

# Technical Service Plan

## Order Procedures for GIS Mapping Integration

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1. Fill out the order form at [www.mtcpms.org/products/OrderForm.pdf](http://www.mtcpms.org/products/OrderForm.pdf)
2. Complete the order form and fax (include P.O. #) or mail (include P.O. # or check) to MTC.
3. Fill out the attached StreetSaver® GIS Toolbox Custom Shapefile Worksheet. Up to four (4) layers of shapefiles are included in the price. Examples of layers are street centerline, district council boundary, city limits, redevelopment district, block address, etc.
4. Submit the worksheet and upload shapefile(s) to:
  - a. Agency will login to MTC's FTP site at <ftp://streetsaveronline.com>
  - b. Password will be provided by MTC.
  - c. There will be a folder with Agency's name.
  - d. Copy the required files from your computer and paste directly into Agency's folder on the browser window.
  - e. Inform MTC once files are transferred to the FTP site.
5. Upon completion, MTC will notify agency.

### **Important Notes:**

1. Exact matching (i.e. fully linked) of the StreetSaver data to the agency's shapefile cannot be guaranteed.
2. This is a one-time GIS mapping integration charges and does not cover subsequent updates of new streets to the GIS shapefile.
3. Agency's Centerline shapefile needs to include a Unique ID field with a data type of Integer. If it does not, one will be created for you. These ID values must be maintained by the Agency for subsequent updates of new streets unless the Centerline shapefile has StreetID and SectionID information included.

# StreetSaver GIS Toolbox Custom Shapefile Worksheet

Jurisdiction: \_\_\_\_\_ Contact Name: \_\_\_\_\_ Contact Phone/Email: \_\_\_\_\_

Map Units: \_\_\_\_\_ Road Name field: \_\_\_\_\_ Road Type field: \_\_\_\_\_ Road Dir. field: \_\_\_\_\_ Street ID field: \_\_\_\_\_ Section ID field: \_\_\_\_\_

*(Inches, Feet, Yards, Centimeters, Miles, Meters, Kilometers or Decimal degrees)*

*Please fill in the equivalent field names in your GIS file that match StreetSaver field name, e.g. Road Name = RD20FULL or Street ID = St\_ID*

*Please consult with your GIS department for Shape File and Symbol specifications.*

Shape File Information	Symbol Information
File Name: _____ Display Name: _____ Visible on Load: _____ Draw Order: _____ Value Render field (attach color/value list): _____	Shape Type: _____ Color: _____ Size: _____ Style: _____ Label field: _____
File Name: _____ Display Name: _____ Visible on Load: _____ Draw Order: _____ Value Render field (attach color/value list): _____	Shape Type: _____ Color: _____ Size: _____ Style: _____ Label field: _____
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