

Our File/N/Réf. 17-00-0084
Your File/V/Réf. 06-00-0002

DATE 26 April 2000

TO/DEST. Co-ordinator
Corporate Services and Economic Development Committee

FROM/EXP. Executive Director
Information Technology Office

SUBJECT/OBJET **PROPERTY ADDRESS LINKAGES PROJECT – GIS
CONSULTANT APPOINTMENT**

DEPARTMENTAL RECOMMENDATION

That the Corporate Services and Economic Development Committee and Council approve the appointment of QSP Geographics Inc., Downsview Ontario, to provide project management and related GIS professional services, for a total contract provision not to exceed \$75,000.

BACKGROUND

In 1999, the Region and Area Municipalities jointly deployed the Municipal Applications Partnership (MAP) suite of Geographic Information System (GIS) applications. The MAP database includes information on properties, assessment, addresses, roads, demographics, and the natural environment in Ottawa-Carleton, and is currently accessed by over 1,000 municipal and regional staff in Ottawa, Nepean, Kanata, Cumberland, Osgoode, and the Region.

Property-based data is used for a variety of applications, including emergency response/Bell 9-1-1, permit and development fee calculations, requests for service, engineering and land use planning.

As part of a planned activity to enhance the MAP database and applications to meet business requirements, it is necessary to correlate and validate Property Identification Numbers (created by the Provincial Land Registration System) and Assessment Roll Numbers (provided by the Ontario Property Assessment Corporation OPAC) with municipal addresses.

DISCUSSION

The first phase of this project was completed under contract with Teranet Land Information Services in December 1999. This included linking the Property Identification Number (PIN) to an Assessment Roll number.

A second phase involves completing the linkage of municipal addresses to the PIN and Assessment Roll numbers. This is a labour-intensive process that will be carried out by summer students under the supervision and project management of the consultant.

In considering various alternatives, it was determined that using a consultant to augment GIS resources and provide full-time project management of a team of summer students is the most cost effective way to complete this work in a timely manner.

Utilising a pilot project approach, the Department prepared a terms of reference and estimate of effort. Proposals were requested from three (3) firms (Autodesk Canada, Isosceles Information Solutions Inc., and QSP Geographics Inc.) who were known to be qualified to provide GIS professional services and had indicated experience on similar projects.

Proposals were evaluated on the basis of the following criteria:

- Experience working with the MAP application environment;
- Experience on similar projects involving correlation of cadastral fabric, assessment roll numbers, and municipal addresses;
- Familiarity with Teranet parcel mapping and OPAC Assessment data;
- Previous experience on other projects for the Region and/or Ottawa-Carleton municipalities.

The Department recommends that QSP Geographics Inc. be awarded the contract on the basis of best value to the Region based on the evaluation criteria, with a contract provision not to exceed \$75,000, including GST.

It is expected this contract will be completed by September 2000.

CONSULTATION

The property, assessment and address data are used primarily by internal departments at the Region and Area Municipalities to support daily operations. Consequently, there has been no public consultation.

EXPENDITURE JUSTIFICATION

Several MAP applications (including Request for Service) are dependent on accurate and up-to-date addresses and property information to meet operational and reporting requirements (for example, the

number of garbage collection complaints by ward). Emergency Services use this information for dispatching, records management and reporting.

This is a key, planned step in enhancing and preparing the MAP database and applications for full deployment to remaining Ottawa-Carleton municipalities, and the results of which will be needed to support the information requirements of the new City of Ottawa relating to properties, road names and addresses.

FINANCIAL STATEMENT AND APPROVAL

	\$
Approved Budget to Date	1,864,000
Total Paid and Committed	<u>(935,617)</u>
Balance Available	928,383
THIS REQUEST	<u>(75,000)</u>
Balance Remaining	<u><u>853,383</u></u>

Funds are available in the 2000 Capital Budget, Order No. 900031, Geographic Information System Application, page 60.

Approved by
L. Shallal, P.Eng.

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