

# MOUNTAIN-VALLEY LIBRARY SYSTEM

55 E Street, Santa Rosa, CA 95404-4728, 800-479-6733 voice, 800-544-3411 fax

## Administrative Council AGENDA

WebEx Virtual Meeting  
May 31, 2011  
2:00 pm – 3:30 pm

### To join the WebEx online meeting:

1. Go to <https://infopeople.webex.com/infopeople/j.php?ED=173379187&UID=489649202&RT=MIMO>
2. Enter your name and email address
3. Click “join”

### To join the audio conference:

Call-in toll-free number (US/Canada): 1-866-699-3239  
Call-in toll number (US/Canada): 1-408-792-6300

**Access code:** 572 896 762

Chair Jeanne Amos, presiding

1. Convening
2. Introductions
3. Public invited to address the Council
- ACTION** 4. **Approval of Agenda**
- ACTION** 5. **Approval of Minutes of August 3, 2010 Council Meeting**
- ACTION** 6. **Consent Calendar – Annette Milliron**
  - A. Statement of Revenue, Expenditures & Encumbrance for April 30, 2011**
  - 7. Executive Director’s Report – Annette Milliron**
- ACTION** 8. **Bid Review for 2011/12 Delivery Service – Annette Milliron**
  - A. BeavEx**
  - B. Sprint Courier Service**
- ACTION** 9. Nominating Committee Report – Jeanne Amos
10. Council Member Items  
*An opportunity for members of the Council to share or request information.*
11. Next Meeting
12. Adjournment

Please note: **BOLD** indicates document included

Support materials for agenda available for review at MVLS Headquarters Office and website  
[www.northnetlibs.org/mvls](http://www.northnetlibs.org/mvls)

### **Teleconference Locations**

- NorthNet Library System Headquarters - 55 E Street Santa Rosa, CA
- Alpine County Library - 270 Laramie Street Markleeville, CA 96120
- CSU Library, Sacramento - 2600 State University Drive Sacramento, CA
- Colusa County Library - 738 Market Street Colusa, CA
- El Dorado County Library - 345 Fair Lane Placerville, CA
- Folsom Public Library - 411 Stafford St. Folsom, CA
- Lincoln Public Library - 485 Twelve Bridges Dr. Lincoln, CA
- Mono County Free Library - 400 Sierra Park Rd. Mammoth Lakes, CA
- Nevada County Library - 980 Helling Way Nevada City, CA
- Placer County Library - 350 Nevada Street Auburn, CA
- Roseville Public Library - 1530 Maidu Dr. Roseville, CA
- Sacramento County Public Law Library - 813 Sixth St., 1st Floor Sacramento, CA
- Sacramento County Library - 828 I Street Sacramento, CA
- Sutter County Library - 750 Forbes Ave. Yuba City, CA
- UC Davis – Shields Library - Davis, CA
- Woodland Public Library - 250 First Street Woodland, CA
- Yolo County Library - 226 Buckeye Woodland, CA
- Yuba Community College - 2088 N. Beale Road Marysville, CA
- Yuba County Library - 303 Second Street Marysville, CA

**MOUNTAIN VALLEY LIBRARY SYSTEM  
ADMINISTRATIVE COUNCIL MEETING  
August 3, 2010**

**CONVENING:**

The Mountain Valley Library System (MVLS) Administrative Council met this date via WebEx with Chair Jeanne Amos presiding. The meeting convened at 2:00 p.m.

**ROLL CALL:**

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		El Dorado County Library	Jeanne Amos - Chair
	X	Alpine County Library	Rita Lovell
	X	CSU Sacramento Library	Tabzeera Dosu
X		Colusa County Library	Wendy Burke
X		Folsom Public Library	Katy Curl
X		Lincoln Public Library	Darla Wegener
X		Mono County Free Library	Bill Michael
X		Nevada County Library	Mary Ann Trygg
X		Placer County Library	Mark Parker
X		Roseville Public Library	Lisa Dale
	X	Sacramento Co. Public Law Lib.	Coral Henning
	X	Sacramento Public Library	Rivkah Sass
X		Sutter County Library	Roxanna Parker
X		UC Davis	Sandra Vella
	X	Woodland Public Library	Heather Mueller
X		Yolo County Library	Patty Wong
	X	Yuba County Library	Loren MccRory
		<b>OTHER:</b>	
X		California State Library	Linda Springer
X		MVLS System Headquarters	Annette Milliron
X		MVLS System Headquarters	Patty Hector
X		MVLS System Headquarters	Kelli Logasa

**1. PUBLIC INVITED TO ADDRESS THE COUNCIL**

No public were present.

**2. APPROVAL OF THE AGENDA**

A Motion to approve the agenda was approved by consensus. The Motion passed unanimously.

**3. APPROVAL OF MINUTES, ADMINISTRATIVE COUNCIL, MARCH 19, 2010**

A Motion to approve the March 19, 2010 minutes was made by MaryAnn Trygg and seconded by Mark Parker. The Motion passed unanimously.

**4. CONSENT CALENDAR**

**A. FINANCIAL STATEMENT - JUNE 30, 2010**

Ms. Milliron reported that MVLS ended the 2009/10 fiscal year in the black by \$2,017. The Council now has the option to either place that money in reserves or roll it forward to the next fiscal year's budget. Discussion ensued. Ms. Milliron explained that the County of Sonoma pays interest on dollar days so it doesn't matter where the Council decides to place the money as interest will be paid.

A Motion to approve the Consent Calendar and place the \$2,017 revenue in reserves was moved by Lisa Dale and seconded by Katy Curl. The Motion passed unanimously.

## **5. COORDINATOR'S REPORT**

### **A. LSTA PROJECT UPDATE**

Ms. Milliron reported that Learning Express is looking at scheduling on-ground trainings on 8/30, 8/31 or 9/2. Online training will also be available. Ms. Milliron asked Darla Wegener if Lincoln Public would be available to host the on-ground training. Ms. Wegener stated that Lincoln would be able to host the training on either a Monday or Thursday. Discussion was held on what day of the week was best for an on-ground training. It was decided that Monday would work best for the majority of the libraries. Ms. Milliron advised the Council that tutorials that are 1 – 1 ½ hours long will also be available when using the database. Currently 20 NLS libraries have Learning Express up and running. Ms. Milliron advised the directors whose libraries haven't been connected yet to check their email for a message from Scott Bloom. If you don't have that email, please contact Joe Cochrane [joe@northnetlibs.org](mailto:joe@northnetlibs.org) and he will assist you. Mr. Bloom had sent the emails regarding Learning Express to the reference contact at each library. If he didn't receive a response, then he forwarded the email to the library director. Ms. Milliron stated that the goal is to have all of the libraries up and running by 8/31/10 as NLS needs to turn in statistics to the State by 10/31. The grant will close at the end of October. Ms. Milliron is not sure how the usage statistics will be compiled and will ask Mr. Cochrane to see if he has more information. The State Library asked systems to measure the grant's effectiveness as much as possible so users might be asked to take a pop up survey when using Learning Express.

Ms. Milliron reported that Mr. Cochrane has been busy trying to get Overdrive up and running. The libraries might be asked to contribute a small amount towards the Overdrive purchase. Patty Wong posed the question why would the system pay for public domain when it's already free? Ms. Milliron explained that there is a way to connect to public domain materials using the Overdrive platform and that it could be another way to expand the collection. A Council member asked that if the system doesn't have the money in February 2012 to continue with Overdrive after the grant runs out, what would happen to the titles? Would the libraries be able to keep the titles they own or would they go way? Also, could the collection be assumed by a library that maintains a license with Overdrive? If a library contributes additional money individually, can the library retain those titles? Ms. Milliron will look into this matter and report back to the Council. It was noted that if the system finds the database doesn't meet the needs of its members, there is an "out" clause. Discussion ensued.

It was asked if Mr. Cochrane has been able to get any meaningful statistics from Gale on the Chilton database. Ms. Milliron explained that because it's a third party database, it's difficult for Gale to gather the information.

## **B. WIKI PROJECT**

Ms. Milliron reported that Roseville Public Library can no longer afford to host the wiki project and would like feedback from the Council to see if the project is worth continuing. The project could also be opened up to all of NLS. In the March 19<sup>th</sup> MVLS Council minutes, it was reported that only two MVLS libraries had posted documents to the wiki. Patty Hector is interested in helping get this project started and gain momentum if there is interest from the Council. Mark Parker reported that the wiki originated as one of his ideas but he hasn't used it and his vote would be to let it go. Lisa Dale reported that she is not currently using the wiki either but remembered that Ms. Milliron had mentioned that a technology person was going to be brought on at NLS to take on the project, but it now may not be worth the time if no one is going to use it. Ms. Milliron asked if the Council would like her to present the wiki project to the NLS Steering Committee to see if they might be interested. The hosting fee is not that much and after Mr. Cochrane or Ms. Hector work on the wiki to get up and running then it would benefit all NLS member libraries. Discussion ensued. One advantage of the wiki is that it would be a one stop shop for directors looking for other library's policies instead of having to visit each library website individually. It was noted that it would be helpful to libraries to help update their manuals but if none of the libraries have updated manuals, then it's a moot point. Further discussion ensued. The consensus of the Council was that the wiki project is dead. The Council thanked Roseville Public Library for hosting the wiki. Mark Parker stated he would also like to thank the Roseville staff for creating and hosting the wiki. Ms. Milliron assured Roseville that NLS will cover the July and August hosting fees and will work with them to get it closed down.

## **C. DELIVERY STATISTICS**

Ms. Milliron referred the Council to the delivery statistics that were included in the meeting packet. Katy Curl noted that she questioned the 1<sup>st</sup> quarter statistics for Folsom Public. Ms. Milliron will look into it and get back to her.

Ms. Milliron reported that she is aware there is a shortage of delivery bins but is having problems purchasing replacement bins as the style we currently use is no longer available. She has talked with numerous sales representatives regarding our current bin style and has found that due to the downturn in the economy, the companies are not getting the orders they need so the bins aren't in production. The sales representatives did recommend a new style of bin that has a lid, but our current bins won't stack with the new lidded bins. Sprint also has experience with the lidded bins and has found that their breakage rate is astounding. One solution is to change one entire route to the lidded bins. The easiest route to do would be the MVLS route but Ms. Milliron needs to speak with Don Tucker at Sacramento Public to see what affect this would have on them since a lot of items move through their library.

## **6. REVIEW OF CLSA FUNDS AVAILABLE FOR USE WITHIN THE MVLS PLAN OF SERVICE**

Ms. Milliron explained that the State Library advised the System directors at the end of July that the CLSA funds may be shifted between CLSA programs. This is an action that has been requested by everyone for over 20 years. Systems will now be allowed to spend whatever amount they choose on the following programs: second level reference, communication and delivery, system advisory board (SAB) and administration (planning, coordination and evaluation PC&E). Some money must be spent in each program, but the amount may now be determined by the System

members. The Library of CA Board must still approve the budget and the plan of service at their August 12<sup>th</sup> meeting, so any changes MVLS would want to make must be discussed and submitted to NLS by August 9th. As a merged mega-system, the NLS plan of service and budget is built on a regional basis with the intent of providing services that are highly valued in that region through a cohesive administrative foundation.

The MVLS portion of the budget is as follows (using 2008-09 allocations as an approximate amount):

Reference	Total \$92,590
Database	\$29,000
Program operations Includes personnel	\$47,336
Training	\$16,254

Comm. & Delivery	Total \$76,610
Courier Contract	\$67,761
Program operations	\$8,849

SAB	Total \$1,541
Program operations	\$1,541

Administration	Total \$42,686
Personnel	\$22,686
Program operations	\$20,000

Mark Parker had discussed with Ms. Milliron using a cafeteria type plan to determine how individual libraries could spend their CLSA money in their own libraries in their own fashion. Ms. Milliron reported the State uses a formula to determine reference and delivery amounts. 1/3 of that money is allotted equally for each library and then the rest of the money is split by population, using the distance between the member library and the system headquarters. That formula could be reconstructed using Sacramento Public's address as headquarters. It was noted that a cafeteria plan would be complicated to calculate. Mark Parker noted that he would support deferring any decision regarding CLSA reallocations to the next fiscal year as this issue will take more serious thinking than we have time for now. Discussion ensued.

Katy Curl noted that Folsom Public had struggled to spend all of their training money for 09/10 because they were too short staffed to send staff off site for training. Ms. Curl has recently discovered a plethora of online trainings and feels it's motivating to have those training dollars to get her staff engaged.

Jeanne Amos asked the Council if they thought the current money allocated for reference training should be shifted and go towards delivery or the licensing of another database. Wendy Burke stated her library depends on the training money to pay her staff so they can attend the trainings

so she would be interested in the cafeteria plan option if it meant they could keep those monies. Lisa Dale agreed with Ms. Burke and stated that when she is asked what benefit her library receives for their \$5000 MLVL membership fee by her Board, she can show the training monies/benefits. Ms. Dale noted that she agrees with Mr. Parker that this isn't the time or year to make a decision on changing program budgets or to do anything hasty. Patty Wong commented that she agrees with Mr. Parker and Ms. Dale. Mary Ann Trygg commented that she agrees with Patty Wong and Mark Parker.

Bill Michael said that with all the work that went into getting the delivery route to where it is now working, it would be a daunting challenge to throw that all up on the table and start over. The consensus of the Council was that it doesn't think it's possible or a good idea to try and change things in one week to meet the August 9<sup>th</sup> deadline. Ms. Dale noted that it's good to keep in mind for the next budget year.

The general consensus of the Council is that they like the way the current program budgets are allocated and don't want to make any changes.

A Motion to incorporate the changes in the CLSA funding into the FY 2011/12 budget and take no action on the 2010/11 CLSA budget was moved by Roxanna Parker and seconded by Darla Wegener. The Motion passed unanimously.

## **7. COUNCIL MEMBER ITEMS**

Darla Wegener reported that Lincoln Public Library recently lost a full time staff member who accepted a job at a community college. Lincoln is now down to 9 people.

Jeanne Amos reported that El Dorado County is going to lay off 150 employees. Two years ago the County laid off 100 employees. The County's revenues have continued to decline and Ms. Amos said she has played every card for the library and is very worried. There is talk about closing the main library since no direct tax supports the main library but there is a tax that supports the branches.

Roxanna Parker reported that Sutter County recently found an auditor's error that cost the County \$4 million, which drastically changed the library's budget picture from tight to extremely tight. The Board of Supervisors is not filling vacant positions; even positions that everyone agrees are important to fill. The County will run out of reserves in the next few years so they are trying to prepare for that by match revenues. The library has two upcoming retirements and those positions will not be filled. The Board wants to leave the library director position unfilled for at least one year.

Wendy Burke reported that in addition to the Learning Express grant, Colusa County Library received a workforce development grant and will try bring the Brain Fuse Job Now product to their patrons. Colusa will receive \$5000 to buy as many laptops as they can get for that amount of money and will be checking them out to patrons in 4-hour segments.

## **8. NEXT MEETING DATE**

Ms. Milliron advised the Council that they will need to start the discussion of 2011/12 budget needs

soon as the budget process begins in January so they should probably meet in November or December. The NLS Steering Committee is meeting in November so if MVLS meets prior to that, the MVLS representatives can communicate MVLS' budget needs and suggestions to them at that meeting. The NLS Steering Committee is meeting during the CLA conference in Sacramento at either 9 or 9:30 a.m. on Monday, 11/15. The MVLS Council determined they will meet during the CLA conference with a preference for meeting on Monday, but will determine the actual date at a later time.

**9. ADJOURN**

There being no further business, the meeting was adjourned at 3:22 p.m.

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Annette Milliron DeBacker  
Clerk of the Board  
August 3, 2010



**CONSENT CALENDAR**  
**May 31, 2011**

- A. Statement of Revenue, Expenditures & Encumbrance for FY 2010/11. Period ending April 30, 2011.

Mountain Valley Library Systems  
General Ledger  
For the Ten Months Ending April 30, 2011

Agenda Item #6A

	YTD Budget	YTD Spent/Rec'd	YTD Balance	Remaining %	Current Month
<b>Revenues</b>					
Revenue Carried Forward	\$ 0.00	\$ 0.00	0.00	0.00	\$ 0.00
Fund Balance	0.00	0.00	0.00	0.00	0.00
1700-Interest Earned	6,670.00	1,206.89	5,463.11	81.91	364.74
2560-CLSA Reference	0.00	0.00	0.00	0.00	0.00
2562-CLSA SAB	0.00	0.00	0.00	0.00	0.00
2563-CLSA TBR-ILL	0.00	0.00	0.00	0.00	0.00
2565-CLSA Comm. &	0.00	0.00	0.00	0.00	0.00
<b>Total CLSA</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
2803-LSTA	0.00	0.00	0.00	0.00	0.00
<b>Total LSTA</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Member Share</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Miscellaneous</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Donations &amp; Reimbursements</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
4645-Trust to General	22,630.00	0.00	22,630.00	100.00	0.00
<b>Total Trust to General Fund</b>	<b>22,630.00</b>	<b>0.00</b>	<b>22,630.00</b>	<b>100.00</b>	<b>0.00</b>
<b>Grand Total Revenues</b>	<b>\$ 29,300.00</b>	<b>\$ 1,206.89</b>	<b>28,093.11</b>	<b>95.88</b>	<b>\$ 364.74</b>

Mountain Valley Library Systems  
 General Ledger  
 For the Ten Months Ending April 30, 2011

	YTD Budget		YTD Spent/Rec'd		YTD Balance		Remaining %		Current Month
Salaries & Benefits									
5921-Retirement Cont.	\$ 0.00	\$	869.00		(869.00)		0.00	\$	0.00
5935-Unemployment Insurance	0.00		0.00		0.00		0.00		0.00
5940-Workers Compensation	0.00		0.00		0.00		0.00		0.00
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Total Salaries & Benefits	0.00		869.00		(869.00)		0.00		0.00
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Mountain Valley Library Systems  
General Ledger  
For the Ten Months Ending April 30, 2011

	YTD Budget	YTD Spent/Rec'd	YTD Balance	Remaining %	Current Month
<b>Services &amp; Supplies</b>					
6040-Comm. - E Mail	0.00	0.00	0.00	0.00	0.00
6045-Comm. - Telephone	0.00	0.00	0.00	0.00	0.00
6100-Insurance	0.00	0.00	0.00	0.00	0.00
6140-Maint. of Equipment	0.00	0.00	0.00	0.00	0.00
6280-Memberships	18,800.00	0.00	18,800.00	100.00	0.00
6400-Office Expense	0.00	0.00	0.00	0.00	0.00
6410-Postage	0.00	0.00	0.00	0.00	0.00
6415-Library Materials	0.00	0.00	0.00	0.00	0.00
6461-Purchases for Members	0.00	0.00	0.00	0.00	0.00
6500-Other Prof. Services	7,500.00	0.00	7,500.00	100.00	0.00
6516-Data Processing Services	0.00	0.00	0.00	0.00	0.00
6517-Online Services OCL	0.00	0.00	0.00	0.00	0.00
6521-County Services	3,000.00	3,935.00	(935.00)	(31.17)	3,935.00
6540-Contract Services	0.00	0.00	0.00	0.00	0.00
6800-Duplicating / Photocopies	0.00	0.00	0.00	0.00	0.00
6820-Rental of Equipment	0.00	0.00	0.00	0.00	0.00
6840-Building Rent / Lease	0.00	0.00	0.00	0.00	0.00
7000-Special Dept. Expenses	0.00	0.00	0.00	0.00	0.00
7110-Staff Development	0.00	0.00	0.00	0.00	0.00
7120-In-Service Training	0.00	0.00	0.00	0.00	0.00
7302-Conferences & Travel	0.00	0.00	0.00	0.00	0.00
7303-Private Car Expense	0.00	0.00	0.00	0.00	0.00
<b>Total Services &amp; Supplies</b>	<b>29,300.00</b>	<b>3,935.00</b>	<b>25,365.00</b>	<b>86.57</b>	<b>3,935.00</b>
<b>Fixed Assets</b>					
8560-Equipment	0.00	0.00	0.00	0.00	0.00
8620-Designated Reserve Fund	0.00	0.00	0.00	0.00	0.00
8640-Operational Transfer	0.00	0.00	0.00	0.00	0.00
8800-Equipment Reserve	0.00	0.00	0.00	0.00	0.00
<b>Total Fixed Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Grand Total Expenditures</b>	<b>\$ 29,300.00</b>	<b>\$ 4,804.00</b>	<b>24,496.00</b>	<b>83.60</b>	<b>\$ 3,935.00</b>

Mountain Valley Library Systems  
 General Ledger  
 For the Ten Months Ending April 30, 2011

	YTD Budget	YTD Spent/Rec'd	YTD Balance	Remaining %	Current Month
Grand Total Expenditures	<u>29,300.00</u>	<u>4,804.00</u>	<u>24,496.00</u>	<u>83.60</u>	<u>3,935.00</u>
Grand Total Revenues	<u>29,300.00</u>	<u>1,206.89</u>	<u>28,093.11</u>	<u>(95.88)</u>	<u>364.74</u>
Difference	\$ <u>0.00</u>	\$ <u>(3,597.11)</u>	<u>3,597.11</u>		\$ <u>(3,570.26)</u>
Net Change in Journals	\$ <u>0.00</u>	\$ <u>(3,597.11)</u>	<u>3,597.11</u>		\$ <u>(3,570.26)</u>

MVLS COUNCIL MEETING  
May 31, 2011  
ADMINISTRATIVE NOTES

**AGENDA ITEM #6 CONSENT CALENDAR**

A. The statement of expenditure and revenue for April 30, 2011 is in the packet. Just an FYI the interest earned in Q1 was 0.82% after fees, Q2 was 0.73%, and Q3 was 0.69%.

**AGENDA ITEM #7 COORDINATOR'S REPORT**

There is very good news to share from the NLS appointment with Assemblymember Wes Chesbro. Wes Chesbro served for nearly 10 years the North Coast Senator. He is back as an Assemblymember. He saved TBR and PLF in 2006 while in the Senate serving as the Chair of the Budget Conference Committee. He knows CLSA, understands TBR, PLF and values libraries. He pledged the support of the Democratic Caucus to protect the restored \$15.2 million for library programs from further cuts should the budget require more cuts to obtain balance. He said that he and the caucus agree that programs restored to the budget through cuts prior to the May revise are "off the table" for further cuts. I just wanted to hug him!

I thanked him repeatedly and asked him to please let us know how we may help in anyway. His response was to ask for us to work on the republican vote for the budget in the NLS area districts. I promised we certainly would. Please take some time to call upon your local legislators to explain the value of the restored library program funding and the need for adoption of a state budget ASAP to avoid disruption of service.

Also Mary George and I recently attended an Infopeople Advisory Board strategic planning session. The session was facilitated by Joan and George. A major focus of the planning session was to craft the services of Infopeople to fit the economic reality and needs of the library community at this time. Also Holly Hinman announced her plan to retire in January 2013. There was discussion on how to prepare for a change in leadership and how to maintain stability during transition. It was an excellent session.

**AGENDA ITEM # 8 DELIVERY BID REVIEW**

The two bids received for delivery service for FY 2011/12 are included in the packet. Both companies are covered at the insurance level that NLS requires. The BeavEx bid is about 50% of the cost of the Sprint bid. BeavEx cost is approximately \$32 daily per stop and Sprint is \$65 per day if the service schedule remains at 4 days per week. Cost per day increases if the schedule is cut back.

The major difference between the two bids is that BeavEx is a regional carrier that will use existing routes for the MVLS delivery. Using existing routes lowers operational costs. El Dorado County could be added back to the truck route at 2 days per week for about the same cost as UPS.

With BeavEx delivery times will be different from the current configuration. Also the routes will be run in a different order and the same truck will **not** be stopping at each library. The truck going to Nevada County and Placer County will not be the same truck goes to Sutter County. However, the same truck and driver will be stopping at the individual library once the route is established. BeavEx has a depot in West Sacramento. Materials for libraries that are not on a particular truck's route will be taken to the depot for sorting and re-distribution to the routes for delivery the next day.

Another factor in the BeavEx bid is that hires contract drivers, not employees. The contract drivers are bonded and wear uniforms, but they are not employees of the company. Sprint drivers are employees of the company. Also BeavEx does offer box truck and cargo vans as the vehicles that will be used. Sprint offers only cargo vans as vehicles.

The Sprint bid quotes the delivery routes and delivery schedule as currently configured. Also included in the quote is the cost for days of delivery ranging from 4 days to 1 day per week.

Both Alan Ellis, BeavEx Sales Manager, and Frank Magarino, Sprint Courier Service owner, will be available tomorrow afternoon to answer questions. If the Board needs to speak with them, I will call and get them connected to the WebEx session via telephone. They will be added to the meeting ONLY if there are questions for them.



Annette Milliron  
 Executive Director  
 NorthNet Library System  
 55 E Street  
 Santa Rosa, CA 95404-4728

Dear Ms. Milliron:

Thank you for giving BeavEx the opportunity to propose our services to meet the scheduled courier needs of NorthNet Library Systems in Northern California. We believe that BeavEx is well suited to become an important strategic partner for NorthNet Library Systems. With Northern California offices in Sacramento, San Leandro, Union City, San Jose, Redding, Manteca and Fresno and with a driver force in excess of 500, BeavEx is well positioned to meet your needs and provide the highest levels of service for NorthNet Library Systems.

**Service Schedule**

- The proposal is based on BeavEx providing scheduled courier services to the various libraries that are located in the Mountain Valley and the North Bay Library Systems. The service consists of BeavEx providing schedule delivery service to each of the libraries based on their weekly frequency identified on the following routes:
  - Mountain Valley Route
  - South SNAP Route
  - South Marin Route
  - North Lake Route
  - North Mendocino Route
- BeavEx will provide delivery service to the various libraries Monday thru Friday or as listed in the route schedule. BeavEx will perform delivery service in a cargo van or box truck size vehicle in order handle the large sum of box totes from each of the libraries.
- The details of the service consist of BeavEx providing a tote exchange service to each library. BeavEx drivers will deliver and pick-up various quantities of book totes from each library based on an established and consistent time schedule. The book totes that are picked-up will be labeled by NorthNet and will state the delivery destination for each particular book tote. At the end of the route, after all deliveries are complete, BeavEx driver will return book totes to the BeavEx facility where they will be sorted and staged for delivery the following day. The book totes will be sorted by the individual libraries



and isolated by route to allow the drivers to conveniently load their vehicles the following morning by the appropriate delivery sequence. As needed, BeavEx will sort mixed totes and then stage them with the other totes.

- In the event that volume is extreme for any particular library, BeavEx will contact the library and arrange for a portion of the totes to be delivered the following day.

**Additional Service**

- BeavEx will provide NorthNet Library with customized manifests that the drivers will use on the routes to record stop times and number of items delivered and picked-up.
- BeavEx drivers will be professionally dressed in BeavEx uniforms and will display BeavEx identification badges while on route. Professional grooming standards will be followed by drivers. Drivers will also be equipped with cell phones for direct communication. Drivers will be regularly audited by both BeavEx local and regional management. Drivers will remain alone while on route at all times. Absolutely no riders will be permitted to join drivers.
- Local BeavEx management will be provided to NorthNet Library to address any issues or changes that occur with the service.

**Pricing Schedule –**

<b>NORTH NET LIBRARY PRICING SCHEDULE</b>			
<b>Customer</b>	<b>Service</b>	<b>Monthly Cost</b>	<b>@ \$4.10/gallon</b>
Mountain Valley Library System	Utilizing BeavEx Network	\$ 4,575.00	\$ 4,803.75
South SNAP	Utilizing BeavEx Network	\$ 5,590.00	\$ 5,869.50
South Marin	Utilizing BeavEx Network	\$ 4,290.00	\$ 4,504.50
North Lake	Current Schedule	\$ 5,000.00	\$ 5,250.00
North Mendo	Current Schedule	\$ 2,795.00	\$ 2,934.75
Ukiah Linehaul	Current Schedule	\$ 2,730.00	\$ 2,866.50
	<b>TOTAL MONTHLY COST</b>	<b>\$ 24,980.00</b>	<b>\$ 26,229.00</b>

\*El Dorado County can be added for \$25.00 per run

**Fuel Surcharge** – based on the per gallon unleaded fuel price on 1<sup>st</sup> business day of each month (Sacramento Area) according to the AAA Fuel Gauge Report. Current unleaded fuel price for April 2011 is \$4.18 per gallon.

<b>PER GAL UNLEADED REGULAR</b>	<b>SURCHARGE =</b>
<b>From \$0.00 to \$3.60</b>	<b>0.00%</b>
<b>From \$3.60 to \$3.75</b>	<b>1.50%</b>
<b>From \$3.75 to \$3.90</b>	<b>3.00%</b>
<b>From \$3.90 to \$4.05</b>	<b>4.00%</b>
<b>From \$4.05 to \$4.20</b>	<b>5.00%</b>
<b>Each Additional \$0.10</b>	<b>1.00%</b>

Invoicing can be sent via mail or in an electronic format based upon your preference with payment terms on a cycle of net 30 days.

If you have any questions about BeavEx or the proposal given, please do not hesitate calling me. Thank you for your consideration of BeavEx. We look forward to servicing NorthNet Library System.

Sincerely,

ALAN ELLIS  
Western Regional Sales Manager  
BeavEx, Inc  
920 Riverside Parkway  
Suite # 10  
West Sacramento, CA 95605  
916-617-2900 office  
916-717-4392 cell  
[aellis@beavex.com](mailto:aellis@beavex.com)  
[www.beavex.com](http://www.beavex.com)

**NorthNet Library Estimated Courier Service Schedule**

<b>Route</b>	<b>Library</b>	<b>Frequency</b>	<b>Estimated Stop Time</b>
Mountain Valley	Roseville Public	Tues/Thurs	1:00PM
Mountain Valley	Folsom Public	Tues-Fri	1:00PM
Mountain Valley	CSU Sacramento	Wednesday	12:00PM
Mountain Valley	CA State	Tuesday	1:00PM
Mountain Valley	Sacramento Public	Tues-Fri	2:00PM
Mountain Valley	Dixon	Tues/Thurs	12:00PM
Mountain Valley	UC Davis	Thursday	1:00PM
Mountain Valley	Woodland	Tues-Fri	10:30AM
Mountain Valley	Yolo County	Wed/Fri	11:00AM
Mountain Valley	Colusa County	Tues/Thurs	12:00PM
Mountain Valley	Sutter County	Tues-Fri	1:00PM
Mountain Valley	Yuba County	Tues-Fri	1:30PM
Mountain Valley	Lincoln County	Tues/Thurs	12:00PM
Mountain Valley	Nevada County	Wed/Fri	10:00AM
Mountain Valley	Placer County	Wed/Fri	11:00AM
UPS	El Dorado County	???	10:00AM
<b>South SNAP</b>			
South SNAP	American Canyon	Mon-Fri	11:00AM
South SNAP	Benicia	Mon-Fri	10:00AM
South SNAP	Solano County	Mon-Fri	9:30AM
South SNAP	Dixon	Mon-Fri	8:00AM
South SNAP	Solano College	Mon-Fri	9:00AM
South SNAP	Napa Valley College	Mon-Fri	11:30AM
South SNAP	Napa City County	Mon-Fri	12:00PM
South SNAP	Yountville	MWF	12:30PM
South SNAP	Upper Valley Campus	Mon-Fri	1:00PM
South SNAP	St. Helena	Mon-Fri	1:30PM
South SNAP	Calistoga	Mon-Fri	2:00PM
<b>South Marin</b>			
South Marin	Marin Tech Serv	Mon-Fri (2)	9:00AM and 3:00PM
South Marin	San Rafael	M-F	11:00AM
South Marin	San Anselmo	M-F	11:30AM
South Marin	Larkspur	M-F	12:30PM
South Marin	Mill Valley	M-F	1:00PM
South Marin	Sausalito	M-F	1:30PM
South Marin	Belvedere Tiburon	M-F	2:00PM
South Marin	Richmond	MWF	3:00PM
South Marin	Pickleweed	Tu-Fri	2:30PM
<b>North Lake</b>			
North Lake	Sonoma County	M-F	11:30AM
North Lake	Lakeport	Tu-Fri	1:30PM
North Lake	Redbud	Tu-Fri	2:45PM
North Lake	Upperlake	Tu/Thurs	3:45PM
North Lake	Middletown	Wed/Fri	3:45PM
<b>North Mendo</b>			
North Mendo	Ukiah	M-F (2)	11:00AM and 4:30PM
North Mendo	Willits	Tues-Fri	12:15PM
North Mendo	Ft. Bragg	Tu/Wed/Fri	2:15PM
North Mendo	Pt. Arena	Thursday	2:15PM

April 27, 20011

NorthNet Library System  
55 E Street  
Santa Rosa CA 95404

Dear Annette:

Sprint Courier Service will provide delivery service to the NLS as outlined in the "Request for Quotation". And will adhere to the provisions of the agreement. Cost for service is as follows.

NorthNet Library System

- Cost for 5 Day Service: \$23,994.00 (per month)
- Cost for 4 Day Service: \$20,160.00 (per month)
- Cost for 3 Day Service: \$16,070.00 (per month)

NorthNet – MVLS

- Cost for 4 Days Service: \$ 9915.00 (per month)
- Cost for 3 Days Service: \$ 8531.50 (per month)
- Cost for 2 Days Service: \$ 6240.00 (per month)

Please note the cost is based on the current fuel price which is hovering around \$4.10 per gallon. The fuel surcharge sliding scale will show a percentage of increase or decrease; however the decrease in fuel surcharge will be capped at \$3.80, see Exhibit B. Additionally, any changes in the routes or frequency of stops other than how it's outlined in Exhibit A may adversely affect the quote.

Attached as Exhibit A is the brake down of cost per stop and delivery times, as well as the libraries with routes that share a common catalog.

Sprint Courier Service meets all requirements as requested in the "Request for Quotation" for comprehensive automobile, general liability and workers compensation, which is currently on file with NorthNet Library System and will be provided upon request.

Cost per stop observation: The price is structured as in such a way that each library is part of a chain link and reflects a shared cost. Example: Libraries with heavy volume will take just as long to service in terms of time to unload, load and sort, where as smaller libraries equate the same time in terms of travel. The delivery system can best service its members if the network remains as a whole.

Thank you for your consideration, if you have any questions please call me @ 707.321.8407.

Sincerely,

Frank Magarino

## NBCLS SNAP Route

### Current Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
American Canyon	7:30 AM	7:30 AM	7:30 AM	7:30 AM	7:30 AM	\$ 42.00
Benicia	8:10 AM	8:10 AM	8:10 AM	8:10 AM	8:10 AM	\$ 42.00
Solano County	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	\$ 42.00
Dixon	10:00 AM	10:00 AM	10:00 AM	10:00 AM	10:00 AM	\$ 42.00
Solano College	10:45 AM	10:45 AM	10:45 AM	10:45 AM	10:45 AM	\$ 42.00
Napa Valley College	11:15 AM	11:15 AM	11:15 AM	11:15 AM	11:15 AM	\$ 42.00
Napa City County	11:30 AM	11:30 AM	11:30 AM	11:30 AM	11:30 AM	\$ 42.00
Yountville	12:30 PM		12:30 PM		12:30 PM	\$ 42.00
Upper Valley Campus	1:00 PM	1:00 PM	1:00 PM	1:00 PM	1:00 PM	\$ 42.00
St. Helena	1:15 PM	1:15 PM	1:15 PM	1:15 PM	1:15 PM	\$ 42.00
Calistoga	2:15 PM	2:15 PM	2:15 PM	2:00 PM	2:00 PM	\$ 42.00

### Four Times a Week Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
American Canyon		7:30 AM	7:30 AM	7:30 AM	7:30 AM	\$ 45.00
Benicia		8:10 AM	8:10 AM	8:10 AM	8:10 AM	\$ 45.00
Solano County		9:00 AM	9:00 AM	9:00 AM	9:00 AM	\$ 45.00
Dixon		10:00 AM	10:00 AM	10:00 AM	10:00 AM	\$ 45.00
Solano College		10:45 AM	10:45 AM	10:45 AM	10:45 AM	\$ 45.00
Napa Valley College		11:15 AM	11:15 AM	11:15 AM	11:15 AM	\$ 45.00
Napa City County		11:30 AM	11:30 AM	11:30 AM	11:30 AM	\$ 45.00
Yountville			12:30 PM		12:30 PM	\$ 45.00
Upper Valley Campus		1:00 PM	1:00 PM	1:00 PM	1:00 PM	\$ 45.00
St. Helena		1:15 PM	1:15 PM	1:15 PM	1:15 PM	\$ 45.00
Calistoga		2:15 PM	2:15 PM	2:00 PM	2:00 PM	\$ 45.00

### Three Times a Week Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
American Canyon		7:30 AM	7:30 AM		7:30 AM	\$ 48.00
Benicia		8:10 AM	8:10 AM		8:10 AM	\$ 48.00
Solano County		9:00 AM	9:00 AM		9:00 AM	\$ 48.00
Dixon		10:00 AM	10:00 AM		10:00 AM	\$ 48.00
Solano College		10:45 AM	10:45 AM		10:45 AM	\$ 48.00
Napa Valley College		11:15 AM	11:15 AM		11:15 AM	\$ 48.00
Napa City County		11:30 AM	11:30 AM		11:30 AM	\$ 48.00
Yountville			12:30 PM		12:30 PM	\$ 48.00
Upper Valley Campus		1:00 PM	1:00 PM		1:00 PM	\$ 48.00
St. Helena		1:15 PM	1:15 PM		1:15 PM	\$ 48.00
Calistoga		2:15 PM	2:15 PM		2:00 PM	\$ 48.00

## NBCLS Marin Route

### Current Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Marin Tech Services	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	\$ 42.00
San Rafael	9:45 AM	9:45 AM	9:45 AM	9:45 AM	9:45 AM	\$ 42.00
San Anselmo	10:15 AM	10:15 AM	10:15 AM	10:15 AM	10:15 AM	\$ 42.00
Larkspur	10:45 AM	10:45 AM	10:45 AM	10:45 AM	10:45 AM	\$ 42.00
Mill Valley	11:30 AM	11:30 AM	11:30 AM	11:30 AM	11:30 AM	\$ 42.00
Sausalito	12:15 PM	12:15 PM	12:15 PM	12:15 PM	12:15 PM	\$ 42.00
Belvedere-Tiburon	12:45 PM	12:45 PM	12:45 PM	12:45 PM	12:45 PM	\$ 42.00
Pickleweed		1:10 PM	1:10 PM	1:10 PM	1:10 PM	\$ 42.00
Marin Tech Services	1:45 PM	1:45 PM	1:45 PM	1:40 PM	1:30 PM	\$ 42.00

### Four Times a Week Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Marin Tech Services		9:00 AM	9:00 AM	9:00 AM	9:00 AM	\$ 45.00
San Rafael		9:45 AM	9:45 AM	9:45 AM	9:45 AM	\$ 45.00
San Anselmo		10:15 AM	10:15 AM	10:15 AM	10:15 AM	\$ 45.00
Larkspur		10:45 AM	10:45 AM	10:45 AM	10:45 AM	\$ 45.00
Mill Valley		11:30 AM	11:30 AM	11:30 AM	11:30 AM	\$ 45.00
Sausalito		12:15 PM	12:15 PM	12:15 PM	12:15 PM	\$ 45.00
Belvedere-Tiburon		12:45 PM	12:45 PM	12:45 PM	12:45 PM	\$ 45.00
Pickleweed			1:10 PM	1:10 PM	1:10 PM	\$ 45.00
Marin Tech Services		1:45 PM	1:45 PM	1:40 PM	1:30 PM	\$ 45.00

### Three Times a Week Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Marin Tech Services		9:00 AM	9:00 AM		9:00 AM	\$ 48.00
San Rafael		9:45 AM	9:45 AM		9:45 AM	\$ 48.00
San Anselmo		10:15 AM	10:15 AM		10:15 AM	\$ 48.00
Larkspur		10:45 AM	10:45 AM		10:45 AM	\$ 48.00
Mill Valley		11:30 AM	11:30 AM		11:30 AM	\$ 48.00
Sausalito		12:15 PM	12:15 PM		12:15 PM	\$ 48.00
Belvedere-Tiburon		12:45 PM	12:45 PM		12:45 PM	\$ 48.00
Pickleweed			1:10 PM		1:10 PM	\$ 48.00
Marin Tech Services		1:45 PM	1:45 PM		1:30 PM	\$ 48.00

Exhibit A

## NBCLS Mendocino Route

### Current Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Ukiah	8:30 AM	8:30 AM	8:30 AM	8:30 AM	8:30 AM	\$ 42.00
Sonoma County	11:15 AM	11:15 AM	11:15 AM	11:15 AM	11:15 AM	\$ 42.00
Santa Rosa JC				12:30 PM		\$ 42.00
Ukiah		9:00 AM	9:00 AM	9:00 AM	9:00 AM	\$ 42.00
Willits		10:00 AM	10:00 AM		10:00 AM	\$ 42.00
Ft. Bragg		11:30 AM	11:30 AM	11:30 AM		\$ 42.00
Pt. Arena				1:00 PM		\$ 42.00
Ukiah		4:00 PM	4:00 PM	4:00 PM	4:00 PM	\$ 42.00

### Four Times a Week Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Ukiah		8:30 AM	8:30 AM	8:30 AM	8:30 AM	\$ 45.00
Sonoma County		11:15 AM	11:15 AM	11:15 AM	11:15 AM	\$ 45.00
Santa Rosa JC				12:30 PM		\$ 45.00
Ukiah			9:00 AM	9:00 AM	9:00 AM	\$ 45.00
Willits			10:00 AM		10:00 AM	\$ 45.00
Ft. Bragg			11:30 AM	11:30 AM		\$ 45.00
Pt. Arena				1:00 PM		\$ 45.00
Ukiah			4:00 PM	4:00 PM	4:00 PM	\$ 45.00

### Three Times a Week Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Ukiah		8:30 AM	8:30 AM		8:30 AM	\$ 48.00
Sonoma County		11:15 AM	11:15 AM		11:15 AM	\$ 48.00
Santa Rosa JC						\$ 48.00
Ukiah			9:00 AM		9:00 AM	\$ 48.00
Willits			10:00 AM		10:00 AM	\$ 48.00
Ft. Bragg			11:30 AM			\$ 48.00
Pt. Arena						\$ 48.00
Ukiah			4:00 PM		4:00 PM	\$ 48.00



Exhibit A

## NBCLS Lake Route

### Current Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Sonoma County	11:30 AM	11:30 AM	11:30 AM	11:30 AM	11:30 AM	\$ 42.00
Lakeport	1:30 PM	1:30 PM	1:30 PM	1:30 PM	1:30 PM	\$ 42.00
Clearlake	2:30 PM	2:30 PM	2:30 PM	2:30 PM	2:30 PM	\$ 42.00
Upperville		3:45 PM		3:45 PM		\$ 42.00
Middletown			3:00 PM		3:00 PM	\$ 42.00

### Four Times a Week Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Sonoma County		11:30 AM	11:30 AM	11:30 AM	11:30 AM	\$ 45.00
Lakeport		1:30 PM	1:30 PM	1:30 PM	1:30 PM	\$ 45.00
Clearlake		2:30 PM	2:30 PM	2:30 PM	2:30 PM	\$ 45.00
Upperville		3:45 PM		3:45 PM		\$ 45.00
Middletown			3:00 PM		3:00 PM	\$ 45.00

### Three Times a Week Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Sonoma County		11:30 AM	11:30 AM		11:30 AM	\$ 48.00
Lakeport		1:30 PM	1:30 PM		1:30 PM	\$ 48.00
Clearlake		2:30 PM	2:30 PM		2:30 PM	\$ 48.00
Upperville		3:45 PM				\$ 48.00
Middletown			3:00 PM		3:00 PM	\$ 48.00

## MVLS Route

### Current Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Roseville Public Library		8:00 AM		8:00 AM		\$ 65.00
Folsom Public Library		8:30 AM	8:00 AM	8:30 AM	8:00 AM	\$ 65.00
CSU Sacramento Library			9:00 AM			\$ 65.00
California State Library		9:20 AM				\$ 65.00
Sacramento Public Library		9:30 AM	9:30 AM	9:30 AM	9:30 AM	\$ 65.00
Dixon Public Library		10:30 AM		10:30 AM		\$ 65.00
UC Davis Library				10:45 AM		\$ 65.00
Woodland Public Library		11:15 AM	11:20 AM	11:15 AM	11:20 AM	\$ 65.00
Yolo County Public Library			11:45 AM		11:45 AM	\$ 65.00
Colusa County Library		1:00 PM		1:00 PM		\$ 65.00
Sutter County Library		2:00 PM	12:45 PM	2:00 PM	12:45 PM	\$ 65.00
Nevada County Library			1:30 PM		1:30 PM	\$ 65.00
Placer County Library			3:15 PM		3:15 PM	\$ 65.00
Yuba County Library		2:30 PM		2:30 PM		\$ 65.00
Lincoln Public Library		3:30 PM		3:30 PM		\$ 65.00

### Three Times a Week Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Roseville Public Library		8:00 AM		8:00 AM		\$ 75.00
Folsom Public Library		8:30 AM	8:00 AM	8:30 AM		\$ 75.00
CSU Sacramento Library			9:00 AM			\$ 75.00
California State Library		9:20 AM				\$ 75.00
Sacramento Public Library		9:30 AM	9:30 AM	9:30 AM		\$ 75.00
Dixon Public Library		10:30 AM		10:30 AM		\$ 75.00
UC Davis Library				10:45 AM		\$ 75.00
Woodland Public Library		11:15 AM	11:20 AM	11:15 AM		\$ 75.00
Yolo County Public Library			11:45 AM			\$ 75.00
Colusa County Library		1:00 PM		1:00 PM		\$ 75.00
Sutter County Library		2:00 PM	12:45 PM	2:00 PM		\$ 75.00
Nevada County Library			1:30 PM			\$ 75.00
Placer County Library			3:15 PM			\$ 75.00
Yuba County Library		2:30 PM		2:30 PM		\$ 75.00
Lincoln Public Library		3:30 PM		3:30 PM		\$ 75.00

*Continued*

### Twice a Week Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Cost Per Day
Roseville Public Library		8:00 AM				\$ 80.00
Folsom Public Library		8:30 AM	8:00 AM			\$ 80.00
CSU Sacramento Library			9:00 AM			\$ 80.00
California State Library		9:20 AM				\$ 80.00
Sacramento Public Library		9:30 AM	9:30 AM			\$ 80.00
Dixon Public Library		10:30 AM				\$ 80.00
UC Davis Library						\$ 80.00
Woodland Public Library		11:15 AM	11:20 AM			\$ 80.00
Yolo County Public Library			11:45 AM			\$ 80.00
Colusa County Library		1:00 PM				\$ 80.00
Sutter County Library		2:00 PM	12:45 PM			\$ 80.00
Nevada County Library			1:30 PM			\$ 80.00
Placer County Library			3:15 PM			\$ 80.00
Yuba County Library		2:30 PM				\$ 80.00
Lincoln Public Library		3:30 PM				\$ 80.00

EXHIBIT B

<b>At Least:</b>	<b>But Less Than:</b>	<b>Surcharge:</b>	<b>At Least:</b>	<b>But Less Than:</b>	<b>Surcharge:</b>
\$3.80	\$3.83	-1.50%	\$4.76	\$4.79	5.75%
\$3.83	\$3.87	-1.25%	\$4.79	\$4.82	6.00%
\$3.87	\$3.90	-1.00%	\$4.82	\$4.86	6.25%
\$3.90	\$3.93	-0.75%	\$4.86	\$4.89	6.50%
\$3.93	\$3.97	-0.50%	\$4.89	\$4.92	6.75%
\$3.97	\$4.00	-0.25%	\$4.92	\$4.96	7.00%
\$4.00	\$4.03	0.00%	\$4.96	\$4.99	7.25%
\$4.03	\$4.06	0.25%	\$4.99	\$5.02	7.50%
\$4.06	\$4.10	0.50%	\$5.02	\$5.05	7.75%
\$4.10	\$4.13	0.75%	\$5.05	\$5.09	8.00%
\$4.13	\$4.16	1.00%	\$5.09	\$5.12	8.25%
\$4.16	\$4.20	1.25%	\$5.12	\$5.15	8.50%
\$4.20	\$4.23	1.50%	\$5.15	\$5.19	8.75%
\$4.23	\$4.26	1.75%	\$5.19	\$5.22	9.00%
\$4.26	\$4.30	2.00%	\$5.22	\$5.25	9.25%
\$4.30	\$4.33	2.25%	\$5.25	\$5.29	9.50%
\$4.33	\$4.36	2.50%	\$5.29	\$5.32	9.75%
\$4.36	\$4.39	2.75%	\$5.32	\$5.35	10.00%
\$4.39	\$4.43	3.00%	\$5.35	\$5.38	10.25%
\$4.43	\$4.46	3.25%	\$5.38	\$5.42	10.50%
\$4.46	\$4.49	3.50%	\$5.42	\$5.45	10.75%
\$4.49	\$4.53	3.75%	\$5.45	\$5.48	11.00%
\$4.53	\$4.56	4.00%	\$5.48	\$5.52	11.25%
\$4.56	\$4.59	4.25%	\$5.52	\$5.55	11.50%
\$4.59	\$4.63	4.50%	\$5.55	\$5.58	11.75%
\$4.63	\$4.66	4.75%	\$5.58	\$5.62	12.00%
\$4.66	\$4.69	5.00%	\$5.62	\$5.65	12.25%
\$4.69	\$4.72	5.25%	\$5.65	\$5.68	12.50%
\$4.72	\$4.76	5.50%	\$5.68	\$5.71	12.75%