

Statewide Term Contract

958A - Small Package Delivery Services

Bid Number	NASPO BC16018, PA#65
Contract Title	Small Package Delivery Services
Effective Dates	November 28, 2021, through November 27, 2026
Awarded Vendor(s) and Contact(s)	<p>Federal Express (FedEx) NASPO ValuePoint, Contract #MA454 Bobby Bledsoe (901) 219-6964</p> <p>United Parcel Service (UPS) NASPO ValuePoint, Contract #MA065 Rich Wegner (618) 406-3543</p>
Contract Covers	<p>This contract is intended to cover the state's normal requirements for small package delivery services for both domestic and internal deliveries, including:</p> <ul style="list-style-type: none"> • Money back guarantee option (UPS) • No money back guarantee option (FedEx)
Contract Type	This is a convenience contract for state agencies, departments, institutions, universities, community colleges, and non-mandatory entities including public school systems and local governments.
Special Note	<p>In order to use this contract, using agencies must contact the vendor to establish and set up an account. To establish an account, request supplies, and/or ask service questions, agencies should use the following methods of contact:</p> <p>Federal Express (Fedex) govt@fedex.com (800) 645-9424</p> <p>United Parcel Service (UPS) NorthCarolina@ups.com (800) 877-1497</p>
Agency Responsibility	<p>Agencies are responsible for following the outlined procedure when using this contract:</p> <ol style="list-style-type: none"> 1. Establish an account with the vendor. 2. Complete all paperwork associated with each shipment. 3. Review the current pricing schedule and verify that the correct pricing is invoiced for the region to which the agency is shipping. 4. Submit all invoices for payment through its accounts payable office. 5. Track and report spend.
Contract Items and Pricing	UPS Multiple Money Back Guarantee Rates
Taxes	Prices do not include North Carolina sales or use tax.

eProcurement	Ordering instructions are loaded into eProcurement .
eProcurement Help Desk	(888) 211-7440
Contract Manager	Ian Fox (984) 236-0211
Contract Attachments	Federal Express United Parcel Service
Contract Addenda	<p>02/02/2018: Contract Administrator changed to Nicole Mathis</p> <p>07/02/2018: Contract Administrator changed to Margaret Serapin</p> <p>02/22/2019: Contract Administrator changed to Steve Hussey</p> <p>01/07/2020: Contract Administrator changed to Myra Welch</p> <p>10/19/2021: FedEx contract extension UPS contract allowed to expire</p> <p>06/30/2022: Contract Administrator changed to Wanda Simmons</p> <p>01/24/2023: Contract Administrator changed to Contract Manager Kayla Glenn</p> <p>02/03/2023: UPS contract addition</p> <p>08/21/2023: Contract Manager changed to Melissa Pressley</p> <p>11/22/2023: Contract Manager changed to Austin Kiziah</p> <p>08/26/2024: Contract Manager changed to Ian Fox</p>