



"Exceeding Your Expectations"

**General Services Administration
Federal Acquisition Service
Authorized Federal Supply Schedule Price List**

**General Services Administration
Federal Supply Service**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage![™], a menu-driven database system. The Internet address for GSA Advantage![™] is www.gsaadvantage.gov

Domestic Delivery Services
Schedule **48**
Special Item Number (SIN) 451-1 & 451-2
Express Small / Heavy Weight Package
Contract Number: **GS-33F-0031U**

For more information on ordering from the Federal Supply Schedules, click on the FSS Schedule button at www.fss.gsa.gov

Contract Period: August 11, 2008 – August 11, 2013

Air Freight Plus, Inc. dba AFPlus Global Logistics
7504 Connelley Drive, Suite E
Hanover, MD 21076

Phone: 800-274-1237
Fax: 410-768-9452
www.afplus.com

Business Size: **Small Veteran Owned Business**

Contract Administrator
Holly Schickton-Jones
7504 Connelley Drive, Suite E
Hanover, MD 21240
Telephone: 410-590-1234 or 800-274-1237
Email: holly.jones@afplus.com

Domestic Services

- **SPECIALIZE** in Expedited Air Freight
- Inbound/Outbound
- Same Day/Next Flight Out (NFO)
- Next Day/AM/PM/Time Specific
- Second Day
- Third Day
- 3-5 Day Economy
- Air Charter Service
- Exclusive Truck/Hot Shot
- Express LTL and TL
- Warehouse, Distribution, and Logistics

International Services

- Air Freight
- Ocean Freight
- Door to Door/Door to Airport
- Customs Clearance Brokerage
- Full Documentation Preparation
- Carnet
- Letters of Credit
- Consular Preparation
- Export Declaration Licenses



+PLUS ADVANTAGES

www.afplus.com
Local: 410-590-1234
Toll Free: 800-274-1237
Fax: 410-768-9452

Company Profile

Small, Veteran Owned

Established: 1991
Annual Revenue: 3 Million
Staff Size: 13
Duns #: 627903164
EIN #: 52-1730697
CAGE Code: IJQL7
NAICS Codes: 484110,
484121, 488510, 493190

Contacts:

Catherine Moon

cathy.moon@afplus.com

Holly Jones

holly.jones@afplus.com

- **Competitive Pricing**
- You Always Get A "Live Person"
- State-of-the-Art **Online Software**
- Unlimited Air Lift **Nationwide**
- Exceptional **Dependability**
- Agents in **Every Airport City**
- Receive **Friendly & Honest Service**
- Over a decade of **Customer Satisfaction**
- New Shipper Referral/**Incentive Program**
- Web Shipping

Providing You Simplicity by Coordinating Logistics from Point A to Point B

Past Performances

"I have found that dealing with AFPlus eliminates the "Red-Tape Bureaucracy" and out-landish service area pricing as that of their competition. I have found them to handle my freight with a 24-7 monitoring. Because of the on-hands customer service personnel I can rest assure that my freight is in good hands and will deliver without any unforeseen events."

~Tom Sabo

"AFPlus is fast, friendly, competent, service oriented and enjoys working with their customers. I give them a blueprint of a shipment and they always make it happen."

~Kevin Bush

"AFPlus is my number one forwarder because I know that when I send freight with them I can relax. I would call it a "trust factor." I give them all of my difficult shipments. If there is a problem, they are in constant contact with me. There is no sitting around wondering what is going on with your shipment. On top of that, employees are just plain nice and professional."

~William Shek



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AFPlus, a small veteran owned business, will handle Domestic Delivery Services contracts by providing quality Express Small Package, Express Heavyweight, and Ground Small Package pickup and delivery services to the government. Through planning, implementation, knowledge, and experience, AFPlus will determine the most efficient and effective way to move domestic packages. This will be done by utilizing our national network to arrange package logistics from origin to destination.

Services include:

- **SPECIALIZE** in Expedited Air Freight
- Inbound/Outbound
- Same Day/Next Flight Out (NFO)
- Next Day/AM/PM/Time Specific
- Second Day
- Third Day
- 3-5 Day Economy
- Air Charter Service
- Exclusive Truck/Hot Shot
- Express LTL and TL
- Warehouse, Distribution, and Logistics

Value-Added Services

AFPlus believes in offering the best value to our customers in the services offered. Since 1991, our network of agents has been exceeding our customers’ expectations in the freight forwarding industry. We offer the industry knowledge and technology support to move and track packages from beginning to end. Our immediate response time, proactive communication and flexible implementation add value to the services we provide. AFPlus’ value-added services include the following:

- Superior service to our customers
- A professional and experienced staff committed to providing personal customer service that is deserved and expected
- Our willingness to provide solutions to support logistical challenges
- Variety of pickup and delivery options, depending on the time sensitivity of the package
- Information technology system that provided integrated tracking and tracing during all logistical phases
- System is fully electronic data interchange (EDI)
- Customized reporting that keeps package information at your finger tips
- Cargo insurance provides coverage to limit the financial impacts of potential loss or damage during transportation.
- 365 days a year / 24 hours a day availability



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CUSTOMER INFORMATION

1. See Attachment 1 to FSS Price List for pricing.
2. Maximum order: The Contractor is not obligated to honor any order for a combination of items in excess of these amounts:

<u>ITEM NUMBER/SIN</u>	<u>MAXIMUM ORDER</u>
SIN 451 (ALL)	\$1,000,000.00

3. Minimum order: The minimum dollar value of orders to be issued is \$100.
4. Geographic coverage (delivery area): **The Geographic Scope of Contract will be domestic delivery only.**
Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.
5. Point of production: **Hanover, Maryland, Anne Arundel County**
6. Discount from list prices or statement of net price: **12-41% off Commercial List Price for shipping services, 1-5% off Commercial List Price for accessorial charges.**
7. Quantity discounts: **None**
8. Prompt payment terms: **2% for 15 days**
9. Notification that Government purchase cards are accepted at or below the micro-purchase threshold and at or above the micro-purchase threshold:
Credit cards **will** be acceptable for payments both below and above the micro-purchase threshold.
10. Foreign items (list items by country of origin): **None**
- 11a. Time of delivery: **Negotiated by Task Order**
- 11b. Expedited Delivery: **All items are available for expedited delivery; however, this must be discussed at time of order placement and depends on size and nature of order.**
- 11c. Urgent Requirements: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.
12. F.O.B. point: Destination



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- 13a. Ordering address:
7504 Connelley Drive, Suite E
Hanover, MD 21076
- 13b. Ordering information telephone number: **410-590-1234**
- 13c. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. Payment address:
P.O. Box 28741
BWI Airport, MD 21240
15. Warranty provision: **None**
16. Export packing charges: N/A
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): N/A
18. Terms and conditions of rental, maintenance, and repair: N/A
19. Terms and conditions of installation: N/A
- 20a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: N/A
- 20b. Terms and conditions for any other services:
1. In tendering the property described herein for carriage, the Shipper agrees to these Conditions of Contract, which no agent of the parties may alter, and that this Airbill is non-negotiable and has been filled out by the Shipper or on his behalf by the Forwarder.
 2. It is mutually agreed that the property is accepted on the date hereof, in apparent good order (except as noted) for carriage as specified herein, subject to the rules, regulations, rates and charges contained in the Forwarder's guides in effect on this date of shipment, which are filed in accordance with law. Said guides are available for inspection by the parties hereto and are hereby incorporated into and made part of this contract.
 3. The Shipper, Consignee and other party named herein, shall have separate and joint liability to pay to the Forwarder all charges due in accordance with this contract, and to pay or indemnify the Forwarder for all claims, costs or other sums which may be incurred by the Forwarder by reason of any violation of these conditions of contract or any other default of the Shipper, Consignee or their agents. The Forwarder has a lien on the property for all unpaid charges past or present.
 4. All formal claims for loss, damage or overcharge in connection with this property must be received, in writing, by the Forwarder at the General Office address, within 90 days from this date of shipment subject to the limits of liability contained in the Forwarder's Rule Guide. Loss or damage, which has been discovered by the Consignee after delivery and a clear receipt, has been given to the Forwarder, must be reported in writing to the Forwarder within 7 days from the date of delivery. Merchandise



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must be retained in original container/box with privilege to Forwarder to inspect the container (s) and content within 15 days after receipt of such notice. Forwarder shall not be liable for special or consequential damages. No claim for loss or damage will be entertained until all transportation charges have been paid.

5. Shipments will be routed by the Forwarder, and may be diverted to motor or other carrier as per Rules Guide, and will be delivered to the consignee named herein, at points where delivery service is available subject to the Forwarder’s Pickup and Delivery Guide, unless other instructions have been provided by the Shipper herein under “Service Level” Carriage will be performed with reasonable dispatch.

6. All weights entered on the Airbill are subject to correction by the Forwarder and if Dimensional Weight applies as per Forwarder’s Rules Guide, the dimensions of the pieces must be entered on the Airbill in the space provided, in inches, Length X Width X Height equals Cubic Inches divided by (Domestic 194).

7. Any article susceptible to damage by ordinary handling must be adequately protected by proper packing and must be marked or bare appropriate labels.

8. The Shipper acknowledges in the event of loss or damages of a domestic shipment not traveling under a declared value or insured amount the Forwarder’s liability shall be \$.50 per pound multiplied by the number of pounds of that part of shipment lost or damaged (but not less than \$50.00 per shipment) plus the amount of any transportation charges for which Forwarder has been paid for such part of the shipment lost or damaged.

9. The Shipper acknowledges in the event of loss or damages of an international shipment not subject to the Warsaw Convention per clause 16 and not traveling under a declared value or insured amount shall be considered to be traveling at a released value of \$9.07 per pound (but not less than \$50.00 per shipment) plus the amount of any transportation charges for which the Forwarder has been paid for such part of the shipment lost or damaged.

10. The Shipper acknowledges that he has the opportunity to declare the value or insure the property at the time of tender to the Forwarder and if so declared on the face of the Airbill as “Declared Value” or “Insurance Amount” will be subject to charges as specified in Forwarder’s Rules Guide. For shipment where Declared Value or Insured amount is \$100,000 or greater, contact Forwarder in advance for authorization.

11. For COD shipments, the amount of the COD must be inserted in the COD portion of the Forwarder Airbill. The shipment will also be insured for the COD amount. The Forwarder will under no circumstances be responsible for the form of payment by Consignee unless specifically requested otherwise, in writing, by Shipper. Forwarder will not be liable for any fraudulent certified or cashiers checks. Applicable charges for handling a COD shipment will be billed.

12. All shipments may, at Forwarder’s option, be opened and inspected.

13. As to the shipment herein described, the Forwarder shall not be liable for any loss or damage thereto or delay caused by an Act of God, the public enemy, the authority of law, the act or default of the Shipper, the inherent nature or vice of the shipment or compliance or non compliance with delivery or special instructions.



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14. If the Consignee or other party entitled to receive the property has not received or removed it after tender for delivery or notice of arrival, Forwarder will hold the shipment subject to storage charges after 72 hours, with the right to sell the shipment at public or private sale not less than 30 days after having given written notice thereof to the Shipper. Forwarder will pay itself out of the net proceeds of the sale for all charges due it and remit the balance to the Shipper.
15. Forwarder shall not be liable for any consequential or special damages whether or not the Forwarder knew that such damages might be incurred. Forwarder assumes no obligation to commence or complete transportation within a certain time.
16. International air carriage is subject to the rules relating to liability established by the Convention for the Unification of Certain Rules relating to International Carriage by Air, signed at Warsaw, October 12, 1929 and other amendments.
17. All invoices not paid in full within 30 days of invoice date will be subject to a charge of 3% per month of total invoice balance.
18. It is mutually acknowledge that any and all legal/collections fees incurred by Forwarder associated with the cost of collecting for this specific shipment shall become the responsibility of the Shipper and/or the Consignee.
21. List of service and distribution points: N/A
22. List of participating dealers: N/A
23. Preventive maintenance: N/A
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/: N/A
25. Data Universal Number System (DUNS) number: **627903164**
26. Contractor’s Taxpayer Identification Number (TIN): **52-1730697**
27. Notification regarding registration in Central Contractor Registration (CCR) database: Contractor **has** registered with the Central Contractor Registration Database.



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**Awarded Contract Price List
451-1 / 451-2**

SERVICE DESCRIPTIONS

Overnight Service: Pickup by end of business, 17:00, Monday-Friday and delivered the following day by 17:00.

Second Day Service: Pickup end of business, 17:00, Monday-Friday and delivered on the second day by 17:00.

Ground Service: Pickup by end of business, 17:00, Monday-Friday and delivered on the third, fourth, or fifth day by 17:00.

To determine the service letter, A-F, use the Service Category Zone Chart below. Find the origin state number and the destination state number. Look at the Rate Table Matrix and locate the origin state number in the left column and the destination state number in the top row. From there, the service letter can be determined.

SERVICE CATEGORY ZONE CHART

1	2	3	4
Connecticut Delaware Maryland Massachusetts New Jersey New York Pennsylvania Vermont Virginia Washington, DC West Virginia	Alabama Florida Georgia Maine Mississippi New Hampshire North Carolina Puerto Rico* Rhode Island South Carolina Tennessee	Illinois Indiana Kentucky Michigan Ohio	Arkansas Colorado Kansas Louisiana New Mexico Oklahoma Texas
5	6	7	8
California Minnesota Missouri Nevada Wisconsin	Arizona Hawaii* Iowa Utah	Montana Nebraska North Dakota South Dakota Wyoming	Alaska* Idaho Oregon Washington St

*See Accessorial Charges



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RATE TABLE MATRIX

	1	2	3	4	5	6	7	8
1	A	B	B	C	C	D	F	E
2	B	A	B	C	C	D	F	E
3	B	B	A	C	B	D	E	D
4	C	C	C	A	C	C	D	E
5	C	C	B	C	A	C	E	D
6	D	D	D	C	C	A	D	B
7	F	F	E	D	E	D	A	C
8	E	E	D	E	D	B	C	A

Overnight Service

	A	B	C	D	E	F
Minimum	76.04	86.07	92.07	106.08	111.09	117.09
100 lbs.	.75	.87	.94	1.07	1.12	1.18
500 lbs.	.73	.84	.91	1.04	1.09	1.15
1000 lbs.	.66	.82	.87	1.01	1.07	1.12
2000 lbs.	.63	.78	.84	.98	1.03	1.09
3000 lbs.	.59	.74	.81	.94	1.00	1.05

Second Day Service

	A	B	C	D	E	F
Minimum	65.05	72.06	78.06	84.07	90.07	95.08
100 lbs.	.66	.73	.79	.85	.91	.96
500 lbs.	.64	.71	.76	.82	.88	.93
1000 lbs.	.61	.68	.73	.80	.85	.91
2000 lbs.	.57	.64	.70	.76	.82	.87
3000 lbs.	.54	.61	.66	.73	.78	.83



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Economy/Ground Service

	A	B	C	D	E	F
Minimum	58.05	58.05	62.05	68.06	73.06	79.06
100 lbs.	.50	.57	.63	.69	.74	.80
500 lbs.	.47	.55	.61	.66	.72	.77
1000 lbs.	.45	.52	.57	.64	.69	.74
2000 lbs.	.41	.48	.54	.60	.65	.71
3000 lbs.	.37	.45	.50	.56	.62	.67

Accessorial Fees

BEYOND CHARGE

Prices shown on the proceeding pages are for shipments delivered within 30 miles of the airport destination city. For beyond points, the following additional delivery charges will apply. Beyond charges of \$14.87 minimum or \$.12 per pound (rounded to the nearest \$1.00), whichever is greater.

ALASKA, HAWAII, AND PUERTO RICO

Shipments originating from or destined to Alaska, Hawaii, or Puerto Rico will be assessed an additional \$49.54 minimum charge or \$.50 per pound, whichever is greater. (Economy Rate does not apply, call Customer Service)

DECLARED VALUE CHARGE

The charges for declared value on the entire shipment for domestic cargo are set at a \$ 4.96 Minimum or \$.50 per each \$100.00 or part thereof.

C.O.D. / F.C.C.O.D. CHARGE

A \$19.82 minimum per shipment will be applied to all C.O.D. shipments.

HOTELS / SCHOOLS / MILITARY BASES / RESIDENTIALS / UNIVERSITIES / HOSPITALS

A \$19.82 minimum or \$.05 per lb. charge will be added to your invoice for hotel, school, military base, residential, hospitals and university deliveries and/or pickups.

CONVENTIONS

A \$29.73 charge will be applied to all Conventions Center deliveries.

WAIT TIME

The charge for wait time is \$44.59 per hour after the first ½ hour for pickups and/or deliveries. \$74.31 per hour for Tractor Trailers.

INSIDE DELIVERY / PICKUPS

A \$14.87 minimum charge on inside deliveries and/or pickups or \$.04 per pound, whichever is greater.

LIFTGATE

A charge of \$54.49 will be applied to all shipments requiring a liftgate.



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ATTEMPTS

A charge of \$24.77 will be applied to all attempted pickups and/or deliveries.

SPECIAL PICKUP & DELIVERY

Special charges may apply to designated areas and times requested. Call Customer Service for this cost.

FUEL SURCHARGE

The trucking and air freight Fuel Surcharge will be adjust monthly based on the US Department of Energy Weekly On-Highway Diesel Prices:

<http://tonto.eia.doe.gov/oog/info/gdu/gasdiesel.asp>

Please see appendix A for trucking Fuel Surcharge and appendix B for air freight Fuel Surcharge

OVERSIZED CHARGE *(when applicable)*

- Any **piece** with a single dimension of 119 inches or more, or a **piece** with a girth (length plus width plus height) of 213 inches or more is considered an Oversize Shipment and subject to premium charges as defined below.
- Any **piece** with a single dimension of 119 inches or more will be assessed 150% of the Zone Rate.
- A **piece** with total dimension (length plus width plus height) exceeding 213 inches will be assessed surcharge equal to a percentage of the Official Zone Tariff Rates as follows:

<u>Chargeable Weight</u>	<u>Surcharge of Official Zone Tariff Rate</u>
Up to 400 lbs.	200%
401 lbs. to 999 lbs.	225%
1,000 lbs. or more	250% or Authorized Spot Quote

- All Oversized **pieces** will be subject to aircraft type and availability.
- The largest chargeable weight measurement will determine the rating factor of each Air Waybill.

Note: Standard Aircraft Pallet maximum usable dimension: 119 inches x 84 inches.

DIMENSIONAL WEIGHT

Pricing will be based on actual weight or dimensional weight whichever is greater.

Dimensional weight will be calculated as follows:

- **Domestic Dimensional Weight** = Length x Width x Height ÷ 194
Example: 48x48x48÷194= **570 Dim Wgt**



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Appendix A Trucking Fuel Surcharge

The cost of fuel is increasing and our carriers are increasing their fuel surcharges which we cannot control. While Air Freight Plus is committed to controlling costs and provides the best overall value our fuel surcharge is meant to help us recoup these increased costs.

We have calculated our Fuel Surcharge based on the U.S Department of Energy Weekly On-Highway Diesel Prices.

To visit the site go to <http://tonto.eia.doe.gov/oog/info/gdu/gasdiesel.asp>

DOE U.S.		DOE U.S.	
<u>Diesel Price</u>	<u>FSC</u>	<u>Diesel Price</u>	<u>FSC</u>
1.10 – 1.20	1%	3.30 – 3.40	21%
1.21 – 1.31	2%	3.41 – 3.51	22%
1.32 – 1.42	3%	3.52 – 3.62	23%
1.43 – 1.53	4%	3.63 – 3.73	24%
1.54 – 1.64	5%	3.74 – 3.84	25%
1.65 – 1.75	6%	3.85 – 3.95	26%
1.76 – 1.86	7%	3.96 – 4.06	27%
1.87 – 1.97	8%	4.07 – 4.17	28%
1.98 – 2.08	9%	4.18 – 4.28	29%
2.09 – 2.19	10%	4.29 – 4.39	30%
2.20 – 2.30	11%	4.40 – 4.50	31%
2.31 – 2.41	12%	4.51 – 4.61	32%
2.42 – 2.52	13%	4.62 – 4.72	33%
2.53 – 2.63	14%	4.73 – 4.83	34%
2.64 – 2.74	15%	4.84 – 4.94	35%
2.75 – 2.85	16%	4.95 – 5.05	36%
2.86 – 2.96	17%	5.06 – 5.16	37%
2.97 – 3.07	18%	5.17 – 5.27	38%
3.08 – 3.18	19%	5.28 – 5.38	39%
3.19 – 3.29	20%	5.39 – 5.49	40%



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Appendix B Airfreight Fuel Surcharge

The cost of fuel is increasing and our carriers are increasing their fuel surcharges which we cannot control. While Air Freight Plus is committed to controlling costs and provides the best overall value our fuel surcharge is meant to help us recoup these increased costs.

We have calculated our Fuel Surcharge based on the U.S Department of Energy Weekly On-Highway Diesel Prices.

To visit the site go to <http://tonto.eia.doe.gov/oog/info/gdu/gasdiesel.asp>

<u>DOE U.S. Diesel Price</u>	<u>FSC per LB</u>	<u>DOE U.S. Diesel Price</u>	<u>FSC per LB</u>
1.10 – 1.20	0.1	3.30 – 3.40	0.21
1.21 – 1.31	0.2	3.41 – 3.51	0.22
1.32 – 1.42	0.3	3.52 – 3.62	0.23
1.43 – 1.53	0.4	3.63 – 3.73	0.24
1.54 – 1.64	0.5	3.74 – 3.84	0.25
1.65 – 1.75	0.6	3.85 – 3.95	0.26
1.76 – 1.86	0.7	3.96 – 4.06	0.27
1.87 – 1.97	0.8	4.07 – 4.17	0.28
1.98 – 2.08	0.9	4.18 – 4.28	0.29
2.09 – 2.19	0.10	4.29 – 4.39	0.30
2.20 – 2.30	0.11	4.40 – 4.50	0.31
2.31 – 2.41	0.12	4.51 – 4.61	0.32
2.42 – 2.52	0.13	4.62 – 4.72	0.33
2.53 – 2.63	0.14	4.73 – 4.83	0.34
2.64 – 2.74	0.15	4.84 – 4.94	0.35
2.75 – 2.85	0.16	4.95 – 5.05	0.36
2.86 – 2.96	0.17	5.06 – 5.16	0.37
2.97 – 3.07	0.18	5.17 – 5.27	0.38
3.08 – 3.18	0.19	5.28 – 5.38	0.39
3.19 – 3.29	0.20	5.39 – 5.49	0.40

* 100 lb Minimum