

History Colorado | Office of Archaeology and Historic Preservation

OAHP Data Management Area GIS Clips

Initial Offering Date: July 1, 2023

The Office of Archaeology and Historic Preservation (OAHP) is offering a paid service by which those with land, jurisdictional, and other management-related responsibilities can obtain a GIS clip of their land managing area at a predetermined update interval agreed upon at the time of entering into the subscription agreement. Please reach out to hc_filesearch@state.co.us if you have any questions.

Subscriber Information

- Land managers and land management agencies, local government municipalities, utility companies, etc. are the intended recipients of this data clip subscription service.
- The recipient should meet or exceed the Secretary of the Interior's (SOI) Standards for Archaeology or be a designated Cultural Resource Data Manager at their agency/institution.
 - Contractors should rely on their land managing agency directly for this information.
- For those who do not have an SOI-qualified individual or designated Cultural Resource Data Manager to receive confidential data, a modified cut of the data can be made to include only Architectural (unrestricted) data.
- **Please contact the Director of Information Management (erin.bornemann@state.co.us) directly if you have any questions regarding necessary qualifications for receipt of confidential GIS data.**

Subscription Area and Deliverables

- Requestors are required to submit an up-to-date unbuffered shapefile of their Data Management Area (DMA) along with their initial request for this service. A 1/16 mile buffer from the DMA boundary will be applied by our office.
 - An updated shapefile of the unbuffered DMA will need to be submitted to OAHP staff by the requestor for any subsequent data updates (if applicable). If there is any change to the DMA boundaries for a scheduled update, please alert OAHP staff when providing the updated shapefile for the next deliverable.
- Deliverables can include sites and/or survey/project shapes, per the request form, and will be disseminated as a geodatabase via MoveIT (please see following section for more information about MoveIT).

Revised October 2023

- Site deliverables will include the entire site boundary (for sites located within 1/16 mile from the unbuffered DMA boundary).
- Survey deliverables will be clipped to the 1/16 mile buffered management area boundary.

Subscription Term and Deliverable Schedule

- Subscribers have the option to receive a cut of GIS data for their Management Area either on an annual schedule (1 full data clip for the subscription area) or twice a year (1 full data clip for the subscription area at start of term and one clip containing any updates 6 months following the initial clip).
- Based upon the timing OAHP receives the request, the deliverable (and any subsequent data updates) will be prepared and distributed according to the following schedule:

<u>Initial Subscription Request Receive</u>	<u>Deliverables Sent</u>
July 1 through September 30	First week of October
October 1 through December 31	First week of January
January 1 through March 31	First week of April
April 1 through June 30	First week of July

- Deliverables will only be transferred through our secure file transfer platform, MoveIT, which is administered by the Governor’s Office of Information Technology (OIT).
 - If you already have an active MoveIT account connected to your current organization, no further action is needed to set this up.
 - If you do not yet have a MoveIT account, please send an email to OAHP (hc_oahp@state.co.us) and provide the following information along with your request:
 - First and last name
 - Agency/Organization
 - Division/Section (if applicable)
 - Job Title
 - Business Address
 - Business Phone Number
 - Email Address
- **Please note:**
 - If the DMA request is submitted on/near the end of a given subscription request period (e.g., end of September, December, March, or April), the requested deliverables may be disseminated after the first week of the month to account for staff processing time.
 - It takes approximately one (1) week from receipt of completed and signed MoveIT application form to account creation and credential dissemination from OIT.

Subscription Fees and Billing Cycle

- Fees for this service are billed at a rate of:
 - \$100.00 staff processing flat fee + \$0.50 per resource (e.g., site and/or survey)
- The invoice will be included as part of the deliverables and must be paid within 30 days of receipt. Data updates following the initial annual subscription (if applicable) are not automatic and must be prompted by the requestor, prior to or following the end of the annual subscription term.
- No part of the fee is refundable, unless there has been an error in calculation of cost.
- Quotes for a given Data Management Area are available upon request - please email hc_filesearch@state.co.us to request a quote. Once a quote is disseminated to the requestor, it remains valid for 30 calendar days. If the requestor would like to move forward with the quote, they need to formally accept the quote in writing and request the service prior to the quote's expiration. If the requestor does not accept the quote within the 30-day period, they will have to request an updated quote if they are still interested in this service. The standard distribution schedule described in the "Subscription Term and Deliverable Schedule" section above still applies with re-issued quotes.
- **Please note:** The \$100.00 staff processing fee will be applied for the initial GIS clip, as well as all subsequent data updates, even if there is no additional data within the DMA for a given update period. **No fee waivers will be granted for this service.**

Restrictions on Data Use

- Data obtained in a digital format are to remain in the sole possession of the requestor. If digital data are requested for use on a shared system, a signed statement detailing access and security on that system will be provided to OAHP prior to release of the data. OAHP's Director of Information Management (erin.bornemann@state.co.us) will review the statement to determine the nature and extent of information to be provided.

OAHP GIS Data Quality Control Statement

- Data provided have been prepared in compliance with OAHP standard quality control measures, and while this does not guarantee accuracy and completeness of the data, it represents a good faith effort to maintain quality and accuracy.
- The absence of information concerning resources in a particular area does not necessarily indicate that none exists; this may be due to a lack of survey investigations in a particular area and/or incomplete information provided to or processed by our office.
- OAHP GIS data have been compiled from various sources: digitizing efforts by OAHP staff, buffered site point locations from automated OAHP data dumps, buffered site locations based on Google Earth geolocation of addresses, and site locations provided by

federal agencies and contractors. If data is denoted by the acronym SFD or PEN in the VER field of the shapefile, these locations **have not** been checked for accuracy beyond the county level.

- OAHP will make every effort to remove unnecessary duplicates within the data provided. However, some duplicate information may be included as it represents new recordings that OAHP staff has yet to verify.
- Inaccuracies in the data due to OAHP staff processing shall be corrected when identified, and the corrected data will be provided on or before the next delivery of data, at no additional charge to the subscriber. If information was received from the submitter with poor or unclear spatial representation, these resources may be represented as buffered points or not GISed at all. If GIS inaccuracies exist due to the initial recording of a resource, updated recordings must be submitted to OAHP to be verified prior to the implementation of said modifications into the statewide cultural resource databases.

Disclaimer

- The Data Management Area GIS Clip Subscription service is not a substitute for a formal file search.
- The attribute data provided in the GIS data is limited solely to the fields shown below. **Data from our relational database are not appended.** For additional resource attribute information or resources not represented in the GIS, a File Search is required.

Sites

- SHAPE
 - Shape of the spatial features in the data set. In this case, these are polygons.
- ID
 - Unique sequential numeric ID for a given spatial feature.
- AREA
 - Area of the spatial features in the data set.
- PERIMETER
 - Perimeter of spatial features in the data set.
- ACRE
 - Acreage of the site calculated by the GIS from the spatial features in the data set.
- SITE_
 - Smithsonian site number.
- BND_CMPLT

- Boundary completeness. Refers to the completeness of the site boundary. Values for this field will either be Y (YES the boundary is complete) or N (NO the boundary of the site is not complete or unknown) or 9 if the completeness of the site boundary has not been checked.

- VER
 - Verification. Refers to verification of the site boundaries, completed by the person digitizing the spatial feature. Values for this field will consist of the initials of the individual who digitized the site. SFD denotes a dump straight from the Site Files database. PEN denotes a site boundary that was imported from an outside source and has not yet been verified by OAHP staff.
- Date
 - Date on which the site was digitized into the statewide database.
 - **Please note: Recording dates are available via a File Search or on the Compass platform, but are not included in the GIS attribute data.**
- Linear
 - A “1” denotes that the site is a linear site. The default entry, “0”, is used for all non-linear sites. A “9” is used for sites that have not been checked.
- Zone
 - This is the UTM zone in which the site is located.
- X
 - The X-coordinate of the center point of the site.
- Y
 - The Y-coordinate of the center point of the site.
- Source
 - Source of the data if received from an external source.
- CONF
 - Confidence given to the spatial accuracy of the digitized feature. Values for this attribute consist of LC (Low Confidence), HC (High Confidence) or P (Paleontological).

Surveys

- SHAPE
 - Shape of the spatial features in the data set. In this case, these are polygons.
- ID
 - Unique sequential numeric ID for a given spatial feature.
- AREA
 - Area of the spatial features in the data set.
- PERIMETER
 - Perimeter of spatial features in the data set.

Revised October 2023

- ACRE
 - Acreage of the site calculated by the GIS from the spatial features in the data set.
- Doc_
 - Unique SHPO number referring to a specific report document.
- CONF
 - Confidence given to the spatial accuracy of the digitized feature. Values for this attribute consist of LC (Low Confidence) and HC (High Confidence).
- VER
 - Verification. Refers to verification of the survey boundaries, completed by the person digitizing the spatial feature. Values for this field will consist of the initials of the individual who digitized the survey. SFD denotes a dump straight from the Site Files Database. PEN denotes a site boundary that was imported from an outside source and has not yet been verified by OAHP staff.
- Zone
 - This is the UTM zone in which the site is located.
- X
 - The X-coordinate of the center point of the site.
- Y
 - The Y-coordinate of the center point of the site.
- Agency_
 - Any project number unique to the federal agency responsible for the document.
- Source
 - Source of the data if received from an external source.