

# SPECIAL FILING INSTRUCTIONS 1999 FILING CYCLE

## SECTION 1 TERMS AND CONDITIONS

**SPECIAL NOTICE:** GSA published for comment in the Federal Register on August 27, 1998, a notice requesting industry comments on four proposals involving Distribution System traffic. These proposals included: (1) requiring carriers to provide shipment status notices using either the ANSI X.12 Transaction Set 214 format or a GSA proprietary file format; (2) paying carriers after receipt of delivery information without requiring carrier invoicing; (3) requiring carriers to submit territorial offers by 3 digit Zip Code; and (4) prepricing shipments and basing payments on the mileage as determined by PCMiller, from ALK Associates. GSA is in the process of reviewing industry comments. However, carriers are placed on notice that these changes could be implemented during the Effective Period of this Request. If one or more of these changes are implemented, opportunities for rate adjustments will be considered.

**1-1. GENERAL:** The following Request and its Special Filing Instructions (SFI) 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), supplements and reissues thereto. However, certain provisions and requirements of this Request and its SFI may deviate from and supersede those published in the STOS, GSA TOS No. 1-F.

Traffic to be included under this Request and its SFI will be freight-all-kinds (FAK) shipments moving via closed van for all less than truckload (LTL) (0 pounds to 10,000 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. Rate offers will be accepted from the following GSA facility:

GSA's Western Distribution Center, Stockton, CA.

**PLEASE NOTE:** Rate offers for shipments from the Western Distribution Center to Hawaii MUST be filed separately and on a GSA Optional Form 280. Please submit separate rate offers with applicable cubic foot ocean charges. Offers should be submitted directly to GSA's Transportation Management Branch, San Francisco, CA, at the following address:

General Services Administration  
Transportation Management Branch  
450 Golden Gate Avenue, 4<sup>th</sup> Floor West  
Attn: Maria Gutierrez  
San Francisco, CA 94102

**1-2. EFFECTIVE PERIOD:** All acceptable rate offers submitted in response to this Request and its SFI will be for the period October 1, 1999, through October 31, 2000.

**1-3. SUBMISSION OF RATE OFFERS:** Rates offered in response to this Request and its SFI MUST be submitted via the File Transfer Protocol (FTP) of the Internet (I-FTP) in accordance with Sections 6, 7, and 8.

**1-4. FILING PERIOD:**

A. INITIAL FILINGS: Rate offers made by those firms approved to participate in GSA's Freight Management Program are due by 4:30 p.m. Central Standard Time, August 16, 1999, and will be processed in accordance with Paragraph 1-4.C., below.

**B. REFILINGS OF ELECTRONICALLY SUBMITTED FILING DEFICIENCIES:** Electronic rate filings received between July 16, 1999, and August 16, 1999, which do not meet the requirements as stated in this Request and its SFI will be considered unacceptable, rates will not be included in the data base, and the firm will be notified of the deficiencies by GSA's Heartland Zone Office by facsimile and/or telephone. If a firm's rate offer is submitted in accordance with this Request and its SFI by a Rate Filing Service Provider or a Tariff Publishing Agent, the Rate Filing Service Provider or the Tariff Publishing Agent will be notified of the deficiencies and not the firm. Corrected rate offers **must be** resubmitted within ten (10) calendar days after receipt of notification. In those instances where corrections are not received within the ten (10) calendar days after notification, rate offers will be considered unacceptable and the firm will not be allowed to refile. Corrected rate offers received within the required ten (10) calendar days will be entered into the data base effective October 1, 1999.

**C. ACCEPTED/EFFECTIVE DATE:** Initial rate offers allowable under Paragraph 1-4.A. will be processed by October 1, 1999, except in those instances of a failure to meet the resubmission requirements of corrected Rate Filing Deficiencies as identified in Paragraph 1-4.B

**D. CARRIER NOTIFICATIONS:** If the submitting firm receives no communication from GSA pursuant to Paragraph 1-4.B. by October 1, 1999, the firm is on notice that its rate offer(s) has been accepted and transmitted to its designated Tariff Publishing Agent for publication, or in the absence of a designated Tariff Publishing Agent, its rate file(s) has been offered to GSA's Office of Transportation Audits.

**1-5. APPLICABILITY OF RATE OFFERS:** By submission of a rate offer to GSA for the traffic identified in this Request and its SFI, 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.

**1-6. 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 Request and its SFI for up to ninety (90) days.

**1-7. TERMINATION:**

A. The following provision will apply in addition to Item 20.e. of the Optional Form 280:

1. Accepted rate offers may be terminated upon determination that a Carrier has failed to satisfactorily respond to a show cause notice(s); and
2. Accepted rate offers may be terminated by the Government immediately upon the debarment or suspension of the Carrier in accordance with the Code of Federal Regulation (CFR) 101-40.4.

B. Upon termination of the rate offer under 1-7.A.1 and/or 2. above, the Carrier shall be paid any sum due the Carrier for services performed under this Request and its SFI 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 Carrier and the Government shall have the right to offset any such claims against such payment.

**1-8. 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 Request and its SFI when it is in the Government's best interest. If a rate offer(s) is terminated, the Government shall be only liable for payment for services rendered before the effective date of the termination.

**1-9. CONTACTS:** Questions dealing with this Request, its SFI, or the STOS should be directed Maria Gutierrez at (415) 522-2846 or by e-mail at maria.gutierrez@gsa.gov or. Questions dealing with the submission of electronic rate offers should be directed to either Robyn Bennett, Cindy Schardt, or Ray Calahan at (816) 823-3646 or by e-mail at robyn.bennett@gsa.gov, cindy.schardt@gsa.gov, or ray.calahan@gsa.gov respectively.

## **SECTION 2 EVALUATION AND ACCEPTANCE**

**2-1. EVALUATION:** The GSA Transportation Management Branch, San Francisco, CA, will conduct all evaluations and will notify each Carrier before October 1, 1999, of an acceptable rate offer(s) and awarded routings, if any.

**2-2. ACCEPTANCE:** Accepted rate offers will be contained in GSA's Interagency Transportation Management System (ITMS). When identified in ITMS, the acceptable rate offers will be listed based on price only. The listing of firms 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. Firms 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 carriers will be identified on cost comparisons. However, when rate information is made available either to a Tariff Publishing Agent or to GSA's Office of Transportation Audits in the absence of a Tariff Publishing Agent, rate information will be submitted in the name of the broker's and/or a shipper agent's/Intermodal Marketing Company's underlying carriers and not in the name of the broker and/or the shipper agent/Intermodal Marketing Company. If the occasion arises when two or more firms have offered the exact same rate offer (both for transportation and the requested accessorial services), then the firms will be listed on the cost comparison in alphabetical order according to the firm's names.

**PLEASE NOTE:** The GSA Transportation Management Branch, San Francisco, CA, may take other factors into consideration when routing shipments other than just price. As a result, the listing of firms 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 its SFI, the submitting carrier certifies that:

I have read and will comply with all the provisions contained in this Request dated July 16, 1999, 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 May 1, 1996, 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, shippers agents, or shippers associations shall possess the required carrier or Interstate Commerce Commission (ICC) 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 firm utilizes Item 1125, Substituted Service – Rail for Motor, of the GSA National Rules Tender No. 100-D for shipments moving under this Request and its SFI, 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 carrier 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 its SFI, the submitting carrier agrees to and/or meets the terms and conditions of the Uniform Tender of Rates And/Or Charges For Transportation Services, Optional Form 280, except as provided in Paragraph 1-7.

**SECTION 6**  
**IDENTIFICATION OF TRAFFIC**

**6-1. IDENTIFICATION OF TRAFFIC:** Identified below is the Western Distribution Center, Stockton, CA for which the General Services Administration (GSA) is requesting Non-Alternating rate offers. Rate offers submitted in response to this Request **Will Not** alternate with any other accepted rate offer and the accepted rates and charges **May Not** be used in the construction of combination rates or charges. Please note that **“BETWEEN”** rate offers are being requested for the Western Distribution Center. By **“BETWEEN”** it is meant that the same rate offered from the Western Distribution Center to a destination will **ALSO** apply from that destination to the Western Distribution Center. A firm is not required to offer rates to each of the identified Destination Service Area Codes. Offers received which contain origins/destinations not identified below will be found unacceptable. An offering firm must be able to service all points within an identified Destination Service Area Description.

<b>INTERSTATE SERVICE AREAS</b>						
Destination Service Area Code	Destination Service Area Description	Route No.		Destination Service Area Code	Destination Service Area Description	Route No.
01	CT, MA, ME, NH, RI, & VT	411		06	IA, KS, MN, MO, ND, NE, & SD	460 thru 467
02	DE, NJ, NY, & PA	420, 423 thru 426		07	AR, LA, NM, OK, & TX	470, 472, 475 thru 478
03	DC, MD, VA, & WV	430, 432, 436		08	CO, ID, MT, UT, & WY	480 thru 483, 487, 404
04	AL, FL, GA, MS, NC, SC, & TN	440, 442 thru 444, 446 thru 449		09	OR & WA	401 thru 402
05	IL, IN, KY, MI, OH, & WI	450, 452 thru 457		10	AZ & NV	484, 491

<b>INTRASTATE CALIFORNIA SERVICE AREAS</b>						
Destination Service Area Code	Destination Service Area Description – Codes 11-18 are CA Counties	Route No.		Destination Service Area Code	Destination Service Area Description – Codes 11-18 are CA Counties	Route No.
11	Siskiyou, Del Norte, Humboldt, Trinity, Lake Mendocino, Sonoma, & Marin	A01 – A08		16	Inyo, Kern, Kings, Tulare, Fresno, Madera, Mono, Mariposa, Tuolumne, Calaveras, Alpine, Amador, and El Dorado	F01 – F13
12	Modoc, Lassen, Shasta, Tehema, Plumas, Sierra, Nevada, Placer, Butte, Glenn, Colusa, Yuba, & Sutter	B01 – B13		17	Ventura & Los Angeles	H01 – H02
13	Santa Cruz, San Mateo, San Francisco, Santa Clara, Santa Barbara, San Luis Obispo, Monterey, & San Benito	C01 – C03, D04, & G01 – G04		18	Riverside, San Bernardino, San Diego, Orange, & Imperial	I01 – I03 & J01 – J02
14	Napa, Solano, Contra Costa & Alameda	D01 – D03, & D05		19	MOTBA – (Concord, CA)	MOT
15	Merced, Stanislaus, Yolo, Sacramento, & San Joaquin	E01 – E05		20	SHAD (Sharpe Army Depot)	

**6-2. HISTORICAL TRAFFIC VOLUME:** Identified below are traffic volume estimates for shipments originating from the Western Distribution Center for 1998. Data provided shall not be interpreted as a guarantee that traffic will amount to these quantities. Failure of estimates to materialize will not constitute a basis for rate adjustments.

ESTIMATED ANNUAL TONNAGE SHIPPED BY DESTINATION SERVICE AREA AND NUMBER OF GBLs									
DEST. SVC.	< 200 lbs.	< 500 lbs.	500 lbs.	1000 lbs.	2000 lbs.	5000 lbs.	10,000 lbs.	20,000 lbs.	TOTAL
AREA	Weight (GBLs)	Weight (GBLs)	Weight (GBLs)						
401	47,202 (341)	155,174 (402)	323,896 (463)	372,275 (265)	685,896 (226)	901,704 (127)	1,700,035 (127)	5,926,117 (166)	10,112,299 (2109)
402	32,071 (206)	46,235 (120)	85,344 (123)	99,096 (73)	139,149 (44)	48,066 (8)	42,114 (3)	94,791 (4)	586,866 (581)
404	15,333 (102)	35,656 (91)	73,000 (105)	48,903 (33)	86,654 (3)	28,060 (4)	12,922 (1)	22,000 (1)	322,528 (367)
411	2,518 (19)	7,424 (20)	9,415 (13)	7,873 (6)	2,436 (1)	13,998 (2)	0	0	43,664 (61)
423	960 (14)	4,980 (13)	14,039 (20)	21,445 (15)	61,931 (20)	45,628 (6)	67,076 (5)	0	216,059 (93)
425	1,069 (7)	2,691 (7)	4,514 (6)	3,292 (3)	2,400 (10)	11,650 (2)	0	0	25,616 (26)
426	3,122 (23)	5,626 (14)	6,830 (11)	2,307 (2)	2,790 (1)	0	18,720 (1)	0	39,395 (52)
430	7,377 (54)	29,263 (74)	54,543 (75)	65,389 (48)	103,042 (34)	58,256 (9)	45,333 (3)	0	363,203 (297)
432	236 (1)	670 (2)	3,133 (5)	1,125 (1)	0	0	0	0	5,164 (9)
436	783 (7)	4,370 (11)	7,916 (11)	8,452 (7)	10,399 (3)	5,005 (1)	0	0	36,925 (4)
442	3,764 (24)	9,889 (25)	23,170 (32)	27,694 (2)	47,872 (16)	54,170 (8)	39,684 (3)	0	206,243 (128)
443	1,854 (12)	4,260 (11)	11,731 (15)	6,861 (5)	13,992 (5)	5,040 (1)	0	0	43,739 (49)
444	5,774 (41)	15,987 (42)	17,361 (24)	16,972 (14)	7,560 (3)	0	0	0	63,654 (124)
446	661 (7)	420 (1)	516 (1)	0	0	0	0	0	1,597 (9)
447	4,313 (36)	3,966 (10)	4,509 (7)	3,094 (2)	2,640 (1)	12,944 (2)	0	0	31,466 (58)
448	1,934 (14)	9,398 (24)	11,541 (15)	16,529 (15)	13,002 (4)	0	0	0	52,404 (69)
449	1,013 (7)	1,386 (4)	3,206 (5)	1,800 (1)	4,104 (1)	0	0	0	11,509 (18)
452	950 (8)	9,892 (24)	16,267 (22)	20,234 (13)	35,318 (11)	13,378 (2)	0	0	96,039 (80)
453	1,439 (11)	3,148 (8)	600 (1)	4,255 (4)	0	0	0	0	9,442 (24)
454	3,686 (25)	1,993 (5)	4,346 (7)	1,710 (1)	0	0	0	0	11,735 (38)
455	1,417 (10)	1,439 (4)	4,325 (7)	1,720 (1)	4,000 (1)	0	0	0	12,901 (23)
456	814 (6)	2,841 (8)	2,972 (4)	0	5,170 (2)	0	13,320 (1)	0	25,117 (21)
457	1,202 (9)	0	2,830 (4)	4,900 (3)	4,865 (2)	0	0	0	13,797 (18)
461	2,458 (22)	3,003 (8)	2,412 (4)	5,238 (4)	8,526 (3)	5,480 (1)	11,375 (1)	0	38,492 (43)
462	1,751 (14)	2,652 (7)	2,260 (4)	2,740 (2)	4,970 (2)	0	0	0	14,373 (29)
463	1,262 (10)	1,216 (3)	1,503 (2)	0	2,550 (1)	0	0	0	6,531 (16)
464	2,772 (18)	3,075 (8)	4,922 (7)	1,200 (1)	2,604 (1)	0	0	0	14,573 (35)
465	8,504 (80)	6,715 (17)	10,569 (16)	12,729 (9)	33,443 (12)	29,796 (5)	0	0	101,756 (139)

**ESTIMATED ANNUAL TONNAGE SHIPPED BY DESTINATION SERVICE AREA AND NUMBER OF GBLs**

<b>DEST. SVC.</b>	<b>&lt; 200 lbs.</b>	<b>&lt; 500 lbs.</b>	<b>500 lbs.</b>	<b>1000 lbs.</b>	<b>2000 lbs.</b>	<b>5000 lbs.</b>	<b>10,000 lbs.</b>	<b>20,000 lbs.</b>	<b>TOTAL</b>
<b>AREA</b>	<b>Weight (GBLs)</b>								
<b>466</b>	917 (7)	2,407 (6)	8,753 (14)	7,360 (5)	4,510 (2)	0	0	0	<b>23,947 (34)</b>
<b>467</b>	4,721 (43)	2,814 (8)	4,266 (7)	1,450 (1)	5,800 (2)	0	0	0	<b>19,051 (61)</b>
<b>472</b>	31,570 (242)	56,146 (145)	106,528 (153)	102,725 (74)	213,695 (67)	128,100 (19)	47,606 (4)	50,364 (2)	<b>736,734 (706)</b>
<b>475</b>	4,189 (31)	5,207 (14)	10,794 (16)	12,314 (8)	11,040 (4)	32,393 (5)	0	0	<b>75,937 (78)</b>
<b>476</b>	7,741 (62)	18,550 (48)	22,876 (35)	18,796 (15)	25,855 (9)	15,371 (2)	15,545 (2)	0	<b>124,734 (172)</b>
<b>477</b>	3,561 (26)	9,754 (25)	11,466 (16)	16,302 (12)	48,700 (15)	27,984 (4)	28,228 (2)	67,053 (2)	<b>213,048 (102)</b>
<b>478</b>	6,023 (46)	3,692 (10)	13,294 (20)	13,498 (10)	9,174 (3)	0	0	0	<b>45,681 (89)</b>
<b>481</b>	11,900 (90)	22,076 (58)	48,938 (74)	49,212 (36)	79,096 (26)	54,7000 (7)	20,600 (2)	0	<b>286,522 (293)</b>
<b>482</b>	23,201 (152)	74,027 (188)	139,847 (201)	220,082 (153)	298,563 (102)	131,959 (21)	140,824 (10)	62,715 (2)	<b>1,091,218 (831)</b>
<b>483</b>	11,751 (106)	20,819 (55)	27,347 (40)	36,925 (28)	35,904 (12)	10,775 (2)	13,148 (1)	0	<b>156,669 (244)</b>
<b>484</b>	41,379 (287)	110,807 (283)	256,760 (364)	303,260 (220)	616,974 (204)	284,978 (40)	223,733 (17)	144,148 (5)	<b>1,982,039 (1420)</b>
<b>487</b>	2,121 (19)	3,257 (9)	2,667 (4)	1,260 (1)	8,559 (3)	8,760 (1)	0	0	<b>26,624 (37)</b>
<b>491</b>	20,996 (145)	45,457 (115)	82,174 (117)	120,272 (89)	192,182 (59)	107,214 (16)	108,669 (9)	0	<b>676,964 (550)</b>
<b>A01</b>	1,173 (7)	677 (2)	5,259 (7)	1,271 (1)	5,312 (2)	0	0	0	<b>13,692 (19)</b>
<b>A02</b>	0	330 (1)	1,674 (2)	4,160 (3)	6,000 (2)	0	0	0	<b>12,164 (8)</b>
<b>A03</b>	2,819 (18)	2,238 (6)	6,890 (10)	7,283 (5)	0	0	0	0	<b>19,230 (39)</b>
<b>A04</b>	51 (1)	0	535 (1)	0	0	0	0	0	<b>586 (2)</b>
<b>A05</b>	578 (5)	2,792 (7)	2,650 (4)	0	0	0	0	0	<b>6,020 (16)</b>
<b>A06</b>	0	382 (1)	780 (1)	0	0	0	0	0	<b>1,162 (2)</b>
<b>A07</b>	3,747 (24)	2,456 (7)	12,613 (17)	3,772 (3)	9,365 (3)	0	10,400 (1)	0	<b>42,353 (55)</b>
<b>A08</b>	1,542 (11)	2,075 (5)	2,613 (4)	6,790 (5)	3,905 (1)	0	0	0	<b>16,925 (26)</b>
<b>B01</b>	738 (5)	0	0	0	0	8,812 (1)	0	0	<b>9,550 (6)</b>
<b>B02</b>	1,698 (13)	6,286 (16)	12,888 (19)	23,122 (15)	46,927 (14)	0	12,000 (1)	0	<b>102,921 (78)</b>
<b>B03</b>	2,577 (15)	4,532 (12)	5,755 (8)	11,717 (8)	27,001 (9)	21,916 (3)	0	0	<b>73,498 (55)</b>
<b>B04</b>	561 (5)	1,758 (4)	840 (1)	3,302 (2)	0	0	0	0	<b>6,461 (12)</b>
<b>B05</b>	283 (1)	917 (2)	1,470 (2)	0	4,570 (1)	6,240 (1)	0	0	<b>13,480 (7)</b>
<b>B07</b>	85 (1)	414 (1)	632 (1)	2,576 (2)	11,466 (4)	0	0	0	<b>15,173 (9)</b>
<b>B08</b>	267 (1)	482 (1)	4,969 (7)	0	0	5,508 (1)	0	0	<b>11,226 (10)</b>
<b>B09</b>	156 (1)	1,622 (4)	3,243 (5)	3,625 (3)	0	0	0	0	<b>8,648 (13)</b>
<b>B10</b>	236 (1)	0	792 (1)	0	0	0	0	0	<b>1,028 (2)</b>
<b>B11</b>	104 (1)	0	0	1,450 (1)	0	0	0	0	<b>1,554 (2)</b>
<b>B12</b>	955 (7)	2,366 (6)	4,565 (7)	6,579 (5)	0	0	0	0	<b>22,733 (28)</b>
<b>B13</b>	138 (1)	490 (1)	0	0	0	0	0	0	<b>628 (2)</b>
<b>C01</b>	284 (2)	745 (2)	3,039 (4)	1,047 (1)	2,040 (1)	0	0	0	<b>7,155 (10)</b>

**ESTIMATED ANNUAL TONNAGE SHIPPED BY DESTINATION SERVICE AREA AND NUMBER OF GBLs**

<b>DEST. SVC.</b>	<b>&lt; 200 lbs.</b>	<b>&lt; 500 lbs.</b>	<b>500 lbs.</b>	<b>1000 lbs.</b>	<b>2000 lbs.</b>	<b>5000 lbs.</b>	<b>10,000 lbs.</b>	<b>20,000 lbs.</b>	<b>TOTAL</b>
<b>AREA</b>	<b>Weight (GBLs)</b>								
<b>C02</b>	1,890 (13)	1,451 (4)	7,982 (11)	4,785 (4)	3,264 (1)	6,210 (1)	0	0	<b>25,582 (34)</b>
<b>C03</b>	10,308 (61)	11,804 (31)	85,742 (129)	96,188 (76)	49,820 (15)	16,230 (3)	109,650 (7)	155,046 (3)	<b>534,788 (325)</b>
<b>D01</b>	517 (3)	0	2,270 (3)	0	0	0	15,492 (1)	0	<b>18,280 (7)</b>
<b>D02</b>	3,260 (20)	22,148 (57)	58,895 (82)	52,319 (36)	104,516 (33)	48,937 (7)	0	39,588 (1)	<b>329,663 (236)</b>
<b>D03</b>	3,250 (25)	8,279 (21)	23,629 (35)	15,631 (12)	10,485 (4)	0	22,454 (2)	156,000 (1)	<b>239,728 (100)</b>
<b>D04</b>	6,987 (51)	8,703 (22)	15,878 (22)	10,607 (8)	16,941 (6)	10,834 (2)	0	0	<b>69,950 (110)</b>
<b>D05</b>	10,709 (74)	17,254 (45)	49,595 (74)	48,189 (34)	70,856 (25)	19,220 (3)	0	58,284 (2)	<b>274,107 (257)</b>
<b>E01</b>	129 (1)	0	780 (1)	0	0	0	0	0	<b>909 (2)</b>
<b>E02</b>	1,727 (11)	315 (1)	780 (1)	6,325 (5)	0	0	0	0	<b>9,147 (18)</b>
<b>E03</b>	0	0	1,353 (2)	1,000 (1)	0	0	0	0	<b>2,353 (3)</b>
<b>E04</b>	7,368 (58)	45,418 (116)	121,198 (170)	135,521 (99)	325,726 (104)	244,538 (34)	246,869 (17)	526,379 (14)	<b>1,653,017 (612)</b>
<b>E05</b>	4,419 (25)	7,274 (18)	11,666 (18)	3,834 (3)	11,553 (4)	17,543 (2)	0	33,156 (1)	<b>89,445 (71)</b>
<b>F01</b>	219 (3)	1,118 (3)	4,137 (6)	0	9,117 (4)	0	0	0	<b>14,591 (16)</b>
<b>F02</b>	8,747 (59)	28,236 (74)	53,887 (81)	47,214 (34)	67,117 (21)	87,728 (12)	28,790 (2)	0	<b>321,719 (283)</b>
<b>F03</b>	1,788 (14)	12,929 (33)	25,706 (37)	28,855 (21)	62,869 (20)	17,044 (3)	10,362 (10)	0	<b>159,553 (129)</b>
<b>F04</b>	516 (3)	1,857 (5)	2,247 (3)	2,534 (2)	6,559 (2)	13,696 (2)	27,601 (2)	0	<b>55,010 (19)</b>
<b>F05</b>	2,380 (13)	10,089 (28)	19,241 (27)	31,053 (22)	35,843 (11)	6,900 (1)	0	0	<b>105,506 (102)</b>
<b>F06</b>	150 (1)	1,113 (3)	780 (1)	0	0	0	0	0	<b>2,043 (5)</b>
<b>F07</b>	122 (1)	845 (2)	0	2,840 (2)	0	0	0	0	<b>3,807 (5)</b>
<b>F08</b>	560 (4)	720 (2)	540 (1)	4,764 (2)	5,244 (2)	0	0	0	<b>11,828 (12)</b>
<b>F09</b>	312 (4)	768 (2)	780 (1)	1,362 (1)	8,646 (4)	0	0	0	<b>11,868 (12)</b>
<b>F10</b>	239 (2)	0	603 (1)	3,108 (2)	0	0	0	0	<b>3,950 (5)</b>
<b>F12</b>	0	0	2,117 (3)	1,026 (1)	0	0	0	0	<b>3,143 (4)</b>
<b>F13</b>	403 (3)	329 (1)	1,848 (3)	6,426 (4)	2,077 (1)	14,613 (2)	0	0	<b>25,696 (14)</b>
<b>G01</b>	3,401 (27)	9,738 (25)	24,796 (37)	26,712 (20)	60,614 (19)	21,855 (3)	89,035 (6)	195,958 (6)	<b>432,109 (143)</b>
<b>G02</b>	1,632 (10)	3,573 (9)	12,013 (16)	5,648 (4)	9,694 (3)	22,820 (3)	29,854 (2)	30,000 (1)	<b>115,234 (48)</b>
<b>G03</b>	3,683 (22)	4,805 (12)	12,395 (19)	16,499 (12)	14,870 (5)	21,719 (3)	10,400 (1)	0	<b>84,371 (74)</b>
<b>G04</b>	152 (1)	0	0	0	5,591 (2)	0	0	0	<b>5,743 (3)</b>
<b>H01</b>	10,224 (71)	36,075 (94)	84,995 (123)	96,965 (70)	104,129 (36)	107,985 (15)	131,040 (7)	51,590 (2)	<b>623,003 (418)</b>
<b>H02</b>	34,281 (214)	64,161 (167)	145,967 (209)	158,403 (115)	198,222 (66)	164,947 (25)	348,967 (25)	251,626 (10)	<b>1,366,574 (831)</b>
<b>I01</b>	827 (6)	3,489 (9)	10,130 (15)	8,089 (6)	43,554 (11)	8,581 (1)	12,464 (1)	0	<b>87,134 (49)</b>
<b>I02</b>	4,573 (33)	9,175 (24)	37,055 (51)	15,944 (11)	9,456 (3)	7,704 (1)	17,316 (1)	21,251 (1)	<b>122,474 (125)</b>
<b>I03</b>	13,819 (87)	42,209 (107)	93,809 (129)	141,377 (107)	223,070 (69)	136,672 (19)	88,151 (7)	181,095 (6)	<b>920,203 (531)</b>
<b>J01</b>	44,153 (283)	137,994 (355)	317,613 (463)	460,201 (327)	759,862 (247)	667,647 (95)	727,523 (53)	481,531 (13)	<b>3,596,524 (1836)</b>
<b>MOT</b>	15,311 (86)	25,017 (62)	72,042 (99)	147,533 (107)	362,866 (116)	501,420 (69)	760,955 (55)	1,200,316 (29)	<b>3,085,460 (623)</b>

**6-3. CURRENT RATE LEVELS:** Identified below is the rate information currently available for the Western Distribution Center traffic:

INTERSTATE LESS THAN TRUCKLOAD RATE OFFERS								
DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS		DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS
1	54	45	100		7	56	45	98
1	53	53	113		7	50	50	100
1	100	55	100		7	80	55	113
1	450	55	100		7	100	60	100
1	100	60	100		7	70	64	115
1	70	62	115		7	70	65	120
1	70	65	120		7	600	70	100
1	1800	73	98		7	90	78	130

DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS		DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS
2	54	45	100		8	90	50	100
2	56	45	98		8	50	55	100
2	100	55	100		8	100	60	100
2	500	55	100		8	80	61	100
2	56	56	113		8	65	65	113
2	100	60	100		8	70	65	120
2	62	62	115		8	100	100	98
2	70	65	120		8	800	120	100

DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS		DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS
3	56	45	98		OR (9)	58	52	100
3	54	45	100		OR (9)	57	57	98
3	50	50	113		OR (9)	54	58	100
3	100	55	100		OR (9)	100	60	100
3	500	55	100		OR (9)	66	62	100
3	100	60	100		OR (9)	70	71	115
3	69	62	115		OR (9)	72	72	113
3	70	65	120		OR (9)	90	90	120
					OR (9)	800	120	100

**INTERSTATE LESS THAN TRUCKLOAD RATE OFFERS**

DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS		DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS
4	56	45	98		WA (9)	58	52	100
4	54	45	100		WA (9)	57	57	98
4	55	55	113		WA (9)	54	58	100
4	100	55	100		WA (9)	100	60	100
4	66	59	115		WA (9)	66	62	100
4	550	60	100		WA (9)	70	71	115
4	100	60	100		WA (9)	72	72	113
4	70	65	120		WA (9)	90	90	120
					WA (9)	800	120	100

DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS		DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS
5	59	40	113		AZ (10)	64	52	100
5	53	41	98		AZ (10)	100	60	100
5	54	45	100		AZ (10)	66	62	100
5	100	55	100		AZ (10)	70	65	120
5	100	60	100		AZ (10)	72	72	113
5	66	62	115		AZ (10)	100	100	98
5	600	65	100		AZ (10)	800	120	100
5	70	65	120					
5	90	78	130					

DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS		DEST. SVC AREA	MIN CHG	L5C - 10M	ACCESSORIALS
6	59	50	113		NV (10)	80	45	100
6	100	55	100		NV (10)	90	50	100
6	100	60	100		NV (10)	64	56	100
6	90	65	98		NV (10)	100	60	100
6	70	65	120		NV (10)	72	72	113
6	650	75	100		NV (10)	90	90	120
					NV (10)	100	100	98
					NV (10)	900	120	100

**INTERSTATE TRUCKLOAD RATE OFFERS**

<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>
1	500	73		1	1400	101		7	2000	75		7	750	102
1	1800	73		1	500	103		7	500	78		7	500	110
1	300	73		1	500	107		7	750	79		7	515	110
1	2000	74		1	500	108		7	300	80		7	500	115
1	350	75		1	500	110		7	1300	81		7	550	115
1	550	78		1	500	116		7	350	83		7	500	120
1	649	80		1	550	120		7	800	90		7	700	125
1	1000	90		1	1899	122		7	649	90		7	500	135
1	350	95		1	500	125		7	350	92		7	1899	144
1	515	100		1	2000	280		7	449	100		7	550	180

<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>
2	1600	69		2	515	100		8	970	74		8	550	125
2	500	70		2	500	103		8	1850	80		8	700	125
2	300	70		2	500	105		8	3000	80		8	550	125
2	1600	71		2	500	107		8	2000	85		8	900	130
2	350	73		2	500	110		8	970	90		8	500	130
2	550	78		2	500	110		8	350	93		8	500	135
2	649	80		2	550	116		8	300	115		8	550	180
2	1000	90		2	1899	125		8	350	120		8	500	210
2	350	95		2	500	125		8	500	120				
2	1400	100		2	2000	280		8	515	120				

<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>
3	1600	67		3	515	100		9	1150	75		9	449	120
3	500	68		3	500	103		9	1200	80		9	550	120
3	1600	69		3	500	103		9	2000	80		9	700	122
3	300	70		3	500	105		9	995	83		9	500	122
3	350	71		3	500	107		9	998	84		9	700	122
3	550	78		3	550	115		9	1250	90		9	500	125
3	649	80		3	500	116		9	850	103		9	515	125
3	1000	90		3	1899	122		9	350	117		9	650	130
3	350	95		3	500	125		9	500	117		9	550	130
3	1400	100		3	2000	280		9	350	120		9	500	155

**INTERSTATE TRUCKLOAD RATE OFFERS**

<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>
4	1500	63		4	449	95		AZ (10)	2100	80		AZ	350	144
4	300	64		4	500	96		AZ (10)	1500	90		AZ	700	145
4	500	65		4	515	96		AZ(10)	1300	90		AZ	550	145
4	1700	65		4	500	99		AZ (10)	1175	100		AZ	515	180
4	350	67		4	1500	99		AZ (10)	1400	100		AZ	650	210
4	649	80		4	500	105		AZ (10)	1400	120		AZ	550	250
4	550	80		4	500	105		AZ (10)	350	125				
4	1000	90		4	500	105		AZ (10)	850	135				
4	475	90		4	1899	110		AZ (10)	600	138				
4	350	92		4	500	125		AZ (10)	500	140				
				4	2000	280								

<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>
5	1500	61		5	350	92		NV (10)	1500	80		NV	850	150
5	300	62		5	500	94		NV (10)	1500	90		NV	550	150
5	1000	63		5	449	95		NV (10)	900	90		NV	700	160
5	500	65		5	500	95		NV (10)	875	100		NV	700	171
5	350	66		5	1899	99		NV (10)	800	120		NV	550	190
5	649	75		5	1350	102		NV (10)	350	125		NV	650	210
5	550	75		5	500	103		NV (10)	950	130		NV	515	225
5	500	90		5	500	105		NV (10)	1500	140		NV	550	250
5	1000	90		5	500	105		NV (10)	350	143				
5	515	92		5	550	105		NV (10)	650	150				

<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG PVU</i>	<i>CENTS PER MILE</i>
6	1300	75		6	449	100
6	500	77		6	1200	103
6	1100	79		6	550	105
6	350	82		6	500	110
6	300	85		6	500	112
6	1000	90		6	500	125
6	649	90		6	700	125
6	350	92		6	1899	126
6	500	94		6	550	178
6	515	96		6	500	210

**CALIFORNIA INTRASTATE LESS THAN TRUCKLOAD RATE OFFERS**

<i>DEST. SVC AREA</i>	<i>MIN CHG</i>	<i>L5C - 10M</i>	<i>ACCESSORIALS</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG</i>	<i>L5C - 10M</i>	<i>ACCESSORIALS</i>
11	100	79	100		15	70	40	100
11	100	80	98		15	38	40	100
11	100	80	100		15	38	41	100
11	100	90	100		15	45	50	100
11	800	250	100		15	67	68	100
					15	80	80	98
					15	650	200	100

<i>DEST. SVC AREA</i>	<i>MIN CHG</i>	<i>L5C - 10M</i>	<i>ACCESSORIALS</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG</i>	<i>L5C - 10M</i>	<i>ACCESSORIALS</i>
12	68	63	100		16	68	63	100
12	74	74	100		16	67	63	100
12	100	80	98		16	67	63	100
12	100	90	100		16	100	100	98
12	800	250	100		16	700	200	100

<i>DEST. SVC AREA</i>	<i>MIN CHG</i>	<i>L5C - 10M</i>	<i>ACCESSORIALS</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG</i>	<i>L5C - 10M</i>	<i>ACCESSORIALS</i>
13	54	40	98		17	45	40	98
13	100	50	100		17	58	43	100
13	70	55	100		17	32	45	100
13	40	55	100		17	66	60	100
13	55	56	100		17	67	83	100
13	45	56	100		17	825	250	100
13	72	70	100					
13	650	200	100					

<i>DEST. SVC AREA</i>	<i>MIN CHG</i>	<i>L5C - 10M</i>	<i>ACCESSORIALS</i>		<i>DEST. SVC AREA</i>	<i>MIN CHG</i>	<i>L5C - 10M</i>	<i>ACCESSORIALS</i>
14	100	40	100		18	45	40	98
14	40	54	100		18	58	43	100
14	40	55	100		18	45	45	100
14	45	56	100		18	66	60	100
14	67	64	100		18	67	67	100
14	650	200	100		18	825	250	100

**CALIFORNIA INTRASTATE TRUCKLOAD RATE LEVELS**

<i>DEST. SVC AREA</i>	<i>% M/C</i>	<i>% T/L</i>	<i>DEST. SVC AREA</i>	<i>% M/C</i>	<i>% T/L</i>
11	800	55	15	38	35
11	100	70	15	45	35
11	100	80	15	38	37
11	100	90	15	70	40
			15	650	45
			15	80	80

<i>DEST. SVC AREA</i>	<i>\$ PER VEHICLE</i>	<i>DEST. SVC AREA</i>	<i>\$ PER VEHICLE</i>
19	200	19	350
19	250	19	350
19	275		
19	290		

<i>DEST. SVC AREA</i>	<i>% M/C</i>	<i>% T/L</i>	<i>DEST. SVC AREA</i>	<i>% M/C</i>	<i>% T/L</i>
12	800	100	16	700	100
12	68	100	16	68	100
12	100	98	16	67	100
12	100	100	16	100	98

<i>DEST. SVC AREA</i>	<i>\$ PER VEHICLE</i>	<i>DEST. SVC AREA</i>	<i>\$ PER VEHICLE</i>
20	99	20	200
20	125	20	350
20	175		
20	200		

<i>DEST. SVC AREA</i>	<i>% M/C</i>	<i>% T/L</i>	<i>DEST. SVC AREA</i>	<i>% M/C</i>	<i>% T/L</i>
13	55	37	17	58	37
13	40	37	17	45	40
13	54	10	17	32	40
13	100	40	17	100	45
13	70	40	17	825	50
13	45	40	17	66	60
13	650	45			

**PLEASE NOTE THAT % OF TL RATES ARE NO LONGER BEING ACCEPTED FOR THE IDENTIFIED WESTERN DISTRIBUTION CENTER TRAFFIC**

<i>DEST. SVC AREA</i>	<i>% M/C</i>	<i>% T/L</i>	<i>DEST. SVC AREA</i>	<i>% M/C</i>	<i>% T/L</i>
14	40	37	18	58	37
14	100	40	18	45	40
14	40	40	18	45	40
14	45	40	18	100	45
14	650	45	18	825	50
			18	66	60

**SECTION 7**  
**FORMAT REQUIREMENTS FOR THE SUBMISSION OF ELECTRONIC RATE OFFERS**

**7-1. FILE FORMAT REQUIREMENTS FOR THE SUBMISSION OF ELECTRONIC RATE OFFERS:**

Firms submitting rate offers for the Western Distribution Center **MUST** submit their rate offers electronically via the File Transfer Protocol (FTP) of the Internet (I-FTP). Identified below are the file format requirements that **MUST** be utilized when creating electronic rate files for the submission of rate offers in accordance with this Request and its Special Filing Instructions (SFI). Rate offers received which do not conform to these format requirements will be found unacceptable.

**NOTE:** When creating Billing/Reporting records, Header records, and Rate records use all UPPER CASE LETTERS. A separate rate offer must be submitted for each Destination Service Area Code identified in Paragraph 6-1. All rate offers can be submitted as one (1) file when transmitting the offer via the I-FTP. If all rate records are transmitted as one (1) file, then only one (1) set of Billing/Reporting records needs to be submitted at the beginning of the file. If, however, each rate offer is transmitted as a separate file, then one (1) set of Billing/Reporting records **MUST** proceed each rate record. When creating the rate offer, the offer number identified in the A1 or A2 header record by positions 9 - 12 can remain the same for all Destination Service Area Descriptions - the only thing that will need to change is the Destination Service Area Code identified in positions 17 - 18. When the rate file is completed, it must be saved as an unformatted ASCII (Text Only) flat file (e.g., no tab characters, etc.) before attempting to transfer the file via I-FTP. Identified below are examples of rate offers and what a file containing multiple rate offers for the same facility could look like and an example of files containing only single rate records.

Example of one rate file containing multiple rate offers for the Western Distribution Center:

```
F1ABCD\ABC MOVING & STORAGE\I\19991001\13-214567
F2JOHN DOE
F3PRESIDENT
F41500 BANNISTER RD RM 1076
F5KANSAS CITY\MO\64131
F6816-823-3646\816-823-3656
F7YOUNG@AOL.COM
F8816-823-5555
F9JANE BLACK
FAACCOUNTS RECEIVABLE REP
FB1500 BANNISTER RD RM 1006
FCKANSAS CITY\MO\64131
FD816-823-1111\816-823-2222
FEJANEBLACK@AOL.COM
FFW
A1ABCD6D12340CDC0119991001ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD96ABCD 13-214567(POSITIONS 83-174 FILLER)
C20000800-555-9898098098 095
A1ABCD6D12340CDC0219991001ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD96ABCD 13-214567(POSITIONS 83-174 FILLER)
C30000800-555-989800000089045000 000095080100(Continue entering % until a % has been offered for all Required Item %)
A1ABCD6D12340CDC0319991001ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD96ABCD 13-214567(POSITIONS 83-174 FILLER)
C40000800-555-9898098098090045000 095
A1ABCD6D12340CDC1919991001ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD96ABCD 13-214567(POSITIONS 83-174 FILLER)
C50000800-555-989800000000020000 098
```

Please see next page for examples of multiple rate offers being transmitted as separate files:

**Examples of multiple rate offers being transmitted as separate files:**

**1<sup>st</sup> File:**

F1ABCD\ABC MOVING & STORAGE\R\19991001\13-214567  
F2JOHN DOE  
F3PRESIDENT  
F41500 BANNISTER RD RM 1076  
F5KANSAS CITY\MO\64131  
F6816-823-3646\816-823-3656  
F7CYOUNG@AOL.COM  
F8816-823-5555  
F9JANE BLACKFAACCOUNTS RECEIVABLE REP  
FB1500 BANNISTER RD RM 1006  
FCKANSAS CITY\MO\64131  
FD816-823-1111\816-823-2222  
FEJANEBLACK@AOL.COM  
FFW  
A1ABCD6D12340CDC0119991001ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD96ABCD 13-214567(POSITIONS 83-174 FILLER)  
C20000800-555-9898098098 095

**2<sup>nd</sup> File:**

F1ABCD\ABC MOVING & STORAGE\R\19991001\13-214567  
F2JOHN DOE  
F3PRESIDENT  
F41500 BANNISTER RD RM 1076  
F5KANSAS CITY\MO\64131  
F6816-823-3646\816-823-3656  
F7CYOUNG@AOL.COM  
F8816-823-5555  
F9JANE BLACK  
FAACCOUNTS RECEIVABLE REP  
FB1500 BANNISTER RD RM 1006  
FCKANSAS CITY\MO\64131  
FD816-823-1111\816-823-2222  
FEJANEBLACK@AOL.COM  
FFW  
A1ABCD6D12340CDC0219991001ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD96ABCD 13-214567(POSITIONS 83-174 FILLER)  
C30000800-555-9898000000089045000 000095080100(Continue entering % until a % has been offered for all Required Item %)

**3<sup>rd</sup> File:**

F1ABCD\ABC MOVING & STORAGE\R\19991001\13-214567  
F2JOHN DOE  
F3PRESIDENT  
F41500 BANNISTER RD RM 1076  
F5KANSAS CITY\MO\64131  
F6816-823-3646\816-823-3656  
F7CYOUNG@AOL.COM  
F8816-823-5555  
F9JANE BLACK  
FAACCOUNTS RECEIVABLE REP  
FB1500 BANNISTER RD RM 1006  
FCKANSAS CITY\MO\64131  
FD816-823-1111\816-823-2222  
FEJANEBLACK@AOL.COM  
FFW  
A1ABCD6D12340CDC0319991001ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD96ABCD 13-214567(POSITIONS 83-174 FILLER)  
C40000800-555-9898098098090045000 095

**7-2. CARRIER BILLING/REPORTING RECORD FORMAT REQUIREMENTS:** In addition to each carrier's header records and rate records for all rate offers filed in accordance with this RFO and its SFI, all carriers must file the following "F Records". As stated in Paragraph 7-1, if all rate offers are transmitted as one file, then only one set of the Billing/Reporting records needs to be included at the beginning of the rate file. If, however, each rate offer is transmitted as a separate file, then a set of Billing/Reporting records **MUST** proceed each rate record. This carrier information is what is used to maintain the FPMO's carrier mailing list when distributing RFOs and other program related information/requests. The following Billing/Reporting Record format requirements **must be** strictly adhered to. Submissions received from carriers or Rate Filing Service Providers not conforming to record format requirements will be found unacceptable.

**A. BILLING/REPORTING RECORDS:**

**EXAMPLE:**

```
F1ABCD\ABC MOVING AND STORAGE\R\19991001\13-214567
F2JOHN DOE
F3PRESIDENT
F41500 BANNISTER RD RM 1076
F5KANSAS CITY\MO\64131
F6816-823-3646\816-823-3656
F7CYOUNG@AOL.COM
F8816-823-5555
F9JANE BLACK
FAACCOUNTS RECEIVABLE REP
FB1500 BANNISTER RD RM 1006
FCKANSAS CITY\MO\64131
FD816-823-1111\816-823-2222
FEJANEBLACK@AOL.COM
FFW
```

**1. HEADER RECORD:**

Record Field	Maximum Positions	Contents
Record ID	2	F1
SCAC	4	4 Digit Standard Carrier Alpha Code
Separator	1	\ [backslash]
Company Name	45	
Separator	1	\ [backslash]
Reserved	1	Enter R
Separator	1	\ [backslash]
Effective Date--YYYYMMDD	8	Must be 19991001 for Initial Filing,
Separator	1	\ [backslash]
Taxpayer Identification Number	9	TIN assigned by the IRS to the Participant.

**2. MAILING ADDRESS RECORD:**

**A. Company's Authorized Official/Government Contact:**

Record Field	Maximum Positions	Contents
Record ID	2	F2
Authorized Government Representative	45	Name of Company's authorized official/ Government contact. 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.

B. Company's Authorized Official Title:

Record Field	Maximum Positions	Contents
Record ID	2	F3
Government Representative's Title	45	Title of the Company's Authorized Official. If the title of the authorized official is longer than the allotted positions, you must abbreviate.

C. Company's Mailing Address:

Record Field	Maximum Positions	Contents
Record ID	2	F4
Company's Mailing Address	45	Company's Authorized Official's mailing address. If the street address is longer than the allotted positions, you must abbreviate.

D. Company's City/State/Zip Code:

Record Field	Maximum Positions	Contents
Record ID	2	F5
Company's Mailing Address - City	45	City of Company's Authorized Official's mailing address. If the City is longer than the allotted positions, you must abbreviate City using State abbreviation.
Separator	1	\ [backslash]
Company's Mailing Address - State	2	State of Company's Authorized Official's mailing address. Use US Postal Service Abbreviation.
Separator	1	\ [backslash]
Company's Mailing Address- Zip Code	10	Zip Code of Company's Authorized Official's mailing address. Use either US Postal Service five or 10 position Zipcode.

E. Company's Telephone Number/Facsimile Number:

Record Field	Maximum Positions	Contents
Record ID	2	F6
Telephone Number or Voice Mail Number	12	Telephone number or voice mail number of Company's Authorized Official.
Separator	1	\ [backslash]
Facsimile Number	12	Facsimile Number of Company's Authorized Official.

F. Company's Internet Address:

Record Field	Maximum Positions	Contents
Record ID	2	F7
Internet Address	45	Internet address of Company's Authorized Official.

G. Company's Shipment Booking Office Facsimile Number:

Record Field	Maximum Positions	Contents
Record ID	2	F8
Shipment Booking Office Facsimile Number	12	Facsimile Number of Company's authorized Shipment Booking Office. This number should correspond with the phone number identified in rate offers for shipping booking purposes which appears in the GSA ITMS cost comparison.

3. BILLING ADDRESS RECORD:

A. Company's Authorized Billing Official:

Record Field	Maximum Positions	Contents
Record ID	2	F9
Authorized Billing Representative	45	Name of Company's Authorized Billing 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.

B. Company's Authorized Billing Official Title:

Record Field	Maximum Positions	Contents
Record ID	2	FA
Government Representative's Title	45	Title of the Company's Authorized Billing Official. If the title of the authorized official is longer than the allotted positions, you must abbreviate.

C. Company's Billing Address:

Record Field	Maximum Positions	Contents
Record ID	2	FB
Company's Billing Address	45	Company's official billing address. If the street address is longer than the allotted positions, you must abbreviate.

D. Company's Billing City/State/Zip Code:

Record Field	Maximum Positions	Contents
Record ID	2	FC
Company's Billing Address - City	45	City of Company's billing address. If the City is longer than the allotted positions, you must abbreviate City using State abbreviation.
Separator	1	\ [backslash]
Company's Billing Address - State	2	State of Company's billing address. Use US Postal Service Abbreviation.
Separator	1	\ [backslash]
Company's Billing Address- Zip Code	10	Zip Code of Company's billing address. Use either US Postal Service five or 10 position Zipcode.

E. Company's Billing Telephone Number/Facsimile Number:

Record Field	Maximum Positions	Contents
Record ID	2	FD
Telephone Number or Voice Mail Number	12	Telephone number or voice mail number of Company's Authorized Billing Official.
Separator	1	\ [backslash]
Facsimile Number	12	Facsimile Number of Company's Authorized Billing Official.

F. Company's Billing Internet Address:

Record Field	Maximum Positions	Contents
Record ID	2	FE
Billing Internet Address	45	Internet address of Company's Authorized Billing Official.

4. COMPANY'S MINORITY/WOMEN-OWNED STATUS:

Record Field	Maximum Positions	Contents
Record ID	2	FF
Minority/Women-Owned Business	1	Enter N for non-minority or non-women-owned Enter M for minority-owned Enter W for women-owned Enter B for BOTH for a minority and woman-owned.

**NOTE: Zero fills or spaces are not required; if an entry is longer that the maximum number of positions, it will be automatically truncated to the maximum number of positions available.**

### 7-3. HEADER RECORD FORMAT REQUIREMENTS:

#### A. Header Record for Common/Contract Carriers, Freight Forwarders, and Rail Carriers:

Example:

A1ABCD6D12340CDC0119991001ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD96ABCD 13-214567(POSITIONS 83-174 FILLER)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	A1
SCAC	3-6	4 Digit Standard Carrier Alpha Code
Offer Number	7-18	Offer Identifier
Zone Identifier	7-7	6 (Position 7-7 of this type of header record will always be a "6")
Type of Offer	8-8	D (Position 8-8 of this type of header record will always be a "D")
Carrier Assigned Offer #	9-12	Example: 1234 (May be numeric, alphabetic or a combination but MUST contain at least one character. If not all four positions are used, enter spaces (USE SPACE BAR)).
Reserved	13-13	Enter a zero (0)
Facility Identifier	14-16	Must be CDC
Destination Service Area Code	17-18	Enter the appropriate Destination Service Area Code as identified in Paragraph 6-1.
Effective Date - YYYYMMDD	19-26	19991001
Carrier Name	27-61	Name of Offering Carrier. If all positions are not utilized, enter spaces (USE SPACE BAR).
Trading Partner Agreement #	62-67	Enter the offering firm's Trading Partner Agreement #. If all six (6) positions are not utilized, use spaces (USE SPACE BAR).
Submitter Code	68-73	Rate Filing Service Provider Code, Tariff Publishing Agent Code, or Offering Carrier's SCAC if transmitting rates itself. If all six (6) positions are not utilized, enter spaces (USE SPACE BAR).
Taxpayer Identification Number (TIN)	74-82	TIN assigned by the Internal Revenue Service (IRS) to the firm.
Filler	83-174	Empty Space

B. Header Record for Brokers and Shipper Agents/Intermodal Marketing Companies:

Example:

A2BBBS6D45670CDC0219991001BB BROKERAGE SERVICE(POSITIONS 47-61 IN SPACES)BBBS95BBBS 13-214567(POSITIONS 83-174 FILLER)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	A2
SCAC	3-6	4 Digit Standard Carrier Alpha Code of Broker or Shipper Agent
Offer Number	7-18	Offer Identifier
Zone Identifier	7-7	6 (Position 7-7 of this type of header record will always be a "6")
Type of Offer	8-8	D (Position 8-8 of this type of header record will always be a "D")
Assigned Offer #	9-12	Example: 4567 (May be numeric, alphabetic or a combination but MUST contain at least one character. If not all four positions are used, enter spaces (USE SPACE BAR)).
Reserved	13-13	Enter a zero (0)
Facility Identifier	14-16	Must be CDC
Destination Service Area Code	17-18	Enter the appropriate Destination Service Area Code as identified in Paragraph 6-1.
Effective Date - YYYYMMDD	19-26	19991001
Broker or Shipper Agnt/Intermodal Mrktng Name	27-61	Name of Broker or Shipper Agent/Intermodal Marketing Company. If all positions are not utilized, enter spaces (USE SPACE BAR).
Trading Partner Agreement #	62-67	Enter the offering firm's Trading Partner Agreement #. If all six (6) positions are not utilized, use spaces (USE SPACE BAR).
Submitter Code	68-73	Rate Filing Service Provider Code, Tariff Publishing Agent Code, or Offering Broker's or Shipper's Agent/Intermodal Marketing Company's SCAC if transmitting rates itself. If all six (6) positions are not utilized, use spaces (USE SPACE BAR).
Taxpayer Identification Number (TIN)	74-82	TIN assigned by the Internal Revenue Service (IRS) to the firm.
Filler	83-174	Empty Space

C. Header Record for Underlying Carriers Represented by Broker or Shipper Agent/Intermodal Marketing Co.:

Example:

A3ABCD WEOD KJIR BNHF DGCH SDER THGR ASML KJIP JNBT YBCD OLPM GTSM PPLI TGHW (Continue for a total of 34 SCACS)

A3PMBV FHYV NCHJ XMKJ Xbfd XEBG KIZA QWBV RLMF GHYV CBDU JYXE POQW MKXS RGAL (Continue for a total of 34 SCACS)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	A3
SCAC	3-6	SCAC of First Underlying Carrier Represented by the Broker/Shipper Agent
Filler	7-7	Space (USE SPACE BAR)
SCAC	8-11	SCAC of Second Underlying Carrier Represented by the Broker/Shipper Agent
Filler	12-12	Space (USE SPACE BAR)
SCAC	13-16	SCAC of Third Underlying Carrier Represented by the Broker/Shipper Agent
<p>REPEAT FORMATTING PROCESS UNTIL ALL UNDERLYING CARRIERS HAVE BEEN IDENTIFIED FOR A MAXIMUM OF 34 SCACS PER LINE. IF ADDITIONAL SPACE IS NEEDED, START NEXT LINE WITH A3 AND REPEAT FORMATTING PROCESS SHOWN ABOVE.</p>		

#### 7-4. RATE RECORD FORMAT REQUIREMENTS:

A. The C2 rate record MAY ONLY be utilized if submitting BOTH of the two (2) rate types identified below. The C2 rate record MAY NOT be utilized to submit rate offers for Concord, CA (19) or SHAD (Sharp Army Depot) (20):

Percent of the Minimum Charge identified in the 1000-D; and  
 Percent of the Less Than Truckload identified in the 1000-D.

Example:

C20000800-555-9898099097            095  
 C20000800-555-9898099097            000095080100(Continue entering % until a % has been offered for all Required Item %)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	C2
Filler	3-6	Enter zeros (0000)
Phone Number	7-18	Phone number that requesting facility should utilize in order to book the shipment for this particular rate application.
Percent of Minimum Charge	19-21	Percent of the Minimum Charge Base Rate being Offered. Examples: 089, 102. If utilizing this C2 rate record, a Percent of Minimum Charge must be entered.
Percent of Less-Than-Truckload	22-24	Percent of the Less Than Truckload Base Rate being Offered. Examples: 072, 100. If utilizing this C2 rate record, a Percent of the Less Than Truckload must be entered.
Filler	25-41	Spaces (USE SPACE BAR)
Required Item Percentages	42-174	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 (42-44). Examples: 090, 100. The remaining positions (45-174) may be left blank. If offering different percentages, 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. The first three positions 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, firms 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 <b>must</b> be offered for all Required Items not indicated with **.

B. The C3 rate record MAY ONLY be utilized if submitting BOTH of the two (2) rate types identified below. The C3 rate record MAY NOT be utilized to submit rate offers for Concord, CA (19) or SHAD (Sharp Army Depot) (20):

Truckload offer stated as a cost in cents per mile per vehicle used; and  
Truckload Minimum Charge per vehicle used.

Example:

C30000800-555-989800000090045000 095  
C30000800-555-9898000000101050000 000095080100(Continue entering % until a % has been offered for all Required Item %)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	C3
Filler	3-6	Enter zeros (0000)
Phone Number	7-18	Phone number that requesting facility should utilize in order to book the shipment for this particular rate application.
Filler	19-24	Use zeros (000000)
Cents Per Mile Truckload	25-27	Cents per Mile offered for Truckload shipments. Examples: 090 (\$0.90 cents per mile), 101 (\$1.01 cents per mile). If utilizing this C3 rate record, a Truckload Cents per Mile must be entered.
Minimum Truckload Charge	28-33	Minimum Truckload Charge in Dollars and Cents. Examples: 045000 (\$450.00), 130000 (\$1,300.00). If utilizing this C3 rate record, a Minimum Truckload Charge must be entered.
Filler	34-41	Spaces (USE SPACE BAR)
Required Item Percentages	42-174	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 (42-44). Examples: 090, 100. The remaining positions (45-174) may be left blank. If offering different percentages, 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. The first three positions 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, firms 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 <b>must</b> be offered for all Required Items not indicated with **.

C. The C4 rate record MAY ONLY be utilized if submitting ALL of the rate types identified below. The C4 rate record MAY NOT be utilized to submit rate offers for Concord, CA (19) or SHAD (Sharp Army Depot) (20):

Percent of the Minimum Charge identified in the 1000-D;  
 Percent of the Less Than Truckload identified in the 1000-D;  
 Truckload offer stated as a cost in cents per mile per vehicle used; and  
 Truckload Minimum Charge per vehicle used.

Example:

C40000800-555-9898099097099045000 095  
 C40000800-555-9898099097099045000 000095080100(Continue entering % until a % has been offered for all Required Item %)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	C4
Filler	3-6	Enter zeros (0000)
Phone Number	7-18	Phone number that requesting facility should utilize in order to book the shipment for this particular rate application.
Percent of Minimum Charge	19-21	Percent of the Minimum Charge Base Rate being Offered. Examples: 089, 102. If utilizing this C4 rate record, a Percent of Minimum Charge must be entered.
Percent of Less Than Truckload	22-24	Percent of the Less Than Truckload Base Rate being Offered. Examples: 072, 100. If utilizing this C4 rate record, a Percent of Less Than Truckload must be entered.
Cents Per Mile Truckload	25-27	Cents per Mile offered for Truckload shipments. Examples: 090 (\$0.90 cents per mile), 101 (\$1.01 cents per mile). If utilizing this C4 rate record, a Truckload Cents per Mile must be entered.
Minimum Truckload Charge	28-33	Minimum Truckload Charge in Dollars and Cents. Examples: 045000 (\$450.00), 130000 (\$1,300.00). If utilizing this C4 rate record, a Minimum Truckload Charge must be entered.
Filler	34-41	Spaces (USE SPACE BAR)
Required Item Percentages	42-174	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 (42-44). Examples: 090, 100. The remaining positions (45-174) may be left blank. If offering different percentages, 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. The first three positions 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, firms 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 <b>must</b> be offered for all Required Items not indicated with **.

C. The C5 rate record MAY ONLY be utilized if submitting the rate type identified below. The C5 rate record MAY ONLY be utilized to submit rate offers for MOTBA (Concord, CA) (Destination Service Area Code 19) and SHAD (Sharp Army Depot) (Destination Service Area Code 20):

Flat Dollars and Cents Charge Per Truckload;

Example:

C50000800-555-989800000000020000 098  
 C50000800-555-989800000000025000 000095080100(Continue entering % until a % has been offered for all Required Item %)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	C5
Filler	3-6	Enter zeros (0000)
Phone Number	7-18	Phone number that requesting facility should utilize in order to book the shipment for this particular rate application.
Filler	19-27	Enter zeros (00000000)
Flat Charge Per Truckload	28-33	A flat dollar and cents charge offered for truckload shipment. Example: 020000 (for \$200.00)
Filler	34-41	Spaces (USE SPACE BAR)
Required Item Percentages	42-174	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 (42-44). Examples: 090, 100. The remaining positions (45-174) may be left blank. If offering different percentages, 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. The first three positions 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, firms 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 <b>must</b> be offered for all Required Items not indicated with **.

## SECTION 8 ELECTRONIC RATE TRANSMISSION SPECIAL INSTRUCTIONS

**8-1. GENERAL:** All electronic rate transmissions submitted in accordance with Sections 6, 7, & 8 of this Request and its Special Filing Instructions (SFI) **MUST** be via the Internet utilizing the File Transfer Protocol (I-FTP). Below are the instructions for accessing the I-FTP.

NOTE: If your firm intends to transmit its rate offer(s) via I-FTP without utilizing the services of a Rate Filing Service Provider or Tariff Publishing Agent and your firm does not already have an assigned User ID and Password under GSA's Freight Management Program, you will need to notify the Freight Program Management Office (FPMO) in writing on company letterhead in order to receive your firm's User ID and Password. Requests for a User ID and Password may be faxed to the attention of Robyn Bennett, Cindy Schardt, or Ray Calahan at (816) 823-3656. The response from GSA assigning your firm's User ID and Password will also be via facsimile, so please be sure to include your firm's facsimile number when submitting your request. Please be aware that it will take several days upon receipt of a firm's request to enter the firm's User ID and Password.

**8-2. FORMAT REQUIREMENTS:** Electronic format requirements as set out in this Request and its SFI must be strictly adhered to. Submissions received from firms, Rate Filing Service Providers, or Tariff Publishing Agents not conforming to format requirements identified in this Section 8 and Sections 6 & 7 will be found unacceptable.

**8-3. FILE PREPARATION:** In order to transfer the file(s) via the I-FTP, the file(s) **must** be saved and transmitted as an unformatted, ASCII (TEXT ONLY) flat file ( e.g., no tab characters, etc.). The file **must not** have a top, bottom, right, or left margin. The filename **must adhere to the following naming format:**

RECORD FIELD	POSITIONS	CONTENTS
Carrier's SCAC or Rate Filing Service Provider's or Tariff Publishing Agent's Code	1-4	Enter the Carrier's SCAC if transmitting rates itself. Enter Rate Filing Service Provider's or Tariff Publishing Agent's Code if transmitting rates on behalf of a carrier. If all four (4) positions are not utilized, enter an underscore(s) ( ) at the end.
Rate File Number	5-8	May be alpha, numeric, or a combination
Extension	9-12	MUST be .FRT

Examples: ABCD\_CDC.FRT, AAAA1234.FRT, CCC\_1999.FRT

If as a carrier, RFSP, or TPA, you are unsure as to your firm's SCAC (up to 4 positions) or code (up to 4 positions) in GSA's Freight Management Program, please contact Robyn Bennett, Cindy Schardt, or Ray Calahan at (816) 823-3646 or via e-mail at [robyn.bennett@gsa.gov](mailto:robyn.bennett@gsa.gov), [cindy.schardt@gsa.gov](mailto:cindy.schardt@gsa.gov), or [ray.calahan@gsa.gov](mailto:ray.calahan@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 firm's directory on the FTP and/or automatic rejection of the rate offer(s).**

NOTE: The type of software you will be utilizing will determine what must be done to prepare the file for transmission.

**8-4. ACCESSING THE I-FTP:** GSA is unable to provide specific instructions on how to access the I-FTP, how to upload a rate file onto the I-FTP, how to download a rate file from the I-FTP, or how to move around in the I-FTP due

to the fact that accessing and operating within the I-FTP are dependent upon the type of Internet software utilized by a firm. Consequently, a firm will need to contact their I-FTP provider for assistance. Listed below is information we can provide--the address to GSA's I-FTP directory and two different methods (there are others) by which to access your firm's individual directory in which you will need to place your firm's rate file(s):

A. I-FTP Address:

KCFTP.GSA.GOV

OR

159.142.185.60

B. Method to Access Individual Directories (items in **BOLD** are words/phrases that you must type in exactly):

FTP>**CD CARRIERS**\User ID

OR

FTP>**D:\PUB\CARRIERS**\USER ID

**8-5. CONFIRMING RATE TRANSMISSIONS:** Each business day morning, the Freight Program Management Office (FPMO) will run a program that will automatically search the carrier FTP directory and count the number of rate records contained in a file that has been transmitted since the last time the program was executed. Once counted, the program will automatically place a file in the appropriate carrier's FTP directory verifying the number of rate records received. This file will be named (SCAC)FRT.txt. Carriers can use this .txt file to confirm that the FPMO has received the appropriate number of rate records. This .txt file only confirms the number of rate records received – it does not validate the content or formatting of data contained in the carrier's rate offer. If appropriate, carriers will receive notification of rate filing deficiencies in accordance with Section 1, Paragraph 1-4.B. of this Request and its SFI.