



Inter-University Council Purchasing Group  
Inter-University Council of Ohio  
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TO: All IUC-PG Member Institutions

October 25, 2018

**Awarded supplier:**

**Christopherson Andavo Travel, LP dba Christopherson Business Travel**

**Contract UN18-093  
Travel Management Services**

This contract is for the provision of Travel Management Services for the State of Ohio Institutions of Higher Education as represented on the IUC-PG roster.

The term of this contract shall commence on October 1, 2018 and shall terminate on September 30, 2023 with up to three (3) one-year extension options. The IUC-PG reserves the right to cancel this contract with the supplier as per the terms of the Master Agreement UN18-093 Travel Management Services. The IUC-PG reserves the right to extend the resultant contract(s) beyond the normal expiration date if the IUC-PG determines it to be in their best interest and the selected supplier(s) agree(s) to the extension.

The provisions expressed in Request for Proposal (RFP) (UN18-093), the RFP response from the selected supplier, and the negotiated terms and conditions contained in the UN18-093 Master Agreement are made a part of this contract. Members wishing to use the services of this supplier in addition to the project outlined in the Master Agreement must contact the supplier to establish a scope of work for pricing.

For additional information on the Member Participation Agreement or details of the Travel Management Services Contract, please contact IUC-PG directly.

***Members interested in utilizing this agreement for their own travel management services needs should contact the individual indicated to develop a scope of work and pricing:***

Christopherson Andavo Travel, LP  
dba Christopherson Business Travel  
Kevin Lee  
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Jennifer March-Wackers  
Executive Director, IUC-PG