C5*Expert*™ CLCA QuickSearchMap

The **C5***Expert*™ **CLCA QuickSearchMap** software was developed to provide a simple and immediate means to assess whether the locations of work or delivery for an anticipated contract requirement fall within one (1) or more Comprehensive Land Claims Agreement (CLCA) areas.

These location searches support the early identification of applicable CLCAs.

CLCAs established as pertinent to the anticipated activity may contain contracting obligations that must be considered.
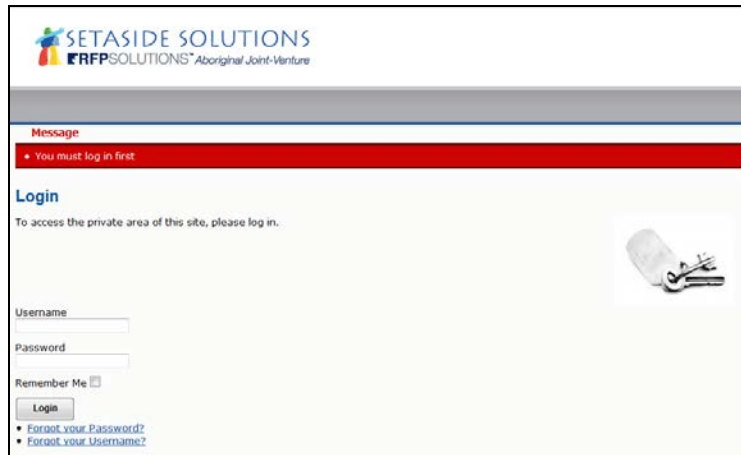
C5*Expert*™ **CLCA QuickSearchMap** is therefore best utilized <u>early</u> in the planning process.

How to use the **C5*Expert*^{TM} CLCA QuickSearchMap**

Getting Started

a) **Enter Portal** at http://C5expert.ca/apps
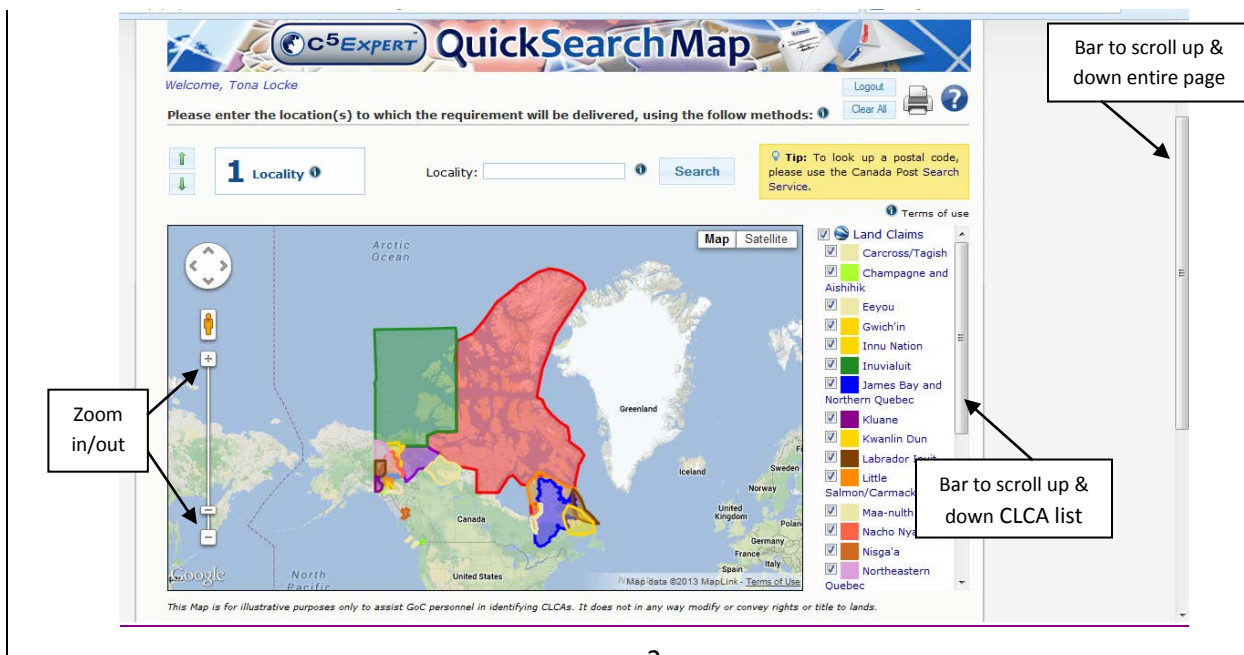
b) **Login** with your username and password.

   A first-time User will be required to register in order to obtain a username and password.


Map opens with all CLCA locations visible.

Use the tool provided on the map on the left side to zoom in or out. Left click and hold cursor to drag to different areas of the map.

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Location Search Methods

c) **Enter location(s)** utilizing any of the 3 approaches available.

Use the arrows ⬆⬇ next to the box near the top left hand corner of the page to select the preferred or best option. Information buttons 🛈 containing expanded details and reasons for selection are provided for each method.

The yellow "Tip" boxes to the right of each of the three (3) search method options provide the User with additional guidance and/or helpful links.

Locations searched will each be identified with a 📍 marker. Multiple searches may be done entering up to a maximum of 26 (A-Z) separate sites. If the requirement involves more than 26 locations, the initial results should be printed, the map cleared and a supplementary additional search session initiated.

Method # 1.   Search using **Locality**:

Best option to use when an address/place name is available.
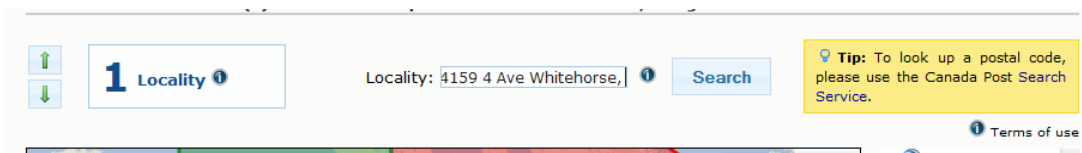
In order, from most accurate to least accurate, enter any of the following:

- Street address, including city/town (may require province/territory)

- Postal code (less accurate if in a rural location)

- Name of city or town or lake (may require province/territory)

Click on the "Search" icon.

Additional sites may be searched by repeating the process.

Note: To ensure accuracy, when searching **Whitehorse** it is necessary to provide an address or postal code as there are 3 overlapping CLCAs in the area.

When a location is remote and potentially unpopulated, the **C5***Expert*TM **CLCA QuickSearchMap** may indicate that it is *"unable to find that locality or postal code"*. An alternative approach to enter site information successfully, when unable to locate, is available under Method # 3. Search using **Geographic Coordinates.**

Method # 2.   Search using **Click on the Map**:

Best option to use for identifying a point or region without an address or locality name (e.g. 15 km west of Yellowknife, Macmillan River mouth). It requires some knowledge of the site's position relative to a geographic feature (town/city, river, etc).
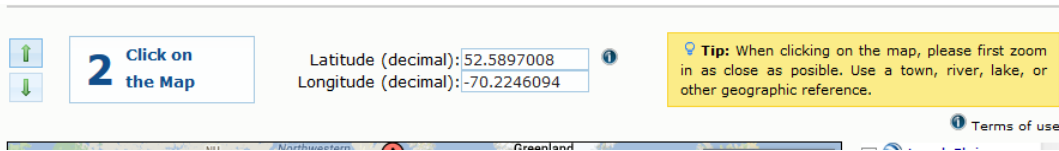
Utilizing the zoom feature, get a closer view of area. Use a town, river, lake or other geographic point as a reference. Place cursor on the desired location. Then Click. It will take roughly 2 seconds to respond with a marker.

Additional sites may be searched by repeating the process.

Note: this feature is also valuable if a number of geographic coordinates are available. For example, to identify areas of off shore fishing zones when coordinates are provided**.** Move the cursor over the map. The longitude and latitude coordinates of the cursor location will be identified. Click when correct coordinates are reached.

Method # 3.   Search using **Geographic Coordinates:**

Best option to use when longitude and latitude coordinates are available in the decimal format (See Note above in Method 2 when multiple groups of coordinates are supplied),

or

if the location is very remote and the **C5***Expert*^{TM} **CLCA QuickSearchMap** is unable to find the site when a place name is entered using search Method # 1. Search using **Locality**

Note: all *Longitudes* entered for locations in Canada <u>must</u> be preceded with a "minus" sign
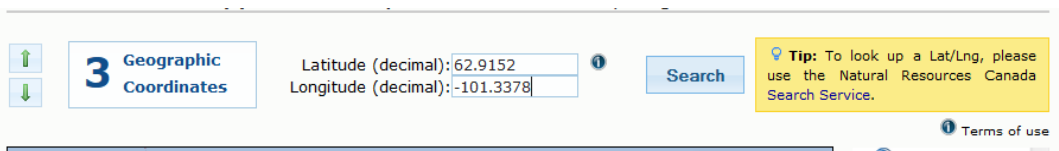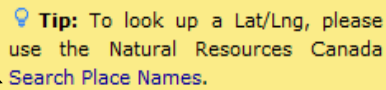

Enter the applicable location data and left click on "Search".

Additional sites may be searched by repeating the process.

If additional assistance is required to accurately identify a site's location, the following extra steps are suggested.

Begin by going to the Method # 3 "Tip" box and click on "Search Place Names"

This link will open the Natural Resources Canada website.

Enter the Place Name and click on "Submit Query".

The subsequent page is labeled "List of Current Names"

Occasionally, the displayed list may identify *multiple locations with the same name*.

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The User will require some prior knowledge (e.g. Province / Territory, nearby body of water) regarding the site to make the correct selection. If choosing from a list, the "Map" feature may provide assistance.

Once the relevant location has been determined, select the associated "Info" icon to continue.

The new screen page contains details related to the selected Place Name.

By entering these Longitude-Latitude (decimal) coordinates into the **C5*Expert*™ CLCA QuickSearchMap**, the User will be provided with an accurate site location.

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C5_Expert_™ CLCA QuickSearchMap

Viewing the Results

Results will appear below the Map listed in the order that location searches were entered.

d) **Check** the search results by using the bar on the far right hand side and scrolling down the page to view the list located below the map.

When the number of locations is extensive, a separate scroll bar will appear to the right of the list itself.

e) **Interpreting** the search results.

There are six (6) columns located below the map. The first five (5) columns contain information specific to the individual locations searched.

From left to right:

Column 1.

This is the map location marker associated with the information in the adjacent columns. The same marker may appear more than once if there are multiple CLCAs relevant to the location searched.

Column 2.

The applicable CLCAs are identified. CLCAs may appear more than once in this list if they are pertinent to multiple locations.

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Column 3.

Provides the province / territory in which the listed CLCA is situated.

Column 4.

Per CPN 2008-4, included in the required data elements for the quarterly reports to DIAND are "The postal code(s) for the locations benefiting from the services delivered, or where the goods are installed and put to use."

Note: When a search is entered as a broad location (e.g. city/town, lake, etc.), the area may encompass multiple postal codes. As the default, **C5Expert**™ **CLCA QuickSearchMap** will insert the postal code of a CLCA's Designated Organization. The substitution is noted in an adjacent information button ⓘ.

Column 5.

This column identifies the geographic location. It provides a name for the point entered as the anticipated site for the delivery of goods, undertaking of construction or services and/or delivery of service results.
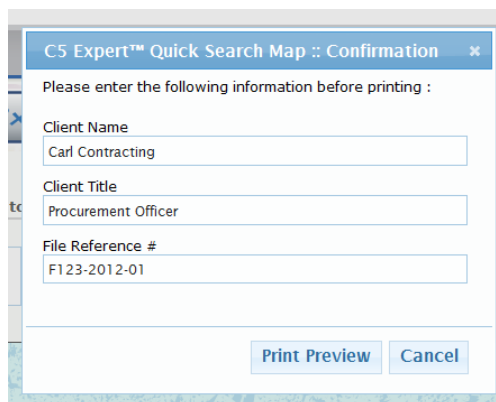
Column 6.

The final column provides red delete buttons ⊖. There is one (1) button associated with each location searched. If any locations have been entered in error, they may be removed by selecting the applicable delete button ⊖.

Note: The map is able to accommodate up to 26 location entries (A-Z) including deletions.

f) **Review and Print** the search results using the 🖶 "Print" icon located in top right hand corner of page.
Complete the pop-up that will request entry of additional information.

Left click on "Print Preview" to continue.

Review the resulting document to confirm that the information is complete and correct.

If the information is determined to be incorrect or incomplete, left click on "Cancel".

The User will be returned to the map page to make additions and/or deletions.

When the necessary changes have been completed, repeat the review process by selecting "Print Preview".

Once satisfied, left click on "Print".

The resulting printed **Summary** document will provide a table that identifies each delivery location entered and the additional Completion Sign-off information supplied by the User.

The print-out may be placed on the contract file to indicate that the required application of CLCAs has been established.

When CLCAs are applicable

Information regarding CLCA-specific contracting obligations may be obtained by utilizing **C5***Expert*^{TM}, a rules-based expert system based on existing/published Government of Canada CLCA contracting policies and rules. Employing non-expert responses regarding the anticipated contract requirement, data is entered into the **C5***Expert*^{TM} system resulting in the provision of a detailed **CLCA Contracting Compliance Checklist** document. A Requirement Questionnaire (RQ) is available to ensure that all the necessary elements are provided. In order to further support that the **C5***Expert*^{TM} output is accurate and thorough, the RQ may be augmented with the inclusion of a SOW and/or other relevant communications.

The **C5***Expert*^{TM} **CLCA Contracting Compliance Checklist** may be requested by contacting AANDC's Implementation Branch using clca.net@aadnc-aandc.gc.ca

A copy of this guide may be found by selecting the 🔵 icon at the top right hand corner of the page

To delete all entries use `Clear All` , located at the top right.

Use `Clear All` to begin a new requirement search after printing the Summary document.

If a requirement involves more than 26 (maximum number accepted) locations of delivery, `Clear All` should be employed to break the search into groups.

Ensure that the results for each group are printed prior to beginning a supplementary search.

Other Notable Features:

Street view feature

Zoom in on an area, close enough to see details. Place cursor over the 🟠 icon, left click and drag icon to desired location.


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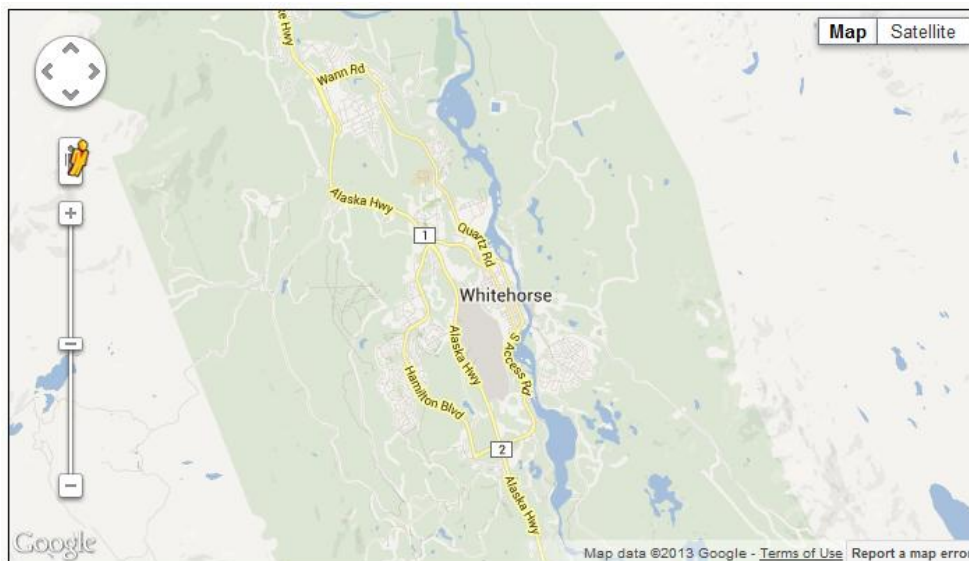
Map will alter to provide a photographic street perspective. Move cursor and click, or drag to get the desired view.

To go back to the map feature, click on the "X" in top right-hand corner of street view.

## Utilizing the list of Land Claims located on the right side of the map.

1. When the map opens, all the CLCA boundaries are visible.
   To identify any of these visible CLCAs place the cursor over a location and left click. A pop-up speech bubble will appear containing the name of the CLCA.


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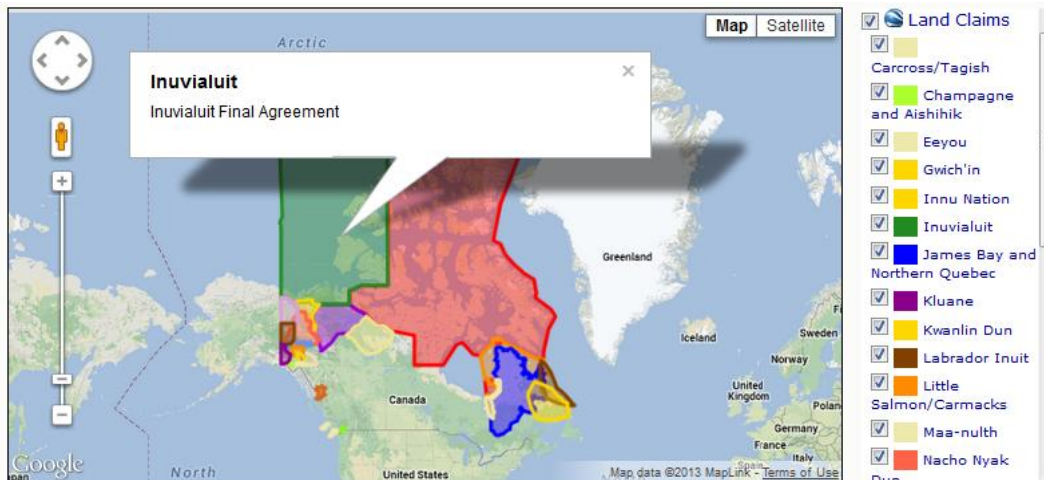
2. To **clear the map**, left click on the checkmark (√) in the box next to "Land Claims".

All the boxes next to the individual CLCA names are now empty and the CLCA area boundaries are no longer visible.

To reverse, click to add all the CLCAs to the map.

a) To view the location of any of the CLCAs, check the box (left click) next to the listed name.
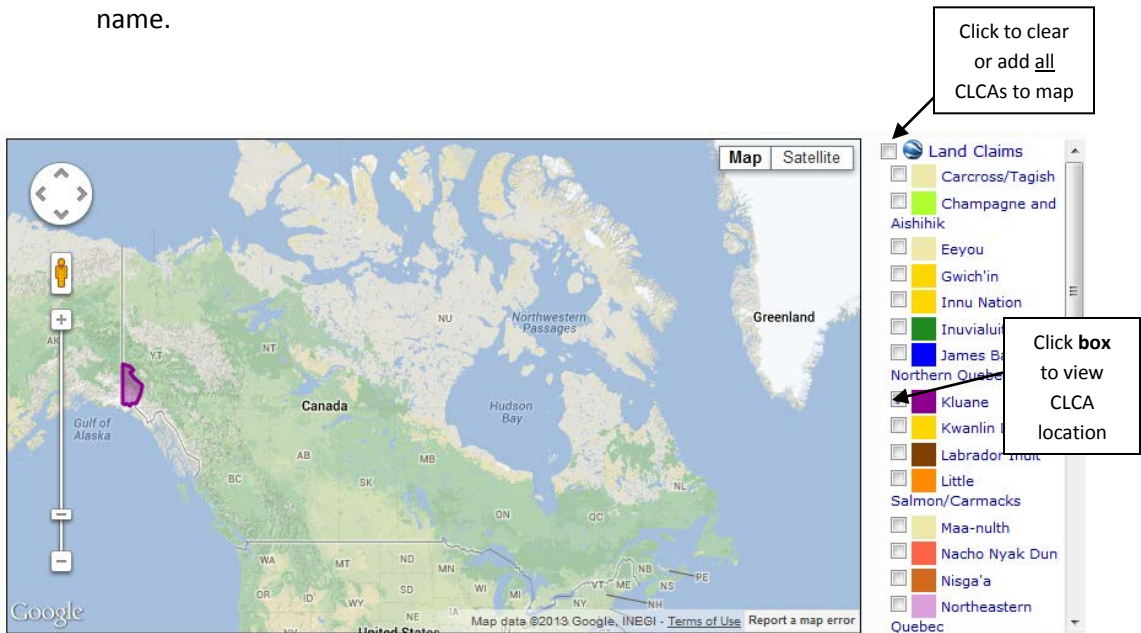
b) To zoom directly to the location of any listed CLCA.

Place cursor over the name of the CLCA and left click.

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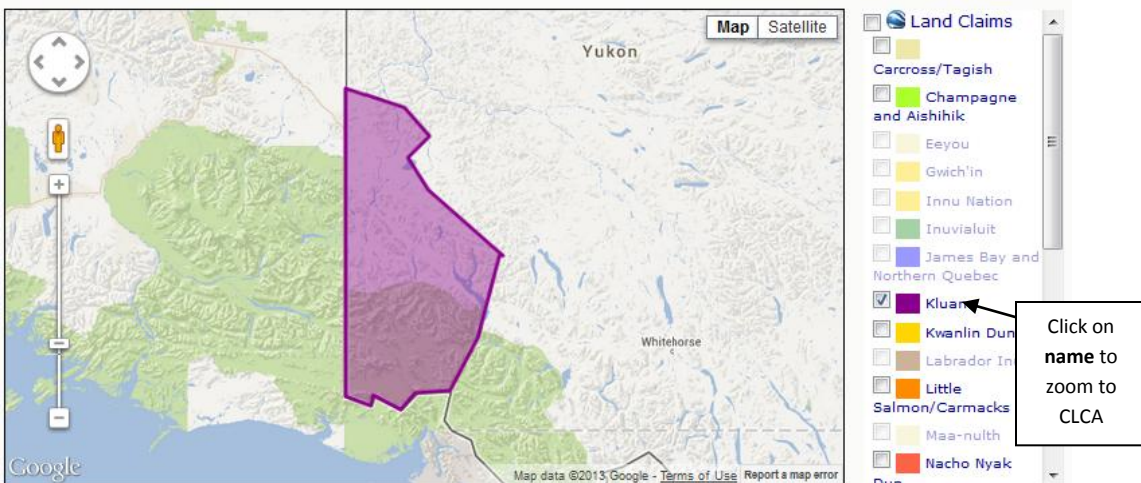
c) To quickly determine <u>which CLCAs are applicable</u> within a specific area.

Go to the pertinent area of the map. Use the zoom feature and limit the visible map to the region in question. All the names of the CLCAs found in or bordering the selected portion of the map will appear bolded in the CLCA list on the right.
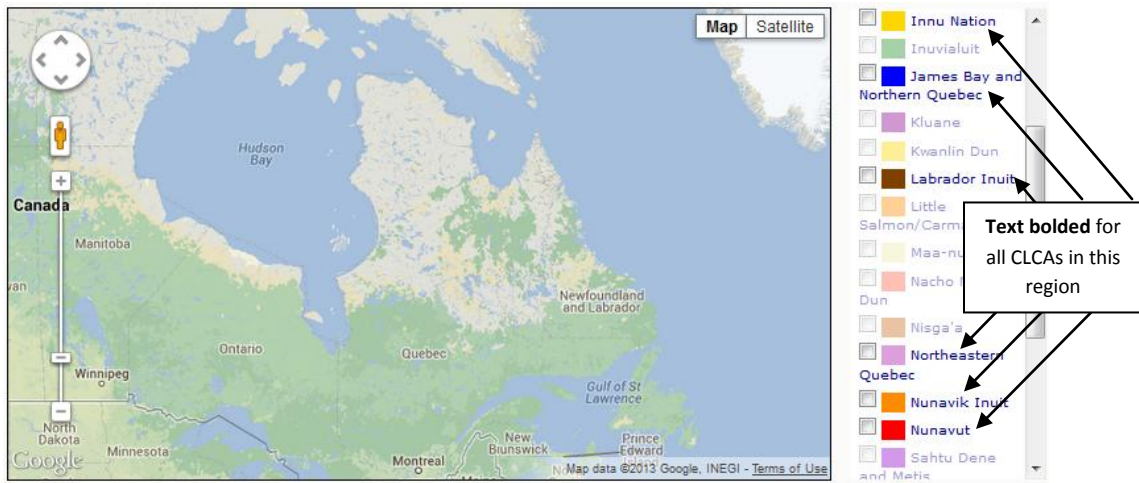
d) To establish the location of any or all CLCAs within a specific area.

In the box next to a bolded CLCA name, left click to place a check.