

**Maintenance Plan:**

A data maintenance and management plan will be utilized to maintain all original stormwater asset geodatabase data while also updating the geodatabase with newly recorded assets. The City of Richmond will send the consultant the full city stormwater asset geodatabase and will maintain the master geodatabase. The consultant will then load the geodatabase onto their servers, change the symbology to best fit the project needs, and load the data onto an application called Field Maps. On this application, layers will be loaded from the GIS team with suspected unrecorded stormwater assets. The field investigation crew will have access to the Field Maps but will be unable to alter the desktop team's data layer. The field investigation crew will spatially capture unrecorded stormwater assets in the field and the data will be automatically uploaded in a layer in Field Maps. All stormwater asset data will have quality level data such as utility type, age, content, material, size, and ownership. The desktop team will then perform a QA/QC review to review and accept the new data. On a quarterly basis the desktop team will gather the updated geodatabase and submit to the City of Richmond GIS department. The City GIS department will then perform the appropriate procedure for updating the master geodatabase.

No further maintenance is required for this project as the City of Richmond has their established procedure for data management.