

## SAM—TRANSPORTATION MANAGEMENT

### CENTRALIZED SERVICES

3804

(Revised 03/07)

The DGS Transportation Management Unit performs the following for you:

1. **Master Tariff File.** Maintains a master file of freight tariffs, special rate quotes, and related publications.
2. **Freight Bills.** Analyzes and audits all freight, storage, and service bills prior to payment (subject to designated exceptions). The Unit checks to see if the charges are warranted, if they are for the right amount, and are appropriate for the services and tariffs. The Unit will contact shipping/ordering agencies that have been identified as utilizing improper or costly shipping/ordering practices. These companies will be advised of improvement needed in their future shipments. See SAM Sections 3850 through 3853.
3. **Freight Claims.** Evaluates, prepares, files, and negotiates to final settlement all of your claims over \$200 for loss and damage to property while in transit by carriers or while in storage in public utility warehouses, where responsibility for filing the claim rests with the State. See SAM Sections 3861 through 3869.
4. **Rate Negotiations.** Represents the State in negotiations with carriers, public utility warehouses, other service firms, and their rate-making committees. The Unit negotiates for proper classifications, rates, charges, and rules and regulations applicable for freight transportation, storage, and incidental services. These negotiations are subject to designated exceptions that permit direct negotiations by agencies with carriers for rates on specific freight shipments or traffic where no fixed tariff rates apply. See SAM Sections 1233 and 3885.
5. **Regulatory Matters.** Represents State government in proceedings before State and federal regulatory bodies involving rate, tariff, and traffic matters covering freight transportation, storage, and incidental services.