




CITY OF HAMILTON
CORPORATE SERVICES DEPARTMENT
Information Technology Division

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	December 7, 2023
SUBJECT/REPORT NO:	Land Parcel Master Agreement (FCS23111) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Fred Snelling (905) 546-2424 Ext. 6059 Matt Pietryszyn (905) 546-2424 Ext. 7096
SUBMITTED BY:	Doug Kay Director, Information Technology (Interim) Corporate Services
SIGNATURE:	

RECOMMENDATION

That staff be directed to negotiate and enter into an Agreement, satisfactory to the City Solicitor, with Teranet Inc. under Procurement Policy #11 – Non-competitive Procurements to provide all land parcel/property information, automated delivery, daily and on-demand instead of every two months.

EXECUTIVE SUMMARY

Teranet is the sole provincially authorized agency for creation and distribution of all parcel/property information in the Province of Ontario that is collected by the Ontario Land Registry Office. This data is used in mapping applications for the public as well as planning processes and engineering services in Public Works and Planning and Economic Development departments, respectively.

The existing contract provides the City of Hamilton (“City”) with bi-monthly updates to the land parcel data. By entering into a new 5-year Agreement the expected cost for license, data delivery and support fee is less than \$80k per year for 5 years. This will provide daily updates to our land parcel data as opposed to the current bi-monthly updates. Along with receiving on-demand and up to date property data, there are exciting new developments that will be offered from Teranet, such as Aerial Imagery (Air Photography) and LiDAR data that the city will investigate the viability of sourcing from this vendor in the future.

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial:

Staffing: Reduction of staff time by automating the data delivery and data processing.

Legal: Legal Services will be engaged to assist in review and preparation of an Agreement between Teranet Inc. and the City of Hamilton

HISTORICAL BACKGROUND

Teranet is the sole provincially authorized agency for creation and distribution of all parcel/property information in the Province of Ontario that is collected by the Ontario Land Registry Offices. This data is used in mapping applications for the public as well as planning processes and engineering services in Public Works and Planning and Economic Development departments, respectively.

The City has had an Agreement with Teranet Inc. (Teranet) since 1991 for the provision of land parcel data with the most recent Agreement being signed in April of 2020.

Teranet provides the City with property mapping and ownership data which is used extensively by the Data Services section of IT for mapping purposes generally by Geographic Information Systems/Spatial Solutions staff for mapping applications. The current contract which ends April 30, 2025 provides a bi-monthly update of property data.

Teranet has recently implemented the technology to provide land ownership and property data daily on-demand, allowing IT staff to provide data on-demand and share daily updates to the public and internal departments. The ability to have more timely and accurate data, along with the automated delivery process, is the rationale for recommending amending our current Agreement and negotiating a new five-year contract with Teranet.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Procurement Policy #11 – Non-Competitive Procurements requires the approval of Council for any single-source procurement exceeding \$250K.

RELEVANT CONSULTATION

The Procurement Division has been engaged to ensure staff are abiding by the requirements set out for single-source procurements as per the City's Procurement Bylaw.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

This new Agreement is being proposed to ensure the City is providing timely and accurate data to internal and external users. Currently the data is updated on a bi-monthly basis, this new Agreement provides daily updates and on-demand access to the most accurate and up to date data, with automated transmissions. Saving the City hours of manual data processing and enabling automated data updates to our internal partners in Public Works, Planning & Economic Development, as well as our external users via the City's web portal is the key driver and rationale behind this recommendation.

ALTERNATIVES FOR CONSIDERATION

As Teranet is the sole provincially authorized agency for the creation and distribution of all parcel/property information in the Province of Ontario collected by the Ontario Registry Offices no alternatives are being suggested.

APPENDICES AND SCHEDULES ATTACHED

N/A