

Q&A RFP 26-012

1. How is travel currently being booked?
we currently uses a travel agent to do booking for hotels, busses, rental cars, and flights
2. What is the annual travel spend broken out by air, hotel, and ground transportation?
Answer not available at this time.
3. How many commercial air tickets are booked annually?
Answer not available at this time.
4. Of the travel volume provided, how much is currently booked by a travel management company? **All except for the golf teams and currently not the track program**
5. Is Austin Peay Athletics currently using an online booking tool? If so, please provide the system.
no
6. If using an online booking tool, what is the percentage of travel that is booked through the online booking tool vs. full service agent-assisted bookings?
not using online
7. Does Austin Peay Athletics have contractual agreements with any airlines?
no
8. Does Austin Peay Athletics have contractual agreements with any motor coach companies?
Yes.
9. Does Austin Peay Athletics have contractual agreements with any rental car companies?
Yes.
10. What forms of payment are used by travelers?
Corporate Cards