

**UNIVERSITY OF HAWAI'I
NOTICE OF AWARD**

Solicitation No: RFP No. 23-5989

Title: Provide In-House Full Service Travel Agency Services for the Athletics Department, University of Hawai'i at Mānoa, Honolulu, Hawai'i

Description of Items:

<u>Description</u>	<u>Fee</u>
Service Fee for Full-Service Airline Travel Reservation Transaction	\$25.00 per transaction
Service Fee for Hotel Accommodation and Team Meal Transaction	5% of gross amount per transaction
Service Fee for Ground (Bus), Rental Car or other Transportation Transaction	5% of gross amount per transaction
Service Fee for Airline Flight Changes (Date/Time, Traveler Name, etc.)	\$25.00 per transaction

Party to be awarded: JTB USA, Inc.*

Address: 1450 Ala Moana Boulevard, Suite 1370

City: Honolulu State: Hawai'i Zip Code: 96814

Date Contract to be issued: May 19, 2023
(OPM use only)

Procurement Specialist: Scott Shimoda
(OPM use only)

* Award is subject to approval by the Board of Regents, University of Hawai'i.

ANY PERSON WISHING TO FILE WRITTEN OBJECTIONS TO THE ISSUANCE OF THE CONTRACT SHALL FILE THEIR OBJECTIONS WITH THE UNIVERSITY OF HAWAI'I, OFFICE OF PROCUREMENT MANAGEMENT, 1400 LOWER CAMPUS ROAD, ROOM 15, HONOLULU, HAWAI'I 96822, WITHIN FIVE (5) WORKING DAYS FROM THE DATE THIS NOTICE WAS POSTED.