

GSA Household Goods Relocation and Freight Committee Meeting
Crystal City, Arlington VA
March 21, 2006

Meeting Facilitator – Mary Anne Sykes, GSA Transportation Programs Branch, Travel and Transportation Management Division

Ms. Sykes opened the meeting and welcomed the attendees.

Welcome – Shawn Griffin, Department of State, Executive Director, Household Goods Committee

Mr. Griffin is the Executive Director for the Household Goods Committee. If you have any Household Goods concerns that you do not want to bring up directly to GSA, please contact Shawn at (202) 647-2919 or griffinsr@state.gov.

Rocky Loewner is the Executive Director for the Freight Committee. He can be reached at rocky.loewner@dhs.gov or (202) 646-3715.

Remarks – Susan May, Acting Director, Travel and Transportation Management Division

Tauna Delmonico is currently on a detail. Susan May is the Acting Director until she returns.

Executive Relocation Steering Committee - Henry Maury, General Services Administration, Office of Governmentwide Policy (OGP)

Mr. Maury mentioned the Governmentwide Relocation Advisory Board (GRAB) whose purpose was to identify opportunities to streamline relocation. Several recommendations have been developed by GRAB to include working out the mechanisms for data collection/reporting, decreasing tiered reimbursement, reducing relocation extension times and including human resources in the strategic planning for relocations.

Final recommendations have not been implemented yet.

Question: Is length of temporary storage a recommended change?

Answer: Yes, GRAB is considering changes to the length of temporary storage time.

Mr. Maury can be reached at (202) 208-7928 or henry.maury@gsa.gov.

Policy Updates - Ted Bembenek, General Services Administration, Office of Governmentwide Policy (OGP)

Mr. Bembenek mentioned the government spent \$24.8 billion dollars for the movement of government freight in 2005 and 7.68 billion dollars (29%) of this total was spent by civilian agencies. Federal Acquisition Regulation (FAR) procurement activity occurs

outside of the normal transportation process and is not captured in the \$24.8 billion dollars. FAR transportation costs are often included in the contract. Mr. Bembenk's presentation is [attached](#).

Transportation Management Initiatives:

- SF1113 Retirement – [Proposed Rule](#) and [Correction](#) posted in the Federal Register for comment
- Obligating Authority for Transportation Managers – still in the approval process
- Data Standards and Reporting – in the process to be published as a final rule

General Updates/Issues: Brian Kellhofer/Kim Chancellor (Region 6, GSA Heartland Region)

3rd Party Crating Issues – Household Goods TSPs are using third-party vendors and specialty carriers to transport items such as plasma televisions and front load washers and dryers. These specialty carriers build boxes and crates as many TSPs no longer provide this service in-house. GSA will review if there is a need to make changes to the tariff to accommodate the increased requests. Any recommended change will be coordinated with the TSPs and the agencies.

War Risk Surcharge – After the tragic events of September 11, 2001, some shipping companies began imposing extra fees to transport commodities to destinations assessed to be war risky. Initially, these fees were placed against shipping containers. Often times these assessments were initiated by the insurance provider. Some carriers are assessing war risks today primarily against international shipments. The information regarding war risk and its application is unclear. Any TSP requesting "War Risk" claims must submit full documentation. GSA will monitor this issue and share additional information with the group as it becomes available.

Electronic 3080 – GSA and TSPs would like to see an increase in the number of returned Carrier Evaluation Report (3080s) especially for international shipments. Mr. Kellhofer is developing an electronic 3080 to be completed by the relocating employee and the responsible transportation officer for both domestic and international shipments. Once the form is completed, it will be sent to the Kansas City Program Office electronic mailbox. TMSS will have an electronic 3080 at some future date.

International Program Change – Several countries were added to the international program destinations. Any TSP needing to have other countries included should send the request to Brian Kellhofer at brian.kellhofer@gsa.gov.

At the State Department's request, GSA will be adding additional countries to CHAMP, effective November 1, 2006. When finalized, GSA will notify all internationally approved TSPs of this update and give them an opportunity to add the countries to their approved scope of operations.

400N Adoption – Mr. Kellhofer told the group that GSA is considering a change to the Government Tariff 415-G. The new tariff would not be the 400N, but some modification where elements of the 415-G would remain and others in the 400N would be adopted.

Federal agencies will keep the ability to make exceptions. The 400N services are bundled in a fashion similar to commercial traffic. Currently the 415G tariff has lower rates than the 400N since CHAMP participating agencies have been taking exception to propose tariff increases to the 415G. The 400N normally increases each year. This review process is in the preliminary stages. GSA will work with the agencies, TSPs and AMSA as this move forward. The group will be kept abreast as additional information is available.

Household Goods RFO – The supplemental rate filing window opened on February 14, 2006 and closed on March 29, 2006. The rates are effective May, 1, 2006. TSPs had the option to file, add or change rates during this time. The RFO is posted at the GSA portal at www.gsa.gov/transportation.

Changes to the HHG RFO:

- * The Data Universal Numbering System (DUNS) number is being added to the rate record field (to become effective 11/1/06).
- * May 1, 2006 – a 2% general rate adjustment will be added to domestic tables. Agencies agreed to the increase which is comparable to commercial increases.

Freight RFO – The initial freight rate filing window opened on March 8, 2006 and closed on April 5, 2006. The rates are effective May, 1, 2006. TSPs had the option to file, add or change rates during this time. The RFO is posted on GSA portal at www.gsa.gov/transportation.

Changes to the Freight RFO:

- * Rate offers are no longer being accepted for US Postal Service.
- * The Fire Suppression tender now includes expedited service.
- * The US Mint tender has modified the insurance requirements for its alternating rates.

POV Transit Times – Some TSPs cannot meet the POVs transit times because according to some, required transit times are too short. The current transit times are one-half the time of the Department of Defense. TSPs have difficulty meeting the requirements especially to off-shore points. Four TSPs raised this issue. This issue was raised at the Federal Civilian Agencies Freight and Household Goods Relocation Committee meeting and the group voted to maintain the current transit times.

Public Docket 4-VAR-06 (Bulletin No. 3, dated March 6, 2006) – This docket amends the weight additives to establish an additional classification for mattresses made of memory foam which is currently covered by Item 130 in the 415-G and 400N Tariffs. The proposal would state, “mattresses, any size, constructed totally or partially of memory foam (excluding mattress “toppers” constructed of memory foam) are subject to a weight additive of 700 pounds.”

415-G Tariff Fuel Adjustment Rate Table – AMSA has approved a new fuel adjustment rate table to become effective May 1, 2006. GSA, however, has taken exception to the table. Therefore, the old table will be used for shipments occurring after May 1, 2006. Any modifications to the fuel surcharge are anticipated to become effective November 1, 2006.

Tariff 415-G Reduction in Fuel Surcharge – The Household Goods Carriers’ Bureau Committee in a [letter](#) to Ed Hodges, GSA Kansas Program Office explained its recent vote to reduce the fuel surcharge and amend the fuel surcharge matrix in view of the high cost of fuel. The proposal provides a slight decrease in shipment costs to federal agencies. This issue was raised with the agencies at their meeting and comments were due to Kim Chancellor by April 10th at kim.chancellor@gsa.gov . The fuel surcharge is already approved and in the tariff.

Tariff 415-G 3.5 Percent General Increase – The Household Goods Carriers’ Bureau Committee is proposing a 3.5 percent general rate increase to recoup potential lost fuel surcharge revenue. This proposal is coupled with Reduction in Fuel Surcharge stated in the previous paragraph.

Other

Household Goods and Freight Customer Satisfaction Survey – Angela Jones (GSA, Chief, Program Evaluation Branch) announced the upcoming Customer Satisfaction Survey. She encouraged all to respond so GSA can provide better service and make improvements to our programs.

The next meeting is scheduled for May 23, 2006.

Attendees

No.	NAME	AGENCY
1	Al Demarcki	US EPA
2	Noreen Bania	GSA
3	Ray Price	GSA
4	Susan Pratt	BOP
5	Mathis Gardner	GSA
6	Darrell Washington	USGS
7	Rossana Ballantine	US Dept of Energy
8	Bill Fouts	DHS/CBP
9	Jakob Evans	FBI
10	Evelyn Reneer	SDDC
11	Gerard Marandino	US Dept of State
12	Ivan Thomas	FAA
13	Dena Taylor	GSA
14	Shawn Griffin	US Dept of State
15	Azzie Jones	GSA
16	Larry Baranski	FAA
17	Ted Bembenek Jr	GSA
18	Elaine Plotkin	USDA
19	Rocky Loewner	FEMA
20	Betho Vogelsinger	GSA
21	Mary Anne Sykes	GSA
22	Lynn Ju	GSA

23	Larry Twyman	USAID
24	Henry Maury	GSA
25	Kim Chancellor	GSA
26	Brian Kellhofer	GSA
27	Angela Jones	GSA
28	Jeff Thurston	GSA
29	Susan May	GSA