



# Statewide Term Contract 958A – Small Package Delivery Services

<b>Bid Number</b>	NASPO BC16018 & PA #65
<b>Contract Name</b>	Small Package Delivery Services
<b>Effective Dates</b>	November 28, 2021 through November 27, 2026
<b>Awarded Vendor(s) and Contacts</b>	<p><b>Federal Express (FedEx):</b> To establish accounts, send an email to <a href="mailto:govt@fedex.com">govt@fedex.com</a> or call (800) 645-9424 for assistance.</p> <p>For all further FedEx inquiries, contact Bobby Bledsoe at <a href="mailto:rbledsoe@fedex.com">rbledsoe@fedex.com</a> or call (901) 219-6964.</p> <p><b>United Parcel Service (UPS):</b> To establish accounts, ask service questions or request supplies, send an email to <a href="mailto:NorthCarolina@ups.com">NorthCarolina@ups.com</a> or call (800) 877-1497 for assistance.</p> <p>For all further UPS inquiries, contact: Rich Wegner at <a href="mailto:rwegner@ups.com">rwegner@ups.com</a> or call <a href="tel:(618)406-3543">(618) 406-3543</a></p>
<b>Contract Covers</b>	<p><b>FedEx</b> – Offers no money back guarantee (non-MBG) option for small package delivery services for domestic and international deliveries.</p> <p><b>UPS</b> – Offers a money back guarantee (MBG) option for small package delivery services for domestic and international deliveries.</p> <p>See the <a href="#">FedEx Small Package Delivery Services</a> contract documents and the <a href="#">UPS Small Package Delivery Services</a> contract documents on the NASPO/Value Point website for complete contract details.</p>
<b>Convenience Contract</b>	<p>This Statewide Term Contract is a convenience contract for state departments, most state agencies and higher education institutions (except under the conditions specified in G.S. §115D-58.14(a) and G.S. §116-13). The contract may also be utilized, without further competition, by <b>non-mandatory state agencies and other eligible entities</b>.</p>

<b>Agency Responsibilities and Instructions</b>	<p>Agencies using this contract shall follow the process outlined below:</p> <ol style="list-style-type: none"> <li>1. The agency must contact the Vendor(s) to establish account setup.</li> <li>2. Agency shall be responsible for completing all paperwork associated with each shipment.</li> <li>3. Agency shall review the current pricing schedules and verify the correct pricing is being invoiced for the specific region to which the agency is shipping.</li> <li>4. Agency shall submit all invoices for payment through its accounts payable office.</li> <li>5. Agency shall be responsible for tracking and reporting its spend.</li> </ol>
<b>Small Package Delivery Pricing</b>	<p>The state has elected a Multiple Vendor Rate Option for FedEx as noted below.</p> <p><b><u>FedEx – Contract # MA454/effective November 28, 2021</u></b></p> <p><b><u>UPS – Contract #MA065/effective November 28, 2021</u></b></p> <p><a href="#">UPS Multiple MBG Rate Charts</a></p> <p><b>Type “Small Package Delivery Services 2021 – 2026” in the search bar to access the contract page.</b></p>
<b>Taxes</b>	<p>Prices do not include North Carolina sales or use tax.</p>
<b>Loaded into E-Procurement</b>	<p>No. Ordering instructions only. Items in this contract are not currently listed in the E-Procurement catalog.</p>
<b>Contract Manager</b>	<p><a href="#">Ian Fox</a> (984) 236-0211</p>
<b>Contract Addenda</b>	<p>11/28/16: Effective Date of new contract</p> <p>12/22/16: Replaces previous contract</p> <p>02/02/18: Changed Contract Administrator to Nicole Mathis</p> <p>07/02/18: Changed Contract Administrator to Margaret Serapin</p> <p>02/22/19: Changed Contract Administrator to Steve Hussey</p> <p>01/07/20: Changed Contract Administrator to Myra Welch</p> <p>10/19/21: FedEx Extended Contract, UPS did not Extend Contract</p> <p>6/30/2022: Contract Administrator changed to Wanda Simmons</p> <p>1/24/2023: Contract Admin changed to Contract Manager Kayla Glenn</p> <p>2/3/2023: UPS added back on Contract.</p> <p>8/21/2023: Contract Manager changed to Melissa Pressley</p> <p>11/22/2023: Contract Manager updated to Austin Kiziah.</p> <p>8/26/2024: Contract Manager updated to Ian Fox</p>