

# The City of Middletown, Ohio

## Background

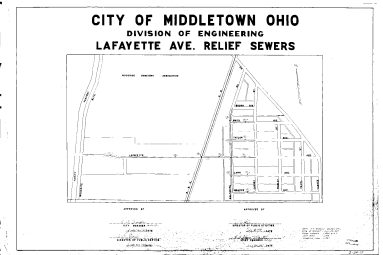
In the winter of 2001 the City of Middletown, Ohio was looking for an electronic method to store all of their maps, plans and other paper-based archives. The major concern for the City of Middletown was that the city's complete historical and technical data existed only on paper and was all stored at one facility.



If a catastrophe occurred and the data was damaged or destroyed there would be no possibility of recovering the 100+ years of data. However, with over 12,000 maps there was no way to send all of the maps out to get scanned. The city needed the maps to be accessible for viewing and copying when required.

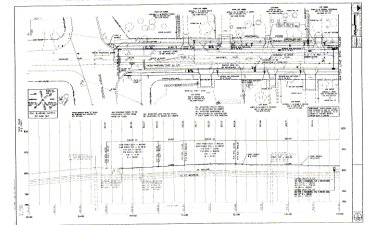
## Thinkpath's Solution

Thinkpath visited with the City of Middletown's City Engineer, GIS Department Manager and other various city employees to discuss the City of Middletown's concerns. During the discussions it was discovered that Middletown's GIS Department was not only responsible for providing archives of the city and information for the City Engineer but was also responsible for providing maps whenever required by all other municipal entities.



Thinkpath suggested creation of document management system and database of all the scanned images. Thinkpath also suggested breaking the maps down into small groups that would be picked up and dropped off on a weekly basis. After completion of a 100-map discovery project the City of Middletown agreed that scanning all the maps and creating an associated database and search program would be the best way to proceed.

Thinkpath created a search program dubbed "Drawing Archive Management Application" or DAMA. The DAMA program contained 12 searchable fields, most of them selected from a pull-down list to insure proper naming. The DAMA program was designed to work in three separate capacities; first the program was used to enter the initial data; second the program could be used by an administrator to maintain the database; finally the program could be used in a "read-only" or user setting to search for documents. The DAMA would also allow viewing and printing of the documents once they were found.



## The Benefits

The city's 100+ years of documents are archived with no capital investment by the city. Also, with 8000 documents scanned and over 10,000 documents entered into the DAMA program, the City of Middletown is able to provide an easily searchable database of all their maps. The city was also provided a CD/DVD copy of the DAMA and scanned images, which could be placed in city vehicles for services such as Water Department, Fire Department, Police, Sanitation, etc. Allowing these services to have instant access to data that would have taken hours to access before.

