



To: All Potential Bidders of Transportation Management's Uniform Price Schedule (UPS) for Local Office Moves

Transportation Management is looking for Household Goods carriers to do local office moves originating within any county in California and destined within a 50 mile radius, per Distance Table 8.

You will find a bid package enclosed for each of the counties you have requested. Please complete the enclosed bid(s) and return them to:

Dana Anderson
Transportation Management
1700 National Drive
Sacramento, CA 95834

No rates will be accepted in Schedule 1 (Labor Charges) higher than the Standard State Rates, presently:

	TERRITORY A	TERRITORY B	TERRITORY C
Van & 1 Man	\$ 72.78	\$ 66.10	\$ 57.67
Van & 2 Men	117.80	107.06	92.90
Additional Men	37.62	34.30	29.51

We would like to point out Specification #4. Please respond with a yes or no to this item.

Appendix A must be completed with a date and signature.

You may contact the Small Business Certification Unit for Small Business Certification at:

Small Business Certification & Resources
707 – 3rd Street
West Sacramento CA 95605
Homepage -- <http://www.dgs.ca.gov/osmb>
(916) 375-4940

If you are a "small business" but do not have certification from the Department of General Services, Small Business Certification & Resources at the time you complete this bid package, you must mark the box NO. Once you apply and receive your certification, forward a copy of it to me and I will make the change in the next quarterly revision. If you do have your certification, enclose a copy of it with your bid.

When completing the enclosed bid(s), please keep the following information in mind:

- . There is NO double drive time.
- . There is NO drive time to or from work site unless you are transporting State items to or from storage.
- . 1 hour minimum for labor charges.
- . 50% of the "additional helper" rate per person is added for overtime and 100% of the "additional helper" rate for doubletime.
- . Prevailing wages must be paid to your employees on moves of \$2500.00 or more if you have checked the YES box in Item 4.
- . 100% liability for satisfactory repair or replacement, AT THE STATE'S OPTION, of all items damaged or lost during a move.
- . Your invoice for services must include the following statement, "This work was ordered and performed under Transportation Management Uniform Price Schedule ___ #_____ (Local _____)."
- . Your invoice, along with a copy of Appendix D & E, should be mailed to the State agency for payment.
- . A copy of your invoice with Appendix D & E must also be mailed to Dana Anderson, Transportation Management, 1700 National Drive, Sacramento CA 95834 for our oversight.

If you have any questions concerning this information, please contact me at (916) 928-5842.

Sincerely,

Dana Anderson
Associate Transportation Analyst
(916) 928-5842

Enclosure(s)