

## Contract 01713- Fully Refundable Airfare (City Pair Airline Tickets)

---

### Pricing and Ordering

Updated 1/31/2017 with new DES Contract Specialist

**Contractor:** Alaska Airlines

**DES Contract Specialist:** Kathie Steller  
Contracts, Procurement, and Risk Management  
(360) 407-8422  
[kathie.steller@des.wa.gov](mailto:kathie.steller@des.wa.gov)

### Contractor information

**Contractor:** Alaska Airlines  
19300 International Blvd.  
Seattle, WA 98188

**Web catalog address:** <https://easybiz.alaskaair.com/ssl/signin/cosignin.aspx?CurrentForm=UCCoSignInStart&lid=footer:easyBiz>

**Federal ID No.** 92-0009235

**WA Dept. of Revenue  
Registration Number** 578007415

**Payment address:** Same as above

**Order placement address:** Same as above

**Credit card acceptance:** **Only** the state's US Bank VISA or University of Washington's JP Morgan VISA can be used for booking travel

**For use by:** All State Agencies and Participating Institutions of Higher Education (College and Universities, Community and Technical Colleges). **Please note that this contract has not been extended to Political Subdivisions or Non Profit Organizations.**

**Contract exclusions:** The need to purchase a fully refundable fare shall be at the discretion of the purchaser on a case-by-case basis, dependent upon purchaser's budget, scheduling and other specific travel needs. Specific reason(s) when not to use the contract would be when the city pair flights do not meet the mission of the contract user's state agency or when a less expensive ticket becomes available to the general public.

**Special notes:** Contract users (and or their travel agent) must first check this contract, before selecting an alternate flight/airline.

**Fare Availability:** All fares awarded herein shall be available on all tickets purchased during the contract period, including those purchased during the last month of the contract period for travel completed during the following month.

**Related contracts:** #03710 Vehicle Rental  
#01913 Travel Service Providers

#02013 WSCA-NASPO Airfare – Southwest Airlines  
#02407 Charter Air Services  
WSCA/NASPO Lodging Agreement  
DES Travel page: <http://des.wa.gov/services/Travel/Travel/Pages/default.aspx>

**Pricing:** See attached. Pricing is one-way and fully refundable, with no restrictions.

### **PRICING – ALASKA AIRLINES**

The rates embedded in the document below are one-way rates. If you are returning to the origin city, via air travel, from the original destination city, the same rate shall apply.



Alaska Airlines  
One-Way Rates.xls

### **RESERVATION AND TICKET ORDERING**

Customers may book tickets in the following ways:

1. Customer may utilize a travel agent that was awarded under [Contract #01913](#).
2. Or book directly with Alaska Airlines:
  - 1) You must first enroll in Alaska Airlines free EasyBiz program @ [https://easybiz.alaskaair.com/enrollment?lid=easybiz\\_signin::enroll\\_now](https://easybiz.alaskaair.com/enrollment?lid=easybiz_signin::enroll_now)
    - a. If you have any questions or need assistance, please reach out to:  
**Alaska Airlines Customer Care**  
PH: 1-800-654-5669  
8:00 am - 6:00 pm (PT), Monday-Friday  
8:00 am - 5:00 pm (PT), Saturday
  - 2) After enrolling, State of Washington rates **must** be turned on.
    - a. To turn on government rates, please email **Tyler Williams** and include your EasyBiz account# [tyler.williams@alaskaair.com](mailto:tyler.williams@alaskaair.com)  
PH: 206-392-5214

**Only** the state's US Bank VISA or University of Washington's JP Morgan VISA can be used for booking travel

- 3) [University of Washington](#) (UW) Travel Questions
  - a. Please contact **Gina Olan**  
[Gina.olan@alaskaair.com](mailto:Gina.olan@alaskaair.com)  
PH: 206-392-5241