

May 28,2019

Dear Transportation Service Providers (TSPs):

This Request for Offers (RFO) transmits the Filing Instructions (FI) for the submission of rate offers for the General Services Administration (GSA) Standard Tender of Service (STOS), General Freight Management Program Traffic.

The following list is an example of some of the agencies that utilize GSA's General Rates: FEMA, NARA, Census Bureau, US Department of Agriculture, Veterans Administration – Medical, GSA Fleet Management, Health & Human Services, National Technical Information Service, and the Citizenship and Immigration Service.

Except as otherwise stated in this document, the rate offers made in response to this request will be valid for the period **October 1, 2019 through September 30, 2020, with the option to extend for an additional year**. The Government reserves the right to change the effective period of all or part of the rate offers accepted in accordance with this RFO and its FI. The Government reserves the right to delay the effective date of this RFO and its FI for up to ninety (90) days. GSA's right to extend the rates remains unchanged. Please refer to the corresponding sections of the RFO for specifics.

Please note that in some instances this RFO and its FI will deviate from and will supersede those regulations published in the STOS, [General Freight Tender of Service](#), supplements and reissues thereto.

MANDATORY REQUIREMENT: To participate in this procurement all TSP Carriers must maintain a current registration in the System for Award Management (SAM), Taxpayer ID Number (TIN), have all GSA registration documents up to date and on file at GSA Headquarters, and are active in TPI.

TSPs are strongly encouraged to read the accompanying Standard Tender of Service (STOS) document as well as the GSA No. 200 Uniform Tariff Rules.

Rate offers for Bid Segment 1 are being requested for the following service offerings:

[Section 6: General Offer Submissions](#)

[Section 7: Department of State Offer Submissions](#)

[Section 8: US Mint Offer Submissions](#)

Rate Filing Submission Procedures:

GSA is introducing several changes in the procedures in order to gain operational efficiencies; hence TSPs are requested to carefully review the instructions below.

Help Desk support is available on weekdays (excluding holidays) from 7:00 AM - 8:00 PM Eastern Time. Phone: (800)-449-4960 Email: tpi.helpdesk@gsa.gov.

1. TSPs are strongly encouraged to attend the TPI training provided by GSA.
2. The bid close date will not be extended.
3. TSPs are required to acknowledge participation in TPI only for the corresponding bid cycles they intend to submit rate offers. This should be done before the Bid Response Date for the bid cycle. On acknowledging participation GSA will setup the necessary data for the TSP to submit rate offers. If TSP has not acknowledged participation, the TSP will not be able to file rates after the "Respond By" date.
4. From time to time, the TPI system is required to be shut down for maintenance. The downtime is provided in the RFO.
5. All rate offers must be transmitted electronically. The Government will not consider any rate offer that is not transmitted electronically. - No Paper Rate Offers Will Be Accepted.

The system is optimized for Internet Explorer 8.0 (Please **do not** use than Firefox, Safari, or Google Chrome, etc.).

TPI is optimized for Internet Explorer (IE) 8.0. If you're unable to connect or are seeing lines running through the far right side of the solid blue field containing the JDA logo in TPI Transportation Manager, then you are experiencing a TPI compatibility issue.

To correct the issue, in Transportation Manager, locate the Tools icon or you can also call it up with ALT + X on your keyboard. In Tools, choose Compatibility View settings. In the pop-up box, you should see gsa.gov website in the Add this Website: box, and the Add button activated. Click the Add button and it should move the gsa.gov site to the lower box (Websites you've added to Compatibility View:). Close the box, and the lines should disappear. If not, Log Out, and then back in. You should then see a solid blue background where the JDA logo is going all the way across the page. That indicates you are fully compatible and should have access to complete functionality in TransPort Integrator (TPI).

Bid Segmentation:

GSA has divided the procurement into two bid segments. Each segment has a specific “Open Date”, “Respond by Date” and a “Close Date”. A bid segment is a logical grouping of “Bid Cycles” hence will contain several bid cycles. Each bid cycle contains all the tariffs that are open for bid under that Bid Cycle Name. Example: The table below shows the bid cycles for the SRO that are grouped under bid segment # 1.

SRO	Bid Cycle Name
General Tariff Groups	
General - Drop Deck - TL	FY20 GNDDTL
General - Flatbed - TL	FY20 GNFBTL
General - Goose Neck - TL	FY20 GNGNTL
General - Lowboy - TL	FY20 GNLBTL
General - Power Units - TL	FY20 GNPUTL
General - Refrigerated Van - TL	FY20 GNRVTL
General - Step Deck - TL	FY20 GNSDTL
General and Intrastate AK - TL (closed van)	FY20 GENTL
General and Intrastate AK - LTL (closed van)	FY20 GENLTL
Department of State	
DOS - TL	FY20 DOSTL
DOS - LTL	FY20 DOSLTL
US Mint:	
US Mint - Denver - TL	FY20 USMCTL
US Mint - Philadelphia - TL	FY20 USMPTL
US Mint - CoinWrap Terminals	FY20 USMWTL

The bid cycle identified by the name “FY20 GNDDTL” in the table above is defined in the TransPort Integrator (TPI) system and is for “General - Drop Deck – TL”. If a TSP intends to submit rate offers for Drop Deck Truck Loads under the General rates, the TSP must acknowledge by selecting this Bid Cycle by the “Respond By” date. TSPs may select one or more or all bid cycles under a bid segment, if they intend to submit rate offers for them.

By segmenting the bids and further breaking down the bid cycles, GSA offers more flexibility to TSPs in submitting rate offers only for SRO of their interest. Further, by staggering the bid submission dates for each bid segment, TSPs will now have more flexibility in managing the rates submission volumes and timelines.

It is important to note that TSPs are not required to submit rates for all the lanes or for all the bid cycles under all the bid segments. TSPs are strongly encouraged to submit rates only for the lanes and bid cycles they are able to service in an effective manner as per the terms of the STOS.

TSP must honor the submitted rates. Failure to comply will result in temporary suspension from the program.

Bid Segment Calendar:

The following table provides the bid segments and important dates applicable to the segments.

Bid Segment #1 will receive offers for General rates, US Mint & Dept. of State.

See Section 5-3. BID CYCLE DATA of this RFO for a complete list of all Bid Segments and Bid Cycles for the FY20 procurement.

Bid Segment Number	Bid Open Date	Respond by Date	Bid Close Date	System Maintenance Downtime	TPI Rate Procurement Training
1	05/28/2019	06/03/2019	06/14/2019	N/A	N/A

TPI Transportation Service Provider (TSP) Training Registration:

<https://docs.google.com/spreadsheet/viewform?fromEmail=true&formkey=dDNEa2NURW5CVE5IZWt2VXAwUC04eUE6MA>

Important Changes and Notes on Bid Cycles and Tariffs:

LINEHAUL:

1. TSPs must refer to the RFO and STOS for important changes. Key changes are listed here as a quick reference to facilitate submission of rate offers.
2. The baseline values for the **minimum charge** in the distance base of Item 100 table of Baseline Rates and Minimum **charges are now replaced with the same minimum charge of \$65.00 for all distance bands.** This change is applicable ONLY for **General LTL rates** at this time. All other LTL rates will continue to use prior distance band based minimum charges. TSPs will continue to bid a percentage against this minimum charge. Refer to [GSA STOS No. 1000-D, Section B](#) for further details.

ACCESSORIAL:

3. For FY20 bids, GSA is seeking rates for reduced number of accessorial that are found to be most utilized by GSA customers. Accessorials that are not procured will be negotiated at the time of shipment creation by the customer. They are, however, still governed by the terms and conditions stipulated in STOS and GSA No 200 Uniform Rules Tariff. Appendix B lists accessorial to be procured in FY20 bids.
4. TSPs should review updated language in the STOS and GSA No 200 Uniform Rules Tariff (p. 43) for changes to Item 350, trailer detention and bidding on detention.
5. TSPs are required to submit rate offers for both line-haul and accessorials of any SRO. GSA reserves the right to reject the rates where TSPs have bid line-haul only or accessorials only. TSPs may, however, submit rate offers for select accessorials along with line haul.
6. TSPs should pay close attention to the rate formats for accessorials. TSPs are now required to submit rate offers for accessorials in dollars and cents instead of a percentage.
7. TSPs should closely review the RFOs for changes in lanes. Several lanes may have been added and/or

dropped for some of the SROs.

8. The maximum charges for the following accessorial are listed below.

G200 Tender Charge Code	Charge Description	Max Charge
1010	Sorting or Segregating Service	\$270.00
1100-P	Storage - Placed in Public Warehouse by Carrier	\$300.00
1225-G	Double Trailer Requested Used Greater than 10,000lbs	\$250.00
250	Customs or Inbound Freight	\$150.00
425	Hydraulic Lift Gate Service	\$200.00
550	Handling Freight At Positions Not Immediately Adjacent To Vehicle	\$500.00
860-EV	Pickup/Delivery Service -Sunday or Holiday Empty Vehicle	\$400.00
875	Pickup/Deliveries - NY Harbor/Port Newark, NJ below 5000lbs	\$150.00
875-A	Pickup/Deliveries - NY Harbor/Port Newark above 4999lbs below 9999lbs	\$275.00
925-AT	Reconsignment or Diversion After Tender of Delivery Change in Destination	\$400.00
925-PU	Reconsignment/Diversion Consignor or Consignee Pickup at Terminal	\$300.00
950	Redelivery	\$350.00
950-CD	Redelivery - Sealing of Equip Pickup at Carrier Premise	\$250.00

9. **Computation for Item 75:** For purpose of simplicity in computation during shipment creation, **TSPs are advised to bid \$1 for item 75.** As per the description of item 75 in [GSA No. 200. Uniform Rules Tariff](#) is a negotiated item. If it bid \$ 1 by TSP, it makes it easy for TO to reflect the negotiated amount in TPI. Example: If the shipper negotiated item 75 for \$100 and the TSP has bid \$1, the shipper will simply enter 100 units consumed during shipment creation to arrive at the negotiated amount of \$100 (1x\$100 = \$100).

If you have any questions, please email frtrates.procurement@gsa.gov

Sincerely,

Scott M Kidd
 Branch Chief
 Center for Transportation Management (QMCCA)

**FY 2019 Request for Offers and
Filing Instructions For Bid
Segment 1**

Issued by:

**General Services Administration
Federal Acquisition Service
Freight Transportation Management Program**

May 28, 2019



Table of Contents

Contents

SECTION 1: TERMS AND CONDITIONS.....	9
1-1. GENERAL	9
1-2. EFFECTIVE PERIOD.....	9
1-3. FILING PERIOD	9
1-4. TRANSFER OF RATES	10
1-5. APPLICABILITY OF RATE OFFERS.....	10
1-6. LETTER OF INTENT CERTIFICATION	10
1-7. OPTION TO EXTEND	11
1-8. TERMINATION	11
1-9. VALUATION AND LIABILITY FOR LOSS AND DAMAGE	11
1-10. MANDATORY REQUIREMENTS.....	11
1-11. AGENCY/LOCATION SPECIFIC CONTACTS	12
SECTION 2: EVALUATION AND ACCEPTANCE OF RATE OFFERS.....	13
2-1. EVALUATION	13
2-2. ACCEPTANCE.....	13
SECTION 3: BASIS FOR DETERMINING APPLICABLE MILEAGE	14
3-1 MILEAGE SOFTWARE APPLICATIONS.....	14
SECTION 4: APPLICATION OF THE INDUSTRIAL FUNDING FEE (IFF) and REPORTING	15
4-1. INDUSTRIAL FUNDING FEE	15
SECTION 5: RATE SUBMISSION SPECIAL INSTRUCTIONS.....	16
5-1. SUBMISSION INSTRUCTIONS.....	16
5-2. ENCLOSURE TSP RATE PROCUREMENT FILING INSTRUCTIONS.....	16
5-3. BID CYCLE DATA	16
SECTION 6: GENERAL RATE OFFER SUBMISSIONS	18
6-1. IDENTIFICATION OF GENERAL FREIGHT TRAFFIC	18
6-2. CURRENT CUSTOMERS.....	20
6-3. SPECIALIZED EQUIPMENT	21
6-4. ACCESSORIAL SERVICES.....	22
6-5. HAZARDOUS MATERIALS.....	22
SECTION 7: DEPARTMENT OF STATE (DOS) STANDING ROUTE ORDER TRAFFIC SUBMISSION	23
7-1. IDENTIFICATION OF STANDING ROUTE ORDER (SRO) TRAFFIC.....	23
7-2. COMMODITY APPLICATION	23
7-3. HAZARDOUS MATERIALS	23
7-4. LIABILITY OF TSP AND GOVERNMENT	23

7-5. SHIPMENT TRACKING	24
7-6. BILLING	24
7-7. SHIPMENT REPORTS	24
7-8. MINIMUM CHARGE – CAPACITY LOADS	25
7-9. SERVICE REQUIREMENTS	25
7-10. EQUIPMENT INSPECTION	25
7-11. QUALIFICATION OF DRIVERS	25
7-12. ON-SITE SURVEY	25
7-13. UNSATISFACTORY SERVICE	26
7-14. IDENTIFICATION OF NON-ALTERNATING CODES AND CANADIAN ORIGIN/DESTINATION CODES ...	26
7-15. APPLICABILITY AND ACCEPTANCE OF RATE OFFERS	27
7-16. HISTORICAL TRAFFIC VOLUME	27
7-17. CONTACTS	27
SECTION 8: UNITED STATES MINT (MINOR COIN) STANDING ROUTE ORDER (SRO) SUBMISSION	28
8-1. IDENTIFICATION OF STANDING ROUTE ORDER (SRO) TRAFFIC	28
8-2. GENERAL	28
8-3. EQUIPMENT REQUIRED	31
8-4. CONTROL AND SAFEGUARDING DURING TRANSIT	31
8-5. FEDERAL RESERVE BANK AND MINT SECURITY PROVISIONS	31
8-6. REPORTING OF DELAYS AND/OR PROBLEMS	32
8-7. TIME OF PICKUP AND DELIVERY	32
8-8. LOADING AND UNLOADING	32
8-9. GOVERNMENT FURNISHED EQUIPMENT	34
8-10. DOCUMENTATION	34
8-11. VALUATION AND LIABILITY FOR LOSS AND DAMAGE	34
8-12. INSURANCE REQUIREMENTS AND EVIDENCE OF INSURANCE:	35
8-13. SHIPMENT SIZE AND WEIGHT OF MINOR COIN	36
8-14. VIOLATIONS OF THE PROVISIONS OF THESE SPECIFICATIONS	36
8-15. COPIES OF GSA/US MINT SPECIFICATIONS (MINOR AND COIN)	37
8-16. ADDRESSES OF GOVERNMENT OFFICES	37
8-17. ENCLOSURE 1 FOR IDENTIFICATION OF FEDERAL RESERVE BANKS (FRB)	38
APPENDIX-A REPORT FORMATS	39
APPENDIX-B FY20 ACCESSORIAL LIST	41
APPENDIX-C U.S. MINT LOCATIONS & SHIPMENT VOLUMES	44

SECTION 1: TERMS AND CONDITIONS

1-1. GENERAL

This FY 2020 General Request for Offers (RFO) and its Filing Instructions (FI) are the instructions that must be followed to submit rates for the General Services Administration (GSA) General Freight Transportation Management Program. The terms and conditions of the **GSA Standard Tender of Service (STOS), Edition 4, dated May 28, 2019** and the GSA Uniform Rules Tariff No. 200, are incorporated by reference. The provisions and requirements of this RFO may deviate from and supersede those published in the STOS, in which case the provisions of this RFO take precedence. Direct any questions about this General RFO to:

General Services Administration
Federal Acquisition Service
Freight Transportation Management Program
Email: frtrates.procurement@gsa.gov
Website: <http://www.gsa.gov/portal/category/21192>
Acquisition Gateway: [Freight Hallway](#)

Traffic to be included under this RFO will be freight-all-kinds (FAK) shipments, moving via closed van for all less than truckload (LTL) (0 pounds to 19,999 pounds) shipments and all truckload (TL) (20,000 pounds to 40,000 pounds and over) shipments which fall into one or more of the following two (2) categories:

- General freight rate offers (those rate offers which neither apply from, to, or between specific shipping locations) applicable to those Federal civilian agency/locations identified in **Section 6-1**.
- Department of State TL & LTL offers
- US Mint TL offers.

1-2. EFFECTIVE PERIOD

Except as otherwise provided in this document, the initial rate offers made in response to this request will be for the period **October 1, 2019 through September 30, 2020**, with an option to extend for an additional year.

The Government reserves the right to change the effective period of all or part of the rate offers accepted in accordance with this RFO and its FI. The Government reserves the right to delay the effective date of this RFO and its FI for up to ninety (90) days.

1-3. FILING PERIOD

INITIAL FILINGS: Rate offers made by those Transportation Service Providers (TSPs) approved in GSA's Freight Management Program are **DUE by 4:00 PM Eastern Daylight Savings Time of the Bid Close Date for the corresponding RFO** and will be processed in accordance with Section 1-3 of this document.

RE-FILINGS OF RATE FILING DEFICIENCIES: Rate Filings received between **Bid Open date and Bid Close Date**, which do not meet the requirements as stated in this RFO will be considered non-responsive and will be rejected. These rates will not be included in GSA's TransPort Integrator (TPI) system. If a firm's rate offer is submitted in accordance with this RFO and its FI by a Rate Filing Service Provider, the Rate Filing Service Provider will be notified of the deficiencies and not the TSP. Corrected rate offers must be

GSA Request for Offer FY 2020 Page 9

resubmitted no later than by **4:00 PM Eastern Daylight Savings Time of the Bid Close Date** (Rate offers created using TPI are validated in real time). TSPs will not be allowed to correct any errors encountered after the **4:00 PM, Eastern Daylight Savings Time** validation. In those instances where GSA is notified of corrections to rate offers after the end of the filing period, those rate offers will be considered non-responsive and the firm will not be allowed to re-file.

TSP NOTIFICATIONS: If the submitting TSP or Rate Filing Service Provider receives no communication from GSA prior to the Posting Date identified above, the TSP is on notice that the submitted rate offer(s) have been accepted and its rate file(s) have been transmitted to GSA's Office of Transportation Audits.

1-4. TRANSFER OF RATES

GSA uses TransPort Integrator as its traffic management system solution. Currently approved TSPs will make their initial filing for the FY 2020 rate cycle using current procedures in TPI.

1-5. APPLICABILITY OF RATE OFFERS

Rates/Charges applicable to a specific shipment will be those in effect on the date of pickup.

The TSP's submissions of rate offers to GSA for the traffic identified in this RFO, and GSA's acceptance of those rates constitutes the agreement between GSA and the TSP. **The TSP agrees that it can and will service all points within each origin state and destination state for which a rate is offered and accepted.** By submission of a rate offer to GSA for SRO freight traffic identified in this RFO, the TSP agrees that it can and will service the identified origin facility(s) or all points in an identified origin state(s) and all points within each identified destination state or destination city for which a rate is offered and accepted. The TSP agrees to meet the terms and conditions of the Uniform Tender of Rates and/or Charges for Transportation Services, Optional Form 280 (See Appendix B of the STOS for a copy of the Form). **As a TSP submitting a rate offer, you are stating you will honor that rate. Failure to do so will result in Temporary Nonuse, Suspension or Debarment from the GSA Freight Management Program as described in Section 8 of the STOS.**

All Government shipments handled pursuant to the STOS will be subject to the terms/conditions contained in **41 CFR §§102-117 and 102-118**. These terms and conditions have been incorporated into the Optional Form 280 (OF280). Therefore, any shipment moving under an accepted rate offer submitted on an OF280 is automatically subject to the Government's shipping "terms and conditions." The bill of lading (BL) for any such shipment must contain the statement "This is a U.S. Government shipment." For a complete description of the Government's shipping terms/conditions, please visit the [Electronic version of the Code of Federal Regulations](#) and search for "Transportation Management" (41 CFR § 102-117) or "Transportation Payment and Audit" (41 CFR § 102-118), as appropriate.

1-6. LETTER OF INTENT CERTIFICATION

By submitting a rate offer to the General Services Administration (GSA) in accordance with this RFO and FI, the TSP submitting the rates certifies that:

I have read and will comply with all the provisions contained in this RFO dated May 28, 2019 as well as any amendments, supplements, changes, and/or reissues thereto and the GSA Standard Tender of Service (STOS) Edition 4, , the GSA Uniform Rules Tariff No. 200, and the GSA Baseline Rate Publication No. 1000-D, as well as any supplements, changes, and/or reissues thereto and I further certify that the company for which rate offers have been submitted has supplied GSA their current operating authority and insurance as required by the GSA STOS Edition 4, May 28, 2019.

1-7. OPTION TO EXTEND

The Government reserves the right to extend the expiration date of all or part of the rate offers accepted in accordance with this RFO for up to one (1) year beyond its original expiration date.

1-8. TERMINATION

Accepted rate offers may be terminated upon determination that a Transportation Service Provider has failed to satisfactorily respond to a show cause notice; and

Accepted rate offers may be terminated by the Government immediately upon the debarment or suspension of the Transportation Service Provider in accordance with 41 CFR § 105-68.

Upon termination of the rate offer, the TSP shall be paid any sum due to the TSP for services performed under this RFO to the date of such termination; and in the event of partial termination, shall be paid in accordance with the terms of this rate offer for any services furnished under the portion of the rate offer that is not terminated; provided, however, any such payments shall be without prejudice to any claim which the Government may have against the TSP and the Government shall have the right to offset any such claims against such payment.

Termination for Convenience of the Government: The Government, by written notice, may terminate all or part of the rate offers accepted in accordance with this RFO, in whole or in part, when it is in the Government's best interest. If a rate offer(s) is terminated, the Government shall be liable only for payment for services rendered before the effective date of the termination.

1-9. VALUATION AND LIABILITY FOR LOSS AND DAMAGE

The following applies to all shipments in this RFO unless otherwise modified in specific agency sections.

- A. **LIABILITY OF TSP:** The origin TSP accepts full responsibility for the full value and replacement costs of cargo tendered up to \$100,000, from acceptance of the freight at origin to delivery at final destination, regardless of the TSP's participating in the movement, and agrees to indemnify the Government at these respective values in the event of loss or damage.
- B. The TSP assumes responsibility for all damage or injury to persons or property occasioned through the use, maintenance, and operation of the TSP's vehicles or other equipment by, or the action of, the TSP or the TSP's sub-contracted employees and agents. The TSP, at the TSP's expense, shall maintain adequate public liability and property damage insurance during the term of this Request for Offers, insuring the TSP against all claims for injury or damage.
- C. Claims for overcharges and undercharges must be filed within 180 days from the date the agency receives the TSP's freight bill, and will be administered in accordance with 49 CFR § 378.

1-10. MANDATORY REQUIREMENTS

Before applying for approval to participate in the Freight program, you must first register in the System for Award Management SAM if your company has not already done so. TSPs that are currently approved and active in TPI must ensure that their SAM registration is current and active. The SAM is the on-line contractor database for the U.S. Federal Government. The SAM collects, validates, stores and disseminates data in support of agency and other eligible user acquisition and award missions. It is a free service. Registration information and procedures can be found at the SAM website www.sam.gov

To register in the SAM, you must first obtain a DUNS number. A DUNS number is also free for Federal contractors, including TSPs participating in the GSA Freight Management Program.

1-11. AGENCY/LOCATION SPECIFIC CONTACTS

Questions with regard to specific customer agencies/locations should be directed to the agencies/locations appropriate Office identified under “Contacts” of the RFO section.

SECTION 2: EVALUATION AND ACCEPTANCE OF RATE OFFERS

2-1. EVALUATION

All submitted rate offers which have been determined to be responsive in accordance with this Request for Offers (RFO), the Special Filing Instructions (FI), and the GSA STOS will be evaluated by the Freight Transportation Management Program Management Office (PMO) based on price only. Price will be determined by calculating both the price of the line-haul transportation and the price of the accessorial service(s) (Item Numbers identified in the GSA Uniform Rules Tariff 200 containing rates or charges) requested by the customer agency for each cost comparison requested. Individual agencies may use other methods of evaluation such as prior performance and key performance indicators; however, the PMO will provide accepted rate information according to paragraph 2-2, below.

2-2. ACCEPTANCE

Accepted rate offers will be listed base on price within GSA's TPI system. TPI displays freight comparisons for the use by Federal agencies. The listing of TSPs in individual cost comparisons will be based on:

- i. The anticipated shipping date,
- ii. The origin of the shipment,
- iii. The destination of the shipment,
- iv. The weight of the shipment,
- v. The number of miles between the origin and destination of the shipment, and
- vi. Any accessorial services requested by the customer agency.

Firms with applicable rates for the requested shipment will be listed on the cost comparison from low cost to high cost. Intermediaries such as brokers, forwarders and other logistics companies are TSPs and will be listed on the cost comparison in their own right. When two or more TSPs have offered the exact same rate, (both for transportation and the requested accessorial services) the TSPs will be listed in alphabetical order on the cost comparisons according to the TSP's name.

GSA and other participating agencies may consider other factors other than price when routing shipments. As a result, the listing of firms on a cost comparison is for informational purposes only and does not guarantee any traffic will be awarded.

SECTION 3: BASIS FOR DETERMINING APPLICABLE MILEAGE

3-1 MILEAGE SOFTWARE APPLICATIONS

Unless otherwise authorized or as provided for in ITEM 180 of GSA Uniform Rules Tariff No. 200 (Circuitous Routing of Hazardous Material Shipments), all tenders for shipments within CONUS, Alaska, Hawaii, and Puerto Rico, and between the CONUS and Alaska, Canada, and Mexico North Americas) **GSA will be predicated on the shortest route distance as determined by ALK Technologies PC*Miler Version 25.**

The basis that is used when constructing mileage for shipments moving within the contiguous United States follows:

General Freight
Scale: Miles
Route Type: Shortest
Borders: Closed
Ferry Miles: Include

OW/OD Freight
Scale: Miles
Route Type: Practical
Borders: Closed
Ferry Miles: Include

HazMat Freight
Scale: Miles
Route Type: Practical
Borders: Closed
Ferry Miles: Include
HazMat: Explosives

If mileage cannot be determined using ALK Technologies PC*Miler, the TSP may use an applicable mileage guide, book, or other method used in that particular country to determine mileages, subject to verification by GSA, the shipping agency, or upon GSA Transportation audit.

Exceptions to the use of ALK Technologies, Inc. mileage are those shipments requested in accordance with this RFO and its FI moving between CONUS and the identified Canadian provinces and territories. For those FAK and crated household goods shipments moving between CONUS and the identified Canadian provinces and territories, Rand McNally mileage will be used. Another exception to the use of ALK Technologies mileage is domestic non-express small package shipments.

SECTION 4: APPLICATION OF THE INDUSTRIAL FUNDING FEE (IFF) and REPORTING

4-1. INDUSTRIAL FUNDING FEE

In accordance with the GSA STOS, all approved TSPs must submit the Industrial Funding Fee (IFF) due on all shipments tendered under the STOS and this RFO. **The IFF must be submitted no later than thirty (30) calendar days from receipt of payment.** The amount of the IFF must equal the total of all transportation charges, less the fuel surcharge, multiplied by the applicable IFF percentage.

The current IFF percentage is 6%. GSA may adjust the 6% IFF during the effective period of this RFO. If an adjustment is required, GSA will provide notification to TSPs and will allow them the opportunity to make any necessary rate modifications prior to the effective date of the IFF adjustment.

Instructions for collection of the IFF and remitting it to GSA are in Section 10.2 of the STOS.

4-2. REPORTING

TSPs are required to submit a monthly Shipment Report based on the number of shipment invoices paid in that calendar month. This report covers all shipments transported and invoiced under the terms and conditions of this STOS. If there has been no activity for the month, the TSP must submit a negative report. **These reports must be submitted within ten (10) calendar days from the end of calendar month of which the TSP received payment.**

The TSP monthly report format is provided in Appendix A. This report will be sent to frttsp.reports@gsa.gov in EXCEL with a subject line "SCAC (your company's SCAC) – 6% Transaction Fee".

Failure to remit the Shipment Reports and timely IFF Payments will result in the placement of the firm in a nonuse status by GSA's Freight Management Program.

Questions should be directed to:

Freight Transportation Management Program

Email: frttsp.reports@gsa.gov

SECTION 5: RATE SUBMISSION SPECIAL INSTRUCTIONS

5-1. SUBMISSION INSTRUCTIONS

All electronic rate transmissions in accordance with **Section 6** of this RFO and its FI (filing instructions) **MUST** be submitted via the rate filing capabilities of TPI.

5-2. ENCLOSURE TSP RATE PROCUREMENT FILING INSTRUCTIONS

The rate submission instructions for the “Rates Procurement” module in TPI is available at [TSP Rate Filing Instructions](#)

5-3. BID CYCLE DATA

GSA has divided this procurement into multiple bid segments. Each segment has a specific “Open Date”, “Respond by Date” and a “Close Date”. A bid segment is a logical grouping of “Bid Cycles” and a “Bid Segment” will contain several bid cycles. Each bid cycle contains all the tariffs that are open for bid under that Bid Cycle Name.

The following table provides the bid segments and important dates applicable to the segments.

Bid Segment Number	Bid Open Date	Respond by Date	Bid Close Date	System Maintenance Downtime	TPI Rates Procurement Training
1	05/28/2019	06/03/2019	06/14/2019	N/A	N/A

Important Note for all Bid Segments:

TSPs should submit rates only for the lanes and bid cycles they are able to service in an effective manner as per the terms of the STOS. Failure to honor submitted rates could result in Nonuse, Suspension or Debarment from the GSA Freight Management Program as described in Section 8 of the STOS.

SROs	Bid Segment	Bid Cycle Name	Tariff Group	RP Open Bid Date	RP Respond By Date	Close Bid Date	RP Effective Date	RP Expiration Date
General Tariff Groups								
General - Drop Deck - TL	1	FY20 GNDDTL	GNDDTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
General - Flatbed - TL	1	FY20 GNFBTL	GNFBTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
General - Goose Neck - TL	1	FY20 GNGNTL	GNGNTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
General - Lowboy - TL	1	FY20 GNLBTL	GNLBTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
General - Power Units - TL	1	FY20 GNPUTL	GNPUTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
General - Refrigerated Van - TL	1	FY20 GNRVTL	GNRVTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
General - Step Deck - TL	1	FY20 GNSDTL	GNSDTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
General and Intrastate AK - TL (closed van)	1	FY20 GENTL	GENTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
General and Intrastate AK - LTL (closed van)	1	FY20 GENLTL	GENLTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
US Mint:								
US Mint - Denver - TL	1	FY20 USMCTL	USMCTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
US Mint - Philadelphia - TL	1	FY20 USMPTL	USMPTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
US Mint - CoinWrap Terminals	1	FY29 USMWTL	USMWTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
Department of State								
DOS - TL	1	FY20 DOSTL	DOSTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020
DOS - LTL	1	FY20 DOSLTL	DOSLTL	05/28/2019	06/03/2019	06/14/2019	10/01/2019	09/30/2020

SECTION 6: GENERAL RATE OFFER SUBMISSIONS

6-1. IDENTIFICATION OF GENERAL FREIGHT TRAFFIC

Traffic included as "General Freight Traffic" includes those rate offers which utilize closed van equipment which neither applies from, to, or between specific shipping locations. General Freight rate offers are being requested for:

- All points in the Continental United States (CONUS) to all points in CONUS
- Intrastate CONUS
- Intrastate Alaska.

NOTE: This rate offer submission does NOT apply to shipments from Alaska to CONUS locations. Rates may be, but are not required to be, submitted for all origins/destinations and/or rate groups requested.

A. CONUS TRAFFIC:

CONUS GENERAL TRAFFIC			
Origin	Destination	Commodities Shipped	Types of Rates Requested
All Points in CONUS and Intrastate	All Points in CONUS and Intrastate	FAK	Less Than Truckload and Truckload

B. INTRASTATE ALASKA TRAFFIC:

1. Identification of Intrastate Alaska Traffic:

- A. Rate offers submitted for the identified Alaska Rate Groups **MUST** be submitted as **highway miles** only; and
- B. Rates submitted for Truckload shipments **MUST** be submitted as a cents per mile with a minimum charge per vehicle used.

INTRASTATE ALASKA GENERAL TRAFFIC			
Origin	Destination	Commodities Shipped	Types of Rates Requested
Specific Alaska Rate Groups	Specific Alaska Rate Groups	FAK	Less Than Truckload and Truckload

2. Identification of Intrastate Alaska Rate Groups:

INTRASTATE ALASKA GENERAL TRAFFIC						
Rate Group Code	Rate Group	Points Covered by Rate Group		Rate Group Code	Rate Group	Points Covered by Rate Group
26	Anchorage	Anchorage, Anchorage International, Elmendorf A.F.B, Fort. Richardson, Mountain View, Spenard		36	Hoonah	Hoonah
27	Big Delta	Big Delta, Buffalo Center, Delta Junction, Donnelly Flats, Fort Greely, Tok		37	Juneau	Auke Bay, Douglas, Juneau, Skagway
28	Big Lake	Big Lake, Cantwell, Clear, Clear A.F.B., Houston, Jonesville, Matanuska, Moose Creek, Nenana, Willow		38	*Beyond Juneau	Gustavus, Pelican
29	Cordova	Cordova		39	Kenai	Girdwood, Kenai, Nikiski, Soldotna,
30	Delta	Big Delta, Buffalo Center, Denali, Clear, Ft. Greely,		40	Ketchikan	Ketchikan, Ketchikan
		Delta Junc, Donnelly Flats				International, Ward Cove
31	Eagle River	Eagle River		41	*Beyond Ketchikan	Craig, Hydaburg, Klawock, Thorne Bay

32	Fairbanks	College, Denali Park, Eielson A.F.B, Fairbanks, Fairbanks International, Fort. Wainwright, Grael, Healy, North Pole	42	Kodiak	Kodiak
33	Glennallen	Cooper Center, Gakona, Gakone Junction, Glennallen, Gulkana, Gulkana Juntion, Valdez	43	Palmer	Birchwood, Chugiak, Eklutna, Palmer, Wasilla
34	Haines	Haines, Skagway	44	Prudhoe Bay	Deadhorse, Milne Point, Prudhoe Bay
35	Homer	Anchor Point, Clam Gulch, Cooper Landing, Homer, Kalifonsky, Kasilof, Naptowne, Seward	45	Sitka	Mount Edgecumbe, Petersburg, Sitka, Wrangell

* Shipments requiring transshipment from Juneau or Ketchikan will be rated at the applicable Rate Group rate plus the cost of the beyond carrier.

6-2. CURRENT CUSTOMERS

Shown below are some of the Federal agencies using general rates however the rates are available to all Federal agencies to use.

Customers using GSA General Rates
Federal Aviation Administration
Federal Emergency Management Agency
Department Of Health And Human Services
Indian Health Service
National Park Service
Program Support Center
Financial Management Service
United States Bankruptcy Court
United States Geological Survey
Health and Human Services Mission Support Center
Citizenship And Immigration Services
National Archives & Records Administration
Department of Veteran's Affairs
US Department of Agriculture
National Aeronautics and Space Administration
National Industries for the Blind
Source America
Federal Prison Industries
Department of Interior Fish & Wildlife Service
National Oceanic Atmospheric Administration

6-3. SPECIALIZED EQUIPMENT

1. FLATBED – GENFB

DESTINATIONS - ORIGINS	AGENCY CODE	Types of Rates Requested
All Points in CONUS and Intrastate	GENFB	Truckload Cents-per- Mile

2. LOWBOY – GENLB

DESTINATIONS - ORIGINS	AGENCY CODE	Types of Rates Requested
All Points in CONUS and Intrastate	GENLB	Truckload Cents-per- Mile

3. POWER ONLY UNITS – GENPU

DESTINATIONS - ORIGINS	AGENCY CODE	Types of Rates Requested
All Points in CONUS and Intrastate	GENPU	Cents-per- Mile

4. DOUBLE-DROP DECK – GENDD

DESTINATIONS - ORIGINS	AGENCY CODE	Types of Rates Requested
All Points in CONUS and Intrastate	GENDD	Truckload Cents-per- Mile

5. STEP DECK – GENSD

DESTINATIONS - ORIGINS	AGENCY CODE	Types of Rates Requested
All Points in CONUS and Intrastate	GENSD	Truckload Cents-per- Mile

6. REMOVEABLE GOOSE NECK – GERGN

DESTINATIONS - ORIGINS	AGENCY CODE	Types of Rates Requested
All Points in CONUS and Intrastate	GERGN	Truckload Cents-per- Mile

7. REFRIGERATED VAN

DESTINATIONS - ORIGINS	AGENCY CODE	Types of Rates Requested
All Points in CONUS and Intrastate	GENRV	Cents-per- Mile

A. SPECIALIZED EQUIPMENT REQUIREMENTS

1. Rates must be offered as Cents-per-Mile with a Minimum Truckload Charge;
2. **NO** less-than-truckload rate offers will be accepted; and
3. TSP may be requested to furnish tarping for protections from the elements, chains, tie down or other load securing equipment.

6-4. ACCESSORIAL SERVICES

For the traffic identified in this RFO, there will be one accessorial rate bid per SRO and must be offered for all items reflected in the GSA General Rules Tariff No. 200.

6-5. HAZARDOUS MATERIALS

Each TSP that picks up and/or transports a hazardous material shipment must maintain emergency response information and shipping papers as specified in 49 CFR § 172-602. The TSP must have in its possession a copy of the current Department of Transportation Emergency Response Guidebook when picking up and/or transporting a shipment of hazardous material. This information must be immediately accessible to a transport vehicle operator or crew in the event of an accident involving hazardous materials.

If placarding is required by the American Trucking Association, Inc., Hazardous Material Tariff, ICC ATA-111 series (current version) or BOE-6000 (current version), supplements thereto and revisions thereof, shipper will provide the placards and TSPs will affix placards at no additional cost.

SECTION 7: DEPARTMENT OF STATE (DOS) STANDING ROUTE ORDER TRAFFIC SUBMISSION

7-1. IDENTIFICATION OF STANDING ROUTE ORDER (SRO) TRAFFIC

Listed below is the DOS traffic for which the General Services Administration (GSA) is requesting SRO rate offers. Rate offers may only be submitted for SRO rate requests when specifically requested and/or authorized by GSA. Rate offers submitted in response to this RFO and its filing instructions (FI) for the identified DOS traffic WILL NOT alternate with any other accepted rate offer and the accepted rates and charges MAY NOT be used as factors in the construction of any combination rates or charges. Rates will only be accepted for the origins/destinations identified below and filed specifically for DOS (General rates will not be applicable for DOS lanes). Rates submitted for any other origin/destination will automatically be rejected. An offering TSP must be able to service all points within each origin/destination state for which a rate is offered.

7-2. COMMODITY APPLICATION

Shipments shall consist of FAK and crated household goods personal effects generally self-contained in wooden lift vans 87" high, including hazardous material, excluding Class A, B, and C explosives. Hazardous materials will be specifically described on the shipping document in accordance with 49 CFR § 172.202. 100% of all FAK and household goods personal effects will be crated. Rates will be applicable only to interstate shipments moving in the Continental United States (CONUS), the identified intrastate shipments within CONUS and shipments moving between CONUS and the identified Canadian provinces and territories (see Section 7-14.B.) Rate offers WILL NOT be accepted for shipments moving between points in Canada.

Standing Route Orders (SRO) rate offers are being requested where SRO is defined as the normal, repetitive movement of two or more shipments per month of specific items between specified points. The SRO rate offers being requested will apply specifically to Department of State (DOS) locations identified in Section 3 of this RFO and its FI and WILL NOT alternate with any other accepted rate offer and the accepted rates and charges MAY NOT be used in construction of combination through rates, charges, or other provisions.

7-3. HAZARDOUS MATERIALS

A. Each TSP that picks up and/or transports a hazardous material shipment must maintain emergency response information as specified in 49 CFR § 172.602 in the same manner as prescribed for shipping papers. The TSP must have in its possession a copy of the current Department of Transportation Emergency Response Guidebook when picking up and/or transporting a shipment of hazardous material. This information must be immediately accessible to a transport vehicle operator or crew in the event of an accident involving hazardous materials.

B. If placarding is required by the American Trucking Association, Inc., Hazardous Material Tariff, ICC ATA-111 series (current version) or BOE-6000 (current version), supplements thereto and revisions thereof, shipper will provide the placards and TSPs will affix placards at no additional cost.

7-4. LIABILITY OF TSP AND GOVERNMENT

A. Notwithstanding any provision of 41 CFR § Part 102-117 and Part 102-118, cargo transported under provisions of this STOS will be valued at full value not to exceed \$100,000 unless otherwise stated on the document that constitutes the contract of carriage. This is generally the Bill of Lading (BOL). Full value is stated in U.S. dollars and is considered

the actual value of the cargo for reimbursement purposes. In order to ensure that full value protection is provided to Government shipments, the shipping organization must provide proof of the actual value of the shipment. To avoid risk to the Government if a loss and damage claim becomes necessary, shipping agencies/organizations must also accurately describe the cargo on the document that constitutes the contract of carriage. The shipper must describe property in enough detail for the TSP to determine the type of equipment or any special precautions necessary to move the shipment. Details might include weight, volume, measurements, routing, hazardous cargo, or special handling designations (41 CFR § 102-117.125)

B. Shipments will normally be loaded by the TSP at origin and unloaded by the TSP at destination.

C. The TSP agrees that offered rates and charges include securing of loads and protection from the elements. TSP will be responsible for the proper blocking, bracing, and placarding of those shipments which move in Trailer on Flat Car (TOFC) service

7-5. SHIPMENT TRACKING

TSPs must have a secure internet website that is accessible by the DOS. This website must allow for the tracking and status of all DOS shipments moved under this RFO and its FI. Access to the website MUST be password controlled, available only to the DOS, and available 24 hours a day, seven days a week.

7-6. BILLING

Please be advised that all TSPs that submit rates for this RFO MUST participate in DOS’s chosen instance/version of Syncada’s third party payment tool. TSPs MUST participate in the version of Syncada’s third party payment service that DOS has selected to use and MUST submit ALL invoices via this same instance/version of Syncada (applies to rates submitted for the **DOS only**). Questions regarding DOS’s Syncada usage/participation may be forwarded to the DOS at TTM_ANALYSIS@STATE.GOV

7-7. SHIPMENT REPORTS

TSPs must provide a Quarterly Freight Weight Variations Shipment Report containing the following information: DOS Number, Pro Number, Location, Correction Date, Origin Revenue, Correction Revenue, Revenue Change, Origin Weight, Correction Weight, and Weight Change. Reports must be submitted each calendar quarter and contain the requested information for ALL shipments billed during that calendar quarter. There reports MUST be e-mailed to: GriffinSR@state.gov; HazelE@state.gov and frrtsp.reports@gsa.gov.

Inserted below is the format that **MUST** be used when completing and submitting the required Quarterly Freight Weight Variations Shipment Report in support of this RFO and its FI. Failure to remit the Quarterly Freight Weight Variations Shipment Report in the below format could result in the immediate placement of the TSP in temporary nonuse.

Quarterly DOS Freight Weight Variations												
DOS Number	Pro number	Location	Corr Date	Type	Pcs	Corr Sta	Orig Revenue	Corr Revenue	Rev Change	Orig Weight	Corr Weight	Wgt Change

Below is the schedule for the submission of the Quarterly Freight Weight Variations Shipment Report:

Quarter	Months	Submission Due By
1 st	Jan, Feb, Mar	Apr 1 thru May 31
2 nd	Apr, May, Jun	Jul 1 thru Aug 31
3 rd	Jul, Aug, Sep	Oct 1 thru Nov 30
4 th	Oct, Nov, Dec	Jan1 thru Feb28 (29)

7-8. MINIMUM CHARGE – CAPACITY LOADS

TSPs **MUST** include any charges for Item 700, Minimum Charge – Capacity Load of the GSA No. 200, Uniform Rules Tariff in their line-haul rate offer(s). TSPs will not be allowed to apply the provisions of Item 700 when billing the DOS. Shipments moved in accordance with this RFO and its FI **MUST** be billed based on the actual weight of the shipment even if the shipment(s) fills the full visible capacity of the vehicle(s). The TSP must obtain prior written authorization from the DOS for shipment reweighs. Shipment reweighs will only be approved based on the service request from DOS. In cases of weight discrepancies; A certified weight ticket will be required. All scale weights shall be supported by certificates or weight tickets bearing (gross weight, dimensions, total cube), the date and name/signature of the weigh master or official responsible for the weighing, and the name/shipment number of the owner of the effects.

7-9. SERVICE REQUIREMENTS

- A. The TSP shall furnish suitable and sufficient personnel and equipment to perform pickup, sorting, and delivery services of freight which may be required each day. Vehicle requirements may vary on a daily basis depending on such factors as type of shipment, quantity, and destination unloading conditions (loading dock height, street unloading, etc.).
- B. All freight must be transported in clean and sound closed vehicles of sufficient size to accommodate the shipment and must be of a type that can be locked during transit. Vehicle must be in good condition and with the name of the company permanently (Non Magnetic) affixed/placed on the outside of the vehicle.
- C. TSPs are required to notify the consignee or other party in accordance with the instructions in the BOL; Item 725 is not applicable for such notifications. TSPs will not charge for this service.

7-10. EQUIPMENT INSPECTION

The TSP's equipment is subject to inspection by the shipper at the time of placement for loading. Equipment found unsuitable for loading the material to be shipped will be rejected by the shipper. The rejected TSP's equipment will not relieve the TSP from meeting pickup and delivery requirements. Failure to meet pickup and/or delivery requirements constitutes unsatisfactory service under the terms of this RFO and its FI.

7-11. QUALIFICATION OF DRIVERS

By submission of rate offers under this RFO and its FI, the TSP certifies compliance with 49 CFR § 391 and all other rules and regulations governing the movement of traffic described in this RFO and its FI.

7-12. ON-SITE SURVEY

GSA and/or the DOS reserve the option to conduct an on-site survey of the TSP's origin facilities and equipment at any time.

7-13. UNSATISFACTORY SERVICE

A. The Government reserves the right to immediately remove a TSP for the duration of this RFO and its FI for unsatisfactory service.

B. Unsatisfactory service will be handled in the following manner: First service failure will result in written notification from the government; any failure after this written notification shall result in immediate removal from further participation in the traffic named in this RFO and its FI.

7-14. IDENTIFICATION OF NON-ALTERNATING CODES AND CANADIAN ORIGIN/DESTINATION CODES

A. IDENTIFICATION OF NON-ALTERNATING CODES: Only those rate offers submitted by the initial filing due date identified in Section 1, Paragraph 5-3 will be considered for acceptance. **THERE WILL BE NO SUPPLEMENTAL RATE FILINGS.** Rates may be, but are not required to be, submitted for all origins/destinations requested.

DOS Agency Code	Origin	Destination	Origin Code	Destination Code	Commodities/ Special Notes	LTL	TL
DOSTL DOSLTL	All Points in CONUS and Intrastate	All Points in CONUS and Intrastate	2 position state abbreviation	2 position state abbreviation	FAK and HHE	X	X
	All Points in CONUS	Canadian Provinces & Territories	2 position state abbreviation	2 Position Canadian code identified in Section 7-14.B.	FAK and HHE	X	X
	Canadian Provinces & Territories	All Points in CONUS	2 Position Canadian code identified in Section 7-14.B.	2 position state abbreviation	FAK and HHE	X	X

B. IDENTIFICATION OF ORIGIN/DESTINATION CODES FOR CANADIAN PROVINCES AND TERRITORIES: When creating rate offers, the following codes must be used when a Canadian province or territory is entered as either an origin or a destination. Rate offers submitted with an origin AND destination of Canada **WILL NOT** be accepted.

Canadian Province or Territory	Origin/Destination Code
Alberta	AB
British Columbia	BC
Labrador	LB
Manitoba	MB

New Brunswick	NB
Nova Scotia	NS
Ontario	ON
Quebec	QB
Saskatchewan	SK
Northwest Territory	NT
Yukon	YK

7-15. APPLICABILITY AND ACCEPTANCE OF RATE OFFERS

Rate offers submitted for DOS will apply ONLY to DOS locations with GSA for the payment of freight services provided. A listing of agencies/locations that have entered into funding agreements with GSA can be found on GSA's TransPort Integrator website which is GSA's transportation management system. As new customer agencies/locations enter into funding agreements with GSA, GSA will post these additions on TransPort Integrator. An agency/location becomes entitled to utilize general freight rate offers accepted in accordance with this RFO on the added to TransPort Integrator.

The Department of State, Transportation and Travel Management Division, Washington, DC, will be responsible for TSP selections and for the issuance of bills of lading.

PLEASE NOTE: The Department of State, Transportation and Travel Management Division, Washington, DC may consider other factors when routing shipments other than just price. As a result, the listing of TSPs on a cost comparison is for viewing/verification purposes only and does not guarantee any traffic will be awarded.

7-16. HISTORICAL TRAFFIC VOLUME

The annual volume for this RFO and its FI is estimated at **3000 shipments**. The average gross weight is estimated to be approximately **3000 pounds** and represents a combination of FAK and crated household goods personal effects with crated household goods personal effects making up the majority. The data provided should not be interpreted as a guarantee to the TSP that future traffic will amount to these quantities. The Government makes no guarantee that these quantities or any quantities will be shipped. Failure of estimates to materialize will not constitute a basis for rate adjustments.

7-17. CONTACTS

Questions dealing with the identified DOS traffic should be directed to Shawn Griffin at 202-472-8489 via e-mail at griffinsr@state.gov and Emanuel Hazel at 202-472-8461.

SECTION 8: UNITED STATES MINT (MINOR COIN) STANDING ROUTE ORDER (SRO) SUBMISSION

8-1. IDENTIFICATION OF STANDING ROUTE ORDER (SRO) TRAFFIC

In this section are the United States Mint locations for which the General Services Administration (GSA) is requesting SRO rate offers. Rates will only be accepted for the origins/destinations identified in this section. Rates may be, but are not required to be, submitted for all origins/destinations requested. Rate offers submitted in response to this RFO for the identified traffic may be used with any other accepted rate offer and the accepted rates and charges MAY be used as factors in the construction of any combination rates or charges. A separate rate offer must be submitted for each of the four identified U.S. Mint facilities; however, a TSP is not required to submit rate offers to both facilities. Rates will only be accepted for the origins/destination identified below. Rates submitted for any other origin/destination will automatically be rejected. A TSP must be able to service all points within each destination state, city, or point for which a rate is offered. Rates may be, but are not required to be, submitted for all origins/destinations required. If the origin/destination is a particular city or point and not the entire state in which the city or point is located, the accepted rate offer will only be applicable to the identified city or point and not the entire state in which the city or point is located.*

** Includes all points within a 50 mile radius of the Origin/Destination Service Area Description (see Enclosure 1 for Destinations)*

8-2. GENERAL

Traffic included in this RFO are for Minor coin (pennies and nickels) moving via closed van (No Refrigerated Trailers) for truckload (TL) (20,000 pounds to 44,840 pounds) shipments. TL rate offers will be applicable only to interstate shipments moving in the Contiguous United States (CONUS) and the identified intrastate shipments within CONUS. SRO rate offers will be accepted for the following facilities:

1. The United States Mint, **Denver, CO**
2. The United States Mint, **Philadelphia, PA**
3. The United States Coin Wrap, **Middletown, PA**
4. The United States Coin Wrap, **Denver, CO**
5. The United States Coin Wrap, **Charlotte, NC**
6. The United States Coin Wrap, **Dallas, TX**
7. The United States Coin Wrap, **Minneapolis, MN**
8. The United States Coin Wrap, **Los Angeles, CA**

Rate offers covering shipments of minor coins must be:

- A. Single factor rates, i.e., with complete pickup and delivery charges, including transfer of lading, if required,
- B. Published as an all-inclusive **TL cent per mile rate** with a **Minimum TL Charge**.

- C. All normal and reasonable charges, including but not limited to the furnishing of pallet-handling or power unloading equipment and extra labor, if normally required as stated in the Enclosure 1 to this RFO must also be included in the single factor rate.
- D. Only those charges for services which are not normally or routinely required, such as costs for overtime delivery or the furnishing of special unloading equipment (e.g., crane) in extraordinary circumstances, may be shown as separate.
- E. If requested by the government, the TSP must furnish the government with a current certified statement of its financial condition and other such data as may be requested with regard to its operation to determine the TSP's financial responsibility and ability to perform.

The following provisions are required by the government in rate offers that provide for the transportation of the United States minor coin (pennies and nickels) in closed bags, or on pallets as property of, or transported at the expense of, the United States Government. By submission of a rate offer(s) to the General Services Administration (GSA) in accordance with this Request for Offers (RFO) and its Filing Instructions (FI), the submitting Transportation Service Provider (TSP) agrees to the incorporation of the following specifications in all accepted rate offers:

If the "Uniform Tender of Rates and/or Charges for Transportation Services" Optional Form 280 is used, this statement will be included in Block 17B entitled "Description of Service and Governing Publication."

A. TRUCKLOAD SHIPMENTS ORIGINATING FROM THE U.S. MINT: Truckload (TL) (20,000 pounds to 44,840 pounds), closed van, cents per mile and TL minimum charge rate offers are being requested for shipments originating from one of the two U.S. Mint facilities identified in Section 7-2 B, below to the destination cities/points (Federal Reserve Banks (FRB)) identified in Enclosure 1). Please reference Enclosure 1 for specific shipment receiving facilities and requirements for each FRB. TL shipments will consist of Minor (cents and nickels) coin.

B. SRO AGENCY IDENTIFIER:

SRO Agency Identifier	Origin Code	Origin Area Description
USMCP	CO	Denver Mint & Coin Wrap – Pennies
USMCN	CO	Denver Mint & Coin Wrap – Nickels
USMPP	PA	Philadelphia Mint & Coin Wrap – Pennies
USMPN	PA	Philadelphia Mint & Coin Wrap – Nickels
USMWP	NC, TX, MN,CA	Charlotte, Dallas, Minneapolis & Los Angeles Coin Wrap – Pennies
USMWN	NC, TX, MN,CA	Charlotte, Dallas, Minneapolis & Los Angeles Coin Wrap – Nickels

C. PHILADELPHIA MINT ARRIVALS

Philadelphia Mint dock hours are from 7:15 A.M. to 2:45 P.M. TSPs **MUST** fax on company letterhead the following information a minimum of one business day in advance:

- Name of Company, or Subcontracted TSP;

- Driver(s) Name, Date of Birth, SSN, and Place of Birth;
- Load Number (TA Number); and
- Tractor and Trailer Numbers along with Tag's if known
- Fax to both numbers: 216-408-4750 AND 216-408-2762

Failure to provide this information will result in denied access and cancellation of shipment at no cost to the Mint.

D. FEDERAL RESERVE BANK(S) DELIVERIES

TSP must provide the following information 24 hours prior to arrival at a Federal Reserve Bank:

- Name of Company, or Subcontracted Carrier
- Driver(s) Name, Date of Birth, SSN, and Place of Birth
- Load Number (TA Number)
- Tractor and Trailer Numbers along with Tag's if known

E. FEDERAL RESERVE OFF-SITE(S) DELIVERIES

TSP must adhere to the provision of individual off-site facilities as outlined in the FRB and Off-Site Delivery Guide as provided by the COTR.

8-3. EQUIPMENT REQUIRED

Shipments must be in fully enclosed and secured vehicles. The Government does not require that seals be applied, nor is exclusive use of the vehicle required unless such exclusive use is specifically authorized by appropriate notation on the BL. However, TSPs are encouraged to apply seals for internal security monitoring.

TSPs must have electronic systems capable of securely establishing and maintaining broadband connections to the United States Mint Transportation Management System (USMTMS) (in accordance with the User Rules of Behavior for United States Mint Computer Systems and USMTMS Terms of Use in effect from time-to-time and with all other applicable security requirements) and interacting with the United States Mint for purposes of receiving and accepting tenders and managing the services to be provided by the TSP under accepted rate offers (including without limitation recording pickups, deliveries and delays, and reviewing and processing invoices). Questions should be addressed to:

United States Mint
Transportation Division
801 9th Street
Washington, DC 20220
202-354-7453

8-4. CONTROL AND SAFEGUARDING DURING TRANSIT

Shipments must move without undue delay, and must remain under constant surveillance from origin to destination including interchange with connecting TSP(s). Shipments must be deemed to be under constant surveillance if, while the vehicle is not in motion, doors giving access to the cargo are under actual observation by responsible TSP personnel. Vehicles transporting shipments may be held over during transit at TSP terminals with appropriate minimal security (e.g. closed with night watchman, fenced in with electronic surveillance, operating with supervisory knowledge of trailer's contents). Constant observation of the vehicle is not required if the power unit is disconnected and the trailer is parked in such a manner that doors giving access to the cargo cannot be opened without movement of the trailer and frequent visual or electronic surveillance is maintained.

8-5. FEDERAL RESERVE BANK AND MINT SECURITY PROVISIONS

All U.S. Mint delivery personnel must have his/her reliability established in advance through a reasonably comprehensive background check by his/her respective TSP, including a fingerprint report from a law enforcement agency. All Mint delivery personnel must be provided with photo identification credentials by the TSP. Prior to the date of any shipment, the contractor (TSP) must make arrangements with the appropriate U.S. Mint Police representatives at shipping locations for necessary security clearance of his/her personnel.

Due to increased security at the Federal Reserve Banks all TSPs wishing to carry minor coin for the United States Mint must fax the following information to the consignee 24 hours in advance of arrival:

- Name of TSP
- Name of driver
- Tractor and Trailer number(s) along with license plate number and state of issue

****All delivery personnel must have TSP issued ID cards with their photo affixed to them****

8-6. REPORTING OF DELAYS AND/OR PROBLEMS

TSPs must establish adequate controls over coin movements through appropriate notification to its relay stations and terminals to permit prompt telephone reports of delays or difficulties involving these shipments. All delays and difficulties must be reported immediately to the United States Mint facility originating the shipment. In addition, any delay, such as theft, vehicular accident, or any other problem resulting in a delay of 24 hours or more must be reported promptly to the United States Mint, Transportation Division, 801 9th Street, Washington, DC 20220 (tel. (202) 354-7453). After the TSP has actual delivery with the consignee, any delay in performing such delivery must be reported immediately to the consignee. Except in cases where actual delivery has been scheduled, the TSP is NOT required to notify the consignee in the event of difficulties and/or delay.

8-7. TIME OF PICKUP AND DELIVERY

The TSP must coordinate the establishment of acceptable pickup and delivery hours with the shipping and receiving facilities. Pickup and delivery at banks of the Federal Reserve System and facilities of the Mint must be made during regular working hours unless other arrangements have been made. All TSPs that utilize the services of a sub-contracted TSP or trucks that do not display the signage of the contracted TSP, must fax at least 24 hours in advance the actual name of the sub-contracted TSPs to the appropriate Mint originating facility (see 8.16). All drivers must receive clearance, in advance, from the United States Mint Police before entry into the Mint facility or onto Mint property.

8-8. LOADING AND UNLOADING

- PALLETIZED SHIPMENTS:** Shipment of coins to be transported on Pallets will be loaded in the TSPs conveyance by the Mint facility originating the shipment. The TSP will ensure that stacking of coin on pallets and placement of pallets within the vehicle(s) is suitable for transportation. The TSP must perform all blocking and bracing required to secure the load.
- DELIVERY:** The delivering TSP will unload palletized and non-palletized shipments in accordance with the directions indicated in Enclosure 1 or in accordance with the directions of the consignee. Normal receiving conditions and delivery requirements for each consignee are contained in Enclosure 1. Major and repetitive differences in actual delivery requirements from those stated in Enclosure 1 should be reported in writing to the General Services Administration. Deliveries of coin shipments are made under secure conditions, which routinely involve opening of secured area and arranging for a guard to be present. Consignees must be notified prior to tender of delivery so that these arrangements can be scheduled. Should delivery be attempted without prior notice to consignee, any loss of time or redelivery will be at no expense to the government.

This is a reminder, that trucks entering U. S. Mint facilities should not contain pets or animals of any kind in the tractor, trailer or sleeper. The Mint Police will turn away any vehicle that does contain an animal, of any kind.

8-9. GOVERNMENT FURNISHED EQUIPMENT

The TSP must carefully examine any Mint or Federal Reserve Bank furnished fixtures or equipment and become familiar with their condition and manner of operation prior to use. If the TSP claims defect in any such fixture or equipment, written notice must be given to the United States Mint, Transportation Division, 801 9th Street, Washington, DC 20220. Failure to give such notice must be construed as a waiver of such condition or defect. The TSP agrees to be solely liable for all such damages that may result from its use of Mint or Federal Reserve Bank furnished equipment.

8-10. DOCUMENTATION

One or more Bill(s) of Lading (BOLs) must be issued for each individual shipment. The terms and conditions of said BOLs, shall not be inconsistent with the terms and conditions stated here, and must apply to all shipments made under this RFO. **The TSP must include One Master invoice monthly (ONLY for work performed under the RFO), this would include the Mint Shipping Number (TA Number), BOL number and the individual rate and a breakdown of incidental charges including fuel surcharge (if applicable) and a grand total which is being billed. Invoicing must be sent to the attention of the COR (monthly) at the address below and must include One TSP invoice, One Public Voucher for Transportation Charges (SF 1113) & all applicable original bill(s) of lading or Certified Copies. Payment will be made at prices stipulated less any deductions provided for; no partial payments will be authorized.** The BOL, together with the Public Voucher for Transportation Charges (Standard Form 1113), must be Presented to the office shown on the bill of lading in the block entitled "Bill Charges to (Department or Agency, Bureau or Office)."

United States Mint
Transportation Division
801 9th Street
Washington, DC 20220
202-354-7453

8-11. VALUATION AND LIABILITY FOR LOSS AND DAMAGE

- A. **MINOR COIN:** Full value of United States Minor Coin (cents, nickels, and combined pennies and nickel shipments) is up to \$76,000 per truckload of pennies, \$180,000 per truckload of nickels, and \$180,000 per truckload of combined pennies and nickels. Total face value of the shipment must be determined by the U.S. Mint, and must be documented on the face of the accompanying Bill of Lading, and will normally not exceed \$76,000 for pennies, \$180,000 per truckload nickels, and \$180,000 per truckload of combined pennies and nickels.
- B. **LIABILITY OF TSP:** The origin TSP accepts full responsibility for the face value of United States minor coin and replacement costs of pallets tendered to it, from acceptance of the coin at origin to delivery at final destination, regardless of the TSPs participating in the movement, and agrees to indemnify the Government at these respective values in the event of loss or damage. If for any reason a shipment of United States minor coin should exceed \$76,000 per truckload pennies, \$180,000 per truckload for nickels, or \$180,000 per truckload of combined pennies and nickels value per truckload, the TSP is not relieved of responsibility for additional valuation. Should the value exceed \$76,000 per truckload pennies, \$180,000 per truckload for nickels, or \$180,000 per truckload of combined pennies and nickels value per truckload, the TSP will be so advised no later than time of request for pickup of the shipment.

- C. The TSP assumes responsibility for all damage or injury to persons or property occasioned through the use, maintenance, and operation of the TSP's vehicles or other equipment by, or the action of, the TSP or the TSP's sub-

contracted employees and agents. The TSP, at the TSP's expense, must maintain adequate public liability and property damage insurance during the continuance of this Request for Offers, insuring the TSP against all claims for injury or damage.

The TSP must maintain Workers' Compensation and other legally required insurance with respect to the TSP's own employees and agents.

The U.S. Mint, Federal Reserve, Consignee or Consignor shall in no event be liable or responsible for damage or injury to any person or property occasioned through the use, maintenance, or operation of any vehicle or other equipment by, or the action of, the TSP or the TSP's employees, subcontractors and agents in performing under this Request for Offers, and the U.S. Mint and Federal Reserve must be indemnified and saved harmless against claims for damage or injury in such cases.

8-12. INSURANCE REQUIREMENTS AND EVIDENCE OF INSURANCE:

- A. GENERAL: TSPs should furnish a copy of the following provisions to their insurance company, agent, or broker for assistance in preparing acceptable policies for the movement of minor coins. Should the coin insurance coverage of an otherwise acceptable TSP be cancelled, expire, or lapse for any reason, the TSP will not be used for the movement of coin until acceptable evidence of reinstated coverage is furnished to the U.S. Mint.
- B. INSURANCE REQUIREMENTS: The origin TSP must obtain, at its expense, a minimum of **\$100,000 for pennies and \$225,000 for nickels and combined pennies and nickel shipments** in all-risk cargo insurance for the face value of United States minor coin and replacement cost of pallets. All insurance must be written with companies who are licensed and bonded, and all policies must include such provisions as may be required by GSA and the U.S. Mint to cover the assumption of risk by the TSP. Each policy must include a provision that, in the event of loss and damage, the claim will be settled on the basis of the face value of the United States minor coin and the replacement value pallets. Any payment for loss or damage must be made to the U.S. Mint, U.S. Treasury Department, 801 9th Street NW, Washington, DC 20220, unless otherwise directed by an authorized official of the U.S. Mint. Each insurance policy must include a provision to furnish GSA a ten (10) days' notice of cancellation of the policy. Evidence of renewal of any policy must be furnished GSA not less than (10) days prior to the expiration of the existing coverage.

If the Insurance coverage required herein cannot be provided without excluding coverage for infidelity or dishonesty of employees, the insurance will not be acceptable for the movement of coin unless such exclusion in the policy is supplemented and covered by a fidelity bond covering infidelity and dishonesty of TSP's employees in the amount of **\$100,000 for pennies and \$225,000 for nickel and combined pennies and nickel shipments**. In such case the fidelity bond must include the same ten (10) day cancellation notice to GSA as required in the insurance policy and a complete duplicate countersigned copy of the fidelity bond so endorsed must be furnished GSA.

- C. EVIDENCE OF INSURANCE: The only acceptable evidence of insurance coverage for minor coin must be either a complete duplicate countersigned copy of the original policy or policies (primary and excess coverage), including all endorsements thereto, endorsed to include the required "Coin Coverage Endorsement," or, in lieu thereof, a manually countersigned "Certificate of Insurance" complete and sufficient in all details to reflect the actual coverage under the policy or policies, and including the "Coin Coverage Endorsement" and any other endorsements which affect said coverage. A separate policy or Certificate of Insurance covering only minor and/or foreign coin will be acceptable. All references to rates and premiums may be deleted from copies of policies furnished. Cover notes or memorandums of insurance are not acceptable as evidence of insurance for shipments of coin.

D. MINOR COIN COVERAGE ENDORSEMENT: The following endorsement, properly countersigned, must be included in any insurance policy providing coverage on minor coin (cents and nickels):

COIN COVERAGE ENDORSEMENTS

In consideration of the premium charged, it is understood and agreed that this policy covers (insert as applicable: minor coin (cents and nickels)), and that the clauses and provisions of this endorsement are hereby made a part of the insuring conditions of this policy as respects the coverage provided on such coin and supersede any expressly modify all provisions, term, conditions, exclusions, and clauses in the policy and in all forms, riders, and endorsements attached thereto that are in conflict with this endorsement.

This insurance, as respects the movement of coin shipped under published tariff rates or rate tenders provides for specific coverage against all risks of loss or damage in the amount up to **\$100,000 for pennies and \$225,000 for nickels** on any one loss, on any one vehicle or at any other one place at any one time, from the acceptance of the property by the TSP at the point of origin of the shipment to delivery and acceptance by the consignee at final destination, regardless of the TSPs participating movement. In case of successive losses during the term of this policy, the full amount of coverage provided by this endorsement applies separately to each and every loss.

The coverage provided by this insurance excludes only loss or damage arising out of causes beyond the control of, and without the fault or negligence of, any TSP(s) involved in the movement. Such causes may include, but are not restricted to, acts of god or the public enemy, the authority of law, or the act or default of the shipper; but in every case the loss or damage must be beyond the control of, and without the fault or negligence of the TSP(s). Theft or hijack, whether armed or otherwise, is not excluded from coverage hereunder.

It is agreed that any claim for loss and damage must be settled on the basis of the face value of the minor coin without application of any deductible or excess provision of this insurance; loss, if any, under this policy involving such coin must be payable to the U.S. Mint, U.S. Treasury Department, 501 13th Street, NW, Washington, DC, 20220, unless otherwise directed by an officer of the U.S. Mint.

It is a condition of this policy that the Company must furnish written notice to the General Services Administration ten (10) days in advance of the effective date of any reduction on or cancellation of this policy.

8-13. SHIPMENT SIZE AND WEIGHT OF MINOR COIN

	Number of Skids per Truck	Dollar Value per Skid	Pieces per Skid	Total Value per Truckload	Weight (Lbs.)
Cents	18	\$4,000	400,000	\$76,000	44,840
Nickels	15	\$12,000	240,000	\$180,000	42,900
Cents & Nickels	16	\$4000/ \$12000	400,000/ 240,000	Varies	39,000 to 42,900

8-14. VIOLATIONS OF THE PROVISIONS OF THESE SPECIFICATIONS

These Specifications are a part of the conditions of carriage for minor coin, and failure to comply with the provisions hereof may result in suspension of TSPs from participation in the movement of coin.

8-15. COPIES OF GSA/US MINT SPECIFICATIONS (MINOR AND COIN)

As stated above, the TSP agrees to the incorporation of the terms and conditions of the GSA/US Mint Specifications by the submission of an electronic rate offer in accordance with this RFO. The submission of an electronic rate offer will be accepted by the GSA as evidence that the TSP has knowledge of, and agrees to perform in accordance with, the provisions of these Specifications. In addition, copies of the Specifications should be posted at TSP terminals in Denver, Colorado, and Philadelphia, Pennsylvania.

8-16. ADDRESSES OF GOVERNMENT OFFICES

Headquarters, U.S Mint:

Larry Allensworth

Phone: (202) 354-8380

Cell: (202) 590-6308

Fax: (202) 756-0580

Email: larryallensworth@usmint.treas.gov

United States Mint

801 9th Street N.W.

6th Floor North

Washington, D.C. 20220

U.S. Mint Transportation Division

Larry Allensworth

Phone: (202) 354-8380

Cell: (202) 590-6308

Fax: (202) 756-0580

Email: larryallensworth@usmint.treas.gov

United States Mint

801 9th Street N.W.

6th Floor North

Washington, D.C. 20220

Shipping Facilities:

U.S. Mint

David Damron

(303) 405-4666

320 W. Colfax Avenue

Denver, CO 80204

U.S. Mint

Lou Vannicola (215) 408-0202 and Kevin Smith (215) 408-0204

151 N. Independence Mall East

Philadelphia, PA 19106

Insurance:

U.S. Mint HQ, CSBU TRFC/TRANS
Property and Traffic Management Division
Transportation & Property Management Center
Attn: Dennis Smock
801 9th Street N.W.
6th Floor North
Washington, D.C. 20220

8-17. ENCLOSURE 1 FOR IDENTIFICATION OF FEDERAL RESERVE BANKS (FRB)

Appendix C found at the end of this document contains the list of the points of contact, codes, addresses and other contact information for the Federal Reserve Banks necessary for delivery of shipments under this RFO.

This information is subject to change.

APPENDIX-A REPORT FORMATS

Transportation Service Providers (TSPs) are required to submit monthly reports to GSA based on the number of shipments paid per calendar month. If TSPs fail to consecutively submit a report, they shall be temporarily suspended from the program. The following table describes the format shown below it.

If there has been no activity for the month, a negative report must be submitted. For negative reports, please write "NA" in the columns

TSP Shipment Report Format Contents	
Column Heading	Description
SCAC	Standard Carrier Alpha Code
DATE PAID BY AGENCY	Date TSP received payment from the customer agency
TPI/NON TPI	Indicate if the service was booked through TPI
PPE/NON PPP	Indicate if the service was paid for through PPE
BILL OF LADING NUMBER	BOL number generated through TMSS or other external unique number
PRO BILL NUMBER	Number TSP used to track shipment
INVOICE NUMBER	Number on invoice submitted to customer agency for shipment payment
AGENCY	Agency for which the service was provided
TOTAL SHIPMENT DISTANCE	Total distance from pickup location to delivery location
TOTAL SHIPMENT WEIGHT	Total weight of cargo being shipped
COST OF ACCESSORIALS, IF NEEDED	Total cost of any accessorials
TOTAL SHIPMENT COST	Total amount paid to TSP for the shipment
BASE COST PER MILE	Total shipment cost minus cost of accessorials divide by distance (formula already in sheet)
FUEL SURCHARGE	Total fuel surcharge for the shipment
AMOUNT SUBJECT TO IFF	Total shipment cost less the fuel surcharge (formula already in sheet)
IFF AMOUNT DUE	6% of the amount subject to IFF (formula already in sheet)
DATE IFF PAID	Date payment amount submitted to GSA (please leave blank if payment has not yet been submitted)
DATE OF CK	Date of check
CK NUMBER	Number of check

APPENDIX-B FY20 ACCESSORIAL LIST

GSA is trimming the list of accessorial procured for FY20 RFO bids. Accessorial not procured, will be negotiated during shipment creation. They, however, will still be governed by the terms and conditions stipulated in STOS and GSA No 200 Uniform Rules Tariff.

Charge ID	STOS Description	Rating Units (input by TO when adding accessorial to a load)	Unit that TSPs should bid against in Rate Procurement
75	ITEM 75 SERVICES NOT OTHERWISE SPECIFIED	Transportation Officer (TO) to input the unit amount that when multiplied by TSP rate will come to negotiated \$ amount of the accessorial charge	\$X.xx per Unit; If TSP enters \$1 as their rate, TO simply has enters the negotiated amount as rating unit in TPI to arrive at the agreed cost.
325-N	ITEM 325-N DETENTION - VEHICLES WITH POWER UNITS	TO enters the total number of minutes above the free time allotted.	\$X.xx per 15 minute increments above free time allotted for the shipment
325-A	ITEM 325-A DETENTION - VEHICLES WITH POWER UNITS – AFTER HOURS	TO enters the total number of minutes	\$X.xx per 15 minute increments above free time allotted
325-H	ITEM 325-H DETENTION - VEHICLES WITH POWER UNITS – HOLIDAYS	TO enters the total number of minutes	\$X.xx per 15 minute increments above free time allotted
350	ITEM 350 DETENTION - VEHICLES WITHOUT POWER UNITS (Subject to Notes 1 and 2.)	TO enters the number of days after the allotted free time for unloading and loading	\$X.xx per day (excluding holidays/weekends)
350-S	ITEM 350-S DETENTION - VEHICLES WITHOUT POWER UNITS- STRIKE INTERFERENCE CHARGE (Subject to Notes 1 and 2.)	Enter the number of days	\$X.xx per day (excluding holidays/weekends, but after the 4 th day holidays/weekends should be included)
425	ITEM 425 HYDRAULIC LIFT GATE SERVICE	TO is not required enters any rating units. Charge calculated off shipment weight	\$X.xx per hundred pounds (CWT)
450	ITEM 450 FORK LIFT SERVICE (Subject to Note 1.)	TO enters the total number of minutes	\$X.xx per 30 minute increment

Charge ID	STOS Description	Rating Units (input by TO when adding accessorial to a load)	Unit that TSPs should bid against in Rate Procurement
475	ITEM 475 - EXCLUSIVE USE AND CONTROL OF VEHICLE-SINGLE TRAILER (Subject to Notes 1 and 2.)	TO is not required enters any rating units. Charge calculated off distance	\$X.xx per mile
480	ITEM 480 EXPEDITED SERVICE	TO is not required enters any rating units. Charge calculated on distance.	\$X.xx per mile
485	ITEM 485 EMERGENCY RESPONSES AFTER HOURS SERVICE CHARGE	TO is not required enters any rating units. Charge calculated on distance.	\$X.xx per mile
525-N	ITEM 525-N EXTRA LABOR - LOADING OR UNLOADING- NORMAL BUSINESS HOURS (See Notes 1 and 2.)	TO enters the number of hours	\$X.xx per hour
525-A	ITEM 525-A EXTRA LABOR - LOADING OR UNLOADING- AFTER HOURS (See Notes 1 and 2.)	TO enters the number of hours	\$X.xx per hour
525-H	ITEM 525-H EXTRA LABOR - LOADING OR UNLOADING-HOLIDAY HOURS (See Notes 1 and 2.)	TO enters the number of hours	\$X.xx per hour
550	ITEM 550 HANDLING FREIGHT AT POSITIONS NOT IMMEDIATELY ADJACENT TO VEHICLE	TO is not required enters any rating units. Charge calculated on weight.	\$X.xx per hundred pounds
625	ITEM 625 MARKING OR TAGGING FREIGHT - CHANGING MARKING OR TAGS	TO is not required enters any rating units. Charge calculated on number of pieces	\$X.xx per piece retagged
725	ITEM 725 NOTIFICATION CHARGE	TO is not required enters any rating units. Charge calculated on number of stops	\$X.xx per stop

Charge ID	STOS Description	Rating Units (input by TO when adding accessorial to a load)	Unit that TSPs should bid against in Rate Procurement
X850*	ITEM X850- PICKUP OR DELIVERY SERVICE - SORTING AND SIFTING (Subject to Note 5. Also, See Notes 1 through 4.)	No rating units required. Charge calculated on number of pieces	\$X.xx per piece shipped
850*	ITEM 850 PICKUP OR DELIVERY SERVICE- SORTING AND SIFTING	TO is not required enters any rating units. Charge calculated on weight	\$X.xx per hundred pounds (CWT)
850-R	ITEM 850-R PICKUP OR DELIVERY SERVICE- PRIVATE RESIDENCE	TO enters the number of additional delivery stops made to deliver freight	\$X.xx per delivery stop for renotification and arrangement of delivery; Other redelivery costs are covered under different items.
855	ITEM 855- PICKUP OR DELIVERY SERVICE - AT PRIVATE RESIDENCES (Subject to Note 2. Also, See Note 1.)	TO enters the shipment weight in CWT. If shipment requires extra labor, it must be documented under item 75.	\$X.xx per CWT
950	ITEM 950 REDELIVERY	TO is not required enters any rating units. Charge based on weight.	\$X.xx per hundred pounds (CWT)
1035	ITEM 1035 SERVICES - DUAL DRIVER PROTECTIVE SERVICE (DDPS)	No rating unit required. Charge calculated off distance.	\$X.xx per mile
1040	ITEM 1040 SERVICES - DUAL DRIVER SERVICE	TO is not required enters any rating units. Charge calculated off distance.	\$X.xx per mile
1250	ITEM 1250 WEIGHT-VERIFICATION	Enter the number of weight scale verification instances	\$X.xx per weight scale verification instances

APPENDIX-C U.S. MINT LOCATIONS & SHIPMENT VOLUMES

Please see Excel Document titled: “[US MINT SHIPMENT SITES FY2020](#)” for US Mint locations and lanes information. US Mint historical shipment volumes are in excel document titled: “[US Mint Shipment Volumes by Lanes](#)”.