# GIS/GPS Procedures for Data Collection Compliance

# For City Project

## Document Summary

The following requirements ensure that the City's GIS standards, for data collection, are properly met during the Contractors facilitation of the project. This safeguards the accurate progression of the City's GIS digital infrastructure and provides accurate location information for future developments within the project area.

**Section 1.0 – Required Actions and Conduct in Performance of Project**

**a.** Assist GIS staff with data collection efforts by establishing a schedule/data collection plan before construction; and notifying the GIS staff 48 hours prior to, if possible, any alterations of the schedule, work, or location.

b. Provide access to all elements as proscribed below. If the Contractor doesn't follow this policy for any underground infrastructure, the City may require the Contractor re-expose these elements for the GIS staff, per this policy, at no additional cost.

**Section 2.0 - Longitudinal Elements Required**

a. For all pipes, leave a two foot (2') long section of pipe exposed to the spring line for data collection. For jointed pipe, the two foot (2') section shall be centered at a joint.
    1. For any straight runs of pipe, every 80 Ft. preferred; 100 Ft Required
    2. For any alignment changes in direction both Vertical & Horizontal every Joint or 20 Ft. (e.g., PI's, Bends, Pipe Deflection, etc.)

**Sections 3.0 – Stationary Project Elements Required**

a. All fittings (e.g., taps, solid sleeves, repair clamps, reduces, tees, wyes, caps, elbows, etc.), leave entirely exposed

b. All valves, leave entirely exposed

**Sections 4.0 – External Elements Encountered Required**

a. Any *Component, of any existing service feature*, broken or in operation, that's exposed in the course of excavation or installation of any new utility or infrastructure for the city, shall be entirely exposed for data collection.

## Disclaimer

This procedures is subject to revision and review, at any time, in accordance with the procedures and scope of the project, as noted. Any suggestions about these requirements are encouraged; please submit to the City's Engineer for review.