



Municipal Assessment Agency Inc.



# REQUEST FOR PROPOSALS

## PRINTING SERVICES

### AMENDMENT #1

**Reference #MAA-08222024**

**Issue Date:** September 5, 2024

**Response Deadline:** September 20, 2024 at 4:00 p.m. (NST Time)

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## SECTION 2 – MANDATORY REQUIREMENTS

### 2.6 BINDING OF ANNUAL ROLLS

The annual rolls vary in thickness and some may be very large. Each municipality is to receive two copies of their annual roll. A few municipalities will require more than two copies. Binding must be sturdy enough so that it doesn't separate after repeated use. If any separation does occur, the service provider is required to immediately replace it at its own expense.

**Appendix E** illustrates a sample Annual Assessment Roll. The size of the roll will vary for each municipality. **Appendix F** provides the number of properties per municipality. Each page of a roll can accommodate up to seven properties. This information is provided to assist bidders with calculating the size of each roll.

Further information is outlined in the Request for Proposals document.

## APPENDIX E — SAMPLE ANNUAL ROLL 2025

TAX YEAR: 2025

MUNICIPAL ASSESSMENT AGENCY  
ANNUAL ASSESSMENT ROLL

PAGE: 1

NOTICE MAIL DATE: 3-JUN-2024

Municipality: 9999      SOMETOWN  
Ward/Area: 01

VERIFIED BY:

Name/Address	Parcel ID/Alt ID	Tenant	Prop/Occ	Assessed Values
RESIDENTIAL				
				Taxable: \$29,700
				Non-Taxable: \$0
				Tenant Portion: \$0
RESIDENTIAL				
				Taxable: \$28,900
				Non-Taxable: \$0
				Tenant Portion: \$0
RESIDENTIAL				
				Taxable: \$32,800
				Non-Taxable: \$0
				Tenant Portion: \$0
ICI				
				Taxable: \$0
				Non-Taxable: \$25,100
				Tenant Portion: \$0
		001	ICI	
				Taxable: \$0
				Non-Taxable: \$0
				Tenant Portion: \$0
VACANT				
				Taxable: \$7,500
				Non-Taxable: \$0
				Tenant Portion: \$0
RESIDENTIAL				
				Taxable: \$62,400
				Non-Taxable: \$0
				Tenant Portion: \$0

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TAX YEAR: 2025

MUNICIPAL ASSESSMENT AGENCY  
ANNUAL ASSESSMENT ROLL

PAGE: 2

NOTICE MAIL DATE: 3-JUN-2024

Municipality: 9999 SOMETOWN  
Ward/Area: 01

VERIFIED BY:

Name/Address	Parcel ID/Alt ID	Tenant	Prop/Occ	Assessed Values
RESIDENTIAL				
				Taxable: \$27,800
				Non-Taxable: \$0
				Tenant Portion: \$0
RESIDENTIAL				
				Taxable: \$26,000
				Non-Taxable: \$0
				Tenant Portion: \$0
RESIDENTIAL				
				Taxable: \$92,700
				Non-Taxable: \$0
				Tenant Portion: \$0
VACANT				
				Taxable: \$500
				Non-Taxable: \$0
				Tenant Portion: \$0
SEPARATE IMPROVMT				
				Taxable: \$1,300
				Non-Taxable: \$0
				Tenant Portion: \$0
VACANT				
				Taxable: \$300
				Non-Taxable: \$0
				Tenant Portion: \$0
RESIDENTIAL				
				Taxable: \$18,800
				Non-Taxable: \$0
				Tenant Portion: \$0

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TAX YEAR: 2025

MUNICIPAL ASSESSMENT AGENCY  
ANNUAL ASSESSMENT ROLL

PAGE: 3

NOTICE MAIL DATE: 3-JUN-2024

Municipality: 9999 SOMETOWN  
Ward/Area: 01

VERIFIED BY:

Name/Address	Tenant	Prop/Occ	Assessed Values
RESIDENTIAL			
			Taxable: \$29,700
			Non-Taxable: \$0
			Tenant Portion: \$0
MOBILE HOME			
			Taxable: \$8,300
			Non-Taxable: \$0
			Tenant Portion: \$0
VACANT			
			Taxable: \$0
			Non-Taxable: \$3,300
			Tenant Portion: \$0
RESIDENTIAL			
			Taxable: \$40,400
			Non-Taxable: \$0
			Tenant Portion: \$0
RESIDENTIAL			
			Taxable: \$37,100
			Non-Taxable: \$0
			Tenant Portion: \$0
RESIDENTIAL			
			Taxable: \$0
			Non-Taxable: \$39,600
			Tenant Portion: \$0
RESIDENTIAL			
			Taxable: \$28,500
			Non-Taxable: \$0
			Tenant Portion: \$0

## APPENDIX F — 2025 ROLL TOTALS

	NAME	Number of Parcels
1	MUNICIPALITY	158
2	MUNICIPALITY	246
3	MUNICIPALITY	393
4	MUNICIPALITY	726
5	MUNICIPALITY	777
6	MUNICIPALITY	462
7	MUNICIPALITY	1665
8	MUNICIPALITY	984
9	MUNICIPALITY	133
10	MUNICIPALITY	321
11	MUNICIPALITY	1145
12	MUNICIPALITY	514
13	MUNICIPALITY	264
14	MUNICIPALITY	4240
15	MUNICIPALITY	145
16	MUNICIPALITY	268
17	MUNICIPALITY	360
18	MUNICIPALITY	145
19	MUNICIPALITY	1792
20	MUNICIPALITY	3075
21	MUNICIPALITY	1748
22	MUNICIPALITY	134
23	MUNICIPALITY	171
24	MUNICIPALITY	1085
25	MUNICIPALITY	329
26	MUNICIPALITY	598
27	MUNICIPALITY	895
28	MUNICIPALITY	1846
29	MUNICIPALITY	215
30	MUNICIPALITY	354
31	MUNICIPALITY	443
32	MUNICIPALITY	2940
33	MUNICIPALITY	508
34	MUNICIPALITY	421
35	MUNICIPALITY	845
36	MUNICIPALITY	328
37	MUNICIPALITY	2542
38	MUNICIPALITY	430
39	MUNICIPALITY	252
40	MUNICIPALITY	4120
41	MUNICIPALITY	1045
42	MUNICIPALITY	133
43	MUNICIPALITY	191
44	MUNICIPALITY	267
45	MUNICIPALITY	417
46	MUNICIPALITY	15561
47	MUNICIPALITY	798
48	MUNICIPALITY	264
49	MUNICIPALITY	231
50	MUNICIPALITY	784
51	MUNICIPALITY	10672

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52	MUNICIPALITY	194
53	MUNICIPALITY	567
54	MUNICIPALITY	514
55	MUNICIPALITY	199
56	MUNICIPALITY	823
57	MUNICIPALITY	405
58	MUNICIPALITY	3118
59	MUNICIPALITY	391
60	MUNICIPALITY	618
61	MUNICIPALITY	551
62	MUNICIPALITY	451
63	MUNICIPALITY	434
64	MUNICIPALITY	433
65	MUNICIPALITY	653
66	MUNICIPALITY	1277
67	MUNICIPALITY	272
68	MUNICIPALITY	314
69	MUNICIPALITY	2120
70	MUNICIPALITY	342
71	MUNICIPALITY	1263
72	MUNICIPALITY	199
73	MUNICIPALITY	1328
74	MUNICIPALITY	5764
75	MUNICIPALITY	478
76	MUNICIPALITY	387
77	MUNICIPALITY	299
78	MUNICIPALITY	494
79	MUNICIPALITY	1497
80	MUNICIPALITY	168
81	MUNICIPALITY	1833
82	MUNICIPALITY	6787
83	MUNICIPALITY	270
84	MUNICIPALITY	590
85	MUNICIPALITY	338
86	MUNICIPALITY	480
87	MUNICIPALITY	233
88	MUNICIPALITY	5030
89	MUNICIPALITY	1028
90	MUNICIPALITY	2385
91	MUNICIPALITY	1141
92	MUNICIPALITY	661
93	MUNICIPALITY	542
94	MUNICIPALITY	946
95	MUNICIPALITY	348
96	MUNICIPALITY	356
97	MUNICIPALITY	2095
98	MUNICIPALITY	302
99	MUNICIPALITY	150
100	MUNICIPALITY	1068
101	MUNICIPALITY	198
102	MUNICIPALITY	882
103	MUNICIPALITY	434



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104	MUNICIPALITY	292
105	MUNICIPALITY	632
106	MUNICIPALITY	1107
107	MUNICIPALITY	3836
108	MUNICIPALITY	303
109	MUNICIPALITY	189
110	MUNICIPALITY	450
111	MUNICIPALITY	482
112	MUNICIPALITY	662
113	MUNICIPALITY	412
114	MUNICIPALITY	282
115	MUNICIPALITY	364
116	MUNICIPALITY	2177
117	MUNICIPALITY	99
118	MUNICIPALITY	205
119	MUNICIPALITY	1630
120	MUNICIPALITY	439
121	MUNICIPALITY	13
122	MUNICIPALITY	630
123	MUNICIPALITY	294
124	MUNICIPALITY	380
125	MUNICIPALITY	313
126	MUNICIPALITY	310
127	MUNICIPALITY	343
128	MUNICIPALITY	3488
129	MUNICIPALITY	701
130	MUNICIPALITY	397
131	MUNICIPALITY	243
132	MUNICIPALITY	97
133	MUNICIPALITY	133
134	MUNICIPALITY	620
135	MUNICIPALITY	187
136	MUNICIPALITY	81
137	MUNICIPALITY	595
138	MUNICIPALITY	408
139	MUNICIPALITY	10749
140	MUNICIPALITY	751
141	MUNICIPALITY	512
142	MUNICIPALITY	179
143	MUNICIPALITY	579
144	MUNICIPALITY	570
145	MUNICIPALITY	779
146	MUNICIPALITY	535
147	MUNICIPALITY	385
148	MUNICIPALITY	363
149	MUNICIPALITY	920
150	MUNICIPALITY	128
151	MUNICIPALITY	10357
152	MUNICIPALITY	180
153	MUNICIPALITY	463
154	MUNICIPALITY	2202
155	MUNICIPALITY	353

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156	MUNICIPALITY	684
157	MUNICIPALITY	331
158	MUNICIPALITY	3395
159	MUNICIPALITY	469
160	MUNICIPALITY	167
161	MUNICIPALITY	149
162	MUNICIPALITY	185
163	MUNICIPALITY	152
164	MUNICIPALITY	697
165	MUNICIPALITY	472
166	MUNICIPALITY	466
167	MUNICIPALITY	634
168	MUNICIPALITY	327
169	MUNICIPALITY	138
170	MUNICIPALITY	542
171	MUNICIPALITY	572
172	MUNICIPALITY	5356
173	MUNICIPALITY	227
174	MUNICIPALITY	1525
175	MUNICIPALITY	224
176	MUNICIPALITY	433
177	MUNICIPALITY	217
178	MUNICIPALITY	132
179	MUNICIPALITY	497
180	MUNICIPALITY	530
181	MUNICIPALITY	1004
182	MUNICIPALITY	763
183	MUNICIPALITY	479
184	MUNICIPALITY	256
185	MUNICIPALITY	895
186	MUNICIPALITY	1512
187	MUNICIPALITY	351
188	MUNICIPALITY	925
189	MUNICIPALITY	614
190	MUNICIPALITY	201
191	MUNICIPALITY	902
192	MUNICIPALITY	186
193	MUNICIPALITY	643
194	MUNICIPALITY	248
195	MUNICIPALITY	147
196	MUNICIPALITY	555
197	MUNICIPALITY	138
198	MUNICIPALITY	206
199	MUNICIPALITY	210
200	MUNICIPALITY	246
201	MUNICIPALITY	606
202	MUNICIPALITY	323
203	MUNICIPALITY	684
204	MUNICIPALITY	342
205	MUNICIPALITY	2068
206	MUNICIPALITY	1730
207	MUNICIPALITY	361

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208	MUNICIPALITY	4060
209	MUNICIPALITY	1025
210	MUNICIPALITY	601
211	MUNICIPALITY	485
212	MUNICIPALITY	264
213	MUNICIPALITY	358
214	MUNICIPALITY	4658
215	MUNICIPALITY	260
216	MUNICIPALITY	795
217	MUNICIPALITY	1655
218	MUNICIPALITY	488
219	MUNICIPALITY	785
220	MUNICIPALITY	588
221	MUNICIPALITY	2049
222	MUNICIPALITY	1228
223	MUNICIPALITY	1206
224	MUNICIPALITY	2492
225	MUNICIPALITY	1503
226	MUNICIPALITY	132
227	MUNICIPALITY	233
228	MUNICIPALITY	1137
229	MUNICIPALITY	348
230	MUNICIPALITY	309
231	MUNICIPALITY	622
232	MUNICIPALITY	1074
233	MUNICIPALITY	164
234	MUNICIPALITY	477
235	MUNICIPALITY	421