

ADVANCE CONTRACT AWARD NOTICE (ACAN)

1) Definition

An Advance Contract Award Notice (ACAN) allows departments and agencies to post a notice, for no less than fifteen (15) calendar days, indicating to the supplier community that it intends to award a good, service or construction contract to a pre-identified contractor. If no other supplier submits, on or before the closing date, a Statement of Capabilities that meets the requirements set out in the ACAN, the competitive requirements of the government's contracting policy have been met. Following notification to suppliers not successful in demonstrating that their Statement of Capabilities meets the requirements set out in the ACAN, the contract may then be awarded using the Treasury Board's electronic bidding authorities.

If other potential suppliers submit Statement of Capabilities during the fifteen calendar day posting period, and meet the requirements set out in the ACAN, the department or agency must proceed to a full tendering process on either the government's electronic tendering service or through traditional means, in order to award the contract.

2) Definition of Requirements

Title: Data acquisition from the Municipal Property Assessment Corporation (MPAC)

Background

Every year, the Municipal Property Assessment Corporation prepares an assessment roll for every municipality in Ontario. The roll lists the property assessment for every property registered in a municipality or in the jurisdiction of a school board with authority to levy taxes. The MPAC prepares complementary property assessment lists that municipalities use to add tax revenues stemming from new construction or major modification to properties during a fiscal year. The MPAC assesses more than 4.5 million properties.

The Fiscal Equalization Program, which has been in force since 1957, enables the provinces to provide comparable public services based on comparable tax rates. The fiscal capacity for provincial taxes used to determine fiscal equalization payments are calculated annually. These calculations use fiscal and economic data for every financial year. In order to ensure that these payments are as accurate as possible, the data used must be as current and reliable as possible.

Finance Canada is responsible for setting the equalization formula and for calculating the resulting payments to the provinces. However, Statistics Canada is one of the main suppliers of the data used in the formula for calculating these payments.

Finance Canada has asked the Investment, Science and Technology Division to produce a residential and non-residential property value data set (at market prices) at the provincial and municipal level, based on municipal assessment rolls (MARs).

The data requirement is the MAR database for every province at the municipal level. The key data variables required from the MAR database include year of assessment roll, reference dates and dates of assessment, municipality identification, type of property, and the assessed value of the property.

Data to be provided

The data requirements are the aggregate values of the municipal assessment rolls for every municipality in Ontario as of July 1st 2013, 1 July 2014, and 1 July 2015 (3 years starting 1 July 2013 to be received yearly). The key data variables required are the reference dates and dates of assessment, the municipality identification, the status (taxable or non-taxable), the type of property, and the assessed value of the property for the year 2013, 2014, and 2015.

The data will be transmitted using Electronic File Transfer Protocol. The classification will be in English.

Micro-data Database

The following data elements must be provided, where available, for all residential and non-residential properties in Ontario for the 2013 taxation year.

The key data variables required are for all properties are:

- Unique Identifier aligning to previously provided Micro-data product
- Subordinate Number
- Country of Mailing - new for 2013
- County Name (Upper Tier Municipality)
- Municipality Name (Lower Tier Municipality)
- Property Code
- Frontage
- Depth
- Site Area with Unit of Measure
- Realty Tax Class
- Realty Tax Qualifier
- Total Current Value Assessment
- Partition Assessment
- Taxation Year
- Valuation Date
- Property Type
- Tax Status

For Multi-residential Properties only:

- Design Type - (High-rise, Row House...)
- Total Number of Residential Units

For Commercial/Industrial/Institutional buildings (where available):

- Building Height of Largest Structure/Section
- Building Height Range
- Year Built of Largest Structure/Section
- Year Built Range
- Number of Residential Units
- Total Square Footage or Gross Leasable Area
- Area Type
- Snapshot Period of Building Data

For Residential Properties only:

- Number of Structures (up to 25 will be provided per property)
- Primary Structure Code (describes design type for condominium properties)

- Year Built of Primary Structure
- Total Square Footage of Primary Structure
- Finished Basement Area
- Basement Area
- Garage Type
- Number of Garage Spaces
- Bedrooms
- Bathrooms (Full and Half)
- Secondary Structure Code & Description
- Secondary Structure Total Area
- Secondary Structure Year Built
- Automated Valuation Model (for 2014, 2015, 2016 deliveries only)

Macro-data Database

Statistics Canada shall be provided with aggregate Current Value Assessment (CVA) totals for the 2012 base year value for each municipality in Ontario (444 municipalities) as returned for the 2013 taxation year.

The Macro-data database will include aggregate assessment totals and property counts by property code and further stratified by tax eligibility and property type.

The format will be similar to previously provided products as depicted in the sample Macro Data file provided in Appendix B and will include the following data elements:

- MPAC Region Number
- Municipality Number and Name
- Assessment Year
- Taxation Year
- Valuation Date
- Property Code
- Number of Taxable Partitions
- Total Assessed Value of Taxable Partitions
- Number of Payment-in-Lieu Partitions
- Total Assessed Value of Payment-in-Lieu Partitions
- Number of Exempt Partitions
- Total Assessed Value of Exempt Partitions
- Property Code and Description
- Property Type

Property Type will include the following categories:

- Residential Condominium
- Residential Detached Single Family residence (includes single family residences with basement apartments)
- Residential Farm with Residence
- Residential Plex-type property with 2-6 self-contained units
- Residential Row/Townhouse
- Residential Semi-detached Single Family Residence
- Residential Vacant land
- Multi-Residential (7 Units Plus)
- Non-Residential Commercial
- Non-Residential Farm (excluding farm properties having a residence)

- Non-Residential Industrial
- Non-Residential Other
- Non-Residential Vacant Land

3) Trade Agreements

This requirement is subject to the "Agreement on Internal Trade (AIT)"

This requirement is exempt from NAFTA and WTO - AGP Under purchase of Data.

4) Title to Intellectual Property

The exception to contractor ownership stipulated in paragraph 6.4.1 of the Policy on Title to Intellectual Property Arising under Crown Procurement Contracts. This paragraph states that the Crown may own the foreground information:

"6.4 where the main purpose of the Crown Procurement Contract, or of the deliverables contracted for, is especially:

6.4.1 to generate knowledge and information for public dissemination;"

5) Contract Period (estimated)

The period is from March 12 July 2013, 2015 to 30 June, 2016

6) Estimated Cost

Contract Period	Estimated period of contract	Description	Cost (HST included)
Initial Contract Period (2 years)	Contract award (Estimated to be July 15, 2013 to June 30 th , 2015)	Micro-data database - 2013	\$118,650.00
		Macro-data database- 2013	\$73,450.00
		Option to purchase 2014 or 2015 Micro-data database (Unfunded)	Estimated \$118,650.00
		Option to purchase 2014 or 2015 Macro-data database (Unfunded)	Estimated \$73,450.00
Option Period 1 (unfunded)	July 1 st , 2015 to June 30 th 2016	Option to purchase 2016 Micro-data database (Unfunded)	Estimated \$118,650.00
		Option to purchase 2016 macro-data database (Unfunded)	Estimated \$73,450.00
Total Estimated Cost (including HST)			\$576,300.00

7) Exception to the Government Contracts Regulations and Applicable Trade Agreements

Part 1, Section 6 A(d) of the Government Contract Regulations

This Advance Contract Award Notice (ACAN) is subject to the Agreement on Internal Trade (AIT) and is not subject to all other Trade Agreements.

8) Name and Address of the Proposed Contractor

Municipal Property Assessment Corporation (MPAC)
1340 Pickering Parkway, Suite 101
Ontario, Canada
L1V 0C4

9) Inquiries on Submission of Statement of Capabilities

Suppliers who consider themselves fully qualified and available to provide the services/goods described herein, may submit a Statement of Capabilities in writing, preferably by e-mail, to the contact person identified in this Notice on or before the closing date and time of this Notice. The Statement of Capabilities must clearly demonstrate how the supplier meets the advertised requirements.

10) Closing Date

The closing date and time for accepting Statements of Capabilities: 9 July 2013 at 2:00pm.

Posting for a fifteen calendar day period: from, 25 June 2013 to 9 July, 2013 at 2:00pm.

11) Contract Authority

Brooke Monette

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