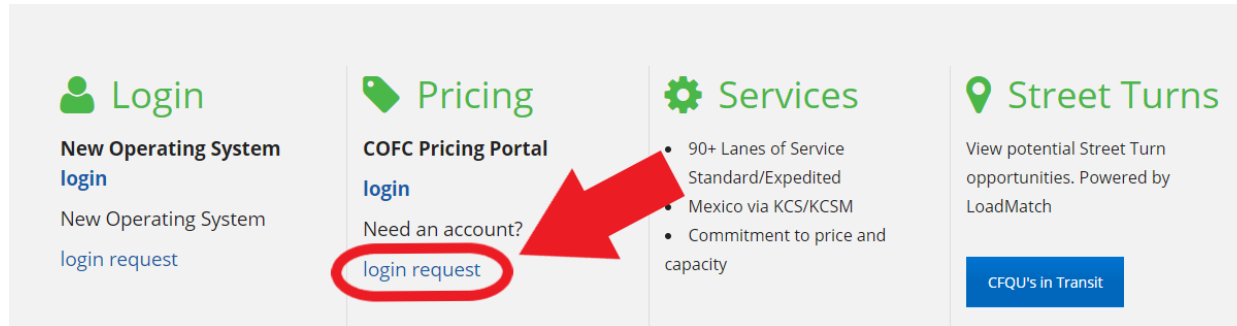# Pricing Portal Instructions

1. Navigate to cofclogistics.com
2. Under Pricing on the home page click "login request"

Login

New Operating System login

New Operating System

login request

Pricing

COFC Pricing Portal

login

Need an account?

login request

Services

- 90+ Lanes of Service Standard/Expedited
- Mexico via KCS/KCSM
- Commitment to price and capacity

Street Turns

View potential Street Turn opportunities. Powered by LoadMatch

CFQU's in Transit

3. Fill in the required information for "Create an Account" and hit submit

Create an Account

First Name	
Last Name	
Email	
Phone	
Company	
City	
State/Province	

[ ] I'm not a robot   reCAPTCHA
Privacy - Terms

Submit

4. You will receive a confirmation email from the COFC Pricing team

Dear CHRIS JABLONSKI,

Thank you for your interest in COFC Logistics. We will be contacting you shortly.

Sincerely,

The Team at COFC Logistics

5. Once the COFC pricing team has approved your login request you will receive another email containing the link to navigate you to the pricing portal to set up your password.

Hi CHRIS,

Welcome to the COFC Pricing Portal! To get started, go to https://cofcpartners.force.com/login?c=F9DC8xjEo4yre7nLymkpB39d7.GFa.n6YbPNcA4kNdczgHE1CI2c1LyEmJ2Vd.7eNRcvFKoGY_iKZd7A6MXZ9n5K86eUVCwo4AN6_TvRe

Username: SAMPLE1234

Thanks,
COFC Logistics

6. Create your password and then congratulations, you have a pricing login with COFC Logistics!

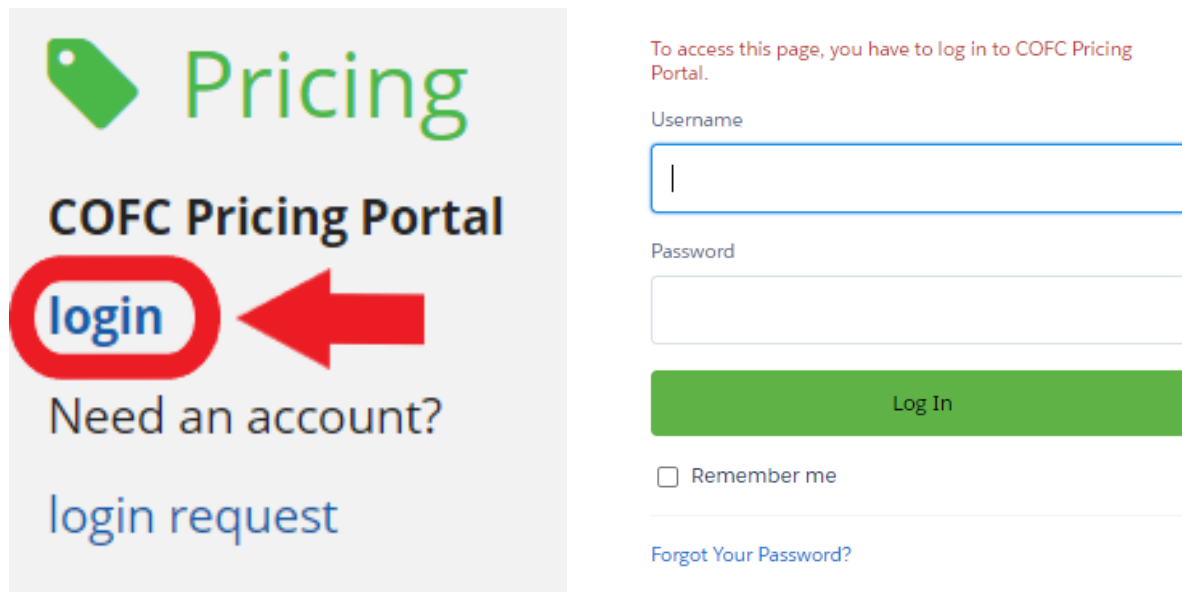Enter a new password for: SAMPLE1234
Make sure to include at least:

  ○ 8 characters
  ○ 1 letter
  ○ 1 number

* New Password

| |

* Confirm New Password

Change Password

7. Now that you are logged in or if you are a returning user you can Navigate to cofclogistics.com, under Pricing please click login to be redirected to the Pricing Portal login page to enter your credentials.

Pricing

COFC Pricing Portal

login ←

Need an account?

login request

To access this page, you have to log in to COFC Pricing Portal.

Username

| |

Password

Log In

☐ Remember me

Forgot Your Password?

8. Click "Generate New Rate Request"

9. Please fill out all information in the SPQ Request Form and click submit, you will also be able to upload any additional files that go with your rate request such as loading diagrams, RFP info, etc.

COFC LOGISTICS - SPQ REQUEST FORM

* Requesting Company

Sample Company

* Requestors Name

CHRIS JABLONSKI

* Requestor's Email

Sample@sample.com

* Office Location Executing SPQ

* Beneficial Cargo Owner

* Shipper

* Consignee

* Commodity Description

* STCC Code

* Date

* Business Start Date

* Business End Date

Rate Requests

All rate offers are valid for 7-days and will be rescinded if not accepted or a future start date is not supplied. Once the offer is accepted and the SPQ is published, customers have 14-days to begin moving the stated volumes. All SPQ's are reviewed periodically for usage and volume. See Pricing Policies and Procedures
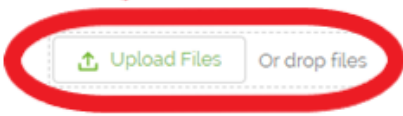
Actual Origin	ST	Zip	Actual Dest	ST	Zip	Origin Ramp	Dest Ramp	Competitive Rate Information	Actual Volume per Week	Comments
	Select an (▼			Select an (▼		Select an (▼	Select an (▼			

Upload Files

Add Rows

Add Row
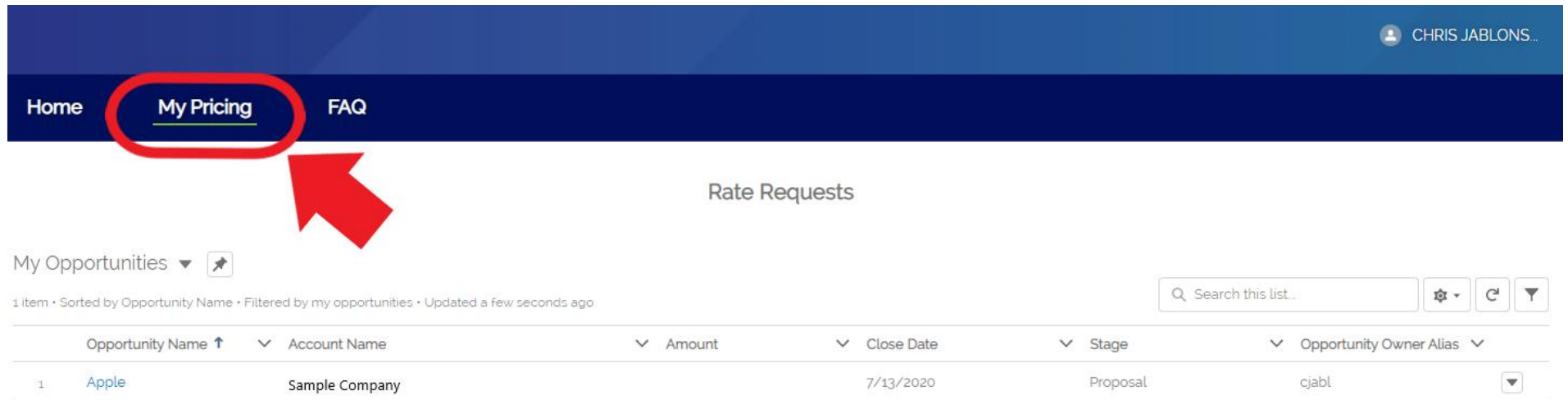
Attachments

⬆ Upload Files | Or drop files

Save & Submit

Submission

All pricing requests must be submitted on this form and the form completed in its entirety. Pricing requests may take up to 5-business days to process your SPQ request. Please use the COFC Logistics Transactional pricing in the interim. You can view your current rates by logging in to our website and clicking the "VIEW RATES" tab, popups must be allowed. Please send all requests to: PRICING@COFCLOGISTICS.COM

SUBMIT

10. Once you have submitted your pricing request our Pricing Team will review and send back a rate confirmation page via email. You can also view past pricing requests and check the status of current requests by navigating to the "My Pricing" tab at the top of the page.

Submitting Large RFPs

1. From the Home screen click the "Generate New Rate Request" button.

2. Fill out the top "Information" section of the form as you would for every rate request.

Information

* Requesting Company

TEST COFC

* Requestors Name

CHRIS JABLONSKI

* Requestor's Email

cjablonski12@yahoo.com

* Office Location Executing SPQ

Holland OH

* Beneficial Cargo Owner

* Shipper

* Consignee

* Commodity Description

* STCC Code

* Date

📅

* Business Start Date

📅

* Business End Date

📅

3. In the "Rate Request" section of the form click the link to download the Pricing Portal Validated Form.

Rate Requests

All rate offers are valid for 7-days and will be rescinded if not accepted or a future start date is not supplied. Once the offer is accepted SPQ's are reviewed periodically for usage and volume. See Pricing Policies and Procedures

Actual Origin	ST	Zip	Actual Dest	ST	Zip	Origin Ramp
	Select an (▼			Select an (▼		Select an (

To download the excel template to fill out your lane requests for upload, Click this Link To view instructions, Click this Link.

Attachments

4.   Once downloaded, you can now enter the required fields in the validated form and save to your computer, the saved file **MUST** be in a **.csv format**.

Actual Origin	ST	Zip	Actual Dest	ST	Zip	Origin Ramp	Dest Ramp	Competitive Rate Information	Actual Volume per Week	Comments

Save as type: CSV (Comma delimited)

5.   Once saved, in the "Rate Request" section click "Upload File" choose the validated form you saved.

Rate Requests

All rate offers are valid for 7-days and will be rescinded if not accepted or a future start date is not supplied. Once the offer is accepted and the SPQ is published, customers have 14-days to begin moving the stated volumes. All SPQ's are reviewed periodically for usage and volume. See Pricing Policies and Procedures

Actual Origin	ST	Zip	Actual Dest	ST	Zip	Origin Ramp	Dest Ramp	Competitive Rate Information	Actual Volume per Week	Comments
	Select an (▼			Select an (▼		Select an (▼	Select an (▼				🗑

Import from Exc

⬆ Upload Files | Or drop files   Add Row

To download the excel template to fill out your lane requests for upload, Click this Link To view instructions, Click this Link.

6.   The rows should now be populated with the information from your spreadsheet for your review. You can edit the information here as well before final submittal.

Actual Origin	ST	Zip	Actual Dest	ST	Zip	Origin Ramp	Dest Ramp	Competitive Rate Information	Actual Volume per Week	Comments	
Mooselookr	ME	12345	Beverly Hills	CA	90210	NWO	LAX	1,175	2	Bid renewal	🗑
Beverly Hills	CA	90210	Mooselookr	ME	12345	LAX	NWO	1,800	2	Is there cap.	🗑
Chicago	IL	54321	St. Paul	MN	32145	CHI	MSP	1,000	5		🗑
St. Paul	MN	32145	Chicago	IL	54321	MSP	CHI	1,250	5		🗑
Memphis	TN	50505	Stockton	CA	80808	MEM	STO	1,500	7		🗑
Stockton	CA	80808	Memphis	TN	50505	STO	MEM	2,100	7		🗑

Import from Excel

⬆ Upload Files   Or drop files   Add Row

7.   Once you have reviewed your upload, you can attach any additional documents you may have in the "Attachments" section, then click "Submit"

Round 2 and 3 Counteroffer Individual Lane

1. Navigate to "My Pricing" and select the opportunity you would like to submit a counteroffer in.
2. In the "Opportunity Rates" locate the lane you would like to edit, in that row select the pencil icon.

Opportunity Rate Name	Origin Ramp	Dest Ramp	Revenue Rate	Actual Volume per Week	Competitive Rate Info	Comments
OR-000918	LAX	NWO	1	1	1,500	
OR-000917	CHI	LAX	1	1	1,500	need lower

3. Update the volume or rate information and comments values as desired.

Actual Volume per Week	Competitive Rate Info	Comments		
2	1,400	Need a lower rate	✓	✗
1	1,500	need lower		✏

4. Select the Checkmark to save. To Cancel choose the "X".

Round 2 and 3 Counteroffer Upload, Multiple Lanes

1. Navigate to "My Pricing" and select the opportunity you would like to submit a counteroffer in.
2. First, download the template with all existing information by clicking the green "Download Counteroffer Template" button above.

3. Open the file and edit ONLY the columns for Actual Volume per Week, Competitive Rate Information, and Comments.

4. Save file as .csv to your computer
5. Either select "Upload Files" and find your file or drag and drop your file to the section.

Accept/Reject Quotes

1. Once in the home screen select "My Pricing" at the top of the page
2. Next select the opportunity you are accepting/rejecting lanes, click on the name of the opportunity

All Opportunities ▼ 📌

3 items · Sorted by Opportunity Name · Filtered by All opportunities · Updated a few seconds ago

	Opportunity Na... ▼	Parent Account ▼	Owner Full Name ▼	S
1	Apple		CHRIS JABLONSKI	P
2	LG		CHRIS JABLONSKI	P
3	Samsung		CHRIS JABLONSKI	P

3. Locate the lane for which you want to accept/reject, click on that lanes "Opportunity Rate Name"

🔧 Opportunity Rates (4)

4 items · Updated a few seconds ago

	Opportunity Rate Name ▼	Origin Ramp ▼	Origin State ▼	Dest Ramp ▼
1	OR-000923	CHI		STO
2	OR-000924	STO		CHI
3	OR-000925	ATL		LAX
4	OR-000926	LAX		ATL

4. Next in the top right choose to accept or reject.

Edit	Counteroffer	Accept	▼

Reject