

AMENDMENT 1 EFFECTIVE MAY 1, 2017

The General Services Administration's (GSA's), Employee Relocation Resource Center (ERRC) currently has Memorandum of Agreements (MOAs) for the provision of Move Management Services (MMS) under the Centralized Household Goods Traffic Management Program (CHAMP). These MOAs are for GSA's own internal employee relocations for which GSA issues the Government Bill of Lading or Commercial Bill of Lading and for several other Federal agencies with lower shipment volumes that entered into Memorandum of Understandings (MOUs) with the ERRC to utilize GSA's MOAs. These MOAs are due to expire on April 30, 2017.

It is the intent of the ERRC to soon issue a sources sought for additional information from approved CHAMP TSPs interested in and qualified to submit rate offers for the non-alternating, Agency Specific Code GSADI. As a result, attached are amended Pages 3-7 and 3-8 which identify the changes (highlighted in "blue") to Section 3-10 of the 2016-2017 Request for Offers (RFO) dated September 14, 2016. Please refer to the existing RFO for the remainder of Section 3 as well as any other published Amendments that may apply. The 2016-2017 RFO can be found at <https://www.gsa.gov/portal/content/103864>.

If you have any questions, please contact Robyn Bennett at robyn.bennett@gsa.gov or 816-823-3644 or Kim Chancellor at kim.chancellor@gsa.gov or 816-823-3650.

3-9.1. Provider – Domestic and International.

Brookfield Global Relocation Services is the US Postal Service's Move Management Provider; however, the US Postal Service has requested that the provisions of CHAMP apply for the relocation of their employees' personal effects. As a result, only rate offers for General Transportation Services (G rates) will be accepted for USPDC. Rate offers for the provision of Move Management Services (MMS) (M rates) will not be accepted.

3-9.2. Weight Allowance.

1. USPDC is taking exception to the 2,000 pound allowance to cover packing materials as identified in §302-7.2 of the Federal Travel Regulations.
2. Most shipments for USPDC will be bound by the normal 18,000 pound maximum weight entitlement; however, for some employees, the USPDC will authorize up to 25,000 pounds. TSPs will be notified of those employees who have been authorized by USPDC to ship up to 25,000 pounds.

3-9.3. Weight Variance.

In lieu of the weight variance of 115% as provided for in Section 2-7.12, all domestic and international USPDC shipments shall be subject to a 110% weight variance.

3-9.4. Released Valuation.

In lieu of the TSP liability at \$6.00 as provided for in Section 2-7.5.2 and 2-7.5.3., all domestic and international USPDC shipments shall be released at \$10.00 times the net weight of the shipment in pounds with a maximum TSP liability of \$180,000.00 applicable to both shipments in transit and SIT. For shipments authorized by the USPDC at a weight exceeding 18,000 pounds, the maximum TSP liability will remain at \$180,000.00. There will be no additional cost to the USPDC for this level of service during transit or SIT. The storage liability charge does not apply for the basic released value.

3-9.5. Excess Released Value.

3-9.5.1. Transportation.

In the event the employee declares a value greater than the base valuation of \$10.00 times the net weight of the shipment in pounds, a Full Value Protection Service Shipment Charge of \$0.85 per \$100 will apply on that portion of the valuation declared in excess of shipments released value of \$10.00 times the net weight of the shipment or \$180,000.00, whichever is less.

3-9.5.2. Storage-in-Transit.

In the event that the employee declares a value greater than \$10.00 times the net weight of the shipment in pounds, a storage liability charge of \$0.18 per \$100 will apply on that portion of the valuation declared in excess of a shipment's released value of \$10.00 times the net weight of the shipment in pounds or \$180,000.00, whichever is less.

3-9.6. Non-Application of Origin Service Charges (OSC) and Destination Service Charges (DSC) – Domestic Shipments Only.

TSPs **MAY NOT** charge a OSC or a DSC (Items 135A and 135B of the GSA500A Tariff) when billing for a domestic shipment moved under USPDC. All domestic rate offers submitted for USPDC must be inclusive of all accessories identified in Paragraph 3-9.7, below, and may not be billed as a separate charge(s).

3-9.7. Application of Rate Offers – DOMESTIC SHIPMENTS ONLY.

All DOMESTIC rate offers solicited for USPDC must incorporate the following accessorial services:

- ATC charges
- All long carry charges at origin and at destination
- All stair carries
- One-time elevator charges
- All charges associated with heavy or bulky items, to include pianos/organs
- All charges for shuttle service
- Crating up to \$250.00 (any amount above this must have prior approval by the US Postal Service)
- All uncrating
- Extra labor, long carry and all charges associated with mini-storage
- All surcharges or security fees associated with the ocean portion of Alaska moves
- Cost of special motorcycle containers (Clip-Lok)
- All fees for reserving parking on streets or apartment buildings

3-9.8. Volume.

The USPDC is estimating that the volume of shipments under this RFO is 1,300 shipments.

3-10. General Services Administration (GSA) – Domestic and International (GSADI)

TSPs submitting rate offers in accordance with Section 3-10, may file rate offers applicable between the points specified in Section 5-2 and 5-3 and identified as Agency Specific Codes in Section 5-1.

3-10.1. Application.

While there is no guarantee of any shipments or any future action, **it is the intent** of GSA's Employee Relocation Resource Center (ERRC) **to enter into a** Memorandum of Agreement (MOA) with one or more MMS Providers submitting rate offers for GSADI. Shipments handled under any **future** MOA would be for GSA's own internal employee relocations for which GSA issues the Government Bill of Lading (GBL) or Commercial Bill of Lading. In addition, one or more Federal agencies with lower shipment volumes may enter into a Memorandum of Understanding (MOU) with the ERRC to participate in any resulting MOA between the ERRC and a MMS Provider under this GSADI. These lower volume agencies would typically have less than 50 shipments per year and/or be agencies who request to use the ERRC's MOA to "bridge over" until they can enter into their own MOA with a CHAMP MMS Provider. Any MMS Providers with which the ERRC might enter into an MOA with would be notified of any additional agencies allowed to use the services agreed to in a resulting MOA.

3-10.2. Provider – Move Management Services (MMS).

GSA is requesting rate offers for the provision of MMS (M rates) only for GSADI. Rate offers for General Transportation Services (G rates) will not be accepted.

3-10.3. Provider – Domestic and International.

TSPs submitting rate offers for GSADI must be approved for both GSA's Domestic and International programs. TSPs must also have one or more **M** rate offers submitted under both the Domestic and International programs. If a TSP has approval for both the Domestic and International programs under two separate Standard Carrier Alpha Codes (SCACs), they may submit rate offers under this GSADI as long as all other requirements of GSADI are met.

3-10.4. Prepayment Audit Requirements.

TSPs submitting rate offers for GSADI must have all Prepayment Audit requirements as identified in 41 CFR 102-118 and the U.S. Government Freight Transportation Handbook conducted by an independent, non-affiliated auditor that is either approved under GSA's Financial and Business Solutions (FABS) Schedule 520, Special Item Number 520-10 or has been certified by GSA's Audit Division (QMCA) to perform Prepayment Audit services. All costs associated with arranging for and the performance of Prepayment Audits by an independent, non-affiliated auditor as described above must be included in the submitting TSP's rate offers.

3-10.5. Postpayment Audit Requirements.

TSPs submitting rate offers for GSADI must prepare and submit to QMCA all required documentation to satisfy the Postpayment Audit requirements identified in 41 CFR 102-118 and the U.S. Government Freight Transportation Handbook. Documentation must be submitted either electronically or via Compact Disk (CD). TSPs must also submit a completed summary Postpayment Audit Submission form as provided for in Attachment 1, Postpayment Audit Submission Form. All costs associated with the preparation and submission of the required Postpayment Audit documentation must be included in the submitting TSP's rate offers.

3-10.6. Initiation of GSA Form 3080 (3080).

TSPs submitting rate offers for GSADI must initiate an electronic 3080 for all shipments moved under GSADI. Electronic 3080s must be initiated via the Transportation Management Services Solution (TMSS) system. In a **December 30, 2016** email, TSPs were provided with **two (2)** options for initiating electronic 3080s along with formatting requirements. 3080s for shipments moving under GSADI must be initiated by either Option 1- accessing the 3080 module via TMSS and entering the basic shipment information **as required**; or Option 2 - uploading the basic shipment information **as required** into TMSS in accordance with the formatting instructions. 3080s for GSADI will only be accepted when initiated via Option 1 and/or Option 2.

3-10.7. Participation in GSA's Extended Storage Tender of Service (XTOS).

While not a requirement to submit a rate offer for GSADI, it is preferable that TSPs have one or more rate offers accepted under GSA's current XTOS RFO.

3-10.8. Volume.

The GSADI is estimating that the volume of shipments under this RFO is 300 shipments.

3-11. Department Of Interior, National Park Service (NPS) Omaha, NE – Domestic and International (NPSNE)

TSPs submitting rate offers in accordance with Section 3-11, may file rate offers applicable between the points specified in Section 5-2 and 5-3 and identified as Agency Specific Codes in Section 5-1.

3-11.1. Application.

NPSNE applies to all domestic and international shipments for which the NPS office located in Omaha, NE issues the Government Bill of Lading and/or Commercial Bill of Lading. NPSNE is currently responsible for the relocation