
From: Procurement Card <PCARD@LISTSERV.UGA.EDU> on behalf of Annette M Evans <amevans@UGA.EDU>
Sent: Wednesday, January 23, 2013 3:59 PM
To: PCARD@LISTSERV.UGA.EDU
Subject: FedEx/UPS Update

Note: This memo is being distributed to multiple listservs to notify a large audience. Some employees may receive multiple notifications.

To: UGA Faculty and Staff

From: UGA Procurement Office

On January 4, 2013, you received notification about changes to the Express Mail and Package Delivery statewide contract with FedEx and UPS. The following is an update on this matter.

- 1) Procurement has confirmed that the following types of shipments **are not covered** on the current or upcoming mandatory UPS contract: dangerous goods, biohazardous, hazardous, infectious materials, tissue (including biological/medical samples and/or live cultures), dry ice, and freight. Additionally, any other shipments designated by DOT as posing an “unreasonable threat to the public and the environment” are not covered under the UPS contract. As such, you may continue to utilize FedEx for these shipment types. Please note that UPS is qualified to ship certain categories of these items, and you may utilize them at your discretion. If you desire to use UPS, but do not have experience with UPS for these types of shipments, you may want to contact UPS prior to arranging for these types of shipments.
- 2) Procurement has confirmed that the following types of shipments **are covered** on the upcoming mandatory UPS contract: cooler shipments and live animals (details and exceptions are available at: http://www.busfin.uga.edu/procurement/pdf/UPS_Live_Animal_Shipments.pdf)
In regards to cooler shipments, unless the content of the cooler is one of the shipment types addressed in section 1 above, use of UPS will be mandatory.
- 3) UPS has provided a point of contact for assistance in setting up UPS accounts. Please see the implementation letter at: http://www.busfin.uga.edu/Procurement/pdf/UPS_Letter.pdf
If you have questions or need assistance, please reach out to Brian Malin at bmalin@ups.com or 800-550-4184 EXT 6361.
- 4) We are continuing to work on the potential of reduced FedEx pricing, and an update on this initiative will be provided at a later date.
- 5) Many thanks to the individuals and departments who have provided feedback and helpful information regarding your needs and concerns. We are continuing to have discussions with the State Purchasing Division on the identified issues, and as more information becomes available it will be released to you.

In the meantime, should you have additional questions, please contact Annette Evans or Claire Boyd at 706-542-2361 or via email: cboyd@uga.edu or amevans@uga.edu.

Annette Evans
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Procurement Officer

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