

Local Road Culvert Inventory

Use the following link to obtain preliminary location data:

<https://data-wisdot.opendata.arcgis.com/datasets/WisDOT::possible-local-road-culvert-locations/explore>

- Use the "Template Headings" spreadsheet to format collected inventory data for automatic structure creation in HSIS.
- Column format and data names/format must be maintained and individual cell options and formats must be used to avoid errors in HSIS
- Spreadsheet must be saved to a CSV format in order for the locations to merge properly with HSIS.
- Column A, O thru U are not automatically uploaded to HSIS, these fields contain inspection data will need to be manually entered in HSIS. Columns are provided in the template spreadsheet to keep data together if inventory and inspection is completed at the same time until a structure number can be generated by HSIS.
- The template sheet has drop down lists for some of the categories to ensure consistent data.

- ANY ROWS NOT CONTAINING STRUCTURE DATA TO BE UPLOADED MUST BE DELETED FROM THE FINAL CSV FILE OR MARKED "N" IN COLUMN B OR UPLOAD WILL FAIL. THIS INCLUDES SPREADSHEET LISTS IN COLUMNS BR THRU BY

Multi-Structure Paper Form	PAPER FORM BOX #	Spread sheet Column Letter	COLUMN DESCRIPTION	FORMAT	Auto HSIS Upload	Included in GIS CSV Download
1	1	A	OBJECTID	Temporary ID assigned by owner or FROM GIS DOWNLOAD - NOT REQUIRED FOR HSIS UPLOAD	N	Y
		B	Y/N	Y/N - "Y" if qualifying structure, "N" if no structure/does not qualify - choose from list	Y	Y
2	2	C	Latitude	Decimal Degrees with 7 numbers beyond the decimal	Y	Y
3	3	D	Longitude	Decimal Degrees with 7 numbers beyond the decimal	Y	Y
4	4	E	County Name	County Name - choose from list	Y	Y
5	5	F	City-Town-Village	"C" for City, "T" for Town, "V" for Village - choose from list	Y	Y
6	6	G	Municipality Name	Name of Municipality structure is located in - choose from list	Y	Y
7	7	H	Owner	Structure Owner - choose from list	Y	Y
8	8	I	Location	Location description in distance from nearest intersection.	Y	Y
9	9	J	Total Structure Length (FT)	Length (decimal feet) - inside of pipe/box along skew, bearing to bearing along skew for bridge like structures (Item 49 in old Recording & Coding Guide)	Y	Y
10	10	K	Feature Over	Roadway name over structure	Y	Y
11	11	L	Service Feature Under	Type of feature under structure - choose from list	Y	Y
12	12	M	Feature Under Name	Name of feature under	Y	Y
13	13	N	Comments	General structure, location, safety, critical finding comments. Not to be confused with inspection comments	Y	Y
14	14	O	Structure Type	Primary structure type: Choose from list, list found in Column BX	N	Y
15	15	P	Structure Material	Primary structure material: Choose from list, list found in Column BY	N	Y
16	16	Q	Inventory Date	Date the field inventory was completed (MM/DD/YYYY)	Y	Y
17	17	R	Critical Finding	Y/N - describe in comment field. Coordinate with County PM to address concern	N	Y
18	18	S	Inspector Name	Name of person conducting field inventory	N	Y
		T	x	FROM GIS DOWNLOAD - NOT REQUIRED FOR HSIS UPLOAD	N	Y
		U	y	FROM GIS DOWNLOAD - NOT REQUIRED FOR HSIS UPLOAD	N	Y
BR			List for Y/N in Column B - to be deleted after converting final spreadsheet to CSV format for HSIS upload		N	N
BS			List for County Name in Column E - to be deleted after converting final spreadsheet to CSV format for HSIS upload		N	N
BT			List for Municipality Type in Column F - to be deleted after converting final spreadsheet to CSV format for HSIS upload		N	N
BU			List for Municipality Name in Column G - to be deleted after converting final spreadsheet to CSV format for HSIS upload		N	N
BV			List for Owner Type in Column H - to be deleted after converting final spreadsheet to CSV format for HSIS upload		N	N
BW			List for Feature Under Type in Column L - to be deleted after converting final spreadsheet to CSV format for HSIS upload		N	N
BX			List for Structure Type in Column O - to be deleted after converting final spreadsheet to CSV format for HSIS upload			
BY			List for Structure Material in Column P - to be deleted after converting final spreadsheet to CSV format for HSIS upload			