

Non-competitive Contract With iLookabout for the Subscription and Use of their Real Property Tax Analytics (RPTA) Software Platform

Date: June 16, 2022

To: General Government and Licensing Committee

From: Controller and Acting Chief Purchasing Officer, Purchasing and Management Division

Wards: All

SUMMARY

The purpose of this report is to request authority to negotiate and enter into a non-competitive contract agreement with iLookabout for the continued subscription and use of their Real Property Tax Analytics (RPTA) software platform by the Revenue Services and Corporate Real Estate Divisions. The contract period would begin on January 1, 2022 and end on December 31, 2025, for the total amount of \$326,344.32, net of HST recoveries.

The iLookabout RPTA software and data subscription system provides property assessment benchmarking and property tax management services based on data from a variety of sources that is proprietary to iLookabout and not available from another vendor. These sources include iLOOKABOUT streetscape™ imagery and information from third party sources such as mapping software, Municipal Property Assessment Corporation assessment roll information, and site and building information.

Since 2017, the use of the RPTA software has been an important tool to help Revenue Services fulfill audit requirements and to improve automation of the analysis process conducted every year by Revenue Services' Assessment and Analysis Unit to identify and initiate assessment appeals for under-assessed or incorrectly assessed properties. Staff from Corporate Real Estate Management also use the RPTA software to support their work in property management and lease administration, acquisition, dispositions, property appraisals, and assessments reviews.

This report also identifies previous expenditures for this software service that have been incurred for the period January 2017 to December 31, 2021 inclusive, at a total value of \$364,380.20 net of HST.

City Council approval is required in accordance with Toronto Municipal Code Chapter 195, Purchasing, where the current request exceeds the Chief Procurement Officer's authority of the cumulative five-year commitment for each vendor under Article 7, Section 195-7.3(D) of the Purchasing By-law or exceeds the threshold of \$500,000 net of HST allowed under staff authority as per Toronto Municipal Code Chapter 71, Financial Control, Section 71-11A.

RECOMMENDATIONS

The Controller and the Acting Chief Purchasing Officer recommend that:

1. City Council grant authority to the Chief Financial Officer and Treasurer to renew the non-competitive contract with iLookabout for the annual subscription and use of RPTA software platform at a cost estimated not to exceed \$320,700 net of all applicable taxes and charges (\$326,344.32 net of HST recoveries), for a four-year period from January 1, 2022 to Dec 31, 2025, on terms and conditions satisfactory to the Chief Financial Officer and Treasurer and in a form satisfactory to the City Solicitor.

FINANCIAL IMPACT

The total potential value of the non-competitive contract identified in this report is estimated to be \$320,700 net of HST (\$326,344.32 net of HST recoveries). This contract is estimated to cost \$81,175 net of HST (\$81,586.08 net of HST recoveries) per year over four years. Funding for the 2022 contract period will be accommodated in the 2022 Operating Budgets of the Office of the Controller and Corporate Real Estate Management. Funding to cover each year of the remaining contract period 2023-2025 will be included in the Operating Budget submissions of the Office of the Controller and Corporate Real Estate Management for years 2023 through 2025.

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial implications as identified in the Financial Impact Section.

DECISION HISTORY

Revenue Services staff have been using iLookabout's Real Property Tax Analytics (RPTA) software, first as part of a pilot project sponsored by the Ministry of Finance in the first half of 2017; and then, based on a non-competitive contract for the remainder of 2017 to 2021. The total cumulative value of purchase orders created for this contract from 2017-2021 by both Revenue Services and Real Estate Services is \$364,380.20. The RPTA online software platform is specialized and proprietary to iLookabout. The purchase of this software licence has been evaluated on a year to year basis to determine whether there are other comparable software products available on the market.

COMMENTS

The RPTA online software platform provides property assessment benchmarking and property tax management services based on data from a variety of sources that is proprietary to iLookabout and not available from another vendor. These sources include iLOOKABOUT streetscape™ imagery and information from third party sources such as mapping software, Municipal Property Assessment Corporation assessment roll information and site and building information. The use of the RPTA software has been an important tool to help Revenue Services fulfill audit requirements to improve automation of the analysis process conducted every year by Revenue Services' Assessment and Analysis Unit. Staff from Corporate Real Estate Management use the RPTA software to support their work in property management and lease administration, acquisition, dispositions, property appraisals, and assessments reviews.

The RPTA software has been a very valuable resource for Revenue Services staff, who rely on the information provided from the data extracted from this software to assess the accuracy of assessment and classification of property, and to identify and initiate assessment appeals for under-assessed or incorrectly assessed properties.

Renewal of this subscription is required to continue to allow various City divisions to fulfill audit requirements, and provide efficiencies in identifying anomalies for follow up with the Municipal Property Assessment Corporation for corrective action. The ongoing subscription of this software since 2017 has been evaluated on a year to year basis to determine whether there are other comparable software products available on the market. Currently, only this vendor can provide property assessment and property tax management information due to proprietary reasons.

The RPTA online software portal is an enterprise License agreement that can be shared with other City Divisions. Currently Revenue Services is sharing the cost of obtaining this license with Corporate Real Estate Management.

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SIGNATURE

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