

July 29, 2022

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) Freight Management Program traffic.

The following list is an example of some of the current and potential agencies that can utilize GSA's General Rates: FEMA, FAA, NARA, IRS, Amtrak, Bureau of the Census (averaging 406.5 load a year @ 1,236 lbs per load), US Department of Agriculture, Veterans Administration – Medical, GSA Fleet Management, \*Health & Human Services (see below), National Technical Information Service, DHS - Citizenship and Immigration Service and the U.S. Mint. See Section 6-2 for additional agencies / information.

**\* Health & Human Services (HHS) – CONUS and OCONUS Shipments:**

Month	Origin	CONUS - # OF PALLETS	CONUS - # OF SHIPMENTS	AK SHIPMENTS	AK PALLETS	HI SHIPMENTS	HI PALLETS	PR SHIPMENTS	PR PALLETS	CONTACT INFORMATION
April 2022	3737 W Miller Rd Garland, Tx 75042	335	92	1	1	5	39	5	5	<a href="mailto:Todd.Chambers@cart.com">Todd.Chambers@cart.com</a> Contact Number 214-882-0192
	8400 Winchester Rd Memphis, TN 38125	26	18							<a href="mailto:ryan.tesauro@cart.com">ryan.tesauro@cart.com</a> Contact number 407-488-3705
May 2022	200 Arrowhead Dr. Hebron, OH 43025	412	97							<a href="mailto:Adrian.Hinojosa@cart.com">Adrian.Hinojosa@cart.com</a> Contact Number 740-644-0912
	8400 Winchester Rd Memphis, TN 38125	349	177			5	11	7	17	<a href="mailto:ryan.tesauro@cart.com">ryan.tesauro@cart.com</a> Contact number 407-488-3705
	5041 W 2400 S Suite 100 West Valley City, UT 84120	234	46							<a href="mailto:Charles.tiberius@cart.com">Charles.tiberius@cart.com</a> Contact Number 801-471-6176
	Dallas/Garland 3737 W Miller Rd Garland, Tx 75042	237	89			6	32	6	29	<a href="mailto:Todd.Chambers@cart.com">Todd.Chambers@cart.com</a> Contact Number 214-882-0192
	2301 Neiman Marcus Pkwy, Longview, TX 75602	362	101			1	1			<a href="mailto:Robin.goss@cart.com">Robin.goss@cart.com</a> Contact Number 9038410941
June 2022	200 Arrowhead Dr. Hebron, OH 43025	107	9							<a href="mailto:Adrian.Hinojosa@cart.com">Adrian.Hinojosa@cart.com</a> Contact Number 740-644-0912
	Dallas/Garland 3737 W Miller Rd Garland, Tx 75042	214	21			8	147			<a href="mailto:Todd.Chambers@cart.com">Todd.Chambers@cart.com</a> Contact Number 214-882-0192
	8400 Winchester Rd Memphis, TN 38125	131	45			3	7	3	12	<a href="mailto:ryan.tesauro@cart.com">ryan.tesauro@cart.com</a> Contact number 407-488-3705
	2301 Neiman Marcus Pkwy, Longview, TX 75602	344	46			11	239	1	2	<a href="mailto:Robin.goss@cart.com">Robin.goss@cart.com</a> Contact Number 9038410941
	5041 W 2400 S Suite 100 West Valley City, UT 84120	26	8							<a href="mailto:Charles.tiberius@cart.com">Charles.tiberius@cart.com</a> Contact Number 801-471-6176
	1195 North 6550 West #66 Salt Lake City, UT 84116	17	6							<a href="mailto:Charles.tiberius@cart.com">Charles.tiberius@cart.com</a> Contact Number 801-471-6176
July 2022	200 Arrowhead Dr. Hebron, OH 43025	28	3							<a href="mailto:Adrian.Hinojosa@cart.com">Adrian.Hinojosa@cart.com</a> Contact Number 740-644-0912
	Dallas/Garland 3737 W Miller Rd Garland, Tx 75042	36	8			1	8	1	7	<a href="mailto:Todd.Chambers@cart.com">Todd.Chambers@cart.com</a> Contact Number 214-882-0192
	2301 Neiman Marcus Pkwy, Longview, TX 75602	20	6			1	6			<a href="mailto:Robin.goss@cart.com">Robin.goss@cart.com</a> Contact Number 9038410941
	8400 Winchester Rd Memphis, TN 38125	23	6			1	10			<a href="mailto:ryan.tesauro@cart.com">ryan.tesauro@cart.com</a> Contact number 407-488-3705

Except as otherwise stated in this document, the rate offers made in response to this request will be valid for the period **October 1, 2022 through September 30, 2023, 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 you must be a currently approved TSP. All TSP Carriers must maintain a current registration in the System for Award Management (SAM), Taxpayer ID Number (TIN), have all GSA registration documents uploaded into TMSS, be active in TMSS 2.0 and up to date on IFF (Industrial Funding Fee) owed to the GSA Freight Program.

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

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

Section 6: [General Rates Offer Submissions](#)

#### **Rate Filing Submission Procedures:**

GSA is introducing several changes in the procedures 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: 866-668-3472 Email: [gsatmsshhelp@gsa.gov](mailto:gsatmsshhelp@gsa.gov).

1. TSPs are strongly encouraged to attend the online TMSS 2.0 training provided by GSA.
2. **The bid close date will not be extended.**
3. TSPs are required to acknowledge participation in TMSS 2.0 only for the corresponding bid cycles which they intend to submit rate offers. This must be done before the Choose to Participate date for the bid cycle ends. On acknowledging participation, the system will allow access to the necessary data for the TSP to submit rate offers. If the TSP has not acknowledged participation by the Choose to Participate deadline date, the TSP will not be able to file rates.
4. From time to time, the TMSS 2.0 system is required to be shut down for scheduled maintenance. Downtime, if any, will be 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 TMSS 2.0 system is optimized for Google Chrome. Other browsers (Microsoft Edge, for example) can be used, but note that some of the views and functionality may vary when compared with using Google Chrome.**

## Bid Segmentation:

GSA has divided the procurement into bid segments. Each segment has a specific “Open Date”, “Choose to Participate (NLT Date)” and a “Close Date”. A bid segment is a logical grouping of “Bid Cycles”; hence, it 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 cycle for the SROs that are grouped under Bid Segment # 1.

SRO	Bid Cycle Name
<b>General Rates Tariff Groups</b>	
General - Drop Deck – TL (GNDDTL)	FY23 GNRATE
General - Flatbed – TL (GNFBTL)	FY23 GNRATE
General - Goose Neck – TL (GNGNTL)	FY23 GNRATE
General - Lowboy – TL (GNLBTL)	FY23 GNRATE
General - Power Units – TL (GNPUTL)	FY23 GNRATE
General - Refrigerated Van – TL (GNRVTL)	FY23 GNRATE
General - Step Deck – TL (GNSDTL)	FY23 GNRATE
General and Intrastate AK - TL (closed van) (GENTL)	FY23 GNRATE
General and Intrastate AK - LTL (closed van) (GENLTL)	FY23 GNRATE

For example, under the bid cycle identified by the name “FY23 GNRATE”, the SRO “GNDDTL” in the table above is defined in the TMSS 2.0 system as “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 this by selecting this Bid Cycle SRO before the “Choose to Participate (NLT Date)” deadline date expires. TSPs may select SROs in 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 SROs of their interest. Further, by staggering the bid submission dates for each bid segment, TSPs will now have more flexibility in managing their rate 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 SROs, lanes and bid cycles they can service in an effective manner as per the terms of the STOS.

**TSP must honor their submitted rates. Failure to comply can result in temporary suspension from the GSA Tenders 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.

See Section 5-3. BID CYCLE DATA of this RFO for a complete list of all Bid Segments and Bid Cycles for this FY23 procurement.

Bid Segment Number	Bid Open Date	Choose to Participate (NLT Date)	Bid Close Date	System Maintenance Downtime	TMSS 2.0 Rate Procurement Training (Times Vary; select Date/Time & Content combination of interest)
1	08/01/2022	08/05/2022; 3:00 pm EDT	08/12/2022; 3:00 pm EDT	N/A	08/01/2022 – 08/05/2022

**TMSS 2.0 Freight Rate Procurement (Rate Filing) Training - Registration: (CTRL+Click link below, or Copy/Paste link to Browser):**

[https://docs.google.com/forms/d/e/1FAIpQLSeDbr1BxSyWgnjHTjn0EbAyCZvP2Gc5UOzskHTGAMjStuZzw/viewform?usp=sf link](https://docs.google.com/forms/d/e/1FAIpQLSeDbr1BxSyWgnjHTjn0EbAyCZvP2Gc5UOzskHTGAMjStuZzw/viewform?usp=sf_link)

**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** currently. 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 FY23 bids, GSA is seeking rates for a reduced number of accessorials 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 the GSA No 200-A Uniform Rules Tariff. Appendix B lists accessorial to be procured in FY23 bids.
4. TSPs should review updated language in the STOS and GSA No 200-A Uniform Rules Tariff (p. 37) 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 only for select, not necessarily all, 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 accessorials** are listed below:

GSA No. 200-A 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 purposes 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-A Uniform Rules Tariff](#) this is a negotiated item. If bid as \$1 by TSP, it makes it easy for the Transportation Officer (TO) to reflect the negotiated amount in TMSS 2.0.

For 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](mailto:frtrates.procurement@gsa.gov)

Sincerely,

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

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**FY 2023 Request for Offers and  
Filing Instructions (Bid Segment 1)  
For General Freight Rates**

**Issued by:**

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

**July 29, 2022**



# Table of Contents

## Contents

SECTION 1: TERMS AND CONDITIONS .....	10
1-1. GENERAL .....	10
1-2. EFFECTIVE PERIOD .....	10
1-3. FILING PERIOD .....	11
1-4. TRANSFER OF RATES .....	11
1-5. APPLICABILITY OF RATE OFFERS .....	11
1-6. LETTER OF INTENT CERTIFICATION .....	12
1-7. OPTION TO EXTEND .....	12
1-8. TERMINATION .....	12
1-9. VALUATION AND LIABILITY FOR LOSS AND DAMAGE .....	13
1-10. MANDATORY REQUIREMENTS .....	13
1-11. AGENCY/LOCATION SPECIFIC CONTACTS .....	13
SECTION 2: EVALUATION AND ACCEPTANCE OF RATE OFFERS .....	14
2-1. EVALUATION .....	14
2-2. ACCEPTANCE .....	14
SECTION 3: BASIS FOR DETERMINING APPLICABLE MILEAGE .....	15
3-1 MILEAGE SOFTWARE APPLICATIONS .....	15
SECTION 4: APPLICATION OF THE INDUSTRIAL FUNDING FEE (IFF) and REPORTING .....	16
4-1. INDUSTRIAL FUNDING FEE .....	16
4-2. REPORTING .....	16
SECTION 5: RATE SUBMISSION SPECIAL INSTRUCTIONS .....	17
5-1. SUBMISSION INSTRUCTIONS .....	17
5-2. TSP RATE PROCUREMENT FILING INSTRUCTIONS .....	17
5-3. BID CYCLE DATA .....	17
SECTION 6: GENERAL RATE OFFER SUBMISSIONS .....	19
6-1. IDENTIFICATION OF GENERAL FREIGHT TRAFFIC .....	19
6-2. CURRENT CUSTOMERS .....	21
6-3. SPECIALIZED EQUIPMENT .....	22
6-4. ACCESSORIAL SERVICES .....	24
6-5. HAZARDOUS MATERIALS .....	24



<b>SECTION 7: FORMAT REQUIREMENTS</b> .....	25
<b>7-1. Format Requirements</b> .....	25
<b>7-2. LTL Linehaul Column layout - SAMPLE</b> .....	25
<b>7-3. TL Linehaul Column layout - SAMPLE</b> .....	26
<b>7-4. LTL/TL Accessorials Column layout – SAMPLE</b> .....	26
<b>SECTION 8. ELECTRONIC SUBMISSION</b> .....	27
<b>8-1. RATE OFFER TRANSMISSION</b> .....	27
8-2. ACCESSING UPLOAD RATE FILE.....	27
8-3. RESULTS FILE DIRECTORY ACCESS.....	28
APPENDIX-A REPORT FORMATS .....	29
APPENDIX-B FY23 ACCESSORIAL LIST.....	31
APPENDIX C – Fuel Related General Rate Adjustment (FRGRA).....	34

## SECTION 1: TERMS AND CONDITIONS

### 1-1. GENERAL

This FY 2023 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 8, dated December 1, 2021** and the GSA Uniform Rules Tariff No. 200-A, 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](mailto: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 (LTL and TL) and specialized equipment (TL) 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 the following category:

- General freight rate offers (those rate offers which neither apply from, to, or between specific shipping locations) applicable to any customer agency, including those Federal civilian agency/locations identified in **Section 6-2**.

### 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, 2022 through September 30, 2023**, 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 3:00 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 TMSS 2.0 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, **NOT** the TSP. Corrected rate offers must be resubmitted no later than **3:00 PM Eastern Daylight Savings Time of the Bid Close Date** (Rate offers created using TMSS 2.0 are validated in real time). TSPs will not be allowed to correct any errors encountered after the **3:00 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 TMSS 2.0 as its traffic management system solution. Currently approved TSPs will make their initial filing for the FY 2023 rate cycle using current procedures in TMSS 2.0.

### 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(-ies) or all points in an identified origin state(s) and all points within each identified destination state(s) or destination city (-ies) for which a rate is offered and accepted. **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 9 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**. The bill of lading (BL) for any such shipment must contain the statement "This is a U.S. Government shipment, and the GSA STOS applies." For a complete description of the Government's shipping terms/conditions, please visit the [Electronic version of the](#)

[Code of Federal Regulations \(www.ecfr.gov\)](http://www.ecfr.gov) 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 July 29, 2022 as well as any amendments, supplements, changes, and/or reissues thereto, and the GSA Standard Tender of Service (STOS) Edition 8, December 1, 2021, the GSA Uniform Rules Tariff No. 200-A, and the GSA Baseline Rate Publication No. 1000-D, as well as any supplements, changes, and/or reissues thereto. 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 8, December 1, 2021.

## **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 TSPs 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 TMSS 2.0 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 users' acquisition and award missions. It is a free service. Registration information and procedures can be found at the SAM website [www.sam.gov](http://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 regarding specific customer agencies/locations should be directed to the appropriate agency/location offices identified under "Contacts" of the applicable 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 No. 200-A, 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 based on price within GSA's TMSS 2.0 system. TMSS 2.0 displays freight comparisons for 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-A (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 **will be predicated on the shortest route distance as determined by ALK Technologies PC\*Miler Version 36.**

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 IFF percentage for FY '23 RFOs will be 8% (Effective 10/1/2022).** GSA may adjust the 8% 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 RFO and 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 in 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](mailto:frttsp.reports@gsa.gov) in EXCEL with a **subject line "SCAC (your company's SCAC) – 8% Industrial Funding 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](mailto: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 TMSS 2.0.

### 5-2. TSP RATE PROCUREMENT FILING INSTRUCTIONS

The rate submission instructions for the “Rates Procurement” module in TMSS 2.0 is available in Section 8 of this RFO, as well as through online rate procurement training offerings. Please use the **registration link on page 4 of this RFO to sign up for this training.**

### 5-3. BID CYCLE DATA

GSA has divided this procurement into multiple bid segments. Each segment has a specific “Open Date”, “Choose to Participate (NLT Date)” and a “Close Date”. A bid segment is a logical grouping of “Bid Cycles” and a “Bid Segment” could 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 segment and important dates applicable to the segment.

Bid Segment Number	Bid Open Date	Choose To Participate (NLT Date)	Bid Close Date	System Maintenance Downtime	TMSS 2.0 Rate Procurement Training (Times Vary; select Date/Time & Content combination of interest)
1	08/01/2022	08/05/2022; 3:00 pm EDT	08/12/2022; 3:00 pm EDT	N/A	08/01/2022 – 08/05/2022 (Daily - 11:00 am & 1:30 pm EDT)

#### 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 RFO and the STOS. Failure to honor submitted rates could result in Nonuse, Suspension or Debarment from the GSA Freight Management Program as described in Section 9 of the STOS.

SROs	Bid Segment	Bid Cycle Name	Tariff Group	RP Open Date	RP Bid Choose To Participate (NLT Date)	Close Bid Date	RP Effective Date	RP Expiration Date
<b>General Tariff Groups</b>								
General - Drop Deck - TL	1	FY23 GNRATE	GNDCTL	08/01/2022	08/05/2022	08/12/2022	10/01/2022	09/30/2023
General - Flatbed - TL	1	FY23 GNRATE	GNFBTL	08/01/2022	08/05/2022	08/12/2022	10/01/2022	09/30/2023
General - Goose Neck - TL	1	FY23 GNRATE	GNGNTL	08/01/2022	08/05/2022	08/12/2022	10/01/2022	09/30/2023
General - Lowboy - TL	1	FY23 GNRATE	GNLBTL	08/01/2022	08/05/2022	08/12/2022	10/01/2022	09/30/2023
General - Power Units - TL	1	FY23 GNRATE	GNPCTL	08/01/2022	08/05/2022	08/12/2022	10/01/2022	09/30/2023
General - Refrigerated Van - TL	1	FY23 GNRATE	GNRCTL	08/01/2022	08/05/2022	08/12/2022	10/01/2022	09/30/2023
General - Step Deck - TL	1	FY23 GNRATE	GNSCTL	08/01/2022	08/05/2022	08/12/2022	10/01/2022	09/30/2023
General and Intrastate AK - TL (closed van)	1	FY23 GNRATE	GENTL	08/01/2022	08/05/2022	08/12/2022	10/01/2022	09/30/2023
General and Intrastate AK - LTL (closed van)	1	FY23 GNRATE	GENLTL	08/01/2022	08/05/2022	08/12/2022	10/01/2022	09/30/2023

## 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 and specialized 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 moving between Alaska and CONUS locations.** Rates may be, but are not required to be, submitted for all origins/destinations and/or rate groups requested.

#### A. CONUS TRAFFIC:

<b>CONUS GENERAL TRAFFIC</b>			
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.

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

2. Identification of Intrastate Alaska Rate Groups:

<b>INTRASTATE ALASKA GENERAL TRAFFIC</b>					
<b>Rate Group Code</b>	<b>Rate Group</b>	<b>Points Covered by Rate Group</b>	<b>Rate Group Code</b>	<b>Rate Group</b>	<b>Points Covered by Rate Group</b>
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, Graef, Healy, North Pole	42	Kodiak	Kodiak
33	Glennallen	Cooper Center, Gakona, Gakone Junction, Glennallen, Gulkana, Gulkana Junction, 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 Edgumbe, 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 current and potential Federal agencies that can use general rates. However, these rates are available for all Federal agencies to use.

<b>Customers using GSA General Rates</b>
Federal Aviation Administration
Federal Emergency Management Agency
Department Of Health And Human Services (See Intro letter, Page 1 for recent volume)
Indian Health Service
Bureau of the Census – Averaging 406.5 loads / yr @ 1,236 lbs / load
U.S. Mint
Dept. of Treasury – IRS
Amtrak
National Park Service
Program Support Center
Financial Management Service
United States Bankruptcy Court
United States Geological Survey
Health and Human Services Mission Support Center
DHS - Citizenship and Immigration Services
National Archives & Records Administration
Department of Veterans Administration - Medical
US Department of Agriculture
National Aeronautics and Space Administration

<b>Customers using GSA General Rates (cont.)</b>
National Industries for the Blind
Source America
DOJ - Federal Prison Industries (UNICOR)
Department of Interior Fish & Wildlife Service
National Oceanic Atmospheric Administration

### 6-3. SPECIALIZED EQUIPMENT

#### 1. FLATBED – GNFBTL

<b>DESTINATIONS - ORIGINS</b>	<b>AGENCY CODE</b>	<b>Types of Rates Requested</b>
All Points in CONUS and Intrastate	GNFBTL	Truckload Cents-per- Mile

#### 2. LOWBOY – GNLBTL

<b>DESTINATIONS - ORIGINS</b>	<b>AGENCY CODE</b>	<b>Types of Rates Requested</b>
All Points in CONUS and Intrastate	GNLBTL	Truckload Cents-per- Mile

#### 3. POWER ONLY UNITS – GNPUTL

<b>DESTINATIONS - ORIGINS</b>	<b>AGENCY CODE</b>	<b>Types of Rates Requested</b>
All Points in CONUS and Intrastate	GNPUTL	Cents-per- Mile

#### 4. DOUBLE-DROP DECK – GNDDTL

<b>DESTINATIONS - ORIGINS</b>	<b>AGENCY CODE</b>	<b>Types of Rates Requested</b>
All Points in CONUS and Intrastate	GNDDTL	Truckload Cents-per- Mile

5. STEP DECK – GNSDTL

<b>DESTINATIONS - ORIGINS</b>	<b>AGENCY CODE</b>	<b>Types of Rates Requested</b>
All Points in CONUS and Intrastate	GNSDTL	Truckload Cents-per- Mile

6. REMOVEABLE GOOSE NECK – GNGNTL

<b>DESTINATIONS - ORIGINS</b>	<b>AGENCY CODE</b>	<b>Types of Rates Requested</b>
All Points in CONUS and Intrastate	GNGNTL	Truckload Cents-per- Mile

7. REFRIGERATED VAN - GNRVTL

<b>DESTINATIONS - ORIGINS</b>	<b>AGENCY CODE</b>	<b>Types of Rates Requested</b>
All Points in CONUS and Intrastate	GNRVTL	Truckload 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**

See Appendix B for the accessorial to be procured for the traffic identified in this RFO. All accessorial, whether submitted by the TSP during rate filing or negotiated, will be governed by the terms and conditions stipulated in this RFO, the STOS and the GSA No. 200-A Uniform Rules Tariff.

GSA reserves the right to reject rates where the TSP has bid only line haul rates, or only accessorial. However, it is not necessary to submit line haul rates for every lane, or a rate for every accessorial. TSPs should only submit line haul rates and accessorial that can be handled efficiently, and at the rate tendered, by the TSP.

Note that some accessorial have a maximum chargeable amount limit attached. Please see page 5 of this RFO for the specific accessorial with max charge amounts.

#### **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: FORMAT REQUIREMENTS

### 7-1. Format Requirements

Transportation Service Providers (TSPs) or Rate Filing Service Providers (RFSPs) submitting rate offers in response to this Request for Offers (RFO) and its Filing Instructions (FI) **MUST** submit their rate offers electronically. A TSP or RFSP must contact their Group Administrator for access to the rate filing module if they do not already have access within TMSS 2.0. Submissions received from TSPs or RFSPs not conforming to format requirements will not be accepted by TMSS 2.0 and the TSP or RFSP will be notified.

#### Important Notes on the Rate Filing Process:

- A. All TSPs must obtain access to TMSS 2.0 to keep their contact information current by updating such information online in TMSS 2.0.
- B. TSPs must use the Rate Filing Templates downloaded from FRT Rate Filing module in TMSS 2.0.
- C. Make sure that all the columns/cells are filled with appropriate information.
- D. Every Rate file should have Line Haul rates, and Accessorials should be filed.
- E. Do **NOT** rename worksheet tabs – e.g., Linehaul\_LTL or Linehaul\_TL – on any downloaded Excel file.
- F. Make sure that the column headers are not swapped.
- G. Make sure that **NO** blank lines are entered before the first rate offer and between any rates offers.
- H. When the rate file preparation is complete, it **MUST** be saved as an .xlsx file.

### 7-2. LTL Linehaul Column layout - SAMPLE

Column Name	Sample Values
Bid Cycle Name	frt-bidcycle-test
SRO	GENLTL
TSP SCAC	ABCD
Rate Type	LTL
Origin Id	AL
Origin	ALABAMA
Destination Id	AZ
Destination	Arizona
Tender ID	TNDR
LTL %	150
Minimum Charge %	200

### 7-3. TL Linehaul Column layout - SAMPLE

Column Name	Sample Values
Bid Cycle Name	frt-bidcycle-test
SRO	GENTL
TSP SCAC	ABCD
Rate Type	TL
Origin Id	AL
Origin	ALABAMA
Destination Id	AZ
Destination	Arizona
Tender ID	TNDR
Rate Amount (Dollar per mile rate)	15.00
Minimum TL Charge (Dollar Amount)	600.00

### 7-4. LTL/TL Accessorials Column layout – SAMPLE

Column Name	Sample Values
Bid CycleName	frt-bidcycle-test
SRO	GENTL
TSP SCAC	ABCD
Rate Type	TL
Accessorial Code	40
Accessorial Description	Prelodging
Range From	0
Range To Units	0
Rate per Unit (Dollars)	10.00
Minimum Charge (Dollars)	45.00

## **SECTION 8. ELECTRONIC SUBMISSION**

### **8-1. RATE OFFER TRANSMISSION**

The information below applies only to rate offer submissions when Transportation Service Providers (TSPs) or Rate Filing Service Providers (RFSPs) are using the Transportation Management Services Solution 2.0 (TMSS 2.0) rate filing screens for the creation/addition/deletion of rate offers

#### **A. Electronic Transmission.**

All electronic rate transmissions submitted in accordance with this Request for Offers (RFO) and its Filing Instructions (FI) MUST be accomplished via the “Freight Rate Filing” option in ‘Rate Filing’ main menu item of TMSS 2.0 within the TMSS 2.0 Freight Rate Filing module. Non-electronic submissions will not be considered.

#### **B. Format Requirements.**

Format requirements, as set out in Section 7 of this RFO and its FI, must be strictly adhered to. Submissions received from TSPs or RFSPs not conforming to format requirements will be found unacceptable.

#### **C. File Preparation.**

To upload the file, file must be saved as an .xlsx (Microsoft Excel) format.

#### **D. File Naming Convention.**

There are no specific file naming conventions needed. TSP can give any name to the file.

### **8-2. ACCESSING UPLOAD RATE FILE**

To access the “Freight Rate Filing” function, a firm’s TMSS 2.0 Group Administrator must first designate who will have access to this function and grant them access via TMSS 2.0. The administrator can do this by selecting the Account Information link from the main screen. This takes them to the Account Info-Update Profile screen, where they can select the User List. They will then be able to select the applicable user(s) and select the permission “Carrier User RF” or “Carrier User Admin” from the available dropdown values. Once access has been granted and the rate filing window has been opened, the specified user(s) will have the “FRT Rate Filing” option in ‘Rate Filing’ main menu of the application.

When rate offers are ready for submission, the user will click on the ‘FRT Rate Filing’ in ‘Rate Filing’ main menu option, and follow the steps outlined below.

1. If it's the first time a TSP is accessing the 'FRT Rate Filing' option in an open rate bid cycle period, then the TSP will be taken to the 'TSP Participation' screen where the TSP user can submit their interest to participate in an open bid cycle. Note: **TSP Participation is a mandatory step** for every TSP who wishes to participate in an open Bid Cycle.
2. Once the participation is submitted, TSP user will be taken to the next screen where they can select the appropriate Bid Cycle to continue filing rate offers. Note: In this step TSP user can select and continue to Filing only for one Bid Cycle at a time. TSP user can always switch back to another participated Bid Cycle any time by clicking on the breadcrumbs or select 'FRT Rate Filing' from the main menu.
3. On any participated Bid Cycles, if a TSP user is continuing to file for the first time, they will see the 'Roll over' option to rollover the current active rate offers to the next procurement period. This is a onetime option available to TSPs and TSPs can 'Accept' or 'Reject' the roll overs.
4. TSP user will be then taken inside Rate Filing module where TSP can view the rates being procured, download rate filing template(s), edit rate offers and upload new rate offers.
5. To upload new rate offers, rate files must be in the Excel .xlsx format where the system can accept it.
6. TSP User can always download the Rate Filing templates from TMSS 2.0 by selecting the SRO code. System generates templates with available lanes for the selected SRO. TSP user can modify the data inside the template (but should not change the format) and upload the rate offers by clicking 'FRT Upload Rate File' option.

[FRT View Rates](#)

[FRT Template Download](#)

[FRT Upload Rate File](#)

[FRT Edit Rates](#)

[FRT Global Update](#)

7. TSP user must either click on 'Choose File' option or drag/drop their rate file. Then click 'Click to upload file' button to upload their rate file. System will send out an email to the user as soon as the file is processed with the processing statistics included and the instructions to download and review the results file.

### 8-3. RESULTS FILE DIRECTORY ACCESS

Once the rate offers have been uploaded using the Upload Rate File function, the user will get an email notification that the firm's file was successfully processed. Any errors in the processed file can be accessed via 'File Download' option in the 'Rate Filing' main menu. TSPs can correct the errors and re-upload them for processing.

## 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

<b>TSP Shipment Report Format Contents</b>	
<b>Column Heading</b>	<b>Description</b>
SCAC	Standard Carrier Alpha Code
COMPANY NAME	Name of Company
DATE OF SHIPMENT	Date shipment picked up from the customer agency
TMSS 2.0/NON TMSS 2.0	Indicate if the service was booked through TMSS 2.0
SYNCADA/NON SYNCADA	Indicate if the service was paid for through Syncada
BILL OF LADING NUMBER	BOL number generated through TMSS 2.0 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
DATE PAID BY AGENCY	Date TSP received payment from the customer agency
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 accessories
TOTAL SHIPMENT COST	Total amount paid to TSP for the shipment
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	<b>8%</b> of the amount subject to IFF
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 FY23 ACCESSORIAL LIST

GSA is trimming the list of accessorial procured for FY23 RFO bids. Accessorial not procured, will be negotiated during shipment creation. They, however, will still be governed by the terms and conditions stipulated in the GSA STOS and GSA No 200-A 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	<b>ITEM 75 SERVICES NOT OTHERWISE SPECIFIED</b>	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 TMSS 2.0 to arrive at the agreed cost.
325-N	<b>ITEM 325-N DETENTION - VEHICLES WITH POWER UNITS</b>	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	<b>ITEM 325-A DETENTION - VEHICLES WITH POWER UNITS – AFTER HOURS</b>	TO enters the total number of minutes	\$X.xx per 15-minute increments above free time allotted
325-H	<b>ITEM 325-H DETENTION - VEHICLES WITH POWER UNITS – HOLIDAYS</b>	TO enters the total number of minutes	\$X.xx per 15-minute increments above free time allotted
350	<b>ITEM 350 DETENTION - VEHICLES WITHOUT POWER UNITS (Subject to Notes 1 and 2.)</b>	TO enters the number of days after the allotted free time for unloading and loading	\$X.xx per day (excluding holidays/weekends)
350-S	<b>ITEM 350-S DETENTION - VEHICLES WITHOUT POWER UNITS- STRIKE INTERFERENCE CHARGE (Subject to Notes 1 and 2.)</b>	Enter the number of days	\$X.xx per day (excluding holidays/weekends, but after the 4 <sup>th</sup> day holidays/weekends should be included)
425	<b>ITEM 425 HYDRAULIC LIFT GATE SERVICE</b>	TO is not required enters any rating units. Charge calculated off shipment weight	\$X.xx per hundred pounds (CWT)
450	<b>ITEM 450 FORK LIFT SERVICE (Subject to Note 1.)</b>	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	<b>ITEM 475 - EXCLUSIVE USE AND CONTROL OF VEHICLE-SINGLE TRAILER (Subject to Notes 1 and 2.)</b>	TO is not required enters any rating units. Charge calculated off distance	\$X.xx per mile
480	<b>ITEM 480 EXPEDITED SERVICE</b>	TO is not required enters any rating units. Charge calculated on distance.	\$X.xx per mile
485	<b>ITEM 485 EMERGENCY RESPONSES AFTER HOURS SERVICE CHARGE</b>	TO is not required enters any rating units. Charge calculated on distance.	\$X.xx per mile
525-N	<b>ITEM 525-N EXTRA LABOR - LOADING OR UNLOADING- NORMAL BUSINESS HOURS (See Notes 1 and 2.)</b>	TO enters the number of hours	\$X.xx per hour
525-A	<b>ITEM 525-A EXTRA LABOR - LOADING OR UNLOADING- AFTER HOURS (See Notes 1 and 2.)</b>	TO enters the number of hours	\$X.xx per hour
525-H	<b>ITEM 525-H EXTRA LABOR - LOADING OR UNLOADING-HOLIDAY HOURS (See Notes 1 and 2.)</b>	TO enters the number of hours	\$X.xx per hour
550	<b>ITEM 550 HANDLING FREIGHT AT POSITIONS NOT IMMEDIATELY ADJACENT TO VEHICLE</b>	TO is not required enters any rating units. Charge calculated on weight.	\$X.xx per hundred pounds
625	<b>ITEM 625 MARKING OR TAGGING FREIGHT - CHANGING MARKING OR TAGS</b>	TO is not required enters any rating units. Charge calculated on number of pieces	\$X.xx per piece retagged
725	<b>ITEM 725 NOTIFICATION CHARGE</b>	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*	<b>ITEM X850- PICKUP OR DELIVERY SERVICE - SORTING AND SIFTING (Subject to Note 5. Also, See Notes 1 through 4.)</b>	No rating units required. Charge calculated on number of pieces	\$X.xx per piece shipped
850*	<b>ITEM 850 PICKUP OR DELIVERY SERVICE- SORTING AND SIFTING</b>	TO is not required enters any rating units. Charge calculated on weight	\$X.xx per hundred pounds (CWT)
850-R	<b>ITEM 850-R PICKUP OR DELIVERY SERVICE- PRIVATE RESIDENCE</b>	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	<b>ITEM 855- PICKUP OR DELIVERY SERVICE - AT PRIVATE RESIDENCES (Subject to Note 2. Also, See Note 1.)</b>	TO enters the shipment weight in CWT. If shipment requires extra labor, it must be documented under item 75.	\$X.xx per CWT
950	<b>ITEM 950 REDELIVERY</b>	TO is not required enters any rating units. Charge based on weight.	\$X.xx per hundred pounds (CWT)
1035	<b>ITEM 1035 SERVICES - DUAL DRIVER PROTECTIVE SERVICE (DDPS)</b>	No rating unit required. Charge calculated off distance.	\$X.xx per mile
1040	<b>ITEM 1040 SERVICES - DUAL DRIVER SERVICE</b>	TO is not required enters any rating units. Charge calculated off distance.	\$X.xx per mile
1250	<b>ITEM 1250 WEIGHT-VERIFICATION</b>	Enter the number of weight scale verification instances	\$X.xx per weight scale verification instances

## APPENDIX C - FUEL SURCHARGE – EFFECTIVE 10/1/21

**General:** The Fuel Surcharge provides a TSP flexibility to obtain reasonable relief from sudden and unforeseen increases in diesel fuel prices. Since fuel-related rate adjustments for gradual changes in a TSP's fuel related costs over a longer period of time are beyond the purpose of this provision, a TSP should consider gradual fuel price changes when it submits new rate offers during a rate filing open window if such changes significantly affect the TSP's operating costs.

**Application:** The Fuel Surcharge is applicable to all rate offers accepted under this Request for Offers and its Filing Instructions (FI). The Fuel Surcharge may be waived or altered only by the General Services Administration's (GSA's) Freight Management Program (FMP) or the GSA's Office of Fleet Management (OFM).

- A. **Setting Baseline.** Diesel fuel price ranges and corresponding applicable percent rate adjustment levels were collaboratively established with the motor TSP industry as of November 2000. The levels specified in this section reflect current standard industry practice and will be reviewed and revised on an as needed basis.
- B. **Determination of Adjustment.** Each Monday, or first working day thereafter if the Monday falls on a Federal Holiday (after referred to as "Monday"), the Department of Energy, Energy Information Administration (EIA), posts the National U.S. Average diesel fuel price. If a Fuel Surcharge is justified based on each Monday's posting, the Fuel Surcharge applies to shipments picked up the ensuing Wednesday through the following Tuesday (Note: shipment pickup date is controlling for Fuel Surcharge purposes). A TSP is responsible for monitoring diesel fuel prices each Monday using one of the sources identified below to determine whether a Fuel Surcharge will apply for the one-week period beginning the upcoming Wednesday through Tuesday of the following week.

EIA Website: <http://www.eia.doe.gov/> EIA  
Weekly Petroleum Status Report  
EIA Hotline: (202) 586-6966

- C. **Amount of Adjustment.** If on any given Monday National U.S. Average diesel fuel prices, as published in one of the sources identified above, exceed the neutral range, the TSP may increase its linehaul charge by the appropriate percentage specified in the table below.
- D. **Schedule:** The following table specifies the percentage Fuel Surcharge to be applied based on diesel fuel cost per gallon:

	<b>Cost per Gallon</b>	<b>Percent Increase</b>
<b>Neutral Range</b>	<b>\$2.50 and below</b>	<b>0.0%</b>
	<b>\$2.501 - \$2.630</b>	<b>1.0%</b>
	<b>\$2.631 - \$2.760</b>	<b>2.0%</b>
	<b>\$2.761 - \$2.890</b>	<b>3.0%</b>
	<b>\$2.891 - \$3.020</b>	<b>4.0%</b>
	<b>\$3.021 - \$3.150</b>	<b>5.0%</b>
	<b>\$3.151 - \$3.280</b>	<b>6.0%</b>
	<b>\$3.281 - \$3.410</b>	<b>7.0%</b>
	<b>\$3.411 - \$3.540</b>	<b>8.0%</b>
	<b>\$3.541 - \$3.670</b>	<b>9.0%</b>
	<b>\$3.671 - \$3.800</b>	<b>10.0%</b>
	<b>\$3.801 - \$3.930</b>	<b>11.0%</b>
	<b>\$3.931 - \$4.060</b>	<b>12.0%</b>
	<b>\$4.061 - \$4.190</b>	<b>13.0%</b>
	<b>\$4.191 - \$4.320</b>	<b>14.0%</b>
	<b>\$4.321 - \$4.450</b>	<b>15.0%</b>
	<b>\$4.451 - \$4.580</b>	<b>16.0%</b>
	<b>\$4.581 - \$4.710</b>	<b>17.0%</b>
	<b>\$4.711 - \$4.840</b>	<b>18.0%</b>
	<b>\$4.841 - \$4.970</b>	<b>19.0%</b>
	<b>\$4.971 - \$5.100</b>	<b>20.0%</b>
	<b>\$5.101 - \$5.230</b>	<b>21.0%</b>
	<b>\$5.231 - \$5.360</b>	<b>22.0%</b>
	<b>\$5.361 - \$5.490</b>	<b>23.0%</b>

- NOTE: The table ends at \$5.49, but the \$0.13 increments and percentage increases continue for fuel costs above that dollar amount.