



6540 Highland Road
Suite 1
Waterford, MI 48327
Phone: (248) 282-5518
Fax: (248) 644-3316

July 6th, 2022

**George Mason University
4400 University Dr., MS 1D4
Fairfax, VA 22030**

Good afternoon,

Thank you for the opportunity to bid on your air charter requirements for George Mason's MBB 2022-2023 Season. PASS is committed to providing the right aircraft for the right price for GMU. PASS offers complete Athletic Team Travel Management solutions for your university's needs.

We are providing the response to your charter requests utilizing a Saab-2000 aircraft, operated by Freight Runners. Freight Runners is a certified FAA 121 Air Carrier and has been in business since 1985. Their fleet consists of 25 aircraft dedicated to college basketball.

We are available 24 hours a day, 7 days a week, and 365 days a year. Please do not hesitate to contact us with any questions or concerns!

Sincerely,

*Kevin Schumann
Account Manager, PASS Charters
248-762-4560
kschumann@passcharters.com*



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ORGANIZATION, QUALIFICATIONS AND EXPERIENCE

- Our mission is to provide the right aircraft for the right price.
- PASS is an air travel management company, headquartered in Michigan, with over 30 years of experience in providing global air travel management services for both personal and corporate use. PASS manages air transportation services for Fortune 500 companies, global golf tournaments, and international and domestic corporate shuttle programs, on-demand private aircraft charter and sport travel management programs.
- PASS was established in April of 2004 out of Michigan. Our university clients include the University of Notre Dame, University of Alabama, Duke University and Indiana University, just to name a few. Along with university travel, we also provide chartering for the New Orleans Saints and Pelicans with other professional teams. PASS has supported the movements of collegiate team travel for over eleven years.
- Your account team is managed by the senior staff of PASS. Your key relationship contact is Kevin Schumann. Kevin is closely supported by the daily operations team managed by Steven Creasey. Our operators are supported by a dispatch staff, 24 hours a day, and 7 days a week. The operations team will be in communication with your school's point of contact throughout the duration of the trip.
- We are submitting our proposal utilizing the services of Freight Runners.
- Freight Runners operates as an air carrier and is authorized to conduct common carriage operations in accordance with the FAA specifications. We have an integrated communication/operating system to insure there is continual flights updates. We then communicate real time with a point of contact on the flight with GMU.
- PASS offers a comprehensive experience for our customers utilizing our new Client Login feature. The Client Login allows customers to access all of their trips through our website, and gives them oversight of where their plane is at all times. It also allows our customers to upload their passenger manifest directly onto the website, so that our operations team has access to it.
- For more information regarding our company and experience, visit www.passcharters.com



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Freight Runners



Screening on campus available

30 Seats

Water, Gatorade, snacks included

Fully Enclosed Lavatory

Payload: 7,500 lbs.

*****On-flight Pass Charters Rep for each flight**

51' Seat Pitch

FINANCIAL INFORMATION: Freight Runners has an ARGUS rating of Platinum

FAILSAFE INFORMATION: Freight Runners has 25 aircraft in their fleet dedicated to college basketball, will reroute an aircraft within the hour in case of an emergency.

*****Aircraft and crew remain with team**



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PASS Charters References- Basketball

1. University of Oregon

Josh Jamieson – MBB Director of Ops.

joshj@uoregon.edu

732-445-7818

2. University of Southern California

Michael Swets- Men's Basketball Ops.

swets@usc.edu

508-727-5710

3. Indiana University

Armond Hill – MBB Director of Admin.

rorvigp@missouri.edu

573-882-0702

4. New Orleans Saints/Pelicans

Mike Stanfield- V.P. of Sales

Mike.stanfield@pelicans.com

504-731-1770

5. University of Notre Dame

Scott Martin- Men's Basketball Director of Ops.

smart10@nd.edu

574-631-6225

6. Virginia Tech

Stephanie Ball, Men's Basketball Director of Ops.

sballein@vt.edu

540-392-7383

7. University of Connecticut

Eric Youncofski – MBB Basketball Ops

eric.youncofski@uconn.edu

860-486-2720

8. Seton Hall University

Jimmy O'Donnell- Senior Associate AD

Jimmy.odonnell@shu.edu

973-761-9725



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PASS Charters References- Athletics

1. University of Alabama

Ellis Ponder- Football Director of Ops.

eponder@ia.ua.edu

205-542-1718

2. University of Southern California

John Digrado - Executive Senior Associate Athletic Director

digrado@usc.edu

213-740-4158

3. University of Oregon

William Blood – Associate Athletic Director

wblood@uoregon.edu

541-346-5539

4. University of Arkansas

Lacy Needham- Business Associate Athletic Director

ln003@uark.edu

479-575-7276

5. San Diego State University

Charles Lang - Executive Associate Athletic Director

clang@sdsu.edu

619-594-6296

6. Duke University

Jon Jackson – Deputy Director of Athletics/Men's Basketball

jon.jackson@duke.edu

919-684-2624

7. University of Minnesota

Tim McCleary, Associate AD

tmcclear@umn.edu

612-625-2524

8. New Orleans Saints

Derek Stamnos- Director of Operations

Derek.stamnos@saints.nfl.com

504-731-1770

A001 . Issuance and Applicability

HQ Control: 05/09/2003

HQ Revision: 02c

a. These operations specifications are issued to FREIGHT RUNNERS EXPRESS INC, whose principal base of operation is located at:

Primary Business Address:
1901 E. Layton Ave
Milwaukee, 53207

The holder of these operations specifications is the holder of Air Carrier Certificate Number KCQA493F and shall hereafter be referred to as the certificate holder. The certificate holder is authorized to conduct:

On Demand	operations in	Common carriage pursuant to Title 14 Code of Federal Regulations (CFR) Section	119.21(a)(5) - On-Demand	and provided, at all times, the certificate holder has appropriate written economic authority issued by the Department of Transportation.
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The certificate holder shall conduct these kinds of operations in accordance with the specific authorizations, limitations, and procedures in these operations specifications and all appropriate Parts of the CFR.

b. These operations specifications are effective as of the "Date Approval is effective" listed in each paragraph and shall remain in effect as long as the certificate holder continues to meet the requirements of Part 119 as specified for certification.

c. The certificate holder is authorized to conduct the operations described in subparagraph a under the following other business names:

Air Charter Express

d. The certificate holder is authorized to conduct flights under 14 CFR Part 91 for crewmember training, maintenance tests, ferrying, re-positioning, and the carriage of company officials using the applicable authorizations in these operations specifications, without obtaining a Letter of Authorization, provided the flights are not conducted for compensation or hire and no charge of any kind is made for the conduct of the flights.

AIG AEROSPACE INSURANCE SERVICES, INC.

CERTIFICATE OF INSURANCE

THIS IS TO CERTIFY TO:

THAT THE FOLLOWING POLICY/IES OF INSURANCE HAS/HAVE BEEN ISSUED TO: REEF PARTNERS, LLC

1209 N ORANGE STREET WILMINGTON, DE 19801

POLICY NO. GM 012829167-01
 POLICY PERIOD: From April 15, 2022 to April 15, 2023
 INSURANCE COMPANY NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA

Coverage only applies as indicated by a specific limit and deductible.

FAA Cert.	Year	Seats	Coverage N:	Not In-Motion	In-Motion/ Ingestion	Number	Make & Model	Built	Crew	Deductibles	Pass Insured Value	
N604MB			Challenger 601		1992	2	10			\$1,600,000	NIL	NIL

Coverage A: \$100,000,000 Each Occurrence
 Coverage X: \$50,000 Non-Crew Member Passenger \$50,000 Each Crew Member

Coverage Identified: **Coverage A:** Liability Coverage for **Scheduled Aircraft**, **Coverage N: Physical Damage** Coverage for **Scheduled Aircraft**, **Coverage X: Medical Expenses**

OTHER COVERAGES/CONDITIONS/REMARKS
 ADDITIONAL INSURED, PRIMARY AND NON-CONTRIBUTORY, NOTICE OF CANCELLATION, WAIVER OF SUBROGATION SUBJECT TO FORM GLD1056 ATTACHED TO THIS POLICY.
 PHYSICAL DAMAGE WAR COVERAGE SUBJECT TO FORM GLD426 ATTACHED TO THIS POLICY.
 WAR LIABILITY COVERAGE SUBJECT TO FORM GLD52E ATTACHED TO THIS POLICY.
 WAR LIABILITY \$50,000,000 EACH OCCURRENCE AND IN THE ANNUAL AGGREGATE.

A certificate of insurance is issued as a matter of information only and confers no rights upon the certificate holder. A certificate of insurance does not amend, extend, or alter the coverage, terms, exclusions, conditions, or other provisions afforded by the policies referenced therein.
 If the policy referenced above is cancelled before the expiration date, notice of cancellation shall be provided to the certificate holder if such notice of cancellation has been included within this policy and/or endorsements attached thereto.

Certificate No. _____ 10

Date of April 21, 2022 IssueBy
(Authorized Representative)



GLD1463 (02/15)

Page 1 of 1 _____



Purchasing Department
 4400 University Drive, Mailstop 3C5
 Fairfax, VA 22030
 Voice: 703.993.2580 | Fax: 703.993.2589
<http://fiscal.gmu.edu/purchasing/>



REQUEST FOR PROPOSALS GMU-1801-22

ISSUE DATE: June 3, 2022
TITLE: Air Charter Services
PRIMARY PROCUREMENT OFFICER: Erin Rauch, Assistant Director, erauch@gmu.edu
SECONDARY PROCUREMENT OFFICER: James F. Russell, Director, jrussell@gmu.edu

QUESTIONS/INQUIRIES: E-mail all inquiries to both Procurement Officers listed above, no later than 4:00 PM Eastern Time (ET) on June 16, 2022. **All questions must be submitted in writing.** Responses to questions will be posted on the [Mason Purchasing Website](#) by 5:00 PM ET on June 21, 2022. Note: Questions must be submitted in WORD format. Also see section III. COMMUNICATION, herein.

PROPOSAL DUE DATE AND TIME: July 6, 2022 @ 2:00 PM ET. **SEE SECTION XII.A.1 FOR DETAILS ON ELECTRONIC PROPOSAL SUBMISSION.**

In Compliance With This Request For Proposal And To All The Conditions Imposed Therein And Hereby Incorporated By Reference, The Undersigned Offers And Agrees To Furnish The Goods/Services In Accordance With The Attached Signed Proposal Or As Mutually Agreed Upon By Subsequent Negotiations.

Name and Address of Firm:

Legal Name: Powwow, LLC

Date: July 6th, 2022

DBA: Pass Charters

Address: 6886 S. Service Dr. Waterford,
 MI 48327

By: *Kevin Schumann*

Signature

FEI/FIN No32-0108448

Name: Kevin Schumann

No. _____

Telephone No. 248.762.4560
 248.644.3316

Fax:

No: X

SWaM Certified: Yes: _____

Title: Account Manager

SWaM Certification Number: _____

Email: kschumann@passcharters.com

(See Section VII. SWaM CERTIFICATION for complete details).

- Scores to Purchasing: 7/26/22
- Oral presentations (if necessary): TBD
- Negotiations/BAFO: Tentative Week of Aug 8th
- Award: TBD
- Contract Start Date: Tentative October 2022
-

ATTACHMENT A
SMALL BUSINESS SUBCONTRACTING PLAN
TO BE COMPLETED BY OFFEROR

Offerors must advise any portion of this contract that will be subcontracted. All potential offerors are required to include this document with their proposal in order to be considered responsive.

Small Business: "Small business (including micro)" means a business which holds a certification as such by the Virginia Department of Small Business and Supplier Diversity (DSBSD) on the due date and time for proposals. This shall also include DSBSD certified women- owned and minority-owned businesses and businesses with DSBSD service disabled veteran owned status when they also hold a DSBSD certification as a small business on the proposal due date. Currently, DSBSD offers small business certification and micro business designation to firms that qualify.

Certification applications are available through DSBSD online at www.SBSD.virginia.gov (Customer Service).

Offeror Name: Pass = Charters

Preparer Name: Kevin Schumann

Who will be doing the work: I plan to use subcontractors I plan to complete all work – X

Instructions

- A. If you are certified by the DSBSD as a micro/small business, complete Section A of this form.
- B. If the "I plan to use subcontractors" box is checked, complete Section B of this form. For the proposal to be considered and the offeror to be declared responsive, the offeror shall identify the portions of the contract that will be subcontracted to any subcontractor, to include DSBSD certified small business for the initial contract period in relation to the offeror's total price for the initial contract period in Section B.

Section A

If your firm is certified by the DSBSD provide your certification number and the date of certification.

Certification Number: _____

Certification Date: _____

Section B

If the "I plan to use subcontractors" box is checked, populate the requested information below, per subcontractor to show your firm's plans for utilization of any subcontractor, to include DSBSD-certified small businesses, in the performance of this contract for the initial contract period in relation to the offeror's total price for the initial contract period. Certified small businesses include but are not limited to DSBSD-certified women-owned and minority-owned businesses and businesses with DSBSD service disabled veteran-owned status that have also received the DSBSD small business certification. Include plans to utilize small businesses as part of joint ventures, partnerships, subcontractors, suppliers, etc. It is important to note that these proposed participation will be incorporated into the subsequent contract and will be a requirement of the contract. Failure to obtain the proposed participation dollar value or percentages may result in breach of the contract.

Plans for Utilization of Any subcontractor, to include DSBSD-Certified Small Businesses, for this Procurement Subcontract #1

Company Name: _____ SBSD Cert #: _____
Contact Name: _____ SBSD Certification: _____
Contact Phone: _____ Contact Email: _____
Value % or \$ (Initial Term): _____ Contact Address: _____
Description of Work: _____

Subcontract #2

Company Name: _____ SBSD Cert #: _____
Contact Name: _____ SBSD Certification: _____
Contact Phone: _____ Contact Email: _____
Value % or \$ (Initial Term): _____ Contact Address: _____
Description of Work: _____

Subcontract #3

Company Name: _____ SBSD Cert #: _____
Contact Name: _____ SBSD Certification: _____
Contact Phone: _____ Contact Email: _____
Value % or \$ (Initial Term): _____ Contact Address: _____
Description of Work: _____

Subcontract #4

Company Name: _____ SBSD Cert #: _____
Contact Name: _____ SBSD Certification: _____
Contact Phone: _____ Contact Email: _____
Value % or \$ (Initial Term): _____ Contact Address: _____
Description of Work: _____

Subcontract #5

Company Name: _____ SBSD Cert #: _____
Contact Name: _____ SBSD Certification: _____
Contact Phone: _____ Contact Email: _____
Value % or \$ (Initial Term): _____ Contact Address: _____
Description of Work: _____