




Hello. My name is Mark Greene and I work for Arpin International Group. We are participants in GSA's CHAMP (centralized household goods management) program for the movement of household effects shipments domestically, offshore, and internationally.

Over the years we have received a lot of questions about the billing of jobs and how the costs that we charge are arrived at.

Basically I am going to take you through an international billing and point out some basic things along the way. Any references made are to the CHAMP program only, as there are other methods of booking household goods in the government which may be billed differently.

Any acronyms in this presentation are defined in a glossary on the last page and all of the websites and contact numbers are there as well.



## Baseline Rates

**2-7.2.2.6.2.2. Unaccompanied Air Baggage (UAB)**  
 The following base-line rate table is applicable to the shipment of UAB

Weight Group	Base-Line per Kilogram(KG)
45 to 134 kg	US\$ 1.18
135 to 224 kg	US\$ 1.06
225 to 314 kg	US\$ 1.00
315 to 404 kg	US\$ 0.98
405 and over kg	US\$ 0.91

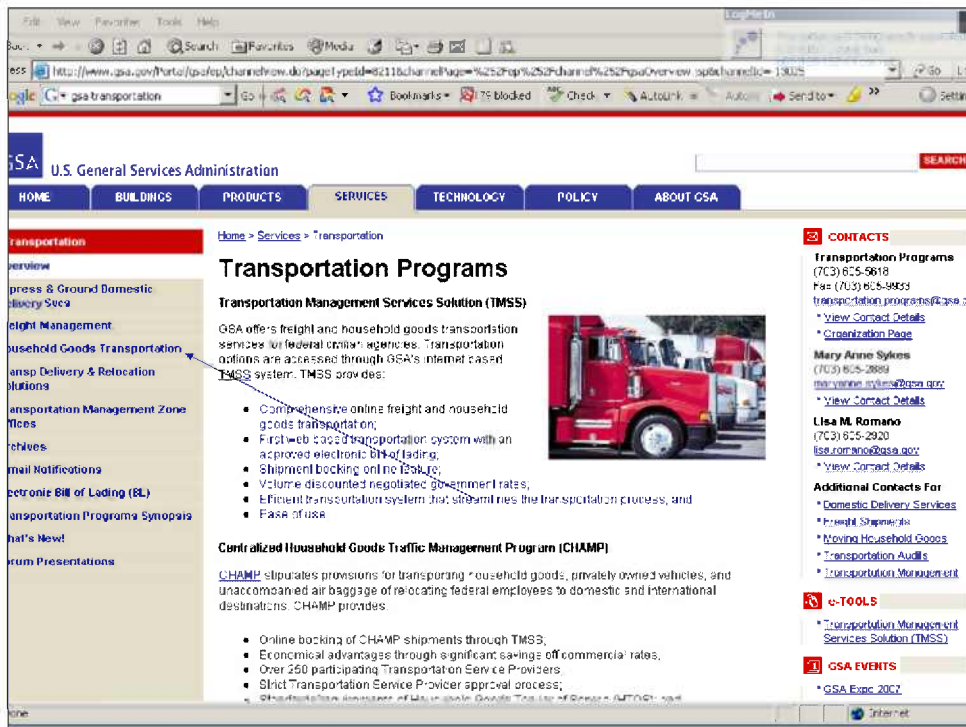
**2-7.2.2.6. Base-Line Rates.**  
**2-7.2.2.6.1. Surface.**  
**2-7.2.2.6.1.1. Surface Base-Line Rate Table.**  
 The following base-line rate table is applicable to the HHG effects surface shipments.  
 The international base line table charges per hundred weights have been increased by 2%, effective with this RFO.

Weight Group	Base-Line Rate per hundred weight (cwt)
1,000 to 1,999 lbs	US\$122.33
2,000 to 3,999 lbs	US\$110.82
4,000 to 7,999 lbs	US\$104.55
8,000 to 11,999 lbs	US\$100.37
12,000 to 15,999 lbs	US\$98.28
16,000 and over	US\$96.19

Almost all international billing is boiled down into 4 things:

- 1) Baseline rates shown above
- 2) Rfo – request for offers – rules and parameters affecting rates
- 3) Htos – tender of service – procedural and operational rules, “the” book of everything
- 4) TMSS – transportation management services solution – the online database of all companies filed rates

11 baseline rates shown above. As opposed to domestic billing where the weight and miles are used to find rates in multiple pages of text, international is all based on the above 11 base rates and carriers file a percentage of these rates to achieve the money they need to bill on a job based on the parameters. (the red text indicates a recent increase in the baseline rates that became effective 11-1-06) These rates come from the RFO that comes out once a year. This RFO (request for offer) further describes the rules and parameters that would influence these rates. The last document that heavily influences billing and the program in general is the HTOS or Household goods tender of service. This is a larger document that dictates transit times and specific regulations and procedures required in the CHAMP program.



In order to truly explain where the billing originates and so you have access to all the information you will need I will run through a few slides that show you where to get to the RFO and HTOS.

This is in the glossary as well but if you go to [gsa.gov/transportation](http://gsa.gov/transportation) you will get to this main page. Click on household goods transportation.

U.S. General Services Administration

HOME BUILDINGS PRODUCTS SERVICES TECHNOLOGY POLICY ABOUT GSA

Home > Services > Transportation > Household Goods Transportation

## Household Goods Transportation

The **Centralized Household Goods Traffic Management Program (CHAMP)** provides federal civilian agencies a framework for efficiently and economically transporting the household goods of their employees relocating in the interest of the government from one official duty station to another, both domestically and internationally. This includes transporting privately owned vehicles and unaccompanied baggage.

CHAMP saves agencies on average approximately 52 percent of commercial rates. GSA has arrangements with over 250 Transportation Service Providers (TSPs), both large and small, for shipping the household goods of federal employees the government requires to relocate. All TSPs must meet GSA's strict approval and quality control standards. GSA can provide a listing of available TSPs for interstate, intrastate, and international moves including American offshore, or TSPs may access this same information from the **Transportation Management Services Solution (TMSS)** system. Each TSP is ranked based on the level of federal customer satisfaction with its past performance and the percentage discount off its commercial rate. Basic TSP performance requirements and program standards are published in the **GSA Household Goods Tender of Service (HTOS)**.

The program's basic documents are the HTOS and the Request for Offers (RFO). The HTOS provides a uniform basis for buying household goods transportation through its application, rules, and ancillary services. TSP approval, price negotiation, and TSP performance measurements are basic components in the household goods program.

**CONTACTS**

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**Additional Contacts For**

- Moving Household Goods

**e-TOOLS**

- Transportation Management Services Solution (TMSS)

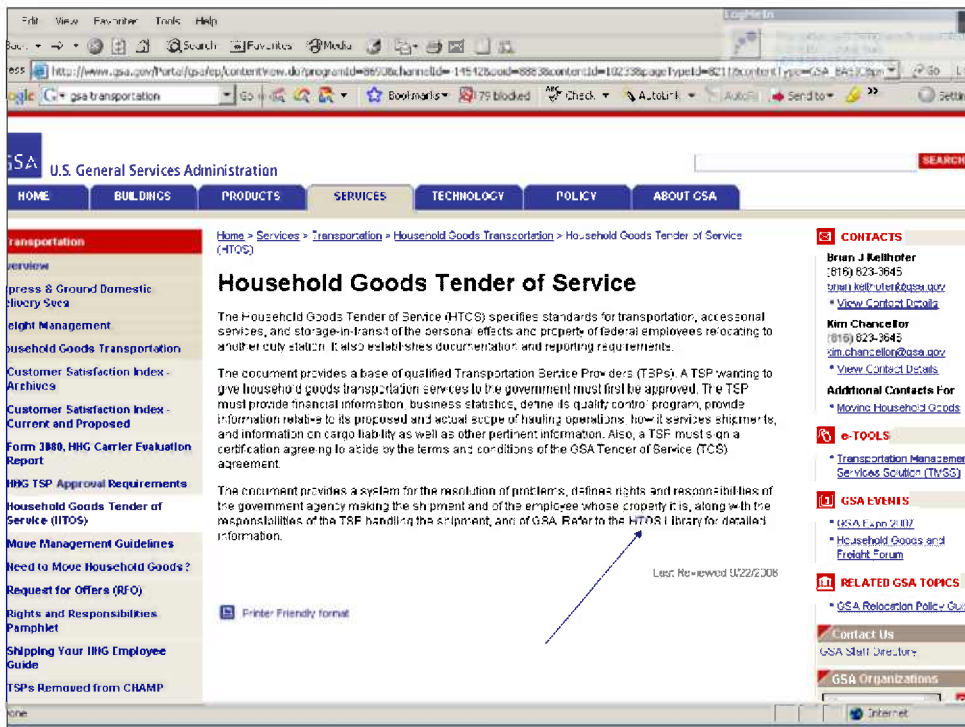
**GSA EVENTS**

- GSA Expo 2007
- Household Goods and Freight Forum

**RELATED GSA TOPICS**

- GSA Relocation Policy Guide

You will come to this page, which has a lot of helpful information on it. Click on HTOS



You will get to this page which provides a link to the HTOS library

The screenshot shows the U.S. General Services Administration (GSA) website. The main navigation bar includes links for HOME, BUILDINGS, PRODUCTS, SERVICES, TECHNOLOGY, POLICY, and ABOUT GSA. The current page is titled "Household Goods HTOS and RFO Library" and is located under the path: Home > Services > Transportation > Household Goods Transportation > HTOS and RFO Library.

The page content includes a brief description of the Household Goods Tender of Service (HTOS) and the Household Goods Request for Offers (RFO) process. Below this, there is a list of documents:

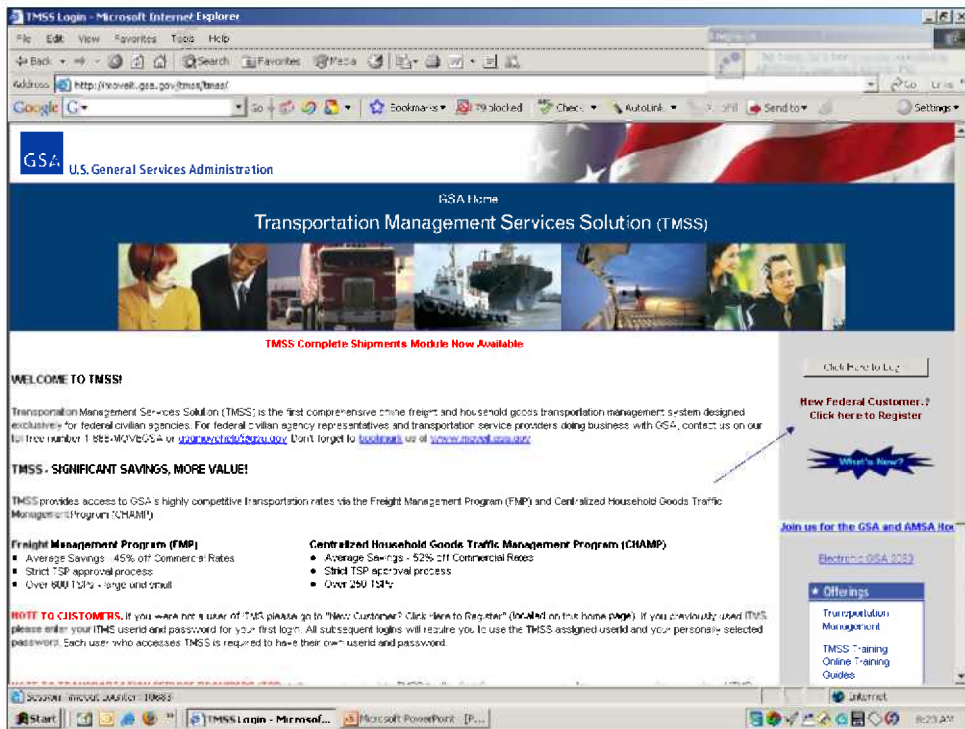
- Household Goods Request for Offers, 2005-2007
- Household Goods Request for Offers, 2005-2006
- Household Goods Request for Offers, 2004-2005
- Household Goods Request for Offers, 2003-2004
- Household Goods Tender of Service

A table titled "Household Goods Request for Offers, 2006-2007" provides details for the most recent RFOs:

Doc ID	Name	Format	Size	Publish Date
	<a href="#">Notice of Shipment of Privately Owned Vehicles</a>	PDF	10k	9/1/2006
	<a href="#">2006-2007 Household Goods Request for Offers</a>	PDF	1531k	9/19/2006
	Cancel dated Version (Revised with Amendments)			
	Cover Letter	PDF	7k	9/19/2006

The right sidebar contains sections for CONTACTS (listing Brian J. Kellhofer, Kim Chancellor, and Mary Anne Sykes), e-TOOLS, GSA EVENTS, and RELATED GSA TOPICS.

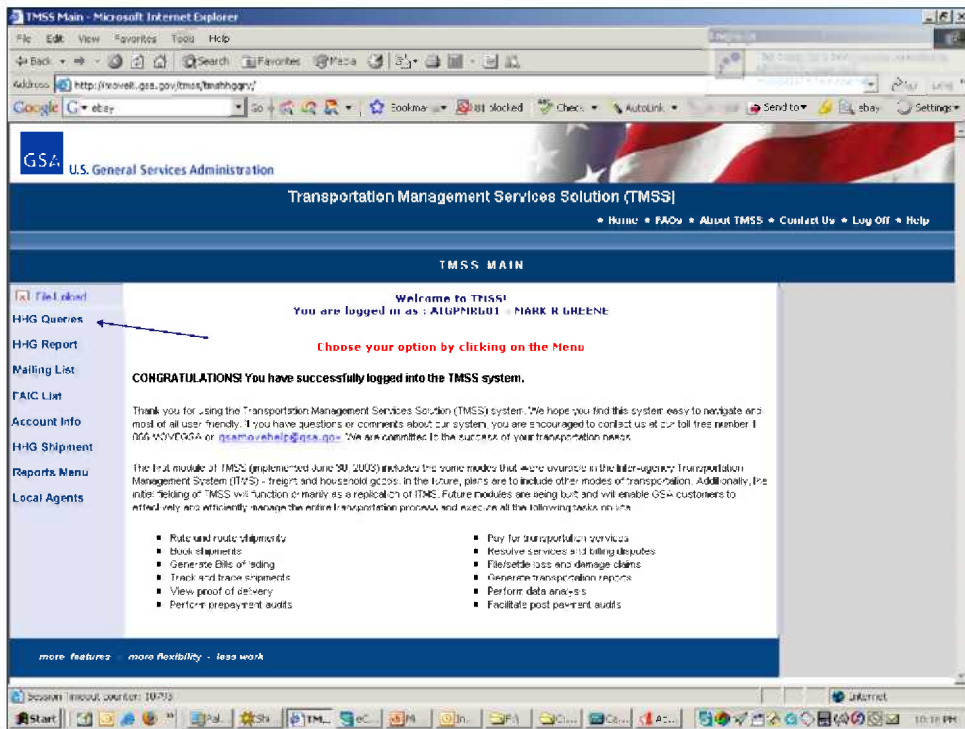
Here are the last few requests for offers and the HTOS. Combined, these 2 documents tell you almost anything you want to know or need to know about CHAMP moves. The RFO is more concerned with pricing and rate filing and submission and the HTOS covers the rules and parameters of the program. I recommend using the search feature in both documents to come up with whatever you need but now you have the references for all of the things that will be mentioned in the presentation.



So, you know what the rules are and what parameters the rates are based and you book a job through CHAMP. The rates that TSP's file are published online in TMSS.

The rates are based on pickup date and although they are considered annual, TSP's are given a chance to amend their rates if they choose in the middle of the year. The annual dates of the program are November 1 to October 31. If a TSP amends their rates those are effective on May 1.

Above is a screenshot of the front page of TMSS. This is where you go to see the rates. If you don't have a password the arrow and contact information on the main page will help you get set up.



Once you log in, to see the rates for a move you will click on Household Goods Query.



Transportation Management Services Solution (TMSS)

Home Main FAQs About TMSS Contact Us Log Off Help

HRC Overview HRC Request Mailing List FAQ List Account Info HRC Statement Report to Mgmt

**HOUSEHOLD GOODS QUERY**

Enter other particulars..

Date (MM/DD/YYYY) : 02/15/2007 Type: General SRO : [Select Tender ID]

Origin		Destination	
Zip :	22191 Find State/City		Find State/City
Country :	UNITED STATES		BELGIUM
State/Province :	VIRGINIA		[Select Destination State/Province]
City Starting with :	ABCDEFGHIJKLMNOPQRSTUVWXYZ		ABCDEFGHIJKLMNOPQRSTUVWXYZ
City :	WDBQ(PRINCE WILLIAM) 22191 Find Zip		[Select Destination City(County) Zip] Find Zip
Estimated Mileage :		Estimated Weight :	4500
Estimated Unaccompanied Air Baggage :	450	Vehicle :	Class 2-Between 300 and 800 CF
Relocating Employees First Name :		Middle Initial :	
		Last Name :	
No. of Lines (TSFs) to be displayed : 129			
<input type="button" value="Query"/>			

Session Timeout: 10240

And that will take you to this page where you input the parameters of the move: from, to, weight, auto or not, specific agency, etc.

In this example we have punched in a potential move from VA to Belgium, utilizing an air, a sea, and an auto. We hit query at the bottom and we get the results.

U.S. General Services Administration  
Transportation Management Services Solution (TMSS)

HOUSEHOLD GOODS QUERY RESULTS

Click to Query   Download

Choose your TSP or Modify the Query; Agent selection provided later

Origin: WDRG, VA (22191)   Country: PRINCE WILLIAM   Weight: 4,500   IAB: 450   Move Date: 02/15/2007  
 Destination: BELGIUM   County:   Miles: 0   Vehicle Class: Class II Vehicle  
 Commuted Rate:   SRO:

New Carriers    General Transportation (G)  
 MI Greater Than or Equal To 100    Move Management (M)  
 Other Carriers    All Type Rates  
 Display All Carriers    Hiding 30 and 60 Days Storage Charge

Page No: 1 of 1


Company Name	Telephone	Tender	C	I	V	L	Surface Charge	Airs Charge	Vehicle	Total	CIT Rate
AALF AALCO FORWARDING	913-345-0234	0306	0	00	31.4194	155%	\$7,292.36	631%	\$1,352.39	\$4,721.00	\$13,415.75 100%
EDEV EAGLE VAN LINES	800-476-4080	EV11	108	56	115.1542	135%	\$6,351.41	627%	\$1,343.82	\$2,988.00	\$10,683.23 100%
INFI MAYFLOWER TRANST, LLC	800-325-3924	MA36	109	91	109.5604	141%	\$6,633.69	916%	\$1,263.22	\$4,005.00	\$12,601.91 172%
AIGP ARPIN INTERNATIONAL GROUP	800-995-2914	AIG9	102	44	107.7142	151%	\$7,104.17	607%	\$1,200.95	\$3,450.00	\$11,655.12 100%
UVLN UNITED VAN LINES, LLC	800-325-3924	UV36	101	54	103.7014	141%	\$6,633.69	916%	\$1,263.22	\$4,005.00	\$12,601.91 175%
AVLI ALLIED INTERNATIONAL NA, INC.	800-323-1909	1020	105	13	99.4600	172%	\$8,092.17	1,329%	\$2,040.39	\$5,400.00	\$16,540.56 110%
GWYI GATEWAYS INTERNATIONAL, INC.	866-492-8244	GWYS	0	00	39.2213	130%	\$6,116.17	875%	\$1,875.35	\$2,675.00	\$10,666.52 100%
INIC INTERSTATE INTERNATIONAL INC	888-472-6683	C17G	0	00	38.5253	137%	\$6,445.50	645%	\$1,382.40	\$3,067.00	\$10,894.90 93%

Session Timeout: counter: 10261

This is what the results look like. Blue is new to the program, green is a value index over 100, which is a combination of the customer satisfaction score and the pricing, and the rest are in yellow. What we are mostly concerned with here are the percentages in order to show you how the billed amounts are arrived at.

As an example I am using Arpin's rates (151 % sea, 607 % air, and 3250.00 auto) and we will look at the auto first since it is a flat fee. The auto is 3250.00 door to door. (take note of the "class 2" at the top of the page regarding the auto)

Autos are addressed by cubic feet and in the previous screen you had to choose what "category" or size you wanted pricing for.



# Automobile charges

GSA 2006-2007 Request for Offers  
Centralized Household Goods Traffic Management Program (CHAMP)

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Charge must be offered only on the following sizes and in accordance with RFO section 2-7.2.1.4.1 and 2-7.2.1.4.2.



1. Category 1 (CAT-1): Vehicles less than 300 cubic feet in physical measurement.
2. Category 2 (CAT-2): Vehicles between 300 and 800 cubic feet in physical measurement, and,
3. Category 3 (CAT-3): Vehicles exceeding 800 cubic feet in physical measurement.

**2007 Chevrolet Suburban**


External dimensions: overall length (inches): 219.3, overall width (inches): 78.9, overall height (inches): 75.4

$219 \times 79 \times 75 / 1728 = 751$  cubic feet

Toyota's smallest car – the Yaris – 351 cubic feet

Ford Focus – 374 cubic feet



So, we priced a category two auto and if we look in the rfo, that category is described as 300-800 cubic feet... Cubic feet is length times width times height of an object in inches then divide by 1728... 99% of autos are category two. To illustrate, some of the biggest cars you can think of and the smallest as well, all in category 2.... The chevy suburban is 751 cubic feet and the Yaris and focus in the high 3's, all in the 3-800 cubic foot category.

So, the auto is billed at 3250.00 FLAT.

