

CIRCULAR

Sent out
May 25/07
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To: **All Engineering Consultants**

Re: **Changes to Requirements:
As Built Drawings for MIMS**

Date: **May 23, 2007**

The Department has reviewed the requirements for information on as built drawings submitted for input to the Municipal Information Management System. This review has resulted in changes that are meant to reduce the work required for consultants to prepare as built drawings while still meeting the Department's current and future needs for municipal infrastructure management. The changes are:

- The Northing, Easting and MTM Zone fields will no longer be required as input in the 'as built feature table' for all items.
- For the following minor water and sewer main fittings: bends, tee/Y, cross, reducer, water and end caps:
 - The Feature ID is no longer required.
 - The location for these items need not be precisely surveyed in the field, the required horizontal precision should be in the range of +/- 1 metre.
- Feature ID's for all other items must be last for digits of the easting from the item's location. However, if an item is relocated during construction, the ID need not be adjusted since the easting is only used to generate a unique number and need not be directly related to the location.
- The Department of Municipal Affairs project number must be entered in the 'Phase Number' field in the 'as built feature table'.

The AutoCAD tools for the MIMS system and supporting documentation will be revised to reflect these changes as soon as resources are available to make the changes. In the meantime, please ensure that your submissions conform to these revised requirements.

The development of management tools using GIS technology is continuously evolving so please feel free to suggest additional changes. If you have any questions on the above, please contact the undersigned.



ROBERT PICCO, P. ENG.

Manager of Municipal Engineering, Planning & Design

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cc: Regional Engineers
Mr. R. Dillon, P. Eng.
Mr. Haseen Khan, P. Eng.
Ms. Juanita Abbott
Mr. Gerry Carew