

ATTACHMENT “C”

Final Report Format

Overview

This document describes the files and file organization that is expected for data deliveries. TV inspection files should be named and organized by these standards.

File Types

Each inspection is comprised of four main files. Some inspections will also have photos showing specific information regarding the inspection (examples include location of buried manholes, or locations where a pipe has collapsed). Finally, each inspection is labeled on a map showing the extent of each inspection.

1) TV Inspection File Types

Each TV inspection consists of four files:

A word or text file that describes the inspection and any special considerations	 12-1574_03 Microsoft Office Word 2007 D... 11 KB
A pdf that contains a detailed report generated by PipeTech software	 12-1574_03 Adobe Acrobat Document 548 KB
A movie clip file (mpg) that is the video from the inspection	 12-1574_03 Movie Clip 252,994 KB
A PipeTech file (ptd) that can only be opened with PipeTech software	 12-1574_03 PTD File 896 KB

Figure 1.

2) Supporting information

Supporting information includes any photos that are taken during the inspection. For example, the location of a buried manhole might be marked with paint on the street, and documented with a photo.

3) Paper Maps

Paper maps are used by the TV crew to track work in the field. These paper maps are useful in determining which features are associated with an inspection.

- a. The location and extent of each inspection should be marked on a paper map, with the Inspection ID clearly labeled.

- b. In situations where unknown pipes are located during TV Inspection, these features should be drawn in on the map.



Figure 2.

- c. If the system is complex, or many unknown pipes are located, a sketch of the pipe network should be made, with inspections labeled accordingly:

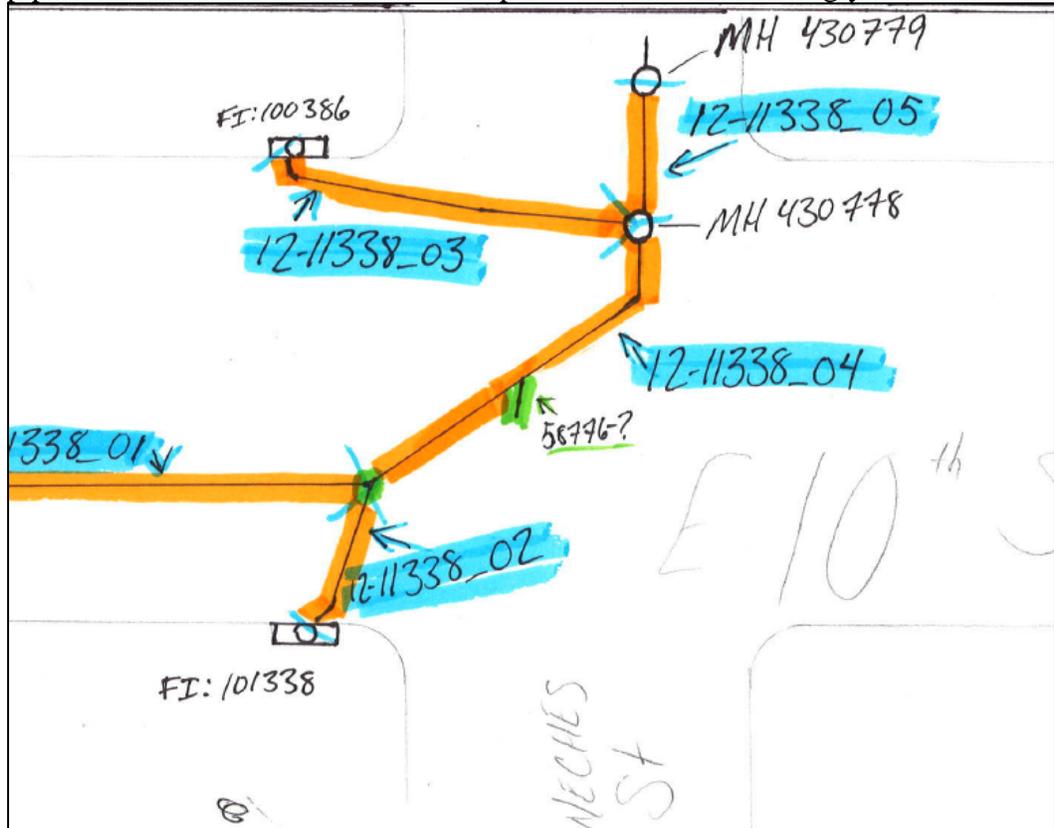


Figure 3.

- d. The paper field maps are scanned and stored in the folder along with the inspection folders:

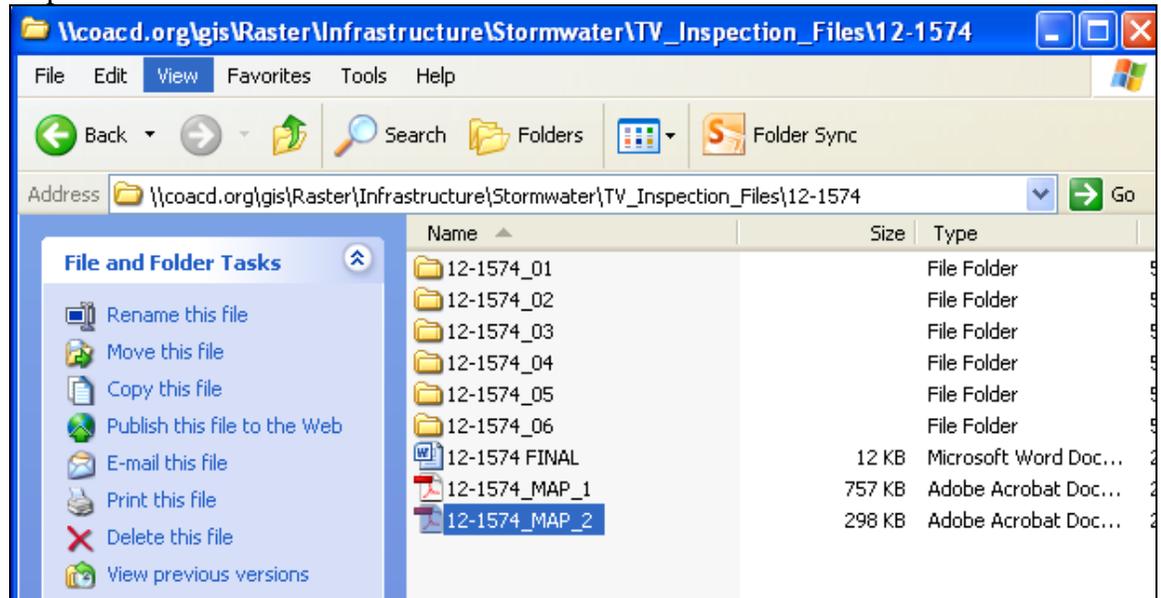


Figure 4.

Folder Structure

Inspection files will be delivered in the folder structure described below. See the electronic appendix for an example file structure.

1) Inspection Folder

- a. Each pipe system will be assigned a Maximo number (**12-1574** in Figure 5 below).
- b. This folder contains each Inspection ID subfolder, the final write up, and the maps that were made for the inspections.

2) Inspection ID Subfolder

- a. Each inspection will receive an ID using the Maximo number and a sequential number as a suffix (12-1574_01, 12-1574_02, etc.).
- b. Each inspection ID folder contains the four main inspection files, and any supporting photos, or other information (see File Types section above).

- 3) Rename Files- The files should be renamed to match standard nomenclature: Maximo ID, followed by sequential inspection number. Some files will already be named this, but others may need to be manually renamed. (Example 12-1574_01.pdf, 12-1574_01.mpg, etc.)

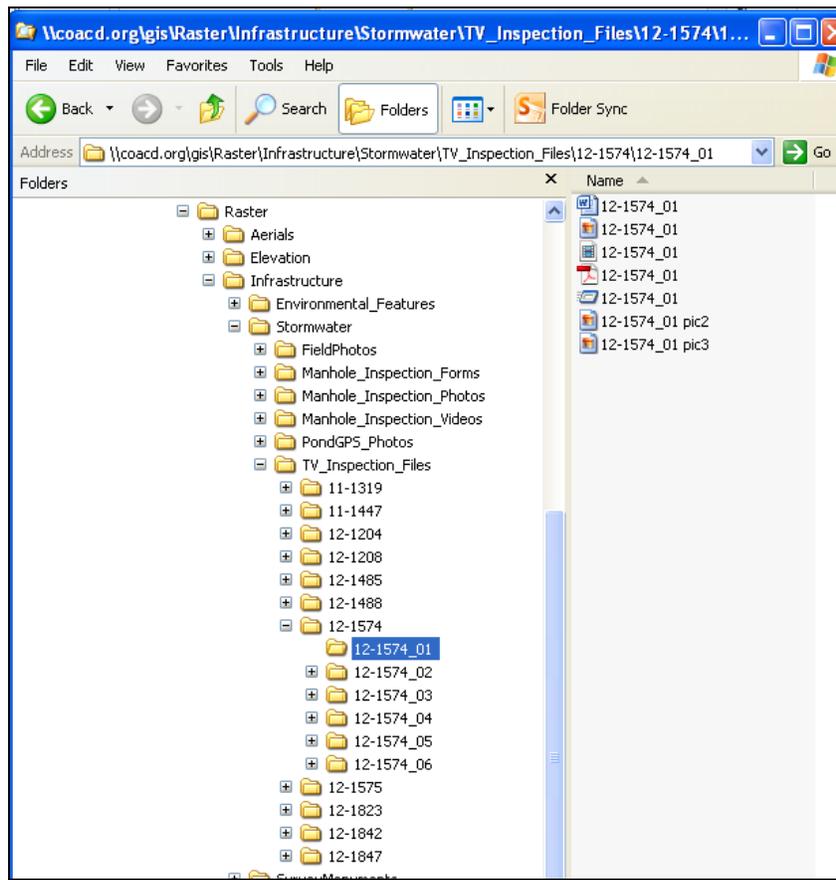


Figure 5.