STATE OF UTAH "BEST VALUE" COOPERATIVE CONTRACT
CONTRACT NUMBER: MA2159

October 02, 2014

Revision number: Purchasing Agent: Garret Johnston
Phone #: 801-538-3216
Email: gkjohnston@utah.gov

Item: Office Moving Service - Local and Intrastate

Vendor: VC0000138185 Arrow Moving & Storage Co. of Utah
3960 South 300 West
Salt Lake City, Utah 84107

Internet Homepage: www.arrowmoving.net

General Contact: Lance Allan
Telephone: (801) 263-5342
Fax number: (801) 281-9735
Email: lallan@arrowmoving.net

Brand/trade name: Mayflower Transit
Price: See Attached
Effective dates: 11/01/2014 through 10/31/2019
Price guarantee period: 1 Year
Min charge per shipment: $250.00
Quarterly reports sent by: Lance Allan
Reporting Type: Summary

Other conditions:

REFER ALSO TO CONTRACT MA1107 and MA545 TO COMPARE RATES.

This is a new contract.

IFB #: GJ14005

This contract covers only those procurement items listed. When placing orders, make sure to identify your organization as a government entity and provide the contract number. It is the responsibility of the ordering agency to ensure that the vendor is given the correct delivery and billing address.
Agencies should return to the vendor any invoice which reflects incorrect pricing. Other items ordered that are not listed on the contract must be invoiced separately.

State agencies are to place orders directly with the vendor creating a PRC in Finet.

This contract information sheet is subject to change. State Purchasing doesn’t recommend that you print a copy due to the potential to change. Always view contract information online at [www.purchasing.utah.gov](http://www.purchasing.utah.gov)

Please contact the Purchasing Agent listed above if you have questions or concerns.

**USER INSTRUCTIONS:**
THIS IS A MULTIPLE AWARD CONTRACT AWARDED TO THE FOLLOWING 3 CONTRACTORS:
MA545 Mesa Systems Inc
MA1107 Bills Moving Inc dba A-1 Pioneer Moving & Storage
MA2159 Arrow Moving & Storage Co. of Utah, LP
Below are mandatory steps that must be done before you may purchase from this multiple award contract.

**Step 1:** Choose a minimum of two (2) contractors that provide the required service/product(s) you need. Please note a "$0.00" indicates the contractor does not provide that service or product. The requirement to obtain two or more quotes is waived when there is only one bidder award for the particular procurement item or geographical area.

**Step 2:** If obtaining quotes from only two (2) contractors, use a rotational system of requesting quotes for procurement item(s) needed to ensure each awarded contractor a fair opportunity to be considered for each order of a procurement item(s) from the procurement unit during the life of this cooperative contract.

**Step 3:** From each contractor providing a price quote, obtain a confirmation of State of Utah contract pricing.

**Step 4:** Compare and select the contractor providing the lowest quote and who meets the objective criteria described in the request for quote. Issue your purchase order. Document your low bid determination and keep with file for auditing purposes.

**CONTRACT SUMMARY OF RATES AND CHARGES**

**HOURLY RATES**

**STRAIGHT TIME** - WEEKDAYS - 8:00 AM to 5:00 PM

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Liftgate Truck</td>
<td>$15.00 per hour</td>
</tr>
<tr>
<td>2</td>
<td>Tractor &amp; Trailer</td>
<td>$15.00 per hour</td>
</tr>
<tr>
<td>3</td>
<td>Supervisor</td>
<td>$27.00 per hour</td>
</tr>
<tr>
<td>4</td>
<td>Crewman</td>
<td>$27.00 per hour</td>
</tr>
<tr>
<td>5</td>
<td>Packer</td>
<td>$27.00 per hour</td>
</tr>
<tr>
<td>6</td>
<td>Casual Labor*</td>
<td>$21.00 per hour</td>
</tr>
<tr>
<td>7</td>
<td>Warehouseman (pack/unpack)</td>
<td>$27.00 per hour</td>
</tr>
</tbody>
</table>
OVERTIME RATES - BEFORE 8:00 AM and AFTER 5:00 PM & HOLIDAYS

1. Liftgate Truck $18.75 per hour
2. Tractor Trailer $18.75 per hour
3. Supervisor $33.75 per hour
4. Crewman $33.75 per hour
5. Packer $33.75 per hour
6. Casual Labor* $31.50 per hour
7. Warehouseman (pack/unpack) $33.75 per hour

*Casual Labor: Someone who was hired for a few hours to do work. Typically used one-time or on a very sporadic basis. Workers performing casual labor are either independent contractors or employees of an employment agency.

DEAD HEAD MILES
Deadhead will be any trip over 50 air-mile radius from Carrier's terminals.

1. Deadhead rate $ .95 per mile one way

VALUATION COVERAGE (INSURANCE)

The Carrier’s rates include full replacement value protection against possible loss or damage while property is in the custody of the Carrier. Carrier is responsible for the satisfactory repair, or replacement (at State’s option) of any State property that is lost, damaged or stolen while in Carrier’s custody and the satisfactory repair of any damage to buildings or grounds. The ordering agency must declare any item of extraordinary value (above $10,000). If the Carrier is required to purchase additional insurance to provide full value protection for that item, the Shipper will cover the cost and the Carrier will be allowed to pass the additional coverage to the shipper. That charge must be fully documented and included in both the written estimate and the invoice to the agency covering the total cost of the move.
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FILING A CLAIM

If the agency has determined that damage or loss to property has occurred, the agency shall note it on the Carrier’s shipping order or freight bill and file a formal claim by:

1. Sending a written notice to the office of the Carrier describing the loss or damage.
2. List each of the damaged articles.
3. Including the valuation of each.
4. Providing the Carrier’s order number, date of move, origin and destination.
5. Storing any damaged packing material or other evidence of damage.
6. Retaining copies of all receipts, correspondence, repair estimates, etc.

Claims shall be filed within (90) days after delivery or after loss have been reasonably established.

SALE OF NEW OR USED CARTONS AND PACKING MATERIALS

Used boxes/containers (if available) will be provided at no charge to agency. Agency may return reusable boxes/containers in good condition to carrier for a prorated refund. Unused boxes will be returned for full value.

CARTONS/CRATES

<table>
<thead>
<tr>
<th>Description</th>
<th>EACH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto-Lock Box (1.5 cu. Ft.)</td>
<td>$ 1.30</td>
</tr>
<tr>
<td>1.5 cu. ft. carton</td>
<td>$ 1.00</td>
</tr>
<tr>
<td>3.1 cu. ft</td>
<td>$ 1.50</td>
</tr>
<tr>
<td>4.5 cu. ft</td>
<td>$ 2.00</td>
</tr>
<tr>
<td>6.1 cu. ft</td>
<td>$ 3.00</td>
</tr>
<tr>
<td>Mirror carton</td>
<td>$ 16.00</td>
</tr>
<tr>
<td>Dish Pack box</td>
<td>$ 5.25</td>
</tr>
<tr>
<td>Monitor Bag</td>
<td>$ 2.25</td>
</tr>
<tr>
<td>Computer Bag</td>
<td>$ 2.25</td>
</tr>
<tr>
<td>Wooden crate construction</td>
<td>$ 17.50 per cubic foot</td>
</tr>
<tr>
<td>Cost to deliver containers (used/unused)</td>
<td>$ 65.00 Lot</td>
</tr>
<tr>
<td>Cost to pick up containers (used/unused)</td>
<td>$ 65.00 Lot</td>
</tr>
</tbody>
</table>

PACKING MATERIALS

<table>
<thead>
<tr>
<th>Description</th>
<th>UNIT PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clear Packing Tape</td>
<td>$ 2.25 per roll</td>
</tr>
<tr>
<td>Duct Tape</td>
<td>$ 2.25 per roll</td>
</tr>
<tr>
<td>Bubble wrap</td>
<td>$ 140.00 per roll</td>
</tr>
<tr>
<td>Shrinkwrap</td>
<td>$ 13.50 per roll</td>
</tr>
<tr>
<td>Pressure Sensitive Labels</td>
<td>$ 20.00 1,000 per roll</td>
</tr>
<tr>
<td>Packing Paper</td>
<td>$ 47.50 per 50lb</td>
</tr>
</tbody>
</table>
EQUIPMENT RENTAL (Carrier's labor used for the move)

Computer Cart Rental $ 2.50 per day
Low Cart Rental $ 0.00 per day
Library Cart Rental $ 2.50 per day
Panel Cart Rental $ 2.50 per day
Tote Rental $ .50 per day

EQUIPMENT RENTAL (Shipper's labor uses the equipment for internal moves)

Computer Cart Rental $ 4.00 per day
Low Cart Rental $ 0.00 per day
Library Cart Rental $ 4.00 per day
Panel Cart Rental $ 4.00 per day
Tote Rental $ .75 per day

SHORT TERM AND LONG TERM STORAGE

Drayage in/out will be at contract hourly rates and/or deadhead rates. Short term storage (SIT) is up to 180 days. The valuation coverage, stated above, will also cover all moves for short term storage in transit up to 180 days, if required.

SHORT TERM OFFICE STORAGE

Daily Storage Rate $ .10 cwt
Monthly Storage $2.75 cwt.
Warehouse Handling $3.00 cwt.

LONG TERM OFFICE STORAGE (181 days plus)

Daily Storage Rate $0.00 cwt
Monthly Storage $2.75 cwt.
Warehouse Handling $3.00 cwt.

FINET COMMODITY CODE(S):
962560000000 - Moving Services