

Contact Information

For more information on services, contractors, and pricing, please visit our Web site:

www.gsa.gov/tss

Or contact:

Eddie Murphy or Brenda Samuels at (703) 605-5616, or via e-mail to onthego@gsa.gov

In addition to TSS Schedule 599, GSA also provides the following transportation and travel services:

- Airline City Pairs Program
- Centralized Household Goods Traffic Management Program (CHAMP)
- Freight Management Program (FMP)
- Transportation, Delivery and Relocation Solutions (TDRS)

For more information, check out our travel and transportation Web sites: www.gsa.gov/travel and www.gsa.gov/transportation.

To learn more about ordering from GSA's Multiple Award Schedules and Blanket Purchase Agreements, visit www.gsa.gov/schedules.



On The Go? Go With GSA!

Change is constant in the travel industry. The TSS Schedule gives you the tools you need to keep abreast of change. Many changes are driven by dynamic travel technology initiatives such as the eTravel Service and the Defense Travel System; shifts in travel supplier relationships; and stakeholder emphasis on better travel management.

This Multiple Award Schedule (MAS) offers an array of solutions to help meet all your travel needs. Use the TSS Schedule to ensure direct and easy access to a full spectrum of quality travel services at fair and reasonable prices. Contractors awarded on the TSS Schedule have been pre-qualified to deliver expert services to you. Services available under the following Special Item Numbers (SINs) include:

599-1 Travel Consulting Services

Professional advice and/or information on travel-related matters to assist with meeting travel needs for temporary duty (TDY) travel, and/or temporary/permanent change of station/relocation. A few of the available services include:

- Developing strategies for adoption of the eTravel Service (eTS) or the Defense Travel System (DTS)
- Identifying travel security needs
- Re-engineering business processes
- Developing travel policy
- Developing customer satisfaction surveys, assessments and analyses
- Studying current travel management processes and recommending efficiencies
- Analyzing travel card data to facilitate travel management

- Re-engineering relocation processes
- Testing technologies
- Evaluating proposals, services, contractor performance, and products
- Providing trend analysis of agency travel spending to enable budget forecasting or potential cost savings

599-2 Travel Agent Services

Professional travel agents and related services (both on and off government agency sites) to assist with meeting travel needs for various types of domestic and international travel (such as invitational, TDY, conference and training attendance under both blanket and trip-by-trip authorizations). Available services include:

- Travel arrangements, reservations, ticketing and traveler support for air, rail, lodging, car rental and international services for individuals and groups
- Reconciling accounts
- Unused/partially used ticket tracking
- Planning services for meetings
- Reporting services
- Providing help desk support

599-99 New Services/Products

- At any time, contractors may offer new products and/or services as they become available in the commercial marketplace
- Services must be within the scope and related to the work being performed in the Statement of Work
- Services must align with regulatory requirements and government travel initiatives

- Hospitality management firms under contract can provide you with a turn-key lodging program for all short-term, long-term and meeting planning needs
- Let the professionals negotiate all your lodging needs

599-1000 Contractor Support Items

Additional travel services that are in direct support of the services solicited under another TSS Schedule SIN may include:

- Conducting/preparing studies, surveys, assessments tools, publications, and training materials and/or copies of same

- Providing satellite ticket printers, and delivery services (for courier or other delivery of tickets or other documents)
- This SIN can be used in tandem with another SIN under the TSS Schedule

Using TSS is fast and easy. Just follow the simple ordering procedures by selecting at least three schedule contractors to review, evaluating their ability to meet your requirements, and making your best value determination! Complete ordering procedures are located at www.gsa.gov/schedules.

