).

The report included licenses ordered as of 04/01/15.

Item	FY2014	FY2015
Bridge Design - 120-Day Evaluation License	13	12
Bridge Design Developer License	0	1
Bridge Design Educational License	7	9
Bridge Design Single Workstation Option	3	2
Bridge Design Special Consultant Option	35	35
Bridge Design Unlimited Option	18	17

Bridge Design/Rating Service Units	30	31
Bridge Rating - 120-Day Evaluation License	13	19
Bridge Rating Agency Sponsored Consultant Licenses	2	2
Bridge Rating Developer License	4	3
Bridge Rating Educational License	7	10
Bridge Rating Single Workstation Option	24	20
Bridge Rating Special Consultant Option	261	330
Bridge Rating Unlimited Option	31	32
Sponsored Consultant Licenses (Bridge Rating) - No Fee	125	128
Sponsored Consultant Licenses (Bridge Rating) - No Fee	124	108

Judy also directed the Task Force to the full report which is posted on SharePoint under the Br Design-Rating directory. Br Design-Rating -> BrDR Licenses -> FY2015 -> BrDR EndUserDesignee 040115 with Summary The full report includes FY2015 licenses

- sorted by Agency Name and then by Fiscal Year to allow comparison of what is licensed this year vs. what was licensed last year (by agency).
- shaded by license type

Dean requested that Judy add "Current" to the file name of the most current report to make it easy to locate.

3b. Service Unit Report

Service Unit report was provided and reviewed by the Task Force. Baker noted that there is nothing new in this report since January. The Service Unit (SU) report will continue to change as additional SUs are purchased or used. Judy updated the Task Force on SU agreements from Michigan and Illinois. She is still waiting on an agreement from Louisiana. Also, Kansas has used



0.5 Service Units for FP20 Culvert work in the 6.7 Work Plan amendment that didn't show on the report.

Michigan intends to use service units to fund the LFD DF 1994 guide spec enhancement work planned for 6.8.

3c. Licensing Options

Licensing options were discussed.

3d. Evaluation Software Report

The Task Force reviewed the report handout and concluded that our evaluation software program is working. Most organizations that obtain and evaluate the software end up licensing the software. Software evaluation surveys were also discussed. It was decided that if we don't get a response to the first survey request, a second request for the evaluator to complete the survey will be sent out. If no response to our second survey request, we will drop it.

Agenda Item 4: Support and Maintenance Report

4a. Incident and Support Summary

Baker presented the new format for the Defect History Report. Rows were added for LARS and PG Super Bugs. Unresolved bugs were categorized according the new bug policy.

4b. Progress on Bug Resolution

Baker reviewed Maintenance Progress reports for 6.7 and 6.8 releases as of April 1st. For the 6.7 Release, three incidences were unresolved. Of those, two have been fixed, but not tested and one remains to be fixed. They will all be fixed and tested prior to the Alpha release. For the 6.8 Release, out of 33 total reported incidences, 10 remain open.

4c. Enhancement List Update

The Beta TAG Enhancement Buckets and BrDR Enhancement lists were reviewed. The only change to the TAG Enhancement Bucket List was

marking which enhancements are included in 6.7. Detailed discussion will take place during agenda item 7b to decide which maintenance enhancements to fund with the 6.8 maintenance money.

There were two new enhancements added to the full Enhancement List since the last meeting. They are BRDR 567-Add steel thickness for weathering steel, and BRDR 581- Hinges in girder floor systems.

4d. Maintenance Issues

There was no discussion on maintenance issues.

4e. Bug Policy

The new bug policy was discussed. The question of critical bug notification was raised. It was decided to send out a monthly notification that identifies any new critical bugs since the last notification. The email will identify the critical bug and provide a link to the description on the support site.

Agenda Item 5: Update on 6.7

5a. Progress and Schedule Review

The alpha testing is nearing completion. Beta one release should be ready for testing by Friday April 10. There are issues with the splice girder and steel simple for dead – continuous for live. The Beta TAG meeting is scheduled for April 28 – 30. The goal is to have Beta 2 ready for the TAG meeting.

5b. TAG Update

Dean provided a list of Testing TAG members who have agreed to test release 6.7. Eight testers will assemble in Bakers Pittsburgh office the last week of April for testing.

Agenda Item 6: Update on Modernization

6a. Architecture Document

Baker reported that the architecture document is almost complete. Baker sent it out for review in March and Judy posted it to SharePoint. Judy



reminded everyone of the importance to post all modernization documents to SharePoint. Todd suggested that we revise the SharePoint folder structure to separate the Task Force meeting information for BrDR and BrM, placing them on their separate product SharePoint Workspaces (i.e., Br Design-Rating and Br Management). This re-organization will ensure all project estimate-type information is segregated by product. Meeting handout information for the joint meeting will continue to be stored on the Br General SharePoint Workspace.

The Task Force also briefly discussed the SharePoint retention policy. We decided to discuss it further at the June meeting.

6b. Finite Element Engine Conversion Status

The finite element engine conversion was discussed in agenda item 2e.

6c. Solicitation document draft/status

Baker presented and explained the Modernization Work Plan document. Options for contracting the work were discussed, i.e., multiple one year contracts or one contract for the entire work. Modifications to the document are recommended to orient the tasks to be more in line with the features. The document should be laid out to show user-oriented features.

The Task Force discussed financing the solicitation at length. We will need to look at a 5 year financial plan using updated modernization costs and decide on an approach to see what level of solicitation is required.

Todd showed a spreadsheet on the projector with options for the modernization development schedule. The idea is to line up the schedule with the 5 year financial plan. The schedule discussed was to release 6.7 in FY 16 and 6.8 in FY 17. These two releases would be the last two that would contain enhancements. Subsequent releases to the legacy software would contain

bug fixes and spec updates only. These releases would be labeled 6.8.1, 6.8.2 and so on. The last release of the legacy software will depend on the modernization schedule.

6d. Development Plan - Approach 2 Discussion

Baker presented and discussed Draft 8 of the Modernization Estimate. It is similar to the approach discussed during the most recent conference call. The only difference was the addition of the Approach 2 Interop Layer. Engine conversion will coincide with the user interface conversion with the intent of connecting the new engine to the legacy software. The interop layer is necessary to make the connection. This will also require the creation of an Engine Domain. Another advantage of the Engine Domain is that it will allow the AASHTO engine to be connected to other items such as the Prestressed Design Tool.

Based upon all scenarios discussed over the past few months, the Task Force agrees that Approach 2 is the preferred approach. To Bakers benefit, it keeps their temporary to permanent staff ratio at an acceptable level of no greater than 3. The largest benefit to the States is it provides a performance enhancement to software an earlier date (release at the end of year 2), which was the number one driver from the modernization workshop study.

Beta testing for phase one is expected to be about 4.5 months and will be mostly regression testing. Baker will provide a regression tool to assist with that. Phase two is expected to take 6 months.

Todd would like to resubmit the Regression Testing document to the SCOJD for funding consideration. This would fit very well with the modernization effort.

Baker showed mockups of the modernized bridge explorer windows and other schematics.



They mostly follow the typical ribbon format that is current with most modern software.

Agenda Item 7: Enhancements

7a. Bridge Integration Modifications

A decision needs to be made on whether to support the Integration features in BrM 5.2.2. BrM 5.2.2 is currently in Beta testing and is expected for a summer 2015 release. If we want to support BrM 5.2.2, we need to make modifications to BrDR 6.7. If we chose to only support BrM 5.2.1, we just need to do the testing that is covered in the FP2 task of the 6.7 work plan. Todd indicated that it will take a lot of work for states to update to BrM 5.2.2 and it may take a fair amount of time to do so. Also, this only affects states that use an integrated database. It was decided to continue support of BrM 5.2.1 with the BrDR 6.7 release.

7b. Release 6.8 Maintenance Issues

We need to decide which maintenance bucket items to include in the 6.8 release. The Beta TAG members will prioritize the list prior to the Beta Testing meeting in Pittsburgh (April 28-30). The TAG will finalize the list during the meeting and provide it to Baker so they can develop detailed estimates.

Agenda Item 8: Miscellaneous Topics

8a. Discuss Quarterly Updates for the Users (email from Todd, 2/11)

Todd sent an email to the Task Force on 2/11/15 asking for thoughts on sending quarterly updates to the users to keep them informed about progress, issues, and other pertinent information. The topic was discussed and the decision was made to align the quarterly updates with the Task Force meetings. Items that would be included are product and progress updates. A notification of posted summary meeting minutes along with a link will also be included.

8b. Frequently Asked Questions Updating (email from Dean, 3/11)

Dean sent an email to the users on 1/21/15 asking for input on updating the Frequently Asked Questions that are in both the help menu and the support website. He gathered the responses and presented them to the group. Dean would like these additional FAQs added to the current ones. We also thought it may be helpful to incorporate some of the FAQs in a user group training session.

8c. BrIM Discussion

There is a current effort by FHWA and others to advance BrIM. As part of that effort, Judy had a request from Roger Grant to gather information on BrDR's data stores and data structure. After having received the information, Roger is asking for permission to copy our data definitions and use them in their analysis. The Task Force discussed this and agreed this would be acceptable. More information on FHWA's BrIM effort will be available through a webinar on 4/27/15 and in future webinars. Judy will respond to Roger informing him that the Task Force is OK with his request.

8d. Mockups

Baker demonstrated the work completed on the Prestressed Design Tool. Following the demonstration, the Task Force discussed the format and overall look of the tool. The Task Force thought the Design Tool would have the same look and feel as what was shown in the modernization mockups (ribbon style menus). The Task force asked Baker to estimate the additional costs to revise the look to match that of the modernized windows.

Agenda Item 9: Third Party Issues

9a. Long-term Strategy

Josh sent out a questionnaire to potential third party consultants. After receiving feedback, Josh prepared a handout to promote discussion on a Third Party Software Policy. The handout poses



many questions in regards to maintaining consistency and providing clarity on the policy. We discussed many issues to length. One question is should we be increasing efforts to reaching out to potential third party vendors? Josh will update the handout based on discussions and will continue working on the policy.

Agenda Item 10: User Group

10a. Summary Minutes from October Meeting

The summary minutes were provided but had not been reviewed yet.

10b. Non-Voting Users' Discussion Minutes

During the 2014 RADBUG, the consultants met separately and developed a document summarizing their discussions. The document included both current issues and a list of things they would like to see in future releases. After a quick review, we discovered that some of the listed items are already enhancements, some of which are in a current work plan. Other items are already in the software, and is likely just an education problem. We decided to have the Beta TAG review the list during the testing session in Pittsburgh and create new enhancements when beneficial.

10c. Planning with the User Group

The User Group representative presented the draft agenda. There are still has a few openings for presentations. It was decided that Todd will include a discussion on Modernization. Additions to the agenda will include a presentation by Jeff on "The Life of an Issue", and something on the Prestress Design Tool by Jeff and Baker. Dean will probe the Beta TAG members for additional presentation ideas.

The User Group will update the Agenda and send it to the Task Force and Contractor for verification of presentation titles and presenter names.

10d. Customer Survey

The survey needs to be updated to include the new software versions.

10e. RADBUG SWAG

We discussed what SWAG will be provided at the RADBUG meeting. Ideas included work gloves, water bottle, tie/scarf, earmuffs, and a wireless mouse.

Agenda Item 11: Work Plans

11a. Planning Estimated

Dean reported that the planning estimate is current.

11b. Future Work Plans

No discussion.

Agenda Item 12: FHWA Update

Tom was not able to attend the meeting and was not available by phone due to other commitments.

Agenda Item 13: Five Year Projection for BrDR

Judy handed out the BrDR Task Force Budget Projection spreadsheet and explained it. This will be used to assist with modernization planning. The Steel Design Tool needs to be added to the spreadsheet as a line item under the Professional Services heading. It will be its own contract similar to the Prestress Design Tool. The dollar amount in the FY 17 projection for the BrDR 6.9 Work Plan should be zero. The 6.8 release will be the last one that includes enhancements.

Agenda Item 14: Licensing Issues

14a. International Licenses

No discussion.

14b. Special Consultant Option Licensees

Discussed earlier. See Agenda Item 3c.

14c. Third-Party Add-Ons

Discussed earlier. See Agenda Item 9.



14d. Future of Bundling Modules (Post-Modernization)

No Discussion.

Agenda Item 15: Marketing Activities

Dean sent an email out on 12/9/14 to solicit marketing ideas. He has assembled some comments and suggestions and is looking for direction to go forward. The SCOJD is going to obtain a marketing consultant. We will look for direction from them for future marketing. Dean will sort his list into similar groups and the Task force will brainstorm marketing ideas during the June meeting.

Agenda Item 16: Review Action Item list from this meeting

Jeff Olsen read the action items recorded during the meeting for the information of attendees.

Agenda Item 17: Task Force Executive Session (as needed)

The meeting was adjourned on Thursday, April 9 at 5:00pm.

