



MASTER AGREEMENT #111325
CATEGORY: Express Courier and Gound Delivery Logistics Services

SUPPLIER: United Parcel Service, Inc.

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, Staples, MN 56479 (Sourcewell) and United Parcel Service, Inc., an Ohio corporation located at Glenlake Parkway NE, Atlanta, GA 30328 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

Article 1:
General Terms

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction. For the purposes of this Contract, non-profit, non-government entities, and entities located in Canada may not have access to this Contract.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about

Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on January 28, 2030, unless it is cancelled or extended as defined in this Agreement.
 - a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
 - b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances, and upon mutual agreement between the parties.
- 6) **Survival of Terms.** Notwithstanding the expiration or termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the expiration or termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in (Solicitation #111325) to Participating Entities. In-scope solutions include:
 - a) Documents, letters, parcels, and packages;
 - b) Heavyweight, oversized, freight, and palletized items;
 - c) Regulated or controlled shipments, including but not limited to hazardous materials, biological/medical materials, perishable goods, high-value and restricted goods; and,Products and accessorial services related to the shipment types described in 7) a) – c), including but not limited to: same-day, expedited, ground, weekend/after-hours, white-glove/inside delivery, and liftgate service
- 8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.
- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.
- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement. Supplier rates established under this Contract will be effective for a Participating Entity, which includes Sourcewell, no sooner than three weeks after the date the Supplier's "UPS Customer Agreement" for procurement of services under this Contract is fully executed and delivered to Supplier by the Participating Entity. All services under this Contract are subject to the Supplier's service offering to the general public at the time of shipping. Supplier's pricing under this contract is for base transportation rates. All other charges and fees that may apply can be found on the Supplier's Rate and Service Guide, in effect at the time of shipping and are updated periodically.
- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities.

12) Supplier Representations:

- i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.
- ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.

13) Bankruptcy Notices. Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the term of this Agreement.

14) Debarment and Suspension. Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time during the term of this Agreement.

**Article 2:
Sourcewell and Supplier Obligations**

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

- 1) Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. Supplier is entitled to an annual 3% increase to the transportation rates, up to the amount allotted by either the Consumer Price Index (CPI) or Producer Price Index (PPI), at Supplier's election. For the avoidance of doubt, the entitled 3% annual increase must be submitted through the Price and Product Change process for documentation purposes. At a minimum, the request must:
- Identify the applicable Sourcewell Agreement number;
 - Clearly specify the requested change;
 - Provide sufficient detail to justify the requested change;
 - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
 - Include a complete restatement of Pricing List with the effective date of the modified pricing, product addition or deletion, The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

- 2) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
- Maintenance and management of this Agreement;
 - Timely response to all Sourcewell and Participating Entity inquiries; and
 - Participation in reviews with Sourcewell.

Sourcewell's Authorized Representative is its Chief Procurement Officer.

- 3) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.
- 4) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.
- 5) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Sourcewell Participating Entity Account Number;
- Transaction Description;
- Transaction Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Transaction was invoiced/sale was recognized as revenue by Supplier.

If collected by Supplier, the Report may include the following fields as available:

- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;

- 6) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities

utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.

- 7) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.
- 8) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.
- 9) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.
- 10) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.
- 11) **Assignment, Transfer, and Administrative Changes.** Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.
- 12) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.
- 13) **Waiver.** Failure by either party to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 14) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.
- 15) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.

- 16) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.
- 17) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.

Intentionally Omitted.

- 18) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term within any transaction documents.
- 19) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.
- 20) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:
- a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
- \$1,000,000 each occurrence Bodily Injury and Property Damage
 - \$1,000,000 Personal and Advertising Injury
 - \$2,000,000 aggregate for products liability-completed operations
 - \$2,000,000 general aggregate

- b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.
- c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

Waiver of Subrogation. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

- d) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

- 21) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.
- 22) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

Article 3: Supplier Obligations to Participating Entities

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement.

Additional terms and conditions to a purchase order, or other required transaction documentation, may be

negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum; the terms of which will be negotiated directly between the Participating Entity and the Supplier. For any orders made pursuant to this Contract, the terms and conditions set forth in the Supplier's Rate and Service Guides and The UPS Tariff/Terms and Conditions of Service (collectively "Supplier's Small Package Terms and Conditions") in effect at the time of shipping are each incorporated by this reference. The Supplier's Rate and Service Guide and UPS Tariff/Terms and Conditions of Service are periodically updated and are available at www.ups.com and local UPS offices. Any conflict among the contract documents will be resolved giving precedence in the following order, highest to lowest: 1) The terms set out in Articles 1-3 of this Contract; 2) Supplier's Small Package Terms and Conditions; 3) Supplier's Proposal, and 4) the Solicitation.

Additional terms and conditions will only be incorporated by express agreement in a writing signed by Supplier and Supplier's consent to additional terms and conditions will not be evidenced by the fulfillment of orders. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract..

- 1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.
- 2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.
- 3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.
- 4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.
- 5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity's unique Sourcewell account number.

Additional Terms and Conditions Permitted. Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcwell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.

Sourcwell

United Parcel Service, Inc. dba UPS

Signed by:

C0FD2A139D06489...

DocuSigned by:

D1D5D58089C3458...

By: _____

By: _____

Jeremy Schwartz

Benito "Ben" Pena

Title: Chief Procurement Officer

Title: Enterprise Account Executive

Date: 2/25/2026 | 3:12 PM CST

Date: 2/25/2026 | 1:03 PM CST

RFP 111325 - Express Courier and Ground Delivery Logistics

Vendor Details

Company Name: United Parcel Service
Does your company conduct business under any other name? If yes, please state: UPS Supply Chain Solutions
Address: 55 Glenlake Pkwy NE
Atlanta, Georgia 30328
Contact: Benito Pena
Email: benitopena@ups.com
Phone: 210-213-7462
Fax: 210-213-7462
HST#: 36-2407381

Submission Details

Created On: Monday October 13, 2025 12:09:56
Submitted On: Thursday November 13, 2025 14:43:27
Submitted By: Benito Pena
Email: benitopena@ups.com
Transaction #: 30cf3841-2f11-40d2-a983-99685467dbf6
Submitter's IP Address: 147.243.178.138

Specifications

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer's corporate organization affiliation.

Line Item	Question	Response *
1	Provide the legal name of the Proposer authorized to submit this Proposal.	United Parcel Service, Inc.
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Yes
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	UPS UPS Supply Chain Solutions, Inc United Parcel Service, Inc. an Ohio Company
4	Provide your CAGE code or Unique Entity Identifier (SAM):	0T5W7
5	Provide your NAICS code applicable to Solutions proposed.	481112
6	Proposer Physical Address:	55 Glenlake Pkwy NE, Atlanta, GA 30328
7	Proposer website address (or addresses):	www.ups.com
8	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer):	Benito "Ben" Pena, Enterprise Account Executive 55 Glenlake Pkwy NE, Atlanta, GA 30328 benitopena@ups.com 210-213-7462
9	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Benito "Ben" Pena, Enterprise Account Executive 55 Glenlake Pkwy NE, Atlanta, GA 30328 benitopena@ups.com 210-213-7462
10	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Ferdinand "Yogi" Williams, Government Sales Manager 55 Glenlake Pkwy NE, Atlanta, GA 30328 fwilliamsjr@ups.com 346-907-7367

Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)

Line Item	Question	Response *
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11	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	<p>Since 1907, UPS has strived to build a dynamic network to meet our customers' delivery logistics requirements. Operating in more than 200 countries and territories, UPS is committed to moving our world forward by delivering what matters. Beginning as a small messenger service started by enterprising teenagers and a \$100 loan, UPS and its approximately 490,000 UPSers around the globe are a transportation and logistics leader, offering innovative solutions to customers, big and small. UPS understands and appreciates its responsibility to help build safer, stronger and more resilient communities founded on economic opportunity for all, supported by a healthy, sustainable global environment.</p> <p>UPS has grown into a \$91.1 billion corporation by meeting our customers' delivery logistics requirements, building a comprehensive global infrastructure, and continuously advancing our technological capabilities. Headquarters located in Atlanta, UPS has a proven history of serving our customers in ever-changing environments due to our embrace of innovation both internally and externally. The foundation of UPS's business stems from our reputation for operational excellence.</p> <p>UPS effectively manages the flow of goods, funds, and information throughout more than 200 countries and territories worldwide.</p> <p>In carrying out our purpose, we're driven by an unwavering commitment to our values: trust, responsibility, excellence and integrity.</p> <ul style="list-style-type: none"> • Trust: We're determined people, working together. Collaborating with each other, our customers and our communities leads to shared success and meaningful results. • Responsibility: We focus relentlessly on the future. We're reliable problem solvers who embrace new ideas and take smart risks to unlock value and build a better tomorrow. • Excellence: Our service to our customers, people and communities is unmatched. We aim to exceed expectations in everything we do. • Integrity: We deliver what we promise with honesty and transparency – every day, in every way. We're committed to doing what's right, even when it's hard. <p>Our UPS Executive Leadership Team, and all UPSers, are writing the next chapter of this great company. We are guided by our strategy, Customer First, People Led, Innovation Driven, as we transform nearly every aspect of our business. A better not bigger framework guides our focus on innovative, customer-first solutions in high-growth areas. As a global logistics leader, we understand and appreciate our responsibility to help build safer, stronger and more resilient communities founded on economic opportunity for all.</p> <ul style="list-style-type: none"> • Customer First is about providing a frictionless customer experience. By focusing on what matters most to our customers – speed and ease – we aim to provide the best digital experience powered by our global smart logistics network. We track our progress in this area through improvements in our net promoter score. • As a People Led organization, we're guided by the purpose of moving our world forward by delivering what matters. We're modernizing our strong values-based culture and encouraging our people to bring their authentic selves to work – making UPS a place they enthusiastically recommend to friends and family. We measure our success on this strategic initiative through improvements in likelihood to recommend. • Innovation Driven is about taking a more disciplined approach to capital allocation, driving more productivity from the assets we own and improving U.S. revenue quality to generate better bottom-line results. We are using world-class technology and ingenuity to make productivity a virtuous cycle and achieve operational excellence. We track our progress on this element by measuring improvements in return on invested capital.
12	What are your company's expectations in the event of an award?	<p>UPS is elated to continue the longstanding relationship with Sourcewell. UPS will continue to provide solutions and value to Participating Entities and create enhancements based on the past experiences as it does with all customers. UPS will work with potential Participating Entities and position the benefits of the Sourcewell agreement. UPS expects to enhance its current list of Participating Entities utilizing UPS marketing strategies.</p>
13	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	<p>UPS takes a balanced, financially disciplined approach that generates long-term value for shareowners. Our strong credit rating gives us the flexibility to pursue strategic growth opportunities and continuously invest in our industry-leading delivery network. UPS is the world's premier package delivery company and a leading provider of global supply chain management solutions. We operate one of the largest airlines and one of the largest fleets of alternative fuel vehicles under a global UPS brand. We deliver packages each business day for 1.6 million shipping customers to 10.1 million delivery customers in over 200 countries and territories. In 2024, we delivered an average of 22.4 million packages per day, totaling 5.7 billion packages during the year. Total revenue in 2024 was \$91.1 billion. This is important to both Sourcewell and its members alike in that our financial stability means that UPS is positioned to be your long-term partner. This also provides reassurance that UPS will be able to sustain a prosperous and profitable long-term professional partnership. For more detailed information regarding UPS's financial strength, please visit our investor relations site at: https://investors.ups.com/company-profile/annual-reports</p> <p>The following are additional highlights to consider:</p> <ul style="list-style-type: none"> • In 2024 we continued to generate strong results that position us for profitable growth. UPS generated excellent cash flow, with cash from operations of \$10.1 billion and free cash flow of \$6.3 billion. • We invested \$3.9 billion in capital expenditures and approximately \$1.3 billion was spent related to projects which support our environmental sustainability goals. • Returned \$5.9 billion to shareowners, consisting of \$5.4 billion in cash dividends and \$500 million in share repurchases.
14	Tell us your US market share for your proposed Solutions. OR, provide the number of US Education and Government entities you have served over the past three (3) years, your retention rates, along with the total number of states where you have made sales.	<p>As a publicly traded Fortune 500 company UPS serves a large segment of commercial business and government entities. We consider market-share data proprietary and therefore cannot share this information. We can provide volume numbers for 2024 that could help in your review.</p> <ul style="list-style-type: none"> • Global daily average delivery volume - 22.4 million packages and documents. • U.S. daily average delivery volume 19.2 million packages and documents. • International daily average delivery volume 3.2 million packages and documents.

15	<p>Tell us your Canadian market share for your proposed Solutions.</p> <p>OR, provide the number of US Education and Government entities you have served over the past three (3) years, your retention rates, along with the total number of provinces where you have made sales.</p>	<p>As a publicly traded Fortune 500 company UPS serves a large segment of commercial business and government entities. We consider market-share data proprietary and therefore cannot share this information. We can provide additional facts that could help in your review.</p> <ul style="list-style-type: none"> • Approximately 1,200 (The UPS Store Canada® locations, authorized shipping outlets, customer centres and UPS Access Point® locations) • 67 facilities in Canada, 2.6 million sq. ft. of space • Over 3,000 (package cars, tractors, trailers and shifters) of which more than 24% run on alternative fuels. • Daily Flights • Intra - Canada: 76 • International: 120 	*
16	<p>Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years.</p> <p>Proposer must provide notice in writing to Sourcwell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.</p>	<p>UPS has not filed for bankruptcy protection within the past seven years.</p>	*
17	<p>How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b).</p> <p>a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned?</p> <p>b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?</p>	<p>B) For the purpose of this RFP UPS is a service provider with 100% of our sales and service force being UPS employees.</p>	*
18	<p>If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.</p>	<p>UPS has obtained the necessary licenses and certifications to provide the UPS Services submitted in this proposal. UPS collaborates with state and federal governments to ensure compliance in transportation requirements.</p>	*
19	<p>Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcwell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.</p>	<p>UPS has not been suspended or debarred during the past 7 years.</p>	*
20	<p>Describe any relevant industry awards or recognition that your company has received in the past five years.</p>	<p>UPS has received numerous awards and recognition over the last 5 years that are too extensive for a brief mention. Below is a partial list of 2024 and 2025 awards. The complete list can be found at https://about.ups.com/us/en/newsroom/awards-and-recognition.html</p> <p>2025</p> <ul style="list-style-type: none"> • UPS ranked No. 1 in the shipping and delivery services category on Newsweek's America's Best of the Best. • UPS ranked No. 1 in the Transport, Logistics & Packaging category on Newsweek's Most Trustworthy Companies in America. • UPS named to Fortune World's Most Admired Companies list. • The UPS Store ranks No. 1 on Forbes' Best Customer Service list. <p>2024</p> <ul style="list-style-type: none"> • UPS named Most Valuable Logistics Brand by Brand Finance. • UPS recognized as Best Company to Work For by Women's Choice Award. • UPS ranked No. 1 in the shipping and delivery services category on Newsweek's America's Best of the Best. • UPS presented the Corporate Social Responsibility Impact of the Year Award by The Georgia Hispanic Chamber of Commerce (GHCC). 	*
21	<p>What percentage of your sales are to the governmental sector in the past three years?</p>	<p>All government sales represent approximately 1% of UPS total revenue.</p>	*
22	<p>What percentage of your sales are to the education sector in the past three years?</p>	<p>Public education institutions in addition to some private institutions are included in government sales figure provided in question #21.</p>	*
23	<p>List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?</p>	<p>While UPS does not share one customer's information with another customer, we do see the value in cooperatives and are currently engaged with other select cooperatives which have members in various areas of government and education. Some of this information may be public and readily available to Sourcwell through independent market research.</p>	*
24	<p>List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?</p>	<p>The responding UPS entity does not currently hold any contracts directly with GSA. The only contracts that the responding entity has are small package contracts with Sourcwell and the National Association of State Procurement Officials (NASPO).</p>	*

Table 2B: References/Testimonials

Line Item 25. Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *
While UPS does not share one customer's information with another customer, as the incumbent carrier UPS has a proven track record of providing industry leading service to Sourcwell's Participating Entities throughout our longstanding relationship. As such we would rely on existing Sourcwell Participating Entity' s data that is readily available to Sourcwell.		
While UPS does not share one customer's information with another customer, as the incumbent carrier UPS has a proven track record of providing industry leading service to Sourcwell's Participating Entities throughout our longstanding relationship. As such we would rely on existing Sourcwell Participating Entity' s data that is readily available to Sourcwell.		
While UPS does not share one customer's information with another customer, as the incumbent carrier UPS has a proven track record of providing industry leading service to Sourcwell's Participating Entities throughout our longstanding relationship. As such we would rely on existing Sourcwell Participating Entity' s data that is readily available to Sourcwell.		

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company's capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. **Your response should address in detail at least the following areas:** locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
26	Sales force (see directions above).	<p>UPS has invested a great amount of resources to ensure the individuals that lead our salesforce are highly capable and experienced. It's the job of the UPS salesforce to deliver insight and value rather than sales pitches to Participating Entities. Enterprise Account Executive Benito "Ben" Pena is the primary contact for the Sourcwell staff and an internal champion for Participating Entities at UPS. Ben brings 12 years of sales experience in UPS service and solutions and over 20 years of work experience in government/educational entities. Ben Pena's government team consists of an Inside Sales group and geographically located Account Executives. Currently, UPS accounts numbers with an annual spend over a certain threshold will be assigned a local Account Executive to oversee the account while UPS accounts with an annual spend under the established threshold will be assigned an Inside Sales Rep that will oversee the account. The sales force is supported by sales training and resources which help provide insight when working with commonwealths, states, agencies, local governments, and institutions of higher education. The UPS sales force is also supported by industry experts and specialists with expertise in international shipping, hazardous materials, and other logistics and distribution services. UPS is positioned to offer nationwide commercial insight and provide Participating Entities with services and support.</p> <p>Sourcwell Government Sales Team</p> <p>Benito "Ben" Pena – Enterprise Account Executive (EAE) Ferdinand "Yogi" Williams – Government Sales Manager Inside Sales Enterprise Account Executives Inside Sales Account Representatives</p>
27	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	UPS government sales is marketed and sold by UPS employees exclusively. This agreement and its benefits are not available to any external group for marketing or selling.
28	Service force (see directions above).	<p>UPS has an operational footprint that is able to provide Participating Entities with the best service in the industry. As of 2024, UPS has more than 16,000 Access Points in the United States, which includes 5,300 UPS Stores. UPS also has over 17,000 drop box locations and approximately 1,800 operating centers. We have approximately 490,000 employees of which 406,000 are in the U.S. and 84,000 are located internationally.</p> <p>UPS provides service support that is one click away: https://www.ups.com/us/en/help-center/contact.page. Participating entities also have access to the Preferred Customer Engagement Group.</p>

<p>29</p>	<p>Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.</p>	<p>In order to access the offered incentives, Participating Entities will need to create an account with UPS, identify the participating addendum under which they are shipping and confirm eligibility. If a participating addendum is not identified the customer will be required to sign one. UPS can accommodate the use of purchase orders but will not be subject to any additional terms and conditions contained in those purchase orders unless expressly agreed in writing as evidenced by a signature. UPS rejects any attempts to show agreement through the fulfillment of orders and all such attempts must be deemed null and void under any resulting contract with Sourcewell. Once an account has been established and aligned to the incentives under the resulting contract, shippers have multiple options for placing individual orders. UPS's technology solutions are available to increase efficiencies for customers in their use of paid transportation services that are the focus of this solicitation. Use of UPS technology solutions are subject to terms and conditions applicable to the solution used, in effect at the time of shipping.</p> <p>Sourcewell members can utilize UPS.com shipping to print UPS labels from a secure online environment:</p> <ul style="list-style-type: none"> • Web-based shipping system allows anyone in your company to ship from anywhere. • Process UPS package shipments using a single application to obtain a rate quote, schedule pickups, process paperless trade documentation and track shipments. • Simplify shipping with shipping preferences and the UPS address book. • Export your history to integrate with other systems. • No software or setup required. • Ship using a UPS account, credit card, debit card or PayPal® account. • Batch file shipping lets you create up to 250 UPS shipments with a single file upload. <p>Sourcewell members can utilize UPS CampusShip to gain control and reporting of your employees' shipping activities in a secure environment, controlled by an administrator:</p> <ul style="list-style-type: none"> • A web-based shipping system that allows anyone in your company to ship or track from anywhere while providing complete visibility and control to the shipping decision-maker. • Process UPS package shipments using a single application to obtain a rate quote, schedule pickups, process paperless trade documentation and track shipments. • Ship UPS small package and international shipments using a shared address book for multiple users. • Export your history to integrate with other systems. • No software required. • Batch file shipping lets you create up to 250 UPS shipments with a single file upload. • Visit UPS CampusShip at ups.com, contact your local representative or call 1-800-PICK-UPS (1-800-742-5877). <p>Sourcewell members can utilize UPS Worldship, a Full-featured Windows®-based software for customers with high-volume shipping needs:</p> <ul style="list-style-type: none"> • Process UPS package shipments using a single application to obtain a rate quote, schedule pickups, process paperless trade documentation and track shipments. • Choose from several options for inputting shipment data, ranging from manual entry to fully automated, hands-free shipping. • Streamline shipment processing by customizing default settings to match your shipping preferences. • Connect WorldShip software to your accounting and customer service systems for seamless cross-functional communication. • Create custom labels with your company logo or promotional information. • Batch file shipping lets you create up to 250 UPS shipments with a single file upload. <p>UPS Developer Kit – a Suite of Application Programming Interfaces (APIs) that provides your programmers and integrators flexibility when integrating UPS shipping functionality directly into your business systems and websites. APIs improve efficiencies through automation of business processes:</p> <ul style="list-style-type: none"> • Utilize XML and web services technologies. • Give you access to as many UPS services as you choose. • Other UPS Developer Kit APIs include Address Validation, Locator (and Plugin), Pickup, Quantum View,® Rating, Tracking, Time in Transit and UPS TradeAbility.® • For detailed information on APIs, please visit the UPS Developer Portal UPS <p>Ordering - For detailed information for updated shipping / ordering solutions, please visit the UPS Rate and Service Guide in effect at the time of shipping.</p>
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30	Describe in detail the process and procedure of your customer service and issue-resolution program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	<p>UPS will provide Sourcewell and its members with a phone number and email to our Preferred Customer Group for customer service and issue resolution. For urgent matters we recommend calling our Preferred Customer Group for immediate assistance, while emailing them for non-urgent situations. Quality and performance are important factors when making your decisions regarding vendors. Many view UPS's operational organization as "best in class", and our own internal quality system is widely recognized for its effectiveness.</p> <p>To satisfy our customers every day, a superior organizational system is critical. UPS is dedicated to our vision and strategy Customer First, People Led and Innovation Driven. Customer First is about providing a frictionless customer experience. By focusing on what matters most to our customers – speed and ease – we aim to provide the best digital experience powered by our global smart logistics network. We track our progress in this area through improvements in our net promoter score.</p> <p>Our Corporate Quality Policy states: "We serve our customers through a total commitment to service excellence and customer satisfaction. With this commitment, we will ensure quality products and services to both our internal and external customers. Through the involvement of our people, we will continuously improve our products, processes, and systems with teamwork, innovation, and leadership." We have consistently been a leader in process improvement. Our companywide standards for operational efficiency and quality remain a benchmark in our industry.</p> <p>UPS maintains a customer Help and Support Center page. This page contains frequently asked questions and answers, along with links to support in different areas. Sourcewell members are able to access this site and find information to assist with UPS situations.</p>
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities.	<p>UPS has the service and substantial operations to support Participating Entities across the United States and across the globe. UPS provides reliable, on time guaranteed delivery to business and residential addresses across the globe. As of 2024, UPS has more than 1,800 operating centers in the U.S., over 490,000 employees and approximately 135,000 package cars, vans, tractors, motorcycles, including more than 19,000 alternative fuel and advanced technology vehicles. UPS has the capacity and experience to provide US domestic and international door-to-door express small package air services covering interstate, intrastate and international service.</p> <p>The UPS network is extremely flexible and convenient for Sourcewell customers. Packages in our system range from individual letters up to packages weighing 150 lbs. All packages in the UPS system are bar-coded and scanned as the packages travel through our system. Tracking information is available to shippers on our website at www.ups.com. Packages can be tracked via a number of methods, and UPS offers tools, under specific terms and conditions, that provide our customers with proactive visibility over all of their shipments.</p> <p>UPS has a long history of driving innovations that propel its business and bring industry-leading solutions to logistics. UPS understands the performance expectations, deliverables, and outcomes of this RFP. We are ready to meet and exceed these requirements with our comprehensive portfolio which offers competitive guaranteed, time-definite delivery options. Our account management approach leverages best practices to ensure the timely implementation and on-going support of our services. Our quality assurance practices position us well to meet and exceed Sourcewell service requirements. Finally, our experience allows us to understand your needs and in turn be a formidable partner with Sourcewell.</p>
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	<p>For the purposes of this RFP and due to limited information regarding Canadian opportunity, our response does not provide access to Canadian based Sourcewell members. However, UPS does have origin Canada capabilities. Services in Canada are available outside of this Sourcewell Contract at the published rates and are subject to Supplier's service offering to the general public, in effect at the time of shipping, located on the updated UPS® Canada Rate & Service Guide - https://www.ups.com/assets/resources/media/en_CA/rate_guide_ca.pdf.</p>
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	<p>For the purposes of this RFP and due to limited information regarding opportunity, our response does not provide access to Sourcewell members outside the continental United States. However, UPS does have capabilities to service outside of the continental United States. Services in Alaska, Hawaii, and US territories are available for Participating Entities outside of this Sourcewell Contract at the published rate and are subject to Supplier's service offering to the general public, in effect at the time of shipping, located on the updated UPS Rate & Service Guide, https://www.ups.com/assets/resources/media/en_US/daily_rates.pdf and the UPS Rate and Service Guide Alaska & Hawaii - https://www.ups.com/assets/resources/media/en_US/ak_hi_rates.pdf. UPS is open to future discussions on business outside of the continental United States.</p> <p>For the purposes of this RFP and due to limited information regarding Canadian opportunity, our response does not provide access to Canadian based Sourcewell members. However, UPS does have origin Canada capabilities. Services in Canada are available outside of this Sourcewell Contract at the published rates and are subject to Supplier's service offering to the general public, in effect at the time of shipping, located on the updated UPS® Canada Rate & Service Guide - https://www.ups.com/assets/resources/media/en_CA/rate_guide_ca.pdf.</p>
34	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	<p>UPS will not be servicing retail/profit-based firms or non-profit, non-government organizations via this Sourcewell agreement. Third parties shall not benefit from the incentivized rates under this agreement.</p>

35	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	For the purposes of this RFP and due to limited information regarding opportunity, our response does not provide access to Sourcewell members outside the continental United States. However, UPS does have capabilities to service outside of the continental United States. Services in Alaska, Hawaii, and US territories are available for Participating Entities outside of this Sourcewell Contract at the published rate and are subject to Supplier's service offering to the general public, in effect at the time of shipping, located on the updated UPS Rate & Service Guide, https://www.ups.com/assets/resources/media/en_US/daily_rates.pdf and the UPS Rate and Service Guide Alaska & Hawaii - https://www.ups.com/assets/resources/media/en_US/ak_hi_rates.pdf . UPS is open to future discussions on business outside of the continental United States.	*
36	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	UPS will not be servicing retail/profit-based firms or non-profit, non-government organizations via this Sourcewell agreement. Third parties shall not benefit from the incentivized rates under this agreement.	*

Table 4: Marketing Plan (100 Points)

Line Item	Question	Response *
37	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>UPS Internal Communication</p> <ul style="list-style-type: none"> • Upon announcement of a signed award, UPS will distribute a nationwide announcement to all sales resources responsible for Sourcewell member accounts to inform them of the newly signed agreement. <p>UPS External Communication</p> <ul style="list-style-type: none"> • UPS will promote the agreement on the UPS Local Government industry solutions page, https://www.ups.com/us/en/support/shipping-support/local-government-shipping. This site contains links that provide information for technology solutions, as well as a link to the UPS landing page on the Sourcewell website. • UPS salesforce will promote the benefits of this agreement to prospective entities.
38	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	UPS understands the importance and effectiveness of social media engagement in relaying the value of UPS to its customers. As such we utilize social media to promote relevant solutions as well as client content to our broader audience. UPS can utilize our social media channels to promote this agreement, if deemed applicable.
39	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	<p>UPS feels Sourcewell's role in promoting the contract is the following:</p> <ul style="list-style-type: none"> • Provide continued guidance to ensure that the vendor relationship is one of service to the membership. • Provide insight of the best way to support and serve the members. • Forward all member request to UPS for proper alignment to the Sourcewell benefits. <ul style="list-style-type: none"> • UPS will distribute a nationwide announcement to all sales resources responsible for Sourcewell member accounts to inform them of the newly signed award. • UPS salesforce will promote the Sourcewell agreement when engaging with prospective customers.
40	Are your Solutions available through an e-Procurement or e-Commerce ordering process? If so, describe your system(s) and provide one (1) example of how governmental and educational customers have used them.	<p>UPS's technology solutions are available for Sourcewell members to utilize in ordering transportation services that are the focus of this solicitation. Use of UPS technology solutions are subject to terms and conditions applicable to the solution used, in effect at the time of shipping.</p> <p>Sourcewell members can utilize UPS.com shipping to Print UPS labels from a secure online environment:</p> <ul style="list-style-type: none"> • Web-based shipping system allows anyone in your company to ship from anywhere. • Process UPS package and freight shipments using a single application to obtain a rate quote, schedule pickups, process paperless trade documentation and track shipments. • Simplify shipping with shipping preferences and the UPS address book. • View history, track and reprint your Air Freight and UPS Worldwide Expedited® Ground Freight waybill from one page. • Export your history to integrate with other systems. • No software or setup required. • Ship using a UPS account, credit card, debit card or PayPal® account. <p>Sourcewell members can utilize UPS CampusShip to Gain control and reporting of your employees' shipping activities in a secure environment, controlled by an administrator:</p> <ul style="list-style-type: none"> • A web-based shipping system that allows anyone in your company to ship or track from anywhere, but gives complete visibility and control to the shipping decision-maker. • Process UPS package and freight shipments using a single application to obtain a rate quote, schedule pickups, process paperless trade documentation and track shipments. • Ship UPS small package, freight and international shipments using a shared address book for multiple users. • Export your history to integrate with other systems. • No software required. • Visit UPS CampusShip at ups.com, contact your local representative or call 1-800-PICK-UPS (1-800-742-5877). <p>Sourcewell members can utilize UPS WorldShip, a Full-featured Windows®-based software for customers with high-volume shipping needs:</p> <ul style="list-style-type: none"> • Process UPS package and freight shipments using a single application to obtain a rate quote, schedule pickups, process paperless trade documentation and track shipments. • Choose from several options for inputting shipment data, ranging from manual entry to fully automated, hands-free shipping. • Streamline shipment processing by customizing default settings to match your shipping preferences. • Connect WorldShip software to your accounting and customer service systems for seamless cross-functional communication. • Create custom labels with your company logo or promotional information. <p>UPS Developer Kit – a – Suite of Application Programming Interfaces (APIs) that provides your programmers and integrators flexibility when integrating UPS shipping functionality directly into your business systems and websites. APIs improve efficiencies through automation of business processes:</p> <ul style="list-style-type: none"> • Utilize XML and web services technologies. • Give you access to as many UPS services as you choose. • Other UPS Developer Kit APIs include Address Validation, Locator (and Plugin), Pickup, Quantum View,® Rating, Tracking, Time in Transit and UPS TradeAbility.®

Table 5A: Value-Added Attributes (100 Points, applies to Table 5A and 5B)

Line Item	Question	Response *
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41	<p>Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities.</p> <p>Include details, such as whether training is standard or optional, who provides training, delivery methods, and any costs that apply.</p>	<p>TRAINING AND SUPPORT Participating Entities have access to several UPS supplied shipping and visibility solutions that enable them to save time and improve their business processes. UPS's technology solutions are available to increase efficiencies for customers in their use of paid transportation services that are the focus of this solicitation. Use of UPS technology solutions are subject to terms and conditions applicable to the solution used, in effect at the time of shipping. As a part of implementation, the UPS team will guide users to the appropriate UPS solutions and, where necessary, provide the required training. While most of UPS technology solutions are intuitive and easy to use, the following are some examples of how training for core UPS solutions may be administered:</p> <ul style="list-style-type: none"> • Online - UPS.com is a great resource for learning how to use UPS services and tools. The UPS Help and Support Center provides help for Participating Entities. - Help and Support Center UPS - United States • UPS YouTube Channel - another great resource for learning how to use UPS services and tools. www.youtube.com/ups • Live Chat/Phone/email Support - In the event the answer you are seeking is not located online, Participating Entities can contact dedicated support to assist. Options include Live Chat, phone support or email support. • UPS Hazardous Materials Support Center at 1-800-554-9964.
42	<p>Describe any technological advances that your proposed Solutions offer.</p>	<p>UPS's technology solutions are available to increase efficiencies for customers in their use of paid transportation services that are the focus of this solicitation. Use of UPS technology solutions are subject to terms and conditions applicable to the solution used, in effect at the time of shipping. UPS is proud of its technology investments to create user-friendly shipping, ecommerce, logistics management and visibility tools for our customers while supporting UPS's ongoing efforts to increase operational efficiencies. UPS leads the industry with technology solutions that benefit UPS customers and UPS operations. Below are some examples of UPS customer and operational advancements. UPS has many advanced technology offerings for automating shipping, tracking, web development tools and access point locating tools, to name a few. What is important to Participating Entities is that as a part of implementation, the experienced UPS team has guided current users to the appropriate UPS solutions for the task at hand. New contract users will also be guided in the same professional manner. Explore how UPS insights, technology and solutions can help you navigate the changing needs of urgent deliveries, from timelines to chain of custody. Below is a select list of UPS Technology Solutions.</p> <p>SHIPPING: See question 40 for description of technology.</p> <ul style="list-style-type: none"> • UPS.com Internet Shipping • UPS CampusShip • UPS WorldShip • UPS API Development <p>TRACKING:</p> <ul style="list-style-type: none"> • Quantum View MANAGE - provides in essence a dashboard for immediate control for different essential aspects of logistics: the obvious outbound view, but also an inbound view, a third party View (when the shipper allows third parties to use an account number that belongs to the customer with Quantum View) and a very important and rich import view. • Quantum View NOTIFICATION - Quantum View Notify empowers both shippers and receivers of UPS shipments to request that UPS send an email or text message about important events related to a shipment. Notifications may be requested either at the time a shipment is processed (using a compatible shipping solution like UPS Web Shipping, UPS CampusShip®, UPS WorldShip® or after, using Tracking on UPS.COM and Quantum View Manage®. Quantum View Notify is an email notification. • Quantum View DATA - that allows a customer to download all visibility data (more than 130 data elements) on regular timeframes for further analysis or integration in other applications. You find a complete overview of all data elements here. <p>BILLING:</p> <ul style="list-style-type: none"> • The UPS Billing Center is a secure, online application that lets you quickly and easily view your UPS invoices, make payments, generate reports and more, all from your favorite device.
43	<p>Describe any "green" initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.</p>	<p>Our corporate governance practices are the foundation for our commitment to being an ethical and responsible global business. We have a long-standing commitment to sustainability, rooted in efficiency and being a good steward of our planet and communities. Sustainability is not just a promise, it's an action plan. We have a responsibility to put sustainability at the core of our operations. Driven by integrity, UPS remains focused on making credible, purposeful changes. UPS powered our global facilities with 15% renewable electricity and a whopping 30% of our ground fuel came from alternative sources. We're very close to reaching our 2025 goals for 25% renewable electricity and 40% of alternative fuel use – a milestone on our way to reach carbon neutrality by 2050! UPS is investing in cutting-edge technology at its facilities to handle heightened package volumes more efficiently than ever. This upgraded capacity will increase energy usage, which is why UPS is investing in additional solar energy projects and exploring other ways to ensure the company's growth is environmentally sustainable. UPS is working toward goals to reduce GHG emissions associated with its ground operations and source more electricity from renewables.</p> <p>UPS evaluates all new construction projects for green-building rating system implementation. UPS currently has 18 facilities that have received a green-building certification, including U.S. Green Building Council LEED, Building Research Establishment Environmental Assessment Methodology (BREEAM), and the Green Globes Standard.</p>
44	<p>Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.</p>	<p>UPS currently participates in the EPA SmartWay program which provides a voluntary, comprehensive and well-recognized system for tracking, documenting and sharing information about fuel use and freight emissions across supply chains.</p> <p>UPS Carbon Neutral – Our UPS Carbon Neutral service is verified by a third-party verification company. This means that you can have confidence in the UPS carbon neutral method.</p>

45	<p>What unique attributes does your company, your products, or your services offer to Sourcewell participating entities?</p> <p>What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?</p>	<p>SINGLE DRIVER ADVANTAGE UPS possesses the world's largest transportation network, and UPS integrates ground and air packages. You can rest assure that when you hand a package to a UPS driver, you are tendering it to a superior network. This operational advantage allows states and their agencies to benefit from the single driver advantage, which provides great comfort through knowing there is only one operational center to work with. This advantage benefits the environment by reducing the need for additional vehicles at each location for pick-up. One UPS driver picks up all of your ground and air shipments. Shippers can also use UPS's shipping systems in order to take advantage of the Time in Transit and Cost Comparison tool to determine how much they want to pay to meet their delivery deadlines. UPS's technology solutions are available to increase efficiencies for customers in their use of paid transportation services that are the focus of this solicitation. Use of UPS technology solutions are subject to terms and conditions applicable to the solution used, in effect at the time of shipping.</p>
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Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment
46	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or resellers if available. Select all that apply.		<input type="radio"/> Yes <input checked="" type="radio"/> No	UPS is classified as a large business and represents itself accordingly.
47		Minority Business Enterprise (MBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	UPS is classified as a large business and represents itself accordingly.
48		Women Business Enterprise (WBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	UPS is classified as a large business and represents itself accordingly.
49		Disabled-Owned Business Enterprise (DOBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	UPS is classified as a large business and represents itself accordingly.
50		Veteran-Owned Business Enterprise (VBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	UPS is classified as a large business and represents itself accordingly.
51		Service-Disabled Veteran-Owned Business (SDVOB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	UPS is classified as a large business and represents itself accordingly.
52		Small Business Enterprise (SBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	UPS is classified as a large business and represents itself accordingly.
53		Small Disadvantaged Business (SDB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	UPS is classified as a large business and represents itself accordingly.
54		Women-Owned Small Business (WOSB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	UPS is classified as a large business and represents itself accordingly.

Table 6A: Pricing (400 Points, applies to Table 6A and 6B)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *
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55	Describe your payment terms and accepted payment methods.	<p>Fees may apply as set forth in the Rate and Service Guide in effect at the time of shipping. While UPS standard commercial payment terms are Net 7, 30-day payment terms are available to Participating Entities under this contract. UPS does reserve the right to re-evaluate should changes be needed.</p> <p>Payment Options:</p> <p>Preferred Payment Method - ACH</p> <p>P-Cards (purchasing cards) / Credit Card. Credit cards can be used:</p> <ul style="list-style-type: none"> • Via the UPS Billing Center • Through UPS CampusShip or UPS.com at time of shipment processing. • Through an auto-payment enrollment with UPS Billing Center. <p>Electronic Funds Transfer</p> <ul style="list-style-type: none"> • Through an auto-payment enrollment with UPS billing department. <p>Check</p> <ul style="list-style-type: none"> • Sent via mail service along with remittance stub. 	*
56	Describe any leasing or financing options available for use by educational or governmental entities.	There are no leasing or financing options available for use by educational or governmental entities.	*
57	<p>Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.).</p> <p>Upload all template agreements or transaction documents which may be proposed to Participating Entities.</p>	<p>Standard documents included here and are attached in the document section of this RFP response.</p> <ul style="list-style-type: none"> • Current Sourcwell Participation Addendum (PA) – Participating Entities must have a completed PA to receive the benefits of this agreement. • Current UPS Rate and Service Guide • UPS Tariff/Terms and Conditions 	*
58	<p>Do you accept the P-card procurement and payment process?</p> <p>If so, is there any additional cost to Sourcwell participating entities for using this process?</p>	Yes, Participating Entities can utilize P-Card for payment. Fees may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	*
59	<p>Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcwell discounted price) on all of the items that you want Sourcwell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal.</p> <p>Upload your pricing materials (if applicable) in the document upload section of your response.</p>	<p>In the interest of clarity, the terms “prices” and “rates” refer to the dollar amounts to be paid by Purchasing Entity for transportation services identified in the rate chart/sheet exhibit attached to this proposal; the terms “other charges and fees” refer to the dollar amounts to be paid by Purchasing Entity for value-add services and other fees and charges identified in UPS’s Rate & Service Guide, which is subject to change, in effect at the time of shipping.</p>	*
60	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	<p>Sourcwell is receiving a set of custom rate charts for base transportation rates and the effective incentive will vary depending on the package characteristics at the time of shipping, which include but are not limited to, origin zip code, destination zip code, weight, dimensions and service level.</p> <p>In the interest of clarity, the terms “prices” and “rates” refer to the dollar amounts to be paid by Purchasing Entity for transportation services identified in the rate chart/sheet exhibit attached to this proposal; the terms “charges” and “fees” refer to the dollar amounts to be paid by purchasing Entity for value-add services identified in UPS’s Rate & Service Guide, which is subject to change, in effect at the time of shipping.</p>	*
61	Describe any quantity or volume discounts or rebate programs that you offer.	UPS’s RFP response provides very competitive pricing and as such will not be offering additional incentives or rebates to Participating Entities at this time. UPS reserves the right to modify this stance depending on market conditions.	*
62	<p>Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “non-contracted items”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.</p> <p>Define the costs/fees associated with “sourcing/quoting” products and related services.</p>	UPS’s RFP response only provides for standard commercial services offered under the UPS Rate and Service Guide and UPS Tariff/Terms and Conditions of Service, in effect at the time of shipping.	*
63	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	<p>For the purposes of this RFP response UPS defines “standard core services” as those listed in its UPS Daily Rate and Service Guide - https://www.ups.com/assets/resources/media/en_US/daily_rates.pdf, in effect at the time of shipping.</p> <p>In the interest of clarity, the terms “prices” and “rates” refer to the dollar amounts to be paid by Purchasing Entity for transportation services identified in the rate chart/sheet exhibit attached to this proposal; the terms “charges” and “fees” refer to the dollar amounts to be paid by Purchasing Entity for value-add services and other charges and fees identified in UPS’s Rate & Service Guide, which is subject to change, in effect at the time of shipping.</p>	*

64	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	<p>Sourcewell is receiving a set of custom rate charts for base transportation rates and the effective incentive will vary depending on the package characteristics at the time of shipping, which include but are not limited to, origin zip code, destination zip code, weight, dimensions and service level.</p> <p>In the interest of clarity, the terms "prices" and "rates" refer to the dollar amounts to be paid by Purchasing Entity for transportation services identified in the rate chart/sheet exhibit attached to this proposal; the terms "charges" and "fees" refer to the dollar amounts to be paid by purchasing Entity for value-add services identified in UPS's Rate & Service Guide, which is subject to change, in effect at the time of shipping.</p> <p>Less than truckload freight is not a component of this agreement.</p>	*
65	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	<p>For the purposes of this RFP and due to limited information regarding opportunity, our response does not provide access to Sourcewell members outside the continental United States. However, UPS does have capabilities to service outside of the continental United States. Services in Alaska, Hawaii, and US territories are available for Participating Entities outside of this Sourcewell Contract at the published rate and are subject to Supplier's service offering to the general public, in effect at the time of shipping, located on the updated UPS Rate & Service Guide, https://www.ups.com/assets/resources/media/en_US/daily_rates.pdf and the UPS Rate and Service Guide Alaska & Hawaii - https://www.ups.com/assets/resources/media/en_US/ak_hi_rates.pdf. UPS is open to future discussions on business outside of the continental United States.</p> <p>Sourcewell is receiving a set of custom rate charts for base transportation rates and the effective incentive will vary depending on the package characteristics at the time of shipping, which include but are not limited to, origin zip code, destination zip code, weight, dimensions and service level.</p> <p>In the interest of clarity, the terms "prices" and "rates" refer to the dollar amounts to be paid by Purchasing Entity for transportation services identified in the rate chart/sheet exhibit attached to this proposal; the terms "charges" and "fees" refer to the dollar amounts to be paid by purchasing Entity for value-add services identified in UPS's Rate & Service Guide, which is subject to change, in effect at the time of shipping.</p> <p>Less than truckload freight is not a component of this agreement.</p>	*
66	Describe any unique distribution and/or delivery methods or options offered in your proposal.	<p>In addition to our drivers, UPS offers customers a wide range of pickup delivery locations through UPS drop boxes, UPS Access Points, UPS Stores and UPS Customer Centers. Customers can find local access points by calling 1-800-PICK-UPS or accessing the UPS Drop-Off Locator online at UPS.com@. UPS offers approximately 45,000 access points - https://www.ups.com/dropoff?loc=en_US.</p>	*
67	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.	<p>Alignment - Each customer that is added to any Sourcewell agreement is also added to a database that is used to for reporting and to remit the appropriate fee. An account must be on a Sourcewell agreement in order to receive pricing and the terms and conditions of the UPS Sourcewell agreement. UPS monitors the use of the Sourcewell contract through Participating Addendums that are signed by Participating Entities at the time of entry onto the contract. Quarterly reviews are conducted to ensure accounts that UPS has Participating Addendums for are aligned correctly to the Sourcewell pricing and rebate.</p> <p>Reporting - When a customer account is added to any Sourcewell agreement it is also added to the corresponding billing report. UPS has processes in place to ensure that the reporting system is producing accurate reports. Once the report is completed it is sent to the UPS Sales Support Manager who performs a reasonability assessment.</p>	*
68	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	<p>Per page 5 of Sourcewell's RFP, UPS is anticipating \$70M in revenue annually. UPS will track the size and performance of the agreement based on this figure. Key metrics include average daily volume and average daily net revenue. Quarterly reports will be utilized to monitor key performance indicators.</p>	*
69	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The proposed Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	<p>Sourcewell will receive an administrative fee based on 1.5% of the net Transportation Charges (excluding "Additional Charges") based on eligible revenues tendered to UPS. Net Transportation Charges are defined as the rates paid by Participating Entities based upon each attached single piece custom rate chart only, excluding any "Fees" and/or "Additional Charges" as identified in the Supplier's Rate & Service Guide. The administrative fee shall be subject to the applicable shipment Minimum Net Charges, as defined in this or other agreements. For the purpose of calculating this additional incentive, the minimum net charge shall be the shortest zone one (1) pound rate as defined by service in each attached custom rate chart. The administrative fee will be administered on a quarterly basis. Within forty-five (45) days after the end of the period, UPS will issue a single check to Sourcewell representing the total amount of the fee earned, if any. ACH may be available upon request.</p>	*

Table 6B: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
70	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	Sourcewell is receiving a set of custom rate charts for base transportation rates and the effective incentive will vary depending on the package characteristics at the time of shipping, which include but are not limited to, origin zip code, destination zip code, weight, dimensions and service level.

Table 7A: Depth and Breadth of Offered Solutions (200 Points, applies to Table 7A and 7B)

Line Item	Question	Response *
71	Provide a detailed description of all the Solutions offered, including used Solutions if applicable, offered in the proposal.	<p>We offer an unmatched portfolio of domestic and international services with service to every address (100% of zip codes) in the 50 states and Puerto Rico. Our comprehensive portfolio offers industry leading guaranteed, time-definite delivery options. UPS is constantly improving its portfolio to better address the needs of customers world-wide. UPS is proud to provide all commercially available services, service offerings to our government customers. Below is a list of services from our current Rate and Service Guide.</p> <p>UPS Next Day Air Early</p> <ul style="list-style-type: none"> Guaranteed on-time, overnight delivery on business days by 8:00 a.m. to major cities in the 48 contiguous states and by 8:30 a.m., 9:00 a.m. or 9:30 a.m. to most other cities in the U.S., including Anchorage, Alaska. Additional extended delivery locations are guaranteed up to 2:00 p.m. Optional Saturday Delivery and pickup available in select locations. <p>UPS Next Day Air</p> <ul style="list-style-type: none"> Guaranteed on-time delivery to all 50 states and Puerto Rico by 10:30 a.m., 12:00 p.m., 3:00 p.m. or end of next business day to commercial destinations. Shipments to residential destinations are delivered by 12:00 p.m. or end of next business day.* Some limitations apply to Alaska and Hawaii. Optional Saturday pickup available for Alaska. Optional Saturday Delivery available. <p>UPS Next Day Air Saver</p> <ul style="list-style-type: none"> Guaranteed on-time delivery to commercial destinations within the 48 contiguous states by 3:00 p.m. or 4:30 p.m. the next business day. Shipments to residential locations within the UPS Next Day Air Saver area are delivered by end of day.* Not available to destinations where UPS Next Day Air® service is committed by end of day. Optional Saturday pickup available for shipments from Anchorage, Alaska. Saturday Delivery is not available. <p>UPS 2nd Day Air A.M</p> <ul style="list-style-type: none"> Guaranteed on-time delivery by 10:30 a.m. or 12:00 p.m. on the second business day to metropolitan commercial destinations in the 48 contiguous states where UPS Next Day Air® delivery is committed by 10:30 a.m. or 12:00 p.m., respectively. Not available to destinations where UPS Next Day Air service is committed by end of day. Also not available to residential destinations. Optional Saturday pickup available. Saturday Delivery is not available. <p>UPS 2nd Day Air</p> <ul style="list-style-type: none"> Delivery to all 50 states and Puerto Rico, with some limitations in Alaska and Hawaii, by the end of the second business day. Optional Saturday Delivery and pickup available <p>UPS 3 Day Select</p> <ul style="list-style-type: none"> Delivery by the end of the third business day to the 48 contiguous states. Saturday Delivery and pickup available in select areas. <p>UPS Ground</p> <ul style="list-style-type: none"> Guaranteed day-definite delivery typically in one to five business days to all 50 states and Puerto Rico. Refer to UPS Ground Time-in- Transit Maps at ups.com/maps to determine scheduled delivery. Saturday Delivery and pickup available in select areas. <p>UPS Worldwide Express Plus</p> <ul style="list-style-type: none"> Guaranteed delivery by 8:30 a.m., 9:00 a.m. or 11:00 a.m. to major cities in over 55 countries and territories. Delivery is guaranteed on the next business day to Canada, on the second business day to Europe and Latin America, and on the second or third business day to Asia. Rates include door-to-door delivery with routine, in-house customs clearance by UPS Supply Chain Solutions®. Add \$40.00 to the appropriate UPS Worldwide Express rate for each UPS Worldwide Express Plus shipment. <p>UPS Worldwide Express</p> <ul style="list-style-type: none"> Guaranteed delivery by 10:30 a.m., 12:00 p.m. or 2:00 p.m. to over 130 countries and territories. Delivery guaranteed on the next business day to Canada and for documents to Mexico, the second business day to Europe and Latin America, and the second or third business day to Asia. Rates include door-to-door delivery with routine, in-house customs clearance by UPS Supply Chain Solutions.

		<p>UPS Worldwide Saver</p> <ul style="list-style-type: none"> Guaranteed delivery by end of business day to more than 220 countries and territories. Delivery is guaranteed in two business days to Canada and for documents to Mexico. From Hawaii and Alaska, three business days to Europe and Latin America. From Alaska, two or three business days to Asia. From Hawaii, three to four business days to Asia. Rates include door-to-door delivery with routine, in-house customs clearance by UPS Supply Chain Solutions® <p>UPS Worldwide Expedited</p> <ul style="list-style-type: none"> Delivery by end of business day to more than 220 countries and territories. Delivery in two business days to Canada, three business days to Mexico, three to four business days to Europe, and four to five business days to Asia and Latin America. Rates include door-to-door delivery with routine, in-house customs clearance by UPS Supply Chain Solutions. <p>UPS Standard to Canada</p> <ul style="list-style-type: none"> Delivery to all Canadian provinces by end of day, within two to seven business days. Rates include door-to-door delivery. Customs clearance is not included. For rates, see ups.com/cacustomsclearance. UPS will provide Customs Brokerage Services by UPS Supply Chain Solutions unless a different broker is specified. Customs Brokerage charges will be billed to the importer unless otherwise indicated by the shipper. <p>UPS Standard to Mexico</p> <ul style="list-style-type: none"> Delivery to Mexico by end of day, within four to eight business days. Service not available to Baja California or Baja California Sur. Rates include routine, in-house customs clearance. Customs clearance by UPS Supply Chain Solutions is required. <p>UPS Worldwide Express Freight</p> <ul style="list-style-type: none"> Guaranteed delivery by end of day to over 75 countries and territories. Delivery is guaranteed on the next business day to Canada, the second business day to Europe and Latin America, and within two to three business days to Asia. Rates include door-to-door and non-door-to-door delivery with routine, in-house customs clearance by UPS Supply Chain Solutions for palletized shipments of more than 150 pounds.
72	<p>Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.</p>	<p>For the purposes of this RFP response, which only details our standard commercial services there are no additional sub-categories.</p> <p>In the interest of clarity, the terms "prices" and "rates" refer to the dollar amounts to be paid by Purchasing Entity for transportation services identified in the rate chart/sheet exhibit attached to this proposal; the terms "charges" and "fees" refer to the dollar amounts to be paid by purchasing Entity for value-add services identified in UPS's Rate & Service Guide, which is subject to change, in effect at the time of shipping.</p>
73	<p>Describe and quantify your available shipment pickup and drop-off options.</p>	<p>In addition to our drivers, UPS offers customers a wide range of pickup delivery locations through UPS drop boxes, UPS Access Points, UPS Stores and UPS Customer Centers. Customers can find local access points by calling 1-800-PICK-UPS or accessing the UPS Drop-Off Locator online at UPS.com. UPS offers approximately 45,000 access points - https://www.ups.com/dropoff?loc=en_US.</p> <p>UPS also offers the pickup options below:</p> <p>Daily Pickup – Pickup Every Weekday (Premium Option) – A UPS driver attempts a pickup at your location once each business day as scheduled, typically after 2:00 p.m.</p> <p>Daily On-Route Pickup – Flexible Daily Pickup (Standard Option) – A UPS driver attempts a pickup at your location once each business day while making deliveries in your area, even if there are no packages delivered to your location. Pickups typically occur between 10:00 a.m. and 3:00 p.m.</p> <p>UPS Smart Pickup – Pickup When You Need It (Economy Option) – Automatically arrange a pickup only when you have packages to ship. A UPS driver will attempt a pickup the same business day when a package is tendered before a predetermined cut-off time. Pickups typically occur after 1:30 p.m. – When you process a shipment using WorldShip® or UPS CampusShip® shipping systems, or ups.com shipping, the system automatically notifies a UPS driver to make a UPS Smart Pickup service request that same day.</p> <p>Day-Specific Pickup – Choose Your Pickup Day (Custom Option) – Select which days of the week, Monday through Friday, you would like UPS to attempt a scheduled pickup. UPS will only stop at your location those days as scheduled, typically after 2:00 p.m. – The weekly service fee will vary based on the number of pickup days selected.</p> <p>UPS On-Call Pickup® – One-Time Pickup (Occasional Option) – With one pickup request, UPS will pick up all of your packages at a location of your choosing (not limited to home or office). Schedule a same-day or future-day pickup via ups.com or by calling 1-800-PICK-UPS (1-800-742-5877). – Fees are applied per pickup request regardless of the number of packages being picked up. – Residential, area and fuel surcharges may apply. – Scheduled pickup options are not available for UPS Worldwide Express Freight® Midday and UPS Worldwide Express Freight® shipments. UPS On-Call Pickup requests for these two services must be requested using WorldShip, UPS CampusShip, ups.com shipping, UPS Ready® solution, UPS® Developer Kit, ups.com or by calling 1-800-782-7892.</p>
74	<p>Describe your company's approach for ensuring the physical security of packages during transit.</p> <p>Include details on chain-of-custody procedures, tracking and monitoring systems, and procedures for preventing loss, theft, or tampering from pickup through delivery.</p>	<p>UPS has an active Security function whose objective is to establish and maintain the appropriate level of security necessary to provide a safe working environment for employees, and safeguard our customer's merchandise and the company's assets. Please see the UPS Small Package Security Profile, included in the proposal, for detailed information regarding security measures.</p>

75	Describe how your company safeguards customer shipment and account data in ways that impact the end-user experience, and explain how customers are notified and supported in the event of a security incident or breach.	UPS maintains administrative, technical and physical safeguards designed to protect the personal information you provide against accidental, unlawful or unauthorized destruction, loss, alteration, access, disclosure or use. Although we take steps to limit access to our facilities and vehicles to authorized individuals, information that is located on the outside of a package or letter may be visible to others. Please see the UPS Information Security Program Overview, included in the proposal, for detailed information on Information Security.
76	Explain your company's contingency plans and redundancies to ensure continuity of delivery services during emergencies, disruptions, or resource shortages.	UPS has a dynamic network of technology, service locations and work force to handle increased volume, disruptions and evolving customer demands, ensuring efficiency and resilience. When faced with adversity, UPS utilizes all resources to continue operations and work to complete our objectives.

Table 7B: Depth and Breadth of Offered Solutions

Indicate below if the listed types or classes of Solutions are offered within your proposal. **In the text field provided, describe any additional charges, fees, or penalties (outside of pricing offered in Tables 6A and 6B), and any notes or exceptions to the category or type of services offered.**

Line Item	Category or Type	Examples	Offered *	Associated Charges / Fees / Penalties *	Notes/Exceptions *
77	Document/Letter	Flat envelopes, <11lb	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
78	Small parcel, standard package	<70 lbs, within carrier size limits	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
79	Heavweight package	>70 lbs (up to carrier max, e.g., 150 lbs)	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
80	Oversized package	Exceeds standard size limits (large dimension, irregular shape)	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Services offered through UPS outside the scope of this RFP. Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
81	Freight / Palletized	Shipments requiring LTL/FTL	<input type="radio"/> Yes <input checked="" type="radio"/> No	Service not offered by UPS	Service not offered by UPS
82	Hazardous Materials	Flammables, corrosives, lithium batteries, compressed gases, etc.	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
83	Biological / Medical	Infection substances, blood, lab specimens	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
84	Perishable Goods	Food, flowers, temperature-controlled items	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
85	High-value / Restricted	Jewelry, electronics, currency, regulated firearms; requires chain-of-custody and/or additional security	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
86	Same-Day / Express	Delivery within hours, guaranteed service	<input type="radio"/> Yes <input checked="" type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Services offered through UPS outside the scope of this RFP. Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
87	Expedited / Priority	Faster than standard ground, but not same-day	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
88	Economy / Ground	Standard transit service	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
89	Weekend / After-Hours	Pick-up or delivery outside normal business hours	<input checked="" type="radio"/> Yes <input type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
90	White-Glove / Inside Delivery	Unpacking, setup, or delivery beyond the threshold	<input type="radio"/> Yes <input checked="" type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Services offered through UPS outside the scope of this RFP. Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.
91	Liftgate (to Ground)	Moving package from the truck to ground level.	<input type="radio"/> Yes <input checked="" type="radio"/> No	Additional charges, fees and shipping conditions may apply as set forth in the Rate and Service Guide in effect at the time of shipping.	Services offered through UPS outside the scope of this RFP. Details regarding specific type of shipment can be found in the UPS Rate and Service Guide and Tarriff/Terms and Conditions of Service in effect at the time of shipping.

Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."
 - [Pricing](#) - UPS - Sourcewell RFP RATE CHART 11-2025.xlsx - Thursday November 13, 2025 11:47:12
 - [Financial Strength and Stability](#) - UPS 2025 Proxy Statement and 2024 Annual Report Form 10-K.pdf - Thursday November 13, 2025 11:54:57
 - Marketing Plan/Samples (optional)
 - WMBE/MBE/SBE or Related Certificates (optional)
 - [Standard Transaction Document Samples](#) - UPS Customer Agreement for Sourcewell Members RFP 2025.docx - Thursday November 13, 2025 11:56:35
 - [Requested Exceptions](#) - RFP_111325_Express_Courier_Master_Agreement (UPS).docx - Thursday November 13, 2025 11:58:34
 - [Upload Additional Document](#) - 2025 Sourcewell RFP Combined pdf files Rate-Serv Guide - T&C - Security - Sustainability.pdf - Thursday November 13, 2025 12:12:50

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.
3. The Proposer certifies that:
 - (1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-
 - (i) Those prices;
 - (ii) The intention to submit an offer; or
 - (iii) The methods or factors used to calculate the prices offered.
 - (2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and
 - (3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.
5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.
6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.
7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
8. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
 3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Benito Pena, Enterprise Account Executive, United Parcel Service Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

Yes No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum2_Express_Courier_RFP111325 Tue November 4 2025 08:52 PM	<input checked="" type="checkbox"/>	7
Addendum1_Express_Courier_RFP111325 Tue October 21 2025 08:31 AM	<input checked="" type="checkbox"/>	4