



DEPARTMENT OF GENERAL SERVICES  
STATEWIDE TRAVEL MANAGEMENT PROGRAM  
**TRAVEL BULLETIN**

**Travel Bulletin: #19-02**

**Effective Date: July 1, 2019**

**Expiration Date: June 30, 2020**

**SUBJECT: Discount Airfare for Official State Business**

**PURPOSE: Extension of Contracted Airfare Discounts for Official State Business**

**REFERENCE: Travel Bulletin # 14-04**

<b>Purpose</b>	<p>The purpose of this Travel Bulletin is to announce the extension of discount airfare contracts between the state of California and the following airlines:</p> <ul style="list-style-type: none"><li>• Alaska Airlines (incl. Virgin America)</li><li>• Delta Air Lines</li><li>• JetBlue Airways</li><li>• Southwest Airlines</li></ul> <p>These discount airfares are authorized for use by employees of state departments, universities, local governments, and K-12 public school districts for travel on official government or school business. Contracts are available for two discount categories: preferred carriers and individual city-pairs. Contracted airfares will be used by all state departments in accordance with the guidelines listed in the <b>Usage Requirements</b> section of this Travel Bulletin. Departments may impose more restrictive travel rules as determined by their operational need. Reference your individual departmental travel policy for specific limitations and guidelines.</p>
<b>Contract Term</b>	<p>The contracts are extended effective July 1, 2019 – June 30, 2020 or upon award of new contracts, whichever occurs first.</p>
<b>Discount Airfares</b>	<p><u>Preferred Carriers</u></p> <p>Preferred carrier groups are available for both domestic and international airfare markets. Preferred carrier contracts are awarded to one airline in each of these markets. The domestic market is defined as all flights with both the origination and destination airports located within the 50 United States. The international market is defined as all flights that have one or both of the origination and destination airports located outside of the 50 United States.</p> <ul style="list-style-type: none"><li>• Domestic preferred carrier: <b>Southwest Airlines</b><ul style="list-style-type: none"><li>○ 6 percent discount on all fully refundable domestic fares.</li><li>○ 3 percent discount on all nonrefundable domestic fares.</li><li>○ Discounts do not apply to limited-time promotional fares.</li></ul></li><li>• International preferred carrier: <b>Delta Air Lines</b><ul style="list-style-type: none"><li>○ 8 percent discount on all fully refundable international fares.</li><li>○ 2 percent discount on all nonrefundable international fares.</li><li>○ Discounts are available as part of a joint venture agreement.</li></ul></li></ul>

	<ul style="list-style-type: none"> <li>▪ Joint venture participants: Delta, Alitalia, Virgin Atlantic, KLM, Air France and Korean Air.</li> <li>▪ Tickets issued through Delta but carried on one of the joint venture airlines will qualify for the contracted discount.</li> </ul> <p><u>City-Pairs</u></p> <p>The contracted city-pair rates include airfare for origination and destination points for intra-California, out-of-state, and international destinations and are listed at <a href="http://www.dgs.ca.gov/OFAM/travel">www.dgs.ca.gov/OFAM/travel</a>. The state has contracted city-pair rates with Alaska Airlines, Delta Air Lines, and JetBlue Airways. There are two types of discount city-pair airfares: Unrestricted (YCAL) and Restricted (capacity-controlled/VCAL).</p> <ul style="list-style-type: none"> <li>• YCAL fares are fully refundable, unrestricted airfares that offer last seat availability and are for travel in either direction of the city-pair.</li> <li>• Capacity-controlled fares are restricted, meaning that airlines set aside a limited number of seats on each flight for the state of California. These airfares are also fully refundable and are for travel in either direction of the city-pair. These fares are less expensive than the unrestricted YCAL fares. Capacity-controlled fares are typically available when a traveler is able to make travel arrangements early.</li> </ul>
<p><b>Usage Requirements</b></p>	<p>The state of California, for individual trips of authorized state travelers, requires the use of carrier services in the following hierarchical order.</p> <p>a) Preferred carriers: Authorized state travelers are required to use the state’s preferred carriers, unless one of the following exceptions exists:</p> <ul style="list-style-type: none"> <li>I) Space or flight schedules are not available to accomplish the purpose of the travel, or use of available contract service would require the traveler to incur unnecessary costs that would increase the total cost of the trip.</li> <li>II) A non-contract carrier or city-pair contracted carrier offers a fare that is \$30.00 lower than the preferred carrier’s published state discounted rate.</li> </ul> <p>b) City-pair carriers: Authorized state travelers who meet one of the preferred carrier exemptions above will be required to book one of the state’s city-pair fares, unless one of the following exceptions exists:</p> <ul style="list-style-type: none"> <li>I) Space or flight schedules are not available to accomplish the purpose of the travel, or use of available contract service would require the traveler to incur unnecessary costs that would increase the total cost of the trip.</li> <li>II) A non-contract carrier offers a fare that is \$30.00 lower than the city-pair’s published state fare.</li> </ul> <p>c) Non-contracted carriers: Authorized state travelers who meet exemptions in each of the two categories above will be authorized to book the lowest available fare that meets their business needs with a non-contracted carrier.</p>
<p><b>Accessing the Discounts</b></p>	<p>Preferred carrier discounts are available through Southwest Airlines and Delta Air Lines. Discounted YCAL (unrestricted) and VCAL (restricted/capacity controlled) fares are available through Alaska Airlines, Delta Air Lines, and JetBlue Airways. To receive discount fares (preferred or city-pair), travel must be booked through the state’s authorized travel agency, CalTravelStore, or online booking tool, Concur Travel. Links are located at <a href="http://www.caltravelstore.com">www.caltravelstore.com</a>. Per terms of the contract, all discounted airfares must be paid for using an account through the state’s contracted travel payment provider.</p>

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<b>Attachments</b>	2019 Airfares CA Intrastate, 2019 Airfares CA Out-of-State, 2019 Airfares CA International

### FY 2019-2020 Airfares: Intrastate City Pairs

Contracted rates are from July 1, 2019 through June 30, 2020. Please note all fares are designated as (YCAL) and (Capacity Controlled) in airline computer reservation systems. YCAL fares are unrestricted and not subject to limited seating. The amount reflects a one-way fare in either direction, and does not include airline taxes and fees.

Origin Airport		Airport Code	Unrestricted Airline	YCAL Unrestricted Govt. Fare	Capacity Controlled Airline	Capacity Controlled Govt. Fare
Los Angeles	Mammoth Lakes	LAX-MMH	Alaska	\$ 176.00	Alaska	\$ 82.00
Los Angeles	Oakland	LAX-OAK	Delta	\$ 118.00	Delta	\$ 82.00
Los Angeles	San Diego	LAX-SAN	Delta	\$ 99.00	Delta	\$ 74.00
Los Angeles	San Francisco	LAX-SFO	Delta	\$ 113.00	Delta	\$ 82.00
Los Angeles	San Jose	LAX-SJC	Delta	\$ 98.00	Delta	\$ 66.00
Los Angeles	Santa Rosa	LAX-STS	Alaska	\$ 251.00	Alaska	\$ 209.00
Oakland	Long Beach	OAK-LGB	JetBlue	\$ 205.00	JetBlue	\$ 130.00
Sacramento	Long Beach	SMF-LGB	JetBlue	\$ 200.00	Jet Blue	\$ 130.00
Sacramento	Los Angeles	SMF-LAX	Delta	\$ 146.00	Delta	\$ 118.00
Sacramento	Palm Springs	SMF-PSP	Alaska	\$ 208.00	Alaska	\$ 150.00
San Diego	Fresno	SAN-FAT	Alaska	\$ 250.00	Alaska	\$ 183.00
San Diego	Monterey	SAN-MRY	Alaska	\$ 240.00	Alaska	\$ 183.00
San Diego	Santa Rosa	SAN-STS	Alaska	\$ 259.00	Alaska	\$ 198.00
San Francisco	Long Beach	SFO-LGB	Jet Blue	\$ 190.00		
San Francisco	Palm Springs	SFO-PSP	Alaska	\$ 150.00		

### FY 2019-2020 Airfares: Out-of-State City Pairs

Contracted rates are from July 1, 2019 through June 30, 2020. Please note all fares are designated as (YCAL) and (Capacity Controlled) in airline computer reservation systems. YCAL fares are unrestricted and not subject to limited seating. The amount reflects a one-way fare in either direction, and does not include airline taxes and fees.

Origin Airport		Airport Code	YCAL Airline	YCAL Unrestricted Govt. Fare	Capacity Controlled Airline	Capacity Controlled Govt. Fare
Burbank CA	Portland OR	BUR-PDX	Alaska	\$ 281.00	Alaska	\$ 229.00
Burbank CA	Seattle WA	BUR-SEA	Alaska	\$ 286.00	Alaska	\$ 234.00
Fresno CA	Portland OR	FAT-PDX	Alaska	\$ 218.00	Alaska	\$ 166.00
Fresno CA	Seattle WA	FAT-SEA	Alaska	\$ 218.00	Alaska	\$ 166.00
Las Vegas NV	Spokane WA	LAS-GEG	Alaska	\$ 302.00	Alaska	\$ 197.00
Las Vegas NV	Boise ID	LAS-BOI	Alaska	\$ 313.00	Alaska	\$ 198.00
Las Vegas NV	Salt Lake City UT	LAS-SLC	Alaska	\$ 238.00	Alaska	\$ 126.00
Los Angeles CA	Boston MA	LAX-BOS	Jet Blue	\$ 349.00	Jet Blue	\$ 199.00
Los Angeles CA	Fort Lauderdale FL	LAX-FLL	Jet Blue	\$ 375.00	Jet Blue	\$ 210.00
Los Angeles CA	Memphis TN	LAX-MEM	Delta	\$ 414.00	Delta	\$ 272.00
Los Angeles CA	Minneapolis	LAX-MSP	Delta	\$ 265.00	Delta	\$ 220.00
Los Angeles CA	New York NY	LAX-JFK	Jet Blue	\$ 349.00	Jet Blue	\$ 199.00
Los Angeles CA	Portland OR	LAX-PDX	Alaska	\$ 145.00	Alaska	\$ 107.00
Los Angeles CA	Salt Lake City UT	LAX-SLC	Alaska	\$ 183.00	Delta	\$ 117.00
Los Angeles CA	Seattle WA	LAX-SEA	Alaska	\$ 183.00	Delta	\$ 70.00
Los Angeles CA	Spokane WA	LAX-GEG	Alaska	\$ 266.00	Alaska	\$ 176.00
Los Angeles CA	Washington Nat'l DC	LAX-DCA	Alaska	\$ 513.00	Alaska	\$ 214.00
New York NY	Boston MA	JFK-BOS	Jet Blue	\$ 209.00	Jet Blue	\$ 109.00
New York NY	Charlotte NC	JFK-CLT	Jet Blue	\$ 199.00	Jet Blue	\$ 99.00
New York NY	Washington Dulles DC	JFK-IAD	Jet Blue	\$ 199.00	Jet Blue	\$ 99.00
Oakland CA	Boise ID	OAK-BOI	Alaska	\$ 270.00	Alaska	\$ 186.00
Oakland CA	Pasco-Richland WA	OAK-PSC	Alaska	\$ 218.00	Alaska	\$ 166.00
Oakland CA	Portland OR	OAK-PDX	Alaska	\$ 166.00	Alaska	\$ 103.00
Oakland CA	Seattle WA	OAK-SEA	Alaska	\$ 136.00	Alaska	\$ 93.00
Oakland CA	Spokane WA	OAK-GEG	Alaska	\$ 218.00	Alaska	\$ 176.00
Ontario CA	Portland OR	ONT-PDX	Alaska	\$ 218.00	Alaska	\$ 176.00
Ontario CA	Seattle WA	ONT-SEA	Alaska	\$ 240.00	Alaska	\$ 176.00
Sacramento CA	Atlanta GA	SMF-ATL	Delta	\$ 454.00	Delta	\$ 242.00
Sacramento CA	Boise ID	SMF-BOI	Alaska	\$ 213.00	Alaska	\$ 168.00

Origin Airport		Airport Code	YCAL Airline	YCAL Unrestricted Govt. Fare	Capacity Controlled Airline	Capacity Controlled Govt. Fare
Sacramento CA	Minneapolis MN	SMF-MSP	Delta	\$ 469.00	Delta	\$ 335.00
Sacramento CA	Portland OR	SMF-PDX	Alaska	\$ 156.00	Alaska	\$ 124.00
Sacramento CA	Salt Lake City UT	SMF-SLC	Delta	\$ 421.00	Delta	\$ 264.00
Sacramento CA	Seattle WA	SMF-SEA	Alaska	\$ 166.00	Alaska	\$ 113.00
Sacramento CA	Spokane WA	SMF-GEG	Alaska	\$ 208.00	Alaska	\$ 167.00
Salt Lake City UT	Seattle WA	SLC-SEA	Delta	\$ 239.00	Delta	\$ 162.00
San Diego CA	Atlanta GA	SAN-ATL	Delta	\$ 618.00	Delta	\$ 388.00
San Diego CA	Boise ID	SAN-BOI	Alaska	\$ 210.00	Alaska	\$ 113.00
San Diego CA	Detroit MI	SAN-DTW	Delta	\$ 466.00	Delta	\$ 293.00
San Diego CA	Eugene OR	SAN-EUG	Alaska	\$ 313.00	Alaska	\$ 208.00
San Diego CA	Honolulu HI	SAN-HNL	Alaska	\$ 452.00	Alaska	\$ 294.00
San Diego CA	Orlando FL	SAN-MCO	Alaska	\$ 324.00	Alaska	\$ 218.00
San Diego CA	Portland OR	SAN-PDX	Alaska	\$ 229.00	Alaska	\$ 176.00
San Diego CA	Salt Lake City UT	SAN-SLC	Alaska	\$ 218.00	Alaska	\$ 145.00
San Diego CA	Seattle WA	SAN-SEA	Alaska	\$ 250.00	Alaska	\$ 187.00
San Francisco CA	Atlanta GA	SFO-ATL	Delta	\$ 328.00	Delta	\$ 188.00
San Francisco CA	Boston MA	SFO-BOS	Jet Blue	\$ 319.00	Jet Blue	\$ 219.00
San Francisco CA	Eugene OR	SFO-EUG	Alaska	\$ 298.00	Alaska	\$ 164.00
San Francisco CA	Minneapolis MN	SFO-MSP	Delta	\$ 324.00	Delta	\$ 230.00
San Francisco CA	NYC Kennedy NY	SFO-JFK	Delta	\$ 324.00	Delta	\$ 237.00
San Francisco CA	Portland OR	SFO-PDX	Alaska	\$ 168.00	Alaska	\$ 71.00
San Francisco CA	Salt Lake City UT	SFO-SLC	Delta	\$ 233.00		
San Jose CA	Portland OR	SJC-PDX	Alaska	\$ 182.00	Alaska	\$ 151.00
San Jose CA	Seattle WA	SJC-SEA	Alaska	\$ 204.00	Alaska	\$ 151.00
Santa Ana CA	Seattle WA	SNA-SEA	Alaska	\$ 266.00	Alaska	\$ 181.00
Seattle WA	Portland OR	SEA-PDX	Alaska	\$ 159.00	Alaska	\$ 109.00

**FY 2019-2020 Airfares: International City-Pairs**

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Origin Airport		Airport Code	Airline	YCAL Unrestricted Govt. Fare	Airline	Capacity Controlled Govt.Fare
Los Angeles CA	Guadalajara Mexico	LAX-GDL	Alaska	\$ 244.00	Alaska	\$ 176.00
Sacramento CA	Vancouver BC	SMF-YVR	Alaska	\$ 269.00	Alaska	\$ 215.00
San Francisco CA	Vancouver BC	SFO-YVR	Alaska	\$ 339.00	Alaska	\$ 266.00