

Office of Superintendent of Schools  
Board Meeting of May 16, 2001

May 10, 2001

Financial Affairs  
Richard H. Hinds, Chief Financial Officer

**SUBJECT: AWARD OF REQUEST FOR PROPOSALS NO. 048-AA11 - TO PROVIDE TRAVEL AGENCY SERVICES TO THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA**

The purpose of this Request For Proposals, opened on October 10, 2000, is to establish a contract to provide travel agency services, as needed, to The School Board of Miami-Dade County, Florida. This is a term proposal which states that the Board may utilize the services of this contract, as needed, but is not obligated to purchase any guaranteed amount. Of 59 vendors sent proposal forms or card notices of this advertised, 5 responded with 4 proposals meeting specifications and 1 no proposal.

The terms and conditions of the Request For Proposals allow for the award to multiple vendors. In order to provide the school system's travelers more choices, additional flexibility and greater competition, the recommendation reflects the award of this Request For Proposals to multiple vendors.

Fund Source  
Various

M/WBE Eligibility  
Hispanic Male - No Dollar Amount

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, **AWARD** Request For Proposals No. 048-AA11 - TO PROVIDE TRAVEL AGENCY SERVICES TO THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, to establish a contract to provide travel agency services, as needed, to The School Board of Miami-Dade County, Florida, during the term of the proposal, effective May 16, 2001, through May 15, 2002, as follows:

**REPLACEMENT  
G-110**

1. BUSINESS TRAVEL ADVISORS, INC.  
3750 N.W. 87 AVENUE  
MIAMI, FL 33178  
OWNER: SERGIO L. BARRERA, PRESIDENT

Transaction Fee - \$17 per transaction

LORRAINE TRAVEL BUREAU, INC.  
377 ALHAMBRA CIRCLE  
CORAL GABLES, FL 33134-5003  
OWNER: JACK R. GUITERAS, PRESIDENT/C.E.O. (HM)

Transaction Fee - \$10 per transaction

2. The award shall be made subject to the resolution of bid protests, if any.

RHH/lja