

February 22, 2017

Ms. Elizabeth Blount McCormick  
President  
UNIGLOBE Travel Designers  
480 South Third Street  
Columbus, OH 43215

Re: Award of Contract # R161201

Dear Ms. Blount McCormick:

Per official action taken by the Board of Directors of Region 4 Education Service Center, on February 21, 2017, National IPA is pleased to announce that UNIGLOBE Travel Designers has been awarded an annual contract for the following, based on the sealed proposal (RFP# 16-12) submitted on December 6, 2016:

**Commodity/Service**

**Contractor**

Travel Management Services  
and Services

UNIGLOBE Travel Designers

This contract is effective April 1, 2017 and will expire on March 31, 2020. As indicated above, your Contract # is R161201. This contract may be renewed annually for an additional two (2) years if mutually agreed by Region 4 ESC/National IPA and UNIGLOBE Travel Designers.

Your participation in the proposal process is appreciated and we look forward to a successful partnership. Please feel free to provide copies of this letter to your sales representative(s) to assist in their daily course of business.

If you have any questions, please contact Christine Dorantes, Contract Manager assigned to your contract at 615.431.8182 or [christine.dorantes@nationalipa.org](mailto:christine.dorantes@nationalipa.org)

Sincerely,



Christine Dorantes,  
Contract Manager