The State of Alaska still has a car rental contract with Budget Rent-a-Car in Anchorage, Fairbanks, and Juneau. Now, in addition to the Budget contract, the State also has nationwide contracts with Hertz, National, and Enterprise. The chart demonstrates the excellent rates available in most cities. National/Enterprise and Hertz do have surcharges in several locations; however, the only location they both have a surcharge is New York City.

National/Enterprise Surcharges are:

- $6.00 CALIFORNIA: Los Angeles Metro, San Diego Metro, San Francisco Metro, Oakland Metro, Sacramento Metro, Riverside Metro, San Bernardino Metro
- $6.00 TEXAS: Midland Metro, Lubbock Metro, Austin Metro, College Station Metro, Houston Metro, Dallas/Ft Worth Metro, San Antonio Metro, Brownsville/Corpus Christi Metro
- $7.00 VERMONT: Burlington Metro
- $7.00 NEW YORK: Albany Metro
- $15.00 NEW YORK: Long Island Metro, Westchester Metro, Newark Metro

Hertz Surcharges are:

- $3.00 CALIFORNIA: Burbank, John Wayne, Oakland, San Jose
- $6.00 IDAHO: Idaho Falls, Boise, Pocatello, Sun Valley
- $6.00 MONTANA: Missoula
- $6.00 WASHINGTON: Pullman, Spokane
- $8.00 Baltimore, Boston, Chicago, Detroit, Philadelphia, Washington, D.C.
- $10.00 OREGON: Bend, Klamath Falls, Medford, Pendleton, Redmond, Salem, Sun River
- $23.00 NEW YORK: New York City Metro
- $10.00 WASHINGTON: Pasco, Walla Walla, Wenatchee, Yakima
- $10.00 MONTANA: Butte
- $13.00 CALIFORNIA: San Luis Obispo
- $19.00 NEW JERSEY: Newark
- $29.00 NEW YORK: JFK, LGA, Manhattan

These contracts also include weekly and monthly rates, percentages off international travel, full coverage with no deductible, and $1 million in liability coverage as well. Each of these car rental companies have membership plans that State travelers are welcome to participate in and any discounts or perks will belong to the travelers.

Travelers are authorized to receive National/Enterprise discounts for personal travel when applying the CD code XZ45LEI titled “State of Alaska (WSCA)-Leisure.” See Department of Administration, General Services web site for full contract information.

Special Note of Interest

Reservations that are cancelled in E-Travel Online will not generate a cancellation notice. This is because E-Travel Online is a booking tool and does not function as auditing system or expense management tool.

There is no fee when the reservation is cancelled in the tool.

E-Travel Online Training

Contact your Department Travel Coordinators to sign up.
March 16 10:00am & 2:00pm
March 19 10:00am & 2:00pm
See E-Travel Online dashboard for more training opportunities.

Today, give a stranger one of your smiles.
It might be the only sunshine he sees all day.

Quoted in P.S. I Love You, compiled by H. Jackson Brown, Jr.
Airline News

Alaska / Horizon go Paperless and Mobile

Alaska Airlines and Horizon Air have introduced the ability to download electronic boarding passes in several cities using any handheld mobile device. Alaskaair.com is now designed to fit on the small mobile screens to provide flight status information, flight schedules, web check-in, flight alerts, and access to “My Trips” to view itineraries, change seats, and add mileage numbers to a reservation. For more information visit Alaskaair.com and http://mobile.alaskaair.com.

Delta, Alaska / Horizon expand code-share

Delta, Alaska Airlines, and Horizon Air have expanded code-share access for customers at Portland International Airport to include more than 70 daily departures to 32 nonstop destinations — a 40 percent increase in code-sharing between Delta and Alaska/ Horizon compared to last fall. Several new nonstop routes have added to Delta’s schedule from Portland on Alaska and Horizon. Details about these routes and more can be found in the Delta press release.

Airline Tarmac Delays

U.S. Department of Transportation issued a new rule that establishes a three-hour time limit after which U.S. airlines are required to permit passengers to deplane delayed domestic flights. Carriers are also required to provide food and drinking water for travelers within two hours of the aircraft being delayed on the tarmac, to maintain operable lavatories, and if necessary, provide medical attention. More information on the rule is available on the U.S. DOT website.

Special Note of Interest

Vendors who do not publish their rates in the Global Distribution System (GDS) will not be available in any online booking tool.

Alaska Airlines’ Awards

Alaska Airlines made changes to Money and Miles Awards on February 24. Money and Miles Awards give the traveler the ability to reduce the price of a ticket by up to 50% while still earning flight miles. Some highlights of the changes are:

- Will start at 10,000 miles one way
- Valid on itineraries with flights operated only by Alaska Airlines and Horizon Air
- Up to 50% discount on most fares
- Maximum discount is $200 off the base fare for 20,000 miles or $100 off the base fare for 10,000 miles
- Earn 100% of the miles flown when traveling on this award
- Complimentary upgrades are not allowed

All awards are based on travel within the continental United States including Alaska or between the continental United States, Alaska, and Canada. The chart below reflects the discount for the past miles vs. the new miles level.

<table>
<thead>
<tr>
<th>Award Type</th>
<th>Miles Prior to 2/23/2010</th>
<th>Miles Effective 2/24/2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>50% Discount up to $100</td>
<td>7,500</td>
<td>10,000</td>
</tr>
<tr>
<td>50% Discount up to $200</td>
<td>15,000</td>
<td>20,000</td>
</tr>
</tbody>
</table>

Tips & Tricks

Verify Fares in Research

Fares can now be verified in Research prior to purchase without placing on a 24-hour hold.

1. Go to a saved trip research and click “View”
2. Select “More Options”
3. Select “Verify Fare” (fare is current if this box is not active or highlighted)
4. Select desired fare from the fare comparison matrix, read the fare rules, and “Add to Cart”
5. The fare is automatically saved and there is no save button
6. Select “Purchase” or exit trip research by going to the upper left Travel tab and select another option (start a new trip, access a trip, etc.)

An error message will display when the flight is no longer available. If an error message displays after selecting “purchase” verify the fare and only proceed to purchase when there is no error message.