



Williamson County Purchasing Department
Attn: Kerstin Hancock
301 SE Inner Loop – Suite 106
Georgetown, TX 78626

RE: Renewal – Armored Courier contract # 11WCAP128

Ms. Hancock:

This letter is to inform Williamson County that Triple D Security wishes to renew our Armored Courier contract at the same terms and conditions as the existing contract but with a price increase of 2.7%.

The renewal period will be for the next fiscal year beginning October 1, 2011 through September 30, 2012.

Sincerely,

A handwritten signature in black ink, appearing to read "Jay Lack". The signature is fluid and cursive, with the first name "Jay" and last name "Lack" clearly distinguishable.

Jay Lack, President

Texas License # C-1948
e-mail: tripleddsecurity.com
(361) 578-4951; Fax: (361) 578-5290
P.O. Box 2346 ~ Victoria, Texas 77902



**WILLIAMSON COUNTY
PURCHASING DEPARTMENT
301 SE INNER LOOP – SUITE 106
GEORGETOWN, TEXAS 78626**

<http://www.wilco.org/purchasing>

September 28, 2010

Triple D Security
Hank Wright
PO Box 2346
Victoria, TX 77902

RE: Proposal/Contract # 11WCAP128- Armored Courier Service for Williamson County

Dear Mr. Wright,

The proposal process for Williamson County has been completed, and I would like to personally thank you for the valuable time you put into submitting your proposal.

The Williamson County Commissioners Court has approved awarding the contract for Armored Courier Service to your company for the contract period October 01, 2010 through September 30, 2011. Your contract number is 11WCAP128.

The award information is located on our County web site at the following link: <http://www.wilco.org/purchasing>. Click "All Past Bids" to locate the bid you are interested in.

If you have any questions or if I can be of additional assistance, please contact me at (512) 943-1546 or email me at khancock@wilco.org.

Thank you again for your participation.

Sincerely,

Kerstin Hancock

Kerstin Hancock
Assistant Purchasing Agent
Williamson County

WILLIAMSON COUNTY PROPOSAL FORM

**ARMORED COURIER SERVICE
FOR WILLIAMSON COUNTY**

PROPOSAL NUMBER: 11WCAP128

NAME OF PROPOSER: Triple D Security

Mailing Address: P.O. Box 2346

City: Victoria State: Tx Zip: 77902

Email Address: hwright@tripldsecurity.com

Telephone: (713) 799-9966 Fax: (713) 799-1588

Mobile Phone: (713) 875-2915

The undersigned, by his/her signature, represents that he/she is authorized to bind the proposer to fully comply with the terms and conditions of the attached Request for Proposal, Specifications, and Special Provisions for the amount(s) shown on the accompanying proposal sheet(s). By signing below, you have read the entire document and agreed to the terms therein.

 Date of PROPOSAL: 7-19-10
Signature of Person Authorized to Sign Proposal

Printed Name and Title of Signer: Hank Wright Manager

DO NOT SIGN OR SUBMIT WITHOUT READING ENTIRE DOCUMENT

THIS FORM MUST BE COMPLETED, SIGNED, AND RETURNED WITH PROPOSAL

Location	Schedule	Time	Number of Stops	Trip Charge	Monthly Charge
Williamson County Annex 350 Discovery Blvd Cedar Park, TX	M Thru F Except Holidays	9:00-11:00	2 Stops	27.33 ✓	601.40 ✓
Williamson County Annex 211 Commerce Cove Round Rock, TX	M-W-F Except Holidays	9:00-11:00	1 Stop	20.72 ✓	455.90 ✓
Williamson County Annex 412 Vance Street Taylor, TX	M Thru F Except Holidays	11:30-1:30	1 Stop	21.61 ✓	475.30 ✓
Justice of the Peace #4 109 W. 5th Street Taylor, TX	M Thru F Except Holidays	11:30-1:30	1 Stop	12.34 ✓	271.60 ✓
Williamson County Annex 301 SE Inner Loop Georgetown, TX	M Thru F Except Holidays	11:00-1:00	1 Stop	20.72 ✓	455.90 ✓
WC Tax Assessor 904 Main Street Georgetown, TX	M Thru F Except Holidays	11:00-1:00	1 Stop	14.99 ✓	329.80 ✓
WC Sheriff's Office 508 Rock Street Georgetown, TX	M Thru F Except Holidays	11:00-1:00	1 Stop	14.99 ✓	329.80 ✓
WC Justice Center 405 MLK Jr. Blvd Georgetown, TX	M Thru F Except Holidays	11:00-1:00	1 Stop	14.99 ✓	329.80 ✓
WC Juvenile Facility 1821 SE Inner Loop Georgetown, TX	Tues & Fri Except Holidays	11:00-1:00	1 Stop	16.17 ✓	145.50 ✓
WC Maintenance Facility 3351 SE Inner Loop Georgetown, TX	Tues & Fri Except Holidays	11:00-1:00	1 Stop	16.17 ✓	145.50 ✓
WC Regional Animal Shelter 1855 Inner Loop Georgetown, TX	Tues & Fri Except Holidays	11:00-1:00	1 Stop	16.17 ✓	145.50 ✓

Location	Schedule	Time	Number of Stops	Trip Charge	Monthly Charge
WC Health District	M-W-F	11:00-1:00	1 Stop	16.17	210.21 ✓
200 Main Street	Except				
Georgetown, TX	Holidays				
County Courthouse	M Thru F	11:00-1:00	1 Stop	16.17 ✓	145.50 ✓
701 Main Street	Except				
Georgetown, TX	Holidays				
WC Annex	M Thru F	10:00-12:00	1 Stop	20.72 ✓	455.90 ✓
1801 Old Settlers Blvd.	Except				
Round Rock, TX	Holidays				

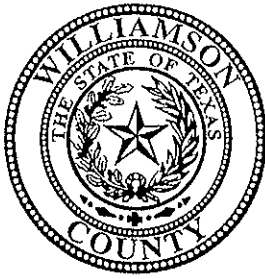
- Items to be transported are cash, checks and general mail. All cash will be receipted and placed into locked bags prior to expected pick-up.
- Approximately 90%-95% of all cash to be picked up will be of a reconstructive nature.
- All cash bags are to be dropped off at:

Union State Bank
1100 Williams Drive
Georgetown, TX

on a **daily** basis, no later than **3:00 pm** and not stored overnight at the vendors location or any other facility.

Example of Service:

After the Responses are opened by the County, the Vendors may be required to demonstrate their competency and ability to provide the quality of service that will be required by the County during the contract period. Such demonstrations will be provided to the County for evaluation by, and at no cost to the County. If a demonstration of competency is required, the County will notify the Vendor of such and will specify the deadline for providing the demonstration. The County reserves the right to establish its own procedures for evaluating the Vendors' competencies and abilities. On the basis of these evaluation criteria, the County shall be the sole judge of the abilities of each Vendor in conformance with standards established in the Specifications and its decision shall be final.



WILLIAMSON COUNTY
PURCHASING DEPARTMENT
301 SE INNER LOOP - SUITE 106
GEORGETOWN, TEXAS 78626

<http://www.wilco-online.org/ebids/>

REQUEST FOR PROPOSAL

ARMORED COURIER SERVICE FOR WILLIAMSON COUNTY

PROPOSAL NUMBER: 11WCAP128

PROPOSALS MUST BE RECEIVED ON OR BEFORE: JULY 20, 2010 – 1:30 PM

PROPOSALS WILL BE PUBLICLY ACKNOWLEDGED: JULY 20, 2010 – 2:00 PM

PROPOSAL SUBMISSION

DEADLINE: Proposals must be received in the Williamson County Purchasing Department **on or before 1:30 pm on Tuesday July 20, 2010. Proposals will be publicly acknowledged at 2:00 pm or soon thereafter** in the Williamson County Purchasing Dept., 301 SE Inner Loop-Suite 106, Georgetown, Texas.

METHODS: Sealed proposals may be hand-delivered or mailed to the *Williamson County Purchasing Department, Attn: Kerstin Hancock, Suite 106, Williamson County Inner Loop Annex, 301 SE Inner Loop, Georgetown, Texas 78626.*

FAX/EMAIL: Facsimile and electronic mail transmittals will not be accepted.

PROPOSAL REQUIREMENTS

SUBMITTAL: An original proposal must be submitted. The proposal consists of the COMPLETED AND SIGNED Proposal Form and any other required documentation. Unsigned Proposals will be rejected.

SEALED: All proposals must be returned in a sealed envelope with the proposal name, number, opening date and time clearly marked on the outside. **If an overnight delivery service is used**, the proposal name, number, opening date and time must be clearly marked on the outside of the delivery service envelope.

REFERENCES: Williamson County may require proposer to supply a list of at least three (3) references where like services have been supplied by their firm if vendor has not done business with the County within the past five (5) years. Include name of firm, address, phone number and name of representative

LEGIBILITY: Proposals must be legible and of a quality that can be reproduced.

FORMS: All proposals must be submitted on the forms provided in this proposal document. Changes to proposal forms made by proposers shall disqualify the proposal. Proposals cannot be altered or amended after submission deadline. All information required by the proposal form must be furnished or the proposal may be deemed non-responsive. Where there is an error in the extension of price, the unit price will govern.

LATE PROPOSAL: Proposals received after submission deadline will not be opened and will be considered void and unacceptable. Williamson County is not responsible for lateness of mail, courier service, etc.

RESPONSIBILITY: It is expected that a prospective proposer will be able to affirmatively demonstrate bidder's responsibility. A prospective proposer should be able to meet the following requirements:

- a) have adequate financial resources, or the ability to obtain such resources as required;
- b) be able to comply with the required or proposed delivery schedule;
- c) have a satisfactory record of performance;
- d) be otherwise qualified and eligible to receive an award.

Williamson County may request representation and other information sufficient to determine proposer's ability to meet these minimum standards listed above.

AWARD

THIRTY DAYS: Awards should be made approximately thirty (30) days after the proposal opening date. Results maybe obtained by contacting the Purchasing Contact.

REJECTION OR ACCEPTANCE: No more than one proposal will be awarded for any item, single department or area. Proposals may be rejected for some items, departments or areas, even though awards are made for others. The County reserves the right to make partial awards. The convenience of having a single source for similar items will be taken into consideration together with price in determining the lowest and best proposal.

It is understood that the Commissioner's Court of Williamson County, Texas, reserves the right to accept or reject any and/or all proposals for any or all materials and/or services covered in this proposal request, and to waive informalities or defects in the proposal or to accept such proposal it shall deem to be in the best interest of Williamson County.

CONTRACT: This Proposal, when properly accepted by Williamson County, shall constitute a contract equally binding between the successful proposer and Williamson County.

The successful proposer may be required to sign an additional agreement containing terms necessary to ensure compliance with the proposal.

CONTRACT ADMINISTRATION: Under this contract, Vivian L. Wood, Williamson County Treasurer, shall be the contract administrator with designated responsibility to ensure compliance with contract requirements, such as but not limited to, acceptance, inspection and delivery. The contract administrator will serve as liaison between Williamson County Commissioner's Court and the successful proposer.

CONTRACT PERIOD(S): The Initial Contract Period is October 1, 2010 through September 30, 2011. Possible extensions include:

October 1, 2011 through September 30, 2012
October 1, 2012 through September 30, 2013

CONTRACT EXTENSIONS: At the end of the initial contract period the Commissioners Court reserves the right to extend this contract, by mutual agreement of both parties, as it deems to be in the best interest of the county. This extension will be in twelve (12) month increments for up to an additional twenty-four (24) months, with the terms and conditions remaining the same; and with a price escalation at renewal time each year of no more than the consumer price index, All urban consumers (CPI-U), US City Average, all items, as

published by the United States Department of Labor, Bureau of Labor Statistics. The yearly increase in the CPI shall be the latest index published one hundred and eighty (180) days prior to the end of the contract year. The total period of this contract, including all extensions will not exceed a maximum combined period of thirty-six (36) months. The extension of this contract is contingent on the appropriation of necessary funds by Commissioner's Court for the fiscal year in question. Upon the failure of Commissioner's Court to so appropriate in any year, the Vendor may elect to terminate this agreement, with no additional liability to the County. The County and the Vendor agree that termination shall be the Vendor's sole remedy under this circumstance.

PROPOSAL CONTACTS

PURCHASING CONTACT:

Kerstin Hancock
301 SE Inner Loop – Suite 106
Georgetown, TX 78626
(512) 943-1546
khancock@wilco.org

TECHNICAL CONTACT:

Vivian L. Wood
710 Main Street, Ste 105
Georgetown, TX 78626
(512) 943-1540
vwood@wilco.org

MISCELLANEOUS

FOB DESTINATION: All of the items listed are to be Free On Board to final destination (FOB Destination) with all transportation charges if applicable to be included in the price, unless otherwise specified in the Request for Proposal. The title and risk of loss of the goods shall not pass to the County until receipt and acceptance takes place at the FOB point.

FIRM PRICING: All of the items listed are to be on a "per unit" basis, stating a firm price per unit or unit quantity of each item. This price must be good from the date of proposal opening for a fixed period of time. Unless the Proposal expressly states otherwise, this period shall be until the end of the current fiscal year on September 30, 2011. Proposals which do not state a fixed price, or which are subject to change without notice, will not be considered. The Court may award a contract for the period implied or expressly stated in the lowest and best proposal, but for no longer than the current fiscal year.

ESTIMATED QUANTITIES: The estimated quantity of each item listed in the notice is only an estimate -- the actual quantity to be purchased may be more or less. The County is not obligated to purchase any minimum amount, and the County may purchase any reasonable amount greater than the estimate for the same unit price.

Any limit on quantities available must be stated expressly in the proposal.

FUNDING: Funds for payment have been provided through the Williamson County budget approved by Commissioners Court for the October 1, 2010 thru September 30, 2011 fiscal year.

SALES TAX: Williamson County is by statute, exempt from the State Sales Tax and Federal Excise Tax.

STATEMENTS: No oral statement of any person shall modify or otherwise change, or affect the terms, conditions, plans and/or specifications stated in the various Proposal Packages and/or Proposal Instructions/Requirements.

DELIVERY: The delivery time and location for the commodity and/or service covered by this proposal shall be as stated in the various proposal packages.

PURCHASE ORDER: If required by the Williamson County Purchasing Department a purchase order(s) may be generated to the successful proposer for products and/or services. If a purchase order is issued the purchase order number must appear on all itemized invoices and/or requests for payment.

PAYMENT: Payment shall be made by check from the County upon satisfactory completion and acceptance of items and submission of the Invoice to the ordering department for work specified by this Contract Document. All payments owed will be paid no later than thirty (30) days after the goods or services are received OR the date that the invoice is received by the Auditor's Office whichever is later. As a minimum, invoices shall include:

- (1) Name, address, and telephone number of Vendor and similar information in the event the payment is to be made to a different address
- (2) County contract, Purchase Order, and/or delivery order number
- (3) Identification of items or service as outlined in the contract
- (4) Quantity or quantities, applicable unit prices, total prices, and total amount
- (5) Any additional payment information which may be called for by the contract

Payment inquiries should be directed to the Auditor's Office, Accounts Payable Department: Donna Baker, 943-1558.

CONFLICT OF INTEREST: No public official shall have interest in a contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.

As of January 1, 2008 Vendor's are responsible for complying with Local Government Code Title 5, Subtitle ARMOR COURIER SERVICE FOR WILLIAMSON COUNTY

C, Chapter 176. Additional information may be obtained from the County website at the following link: <http://www.wilco.org/CountyDepartments/Purchasing/ConflictOfInterestDisclosure/tabid/689/language/en-US/Default.aspx>

ETHICS: The proposer shall not accept or offer gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Williamson County.

DOCUMENTATION: Proposer shall provide with this proposal response, all documentation required by this proposal. Failure to provide this information may result in rejection of the proposal.

TERMINATION FOR DEFAULT: Williamson County reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default of this contract. Non-Performance of the proposer in terms of specifications shall be a basis for the termination of the contract by the County. The County shall not pay for commodities/services which are unsatisfactory. Vendors will be given a reasonable opportunity before termination to correct the deficiencies. This, however, shall in no way be construed as negating the basis for termination for non-performance.

SILENCE OF SPECIFICATIONS: The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

COMPLIANCE WITH LAWS: The successful proposer shall comply with all applicable federal, state and local laws and regulations pertaining to the practice of the profession and the execution of duties under this proposal including the TEXAS HAZARD COMMUNICATION ACT and THE WILLIAMSON COUNTY HAZARD COMMUNICATION PROGRAM POLICY.

PROPRIETARY INFORMATION: All material submitted to the County becomes public property and is subject to the Texas Open Records Act upon receipt. If a Proposer does not desire proprietary information in the proposal to be disclosed, each page must be identified and marked proprietary at time of submittal. The County will, to the extent allowed by law, endeavor to protect such information from disclosure. The final decision as to what information must be disclosed, however, lies with the Texas Attorney General. Failure to identify proprietary information will result in all unmarked sections being deemed non-proprietary and available upon public request.

PROPOSAL SPECIFICATIONS

Williamson County, hereinafter referred to as the County, desires to contract an **Armored Courier Service Company** hereinafter referred to as the Vendor for the transport of cash, checks and general mail, for same day delivery to designated bank. Bags must be picked up from various locations between 8:00 am and 3:00 pm Monday through Friday as per the attached schedule. Drivers will give department contact a receipt for sealed bags. The drivers will not accept unsealed bags from county locations.

Armored courier service is being considered under the terms and conditions outlined below but these specifications should not be considered as a complete list of possible needs. Using your expertise in providing secured transport of departmental bank deposits, please feel free to add to the response additional items that we will need to address in establishing a contract for timely and efficient services.

- The successful vendor will be expected to supply a schedule to each location showing time of arrival. The vendor is expected to maintain that schedule unless changed in writing in advance by either party.
- The successful vendor will provide all needed supplies, i.e. bill of lading book, manifest, disposable bags, pick-up sheets, tags and forms. Within two weeks after receipt of award notification, the successful vendor shall deliver a typed schedule of the days and time of arrival for money pick-ups to: Vivian L. Wood, Williamson County Treasurer.
- If adjustments are required in the future to increase or reduce the number of regularly scheduled pick-ups, the rate for each type of pick-up will remain the same.
- Pick-ups suspended by the vendor because of an act of God, including flooding or other weather related problems shall not be invoiced to the County. The vendor is not required to attempt pickup on days the County deems to close for weather related emergencies, as advertised on radio and television.
- The County requires a timely response to all inquiries or requests for information. The successful vendor shall provide an initial response to notices of an error within 1 (regular business) day. Cases shall be investigated and closed within 30 calendar days.
- The vendor shall supply a "key point of contact" that will be available during business hours to respond to all customer service issues, questions and concerns of the County Treasurer's Office.
- The successful vendor will provide the required services and will not subcontract services.
- The successful vendor will provide a detailed implementation plan to initiate service to the County. This plan should detail how services, including security procedures, would be provided to the county and the minimum lead time to establish services. The County desires a 30 day implementation.

PROPOSAL REQUIREMENTS

1. Name, title and contact information of the person responsible for assigning and coordinating the services.
2. A listing of all other persons/staff and their titles that would be primarily used indicating which services they would perform.
3. Information about the type of firearms carried by your personnel. A copy of your company's firearm policy, procedure and training requirements will be required if you are awarded the proposal.
4. Information about the type of vehicle that will be used for services.
5. Information on your background check policy, security compliance and experience of your driver base.
6. Description of bill of lading book, disposable bags, pick-up sheets, tags and forms. Use of the County Manifest form will be required; a sample is attached.
7. Information about professional liability insurance carried. The successful vendor at his own expense shall purchase, maintain and keep in force during the life of the contract insurance with limits at least as great as outlined below:

<u>TYPE</u>	<u>AMOUNT</u>
a) Workers Compensation Employers Liability	Statutory \$1,000,000/\$500,000/\$100,000
b) Commercial General Liability Insurance Combined Single Limit	\$1,000,000 Per Occurrence
c) Comprehensive Automobile Liability	\$1,000,000 Per Occurrence
d) Excess Liability Umbrella	\$4,000,000 Per Occurrence

Location	Schedule	Time	Number of Stops	Trip Charge	Monthly Charge
Williamson County Annex 350 Discovery Blvd Cedar Park, TX	M Thru F Except Holidays		2 Stops		
Williamson County Annex 211 Commerce Cove Round Rock, TX	M-W-F Except Holidays		1 Stop		
Williamson County Annex 412 Vance Street Taylor, TX	M Thru F Except Holidays		1 Stop		
Justice of the Peace #4 109 W. 5th Street Taylor, TX	M Thru F Except Holidays		1 Stop		
Williamson County Annex 301 SE Inner Loop Georgetown, TX	M Thru F Except Holidays		1 Stop		
WC Tax Assessor 904 Main Street Georgetown, TX	M Thru F Except Holidays		1 Stop		
WC Sheriff's Office 508 Rock Street Georgetown, TX	M Thru F Except Holidays		1 Stop		
WC Justice Center 405 MLK Jr. Blvd Georgetown, TX	M Thru F Except Holidays		1 Stop		
WC Juvenile Facility 1821 SE Inner Loop Georgetown, TX	Tues & Fri Except Holidays		1 Stop		
WC Maintenance Facility 3351 SE Inner Loop Georgetown, TX	Tues & Fri Except Holidays		1 Stop		
WC Regional Animal Shelter 1855 Inner Loop Georgetown, TX	Tues & Fri Except Holidays		1 Stop		

Location	Schedule	Time	Number of Stops	Trip Charge	Monthly Charge
WC Health District	M-W-F		1 Stop		
200 Main Street	Except				
Georgetown, TX	Holidays				
County Courthouse	M Thru F		1 Stop		
701 Main Street	Except				
Georgetown, TX	Holidays				
WC Annex	M Thru F		1 Stop		
1801 Old Settlers Blvd.	Except				
Round Rock, TX	Holidays				

- Items to be transported are cash, checks and general mail. All cash will be receipted and placed into locked bags prior to expected pick-up.
- Approximately 90%-95% of all cash to be picked up will be of a reconstructive nature.
- All cash bags are to be dropped off at:

Union State Bank
1100 Williams Drive
Georgetown, TX

on a **daily** basis, no later than **3:00 pm** and not stored overnight at the vendors location or any other facility.

Example of Service:

After the Responses are opened by the County, the Vendors may be required to demonstrate their competency and ability to provide the quality of service that will be required by the County during the contract period. Such demonstrations will be provided to the County for evaluation by, and at no cost to the County. If a demonstration of competency is required, the County will notify the Vendor of such and will specify the deadline for providing the demonstration. The County reserves the right to establish its own procedures for evaluating the Vendors' competencies and abilities. On the basis of these evaluation criteria, the County shall be the sole judge of the abilities of each Vendor in conformance with standards established in the Specifications and its decision shall be final.

WILLIAMSON COUNTY PROPOSAL FORM

**ARMORED COURIER SERVICE
FOR WILLIAMSON COUNTY**

PROPOSAL NUMBER: 11WCAP128

NAME OF PROPOSER: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Telephone: (_____) _____ Fax: (_____) _____

Mobile Phone: (_____) _____

The undersigned, by his/her signature, represents that he/she is authorized to bind the proposer to fully comply with the terms and conditions of the attached Request for Proposal, Specifications, and Special Provisions for the amount(s) shown on the accompanying proposal sheet(s). By signing below, you have read the entire document and agreed to the terms therein.

Signature of Person Authorized to Sign Proposal

Date of PROPOSAL: _____

Printed Name and Title of Signer: _____

DO NOT SIGN OR SUBMIT WITHOUT READING ENTIRE DOCUMENT

THIS FORM MUST BE COMPLETED, SIGNED, AND RETURNED WITH PROPOSAL

WILLIAMSON COUNTY - EMPTY BAG MANIFEST

# OF STOPS	ORIGINATION	STOP LOCATION	DESTINATION
CEDAR PARK-ANNEX (350 DISCOVERY BLVD)			
*1 stop	Pickup Site	TAX OFFICE	TAX OFFICE G'TOWN & USB
*1 stop	Pickup Site	SAFE ROOM	TREASURER & USB
ROUND ROCK-ANNEX (1801 E. Old Settlers Blvd)			
*1 stop	Pickup Site	TAX OFFICE	TAX OFFICE G'TOWN, TREASURER & USB
(Old Annex) (211 Commerce Cove)			
*1 stop	Pickup Site	HEALTH DIST	HEALTH DIST G'TOWN
TAYLOR (2 Addresses/See Below)			
*1 stop	Pickup Site	TAX OFFICE/412 VANCE ST	TAX OFFICE-GTN, HEALTH DIST-GTN, USB
*1 stop	Pickup Site	JP #4/211 W. 6TH ST	TREASURER
GEORGETOWN (VARIOUS STOPS)			
SHERIFF OFFICE - GTN (508 Rock St)			
*1 stop	Pickup Site	SHERIFF GTN-FRONT	TREASURER & USB
		DESK	
GEORGETOWN INNER LOOP ANNEX (301 SE Inner Loop)			
*1 stop	Pickup Site	SAFE ROOM	TREASURER & USB
JUVENILE CORRECTIONS (1821 SE Inner Loop)			
*1 stop	Pickup Site	JUVENILE SERVICE	TREASURER & USB
TAX OFFICE-GTN (904 Main St) (STOP AT TAX OFFICE-BACK)			
*1 stop	Pickup Site	TAX OFFICE GTN ACCTNG	USB, TAX OFFICE-CP, RR, TAYLOR
JUSTICE CENTER - GTN (405 Martin Luther King)			
*1 stop	(Main Drop/Locked Room)		
	Pickup Site	LOCKED ROOM BEHIND	
		RECEPTIONIST	TREASURER & USB
COURTHOUSE - GEORGETOWN (710 Main St, Suite 105)			
*1 stop	Pickup Site	TREASURER OFFICE	VARIOUS LOCATIONS
HEALTH DISTRICT-GEORGETOWN (312 Main St)			
*1 stop	Pickup Site	HEALTH DIST-GTN	HEALTH DIST-RR, CP, TAYLOR & USB
WC MAINTENANCE FACILITY (3351 SE Inner Loop)			
*1 stop	Pickup Site	MAINTENANCE FACILITY	TREASURER
ANIMAL SHELTER (1855 Inner Loop)			
*1 stop	Pickup Site	ANIMAL SHELTER	TREASURER
UNION STATE BANK (1100 WILLIAMS DR. GEORGETOWN)			
*1 stop	Pickup Site	USB	VARIOUS LOCATIONS
ALL STOPS WOULD INCLUDE PICKUP AND DELIVERY OF ALL BAGS IN APPROVED AREAS			



U.S. PUMP PRICE UPDATE – JULY 27, 2011

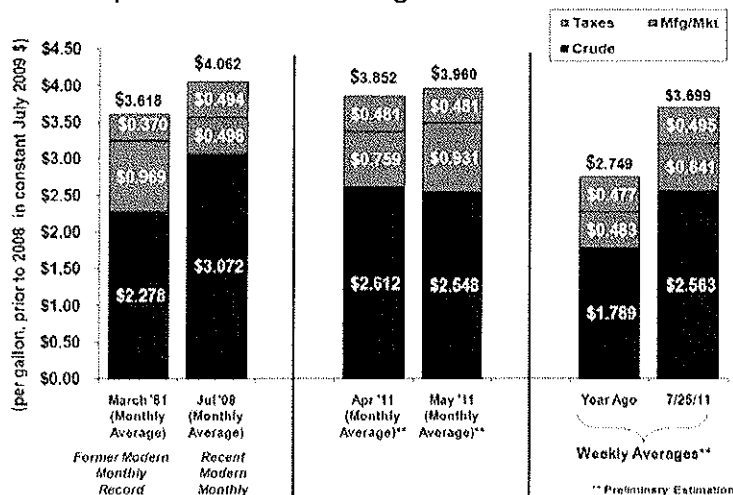
The average U.S. retail price for *all grades* of gasoline rose this week by 1.8 cents from the prior week to \$3.754 per gallon, according to the Energy Information Administration (EIA). This was the fourth week-to-week increase in a row. Compared with the December 29, 2008 low of \$1.670, the all-grade average was higher by \$2.084 per gallon, or 124.8 percent. The average has been above \$3.50 per gallon since the beginning of March 2011. Nominal prices have been above the year-ago average for 72 weeks—and were up by 95.3 cents or 34.0 percent, from the year-ago average of \$2.775 per gallon.

The average price for *regular grade* gasoline rose from the prior week by 1.7 cents according to the EIA—at \$3.699 for the week ending July 25. Regular grade prices continued to be below annual averages of 2008 (see second chart to the right), when gasoline prices reached a high of \$4.062 in 2008 when adjusted to May 2011 dollars. Prices remained *higher* than a year ago, with regular gasoline up 95.0 cents or 34.6 percent from 52 weeks ago (see first chart to the right). For the week ending July 25, crude oil costs were up 77.4 cents from a year ago, and were 1.5 cents per gallon higher than the May average of 2011 on a monthly basis. Compared with a year ago, the share for manufacturing and marketing gasoline this week was 15.8 cents *higher* or 32.7 percent.

May's monthly average rose for the 10th time in the past 11 months, according to the EIA. May 2011 prices were up 10.8 cents or 2.8 percent from April 2011 to \$3.960 per gallon. Crude oil costs were down an estimated 6.4 cents per gallon from April to \$2.548 in April. The combined share to manufacture, transport, and market gasoline is estimated to have increased by 17.2 cents to \$0.931.

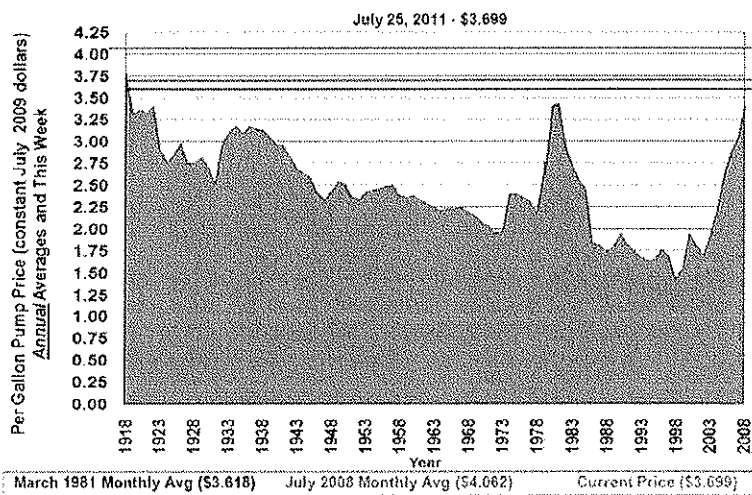
May's average retail price was up \$0.102 or 2.51 percent, from the record level of \$4.062 in July 2008. Crude prices were \$0.50 or 20.56 percent lower than for July 2008. The combined share to manufacture, transport, and market gasoline was 43.5 cents or 46.72 percent lower than for July 2008.

Components of Retail Regular Gasoline Prices



Sources: U.S. Dept of Energy, U.S. Dept of Labor, and API

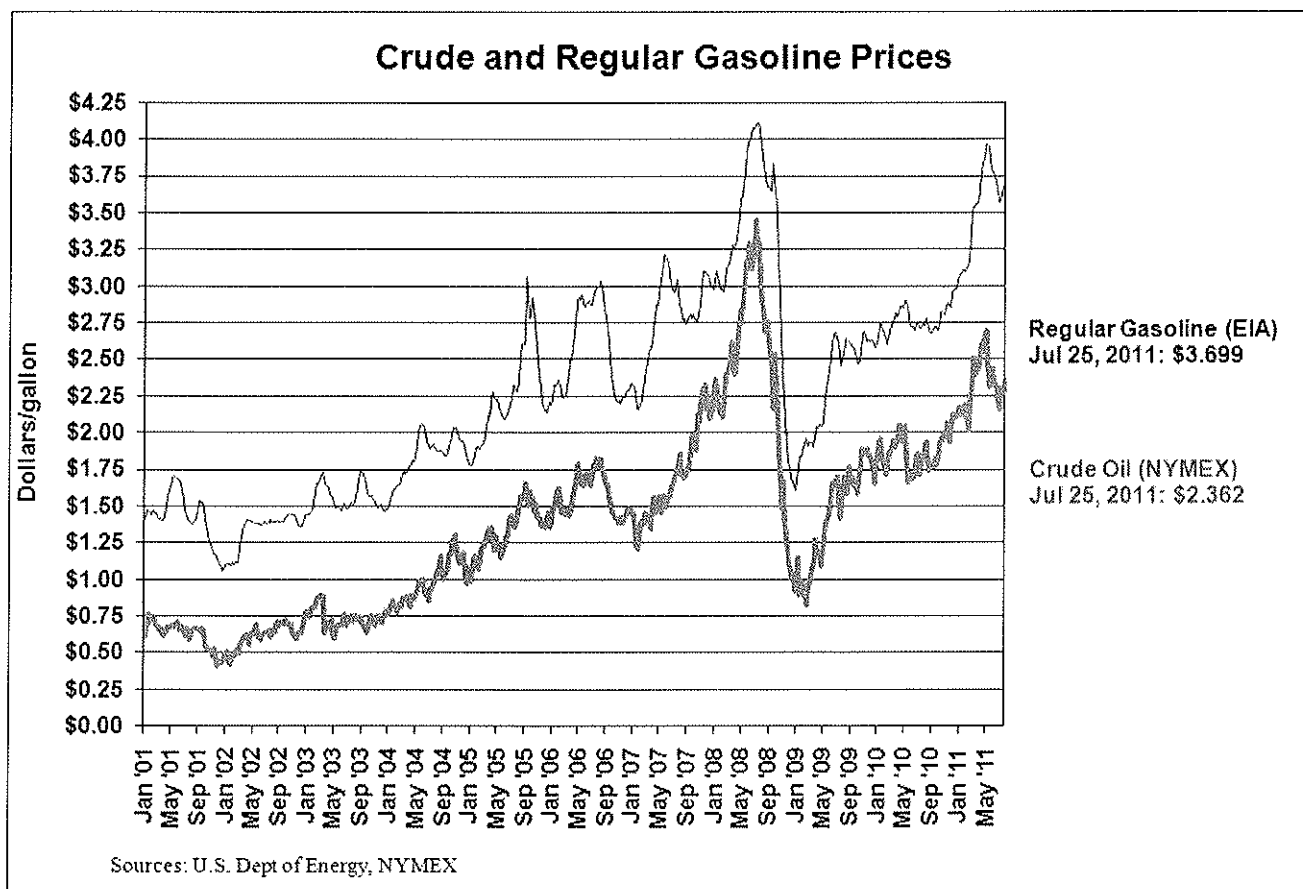
U.S. Annual Pump Prices, 1918 - 2008



Sources: U.S. Dept of Energy, U.S. Dept of Labor, and API

For the third time since July 2008, the *monthly* average price was above the previous inflation-adjusted record of \$3.470 set in March 1981,¹ by 12.53 percent in May 2011. Crude refining cost were higher than in March 1981 by 39.5cents or 11.58 percent, and the combined share to manufacture, transport, and market gasoline, was 2.8 cents or 3.02 percent lower than for March 1981. Another difference in price over the decades has been in taxes. In May 2011, the taxes collected on a gallon of gasoline were up compared to previous months, estimated by API to be 49.5 cents—18.4 cents per gallon in federal taxes and 31.1 cents per gallon in volume-weighted average state taxes. This was 35.2 percent higher than in March 1981 when combined inflation-adjusted federal and state taxes were just 36.6 cents.

On the NYMEX RBOB futures market² the near-term contract rose by 2.90 cents from Monday, July 18 to \$3.1264 per gallon on Monday, July 25. RBOB was above the year-ago close by 105.86 cents, or 51.19 percent. NYMEX Crude Oil futures market² rose by \$3.27 per barrel for the week, to \$99.20 on Monday, July 25. This was up from a year ago by \$22.64 or 29.57 percent. Gasoline prices generally track crude oil prices—as the chart below demonstrates; however, historically there has often been a lag before crude oil price changes are reflected in retail gasoline prices. Other factors can also affect this correlation such as seasonal factors, changes in supply or demand for gasoline, refinery outages, and transportation problems.



¹ To make price comparisons over longer periods, it is important to factor in inflation. For example, in March 1981 motorists paid \$1.417 per gallon for regular gasoline; however, in current dollars (for Nov 2009) this is equivalent to spending \$3.464 on a gallon of gasoline today.

² AUG 2011 for RBOB, Gulf Coast Gasoline and SEP 2011 for Crude Oil

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