



# OSU Contract Summary

**VENDOR:**

CIAzumano Travel  
[www.ciazumanotravel.com](http://www.ciazumanotravel.com)  
 1-800-334-2929  
 1-541-757-9792

**PRODUCT/SERVICES:**

Travel Services

**HOW TO USE THIS CONTRACT:**

- Telephone: **1-800-334-2929**
    - Reservations can be made between 8:00 AM – 5:00 PM PST.
  - Email: [azcorvallis@ciazumano.com](mailto:azcorvallis@ciazumano.com)
  - Fax: 541-758-1631
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- Online Booking: <http://fa.oregonstate.edu/business-affairs/travel/nuttravel>

**PRICING:**

| AGENT BOOKED  | UNIT        | FEE        | NOTES  |
|---|-------------|------------|--|
| Air Individual-Domestic/International                                     | Transaction | \$25.00    | Each time a new ticket is issued a transaction fee applies. Hotel/Car reservations made at the same time of Air Bookings are included in this fee. |
| Air Group – Domestic/International  | Transaction | \$22.00    | Per Person for 10 or more travelers on same itinerary.   |
| Hotel/Car Reservations – Made after Air Booking or without an Air Booking | Transaction | \$7.00     | Transactions are per each phone call made to make a reservation. If Hotel & Car are made in one phone call then one fee applies.                   |
| Cancellations/Voids   | Transaction | \$10.00    |  |
| Refunds   | Transaction | \$12.00    |  |
| After Hours/Emergency/Holiday Calls                                       | Call        | \$20.00    | Regular hours of operation are 8:00AM – 5:30 PM PST.   |
| Amtrak  | Transaction | \$25.00    |  |
| Shuttle reservations w/Direct Billing                                     | Transaction | \$5.00     |  |
| Bus Charters – In State   | Transaction | Negotiable |  |
| Bus Charters – Out of State   | Transaction | Negotiable |  |
| Passport and Visa Services  |             | \$0.00     | OSU can utilize Contractor's negotiated rates through CIBIT.   |

**Continued...**

| ONLINE BOOKING TOOL - NUTRAVEL | UNIT | FEE    | NOTES  |
|--------------------------------|------|--------|--|
| Air/Hotel/Car                  | PNR  | \$9.00 | Transaction fee applies for a new Passenger Name Record ("PNR") issued with an Air booking. Hotel/Car reservations made inclusive of the Air booking is included in the transaction fee. |
| Hotel/Car Only                 | PNR  | \$5.00 | Transaction fee applies for a new Passenger Name Record ("PNR") issued with a Hotel or Car reservation ONLY.   |

**DELIVERY:**

N/A

**GENERAL INFORMATION:**

Contract Number: 117261  
 Contract Start Date: 3/1/2011  
 Implementation Date: 3/1/2011  
 Contract End Date: 3/9/2020

**ADDITIONAL INFORMATION:**

**QUESTIONS:**

For OSU contract related questions, please contact Procurement at:  
 1-541-737-4261  
[pacs@oregonstate.edu](mailto:pacs@oregonstate.edu)

For travel related issues or concerns, contact:  
**Jeff Kalman**  
**Strategic Account Manager**  
**PH: 757-615-2781**  
[jkalman@ciazumano.com](mailto:jkalman@ciazumano.com)