KingCounty

Finance and Business Operations Division
Procurement and Contracts Services Section
Department of Executive Services

CNK-ES-0340
3rd Floor
401 5th Avenue
Seattle, WA 98104

206-263-9400 Ph
206-296-7676 Fax
TTY Relay: 771
www.kingcounty.gov

CONTRACTOR:
CROWN MOVING CO INC
705 SE VICTORY AVE STE 100

VANCOUVER, WA 98661 United States
Fax: (206) 3362501

CONTRACT

CONTRACT NO.	REVISION	PAGE
5400119	0	1 of 1

CREATION DATE	BUYER
06-JAN-2012	MARY SCHUMACHER
DATE OF REVISION	BUYER

SHIP TO:
KC DES FBOD PROCUREMENT CONTRACTS
401 5TH AVE, CNK-ES-0340
SEATTLE, WA 98104

BILL TO:
KC DES FBOD ACCOUNTS PAYABLES
401 5TH AVE, CNK-ES-0320
SEATTLE, WA 98104

CONTRACTOR NO	PAYMENT TERMS	FREIGHT TERMS	FOB	SHIP VIA	CONFIRM TO
1055	NET30DAYS	Paid	DESTINATION	Seller Chooses	MARK CREEK Telephone: (206) 336-2533

DESCRIPTION

This Contract Agreement Number 5400119 Is Issued As A Replacement/Continuation Agreement For Number 524749 Effective January 1, 2012, Which Is Extended For The Period January 1, 2012 Through January 31, 2013.

When Active, Standard Purchase Orders Referencing This Contract Agreement Number 5400119 Will Be Issued By King County To Authorize The Purchase And Payment Of Goods And/Or Services. All Invoices Must Reference The Individual Standard Purchase Order Number To Avoid Delay In Payment.

Authorized Signature

Intrastate Relocation Services, HHG & Offices

GA Performance Based

Contract#: 06506 **Replaces:** 03504

This contract is for intrastate relocation services for household and office goods.

This contract covers moves for which the origin and destination are both within Washington.

Current Term Start Date: 01-01-2012 **Award Date:** 01-02-2007 **Est. Annual Worth:** $2,445,200

Current Term Ends On: 12-31-2013 **Final Term Ends On:** 12-31-2013 **Commodity Code(s):** 962-86

Diversity: 0% WBE 0% MBE **# of Bids Received:** 19

Contact Information: Office of State Procurement - Customer Service (360) 902-7400 or csmail@ga.wa.gov

Who can use this contract?

- Washington State agencies
- Qualified Cooperative Members (Political Subdivisions/Non-Profit Organizations)
- Participating Colleges, Universities, Community & Technical Colleges

Contract Documents & Resources

- View Current Contract Information (CCI)
- Contract Activity
- Submit Contractor Feedback
- Best-buy Notification

Contractor(s):	Diversity
A&E, INC.	
AIR VAN MOVING GROUP	
ALLWEST TRANSPORTATION INC.	
BEKINS NORTHWEST	
BLUE BIRD TRANSFER, INC.	
BOYCE COMMERCIAL SERVICES, INC.	
CHIPMAN MOVING & STORAGE (SPOKANE), INC.	W
CROWN MOVING CO., INC.	
EAGLE TRANSFER COMPANY, INC.	
OLYMPIC MOVING AND STORAGE II, LLC.	
OLYMPIC MOVING AND STORAGE INC.	

M=OMWBE Certified Minority Owned **W**=OMWBE Certified Women Owned **MS**=Self Identified Minority Owned **WS**=Self Identified Women Owned

Information about the number of bids received is included to show:

- Vendors which contracts would benefit from more competition.
- Assure our customers that we sought the best overall value through as many competitive bids as possible.

Performance Based Contracting:
Performance-based contracts identify expected deliverables, performance measures or outcomes; and payment is contingent on their successful delivery. Performance-based contracts also use appropriate techniques, which may include but are not limited to, consequences and/or incentives to ensure that agreed upon value to the state is received.

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Access Washington

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Purchase Order

PURCHASE ORDER NO.	REVISION	PAGE
524749	0	1

THIS PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CARTONS AND CORRESPONDENCES RELATED TO THIS ORDER.

CREATION DATE	BUYER
03-OCT-11	M Schumacher
DATE OF REVISION	BUYER

VENDOR:
CROWN MOVING CO INC
P O BOX 58786
SEATTLE,WA 98138

SHIP TO
KC DEPARTMENT OF EXEC SERVICES
PROCUREMENT-GOODS & SERVICES
401 5TH AVE, CNK-ES0340
SEATTLE,WA 98104
United States

BILL TO
KC DEPT OF EXECUTIVE SERVICES
ACCOUNTS PAYABLE, 3RD FLOOR
401 5TH AVE, CNK-ES0320
SEATTLE,WA 98104
United States

CUSTOMER ACCT #	VENDOR NO.	PAYMENT TERMS	FREIGHT TERMS	F.O.B	SHIP VIA
	C02881	Net30days	Paid	Destination	SELLER CHOOSES

CONFIRM TO / TELEPHONE

REQUESTOR / DELIVER TO

LINE	PART NUMBER / DESCRIPTION	DELIVERY DATE	QUANTITY	UNIT	UNIT PRICE	EXTENSION
	THIS CONTRACT AGREEMENT NUMBER 524749 IS ISSUED AS A REPLACEMENT/CONTINUATION AGREEMENT FOR NUMBER B22248B EFFECTIVE JANUARY 1, 2012. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED. WHEN ACTIVE, STANDARD PURCHASE ORDERS REFERENCING THIS CONTRACT AGREEMENT NUMBER WILL BE ISSUED BY KING COUNTY TO AUTHORIZE THE PURCHASE AND PAYMENT OF GOODS AND/OR SERVICES. ALL INVOICES MUST REFERENCE THE INDIVIDUAL STANDARD PURCHASE ORDER NUMBER TO AVOID DELAY IN PAYMENT.					
	Purchase Agreement Effective From: 01-NOV-09 To: 31-DEC-11	Amount Agreed:				

SEE REVERSE SIDE FOR ADDITIONAL TERMS AND CONDITIONS. THIS ORDER IS SUBJECT TO ALL THE TERMS AND CONDITIONS ON THE FRONT AND BACK HEREOF.

Required invoice information: Ship to Address, Mailstop, Requestor's Name, Purchase Order Number, Contract Number (if applicable), Line Item Number, description and Unit Price as stated on the purchase order. Missing information may result in payment delays.

ACCEPTANCE:
This purchase order expressly limits acceptance to the terms and conditions stated herein.

TOTAL

Authorized signature

PURCHASE ORDER
GENERAL TERMS AND CONDITIONS

Compliance: By acceptance of this order, the vendor warrants full compliance with all applicable local, state or federal laws and regulations including specific statutory requirements of Federal Agencies. Upon request, the purchasing agent will provide applicable contract terms and conditions.

Acceptance/Changes: All goods or materials purchased hereunder are subject to approval by King County. No substitutions or changes of any nature under this purchase order will be accepted unless approved in writing by King County.

Inspections: By acceptance of this order, vendor grants the right to Buyer to make periodic visits to the vendor's plant or their subcontractor's for inspection of materials or to determine actual progress of manufacture.

Change Orders: Change orders modifying the terms and conditions herein will be without effect unless issued and authorized in writing by King County.

Cancellation: The County may cancel any purchase order or any part thereof by written notice at any time, without penalty, if the vendor fails to comply with the terms, specifications, delivery/completion date or to perform the work with diligence.

Invoices: Invoices must reference the purchase order number.

All vendors licensed to do business in Washington State must bill King County for applicable tax. Indicate discount terms to the County for prompt payment. Discount period to be extended if the invoice is returned for correction or clarification.

Shipping Instructions: All shipments must contain a packing slip. Unless other wise specified, all goods are to be shipped prepaid, FOB Destination. Where shipping addresses indicate room numbers, the Vendor shall make delivery to that location at no additional charge, including, but not limited to delivery, packing and or crating.

Warranty: The Vendor warrants that all products delivered under this purchase order shall be free from defects in material and workmanship, and shall be fit for the intended purpose. This warrantee is in addition to any standard warranty or guarantee give by vendor to the County. All products determined by King County to be defective shall be replaced within 15 days of notice by King County.

All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the merchandise is free and clear of all liens and encumbrances and that vendor has a good and marketable title to same. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold King County harmless in the event of any infringement or claim thereof.

Certification Regarding Debarment, Suspension and Other Responsibility Matters: By providing goods or services under this purchase order, the Contractor agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any Contract that may arise from this Contract. The Contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.

Order of Precedence: When this purchase order is issued subsequent to the results of a request for bid or proposal, the terms and conditions contained in the solicitation or resulting contract shall control.

State of Washington
Current Contract Information
Revision date: April 6, 2011
Effective date: April 6, 2011

Contract Number:	**06506** (replaced 03504)	**Commodity Code:**	97118
Contract Title:	Intrastate Relocations Household and Office Goods		
Purpose:	**Vendor Update**: Page 8, Region 5: Bekins Northwest		
Period of Performance:	January 1, 2010	**Through**	December 31, 2011
Contract Term:	Maximum six year (12/31/2012)	**Contract Type:**	Mandatory
Scope of Contract:	To establish a term contract for as needed purchased services on **Intrastate Relocations, Household and Office Goods.** Rates applied for services rendered will be based on Washington Utilities and Transportation Commission (WUTC) Household Goods Tariff 15-B (and subsequent issues thereof). Pricing for services/products rendered will be based on a bottom line discount percentage subtracted from the tariff maximum band rate. There will be a maximum of six (6) regions. Awarded carriers will be required to service all counties within the awarded region regardless of size or type of move.		
Primary User Agencies:	Customers include State agencies, Political subdivisions of Washington, Qualified Non-profit Corporations (WSPC), Institutions of higher education (e.g. College & Universities, Community and Technical Colleges) who choose not to purchase independently under RCW 23.B.10.029		
Contractors:	See page 2	**Pricing Discounts:**	See page 2
Products/Services Available:	Intrastate & local Relocation services, Storage in Transit	**Related Contracts:**	06606, 06104, and 08804
Contract Exclusions:	International & Interstate Relocations		
Ordering Information	See page 2	**Ordering procedures:**	See page 2
Contract Estimated Value:	$4,897,100.00/3 yr	**Current Participation:**	Est. 1% MWBE

Visit our Internet site: www.ga.wa.gov

Contract Specialist:	Sarah Simpson
Phone:	360-902-7447
FAX:	360-586-6711
Email:	sarah.simpson@ga.wa.gov

Contractor Information:

Region:	**#1, Eastern Region**	
Counties Serviced:	Adams, Ferry, Lincoln, Pend Oreille, Spokane, Stevens, and Whitman	
Contractor:	**Chipman-Spokane**	**Crown Moving - Spokane**
Customer Service/Order Placement:	Kathy Renfro 509-535-8761 kathyr@chipman-spokane.com	Cimber Dahlstrom 888-999-2431 Fax 888.261.4583 cdahlstrom@crownmoving.com
Alternate Contact:	Sam Thomas 509-535-8761 samt@chipman-spokane.com	Michael Cline 206.336.2544 Fax – 206.336.2502 mcline@crownmoving.com
FAX	509-535-8762	See above for Indv numbers
Federal ID #:	91-0911618	91-0842426
OSP Vendor #:	W1627	W1701
Contractor Address:	2701 N Moore Lane Spokane WA 99216	16212 E. Marietta Spokane WA 99216
Order placement Address:	Same as above	Cimber Dahlstrom 705 SE Victory Ave. #100 Vancouver WA 98661
Billing from:	Same as above	PO Box 1030 Moses Lake WA 98837
Payment Address:	Same as above	PO Box 1030 Moses Lake WA 98837
Credit Card Acceptance:	YES	YES
Pricing:	20% Bottom Line discount from WUTC Tariff 15B	30.5% Bottom Line discount from WUTC Tariff 15B
Payment Terms:	.5% 30 Day	0% 30 Day
Contract Worth	Unknown until first quarter end.	Unknown until first quarter end.
MWBE	YES, Minority & Women	NONE

Orders are to be placed directly with the contractor in the region based on the county the origin address is in (example: A move that starts in Lind is in Adams County. Adams County is in Region #1. Therefore, regardless of the County the destination site is in; the hiring agency would assign the move to a company that is listed in region #1). Contractor selection per region is at hiring agency discretion.

Pricing is subject to Washington Utilities and Transportation Commission (WUTC) Intrastate Household Goods Tariff 15B and subsequent issues thereof. Tariff rates may be located at: http://wutc.wa.gov/mover

Contractor Information continued:

Region:	**#2, North Central**	
Counties Serviced:	Chelan, Douglas, Grant, and Okanogan	
Contractor:	**Crown Moving – Moses Lake**	**Eagle Transfer**
Customer Service/Order Placement:	Cimber Dahlstrom 888-999-2431 Fax 888.261.4583 cdahlstrom@crownmoving.com	Barb Trandum 509-662-2114 btrandum@eaglegroup.com
Alternate Contact:	Michael Cline 206.336.2544 Fax – 206.336.2502 mcline@crownmoving.com	Teri Porter 509-662-2114 Porter@eaglegroup.com
FAX	509-922-3925, 360-891-3723;	509-663-0634
Federal ID #:	91-0842426	91-0836186
OSP Vendor #:	W1701	W414
Contractor Address:	5128 Randolph Rd NE Moses Lake WA 98837	1751 B N. Wenatchee Ave. Wenatchee, WA 98801
Order placement Address:	Cimber Dahlstrom 705 SE Victory Ave. #100 Vancouver WA 98661	Same as above
Billing from:	PO Box 1030 Moses Lake WA 98837	Same as above
Payment Address:	PO Box 1030 Moses Lake WA 98837	Same as above
Credit Card Acceptance:	YES	YES
Pricing:	30.5% Bottom Line discount from WUTC Tariff 15B	30% Bottom Line discount from WUTC Tariff 15B
Payment Terms:	0% 30 Day	5% Net 15 Day
Contract Worth	Unknown until first quarter end.	Unknown until first quarter end.
MWBE	NONE	NONE

Orders are to be placed directly with the contractor in the region based on the county the origin address is in (example: A move that starts in Coulee City is in Grant County. Grant County is in Region #2. Therefore, regardless of the County the destination site is in; the hiring agency would assign the move to a company that is listed in region #2). Contractor selection per region is at hiring agency discretion.

Pricing is subject to Washington Utilities and Transportation Commission (WUTC) Intrastate Household Goods Tariff 15B and subsequent issues thereof. Tariff rates may be located at: http://wutc.wa.gov/mover

Contractor Information continued:

Region: #3, Northwest			
Counties Serviced:	Island, King, San Juan, Skagit, Snohomish, and Whatcom		
Contractor:	**Boyce Commercial Office ONLY, not for HHG moves**	**Crown Moving,** Seattle	**Olympic,** Fed Moving & Storage
Customer Service/Order Placement:	Chris Jennings 206-957-1010 Chris@boycecom.com	Cimber Dahlstrom 888-999-2431 Fax 888.261.4583 cdahlstrom@crownmoving.com	Catrina Coonc 360-753-2344 ext 110 catrinac@olympicmovers.net
Alternate Contact:	Steve Schaut 206-957-1010 boycecs@boycecom.com	Michael Cline 206.336.2544 Fax – 206.336.2502 mcline@crownmoving.com	Jill Ihly 360-753-2344 ext 105 jilli@olympicmovers.net
FAX	206-957-1009	509-922-3925, 360-891-3723	360-753-2559
Federal ID #:	91-1657366	91-0842426	91-1915983
OSP Vendor #:	W1580	W1701	W12757
Contractor Address:	1519 S 192nd Street Sea Tac WA 98148	1071 Andover Park West Tukwila WA 98188	1017 S 344th Street Federal Way WA 98003
Order placement Address:	Same as above	Cimber Dahlstrom 705 SE Victory Ave. #100 Vancouver WA 98661	Same as above
Billing from:	Same as above	PO Box 1030 Moses Lake WA 98837	Same as above
Payment Address:	Same as above	PO Box 1030 Moses Lake WA 98837	Same as above
Purchase Card Acceptance:	NO	YES	YES
Pricing:	20% Bottom Line discount from Boyce price sheet (see attached)	30.5% Bottom Line discount from WUTC Tariff 15B	45% Bottom Line discount from WUTC Tariff 15B
Payment Terms:	1% 20 Day	0% 30 Day	.01% 15 Day
Contract Worth	Unknown	Unknown	Unknown.
MWBE	NONE	NONE	NONE

Orders are to be placed directly with the contractor in the region based on the county the origin address is in (example: A move that starts in Seattle is in King County. King County is in Region #3. Therefore, regardless of the County the destination site is in; the hiring agency would assign the move to a company that is listed in region #3). Contractor selection per region is at hiring agency discretion.

Pricing is subject to (exception applies to Boyce Commercial) Washington Utilities and Transportation Commission (WUTC) Intrastate Household Goods Tariff 15B and subsequent issues thereof. Tariff rates may be located at: http://wutc.wa.gov/mover

Boyce Commercial Rate Sheet (apply 20% bottom line discount), Not subject to Tariff 15B.

OFFICE RELOCATIONS ONLY, not for Household goods moves.

All pricing at per hour rate

Labor Rates, per hour per man		
Straight Time:	7:00 AM to 6:00 PM Monday-Friday	$38.00
Overtime:	6:00 PM to 7:00 AM Monday – Friday	$45.00
Saturdays / Sundays:	12:00 AM to 11:59 PM	$45.00
State Holidays:	12:00 AM to 11:59 PM	$45.00
Truck Rates: per hour per truck		
Solo Lift Gate	Regardless of day or time	$12.00
40' Semi		$12.00
Vans		$12.00

Large moves consist of 40-200+ man-hours on any given weekend.
Small moves consist of 1-39 man-hours on any given weekend.
Rates listed above apply to all moves provided regardless of size or dates/times.

Contractor Information continued:

Region: #4, Olympic			
Counties Serviced:	Clallam, Grays Harbor, Jefferson, Kitsap, Mason, Pierce and Thurston		
Contractor:	**A & E**	**Allwest Transportation**	**Olympic-Oly Moving & Storage**
Customer Service/Order Placement:	Mike Michael 360-528-3180 mikem@aerelocations.com	Tim Burr 360-943-4990 tim@allwesttrans.com	Catrina Coonc 360-753-2344 ext 110 catrinac@olympicmovers.net
Alternate Contact:	Same as above	Lillian Beall 360-943-4990 Lillian@allwesttrans.com	Jill Ihly 360-753-2344 ext 105 jilli@olympicmovers.net
FAX:	360-491-9294	360-943-5606	360-753-2559
Federal ID #:	03-0402023	91-1530306	91-1652517
OSP Vendor #:	W14185 (dba Morgan)	W1775	W363
Contractor Address:	2604 Willamette DR NE Suite A Lacey WA 98516	2640 Willamette Drive NE Lacey WA 98516	935 Poplar St SE Olympia WA 98501
Order placement Address:	Same as above	Same as above	Same as above
Billing from:	Same as above	Same as above	Same as above
Payment Address:	Same as above	Same as above	Same as above
Credit Card Acceptance:	YES	YES	YES
Pricing:	39% Bottom Line discount from WUTC Tariff 15B	45% Bottom Line discount from WUTC Tariff 15B	45% Bottom Line discount from WUTC Tariff 15B
Payment Terms:	0.5% 30 Days	3% 20 Day	.01% 15 Day
Contract Worth	Unknown	Unknown until first quarter end.	Unknown until first quarter end.
MWBE	NONE	NONE	NONE

Orders are to be placed directly with the contractor in the region based on the county the origin address is in (example: A move that starts in Olympia is in Thurston County. Thurston County is in Region #4. Therefore, regardless of the County the destination site is in; the hiring agency would assign the move to a company that is listed in region #4). Contractor selection per region is at hiring agency discretion.

Pricing is subject to Washington Utilities and Transportation Commission (WUTC) Intrastate Household Goods Tariff 15B and subsequent issues thereof. Tariff rates may be located at: http://wutc.wa.gov/mover

Contractor Information continued:

Region:	**#5, South Central**	
Counties Serviced:	Asotin, Benton, Columbia, Franklin, Garfield, Kittitas, Walla Walla, and Yakima	
Contractor:	**Air Van Group - Pasco**	**Bekins Northwest**
Customer Service/Order Placement:	Claude Huguley 253-272-9811 1-800-681-9071 chuguley@airvan.net	**Rick Campbell** **509-453-8242** rcampbell@bekins.net
Alternate Contact:	Casey Harnden 253-272-9811 charnden@airvan.net	**Denise Styer** **509-453-8242** dstyer@bekins.net
FAX	253-272-9575	509-452-4095
Federal ID #:	91-1192457	910140960
OSP Vendor #:	W510	W1573
Contractor Address:	2440 E Ainsworth Pasco WA 99301 509-547-0641	1891 North 1st Street Yakima WA 98901
Order placement Address:	Claude Huguley 253-272-9811 1-800-681-9071 chuguley@airvan.net	Galen Sigars PO Box 1843 Yakima WA 98007
Billing from:	Steve Wynn 1519 St Paul Ave Tacoma, WA 98421	Jim Adcock PO Box 1843 Yakima WA 98007
Payment Address:	Accounts Payable 1519 St Paul Ave Tacoma, WA 98421	Same as above
Credit Card Acceptance:	YES	YES
Pricing:	45% Bottom Line discount from WUTC Tariff 15B	5% Bottom Line discount on Intrastate; 15% Bottom Line discount on local
Payment Terms:	0% 30 Day	0% 30 Day
Contract Worth	Unknown until first quarter end.	Unknown until first quarter end.
MWBE	NONE	NONE

Orders are to be placed directly with the contractor in the region based on the county the origin address is in (example: A move that starts in Connell is in Franklin County. Franklin County is in Region #5. Therefore, regardless of the County the destination site is in; the hiring agency would assign the move to a company that is listed in region #5). Contractor selection per region is at hiring agency discretion.

Pricing is subject to Washington Utilities and Transportation Commission (WUTC) Intrastate Household Goods Tariff 15B and subsequent issues thereof. Tariff rates may be located at: http://wutc.wa.gov/mover

Contractor Information continued:

Region:	**#6, Southwest**	
Counties Serviced:	Clark, Cowlitz, Klickitat, Lewis, Pacific, Skamania, and Wahkiakum	
Contractor:	**Crown Moving – Vancouver**	**Blue Bird Transfer**
Customer Service/Order Placement:	Cimber Dahlstrom 888-999-2431 Fax 888.261.4583 cdahlstrom@crownmoving.com	Michelle Smith 360-693-4779 ext. 212 msmith@bluebirdtransfer.com
Alternate Contact:	Michael Cline 206.336.2544 Fax – 206.336.2502 mcline@crownmoving.com	Heather McLaren 360-693-4779 ext. 212 heatherm@bluebirdtransfer.com
FAX	See above	503-233-5477
Federal ID #:	91-0842426	911261328
OSP Vendor #:	W1701	W581
Contractor Address:	705 SE Victory Ave. #100 Vancouver WA 98661	2500 East 5th Street Vancouver WA 98661
Order placement Address:	Cimber Dahlstrom 705 SE Victory Ave. #100 Vancouver WA 98661	Same as above
Billing from:	PO Box 1030 Moses Lake WA 98837	Same as above
Payment Address:	PO Box 1030 Moses Lake WA 98837	Same as above
Credit Card Acceptance:	YES	YES
Pricing:	30.5% Bottom Line discount from WUTC Tariff 15B	32% Bottom Line discount from WUTC Tariff 15B
Payment Terms:	0% 30 Day	0% 30 Day
Contract Worth	Unknown until first quarter end.	Unknown until first quarter end.
MWBE	NONE	NONE

Orders are to be placed directly with the contractor in the region based on the county the origin address is in (example: A move that starts in Centralia is in Lewis County. Lewis County is in Region #6. Therefore, regardless of the County the destination site is in; the hiring agency would assign the move to a company that is listed in region #6). Contractor selection per region is at hiring agency discretion.

Pricing is subject to Washington Utilities and Transportation Commission (WUTC) Intrastate Household Goods Tariff 15B and subsequent issues thereof. Tariff rates may be located at: http://wutc.wa.gov/mover

NOTES:

I. Best Buy. The following provision applies to mandatory use contracts only. This contract is subject to RCW 43.19.190(2) & RCW 43.19.1905(7): which authorized state agencies to purchase materials, supplies, services and equipment of equal quantity and quality to those on state contract from non-contract suppliers. Provided that an agency subsequently notifies the Office of State Procurement (OSP) contract administrator that the pricing is less costly for such goods or services that the price from the state contractor. If the non-contract supplier's pricing is less, the state contractor shall be given the opportunity by the state agency to as least meet the non-contractor's price. If the state contractor cannot meet the price, then the state agency may purchase the item(s) from the non-contract supplier, document the transactions on the appropriate form developed by OSP and forwarded to the SPO administering the state contract. (Reference General Authorities document). If a lower price can be identified on a repeated basis, the state reserves the right to renegotiate the pricing structure of this agreement. In the event such negotiations fail, the state reserves the right to delete such item(s) from the contract.

II. State Agencies: Submit Order directly to Contractor for processing. Political Subdivisions: Submit orders directly to Contractor referencing State of Washington contract number. If you are unsure of your status in the State Purchasing Cooperative call (360) 902-7415 or visit https://fortress.wa.gov/ga/inet/servlet/PCACoopListSv Only authorized purchasers included in the State of Washington Purchasing Cooperative (WSPC) listings published and updated periodically by OSP may purchase from this contract. It is the contractor's responsibility to verify membership of these organizations prior to processing orders received under this contract. A list of Washington members is available on the Internet http://www.ga.wa.gov/servlet/PCACoopListSv, contractors shall not process state contract orders from unauthorized users.

III. Contract Terms: This Document includes by reference all terms and conditions published in the original **IFB #06506**, including Standard Terms and Conditions, and Definitions, included in the Competitive Procurement Standards published by OSP (as Amended).

NOTES:

1. (05/05/09) **A&E (Morgan Transfer): Region 4:** update to the contact list.
2. (06/12/08) Vendor update: Olympic Moving and Storage: Regions 3 and 4: Vendor as of June 12, 2008, now accepts the state's P-Card for payment. Pages 4 and 6.
3. (11/28/07) **Administrative change.** The OSP Contract Specialist has changed from Corey Larson to Keith Farley.

4. **There are no other changes at this time.**

Previous NOTES have been moved & posted after "SPECIAL CONDITIONS"

SPECIAL CONDITIONS:

1. **PLACING AN ORDER.** Orders are to be placed directly with the contractor in the region based on the county the origin address is in (example: A move that starts in Olympia is in Thurston County. Thurston County is in Region #4. Therefore, regardless of the County the destination site is in; the hiring agency would assign the move to a company that is listed in region #4). Contractor selection per region is at hiring agency discretion.

2. **MULTIPLE CONTRACTORS.** Two contractors have been awarded per region, where applicable. There are a total of six regions with the regions including service from/in specific counties.

3. **CONTRACT CRITERIA AS OUTLINED IN IFB.**
   a. **Estimated Value.** We estimate that purchases over the **three (3)-year** initial term of the contract will approximate **$4,897,100.00** Estimates are based on past usage. The State does not guarantee any minimum purchase.

   b. **Customers** Unless otherwise restricted by the IFB, customers include State agencies, Political subdivisions of Washington, Qualified Non-profit Corporations (WSPC), Institutions of higher education (e.g. College and Universities, Community and Technical Colleges) who choose not to purchase independently under RCW 23.B.10.029

4. **Assignment Exceptions** The state reserves the right to competitively bid intrastate relocations. There are exceptions when customers will not be required to use the contract. Below is a list of, but not a limitation to, relocation assignments that may be conducted through other means, than this contract:

   a. Office relocations that have 200 or more staff/work station with multiple origins and/or multiple destinations.

   b. Office/laboratory relocations requiring special equipment (example: temperature controlled trailers, transport of hazardous or carcinogenic materials, laboratory samples, etc)

   c. Intrastate relocations for Institutions of higher education (e.g. College and Universities, Community and Technical Colleges), political subdivisions, or qualified non-profit organizations.

   d. Intrastate relocations that are anticipated to exceed the current sealed bid limit or are deemed by the State to be projected with new construction, or are highly sensitive, or are deemed to be overly complex.

   e. Household relocation where the employee has elected to perform a self move.

   f. Household relocation where a hiring agency has provided a "Lump Sum" to the employee to use for relocation purposes.

   g. Household relocation where a hiring agency has provided a "Relocation Allowance" to the employee sufficient for the employee to complete their relocation.

5. **Regions**:

#	*Region*	*Counties in Region*
1	Eastern	Adams, Ferry, Lincoln, Pend Oreille, Spokane, Stevens, and Whitman
2	North Central	Chelan, Douglas, Grant, and Okanogan
3	Northwest	Island, King, San Juan, Skagit, Snohomish, and Whatcom
4	Olympic	Clallam, Grays Harbor, Jefferson, Kitsap, Mason, Pierce, and Thurston
5	South Central	Asotin, Benton, Columbia, Franklin, Garfield, Kittitas, Walla Walla, and Yakima
6	Southwest	Clark, Cowlitz, Klickitat, Lewis, Pacific, Skamania, and Wahkiakum

6. **Relocation Assignment** The hiring agency will contact the appropriate carrier awarded per region based on the origin location of the move assignment. Contact by agency may start with a phone call, but the move will not be considered assigned to the carrier until the carrier receives, in writing (by email or FAX or by mail) the move details. The hiring agency will provide a tracking number (field order, purchase order, or requisition number), invoicing information, and (if a household goods move) a copy of the A33 relocation authorization form that contains pertinent shipper information. The carrier will not accept a relocation assignment directly from a shipper or a relocation assignment given by telephone. Only customer staff, with the designated authority to assign a move, may be allowed to submit relocation requests. If there is any question as to whether or not a move request has been submitted properly, the carrier shall contact the hiring agency directly for clarification. Shippers being relocated under the terms of the contract may NOT assign their move directly through the carrier.

   A carrier accepting a relocation assignment without the appropriate documentation and assigned hiring agency tracking number may not receive payment for services rendered. If this situation repeats itself, the carrier may be removed from the contract. A carrier may turn down an office move based on a full schedule where the hiring agency is not able to change their move dates. A carrier may turn down a household relocation based on a full schedule. However, if a carrier turns down three (3) consecutive move requests (regardless of office or household) the carrier may be removed from the contract.

7. **Scheduling Moves** Once contacted by an authorized hiring agency, the carrier will contact the shipper or designated contact person in an office move, within two (2)-business days to schedule a site visit, meeting both party's schedules to obtain information required for cost estimates.

8. **Estimates from Carrier** The carrier is to provide Cost/weight estimates in writing within two (2)-business days after the actual date of the site visit; to the shippers hiring agency via e-mail or FAX. The estimate will be non-binding estimate as defined in WUTC Tariff 15-B and subsequent issues thereof. There will be no charge for the site visit or for providing a cost estimate regardless the type of relocation intra or local.

9. **Pack/Load Dates** Pack/load dates will be reserved in the carriers schedule within two (2)-business days after the cost estimate has been completed based on the requested move date excluding weekends and state holidays; (unless selected for carrier convenience where standard rates will apply) regardless of the size of the load.

10. **Window of Delivery** Regardless of load size or time of season the window of delivery will not exceed two (2)-business days from the day the load leaves the origin site, excluding weekends and state holidays (unless selected for carrier convenience where standard rates will apply), or requests for SIT, and for inclement weather.

11. **Inventory Sheets** Inventory sheets will be completed on all intra relocations at no additional cost for time preparation. A hiring agency may request inventory sheets be completed on local household or office relocations. The carrier may apply a maximum two hour fee, subject to discount for this service.

12. **Invoice Requirements** Local relocation invoices are to be submitted directly to the hiring agency. Invoice information must include the Contract number, the hiring agency assigned tracking number, mileage from origin to destination, total number of hours, number of crew, (per day if multiple days), additional service costs rendered, subtotal of costs, separate line item indicating discount amount, and total cost.

    Intrastate relocations invoices are to be submitted directly to the hiring agency. Invoice information must include the Contract number, the hiring agency assigned tracking number, Subtotal of costs, separate line item indicating discount amount and total cost. Bill of lading, Accessorial sheets, Inventory, Certified Weigh Scale Slips, any 3rd party receipts, a copy of the estimate.

    All invoicing and documentation supporting such must come from the awarded carrier. Invoice documents will not be submitted from a subcontractor or affiliated company. Inaccurate invoices or inadequate documentation will result in payment being suspended and the carrier notified in writing requesting a corrected invoice. An excess of 3 percent during a twelve (12)-month period of inaccurate invoice documentation may result in removal from the contract.

13. **Valuation** Insurance valuation for Household goods moves shall be based on replacement cost coverage with no deductible to provide full value replacement coverage for the customer and a maximum carrier liability up to the declared value (not to exceed $75,000.) or $5.00 times the net weight of the shipment, whichever is greater; at no additional cost to the state.

    Insurance valuation for Office goods moves shall be based at $1.20 per pound per article at no additional cost to the state. The carrier shall provided additional requested insurance for a higher dollar limit, as set by the hiring agency, for high intrinsic valued items. The cost of such shall be a pass-through cost with a copy of the carrier charges submitted for payment of such.

14. **Premise Damage** The carrier is fully responsible for any damages at origin or destination to the premises incurred during the relocation as a result of carrier negligence. Carrier will take appropriate measures to protect the entranceways, corners, walls, stairwells, elevators and grounds.

15. **Discount Requirement** A Bottom Line discount from Tariff 15-B orate sheet (if common carrier) will be provided on all services except 3rd party charges and insurance valuation in excess of $75,000 or $5.00/per pound per article for Household Goods and $1.20 per pound per article on Office Goods (pass through cost only).

16. **Payment Terms** The carrier should invoice the hiring agency within thirty (30)-calendar days from the relocation services. If a relocation is broken into phases (example: household goods move transported from origin into SIT would be phase 1, then for additional SIT days on a monthly basis or up to a maximum of 179 additional days would be phase 2, or for additional SIT days less up to 59 day and cartage there from would be phase 2. Office move: assigned to be done for multiple origin locations into a single destination may be invoiced at the end of each phase if the entire move is scheduled to take more than three (3)-weeks).

    Documentation must support each invoice submitted. Please note that the state's fiscal/biennial appropriation period expires on June 30th of each calendar year. An agency may need to have the carrier expedite invoices during this week so they may process payment no later than July 31st. As some relocation schedules cross this specific time period, an agency may need to assign a different tracking number to the carrier in order to secure payment for the services rendered. A change of agency tracking numbers shall not result in extra charges to the hiring agency, as the goal is to ensure the carrier receives payment in full for services rendered.

17. **Cancellation Fee** Should the hiring agency or a shipper elect to cancel a scheduled relocation within twenty-four (24) hours of the arranged pack/load date, the carrier may invoice the hiring agency a cancellation fee of $75.00 plus materials that have been supplied and utilized.

18. **Addition/Removal of Carriers** After contract award, the state reserves the right to remove or add carriers from/into a region as deemed in the best interest for the state to ensure continuous high quality levels of performance and adequate coverage in a region.

19. **Record Retention** The contractor shall maintain, for at least three years after completion of this contract, all relevant records pertaining to this contract. This shall include, but not be limited to, all records pertaining to actual contract performance from the date of contract award. It shall also include information necessary to document the level of utilization of MWBE's and other businesses as subcontractors and suppliers in this contract as well as any efforts the contractor makes to increase the participation of MWBE's. The contractor shall also maintain, for at least three years after completion of this contract, a record of all quotes, bids, estimates, or proposals submitted to the Contractor by all businesses seeking to participate as subcontractors or suppliers in this contract. The State shall have the right to inspect and copy such records. If this contract involves federal funds, Contractor shall comply with all record keeping requirements set forth in any federal rules, regulations, or statutes included or referenced in the contract documents.

20. **Reports** The contractor(s) must provide the following report(s) to Office of State Procurement.
    a. **Sales and Subcontractor Report:** A quarterly Sales and Subcontractor Report (attached) shall be submitted in the format provided by the Office of State Procurement. You can get the report electronically at http://www.ga.wa.gov/PCA/forms/usage.doc. Total purchases for each State Agency, University, Community and Technical Colleges must be shown separately. Total purchases for all political subdivisions and non-profit organizations may be summarized as one customer. Additionally, all purchases by the State of Oregon or other purchasers must be reported as an aggregate total. The report shall include sales information (Section A) and amounts paid to each subcontractor during the reporting period (Section B). Reports should be rounded to nearest dollar.

Contractors will be provided with all necessary sample forms, instructions, and lists. Reports are due thirty (30) days after the end of the calendar quarter, i.e., April 30th, July 31st, October 31st and January 31st.This shall include, but not be limited to, all records pertaining to actual contract performance from the date of contract award. It shall also include information necessary to document the level of utilization of MWBE's and other businesses as subcontractors and suppliers in this contract as well as any efforts the contractor makes to increase the participation of MWBE's. The contractor shall also maintain, for at least three years after completion of this contract, a record of all quotes, bids, estimates, or proposals submitted to the Contractor by all businesses seeking to participate as subcontractors or suppliers in this contract. The State shall have the right to inspect and copy such records. If this contract involves federal funds, Contractor shall comply with all record keeping requirements set forth in any federal rules, regulations, or statutes included or referenced in the contract documents.

b. **State Traffic Manager Required Report:** This report is required to be submitted electronically on a quarterly basis to the State Traffic Manager. The format and design of the report will be negotiated between the State Traffic Manager and the awarded carriers. At a minimum; information to be reported will be type of moves (office or household goods) hourly or mileage, weight of mileage moves, SIT & duration of such.

21. **Pricing and Adjustment** All bid pricing is to include the cost of bid preparation, servicing of accounts, and all contractual requirements. Pricing discount level; which remain fixed throughout the completion of a move (except permanent storage & cartage there from) shall remain firm and fixed for the initial term of the contract. Tariff rates will fluctuate per WUTC authorization. After the initial term of the contract; adjustments in discount level may be considered provided the request for adjustment is filed with the contract administrator 45-calendar days prior to rate adjustment implementation and be submitted with documentation to support a rate adjustment and not produce a higher profit margin than that established in the original contract pricing. Authorized accepted rate adjustments will then remain firm and fixed for a period of no less than 365 calendar days. Should WUTC authorize changes in Tariff rates that produce a higher profit margin (from date of award) for the awarded carriers, the discount level shall be adjusted to maintain an equal profit martin. During the term of this contract, should the contractor enter into pricing agreements with other customers providing greater benefits or lower pricing, contractor shall immediately notify OSP to amend the state contract discount rates within 45-calendar days to provide similar pricing to the state if the contract with other customers offers similar usage quantities, and similar conditions impacting pricing.

22. **Contractor Performance** General Requirements: The state, in conjunction with purchasers, monitors and maintains records of Contractor performance. Said performance shall be a factor in evaluation and award of this and all future contracts. Purchasers will be provided with product/service performance report forms to forward reports of superior or poor performance to the State Procurement Officer. The carrier will provide the hiring agency an electronic version or a hard copy of a "Contractor Report Card" to be submitted directly to the Office of State Procurement.

23. **Customer Service Survey/Report Card** The carrier must provide the shipper or hiring agency a hard copy or an e-mailed version of a carrier report card. The shipper or hiring agency should submit the report card to the OSP. Report cards submitted directly to the carrier shall be forwarded within 15-calendar days to OSP. OSP will notify the carrier of the "averaged score within 15-calendar days of receipt of report card. Excess of three (3%)-percent of negative report cards in a twelve (12)-month period may result in removal from contract. Report card sample where averaged rating = Superior (6):

Ratings: 10 = excellent, 8 = Superior, 6 = Above Average, 4 = Average, 2 = Poor, N/A = not applicable	
Description	**Rating**
Efficiency / Knowledge of Skills	8
Customer Service	6
Professionalism prompt replies	4
Punctuality	8
Problem Resolution	4
Loss or Damage	n/a
Would you recommend this company to	yes
Additional comments:	Wonderful to work with

24. **Purchasing Card Acceptance** In an effort to streamline the purchasing and payment process, the State is encouraging agencies to use the state contracted purchasing card to facilitate small dollar purchases. While at the present time, it is not mandatory that contractors accept credit card purchases, we encourage all state contractors to consider this alternate payment process. Please indicate in Bid Submittals which card(s) you presently accept and payment discount you may offer the state. The current card available for state agency use is a VISA product. Payments made through the credit card will be subject to "prompt payment discount."

25. **State Funded Allotments** Pertains to Household Good moves, a hiring agency may impose limits less than the maximum allotments. If they do, the imposed allotment responsibility is between the hiring agency and the shipper. The hiring agency is liable for payment to the carrier in full and seeking reimbursement from the shipper for costs in excess of the imposed allotments. The ONE exception is when shippers' goods are transferred from SIT to permanent storage, in which the hiring agency is NOT responsible for any costs including delivery associated with permanent storage. Maximum allotments include:
    a. 16,000 pound shipment and reasonable packing material for such.

    b. SIT for 90-calendar days

    c. Cartage from SIT within 180-calendar days starting on the 1st day of SIT.

    d. One extra stop at origin or destination within a 35-mile radius of origin or destination.

    e. Disassembly & re-assembly of indoor household items.

    f. Reasonable unpacking services (typically limited to crates, mattresses, pictures, and mirrors)

    g. Crating services for slate top items, glass top items and household items that cannot be transported securely in standard packing material.

    h. Up to $75,000 valuation for household goods items

    i. Debris pickup (packing material only) on goods unpacked by shipper, scheduled within 30-calendar days of delivery. The shipper must breakdown the cartons, placing them in an area protected form

the weather. The carrier has 30-calendar days after request to schedule pickup and will be allowed a maximum charge of two (2)-hours for truck & driver.

26. **Non-Allowables, What May NOT Be Paid for From State Funds**
    a. Animals and articles of sentimental or high intrinsic value (defined as an item where value exceeds $100.00 per pound). The employee is to personally arrange for and pay the cost of transportation of items such as jewelry, ammunition, negotiable, and collectors' items.

    b. Excessive hobby material and equipment, farming equipment, automobiles, motorcycles, boats, airplanes, camping vehicles, and mobile homes which are not the primary residence of the employee, explosives and other dangerous goods, property liable to damage the mover's equipment or other property, perishable foodstuffs subject to spoilage, building materials, fuel or other similar non-household articles.

    c. Wrecker services necessary to place a mobile home in position for over-the-road movement; tire failure, temporary carriage or the installation of a removable undercarriage; movement or replacement of outside fuel tanks; and any costs incurred to bring the mobile home up to safety requirements for over-the-road movement.

    d. Penalties imposed by a carrier, rental agency, or mover as a result of negligence by the employee.

    e. Maid service or other third party convenience or services of a similar nature.

27. **Historical Furnishings Moving Protocol** Our original State Capitol furnishings are located in numerous office buildings. They are valuable and sometimes fragile State assets. When being assigned office relocation you should always inquire of the hiring agency to determine if any of the items being moved are "Historical Furnishings." Anyone involved in moving historic furnishings of the Washington State Capitol you are liable to adhere to the following protocol.

    i. Prior to moving furniture:
        a. Movers must remove from their person and clothing any items that will snag or scratch the furniture, like rings, watches, key chains, or pens protruding from pockets.

        b. Remove all books and materials from shelves and drawers of cabinets, desks and tables.

        c. Lock all cabinet doors so they will not swing open while being moved. To secure a door that will not lock, tie a soft string around the entire object, ensuring that the string does not rub or abrade the finished surface especially at corners.

        d. Remove all drawers and removable shelves from cabinets, desks and tables.

        e. Pad glass doors or windows, using soft string.

        f. Remove all REMOVABLE pieces and any ornamental detail or trim that is not attached in a secure way. This may include finials, broken feet or pieces of trim, hardware or ornamental details. Each item that is removed should be tagged with complete identification/location, packed with padding way and **kept with the piece of furniture from which it came** in order to be re-attached after the object has been moved to its end destination.

        g. Ensure that the route of travel to be used is of an adequate size, is free of clutter and that there are places that are clear of obstructions where the piece can be set down. Take measurements if necessary.

h. Make sure that every portion of the piece is firmly attached to the rest of the structural framework *before* lifting any piece of furniture, particularly heavy pieces.

ii. Do NOT do any of the following:

a. Lift a chair by the arms or legs. Grasp it by the sides of the seat.

b. Ware gloves when moving furniture, glazed ceramics or glass as they will reduce ability to grip and may cause hands to slip on a polished surface.

c. Attempt to move anything larger than a small side chair with fewer than two people.

d. Push a piece of furniture across the floor. Even when positioning a piece, always lift and move; do not push, turn or torque the furnishing.

e. Lay a piece of furniture down on its top or side. If a piece must be laid down, it may be temporarily laid on its back, but the floor should be padded with movers' blankets. This is particularly important if the piece is being laid on its back in the mover's truck.

f. Stack furnishings on top of one another.

g. Attach labels, tags or anything else to finished surfaces (including leather) with tape of any kind.

h. Move anything you are not confident you can handle safely. If you think it needs special attention, contact the OSP.

iii. DO the following:

a. Use a four-wheel cart for moving heavy objects; however, it should be padded with movers' blankets to absorb shocks and protect the finish of the furnishing.

b. Provide water-protective covering when moving furnishings in inclement weather.

c. Roll several movers blankets together to serve as padding between the inside walls of the vehicle and the piece.

d. Pad between each piece with movers blankets for protection when several pieces of historic furniture are being moved at the same time, fitting the smaller pieces around the larger pieces.

e. Secure furnishings inside the mover's truck by using rope tied to cleats attached to the inner truck wall and around the furnishings. There must always be a movers blanket between the furnishing and the strap that secures it.

28. **Customer Responsibilities** The hiring agency and its shipper have responsibilities and restrictions they are liable for, such as:

a. Hiring agency is responsible for assigning a tracking number prior to contacting the carrier to assign relocation

b. Hiring agency is responsible for assigning the relocation directly to the carrier.

c. Hiring agency is responsible for audit of the invoicing documents prior to submitting payment to the carrier. The level of the audit is at the hiring agency's discretion. They have many audit options available to them.

d. Hiring agency is liable of notifying the carrier in writing or by email of a disputed invoice. The carrier has 15 calendar days to respond to the disputed notice by issuing a correct invoice or by providing documentation that substantiates the original charges.

e. Hiring agency is liable for processing payment in full within 30-calendar days from receipt of an accurate invoice; failure to do so may result in a late-penalty invoice of 1% per the accrued unpaid balance.

f. The shipper (employee in a household goods move) is liable for reading and understanding Moving Guidelines as posted at: http://www.ga.wa.gov/PCA/moving.htm (The carrier is encouraged to become familiar with the states regulations and restrictions. Failure to do so may result in the carrier performing services for non-payment).

g. The shipper is liable for selecting either a state assigned move (subject to the terms & conditions of this contract) or a self-move. A Self-move is where the shipper may hire a carrier directly, or rent moving equipment (such as Budget, U-Haul etc.), pays directly the costs not associated with the terms conditions or pricing of this contract and then seek reimbursement from the hiring agency.

h. The shipper is liable for signing the appropriate documentation and for noting any discrepancies on the inventory sheets.

i. If the shipper is contesting carrier charges, the shipper is responsible to place their concerns in writing and submit them directly to the hiring agency. The hiring agency or Office of State Procurement will notify the carrier of the shippers concerns. The carrier will have 15 calendar days to respond in writing.

j. The shipper is liable for the transportation of their auto, live plants and animals. They may ask the carrier to provide this type of service. If the carrier agrees, the shipment will be as a COD with payment directly from the shipper to the carrier. The state will not provide payment for unauthorized shipments.

29. **Exceptions to WUTC Tariff 15-B** The following WUTC Tariff 15-B "Items" have exceptions that will apply to the terms and conditions of this contract:

a. tem 05, Application of Tariff. Will include the transportation of OFFICE goods.

b. Item 90, Carrier Liability for Household Goods and Customer Valuation Option. Unless the shipper is using their "Homeowners Policy" to cover their items being transported; language will read "Replacement Cost Coverage, with No Deductible. Provides full value replacement coverage for the customer and a maximum carrier liability up to the declared value (maximum $75,000) or $5.00 times the net weight of the shipment whichever is greater. This will be provided at no cost to the state."

c. Item 90, Carrier Liability for Office Goods. Unless a hiring agency requests "Additional Insurance" listing the full value of items being transported, language will read "Replacement Cost coverage with No Deductible. Carrier provides coverage at $1.20 per pound, per article, at no cost to the state. In case of loss or damage, the liability is $1.20 times the net weight of the lost or damaged goods."

d. Item 100, Storage-in-transit (SIT). Language for Household Good shipment changes the "90-days" as referenced in the Tariff to reflect 180-calendar days or less pending further transportation."

e. Permanent storage. Language for Household Good shipment change the "90 days" as referenced in the Tariff to reflect *180-calendar days."* Once shippers' household goods transfer from storage-in-transit to permanent storage (on the 181st-calendar day) the carrier will need to obtain a contract between the shipper and themselves for permanent storage costs, insurance coverage of such, and for

delivery from permanent storage. The hiring agency will NOT pay permanent storage costs or delivery there-from. Delivery from permanent storage must be performed as a COD.

f. Item 100 1-A Transporting shipment from origin to warehouse. Language to read; "Charges for transportation is determined by using Item 200 (mileage rates) for shipments moving more than 35 miles. Shipments moving in/out of carrier warehouse where the distance is 35-miles or less will utilize mileage weighted rates reduced by sixteen (16%) percent from the maximum band rate listed for a load with a distance between 35 and 40 miles. The accepted bottom line discount will apply to these rates. Exception to this rating structure will be when a shipment becomes permanent storage."

g. Item 120, Minimum Charge. Language to read; "A minimum two (2)-hour truck and driver charge will apply on shipments less than 35 miles. A minimum weight of 4,000 pounds will apply on shipments exceeding 35-miles.

h. Item 230 Hourly Rates, #6 to read; "When transporting a single shipment, the carrier may bill the customer the time beginning when the moving vehicle leaves the carrier's terminal, or other location of the vehicle, (whichever is closest), to the origin of the shipment, until the time the vehicle returns to the carrier's terminal or is dispatched to another job. Vehicles and employees used for that job assignment will be allowed a MAXIMUM of one (1)-hour total travel time to reach the shipment location when the origin site is within the same county as the carrier's warehouse. When the origin location is outside of the carrier's warehouse county, a MAXIMUM of two (2)-hours total travel time will be allotted.

Previous Notes:
(06/02/10) Vendor Update: Page 8, Region 5: Bekins Northwest
(04/21/10) Vendor Update: Page 4 &7, Region 3 &4: Olympic Movers
(02/25/10) Vendor Update: Page 8, Region 5, Bekins Northwest – Updates in blue
(12/03/09) Contract Update: Contract Extension for Twenty Four (24) months. Vendor Update: Page 7, Region 5, Air Van Group – Updates in blue
Pages2-4 and 9, Regions 1,2.3 and 6 Crown Moving
(10/29/07) Administrative change. The OSP contact person has changed from Deborah Chakos, State Traffic Manager to Corey Larson, Contract Specialist.

(10/03/07) Administrative change. Crown Moving (Regions 1, 2, 3 and 6). The new contact is Michael Maupin (see Contractor Information).

(09/18/07) Administrative change. Boyce Commercial (Region 3) has changed the "Customer Service/Order Placement" persons name and email. The new contact is Chris Jennings (see Contractor Information on page 4).

- Air Van Group (Region 5) has changed the "Customer Service/Order Placement" persons name, phone, Email and FAX information. The new contact is Louie Tarabokija (see Contractor Information on page 7).
- Crown Moving (Regions 1, 2, 3, and 6) previous "Customer Service/Order Placement" person is no longer in that position. Please use their "Alternate Contact" person; Kim Cadwallader until further notice.

(07/18/07) Administrative change. Allwest Transportation (Region #4) has changed the "Alternate Contact" person name and email. The new "Alternate Contact" is Lillian Beall. See Contractor Information on page 6.

(07/18/07) Administrative changes.

- Weight Allotment Effective retroactive to 07/01/2007 the maximum shipment weight of household goods has been increased from 15,000 pounds up to 16,000 pounds to match IRS policy.

- Storage-in-transit Effective retroactive to 07/01/2007 household goods may be placed in storage-in-transit time period has been increased from sixty (60)-calendar days up to ninety (90)-calendar days. This does NOT include the language "exception to Tariff 15B as referenced in item #28 (d) that will remain unchanged at a total of 180-days.

(04/03/07) Additional Carriers. A second carrier, Bekins Northwest has been added to Region #5, South Central. A second carrier has been added to Region #6 Southwest region.

(04/03/07) Administrative change. Clarification to item 28 f (IFB # 6.23.5), exception to WUTC Tariff 15B, item 100-1-A. Item 230 is not used. Shipments transported into/out of SIT where the distance is less than 35-miles are to be calculated from the distance between 35-40 miles; subtracting 16% from the maximum band rate. This calculated rate IS subject to the carriers Bottom Line Discount as well. Example: Shipment origin at Olympia WA transported to SIT at carriers warehouse in Rochester WA, transportation charges are calculated from Item 200 (mileage rate) using maximum band rate less 16% from the distance column of 35-40 miles. At end of invoice after all charges have been applied the carrier's Bottom Line discount is subtracted (except on 3rd party charges which are pass-thru cost only).

(3/20/07) Additional Carriers: OSP has deemed that anticipated service in Regions #3 & #4 warrant the addition of one extra carrier for a total of 3 carriers per these two regions; and anticipated service in Region #5 warrants the addition of two carriers for a total of 2 carriers in this region; and anticipated service in Region #6 warrants the addition of one extra carrier for a total of 2 carriers per this region. The additional carriers are as follows:

- Region #3, Island, King, San Juan, Skagit, Snohomish, and Whatcom counties. **Boyce Commercial** Service has been added to provide Office relocation services (they do not provide Household good relocations) and is NOT subject to WUTC Tariff 15B. Boyce rate sheet is attached behind Region #3 Contractor Information.
- Region #4, Clallam, Grays Harbor, Jefferson, Kitsap, Mason, Pierce and Thurston counties. **A & E** Relocation Services has been added to provide both Household goods & Office relocation services.
- Region #5, Asotin, Benton, Columbia, Franklin, Garfield, Kittitas, Walla Walla, and Yakima counties. **Air Van Group – Pasco** has been assigned to this region to provide Household goods and

(3/20/07) Administrative change: Olympic Movers listed in Regions #3 & #4 have updated their contact information. The FAX number, contact person & alternate contact persons information has been changed.

(1/25/07) Administrative change. Correct email address for Chipman Moving & Storage of Spokane.

(1/25/07) Oregon Purchasing Cooperative. Remove the State of Oregon as a customer from this contract. Washington State purchasing cooperatives may utilize the contract, but not Oregon State purchasing cooperatives.

(12/27/06) Award. Contract award notification. Award to multiple contractors for a three-year term with options to extend. Rates subject to WUTC Tariff 15B and subsequent issues thereof. Term January 1, 2007 thru December 31, 2009. Extension possibilities up to six (6) years total (December 31, 2012). Estimated term value $4,897,100.00 based on past usage. This contract replaces previous contract 03504.