

# ADVENTURE TOURS



**Contract Number: GS-33F-025DA**

**General Service Administration**

**Federal Acquisition Service**

**Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage is:

[www.gsaadvantage.gov](http://www.gsaadvantage.gov)

**Transportation, Delivery & Relocation Solutions**

**Multipule Award Schedule**

**Woman Owned Small Business**

**Contract Period: July 14, 2016 – July 13, 2021**

For more information on ordering from Federal Supply Schedules click on FSS Schedules at <http://fss.gsa.gov>

Adventures By Dawn LLC dba/Adventure Tours  
17517-B Indian Head Hwy  
Accokeek, MD 20607  
Office: (301) 868-1141 Fax (301) 868-7023  
Email: [fedsales@abdtours.com](mailto:fedsales@abdtours.com) Web: [www.abdtours.com](http://www.abdtours.com)

**Additional Points of Contact:**

Adnan Khan, President  
17517-B Indian Head Hwy  
Accokeek, MD 20607  
Ofc: (301) 868-1141  
Cell: (703) 635-4199  
eMail: [adnan@abdtours.com](mailto:adnan@abdtours.com)

Customer information:

- 1a. Awarded Special Item Number(s): 485 Ground Transportation Services
- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: Refer to GSA Price Section
- 1c. Description of all corresponding commercial job titles, experiences, functional responsibility and education of those employees: Not Applicable
  
2. Maximum order: \$1,000,000
  
3. Minimum order: \$100
  
4. Geographic coverage (delivery area): 48 states & Washington DC
  
5. Points of production (city, county, and state, or foreign country): Not Applicable
  
6. Discount from list prices or statement of net prices: can be negotiated between the customer and Adventures by Dawn
  
7. Quantity discounts: Discounts will be negotiated at the task order level.
  
8. Prompt Payment terms: 0% Net 30 days
  
- 9a. Government purchase cards are accepted at or below the micro-purchase threshold: Yes.
  
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Yes
  
10. Foreign items: Not Applicable
  
- 11a. Time of Delivery: To be negotiated at the task order level.
  
- 11b. Expedited Delivery: All services in this price list are available for expedited delivery
  
- 11c. Overnight and 2-day delivery: As negotiated with the task order level.
  
- 11d. Urgent Requirements: Contact Federal Sales to obtain faster delivery at 703-891-8202.
  
12. F.O.B. point(s): Destination
  
- 13a. Ordering address:

Adventures by Dawn LLC dba/Adventure Tours

17517-B Indian Head Hwy  
Accokeek, MD 20607

13b. Ordering Procedures: For supplies and services, the ordering procedures, information on blanket purchase agreements (BPA's), and a sample BPA can be found at the GSA/FSS schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).

14. Payment Address:

Adventures by Dawn LLC dba/Adventure Tours  
17517-B Indian Head Hwy  
Accokeek, MD 20607

15. Warranty provision (if applicable): Not applicable.

16. Export packing charges (if applicable): Not applicable.

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro purchase level (if applicable): Not applicable.

18. Terms and conditions of rental, maintenance, and repair (if applicable): Not applicable.

19. Terms and conditions of installation (if applicable): Not applicable.

20. Terms and conditions of repair parts (if applicable): Not applicable.

20a. Terms and conditions for any other services (if applicable): Not Applicable.

21. List of services and distribution points (if applicable): Not applicable.

22. List of participating dealers (if applicable): Not applicable.

23. Preventative Maintenance (if applicable): Not applicable.

24a. Special attributes such as environmental attributes: Not applicable

24b. Section 508 (if applicable): Not applicable

25. Data Universal Number System (DUNS): 014080431

26. Notification regarding registration in SAM formerly Central Contract Registration (CCR) database: Adventures by Dawn, LLC is registered in SAM. – The valid date can be found on <http://www.sam.gov/>.

## GSA Price List

<b>SIN 485, Ground Transportation Services</b>		
<b>Vehicle Type</b>	<b># of Passengers</b>	<b>GSA Hourly Rate (including IFF)</b>
Sedan	3-4 passengers	<b>\$75.62</b>
SUV	6 passengers	<b>\$92.84</b>
Van	14 passengers	<b>\$85.18</b>
Mini-Bus	20-28 passengers	<b>\$81.84</b>
Mini-Coach	32 passengers	<b>\$95.47</b>
Coach	55-57 passengers	<b>\$129.21</b>

- **Minimum initial rate is 4 hours plus one hour garage**
- **Includes vehicle and driver**

**Service Contract Labor Standards Labor Categories**

<b>SCLS Matrix</b>		
<b>Vehicle Type</b>	<b>SCA Equivalent Code Title</b>	<b>Wage Determination #</b>
Sedan	31310 - Taxi Driver	2015-4282
SUV	31310 - Taxi Driver	2015-4282
Van	31290 - Shuttle Bus Driver	2015-4282
Mini-Bus	31290 - Shuttle Bus Driver 31030 - Bus Driver	2015-4282
Mini-Coach	31030 - Bus Driver	2015-4282
Coach	31030 - Bus Driver	2015-4282

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

## Company and Capabilities Statement:

Adventures By Dawn (dba Adventure Tours) is a small women owned minority company that began operations in 1999. Over the past seventeen we have provided charter services for many Military, Government, Educational, Corporate and Private entities. We have earned a reputation of providing quality service and being a premier charter coach transportation company in the Washington DC metro area. Adventure Tours prides ourselves in excellence and 100% client satisfaction. Our commitment to excellence is built on 3 principles:

## Coach Operators & Staff:

- **Award Winning Transportation – Winner of 2016 ABA Green Spirit Award!**
- Experienced, Courteous, Uniformed Professionals.
- Chauffeured Training and Safety Program Completion
- Guaranteed early arrival and cell phone equipped
- 24/7/365 accessibility
- **All Operators are Eco-Drive and Idle Free Certified**

## Fleet:

- Most modern Fleet in the Washington Metro Area
- **Green Certified Coaches by [erating.org](http://erating.org)**
- Seat Belts, CD/DVD, 15 inch Flat panel screens, Free Wi-Fi, electrical outlets and a restroom
- ***GPS Tracking link provided to clients to know exact location of vehicle at all times***
- ADA Accessible Coaches
- Meticulously maintained, regularly cleaned inside and out.

## Safety and Insurance (most extensive and highest safety certifications possible):

- DoD Certified
- CSS Certified (Consolidated Safety Services)
- TSX Certified (Transportation Security Exchange)
- DOT Certified -- DOT # 779981
- Interstate Commerce Commission – MC365614
- Washington Metro Area Transit Commission - #592
- \$5,000,000 Insurance Liability Policy

With our commitment to excellence in the 3 facets we have grown from a one bus operation with revenues of \$100,000 and a staff of three to a \$3+ million company with 13 full size buses and 2 mini buses, administrative staff of seven and twenty-five professional drivers with at least five (5) years of experience. All drivers undergo a thorough background check and are randomly drug tested with clean driving records. Each driver is also CPR trained and thoroughly instructed on company policies.

Adventures by Dawn has grown so well because of our dedication to the success of every client at competitive prices. This sounds like a simple thing to accomplish but several companies fail to balance these two concepts in the long term. As we enter our 17<sup>th</sup> year of operations we will continue to use state of the art technologies such as online GPS, central dispatching and vehicle maintenance systems. The integration of these three systems is critical to our success. We will also continue to contact our clients soon after the contracted services have entered for their feedback. This has allowed us to have continued growth with constant repeat business and the valued critiquing has changed our policies to be better each year.

Our organization administrative expertise is divided into the great staff at the corporate office. From the CEO Faiza Khan, the President Adnan Khan to the Director of Operations Dave Buckingham, leading the company with decades of experience. The additional in office staff for marketing and accounting complete the corporate office. The process for approvals starts at the CEO level, the DOO then implements the process the CEO instructs. The accounting team handles financials, bank reconciliations and all miscellaneous accounting functions. The DOO processes payroll and checks to maintain the checks and balances of the accounting system.

Once a contract is entered into, the DOO is responsible for the statement of work (SOW) compliance. All contract administrators have the office and his personal cell phone number. The DOO assigns a bus and driver to each route. That information is entered into the scheduling software to keep track of all buses and drivers. When drivers arrive they have a checklist of items that need to be completed such as: safety reporting, clean bus report, mileage at start and end of day, weather, how many passengers, any late or early arrival times and any incidents that have occurred.

All drivers are required to arrive at their designation stop no earlier than 15 minutes before their time or no later than 5 minutes before their scheduled time unless the statement of work states otherwise. We use a GPS system to keep track of all buses on a live feed satellite display. All reporting required for contracts is handled by the DOO and other admin staff as assigned. Each contract requirement is sent via email to all admin staff with directions on how to complete the requirement, when it is due and who will complete the task. The DOO and assigned admin staff handle all invoicing to ensure a checking system and compliance with the SOW requirements.

### **Know that when the unexpected happens we are prepared**

Adventure Tours primary maintenance policy is one of preventive maintenance and routine checks. We have put a lot of investment in our vehicle maintenance systems to ensure we have multiple checks on all components prior to recommend levels. All motor coaches operators are trained and audited on proper completion of pre and post trip checks. Adventure Tours equips all coaches with replacement belts and hoses. In additional as part of our driver training process all drivers are trained on how to replace such items. Breakdowns will still occur and our

experienced team of drivers, dispatch, mechanics and operations strive to resolve the issue as quickly as possible. When that occurs we inform the contact person about a potential delay. If it's more than a 30 minute delay we automatically send another vehicle, if shorter we ask the contact person if they want another vehicle or to wait.

After every issue we do an additional survey to find out how they issue was handled from the customer's viewpoint.

The DOO is the contact person for all modifications. Any deviations from the contract are approved and implemented by the DOO.

The marketing staff handles solicitations, direct mailings, cold calls and marketing events. They are responsible for designing brochures and speaking with potential, current and past clients to keep the relationships healthy. We market to government agencies directly through [fedbizops.com](http://fedbizops.com). We also contact several agencies directly. A lot of our government contracts are procured for the Department of Defense (DOD) based on our DTMO approval.