

Minutes of Kick-off Meeting for Prefabricated Steel Truss Bridge Deck Project

Tuesday, September 23, 2014; 1:00-3:00pm

Engineering Conference Room, MDT Headquarters, Helena, MT.

Attendance: Kent Barnes, Dave Johnson, Kris Christensen, Damon Fick, Michael Berry, Tanner Grimstad.

1. Kris Christensen started the meeting shortly after 1:00 with a phone call to Phil Green, of Allied Steel, to see if he was available for the kick-off presentation. Phil was not available.
2. Recent conversations MDT has had with steel suppliers related to steel truss bridges was briefly discussed.
3. Damon Fick presented an overview of the Prefabricated Steel Truss Bridge Deck project, including objectives and outcomes.
4. Both Kent Barnes and Dave Johnson noted that the joints between the modular prefabricated units was secondary to the proposed research, and would be a better topic for a future research project.
5. Re Following the kick-off presentation, meeting participants discussed the following items:
 - a. Kent Barnes stated that MDT is currently considering new programs for their bridge design use. Damon suggested that MSU will look into an academic version of the software MDT selects and see if it's appropriate to use for the analysis of the prefabricated steel truss bridge. Software demonstration (open to public) will be held Monday and Tuesday, Sept. 29 and Sept. 30.
6. Kris Christensen went over contractual requirements for the project. Meeting minutes and the kick-off presentation must be sent to MDT, where they will be posted on the project website. Other requirements discussed:
 - a. Progress reports are due on the deadlines stated in the template. If reports are not able to meet these deadlines, adequate notice must be given to MDT, explaining the reasons for the delay.
 - b. MDT must be notified and approve any personnel changes during the project.
 - c. MDT must provide permission for presenting or publishing results of the project.
 - d. Comments made to the progress or final reports must be addressed with a line-by-line responses.