



Managed Travel Agreement

This agreement dated September 19, 2022, between AAA Club Alliance Inc. dba AAA Corporate Travel (AAA CT) and Greater Orlando Aviation Authority (Client) constitutes the terms and conditions between these parties.

In consideration of the mutual provisions herein contained, the parties agree as follows:

1. AAA CT will provide the services outlined on the Financial Agreement to Client personnel through the combination of a AAA CT supported online booking tool and the full service call center. AAA CT will provide services commensurate with industry standards, applicable laws, rules and regulations.
2. AAA CT will charge transaction fees as outlined in the Financial Agreement (Exhibit A). The transaction fees are based upon cost structures in effect at the time of the execution of this Agreement and are in effect for the term of this Agreement. Should industry financial conditions change significantly during the term of this Agreement, AAA CT reserves the right to review the existing financial agreement with Client to determine a solution acceptable to both parties.
3. Client agrees that all air/rail tickets, transaction fees and other travel services shall be billed against a credit card of their choice.
4. AAA CT will provide account management services to assist in the management of the travel program.
5. Client agrees to indemnify AAA CT against debit memos for reservations and ticketing rule violations including hidden city, back to back ticketing and throw away tickets that result due to the action of COMPANY NAME personnel.
6. Client agrees to use its reasonable efforts to book all of its airline, hotel, and rental car reservations through AAA CT.
7. No party to this Agreement shall disclose to third parties the terms and conditions of this Agreement, without the prior written consent of all parties. This Agreement constitutes the entire understanding between the Parties and may not be modified except by written agreement between them. This Agreement is subject to the Florida Public Records Act.
8. The effective date of this Agreement is October 1, 2022. The term of this Agreement shall be three (3) years from the effective date. This Agreement will automatically





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renew for consecutive one year terms until terminated.

- 9. Either party is permitted to terminate this agreement, with or without cause, with 90 days advance written notice.
- 10. Force Majeure - AAA CT shall not be liable to CLIENT for any costs or damages due to nonperformance under this Agreement arising out of any cause or event not within the reasonable control of AAA CT and without its fault or negligence including, but not limited to, war, riots, Acts of God, fires, storms, floods or earthquakes.
- 11. The Financial Agreement for Managed Travel Services is valid for 30 days from October 6, 2022 and is based on the projected annual air spend of \$99,000

The parties have read this Agreement and acknowledge that they understand and agree to the responsibilities of each party.

ACCEPTED BY:
GREATER ORLANDO AVIATION AUTHORITY

PROPOSED BY:
AAA CORPORATE TRAVEL

BY: _____

BY: Thomas C. Wiedemann

NAME: _____

NAME: Thomas C. Wiedemann

TITLE: _____

TITLE: President & CEO

DATE: _____

DATE: October 11, 2022

Approved as to Form and Legality
 this 24 day of October, 2022
 Nelson Mullins Riley & Scarborough, LLP
 By Joel Macher
 Greater Orlando Aviation Authority





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EXHIBIT A
TRAVEL MANAGEMENT SERVICES TRANSACTION FEES
CURRENT and DECEMBER 1, 2022 - SEPTEMBER 30, 2025

Firm Name	Notes	AAA Corporate Travel Services		
		Year 1 10/01/2022- 09/30/2023	Year 2 10/01/2023- 09/30/2024	Year 3 10/01/2024- 09/30/2025
Description of Fees				
One Time Implementation/Set Up Fee		\$ -	\$ -	\$ -
Annual/Management Fee		\$ -	\$ -	\$ -
Live Agent Assist - Domestic Airline		\$ 25.00	\$ 25.00	\$ 25.00
Live Agent Assist - Domestic Hotel	w/o air	\$ 5.00	\$ 5.00	\$ 5.00
Live Agent Assist - Domestic Car Rental	w/o air	\$ 5.00	\$ 5.00	\$ 5.00
Live Agent Assist - Domestic Rail	w/o air	\$ 25.00	\$ 25.00	\$ 25.00
Live Agent Assist - International Airline		\$ 35.00	\$ 35.00	\$ 35.00
Live Agent Assist - International Hotel		\$ 5.00	\$ 5.00	\$ 5.00
Live Agent Assist - International Car Rental		\$ 5.00	\$ 5.00	\$ 5.00
Live Agent Assist - International Rail	w/o air	\$ 35.00	\$ 35.00	\$ 35.00
Online - Domestic Airline		\$ 9.00	\$ 9.00	\$ 9.00
Online - Domestic Hotel		\$ 5.00	\$ 5.00	\$ 5.00
Online - Domestic Car Rental		\$ 5.00	\$ 5.00	\$ 5.00
Online - Domestic Rail		\$ 9.00	\$ 9.00	\$ 9.00
Online - International Airline		\$ 9.00	\$ 9.00	\$ 9.00
Online - International Hotel		\$ 5.00	\$ 5.00	\$ 5.00
Online - International Car Rental		\$ 5.00	\$ 5.00	\$ 5.00
Online - International Rail		\$ 9.00	\$ 9.00	\$ 9.00
Online - Live Chat Assistance		N/A	N/A	N/A
Complex Itineraries - Domestic		\$ -	\$ -	\$ -
Complex Itineraries - International		\$ -	\$ -	\$ -
Travel Insurance - Domestic		\$ -	\$ -	\$ -
Travel Insurance - International		\$ -	\$ -	\$ -
Travel Insurance - Baggage Only		\$ -	\$ -	\$ -
VIP Travel Assistance Services		\$ 50.00	\$ 50.00	\$ 50.00
Paper Tickets		\$ -	\$ -	\$ -
Refunds - Domestic Ticket				
Refunds - International Ticket				
Void/Cancellation/Exchanges		\$ -	\$ -	\$ -
After Hours Service		\$ 15.00	\$ 15.00	\$ 15.00
Unused Ticket Tracking		\$ -	\$ -	\$ -
Traveler Security/Alert Program/Tool-Domestic		\$ 0.50	\$ 0.50	\$ 0.50
Traveler Security/Alert Program/Tool-International		\$ 0.50	\$ 0.50	\$ 0.50
Traveler Profile Set-Up		\$ -	\$ -	\$ -
Customized Online Booking Tools		\$ -	\$ -	\$ -
Standard Reports		\$ -	\$ -	\$ -
Custom Reports		\$ -	\$ -	\$ -
Traveler Expense Reporting			See attachment*	
Passport and Required Travel Documents Assistance Service Fee		\$ -	\$ -	\$ -
User Training		\$ -	\$ -	\$ -
Are multiple fees charged if one itinerary includes a combination of air/car/hotel			No	
Comments:		\$200,000.00 flight life insurance benefit at no cost (per		

