



U.S. Department of Justice

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MEMORANDUM

TO: All Administrative Officers
All Budget Officers

FROM: /s/
Michael W. Bailie
Director

SUBJECT: Contract Air Fares to
Columbia, South Carolina

DATE: September 9, 2002

The following table includes the new one-way GSA contract airfares between various cities and Columbia, South Carolina.

DEPARTURE CITY	AIRLINE	YCA FARE (1 Way)	-CA FARE (1 Way)
ALBUQUERQUE	Delta Airlines	429	0
AMARILLO	Delta Airlines	277	0
ATLANTA (HARTSFIELD)	Delta Airlines	240	210
AUSTIN	Delta Airlines	419	0
BALTIMORE (BWI)	US Airways	290	250
BIRMINGHAM	US Airways	192	0

DEPARTURE CITY	AIRLINE	YCA FARE (1 Way)	-CA FARE (1 Way)
BOSTON (LOGAN INTERNATIONAL AIRPORT)	United Airlines	203	0
BRUSSELS	Delta Airlines	558	0
CHICAGO (O'HARE INTERNATIONAL AIRPORT)	United Airlines	253	177
CINCINNATI	Delta Airlines	365	290
COLORADO SPRINGS	Delta Airlines	438	0
COLUMBUS, GEORGIA	US Airways	179	0
COLUMBUS, OHIO	Delta Airlines	165	0
DALLAS/FT. WORTH INTERNATIONAL AIRPORT	Delta Airlines	276	206
DAYTON	Delta Airlines	186	0
DES MOINES	United Airlines	324	0
DETROIT (METRO WAYNE COUNTY)	US Airways	135	0
DOTHAN	Delta Airlines	210	0
EL PASO	Delta Airlines	488	0
EVANSVILLE	Delta Airlines	236	0
FRANKFURT	Delta Airlines	360	0
FT. LAUDERDALE	US Airways	178	0
FT. WALTON BEACH	Delta Airlines	229	0
HARRISBURG	United Airlines	204	0
HARTFORD	United Airlines	168	0
HOUSTON INTERCONTINENTAL	Delta Airlines	231	201
HUNTSVILLE	Delta Airlines	149	0
INDIANAPOLIS	Delta Airlines	172	132

DEPARTURE CITY	AIRLINE	YCA FARE (1 Way)	-CA FARE (1 Way)
JACKSON	US Airways	329	0
KANSAS CITY	United Airlines	179	175
KILLEEN	Delta Airlines	347	0
KNOXVILLE	US Airways	215	0
LAS VEGAS	Delta Airlines	319	279
LEXINGTON	Delta Airlines	230	0
LITTLE ROCK	US Airways	233	0
LONDON	Delta Airlines	325	0
LOS ANGELES INTERNATIONAL AIRPORT	United Airlines	221	217
ONTARIO INTERNATIONAL AIRPORT	Delta Airlines	430	0
LOUISVILLE	Delta Airlines	159	119
MANCHESTER, NH	United Airlines	244	0
MEMPHIS	US Airways	237	0
MIAMI	US Airways	140	0
MILWAUKEE	United Airlines	202	0
MINNEAPOLIS-ST. PAUL	US Airways	212	0
MOLINE	United Airlines	523	0
MONTGOMERY	Delta Airlines	156	0
NASHVILLE	US Airways	154	0
NEW ORLEANS	US Airways	208	0
NEW YORK (LA GUARDIA)	Delta Airlines	181	151
NEW YORK (JFK)	United Airlines	237	0

DEPARTURE CITY	AIRLINE	YCA FARE (1 Way)	-CA FARE (1 Way)
NEWARK INTERNATIONAL AIRPORT	United Airlines	126	122
NEWPORT NEWS	US Airways	253	0
NORFOLK	US Airways	210	170
OKLAHOMA CITY	Delta Airlines	421	386
OMAHA	United Airlines	369	0
ORLANDO	Delta Airlines	143	0
PANAMA CITY	Delta Airlines	218	0
PENSACOLA	US Airways	176	0
PHILADELPHIA INTERNATIONAL AIRPORT	US Airways	180	114
PITTSBURGH	US Airways	322	292
PORTLAND, OREGON	Delta Airlines	610	0
PROVIDENCE	United Airlines	167	0
RALEIGH-DURHAM	US Airways	278	0
RICHMOND	United Airlines	168	0
SACRAMENTO	United Airlines	199	0
SALT LAKE CITY	Delta Airlines	403	0
SAN ANTONIO	Delta Airlines	424	384
SAN JOSE	United Airlines	1035	0
SEATTLE-TACOMA	United Airlines	259	255
SEOUL	Delta Airlines	625	0
SIOUX FALLS	United Airlines	514	0
ST. LOUIS	Delta Airlines	200	175
SYRACUSE	United Airlines	147	0

DEPARTURE CITY	AIRLINE	YCA FARE (1 Way)	-CA FARE (1 Way)
TAMPA	US Airways	147	0
TOKYO	Delta Airlines	775	0
TUCSON	Delta Airlines	493	0
TULSA	Delta Airlines	391	0
WASHINGTON (BWI)	US Airways	290	250
WASHINGTON (DULLES)	United Airlines	310	246
WASHINGTON (REAGAN NATIONAL AIRPORT)	US Airways	327	277
WEST PALM BEACH	US Airways	189	0
WICHITA	Delta Airlines	290	0

Please note that the YCA fare (the first fare listed in the table above) is the unrestricted government fare. That means that fare is available until the last seat on the plane is filled. If there is an empty seat on the plane, and you are traveling on official business, you are entitled to that fare. The second column indicates the -CA fare. If listed, this fare is a lower fare that is capacity controlled – the airlines designate a certain number of government seats at that lower fare, and once those seats are filled, the higher YCA fare applies. So, in cases where a -CA fare is offered, booking early will help save money.

In accordance with the Federal Travel Regulations, Federal and military travelers on official business are required to use the contract carrier unless a specific exception applies. This required use is the incentive necessary to obtain airline participation in the city pair program and allows the airlines the business volume necessary to offer discounted rates. Choosing not to use the contract carrier because of personal preference, frequent flyer clubs, etc., is a violation of the contract.

Commercial airfares can be highly volatile, so an exception to the mandatory use requirement allows Government travelers to take advantage of any low commercial fares offered by non-contract carriers, if the fares are also offered to the general public. Non-contract fares that are offered only to Government travelers (sometimes called "DG" fares) are not included in this exception. Also, if the contract carrier for the particular market offers the lower fare, you still must use them, but at the lower fare. Travelers that use this exception would have to abide by the many restrictions that typically go along with lower commercial fares. Restrictions on

discounted commercial fares usually include: non-refundability, change or cancellation fees, minimum or maximum stay requirements or extended calendar blackout periods. Please note that if your course is cancelled, OLE will not reimburse you for change or cancellation fees should you choose to use these fares.

Additional exceptions to the mandatory use requirement are contained in the Federal Travel Regulation (FTR § 301-10.107):

- Space or a scheduled contract flight is not available in time to accomplish the purpose of your travel, or use of contract service would require you to incur unnecessary overnight lodging costs which would increase the total cost of the trip; or
- Rail service is available, and such service is cost effective and is consistent with mission requirements.

You can learn more about the GSA contract airfare program at this website:
http://www.gsa.gov/Portal/content/offerings_content.jsp?channelId=-9839&programId=11273&contentOID=119015&contentType=1004&cid=1

If there is no contract airfare between your departure city and Columbia, you can combine existing contract fares. For example, there is no contract fare from Boise, Idaho, to Columbia. However, a traveler from Boise could fly to Chicago using the contract fare on Northwest, and then fly to Columbia using United's contract fare between Chicago and Columbia.

Please note that these GSA airfares may not be used for personal travel, nor can you use these airfares when you deviate from normal routing for personal reasons, even if the resulting fare is cheaper than direct routing. You can learn more about these rules by checking these links:

<http://www.usa.doj.gov/staffs/ole/travelpro.html>

If you have any questions, please call Steve Benda on (803) 544-5115 or Paul Suddes on (803) 544-5111.