

AMENDMENT 1 EFFECTIVE NOVEMBER 1, 2018

The General Services Administration's (GSA's) Employee Relocation Resource Center (ERRC) is amending the Cover Letter and Section 2 of the 2018-2019 Request for Offers (RFO) dated August 23, 2018 to identify that Web Based Version **32** of ALK Technologies, Inc. will apply effective November 1, 2018. Attached are amended Page 2 of the Cover Letter and amended Page 2-3 of Section 2. Please refer to the existing RFO for the remainder of the Cover Letter and Section 2.

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.

HTOS: The HTOS is being issued and distributed along with this RFO and has an effective date of November 1, 2018. Revisions are identified in the “Revisions Made in New Issuances of the HTOS” table, but TSPs are strongly encouraged to review the HTOS with an effective date of November 1, 2018 in its entirety. In addition to this distribution, it will soon also be accessible at <https://www.gsa.gov/portal/content/103864>.

GSA Domestic 500A Tariff (GSA500A): The GSA500A-2018 Tariff is also being issued and distributed along with this RFO and has an effective date of November 1, 2018. Revisions are identified in the “Revisions Made in New Issuances of the GSA500A” table. Revisions include an approximate 3.149616335% increase to most rates and charges contained in Appendix B: Baseline Rate Tariff Files of the GSA500A-2018. In addition to this distribution, it will also soon be accessible at <https://www.gsa.gov/portal/content/103864>.

Changes to Existing Non-Alternating and Alternating, Agency Specific Standing Route Orders (SROs): Changes have been made to the SROs for the Department of the Treasury, Administrative Resource Center (ARCWV), the U.S. Postal Service (USPDC) and the Department of State (DOSDD, DOSDC, DOSHW and DOSSA). Please note that several new destinations serviced under DOSSA have been added and that N’Djamena (Destination Code of 2730) has been removed. Changes are identified in Section 3 of this RFO and have been highlighted in “red;” however, TSPs should review Section 3 of this RFO in its entirety for all Agency Specific requirements and changes.

POV Recall Requirements: Due to the status of POV recalls which involve electrical systems and could potentially start a fire resulting in damage to the POV and/or other property, GSA is encouraging TSPs to work with each individual Agency on protocols for accepting POV shipments. It is noted that employees, Agencies, and/or TSPs may check a POV recall status at the following website by entering a Vehicle Identification Number (VIN): www.nhtsa.gov/recalls.

Mileage Application: Effective November 1, 2018, Web Based Version **32** of ALK Technologies, Inc. will apply (see 2-7.1.1. of this RFO for additional information and application).

International Performance Bond: All TSPs approved to provide International General Transportation and International Move Management Services are required as part of their filings to furnish a performance bond in accordance with Section 2-4.8 of the HTOS and subject to the provisions of Section 1-4 of this RFO. The performance bond MUST clearly identify that the bond is in force for the period **November 1, 2018 through October 31, 2019**, or later. A Certification of Continuation of Bond is acceptable. **A performance bond or Certification of Continuation of Bond currently on file does not satisfy this requirement and copies will not be accepted.** TSPs filing international rate offers are also required to adhere to the performance bond provisions outlined in Section 1.4.1.3.1. of this RFO. Performance bonds must be submitted prior to the transmission of rate offers as the system will not validate submitted rate offers without a valid bond on file.

consistency between general government and Agency Specific. For example, a TSP with an approved scope of operation of all domestic service areas may offer general government rates and charges between all domestic service areas, but offer Agency Specific rates and charges between only two (2) service areas for Federal Agency X, while offering Agency Specific rates and charges between four (4) different service areas for Federal Agency Y.

2-5.5. Alternating Agency Specific Standing Route Order (SRO) Rate Offers.

TSPs may file alternating, Agency Specific SRO rate offers as identified in Section 5-1. Alternating SRO rate offers will apply specifically to those Federal agencies/bureaus/offices identified in Section 5-1 and may alternate with any other accepted rate offer.

2-5.6. Non-Alternating Agency Specific SRO Rate Offers.

TSPs may file non-alternating, Agency Specific SRO rate offers as identified in Section 3 and Section 5-1. Non-alternating SRO rate offers will apply specifically to those Federal agencies/bureaus/offices identified in Section 3 and Section 5-1 and will not alternate with any other accepted rate offer.

2-5.7. Move Management Rate Offers.

TSPs submitting rate offers pursuant to this RFO may file rate offers for MMS that apply to all Federal agencies. The term *MMS* will be used to describe such rate offers. Rate offers submitted may be for the TSP's full scope of operation or any part thereof.

2-6. Move Management Services (MMS).

In addition to complying with provisions of HTOS Section 6, the MMS Provider (TSP) must also comply with the service, delivery timeframe, billing, reporting, and liability requirements set out elsewhere in the HTOS, as applicable, together with all other requirements set out therein, except to the extent waived by the BLIO as defined in the HTOS.

2-7. Special Provisions Affecting Rates or Charges.

2-7.1 General.

2-7.1.1. ALK Technologies, Inc. Mileage

For rate offers effective November 1, 2018, the percentage stated in the submitting TSP's rate offer will be based on mileage provided by ALK Technologies, Inc., Web Based Version **32**. The parameters to use are:

General: borders closed, shortest mileage

One exception is that GSA has determined that all surface HHG shipments between any point in the United States (including the District of Columbia and Alaska) and a Canadian province will be based on the current Rand McNally mileage in place November 1, 2018.

2-7.1.2. Shipments of Unaccompanied Air Baggage

Unaccompanied air baggage shipments will be packed in Tri-wall containers measuring no more than 15 cubic feet (internal dimensions). In no case shall the carton dimensions vary more than two inches per side (length/width/height) due to the overwrap material and small manufacturing variances in the cardboard. All TSPs must have written approval from the BLIO authorizing any exceptions to the Tri-wall measurements. TSPs who are invoicing for charges other than by gross weight must show the container cube and number of containers on the invoice before a prepayment audit is approved. Where gross weight exceeds volume weight, TSP must charge for gross weight.

2-7.2. Rates or Charges

2-7.2.1. DOMESTIC.

2-7.2.1.1. Household Goods – Code D and Code C

The percentage stated in the submitting TSP's rate offer represents a linehaul/transportation discount off the total cost of the move for transportation and all accessories services based on the rates and charges published in the GSA500A including Full Replacement Value TSP liability as defined in Section 2-7.5 for a specific domestic move. The linehaul/transportation discount does not apply to the GSA IFF, fuel surcharges, charges associated with storage in transit, third party services, or valuation charges when the shipment is declared in excess of the base valuation (See Appendix B of the GSA500A for additional items for which the linehaul/transportation percentage discount does not apply).