

SPECIAL FILING INSTRUCTIONS
2008 - 2009
National Industries for the Blind & Severely Handicapped

SECTION 1
TERMS AND CONDITIONS

GENERAL: The following Request for Offers (RFO) and its Filing Instructions (FI) are provided in addition to the terms and conditions of the General Services Administration's (GSA's) Standard Tender of Service (STOS), General Freight Traffic Management Program, GSA General Freight Tender of Service No. 1-F (GSA TOS No. 1-F) dated December 04, 2001, supplements and reissues thereto. However, certain provisions and requirements of this RFO and this FI may deviate from and supersede those published in the STOS, GSA TOS No. 1-F.

Traffic to be included under this RFO and this FI 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. Rates will be applicable only to interstate shipments moving in the Continental United States (CONUS) and the identified intrastate shipments within CONUS.

Non-alternating 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 non-alternating SRO rate offers being requested will apply specifically to those agencies/locations identified in Section 8, of this RFO and this FI and WILL NOT alternate with any other accepted rate offer and the accepted rates and charges MAY NOT be used in the construction of combination through rates, charges or other provisions.

Non-alternating SRO rate offers will be accepted for the following facilities:

1. Section 8 Non-alternating SRO's for the National Industries for the Blind & Severely Handicapped (NIB/NISH):

Various NIB/NISH work shops located within CONUS shipping to the Western Distribution Center, French Camp, CA, Eastern Distribution Center, Burlington, NJ, CONUS, and Intrastate.

1-1. **EFFECTIVE PERIOD:** Acceptable rate offers submitted in response to this RFO and this FI for Section 8 will be for the period **November 1, 2008 through October 31, 2009**

1-2. **FILING PERIOD:**

A. **INITIAL FILINGS:** Rate offers made by Transportation Service Providers (TSPs) approved to participate in GSA's Freight Management Program are due by 4:30 p.m. Central Standard Time, **October 6, 2008**, and will be processed in accordance with 1-2.C.

B. **REFILINGS OF ELECTRONICALLY SUBMITTED FILING DEFICIENCIES:** Electronic rate filings received between **September 8, 2008, through October 6, 2008**, which do not meet the requirements as stated in this RFO and this FI will be considered unacceptable and rates will not be included in GSA's Transportation Management Services Solution (TMSS) system. TSPs utilizing the JUPLOAD will be notified daily of any deficiencies submitted per **Section 11-5** by an e-mail confirmation acknowledging the receipt and processing of the file. The e-mail will contain the number of records processed and the number of errors encountered. If a firm's rate offer is submitted in accordance with this RFO and this FI by a Rate Filing Service Provider (RFSP), the RFSP will be notified of the deficiencies and not the firm. Corrected rate offers **must be** resubmitted no later than **October 6, 2008**. In those instances where corrections are not received by **October 6, 2008**, rate offers will be considered unacceptable and the firm will not be allowed to re-file. TSP's utilizing TMSS online rate filing will **NOT** receive error reports on the JUPLOAD since the validation notifies the TSP in real time of any errors encountered.

RATE OFFERS CREATED USING THE TMSS ONLINE RATE FILING MODULE WILL BE PROCESSED AT 10:00AM, 2:00 PM, 6:00PM AND 10:00PM CST. TSPs AND RFSPs MAY CONTINUE SUBMITTING CORRECTIONS UNTIL ALL ERRORS ARE CORRECTED OR UNTIL THE CLOSING DATE OF OCTOBER 6, 2008.

C. ACCEPTED/EFFECTIVE DATE: Initial rate offers allowable under Paragraph 1-2.A. will be accepted into TMSS by October 6, 2008, except in those instances of a failure to meet the resubmission requirements of corrected Rate Filing Deficiencies as identified in Paragraph 1-2.B

D. TSP NOTIFICATIONS: If the submitting TSP or RFSP receives no communication from GSA pursuant to Paragraph 1-2.B. by October 6, 2008, the TSP or RFSP is on notice that its rate offer(s) has been offered to GSA's Office of Transportation Audits.

E. ACCEPTED/EFFECTIVE DATE: Rate offers will be accepted and entered into TMSS on the date indicated below or the first working day of the month, whichever occurs later.

F. INITIAL FILINGS: Initial rate offers allowable under Paragraph 1-2.A. will be processed as shown below, except in those instances of a failure to meet the resubmission requirements of corrected Rate Filing Deficiencies as identified in Paragraph 1-2.B:

SRO	DATE RECEIVED	COMPUTER ENTRY DATE	ACCEPTED/EFFECTIVE DATES
Section 8 NIB/NISH	09/8/2008 through 10/06/2008	11/01/2008 or before	11/01/2008 through 10/31/2009

1-3. APPLICABILITY OF RATE OFFERS: By submission of a rate offer to GSA for the traffic identified in this RFO and this FI, the offeror agrees that it can and will service the identified origin facility for which a rate is offered and all points within each identified destination State and/or destination service area for which a rate is offered.

Note: As a TSP submitting a rate offer in accordance with this RFO and this FI for the support of NIB/NISH traffic, you are stating you will honor that rate. Failure to do so could result in Temporary Nonuse, Debarment, or Suspension within GSA's Freight Management Program.

1-4. 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 and this FI for up to ninety (90) days.

1-5. TERMINATION:

A. The following provision will apply in addition to Item 18.e. of the Optional Form 280 (REV. 6/2003):

1. Accepted rate offers may be terminated upon determination that a TSP has failed to satisfactorily respond to a show cause notice(s); and accepted rate offers may be terminated by the Government immediately upon the debarment or suspension of the TSP in accordance with the 41 Code of Federal Regulation (CFR) 102-117.

B. Upon termination of the rate offer under 1-5.A.1 and/or 2 above, the TSP shall be paid any sum due the TSP for services performed under this RFO and this FI 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 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.

1-6. 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 and this FI when it is in the Government's best interest. If a rate

offer(s) is terminated, the Government shall only be liable for payment for services rendered before the effective date of the termination.

1-7. CONTACTS: Questions dealing with the identified NIB/NISH traffic should be directed to Maria Gutierrez at (415) 522-2846 or by e-mail at maria.gutierrez@gsa.gov. Questions dealing with the submission of electronic rate offers should be directed to Jim Stroup at (816) 823-3646 or by e-mail at jim.stroup@gsa.gov.

SECTION 2 EVALUATION AND ACCEPTANCE

2-1. EVALUATION: The GSA Transportation Management Branch, San Francisco, CA, will conduct all evaluations of rate offers submitted for the identified NIB/NISH traffic. The General Services Administration's (GSA) Freight Management Program will be evaluated by the Freight Program Management Office (FPMO) for all rate offers submitted for the identified traffic. TSP notification of acceptance will be in accordance with Paragraph 1-2.D.

2-2. ACCEPTANCE: Accepted rate offers will be contained in GSA's Transportation Management Services Solution (TMSS) system. When identified in TMSS, the acceptable rate offers will be listed based on price only. The listing of TSP's and their rate offers will be based on the anticipated shipping date, the origin of the shipment, the destination of the shipment, the weight of the shipment, the number of miles between the origin and destination of the shipment, and any accessorial services requested by the customer agency. TSP's with applicable rates for the requested shipment will be listed on the cost comparison in cost ascending order. In the case of brokers and shippers agents/Intermodal Marketing Companies, please note that the broker's name and/or the shipper agent's/Intermodal Marketing Company's name and not the names of its underlying TSP's will be identified on cost comparisons. However, when rate information is made available to GSA's Office of Transportation Audits, rate information will be submitted in the name of the broker's and/or a shipper agent's/Intermodal Marketing Company's underlying TSP's and not in the name of the broker and/or the shipper agent/Intermodal Marketing Company. If the occasion arises when two or more TSP's have offered the exact same rate offer (both for transportation and the requested accessorial services), then the TSP's will be listed on the cost comparison in alphabetical order according to the TSP's names.

PLEASE NOTE: The GSA Transportation Management Branch, San Francisco, CA, may consider other factors when routing shipments other than just price. As a result, the listing of TSP's on a cost comparison is for viewing/verification purposes only and does not guarantee any traffic will be awarded.

SECTION 3 LETTER OF INTENT CERTIFICATION

By the submission of a rate offer to GSA in accordance with this RFO and this FI, the submitting TSP certifies that:

I have read and will comply with all the provisions contained in this request dated September 8, 2008, as well as any supplements, changes, and/or reissues thereto and the GSA Standard Tender of Service (STOS), GSA General Freight Tender of Service No. 1-F, the GSA National Rules Tender No. 100-D, and the GSA Baseline Rate Publication No. 1000-D, all effective December 4, 2001, 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 the operating authority and insurance required by Item 1-6 (See Below) and Section 2 of the GSA General Freight Tender of Service No. 1-F.

Item 1-6 of the GSA General Freight Tender of Service No. 1-F reads as follows:

“LAWFUL PERFORMANCE, OPERATING AUTHORITY, AND INSURANCE. All service shall be performed in accordance with applicable Federal, State, and local laws and regulations. Common motor carriers or brokers, freight forwarders, rail carriers, shipper's agents, or shippers associations shall possess the required carrier or Surface Transportation Board (STB) broker operating authority and maintain cargo as well as public liability insurance as required by Federal, State, and local regulatory agencies.”

SECTION 4 SUBSTITUTED SERVICE – RAIL FOR MOTOR

If a TSP utilized Item 1125, Substituted Service – Rail for Motor, of the GSA National Rules Tender No. 100-D for shipments moving under this RFO and this FI, the submission of a rate offer(s) constitutes agreement to the terms and conditions of Item 1125 and that rates submitted include for the proper blocking and bracing by the TSP for Trailer-On-Flat-Car (TOFC) or Road Railer movement to preclude damage to the material.

SECTION 5 TERMS & CONDITIONS OF THE UNIFORM TENDER OF RATES AND/OR CHARGES FOR TRANSPORTATION SERVICES

By submission of a rate offer(s) to GSA in accordance with this RFO and this FI, the submitting TSP agrees to and/or meets the terms and conditions of the Uniform Tender of Rates And/Or Charges For Transportation Services, Optional Form 280 (REV. 06/2003), except as provided in Paragraph 1-5.

SECTION 6 TERMS AND CONDITIONS FOR BILLS OF LADING ISSUED FOR GOVERNMENT SHIPMENTS

Per this RFO and this FI, 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.” In accordance with [Section 5](#) rate offers accepted in accordance with this RFO and this FI are also automatically subject to the Government’s shipping “terms and conditions.” The bill of lading 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 <http://www.gpoaccess.gov/cfr/> search for “[Transportation Management](#)” (41 CFR § 102-117) or “[Transportation Payment and Audit](#)” (41 CFR § 102-118), as appropriate.

SECTION 7 BASIS FOR DETERMINING APPLICABLE DISTANCE/MILEAGE

Per this RFO and this FI, auditing of freight shipments identified herein and handled pursuant to the STOS will be based on mileage provided by **ALK Technologies, Inc., 5 digit Zip Code, Web Version 22**. **ALK Technologies, Inc., 5 digit Zip Code, Web Version 22** will be used to determine highway mileages for all surface freight shipments between any two locations within the Contiguous United States (CONUS) (i.e., the lower 48 states and the District of Columbia). Exceptions to the use of ALK Technologies, Inc., mileage are domestic non-express small package shipments. The TSP industry will be notified of any future Version updates. Below is the basis to be used when constructing mileage for shipments moving within the contiguous United States:

GENERAL: borders closed, shortest mileage, ferry on.

OW/OD: borders closed, practical miles, ferry on.

HAZMAT; borders closed, practical miles, ferry on.

For a full description of Default Settings, please refer to: <http://dtod.sddc.army.mil/>.

SECTION 8
APPLICATION OF 4 % TRANSACTION FEE

TSPs will be required to remit directly to GSA a 4% Transaction Fee based on the total transportation charges paid, including the fuel surcharge, to GSA for all shipments subject to these rate offers identified in this RFO and its FI, no later than sixty (60) calendar days after the end of the calendar quarter. The TSP will remit the Transaction Fee to GSA based on the number of shipments paid per calendar quarter. This Transaction Fee to GSA will be based on the quarterly report submitted by the TSP within sixty (60) calendar days after the end of the calendar quarter. The checks must be made payable to the “General Services Administration” and reference on the check, “GSA-GL 474.2 TMSS (followed by your company name and Bill of Lading number(s)).” When using regular USPS mail, send the check to the General Services Administration, Miscellaneous Receipts for Non-Federal Claims, P.O. Box 979009, St. Louis, MO 63197-9009. When using FedEx or another company for express delivery, send the check to US Bank, Attn. Government Lockbox 979009, Mail Code # SL - MOCIGL, 1005 Convention Plaza, St. Louis, MO 631 01-9009. Failure to remit the Transaction Fee could result in the immediate placement of the firm in temporary nonuse pending revocation of the firm’s approval to participate in GSA’s Freight Management Program.

Quarter	Months	Submission Due
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	Jan 1 thru Feb 28 (29)

GSA may adjust the 4% Transaction Fee during the effective period of this RFO and its FI. If an adjustment is required, GSA will provide notification to TSPs with acceptable rate offers on file and will allow them the opportunity to make any necessary rate modifications prior to the effective date of the Transaction Fee adjustment.

SECTION 9

IDENTIFICATION OF NON-ALTERNATING, STANDING ROUTE ORDER TRAFFIC FOR THE NATIONAL INDUSTRIES FOR THE BLIND AND SEVERELY HANDICAPPED (NIB/NISH)

9-1. IDENTIFICATION OF NON-ALTERNATING STANDING ROUTE ORDER (SRO) TRAFFIC: Listed below are the NIB/NISH Work Centers for which the General Services Administration (GSA) is requesting **non-alternating** SRO rate offers. Rate offers may only be submitted for non-alternating SRO rate requests when specifically requested and/or authorized by GSA. Rate offers submitted in response to this RFO and this FI for the identified NIB/NISH 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. A **SEPARATE RATE OFFER MUST** be submitted for **EACH** NIB/NISH - Agency Code for which a TSP intends to submit a rate offer. Rates will only be accepted for the origins/destinations identified below. Rates submitted for any other origin/destination will automatically be rejected. An offering TSP must be able to service all points within each destination state or destination code for which a rate is offered. Rates may be, but are not required to be, submitted for all origins/destinations requested. **If the origin/destination is a particular city or cities, the accepted rate offer will only be applicable to the identified city or cities and not the entire state in which the city or cities are located.**

PLEASE NOTE: **STATE TO STATE RATE OFFERS WILL NOT** be applicable from a NIB/NISH Work Center to the Western Distribution Center or Eastern Distribution Center.

Only those rate offers submitted by the Initial Filing due date identified in Paragraph 1-2.A will be considered for acceptance. **THERE WILL BE NO SUPPLEMENTAL FILINGS.**

Truckload rate offers **MUST** be submitted as cents per mile with a minimum charge per vehicle used;

NIB/NISH Work Centers most frequently ship to the GSA Distribution Centers located in French Camp, CA and Burlington, NJ

The Table provided in Paragraph 9-1.A. identifies destination service areas, Table 9-1.B. identifies partial commodities and whether the facility ships predominately LTL, TL, or both types of shipments; however, we are requesting that rate offers be submitted for both LTL and TL if the TSP can provide the required service.

A. IDENTIFICATION OF REQUESTED DESTINATION POINTS:

Destination Service Area Description	Destination Service Area Code	<p>Note: Rates to the Destination States of: CA - exclude the WDC NJ - exclude the EDC</p> <p>Destination Service Area Codes 50 & 53 must be used for the two Distribution Centers</p>
All Points in CONUS including Intrastate	Appropriate State Abbreviation	
Western Distribution Center (WDC) facilities, French Camp	50	
Eastern Distribution Center (EDC), Burlington, NJ	53	

B. IDENTIFICATION OF NON-ALTERNATING CODES:

NIB/NISH Agency Codes	Work Center	Commodities	Address	Destination	LTL	TL	Phone
NAL01	Industries for the Blind	<i>Not available at time of request.</i>	220 34 th St. South Birmingham, AL 35222	CONUS & Intrastate	X	X	(256) 761-3474 Janice Thrasher
NAL02	Industries for the Blind	Pillowcases, Bedspreads, Toner Cartridge, Mops, Steno Notebook, Writing Pad, Paper, File Folder, Easel Pads, Aprons	1209 Fort Lashley Avenue Talladega, AL 35160	CONUS & Intrastate	X	X	(256) 761-3432 Janice Thrasher
NAR01	AR Lighthouse for the Blind	Steno & Memo Notebooks, Executive Message Pads	6818 Murray Street Little Rock, AR 72209	CONUS & Intrastate	X	X	(501) 562-2222 Lyn Cossey
NAZ01	AFH Enterprises	<i>Not available at time of request.</i>	208 West Main St. Casa Grande, AZ 85222	CONUS & Intrastate	X		(520) 254-0754 Bob Foughty
NAZ02	AZ Industries for the Blind	Paper, Mop Head, Apron, Extension Handles, Bookends	3013 West Lincoln St. Phoenix, AZ 85009-5699	CONUS & Intrastate	X	X	(602) 269-5131 Linda Ramirez
NCA01	Exceptional Children's Foundation	File Folders	8740 W. Washington Blvd. Culver City, CA 90232	CONUS & Intrastate	X		(310) 204-3300 Denise Mitchell
NCA02	Napa Valley PS & I Inc.	<i>Not available at time of request.</i>	651 Trabajo Lane Napa, CA 94559-0600	CONUS & Intrastate	X		(707) 255-0177 Rick Wood
NCA03	Foothill Workshop for the Handicapped	<i>Not available at time of request.</i>	789 North Fair Oaks Ave. Pasadena, CA 91103	CONUS & Intrastate	X		(626) 449-0218 Dee Woodall
NCO01	Pueblo Diversified Industries	Tool Roll, Key Tag, Loose Leaf Binder, Binders and Filler, Sewing Kit	2828 Granada Blvd. Pueblo, CO 81005	CONUS & Intrastate	X		(719) 564-0000 Charlotte B. Rogers
NCT01	CW Resources, Inc.	Binder Clips, Vehicle Sign Kit	200 Myrtle St. New Britain, CT 06053	CONUS & Intrastate	X		(860) 229-7700 Alexandra Capsalors
NCT02	Easter Seal, Hartford Rehab. Center, Inc.	<i>Not available at time of request.</i>	20-28 Sargent Street, Hartford, CT 06105	CONUS & Intrastate	X		(203) 242-8317 Judy Frank Englehart
NDE01	Delaware Industries for the Blind	Rubberized Fabric Line Mat	1901 Dupont Highway New Castle, DE 19720	CONUS & Intrastate	X		(302) 577-4760 Thomas R. Griffin
NFL01	Enrichment Industries, Inc.	<i>Not available at time of request.</i>	200 Fentress Blvd., Suite C Daytona Beach, FL 32114	CONUS & Intrastate	X		(386) 236-3231 Stanley Kobylanski
NFL02	United Cerebral Palsy of Broward County	<i>Not available at time of request.</i>	3117 Southwest 13 Court Fort Lauderdale, FL 33312	CONUS & Intrastate	X		(954) 584-7178 Lora Masi
NFL03	The Pinellas Assoc. for Retarded Citizens	<i>Not available at time of request.</i>	3100 75 th St. North St. Petersburg, FL 33710	CONUS & Intrastate	X		(727) 345-9111 X-260 Raul DaSilva
NFL04	Tampa Lighthouse for the Blind	<i>Not available at time of request.</i>	1106 West Platt St. Tampa, FL 33606	CONUS & Intrastate	X		(813) 251-2407 Richard A. Bower
NFL05	Lighthouse for the Blind of the Palm Beaches	<i>Not available at time of request.</i>	7810 South Dixie West Palm Beach, FL 33405	CONUS & Intrastate	X		(561) 586-5600 Bryan Savage
NFL06	McDonald Training Center	Mailing and Filing Tubes	2902 North Cork Road Plant City, FL 33565	CONUS & Intrastate	X	X	(813) 323-3794 Thomas Moylan
NGA01	Georgia Industries for the Blind	Whisk Brooms, Mop Heads & Handles, Mattress & Box Springs, Pillows, Binder, Card Guides, File Folders	700 Faceville Hwy, PO Box 218 Bainbridge, GA 31717	CONUS & Intrastate	X	X	(229) 248-2666 Betty Godwin
NGA02	GA Industries for the Blind	Plastic Flatware Set	235 Emler Drive, Griffin, GA 30224	CONUS & Intrastate	X	X	(770) 228-7221 Wendell Smith
NIA01	Mid-Iowa Workshops	<i>Not available at time of request.</i>	909 South 14 Ave. Marshalltown, IA 50158	CONUS & Intrastate	X		(515) 752-3697 Richard Byers
NIA02	Progress Industries	Interior & Exterior Latex Paints	1017 East 7 th St. North Newton, IA 50208	CONUS & Intrastate	X		(515) 791-2847 Morris Van Balle
NIA03	Hope Haven Inc.	Floor Mats	1800 19 th Street Rock Valley, IA 51247	CONUS & Intrastate	X	X	(712) 476-3166 Larry Smith
NID01	Development Workshop, Inc.	Flashlights, Tape Dispensers, Combs, Message Droppers, Sand Bags, Sheaths	555 West 25 th Street Idaho Falls, ID 83402	CONUS & Intrastate	X		(208) 524-1550 Wayne Jemmet

NIB/NISH Agency Codes	Work Center	Commodities	Address	Destination	LTL	TL	Phone
NIL01	Chicago Lighthouse for the Blind	Wall Clocks, Lighting Fixtures	1850 West Roosevelt Rd. Chicago, IL 60608	CONUS & Intrastate	X	X	(312) 666-1331 Jeff Johnson
NIN01	Stone Belt Council for Retarded Citizens, Inc.	Leather Belts	2815 East 10 th St. Bloomington, IN 47408	CONUS & Intrastate	X		(812) 332-2168 Linda Merriman
NIN02	Goodwill Industries of Central Indiana	<i>Not available at time of request.</i>	1635 West Michigan St. Indianapolis, IN 46222	CONUS & Intrastate	X		(317) 636-2541 Frank Langan
NIN03	Bosma Center for the Blind	<i>Not available at time of request.</i>	59 South State Ave. Indianapolis, IN 46201	CONUS & Intrastate	X		(317) 684-0600 Rick Brown
NIN04	Knox Cnty Assoc. for the Retarded Citizens, Inc.	Coffee, End, Lamp, Rectangular, Conference Table	2005 South Harte St. Vincennes, IN 47591	CONUS & Intrastate	X		(812) 886-4312 Bob Scherer
NKS01	Envision – KC Division	<i>Not available at time of request.</i>	925 Sunshine Rd. Kansas City, KS 66115	CONUS & Intrastate	X	X	(913) 281-0710 Debbie Javadi
NKS02	Envision – Pittsburg Div.	Trash Bags	1600 North Walnut St. Pittsburg, KS 66762	CONUS & Intrastate	X	X	(620) 231-8600 Mike McLeod
NKS05	Envision	<i>Not available at time of request.</i>	2301 South Water Street Wichita, KS 67213	CONUS & Intrastate	X	X	(316) 425-7152 Margie Bradley
NKY01	Opportunity Workshop	Wooden File Boxes	650 Kennedy Rd. Lexington, KY 40511	CONUS & Intrastate	X		(859) 254-0576 Johnetta W. Jackson
NKY02	New Vision Enterprises	<i>Not available at time of request.</i>	1900 Brownsboro Rd. Louisville, KY 40206	CONUS & Intrastate	X	X	(502) 893-0211 George Carrender
NLA01	LaSalle Assoc. for the Develop. Delayed	Wash Kit Assembly	1258 Pepper Street Jena, LA 71342	CONUS & Intrastate	X		(318) 992-6217 Judy Jordan
NLA02	Lighthouse for the Blind	Paper Towels, Plates, & Cups, Aprons, Pillow Cases Mops & Mop Heads, Sponges, First Aid Kits, Tape Dispensers	123 State Street New Orleans, LA 70118-5793	CONUS & Intrastate	X	X	(504) 899-4501 Dolly Birden
NLA03	LA Association for the Blind	Copy Paper, Sand Paper, Deck Covering	1107 Burt Street Shreveport, LA 71107	CONUS & Intrastate	X	X	(318) 635-6471 Doug Young
NLA04	LA Association for the Blind	<i>Not available at time of request.</i>	1750 Clairborne Ave. Shreveport, LA 71103-4189	CONUS & Intrastate	X	X	(318) 635-6471 Dessa Henry
NMA01	Ferguson Industries for the Blind	Mop Heads, Pillow Cases	11 Highland Avenue Malden MA 02148	CONUS & Intrastate	X		(617) 626-7707 Megan Manning
NMA02	American Training Rehabilitation Svcs.	<i>Not available at time of request.</i>	102 Glenn St. Lawrence, MA 01843	CONUS & Intrastate	X		(978) 685-2151 Ralph Fillipon
NMA03	Goodwill Industries of Springfield/Hartford	File Folders, Red Paper or Paperboard	285 Dorset Street Springfield, MA 1138	CONUS & Intrastate	X		(413) 788-6981 Debbie Murphy
NMD01	Blind Ind & Services of MD Baltimore Div.	Paper Writing Pad, Calendar Boards, Desk Kits	3345 Washington Blvd. Baltimore, MD 21234	CONUS & Intrastate	X	X	(410) 737-2602 John Cangelosi
NMD02	Blind Ind & Services of MD Western MD Div	<i>Not available at time of request.</i>	322 Paca Street Cumberland, MD 21502	CONUS & Intrastate	X		(301) 724-4111 Daniel Knight
NMI01	NEMROC, Inc.	Chair Mats	800 Bolton St., Alpena, MI 49707	CONUS & Intrastate	X	X	(989) 823-6100 Brenda Gray
NMI02	Cass Valley Enterprises	Dustpan, Steel Rake,	50 Enterprise Drive, Vassar, MI 48768	CONUS & Intrastate	X		(989) 823-1569 Elizabeth Sakmar
NMI03	Kandu Industries	<i>Not available at time of request.</i>	1825 Industrial Parkway Grand Haven, MI 49417	CONUS & Intrastate	X		(616) 842-3190 Iva Briggs
NMI04	Kandu Industries	<i>Not available at time of request.</i>	1373 South Lincoln Holland, MI 49423	CONUS & Intrastate	X		(616) 355-3585 Iva Briggs
NMI05	Midwest Enterprises F/T Blind	<i>Not available at time of request.</i>	3501 East Main Street, Kalamazoo, MI 49001	CONUS & Intrastate	X		(616) 383-0713 Teresa Priley
NMI06	St. Clair County Asso. For Retarded Citizens	12, 10, 5, Quart and 5 Pint Pails	1033 26 th Street Port Huron, MI 48060	CONUS & Intrastate	X	X	(810) 982-3261 Rich Schock

NIB/NISH Agency Codes	Work Center	Commodities	Address	Destination	LTL	TL	Phone
NMN01	Occupational Development Ctr	Horizontal Desk File	1520 Hwy. 32 South, Box 730 Thief River Falls, MN 56701	CONUS & Intrastate	X		(218) 681-6830 Brent Waale
NMN04	Minneapolis Society for the Blind	<i>Not available at time of request.</i>	1936 Lyndale Ave. South Minneapolis, MN 55403	CONUS & Intrastate	X		(616) 871-2222 Linda Johnson
NMO01	LHB Industries	Aerosol Cans, Consumer Commodity ORM-D, Coating Solution, Flammable Liquid	8833 Fleisher Place Berkely, MO 63134	CONUS & Intrastate	X	X	(314) 423-4333 Randy Cali
NMO02	Alphapointe Assoc. for the Blind	<i>Not available at time of request.</i>	7501 Prospect Avenue Kansas City, MO 64132	CONUS & Intrastate	X	X	(816) 237-2080 Sara Hewitt
NMO03	Cooperative Workshops, Inc.	Type II First Aid Kit	1500 Ewing Drive Sedalia, MO 65301	CONUS & Intrastate	X		(660) 827-2100 Keith Mullins
NMO04	Lighthouse for the Blind	Cleaning Products, Degreasers, Motion Sickness Bags, First Aid Kits	10440 Trenton Ave. Saint Louis, MO 63132	CONUS & Intrastate	X	X	(314) 423-4333 Leo Gliedt
NMS02	L C Industries	Plastic Ware, Paper Plates, Napkins, Towels, File Backers, Tape Dispensers, Post Note Trays, Desk Trays, Dust Pans, Wooden Handles	1 Signature Dr Hazlehurst, MS 39083	CONUS & Intrastate	X	X	(601) 894-6465 Charline Ryan
NMS03	MS Industries for the Blind	Sponges, Mop Heads, Card Label Holder, Mcleod Tool	2501 N. West St., Jackson, MS 39216	CONUS & Intrastate	X		(601) 984-3229 Cheri Russell
NMS04	MS Industry for the Blind, Meridian Div.	Card Label Holder, Mcleod Tool	6603 Laurel Drive Meridian, MS 39307	CONUS & Intrastate	X		(601) 693-5525 Danny Cooper
NMS05	L C Industries	Facial & Toilet Tissue, Tea Spoon, Fork, Wallet, Letter Size Jacket, Mop Heads	1151 South Veterans Blvd. Tupelo, MS 38804	CONUS & Intrastate	X	X	(662) 841-1640 Glenda Thompson
NMS06	Lighthouse for the Blind	Paper Cups	2310 Hwy. 51, South Crystal Springs, MS 39059	CONUS & Intrastate	X		(601) 892-0757
NMT01	Butte Sheltered Workshop, Inc.	<i>Not available at time of request.</i>	207 South Montana St. Butte, MT 59701-1695	CONUS & Intrastate	X		(406) 723-6501 Howard McElroy
NMT02	Helena Industries	Fabric & Wood Products	1325 Helena Ave. Helena, MT 59601	CONUS & Intrastate	X		(406) 442-8632 Gail Jester
NNC02	Watauga Opportunities	<i>Not available at time of request.</i>	642 Greenway Road Boone, NC 28607	CONUS & Intrastate	X		(704) 264-5009 John Isaacs
NNC03	Lions Services, Inc.	Pillow Cases, Mattress Covers, Mop Heads, Cheesecloth	4600-A North Tryon St. Charlotte, NC 28213	CONUS & Intrastate	X		(704) 921-1527 Phillip Murph, Jr.
NNC04	Lions Club Industries, Inc.	Paper File Folders & Mattress	4500 Emperor Blvd., Durham, NC 27703	CONUS & Intrastate	X	X	(919) 596-8277 Linda Scheider
NNC05	Industries of the Blind, Inc.	Mop Heads & Handles, Clipboards, Transparency Film, Whisk Brooms	920 West Lee St. Greensboro, NC 27402	CONUS & Intrastate	X		(336) 274-1591 Darlene McNeil
NNC06	Eastern Carolina Vocational Center	Picture Frames	901 Station Road Greenville, NC 27834	CONUS & Intrastate	X		(800) 758-4188 Brenda Carr
NNC07	Lions Industry for the Blind	Maintenance & Operational Manual Case, Cotton Mailing Bag	4126 Berkely Avenue Kinston, NC 28504	CONUS & Intrastate	X		(252) 523-1019 Betty Ann Lorah
NNC08	CETC Employment Opportunities	Drafting Chairs	950 Highway 55 West New Bern, NC 28562	CONUS & Intrastate	X		(252) 638-2177 Marty Mallady
NNC09	Raleigh Lions Clinic for the Blind	Pillows, Sleeping Bags, File folders, Loose Leaf Binder	3200 Bush Street, Raleigh, NC 27603	CONUS & Intrastate	X	X	(919) 833-8611 Vicky Bradley
NNC10	Winston Salem Ind. for the Blind	<i>Not available at time of request.</i>	7730 North Point Drive Winston Salem, NC 27106	CONUS & Intrastate	X		(336) 759-0551 Vanessa Parrott
NNE01	Region V Mental Retardation Services	Tool Bag Satchel	808 8 th Corso Nebraska City, NE 68410	CONUS & Intrastate	X		(402) 873-3306 Deb Heng
NNE02	Outlook Nebraska	Toilet Tissue and related Paper Products	225 North "T" Street, Fremont, NE 68025	CONUS & Intrastate	X	X	(402) 727-7032 Brad Hale

NIB/NISH Agency Codes	Work Center	Commodities	Address	Destination	LTL	TL	Phone
NNJ01	Bestwork Industries for the Blind	Vest, Paper Wipes, Tool Bags, Apron, PVC Portfolio, Laundry Net, Bands, Polishing Cloth	801 E. Clemens Bridge Rd. Runnemede, NJ 08078	CONUS & Intrastate	X	X	(856) 939-5220 Mary Heyse
NNM01	NM Industries for the Blind	Paper Weights	2200 Yale Blvd. SE Albuquerque, NM 87106	CONUS & Intrastate	X		(505) 841-8844 Dan Compton
NNY01	Association for Vision Rehabilitation & Employment	<i>Not available at time of request.</i>	55 Washington St. Binghamton, NY 13901	CONUS & Intrastate	X	X	(607) 724-2428 Chuck Gardner
NNY02	Federation Employment & Guidance Services	<i>Not available at time of request.</i>	3600 Jerome Avenue Bronx, NY 10467	CONUS & Intrastate	X		(718) 220-8056 Henry Edghill
NNY03	NY City Industries for the Blind	<i>Not available at time of request.</i>	3611 14 th Avenue Brooklyn, NY 11218	CONUS & Intrastate	X		(718) 854-7300 George Vermilyea
NNY04	J.M Murray Center	Toothpaste, Toothbrush	823 NY State Rte 13 Cortland, NY 13045	CONUS & Intrastate	X		(607) 756-9913 Ed Mattoon
NNY05	Chautauqua County Chapter NYSARC	Thermal Blanket, Cotton Pouch Entrenching Tool	880 East Second St. Jamestown, NY 14701	CONUS & Intrastate	X	X	(716) 661-1532 Virginia Beacom
NNY06	Occupations, Inc.	Stapler, Desk, Full-Strip, Stencil Set, Brass	15 Fin Drive, Suite F Middletown, NY 10941	CONUS & Intrastate	X	X	(914) 692-0022 Karen E. Williams
NNY07	Cattaraugus County Chapter NYSARC	Un-inked Fingerprint Stamp Pads	338 North 15 th St. Olean, NY 14760	CONUS & Intrastate	X		(716) 375-4730 Fred Langdon
NNY08	Assoc. for the Blind of Rochester & Monroe Cnty	Post it Notepads	422 South Clinton Ave. Rochester, NY 14620	CONUS & Intrastate	X	X	(716) 232-7074 John Ross
NNY09	Suburban Adult Svcs.	<i>Not available at time of request.</i>	13339 Route 39 – Bx 526 Sardinia, NY 14134	CONUS & Intrastate	X		(716) 496-5551 Bob Zielen
NNY10	Central Association for the Blind	File Folders	507 Kent Street Utica, NY 13501	CONUS & Intrastate	X	X	(315) 797-2233 Ann Clark
NNY11	Human Technology Corp.	<i>Not available at time of request.</i>	2260 Dwyer Ave. Utica, NY 13501	CONUS & Intrastate	X	X	(315) 724-9891 N/A
NNY12	Resources For Industry (RFI)	Fastener Compressor, Thumbtack, Pushpins	190 Prospect, Walton, NY 13856	CONUS & Intrastate	X		(607) 865-7184 James Hoyt
NNY13	Jefferson Rehabilitation Center	3 Ring Binder, Army Equip., Tag Marker Plastic	615 West Main Street Watertown, NY 13601	CONUS & Intrastate	X		(315) 782-0330 James Markert
NOH01	Cincinnati Assoc. for the Blind	Tape Products & Rolled Paper, Kitchen Gadgets, Dining Packets	2045 Gilbert Ave. Cincinnati, OH 45202	CONUS & Intrastate	X	X	(513) 487-4239 Mark Braunstein
NOH02	Vocational Guidance Services	<i>Not available at time of request.</i>	2239 East 55 th St. Cleveland, OH 44103	CONUS & Intrastate	X		(216) 881-6058 Jorge Santiago
NOH03	Clovernook Center for the Blind	Paper Drink Cups, File Folders	7000 Hamilton Cincinnati, OH 45231	CONUS & Intrastate			(513) 728-6257 Pam Mosher
NOK01	OK League for the Blind	Styrofoam cups, Fire Hoses Cargo may require TSP off-load at destination	501 North Douglas Ave. Oklahoma City, OK 73106	CONUS & Intrastate	X	X	(405) 232-4644 Jimmy Williams
NOK02	Heartland Cup Company		6970 Country Road Allen, OK 73125	CONUS & Intrastate			(580) 857-2877 Jimmy Williams
NPA01	Indiana County Blind Assoc.	<i>Not available at time of request.</i>	402 North 4 th Street "A" Indiana, PA 15701	CONUS & Intrastate	X		(412) 465-5549 Hazel "Rusty" Loman
NPA02	Cambria Cnty Assoc. for the Blind & Handicapped	Tablecloth White 54"x90"	211 Central Ave. Johnstown, PA 15902	CONUS & Intrastate	X		(814) 536-3531 Douglas Hughes
NPA03	Juniata Branch PA Association F/T Blind	Ironing Board Pads & Covers	658 Valley St. Lewistown, PA 17044-0053	CONUS & Intrastate	X		(717) 242-1444 Theresa Varner
NPA04	Pittsburgh Vision Service	Apron Food Handlers, Bass Brooms, Pillow Cases	1204 West Avenue, Pittsburgh, PA 15213	CONUS & Intrastate	X		(412) 682-5600 Sylvia Bain
NPA05	Easter Seal Society of Western PA	Calendar Pads, Appointment Book Refill, Index Sheet Sets	2525 Railroad Street Pittsburgh, PA 15222-4608	CONUS & Intrastate	X	X	(412) 281-7244 Elizabeth Lasky
NPA06	Voc. Rehab. Center for Allegheny County	<i>Not available at time of request.</i>	1323 Forbes Ave. Pittsburgh, PA 15219-4700	CONUS & Intrastate	X		(412) 471-2600 Donna Schidimeir
NPA07	North Central Sight Services PA Assoc. for the Blind	Labels, Computer Media-Diskettes, CD-R's, CD-RW's, Back UP Data Cartridges	2121 Reach Road, Williamsport, PA 17701	CONUS & Intrastate	X		(570) 601-9401 Terri Kio

NIB/NISH Agency Codes	Work Center	Commodities	Address	Destination	LTL	TL	Phone
NPA08	York County Blind Center	<i>Not available at time of request.</i>	1380 Spahn Ave. York, PA 17403	CONUS & Intrastate	X		(717) 848-1690 Tony Heath
NPA09	Somerset County Blind Center	<i>Not available at time of request.</i>	748 South Center Ave Somerset, PA 15501	CONUS & Intrastate	X	X	(814) 445-1310 X-115 Alan Hope
NRI01	In-Sight Enterprises	Baker's Pad, Pen's & Pen Refills	57 Porter Street, Providence, RI 02905	CONUS & Intrastate	X		(401) 941-6666 Carol Fredette
NSC01	Charleston Vo. Rehabilitation Ctr.	IBM Correction Ribbon Tape	4360 Dorchester Rd. Charleston Heights, SC 29405	CONUS & Intrastate	X		(843) 740-1600 Morgan Francher
NTN02	Knox County Assoc. for Retarded Citizens, Inc.	Office Furniture, Aluminum Tri-Pod Cradle, Magnetic Hanger Plates	3000 North Central Ave. Knoxville, TN 37917	CONUS & Intrastate	X		(865) 546-9431 Gene Turner
NTN03	Clover Center for the Blind	<i>Not available at time of request.</i>	346 St. Paul Ave. Memphis, TN 38126	CONUS & Intrastate	X	X	(901) 523-9590 Gary Thompson
NTN04	Volunteer Blind Industries Inc.	Mattress, Box spring, Paper Towels, Mattress Pads	758 W Morris Blvd., Morristown, TN 37813	CONUS & Intrastate	X	X	(423) 586-3922 Judy Parks
NTN05	Ed Lindsey Blind Industries	<i>Not available at time of request.</i>	4110 Charlotte Ave. Nashville, TN 37209-3706	CONUS & Intrastate	X		(615) 627-4012 Margaret Wilkinds
NTX01	South Texas Lighthouse for the Blind	<i>Not available at time of request.</i>	4421 Agness Street, Corpus Christi, TX 78405	CONUS & Intrastate	X	X	(361) 883-6553 Nicky Doi
NTX02	Dallas Lighthouse for the Blind	Markers, Military Award Binder,	3940 Capitol Ave. Dallas, TX 75204	CONUS & Intrastate	X	X	(214) 821-2375 Mike Collett
NTX03	National Center for Employment of Disabled	Record Retirement Shipping Boxes	11540 Pellicano, El Paso, TX 79936	CONUS & Intrastate	X	X	(915) 858-7277 Alexandra Ferrer
NTX04	Expanco, Inc.	Back Pack Pump, Belt weather, Canteen, Man Kits Dinnerware, Hot Food, & 3	3005 Wichita Court Fort Worth, TX 76140	CONUS & Intrastate	X	X	(817) 293-9486 Heather Hammonds
NTX05	Tarrant County Assoc. for the Blind	Computer Paper, Cushioned Shipping Boxes, Desk Accessories, Computer Accessories	912 West Broadway Fort Worth, TX 76104	CONUS & Intrastate	X	X	(817) 332-3341 VanDell Bryant
NTX06	The Lighthouse of Houston	Glass Cleaner, Pine Oil, All Purpose Cleaner, Johnson Wax Floor Care Products	3530 West Dallas, Houston, TX 77019	CONUS & Intrastate	X	X	(713) 284-8410 Jim Hawekotte
NTX07	San Antonio Lighthouse	<i>Not available at time of request.</i>	2305 Roosevelt San Antonio, TX 78210	CONUS & Intrastate	X		(210) 533-5195 Annete Jenkins
NTX08	East Texas Lighthouse for the Blind	Bath Towel, Specialty Wipes, Vinyl Floor Mat	500 North Bois D' Arc Tyler, TX 75702-5310	CONUS & Intrastate	X	X	(903) 595-3444 Linda Wallace
NTX09	Beacon Lighthouse for the Blind	Paper Clips	300 Seventh St. Wichita Falls, TX 76301	CONUS & Intrastate	X	X	(940) 767-0888 Danny Browning
NTX10	Work Services Corp.	<i>Not available at time of request.</i>	3401 Armory Rd. Wichita Falls, TX 76302-1723	CONUS & Intrastate	X	X	(940) 766-3207 Barbara Wood
NTX11	South Texas Lighthouse for the Blind	Binders	5602 John Stockbaur Victoria, TX 77904	CONUS & Intrastate	X	X	(361) 570-8088
NVA01	VA Industries for the Blind	Mop heads	1102 Monticello Road Charlottesville, VA 22902	CONUS & Intrastate	X		(804) 295-5168 Jim Meehan
NVA02	Lynchburg Sheltered Industries	Corrugated Boxes	3210 Odd Fellows Rd. Lynchburg, VA 24501	CONUS & Intrastate	X	X	(804) 847-4488 Tim Dunford
NWA01	Columbia Industries	<i>Not available at time of request.</i>	900 South Dayton St. Kennewick, WA 99336	CONUS & Intrastate	X	X	(509) 582-4142 Kay Hamilton
NWA02	Lighthouse for the Blind	File Folders, Display Easels, Paper Trimmers & Binders, Traffic Safety Items, Cubie Boards	2501 South Plum Street Seattle, WA 98114	CONUS & Intrastate	X	X	(206) 322-4200 Batt Brown
NWI01	Wiscraft Inc.	<i>Not available at time of request.</i>	5316 West State St. Milwaukee, WI 53208	CONUS & Intrastate	X		(414) 778-5800 Jerry Helchnecht
NWI02	Industries for the Blind, Inc.	<i>Not available at time of request.</i>	445 S. Curtis Road West Allis, WI 53124	CONUS & Intrastate	X		(414) 778-3048 Theo Williams
NWV01	Shawnee Hills Cmmt MH/MR Center, Inc.	<i>Not available at time of request.</i>	801 Ruffner Ave. Charleston, WV 25301	CONUS & Intrastate	X		(304) 341-0374 Sandy Graziano
NWV02	Gateway Ind, Inc.	<i>Not available at time of request.</i>	299 East Edgar Ave. Ronceverte, WV 24970	CONUS & Intrastate	X		(304) 645-3165 Barbara Deem

9-2. HISTORICAL TRAFFIC VOLUME: Identified on the following pages is historical traffic volume for fiscal year 2006 for the identified NIB/NISH Work Centers. These figures are the combination of both Less Than Truckload and Truckload shipments. 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.

A. The table below identifies historical traffic volume as it relates to shipments moving from the identified Work Centers to the GSA Distribution Centers located in French Camp, CA, and Burlington, NJ.

****NOTE****

Historical traffic volume listed in "RED" was not available at time of RFO and was brought forward from previous historical traffic volume as it relates to shipments moving from the identified Work Centers and therefore not included in the "GRAND TOTAL".

GRAND TOTAL **NOTE**

GBLS/BLS	LBS	\$\$\$
3779	33,777,626	2,666,891

STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$	STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$
		CA Total	3	2,125	\$941.00			CA Total	18	51,674	\$4,888.00
		NJ Total	2	5,053	\$663.00			NJ Total	9	5,220	\$1,751.00
	BIRMINGHAM Total		5	7,178	\$1,604.00		HELENA Total		27	56,894	\$6,639.00
		CA Total	8	61,293	\$7,947.00	MT Total			27	56,894	\$6,639.00
		NJ Total	9	55,422	\$4,176.00			CA Total	31	115,661	\$19,387.00
	TALLADEGA Total		17	116,715	\$12,123.00			NJ Total	44	169,941	\$15,091.00
AL Total			22	123,893	\$13,727.00		CHARLOTTE Total		75	285,602	\$34,478.00
		CA Total	12	127,289	\$15,761.00			CA Total	9	87,917	\$12,088.00
		NJ Total	3	56,468	\$7,409.00			NJ Total	14	189,395	\$8,125.00
	LITTLE ROCK Total		3	56,468	\$7,409.00		DURHAM Total		23	277,312	\$20,213.00
AR Total			3	56,468	\$7,409.00			CA Total	112	152,942	\$34,707.00
		CA Total	24	107,079	\$6,178.00			NJ Total	148	332,832	\$26,802.00
		NJ Total	22	193,146	\$19,330.00		GREENSBORO Total		260	485,774	\$61,509.00
	PHOENIX Total		46	300,225	\$25,508.00			CA Total	50	70,186	\$16316.00
AZ Total			46	300,225	\$25,508.00			NJ Total	54	139,055	\$11,469.00
		NJ Total	2	4,440	\$728.00		GREENVILLE Total		104	209,241	\$27,785.00
	PASADENA Total		2	4,440	\$728.00			CA Total	3	5,783	\$1,082.00
CA Total			2	4,440	\$728.00			NJ Total	3	5,635	\$573.00
		CA Total	20	43,210	\$6,074.00		KINSTON Total		6	11,418	\$1,655.00
		NJ Total	22	56,820	\$8,875.00			CA Total	1	48	\$124.00
	PUEBLO Total		42	100,030	\$14,949.00		NEW BERN Total		1	48	\$124.00
CO Total			42	100,030	\$14,949.00			CA Total	21	76,176	\$13,128.00
		CA Total	1	225	\$461.00			NJ Total	22	116,726	\$7,490.00
		NJ Total	1	400	\$55.00		RALEIGH Total		43	192,902	\$20,618.00
	HARDFORD Total		2	625	\$516.00	NC Total			408	887,965	\$110,036.00
		CA Total	6	2,085	\$829.00			CA Total	6	5,700	\$1,473.00
		NJ Total	3	1,244	\$179.00			NJ Total	18	29,790	\$6,059.00
	WINDSOR Total		9	3,329	\$1,008.00		NEBRASKA CITY Total		24	35,490	\$7,532.00
CT Total			9	3,329	\$1,008.00			NJ Total	33	983,246	\$56,544.00
		CA Total	7	9,375	\$3,407.00		OMAHA Total		33	983,246	\$56,544.00
		NJ Total	15	77,325	\$14,118.00	NE Total			24	35,490	\$7,532.00
	PLANT CITY Total		22	86,700	\$17,525.00			CA Total	22	96,997	\$14,284.00
FL Total			22	86,700	\$17,525.00			NJ Total	51	281,878	\$6,109.00
		CA Total	43	263,968	\$34,555.00		RUNNEMEDE Total		73	378,875	\$20,393.00
		NJ Total	66	693,677	\$52,092.00	NJ Total			73	378,875	\$20,393.00
	BAINBRIDGE Total		109	957,645	\$86,647.00			NJ Total	2	1,675	\$452.00
		CA Total	8	22,258	\$4,094.00		ALBUQUERQUE Total		2	1,675	\$452.00
		NJ Total	4	22,760	\$2,217.00	NM Total			2	1,675	\$452.00
	GRIFFIN Total		12	45,018	\$6,311.00						
GA Total			121	1,002,663	\$92,958.00						

STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$	STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$
		CA Total	9	16,517	\$3,275.00			CA Total	31	407,167	\$43,941.00
		NJ Total	31	85,397	\$9,201.00			NJ Total	64	992,731	\$21,381.00
	NEWTON Total		40	101,914	\$12,476.00		BINGHAMTON Total		95	1,399,898	\$65,322.00
		NJ Total	3	8,084	\$1,420.00			CA Total	3	600	\$218.00
	ROCK VALLEY Total		3	8,084	\$1,420.00			NJ Total	3	1,121	\$165.00
IA Total			43	109,998	\$13,896.00		BRONX Total		6	1,721	\$383.00
		CA Total	20	39,845	\$4,739.00			CA Total	76	84,903	\$24,190.00
		NJ Total	28	148,453	\$25,870.00			NJ Total	99	222,799	\$13,462.00
	IDAHO FALLS Total		48	188,298	\$30,609.00		BROOKLYN Total		175	307,702	\$37,652.00
ID Total			48	188,298	\$30,609.00			CA Total	4	5,920	\$1,176.00
		CA Total	51	22,888	\$8,002.00			NJ Total	7	24,050	\$1,671.00
		NJ Total	107	78,952	\$15,203.00		JAMESTOWN Total		11	29,970	\$2,847.00
	CHICAGO Total		158	101,840	\$23,205.00			CA Total	1	426	\$187.00
IL Total			158	101,840	\$23,205.00			NJ Total	1	694	\$146.00
		CA Total	2	1,359	\$351.00		KNAPP CREEK Total		2	1,120	\$333.00
		NJ Total	6	5,891	\$940.00			CA Total	25	9,521	\$3,470.00
	INDIANAPOLIS Total		8	7,250	\$1,291.00			NJ Total	48	31,271	\$3,027.00
IN Total			8	7,250	\$1,291.00		MIDDLETOWN Total		73	40,792	\$6,497.00
		CA Total	18	922,370	\$22,870.00			CA Total	5	1,722	\$726.00
		NJ Total	22	464,550	\$23,936.00			NJ Total	8	4,039	\$632.00
	KANSAS CITY Total		40	1,386,920	\$46,806.00		OLEAN Total		13	5,761	\$1,358.00
		CA Total	63	1,496,150	\$101,684.00			CA Total	30	217,323	\$22,024.00
		NJ Total	82	2,366,009	\$146,928.00			NJ Total	25	358,453	\$8,568.00
	PITTSBURG Total		145	3,862,159	\$248,612.00		UTICA Total		55	575,776	\$30,592.00
		CA Total	33	396,399	\$36,598.00			CA Total	26	36,600	\$6,988.00
		NJ Total	38	722,846	\$56,603.00			NJ Total	32	80,603	\$4,888.00
	WICHITA Total		71	1,119,234	\$93,201.00		WATERTOWN Total		58	117,203	\$11,876.00
KS Total			216	4,981,393	\$341,813.00	NY Total			482	2,478,222	\$156,477.00
		NJ Total	3	2,694	\$387.00			NJ Total	2	10,620	\$5,300.00
	LEXINGTON Total		3	2,694	\$387.00	OK Total	OKLAHOMA Total		2	10,620	\$5,300.00
		CA Total	6	24,404	\$5,750.00			CA Total	23	98,638	\$18,003.00
		NJ Total	5	51,221	\$4,334.00			NJ Total	35	163,083	\$10,340.00
	LOUISVILLE Total		11	75,625	\$10,084.00		PITTSBURGH Total		58	261,721	\$28,343.00
KY Total			14	78,319	\$10,471.00			CA Total	3	6,060	\$2,342.00
		CA Total	6	7,838	\$1,762.00			NJ Total	1	4,920	\$529.00
	JENA Total		6	7,838	\$1,762.00		SOMERSET Total		4	10,980	\$2,871.00
		CA Total	58	306,325	\$41,616.00			CA Total	17	46,046	\$8,318.00
		NJ Total	110	961,459	\$85,782.00			NJ Total	24	79,512	\$4,477.00
	NEW ORLEANS Total		168	1,267,784	\$127,398.00		WILLIAMSPORT Total		41	125,558	\$12,795.00
		CA Total	165	2,496,692	\$172,005.00						
		NJ Total	258	5,562,473	\$419,707.00			NJ Total	1	148	\$55.00
	SHREVEPORT Total		423	8,059,165	\$591,712.00		YORK Total		1	148	\$55.00
LA Total			597	9,334,787	\$720,872.00	PA Total			104	398,407	\$44,064.00
		CA Total	5	5,907	\$1,967.00			CA Total	2	1,090	\$188.00
		NJ Total	6	15,539	\$1,778.00			NJ Total	4	2,980	\$524.00
	MALDEN Total		11	21,446	\$3,745.00		RUMFORD Total		6	4,070	\$712.00
		CA Total	6	8,590	\$2,020.00	RI Total			6	4,070	\$712.00
		NJ Total	12	24,710	\$1,696.00			CA Total	2	452	\$250.00
	SPRINGFIELD Total		18	33,300	\$3,716.00			NJ Total	4	2,442	\$492.00
MA Total			11	21,446	\$3,745.00		CHARLESTON Total		6	2,894	\$742.00
		CA Total	28	174,675	\$23,897.00	SC Total			6	2,894	\$742.00
		NJ Total	33	586,465	\$11,909.00			CA Total	5	6,450	\$1,449.00
	BALTIMORE Total		61	761,140	\$35,806.00			NJ Total	5	6,200	\$899.00
		CA Total	10	37,532	\$8,311.00		KNOXVILLE Total		10	12,650	\$2,348.00

STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$	STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$
		NJ Total	16	245,239	\$6,870.00			CA Total	25	420,618	\$42,859.00
	HALETHORPE Total		26	282,771	\$15,181.00			NJ Total	51	1,240,517	\$40,171.00
MD Total			61	761,140	\$35,806.00		MORRISTOWN Total		76	1,661,135	\$83,030.00
						TN Total			86	1,673,785	\$85,378.00
		CA Total	19	63,788	\$15,641.00			CA Total	1	21,375	\$1,336.00
		NJ Total	24	107,708	\$43,780.00		EL PASO Total		1	21,375	\$1,336.00
	ALPENA Total		43	171,496	\$59,421.00			CA Total	50	135,843	\$21,537.00
		CA Total	3	11,750	\$2,754.00			NJ Total	66	173,835	\$37,104.00
		NJ Total	3	13,450	\$1,524.00		FORT WORTH Total		116	309,678	\$58,641.00
	CARO Total		6	25,200	\$4,278.00			CA Total	14	18,642	\$3,299.00
		CA Total	49	135,363	\$24,540.00			NJ Total	17	34,146	\$5,466.00
		NJ Total	66	360,278	\$31,595.00		SAN ANTONIO Total		31	52,788	\$8,765.00
	HOLLAND Total		115	495,641	\$56,135.00			CA Total	32	109,582	\$15,877.00
		CA Total	16	27,947	\$5,223.00			NJ Total	44	236,548	\$31,009.00
		NJ Total	23	57,097	\$5,277.00		WICHITA FALLS Total		76	346,130	\$46,886.00
	PORT HURON Total		39	85,044	\$10,500.00	TX Total			224	729,971	\$115,628.00
		CA Total	1	2,000	\$498.00			CA Total	43	301,590	\$41,391.00
		NJ Total	2	6,500	\$775.00			NJ Total	35	256,845	\$12,811.00
	VASSAR Total		3	8,500	\$1,273.00		LYNCHBURG Total		78	558,435	\$54,202.00
MI Total			157	589,185	\$67,908.00	VA Total			78	558,435	\$54,202.00
		CA Total	1	270	\$87.00			CA Total	61	259,523	\$22,808.00
	MINNEAPOLIS Total		1	270	\$87.00			NJ Total	84	347,174	\$60,754.00
MN Total			1	270	\$87.00		SEATTLE Total		145	606,697	\$83,562.00
		CA Total	36	530,230	\$44,274.00	WA Total			145	606,697	\$83,562.00
		NJ Total	69	1,777,401	\$79,974.00			CA Total	0	0	\$0.00
	BERKELEY Total		105	2,307,631	\$124,248.00			NJ Total	3	14,143	\$2,003.00
		CA Total	19	29,629	\$5,984.00		MILWAUKEE Total		3	14,143	\$2,003.00
		NJ Total	22	59,349	\$8,038.00	WI Total			3	14,143	\$2,003.00
	SEDALIA Total		41	88,978	\$14,022.00			CA Total	18	11,576	\$4,302.00
		CA Total	5	14,090	\$1,941.00			NJ Total	25	47,266	\$5,417.00
		NJ Total	5	9,120	\$907.00		RONCEVERTE Total		43	58,842	\$9,719.00
	ST. LOUIS Total		10	23,210	\$2,848.00	WV Total			43	58,842	\$9,719.00
MO Total			156	2,419,819	\$141,118.00						
		CA Total	1	11,031	\$1,369.00						
		NJ Total	4	32,585	\$3,170.00						
	GULFPORT Total		5	43,616	\$4,539.00						
		CA Total	96	1,628,886	\$119,450.00						
		NJ Total	128	2,983,316	\$170,937.00						
	HAZELHURST Total		224	4,612,202	\$290,387.00						
		CA Total	36	40,505	\$8,590.00						
		NJ Total	52	114,879	\$14,668.00						
	JACKSON Total		88	155,384	\$23,258.00						
		CA Total	8	30,284	\$4,476.00						
		NJ Total	8	14,061	\$1,824.00						
	MERIDIAN Total		16	44,345	\$6,300.00						
		CA Total	39	478,476	\$57,824.00						
		NJ Total	43	566,456	\$51,654.00						
	TUPELO Total		82	1,044,932	\$109,478.00						
MS Total			418	5,900,479	\$433,962.00						

B. The table below identifies historical traffic volume as it relates to shipments moving from the identified Work Centers to all points excluding the GSA Distribution Centers located in French Camp and Burlington, NJ.

GRAND TOTAL **NOTE**									
GBLS/BLS			LBS			\$\$\$			
932			1,648,784			186,958			
STATE	WORK CENTER	GBL'S	LBS	\$\$\$	STATE	WORK CENTER	GBL'S	LBS	\$\$\$
	TALLADEGA Total	1	292	68		GULFPORT Total	1	2,783	
AL Total		1	292	68		HAZELHURST Total	30	404,789	
	LITTLE ROCK Total	1	20,680	2,221		JACKSON Total	22	26,368	
AR Total		1	20,680	2,221		MERIDIAN Total	3	5,719	
	PHOENIX Total	4	4,970	1,066		TUPELO Total	2	1,280	218
AZ Total		4	4,970	1,066	MS Total		56	439,659	23,075
	PUEBLO Total	1	595	84		HELENA Total	3	3,528	917
CO Total		1	595	84	MT Total		3	3,528	917
	WINDSOR Total	2	272	171		CHARLOTTE Total	28	64,501	6,461
CT Total		2	272	171		GREENSBORO Total	5	1,673	313
	NEW CASTLE Total	1	885	87		GREENVILLE Total	110	72,309	10,107
DE Total		1	885	87		NEW BERN Total	149	17,784	15,591
	PLANT CITY Total	3	15,332	2,674		RALEIGH Total	15	29,807	3,508
FL Total		3	15,332	2,674		WINSTON-SALEM Total	1	16,900	3,060
	BAINBRIDGE Total	7	22,116	2,539	NC Total		279	121,573	29,519
	GRIFFIN Total	4	13,314	1,482		RUNNEMEDE Total	11	8,224	1,865
GA Total		11	35,430	4,021	NJ Total		11	8,224	1,865
	NEWTON Total	50	14,571	4,163		BINGHAMTON Total	9	40,422	4,013
IA Total		50	14,571	4,163		BROOKLYN Total	13	7,721	1,437
	IDAHO FALLS Total	5	39,383	5,890		CORTLAND Total	10	18,189	2,628
ID Total		5	39,383	5,890		JAMESTOWN Total	4	4,300	599
	CHICAGO Total	2	1,119	274		MIDDLETOWN Total	8	621	171
IL Total		2	1,119	274		WATERTOWN Total	10	3,860	822
	INDIANAPOLIS Total	2	1,206	343	NY Total		36	56,303	6,871
IN Total		2	1,206	343		CINCINNATI Total	1	694	192
	KANSAS CITY Total	1	1,300	158	OH Total		1	694	192
	WICHITA Total	13	73,359	6,648		PITTSBURGH Total	1	358	60
KS Total		13	73,359	6,648		WILLIAMSPORT Total	2	9,622	444
	JENA Total	3	18,894	1,494	PA Total		3	9,980	504
	NEW ORLEANS Total	22	91,571	9,510		RUMFORD Total	2	1,130	380
	SHREVEPORT Total	32	203,777	18,121	RI Total		2	1,130	380
LA Total		57	314,242	29,125		CHARLESTON Total	1	165	73
	MALDEN Total	4	3,990	1,288	SC Total		1	165	73
MA Total		4	3,990	1,288		KNOXVILLE Total	157	73,259	17,644
	BALTIMORE Total	1	1,394	197		MORRISTOWN Total	49	145,548	13,950
	HALETHORPE Total	8	16,832	1,096	TN Total		206	218,807	31,594
MD Total		1	1,394	197		EL PASO Total	1	4,740	1,045
	HOLLAND Total	55	37,719	5,935		FORT WORTH Total	113	108,049	21,348
	JACKSON Total	2	2,719	293		WICHITA FALLS Total	4	2,360	506
	PORT HURON Total	1	1,146	116	TX Total		117	110,409	21,854
	VASSAR Total	1	1,970	229		LYNCHBURG Total	27	79,680	5,131
MI Total		45	39,316	5,554	VA Total		27	79,680	5,131
	BERKELEY Total	25	42,373	4,773		SEATTLE Total	5	3,502	912
	ST. LOUIS Total	1	4,405	430	WA Total		5	3,502	912
MO Total		26	46,778	5,203		RONCEVERTE Total	2	660	162
					WV Total		2	660	162
					VA Total		14	42,718	3,462

SECTION 10

FORMAT REQUIREMENTS FOR THE SUBMISSION OF ELECTRONIC RATE OFFERS

10-1. FILE FORMAT REQUIREMENTS FOR THE SUBMISSION OF ELECTRONIC RATE OFFERS: TSPs submitting rate offers for this RFO and its FI, **MUST** submit their rate offers electronically per instructions located in [Section 11](#), or via the rate filing capabilities of the Transportation Management Services Solution (TMSS) system. TSPs or RFSPs submitting rate offers via GSA-supplied Java Upload Client (JUpload), must also adhere to format requirements contained in this Section 10. TSPs filing rate offers via TMSS can use the TMSS help screens. Please note that this Section 10 can also provide general information to those TSPs utilizing TMSS to create their rate offers within TMSS online rate filing. Submissions received from TSPs or RFSPs not conforming to JUpload or TMSS record requirements will not be accepted by TMSS and the TSP or RFSP will be notified as identified in Section 1-2.B.

10-2. HEADER RECORD FORMAT REQUIREMENTS: In addition to each TSP’s rate records, for all rate offers filed in accordance with this RFO TSP’s must file ONE SET of the following “F Records” at the beginning of EVERY RATE FILE submitted to GSA.

➤ **Important Notes:**

Mandatory E-mail Address: Booking office e-mails contained in the rate offer have become **MANDATORY** for the purpose of online booking within TMSS;

The TSP must provide an Email address and are encouraged to provide a fax number for each rate record. The e-mail address provided in the rate record will be used by TMSS for automated booking notification. The e-mail is expected to be associated with the booking office at the route level. If no such e-mail can be provided at the route level, a corporate level e-mail must be provided in this record. For automated booking notifications to be sent by TMSS to the TSP’s, the government will consider offering a system-to-system level information exchange between TMSS and the TSP’s system, in lieu of sending a booking request via e-mail. TSP’s interested in this feature of TMSS are required to contact GSA’s program office ([FBL](#)) at (703) 605-5618 and the Government will evaluate such requests for implementation.

NOTE: When the rate file is complete, it MUST be saved as an unformatted ASCII (Text Only) flat file (e.g. no tab characters, etc.) before attempting to transfer the file.

A. List of Header Record Types and their Usage

Record Type	Description
F1	Mandatory record. This record will contain TSP’s specific information, Rate offer will be rejected if this record is not submitted
F2	Optional record. A Rate Filing Service Provider (RFSP) when filing rates on behalf of a TSP must submit this record. All rate filing related communications will use the RFSP’s Email address specified in this record.
F3	Optional record. Must be submitted when TSP is a Broker/ Shipping Agent/ Intermodal marketing company. This record is used to submit the underlying TSP’s represented by a Broker. Underlying carriers must also be approved within the TMSS system. Each ‘F3’ record can accommodate 50 SCACS. If you represent more than 50 TSPs use an additional ‘F3’ record.

B. Header Information of TSP (Mandatory Record)

Record Field	Maximum Positions	Positions	Contents
Record ID	2	1-2	Must be the letters ‘F1’
SCAC	4	3-6	4 Digit Standard Carrier Alpha Code of the TSP
Separator	1	7-7	\ [backslash]
TSP’s Name	45	8-52	Name of TSP participating in this RFO
Separator	1	53-53	\ [backslash]
Effective Date-	8	54-61	Initial Filing, New Filings: must be 20081101

Record Field	Maximum Positions	Positions	Contents
YYYYMMDD			
Separator	1	62-62	\ [backslash]
TIN	9	63-71	Tax Payer Identification Number, assigned by the IRS to the TSP. Do not use hyphen. Example: 321456789
Separator	1	72-72	\ [backslash]
DUNS	9	73-81	Data Universal Numbering system, assigned by Dun & Bradstreet to the TSP. Do not use hyphen. Example: 123456789 If not entering a Duns, use 9 spaces (Space Bar)
Separator	1	82-82	\ [backslash]
DUNS Extension	4	83-86	Do not use hyphen. DUNS extension cannot be completed if DUNS was not Entered. Example: 1234. If not entering a DUNS extension, use 4 spaces (Space Bar)
Separator	1	87-87	\ [backslash]
TSP's Government Representative	45	88-132	Name of TSP's authorized official. If the name of the authorized official is longer than the allotted positions, abbreviate or use initials of first and/or middle name plus full last name.

C. Header Information of Rate Filing Service Provider (RFSP):
Optional Record, required only when RFSP is filing rates

Record Field	Maximum Positions	Positions	Contents
Record ID	2	1-2	Must be the letters 'F2'
RFSP CODE	4	3-6	4 Digit RFSP Code assigned by GSA
Separator	1	7-7	\ [backslash]
RFSP's Name	45	8-52	Name of RFSP filing on behalf of the TSP
Separator	1	53-53	\ [backslash]
RFSP's Phone Number	12	54-65	Phone number of the RFSP. This number will be used to contact the RFSP for any rate filing related issues
Separator	1	66-66	\ [backslash]
RFSP's Fax Number	12	67-78	Fax number of the RFSP. This number will be used to contact the RFSP for any rate filing related issues
Separator	1	79-79	\ [backslash]
RFSP's Email Address	45	80-124	Email address of Rate Filing Service Provider. This email address will be used to send the uploaded file processing statistics and confirmation

D. Record for Underlying TSP's Represented by Broker or Shipper Agent/Intermodal Marketing Co.:

Repeat Formatting Process Until All Underlying TSP's Have Been Identified For A Maximum Of 50 SCACS Per Line. If Additional Space Is Needed, Start Next Line With F3 And Repeat Formatting Process Shown Above

RECORD FIELD	Maximum Positions	Maximum Positions	CONTENTS
Record ID	2	1-2	Must be the letters 'F3'
SCAC	4	2-5	SCAC of 1st Underlying TSP Represented by the Broker/Shipper Agent
Separator	1	6-6	\ [backslash]
SCAC	4	7-10	SCAC of 2nd Underlying TSP Represented by the Broker/Shipper Agent
Separator	1	9-11	\ [backslash]
			...Continue until a maximum of 50 SCACs are recorded, If the number of SCACs exceed 50 use an additional 'F3' record.

10-3. RATE RECORDS:

A. Rate Record for Rate Offers Based on a Percent of the Minimum Charge and a Percent of the Less Than Truckload Rates Identified in the GSA Baseline Rate Table Publication No. 1000-D and Cents Per Mile for Truckload Rates when Based on a State to State or Intrastate Basis:

Record Field	Maximum Positions	Positions	Contents
Rate Type	2	1-2	Always enter B2
TSP's Tender Number	4	3-6	TSP assigned offer number. May be numeric, alphabetic, or a combination. Must contain at least one character. If the other positions are not used, enter spaces (Use SPACE BAR).
Separator	1	7-7	Use a comma (,)
Agency ID	5	8-12	SROs for NIB/NISH; Enter appropriate NIB/NISH – Agency Code or appropriate Service Area Code NAL01...
Separator	1	13-13	Use a comma (,)
Origin	2	14-15	Origin State (state in which the appropriate NIB/NISH Work Center is located)
Separator	1	16-16	Use a comma (,)
Destination	2	17-18	Destination State (state in which the appropriate; NIB/NISH Work Center ships to (CONUS) or Codes 50 & 53;
Separator	1	19-19	Use a comma (,)
Phone Number	12	20-31	Phone number that requesting customer agency should utilize in order to book the shipment for this particular from/to rate application.
Separator	1	32-32	Use a comma (,)
Facsimile Number	12	33-44	Facsimile number that requesting customer agency should utilize in order to book the shipment for this particular from/to rate application.
Separator	1	45-45	Use a comma (,)
Email ID	45	46-90	MANDATORY Email ID that requesting customer agency should utilize in order to book the shipment for this particular from/to rate application.
Separator	1	91-91	Use a comma (,)
Percent of Minimum Charge	3	92-94	Percent of the Minimum Charge Base Rate being Offered. Examples: 089, 102. If not offering a Percent of Minimum Charge, enter zeros (000) to indicate Not Applicable. A Percent of Minimum Charge must be entered if a Percent of LTL is offered.
Separator	1	95-95	Use a comma (,)
Percent of Less Than Truckload	3	96-98	Percent of the Less Than Truckload Base Rate being Offered. Examples: 072, 100. If not offering a Percent of Less Than Truckload, enter zeros (000) to indicate Not Applicable.
Separator	1	99-99	Use a comma (,)
Cents Per Mile Truckload	3	100-102	Cents per Miles offered for Truckload shipments. Examples: 090 (\$0.90 cents per mile), 101 (\$1.01 cents per mile)
Separator	1	103-103	Use a comma (,)
Minimum Truckload Charge	6	104-109	Minimum Truckload Charge in Dollars and Cents. Examples: 045000 (\$450.00), 130000 (\$1,300.00). A Minimum Truckload Charge must be entered if cents per mile offer is entered.
Separator	1	110-120	Spaces
Required Item Percentages	132	121-252	Required Item Percentage for the Accessorial Services containing rates and charges as identified in the GSA National Rules Tender No. 100-D. If offering the same percentage for all 43 Required Items, enter that percentage in the first three positions (121-123). Examples: 090, 100. The remaining positions (124-252) may be left blank. If offering different percentages, use positions (124-252), enter the percentage for each Required Item in ascending order as they appear in the No. 100-D and Item 3-2.A.1 of the TOS 1-F. DO NOT USE COMMA DELIMITERS The first three positions (121-123) must be zeros (000). For example, the beginning of your entry could be: 000095077110. For those Required Items identified by ** in Item 3-2.A.1. of the TOS 1-F, TSP's are not required to offer a percentage unless they choose to do so. If not offering a percentage for these items, enter zeros (000) in the appropriate positions for those Items. Percentages must be offered for all Required Items not indicated with **.

10-4. RATE OFFER EXAMPLES:

A. Example of multiple rate offers for a TSP, being sent as one (1) file, filed by an RFSP:

F1ABCD\ABC TRANSPORTATION INC.	\20081101\123456789\98654321\1234\JOHN K DOE		
F2RFSI\RATE FILING SERVICE INC.	\703-555-5555\703-555-5556\RFS@RATEFILINGSERVICE.COM		
B2ABC1,NAL01,AL,50,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,115,045000	100
B2ABC1,NAL01,AL,53,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL01,AL,CA,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,135,045000	100
B2ABC1,NAL01,AL,AL,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL02,AL,50,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL02,AL,53,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL02,AL,CA,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL02,AL,AL,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100

*see 9-3.A. for required
item percentages in
pos. 121-123 & 124-252*

B. Examples of multiple rate offers being sent as separate rate file, filed by a TSP:

1. First Rate File:

F1ABCD\ABC TRANSPORTATION INC.	\20081101\123456789\98654321\1234\JOHN K DOE		
B2ABC1,NAL01,AL,50,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,115,045000	100
B2ABC1,NAL01,AL,53,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL01,AL,CA,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,135,045000	100
B2ABC1,NAL01,AL,AL,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100

*see 9-3.A. for required
item percentages in
pos. 121-123 & 124-252*

2. Second Rate File:

F1ABCD\ABC TRANSPORTATION INC.	\20081101\123456789\98654321\1234\JOHN K DOE		
B2ABC1,NAL02,AL,50,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL02,AL,53,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL02,AL,CA,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL02,AL,AL,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100

*see 9-3.A. for required
item percentages in
pos. 121-123 & 124-252*

C. Examples of multiple rate offers being sent as one (1) file, TSP is a broker with underlying TSP:

F1ABCD\ABC BROKER SERVICE INC	\20081101\123456789\98654321\1234\JOHN K DOE		
F2RFSI\RATE FILING SERVICE INC.	\703-555-5555\703-555-5556\RFS@RATEFILINGSERVICE.COM		
F3BBBB\CCCC\DDDD\EEEE\FFFF\ <i>only 50 SCACS can be recorded per "F3" line</i>			
B2ABC1,NAL01,AL,50,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,115,045000	100
B2ABC1,NAL01,AL,53,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL01,AL,CA,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,135,045000	100
B2ABC1,NAL01,AL,AL,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL02,AL,50,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL02,AL,53,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100
B2ABC1,NAL02,AL,CA,816-555-1212,816-555-1213,ABC.TRANSPORTATION@TRANS.COM		,089,072,090,045000	100

*see 9-3.A. for required
item percentages in
pos. 121-123 & 124-252*

SECTION 11

ELECTRONIC RATE TRANSMISSION SPECIAL INSTRUCTIONS

11-1. SUBMISSION INSTRUCTIONS: All electronic rate transmissions submitted in accordance with Sections 9, 10, & 11 of this RFO and its Filing Instructions (FI) **MUST** be via the rate filing capabilities of TMSS or via the Internet, utilizing the GSA-supplied Java Upload Client (JUpload). Below are the instructions for accessing the JUpload module.

NOTE: If your company intends to transmit its rate offer(s) via JUpload without utilizing the services of a Rate Filing Service Provider (RFSP) and your company does not already have an assigned **User ID and Password** to access the JUpload, you will need to notify the PMO in order to receive a User ID and Password to access the JUpload. Requests for a User ID and Password may be emailed or faxed to the attention of Jim Stroup at jim.stroup@gsa.gov or (816) 823-3656. The response from GSA assigning your company a User ID and Password will be emailed, so please be sure to include your company's email address when submitting your request. Please be aware that it will take several days upon the receipt of your request to process and assign a User ID and Password to the JUpload.

A. **FORMAT REQUIREMENTS:** Electronic format requirements as set out in this RFO and this FI must be strictly adhered to. Submissions received from TSPs and RFSPs not conforming to format requirements identified in Section 9, 10, and 11 will be found unacceptable.

B. FILE PREPARATION:

In order to transfer the file via the JUpload, the file must be saved and transmitted as an unformatted ASCII (TEXT ONLY) flat file (i.e. no tab characters, etc.). The file must not have a top, bottom, right, or left margin.

11-2. FILE NAMING CONVENTION:

Implementation of the Transportation Management Services Solution (TMSS) has created the need for the development of a File Naming Convention. This File Naming Convention applies to any initial, new, late, or supplemental rate offer(s) transmitted in accordance with this RFO and this FI. Extensions like **.FRT** to file names are **NOT** permitted.

FILE NAME	MAXIMUM POSITIONS	POSTIONS	CONTENTS
Prefix	3	1-3	Must be FRT
TSP's SCAC	4	1-4	RFSP: If transmitting rates on behalf of a TSP, enter TSP's SCAC. Do not append any characters if the SCAC assigned to you is less than four (4) positions.
Rate File Number	3	5-8	A running serial number starting with 001
Extension			File Extensions will NOT be supported.

Examples of filenames for SCAC with different number of positions:

File name where assigned SCAC has four positions: FRT**ABCD**001 where 'ABCD' is the SCAC

File name where assigned SCAC has three positions: FRT**ABC**001 where 'ABC' is the SCAC

File name where assigned SCAC has two positions: FRT**AB**001 where 'AB' is the SCAC

The TSP can send one or more files for rate filing. The TSP can send one or more rate types in a single file. It is strongly recommended that the number of files be kept to a minimum by combining multiple rate types. Irrespective of the number of files transmitted a 3-digit file number is required.

Examples of multiple filenames for a SCAC:

TSP transmitting only one file: File Name: FRT**ABCD**001

TSP transmitting two files: First File Name: FRT**ABCD**001, Second File Name: FRT**ABCD**002

TSP transmitting three files: First File Name: FRT**ABCD**001, Second File Name: FRT**ABCD**002, Third File Name: FRT**ABCD**003.

If as a TSP or RFSP, you are unsure as to your TSP's SCAC/RFSP Code (up to 4 positions) in GSA's Freight Management Program, please contact Jim Stroup at (816) 823-3646 or via e-mail at jim.stroup@gsa.gov, respectively, for verification.

The file naming convention identified above **MUST** be strictly adhered to. Failure to do so will result in the rate offer(s) not being picked up from your TSP's directory on the JUPLOAD and/or automatic rejection of the rate offer(s). Furthermore, if your company submits multiple rate files on the same day, files named the same will be overwritten; therefore, it is extremely important that files submitted on the same day have different names.

11-3. ACCESSING THE JUpload:

If TSPs choose not to use the rate filing module within TMSS to file rate offers under this RFO and its FI, then TSPs must use the GSA supplied Java Upload Client (JUpload) function contained within TMSS. GSA **“WILL NOT”** accept or process rate offers submitted via FTP.

- A. In order to access the Rate File Upload module, your TMSS administrator must first designate who will have access to this module and grant them access via TMSS. The administrator can do this by selecting the Account Info 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 check the “Allow Upload” toggle button from the available menu. They will also need to ensure the “Rate File” toggle button is also checked.
- B. Once access has been granted and the Rate Filing window has been opened, the specified user(s) will have the Upload Rate File link available from the Review/Edit Freight Rates screen.

Please Note: If the TSP currently has NIB/NISH rate offers on file within TMSS, the user will receive a pop-up window when they first access the “Freight Rate Filing” link stating “I would like to transfer the following rates in the current rate cycle to the next rate cycle: Agency Specific Rates for NIB/NISH.” The user should select “Accept” if they want the identified rate offers copied over. If the user plans on re-filing the identified rate offers via the new JUpload function, the user should select “Reject.” If “Accept” is selected, TMSS must process the request and notification will be sent once it is completed. The user will not be able to continue until processed. If “Reject” is selected, the user may continue with the JUpload process.

- C. When your rate files are ready for submission, the User will click on the Upload Rate File link. At that point, the module will load and bring you to a login screen to authenticate to the server.

Please Note: The User's system must have Java installed to allow for proper loading of the module. If Java is not currently installed on the system, the user will be given a link that will take them to a site for free download.

- D. At the login screen, you will be asked to input a User Name and Password. This User Name and Password is the same as you used for annual rate submissions. If you do not know your User Name and Password, please contact GSA as identified in this RFO.
- E. Once you have logged in, the easiest way to get acclimated with the module is to view the Help File. This will walk you through the complete file upload process.

11-4. DIRECTORY ACCESS:

Once you have placed a file within your TSP's directory using GSA JUpload, you may verify that your company's file was successfully transmitted by using the File Download option in the TMSS Main page. If the file doesn't appear in your directory, you will need to “Upload” the file again. This will only assist you in verifying that your rate offer/file was transferred successfully and **WILL NOT** verify that the contents of your rate offer/file have been formatted correctly. Please refer to the help file for further information on how to check your directory where the files are uploaded to the server and follow the instructions.

11-5. CONFIRMING RATE TRANSMISSIONS:

Every day during the rate filing window at 10:00am, 2:00pm, 6:00pm and 10:00pm CST, an automated process will search the rate files uploaded by TSPs and process them. An email confirmation acknowledging the receipt and processing of the file will be sent to the TSP's email address OR the RFSP's email address if an RFSP has filed on behalf of the TSP. The email will contain the number of records processed and the number of errors encountered. In order to receive timely notifications on the outcome of file processing it is essential that a correct email address be kept on file. Error files will be generated and placed in the TSP's or RFSP's GSA JUpload directory and will be named as FRTSCAC999ERR where SCAC is the SCAC of the TSP (Not the RFSP), 999 is the original file number assigned by the TSP. You need to connect to the "File Download" link from the TMSS main page and download the error file(s), if any. If appropriate, TSP's will receive notification of rate filing deficiencies in accordance with Section 1, Paragraph 1-2.B. of this RFO and this FI.