

### **APPENDIX 3 REQUIRED ASSET MANAGEMENT DATA**

Hillsborough County Public Utilities Department requires all Record Drawing submittal packages to include filled out copies of the department's Asset Inventory spreadsheets which are available on our website. The spreadsheets are macro driven and may need to have the security settings adjusted to function correctly. All applicable sections of the spreadsheets are to be filled out in their entirety.

Users needing additional lines for data entry should place their cursor in the last unused line in the colored portion of the spreadsheet then select the **Rows** option which is found under **Insert** in the menu options at the top of the page. Users can insert as many rows as needed in this manner.

It should be noted that all X-Y-Z coordinate data required for the spreadsheets must be tied to the 1983 Florida West State Plane coordinate system and the 1988 vertical datum. All horizontal and vertical data shall be accurate to 5/100ths of a foot or 1.5 centimeters.

Contractors electing to use RTK GPS for field data collection are encouraged to tie into the Permanent Reference Network maintained by Hillsborough County. The free network can be found at IP address: 207.156.7.34, ports 5034 thru 5038.

Any other questions regarding access or utilization of the aforementioned network should be directed to the Hillsborough County Survey Field Office Section at 813-272-5810. Any other questions pertaining to the data reporting requirements included in this section should be directed to Bob Tisdale, Project Control & Standards Team Leader, at 813-272-5977.