

**Committee on Maintenance  
ACTION PLAN  
October 1, 2018 - September 30, 2019**

<b>GOAL 1: Safety</b>					
<b>STRATEGY 1.1 Workforce: Identify, promote and improve transportation workforce safety best practices.</b>					
<b>Task #</b>	<b>Task Description</b>	<b>Assigned to:</b>	<b>Coordinating Committees/Councils</b>	<b>Due Date</b>	<b>Comments</b>
1	Promote safety and reliability of bridge preservation practices, and support other TWGs CAV initiatives	BTWG	Committee on Maintenance	July 2019	
2	Promote awareness of new equipment technologies that enhance equipment operations, workforce and work zone safety	ETWG			
3	Communicate safety issues, warranty/recall campaigns and advanced maintenance advisories to assure equipment, workforce, work zone and public safety	ETWG			
4	NCHRP SYNTHESIS 49-04 Very Short Duration Work Zones In cooperation with Maintenance Operations TWG Panel Support	MOTWG		2019	Bush/Darr
<b>STRATEGY 1.2 Work zones: Identify, promote and improve transportation work zone safety best practices. emergency management into DOT processes.</b>					
<b>Task #</b>	<b>Task Description</b>	<b>Assigned to:</b>	<b>Coordinating Committees/Councils</b>	<b>Due Date</b>	<b>Comments</b>
1	Promote awareness of new equipment technologies that enhance equipment operations, workforce and work zone safety	ETWG			
2	Support the Research Project NCHRP 05-24, <i>Guidelines for the Selection and Application of Vehicle and Equipment Warning Light Configurations, Color, and Markings</i>	ETWG			
3	Support TIM Concepts and training	MOTWG	CSO	ongoing	
<b>STRATEGY 1.3 Equipment operations: Identify, promote and improve the effective use and safe operation of maintenance equipment.</b>					
<b>Task #</b>	<b>Task Description</b>	<b>Assigned to:</b>	<b>Coordinating Committees/Councils</b>	<b>Due Date</b>	<b>Comments</b>
1	Continue to liaison with CSO including autonomous vehicles	MOTWG		ongoing	
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<b>Strategy 1.4 Public: Identify, promote and improve maintenance best practices that allows the public to use transportation infrastructure safely.</b>					
<b>Task #</b>	<b>Task Description</b>	<b>Assigned to:</b>	<b>Coordinating Committees/Councils</b>	<b>Due Date</b>	<b>Comments</b>
1	Support SICOP 3-year strategic Maintenance Plan	MOTWG		ongoing	
2	Support efforts to quantify the contributions of pavement preservation to safety programs.	PTWG			
3	Promote the use of Pavement Preservation Treatments that improve surface characteristics as a tool to reduce crashes.	PTWG			
4	Identify best practices for maintaining rumble strips/strips when applying pavement preservation treatments	PTWG			webinar on best practices for maintaining rumble strips/strips, possibly include this with the friction surface treatment webinar.
5	Follow up on questions asked during FHWA MASH presentation	RRTWG			
<b>GOAL 2: Asset Management</b>					
<b>STRATEGY 2.1: Performance Measures: Identify, develop and promote meaningful maintenance performance measures.</b>					
<b>Task #</b>	<b>Task Description</b>	<b>Assigned to:</b>	<b>Coordinating Committees/Councils</b>	<b>Due Date</b>	<b>Comments</b>
1	Support the EMTSP National Performance Measurement Working Group effort to compile and post each State DOT's available equipment metrics to the EMTSP.org website	ETWG			
2	Assist in identifying and promoting Performance Measures to support AASHTO members' pavement preservation program decisions.	PTWG			
3					
<b>STRATEGY 2.2: Performance Management: Identify and proactively share performance management best practices..</b>					

Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Provide additional guidance related to TAMP implementation.	RRTWG			
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<b>STRATEGY 2.3: System Preservation: Identify, promote and support best practices in system preservation methods and procedures.</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Resubmit SCAN proposal on Asset Preservation project to identify and share best practices in equipment asset preservation	ETWG			
2	Support Bridge TWGs report on Emergency Markings	MOTWG	Bridge TSP		
3					
<b>STRATEGY 2.4: Asset Management Systems: Identify, promote and support best practices in asset management.</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Support member agencies in the implementation of the FHWA Rules for bridge and pavement condition and for asset management systems	BTWG	Committee on Maintenance	July 2019	
2	Continue to support and promote the web-based training for Equipment Fleet Managers hosted on the TC3 website including <i>Bench Marking and Best Practices for State Equipment Fleet Management</i>	ETWG			
3	Support efforts to quantify the contributions of pavement preservation to risk-based asset management programs.	PTWG			
4	GIS in Maintenance Operations	RRTWG			
<b>STRATEGY 2.5: Accountability and Transparency: Identify, promote and support practices by which transportation infrastructure owners can demonstrate their</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Participate in the TSP2 National Bridge Management System working group	BTWG	Committee on Maintenance	July 2019	
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<b>GOAL 3: Environmental Stewardship</b>					
<b>STRATEGY 3.1: Regulation and compliance: Promote and support best practices pertaining to regulation and compliance methods and procedures.</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Continue to monitor, compile and disseminate information regarding new and proposed environmental regulatory changes that have potential impact upon highway equipment fleets	ETWG			
2	Support EDC Initiative - Weather Savvy EDC-4, Weather Responsive Management Strategies EDC-5	MOTWG		ongoing	
3	Propose research for proper disposal/recycling options for lightly contaminated soils from roadsides and ditches	RRTWG			
<b>STRATEGY 3.2: Climate change mitigation and adaptation strategies: Proactively share best practices in climate change mitigation and adaptation strategies</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
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<b>STRATEGY 3.3: Life cycle assessment: Promote and support best practices in life cycle assessments</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Develop implementation strategies for the recently completed NCHRP 13-04, <i>Optimal Replacement Cycles of Highway Operations Equipment</i>	ETWG			
2	Assist in the development and promotion of Pavement Preservation Life Cycle Assessment methodologies that consider the environmental effects.	PTWG			
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Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
<b>STRATEGY 3.4: Ecosystems (Invasive species and endangered species): Promote and support best maintenance practices for invasive species control and</b>					
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<b>STRATEGY 3.5: Sustainability: Identify, promote and support the use of materials and practices such that maintenance operations are sustainable</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Promote sustainability while performing bridge maintenance and preservation activities	BTWG	Committee on Maintenance	July 2019	
2	Review the products of FHWA's Sustainable Pavements Program.	PTWG			
3					
<b>GOAL 4 Workforce Development</b>					
<b>STRATEGY 4.1 Training: Promote, support and share the use of innovative training processes and methodologies</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Promote Bridge Maintenance participation and training for local agencies	BTWG	Committee on Maintenance	July 2019	
2	Finalize development of web-based training module - "Establishing Equipment complements and Sizing of State Equipment Fleets" and work with TC3 to host on their training website	ETWG			
3	Complete the development of web-based training module - "Utilization Management Concepts for State Equipment Fleets" and work with TC3 to host on their training website	ETWG			
4	Work with States to prioritize remaining potential web-based training modules and select the next module to be developed	ETWG			
5	Support CODOTs Development of an Associates of Applied Science in Highway Maintenance Management	MOTWG			
6	Support continued development and implementation of TC3 programs	MOTWG			
7	Support the development of Contractor and Agency Pavement Preservation Treatments Certificate Programs.	PTWG			
8	Promote the Transportation System Preservation Technical Services Program (TSP2) to AASHTO members.	PTWG			
9	Support TC3 and other groups in the development of various training and certification programs.	PTWG			
<b>STRATEGY 4.2 Succession Planning: Proactively share best practices in succession planning</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
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<b>STRATEGY 4.3 Knowledge Management: Promote and support best practices in agency knowledge management strategies.</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Provide leadership to the TSP.2 regional bridge preservation partnerships	BTWG	Committee on Maintenance	July 2019	
2	Support FHWA Bridge Preservation Expert Task Group efforts	BTWG	Committee on Maintenance	July 2019	
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<b>STRATEGY 4.4 Workforce retention strategies: Promote, share and support best practices and strategies in retaining a qualified workforce.</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
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<b>STRATEGY 4.5 Safety Training: Support the development of updated safety training courses and materials and promote their use by Maintenance personnel.</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
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<b>STRATEGY 4.6 Training for Technology: Support the development of training courses and materials that reflect and are appropriate for new and emerging</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Support the AASHTO TC3 program.	BTWG	Committee on Maintenance	July 2019	
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<b>STRATEGY 4.7 Support Maintenance Academies and NHI Courses: Promote and support the development and use of Maintenance Academies and NHI courses for</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Continue support of the NHI Maintenance Leadership Academy.	RRTWG			
2	Support and promote Transportation Curriculum Coordination Council (TCCC) training program.	RRTWG			
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<b>GOAL 5 Communication</b>					
<b>STRATEGY 5.1 Marketing: Support and share innovative marketing strategies and opportunities that promote the value of maintenance in general and successful</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Develop a strategy to better communicate bridge condition information to the media (ENR, Roads and Bridges, ARTBA, etc.)	BTWG	Committee on Maintenance	July 2019	
2	Organize and host EMTSP Regional meetings	ETWG			
3	Promote and Support regular Regional Conference Calls	ETWG			
4	Continue to review and enhance the EMTSP.org website	ETWG			
5	Continue to liaison with CSO including autonomous vehicles	MOTWG	CSO	ongoing	
6	Enhance internal communications of the PTWG: expand membership and e-mail list; and conduct conference calls and/or webinars involving roundtable discussions for members and industry.				
7	Conduct webinars to report out results of completed research, promote and support implementation. Pavement Preservation/ Maintenance Bookclub				
8	Promote the value of maintenance and successful strategies.				0 webinar held on 1/17/2017 - Indefinite Delivery/Indefinite Quantity (ID/IQ) Contracting for "Preservation: Pavement, Bridge, Culvert, Signing, and Pavement Marking Projects" under Special Experimental Projects No. 14 (SEP-14). Link to Recording: <a href="https://connectdot.connectsolutions.com/p1jc6ch1zay/">https://connectdot.connectsolutions.com/p1jc6ch1zay/</a>
<b>STRATEGY 5.2 Outreach and education: Proactively promote, support and share best practices in maintenance activity outreach and education to executives,</b>					
Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1	Promote communications concerning bridge maintenance and preservation with local agencies	BTWG	Committee on Maintenance	July 2019	
2	Organize and host EMTSP Regional meetings	ETWG			
3	Promote and Support regular Regional Conference Calls	ETWG			
4	Continue to review and enhance the EMTSP.org website	ETWG			
5	Reach out and educate the stakeholders	PTWG			

6	Review roadway/roadsides related TRB/NCHRP completed research projects and seek ways to create awareness and support implementation of best practices	RRTWG			
<b>STRATEGY 5.3 Research products and implementation: Promote and support best practices in marketing product research and product implementation successes</b>					
<b>Task #</b>	<b>Task Description</b>	<b>Assigned to:</b>	<b>Coordinating Committees/Councils</b>	<b>Due Date</b>	<b>Comments</b>
1	Organize and host EMTSP Regional meetings	ETWG			
2	Promote and Support regular Regional Conference Calls	ETWG			
3	Continue to review and enhance the EMTSP.org website	ETWG			
4	Support Bridge TWG's report on emergency markings	MO		ongoing	
<b>GOAL 6 Research</b>					
<b>STRATEGY 6.1 Research Needs: Proactively and strategically identify maintenance research needs.</b>					
<b>Task #</b>	<b>Task Description</b>	<b>Assigned to:</b>	<b>Coordinating Committees/Councils</b>	<b>Due Date</b>	<b>Comments</b>
1	Proposed Research Project - Establishing a Procurement Guide for NDT/E and SHM based on Best Practices and Vendor Qualifications – submitted for balloting at the 2018 MaC business meeting	BTWG	Committee on Maintenance	July 2019	
2	Update of the Bridge Preservation Research Roadmap – Request FHWA BPETG Endorsement and Funding From EDC	BTWG	Committee on Maintenance	July 2019	
3	Prioritize remaining identified research needs at the 2018 National conference	ETWG			
4	Support NCHRP 20-7 Task 426 to update the previous effort to develop a research road map for Equipment Management	ETWG			
5	Support the ongoing research projects and identify opportunities for implementation of completed projects	ETWG			
<b>STRATEGY 6.2 Research findings: Proactively promote, support and share the latest research findings and associated best practices.</b>					
<b>Task #</b>	<b>Task Description</b>	<b>Assigned to:</b>	<b>Coordinating Committees/Councils</b>	<b>Due Date</b>	<b>Comments</b>
1	Support the publishing of completed research projects – NCHRP Project 12-100 and NCHRP Project 14-29 as AASHTO publications	BTWG	Committee on Maintenance	July 2019	
2	Develop and Implement Implementation strategies for NCHRP 13-04, <i>Optimal Replacement Cycles of Highway Operations Equipment</i>	ETWG			
3	Review TRB/NCHRP Completed Research for possible publication as AASHTO Manuals or presentations in a series of “Pavement Preservation Book Club” webinars.	PTWG			
4	Review and Provide Recommendations for NCHRP 14-31 Framework for Pavement Maintenance Database Systems for possible AASHTO publication and assist with implementation	PTWG			
5	Solicit research ideas throughout the fall and winter and bring completed research statements to the 2019 AASHTO MaC meeting.	RRTWG			
6	Continue to develop approved research proposals into completed Research Statements for submittal by the appropriate deadline.	RRTWG			
<b>STRATEGY 6.3 Innovation: Proactively seek and share the latest innovations and associated best practices</b>					
<b>Task #</b>	<b>Task Description</b>	<b>Assigned to:</b>	<b>Coordinating Committees/Councils</b>	<b>Due Date</b>	<b>Comments</b>
1	Referring to Clear Roads Pooled Fund: Maintenance facility design best practices	MO		Spring 2018	Coordinate with Clear Roads
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<b>STRATEGY 6.4 Technology Adaptation to Maintenance: Promote and share best practices in how and where technology has adapted to maintenance and</b>					
<b>Task #</b>	<b>Task Description</b>	<b>Assigned to:</b>	<b>Coordinating Committees/Councils</b>	<b>Due Date</b>	<b>Comments</b>
1	National/Regional Snow and Ice Performance Measure Implementation Workshop(s)	MO	NCHRP	Nov-18	
2	Performance Measures in Snow and Ice	MO		July 2019	review for AASHTO adoption
3	NCHRP project 14-34	MO			
<b>STRATEGY 6.5 Maintenance Adaptation to Technology: Promote and share best practices in how and where maintenance practices and procedures have adapted</b>					

Task #	Task Description	Assigned to:	Coordinating Committees/Councils	Due Date	Comments
1					
2					
3					