STATE ADMINISTRATIVE MANUAL

MANAGEMENT MEMO

	NUMBER: 01-11
SUBJECT: **TRAVEL AGENCY AGREEMENT**	DATE ISSUED: 06/12/01
	EXPIRES: 06/30/02
REFERENCES **SUPERSEDES MANAGEMENT MEMO 99-17**	ISSUING AGENCY: Department of General Services

This Management Memorandum announces the extension of the State of California Travel Agency Agreement with the following travel agencies. All management and transaction fee structure will remain the same. This agreement is effective July 1, 2001 through June 30, 2002.

A list of the authorized travel agencies is attached. This list may also be found on the Department of General Services, Office of Fleet Administration homepage at www.ofa.dgs.ca.gov, or by contacting Donna Carey, Statewide Travel Program Administrator at the Office of Fleet Administration, 802 Q Street, Sacramento, CA 95814.

For questions, or additional information, please contact Ms. Carey at (916) 327-2068.

Barry D. Keene, Director
Department of General Services

BK:TB:DC

Attachment

AUTHORIZED TRAVEL AGENTS

Travel Agent.DB

TRAVEL AGENCY	CONTACT	ADDRESS	City, State	Zip	PHONE	FAX
455 Travel	Theresa Robinson	400 Capitol Mall, Suite 650	Sacramento, CA	95814	916-448-6100	916448-1410
Advantage Cruise and Travel	Nancy Prince	3121 D Crow Canyon Place	San Ramon, CA	94583	925-830-4200	925-830-1009
Air Fair International, Inc.	Larry Balagtas	17 Battery Place, Suite 630	New York, NY	10004	212-809-3818	212-843-5146
Air, Land and Sea Travel	Linda Feins	274 Sunset Avenue, Suite H	Suisun, CA	94533	707-422-9777	707-422-5266
All Points Travel and Tour	Barbara McGaughy	809 Main Street	Susanville, CA	96130	530-257-8381	530-251-0312
American Express	Della Dursbury	222 No. Sepulveda Blvd., Suite 150	El Segundo, CA	90245	310-726-1224	310-606-0848
American Express	Loretta Hans	9191 Towne Centre Drive, Suite 170	San Diego, CA	92122	619-453-0466	619-453-9360
American Express	Wayne Chambers	525 Market Street, Suite 3800	San Francisco, CA	94105	415-227-2884	415-227-2840
Antelope Travel Service	Andrea LeFort-Riley	4600 Northgate Blvd., Suite 240	Sacramento, CA	95834	916-920-6200	916-920-6206
Arbor Travel Associates, Inc.	Michael Madison	335 West Arbor Vitae Street, Suite I	Inglewood, CA	90301	310-419-0235	310-419-7067
Archer Travel Arrangements	Manuel Zelaya	2479 16th Street	San Francisco, CA	94116	415-504-8881	415-504-8885
Arden Travel Service, CWT	Kathy Bos	1565 River Park Drive, Suite C	Sacramento, CA	95815	916-929-3345	916-929-5092
Avanti Travel	Janette Webbes	227 Locust Street	Redding, CA	96001	530-244-1400	530-244-7061
Awanna Travel	Linda Rawson	6961 Douglas Blvd.	Granite Bay, CA	95746	916-791-2003	916-791-8132
Away We Go Travel, Inc.	Ric Hanamoto	2908 Westminster Avenue	Seal Beach, CA	90740	562-596-5501	562-430-4243
B J Travel Center	Terri Landon	39102 State Street	Fremont, CA	94538	510-796-8300	510-796-0859
Baldwin Travel Bureau	Gerald Greenberg	2999 Overland Avenue, Suite 205	Los Angeles, CA	90064	310-837-6119	310-837-7935
Bear Creek Travel	Doug Frago	2853 G Street, Suite B	Merced, CA	95340	209-383-6377	209-383-6456
Bertal Travel Center, CWT	Bertha Tetreault	11029 East Valley Blvd.	El Monte, CA	91731	626-443-6134	626-453-0759
Big Ben Travel	Subhash Patel	1155 Dairy Ashford, #106	Houston, TX	77079	281-589-7777	281-596-8700
Blythe Travel Agency	Floie Barrows	119 W. Hobson Way	Blythe, CA	92225	760-922-0218	760-922-8842
Born to Travel	Jill Mellman	20301 Ventura Blvd., Suite 220	Woodland Hills, CA	91364	818-349-7676	818-349-7676
Brooke's Travel	Brooke Phayer	1229 J Street	Sacramento, CA	95814	916-442-3233	916-442-3716
Bulldog Travel	Keith Johnson	2225 W. Shaw Avenue, Suite 101	Fresno, CA	93711	559-224-8900	559-224-8989
Bullrush Travel Bureau	William White	4640 Lankershim Blvd., Suite 120	North Hollywood, CA	91602	818-769-4575	818-509-7809
Camelot Travel	Betty Ingram	5800 Santa Rosa Road, #136	Camarillo, CA	93012	805-482-1150	805-388-7366
Campus Travel/Assured Travel	Karen Muller	441-447 Irving Street	San Francisco, CA	94122	415-753-1400	415-566-6280
Canyon Crest Travel	Charlene Hansen	5225 Canyon Crest Drive, Suite 1	Riverside, CA	92507	909-788-7611	909-788-3092
Caravel Tours & Travel	Jerry Merayo	13519 1/2 Hubbard Street	Sylmar, CA	91342	818-364-2349	818-364-6713
Carefree Vacations - San Diego Travel Group	Kim Wessels	8162 La Mesa Blvd.	La Mesa, CA	91941	619-462-1000	619-462-1050
Carlson Cruise & Travel	Carol Carlson	2485 Notre Dame Blvd. Suite 460	Chico, CA	95928	530-391-1221	530-345-9142
Carlson Travel Xpress	Marsha Collins	368 S. Indian Hill Blvd.	Claremont, CA	91711	909-625-4771	909-624-5000
Carmel-Monterey Travel Corp	Dennis Garrison	26350 Carmel Rancho Lane	Carmel, CA	93923	831-624-1501	831-624-6838
Carmel-Monterey Travel Corp	Dennis Garrison	609 Abrego Street	Monterey, CA	93942	831-649-4292	831-649-5490
Casa de Oro Travel	Linda McBride	9768 Campo Road	Spring Valley, CA	91977	619-461-8222	619-461-0290
Chase Travel Service	Bob Chase	316 E. Broadway	Glendale, CA	91205	818-246-1661	818-246-1667
Classique Travel	Rosemarie Wright	11 West 12th Street	Tracy, CA	95376	209-835-8184	209-835-8197
Cook International Travel	Jimmy Chu	601 Van Ness Avenue, Suite J	San Francisco, CA	94102	415-928-4307	415-928-4029
Cordova Travel	Marlene McGary	3366 Mather Field Road	Rancho Cordova, CA	95670	916-363-7337	916-363-2076
Council Travel/CSU Fullerton	Susan Anthony	800 N. State College Blvd.	Fullerton, CA	92834	562-773-7530	562-621-6733
Council Travel/CSU, Fresno	Kelly Olson	5280 N. Jackson	Fresno, CA	93740	559-278-6626	559-278-6471
Council Travel/CSU, Northridge	Joy Maxwell	18111 Nordhoff Street	Northridge, CA	91330	562-773-7530	562-621-6733

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TRAVEL AGENCY	CONTACT	ADDRESS	City, State	Zip	PHONE	FAX
Council Travel/CSU, Sacramento	Angel thayer	6000 J Street	Sacramento, CA	95819	916-278-4224	916-278-4353
Council Travel/CSU, San Diego	Mandy Porter	5500 Campanile Drive	San Diego, CA	92182	619-594-4589	619-594-0939
Courtyard Travel, Inc.	Donald Carlson	1084 Irvine Blvd.	Tustin, CA	92780	714-731-6571	714-731-1467
Creative Travel	Tom Greeley	3170 E. Vista Del Camino	Marina, CA	93933	831-384-5441	831-384-0350
Custom Travel	Gerd Bean	2051Hilltop Drive, Suite A-3	Redding, CA	96002	530-221-7800	530-221-7806
Custom Travel and Cruise, CWT	Steve Bihlmeier	285 E. Alessandro Blvd., Suite 7B	Riverside, CA	92508	909-789-6627	909-789-6628
Dalianes Travel Service	Dianne Harris	2019 Central Avenue	McKinleyville, CA	95519	707-839-4381	707-839-2991
Dalianes Travel Service	Lynne Wright	522 F Street	Eureka, CA	95501	707-443-2778	707-443-2104
Dalianes Travel Service	Peter Gonsalves	Humboldt State University	Arcata, CA	95521	707-822-7676	707-822-3489
Davisville Travel	Judith Smith	420 Second Street	Davis, CA	95616	530-758-4510	530-758-2401
Deeds & Daily World Travel Service	Russell Daily	311 9th Avenue	San Francisco, CA	94118	415-221-6760	415-221-5905
Delano Travel Service	Charline Wilson	1017 Jefferson Street	Delano, CA	93215	661-725-8468	661-725-8484
Devoe Travel Service	Mayank Shah	6225 Bristol Parkway	Culver City, CA	90230	310-649-3401	310-649-3191
Dimensions in Travel	Matt King	P. O. Box 1420 - 460 State Hwy 49	Sutter Creek, CA	95685	209-267-9191	209-267-5682
Ethan Allen Travel, Inc.	Maha Anthony	1585 Sloat Blvd.	San Francisco, CA	94132	415-242-0277	415-242-1619
Fair Oaks Village Travel	Adele Wilson	10147 Fair Oaks Blvd.	Sacramento, CA	95826	916-962-3055	916-962-3058
Far Horizons Travel	Michelle Masters	10495 C Magnolia Avenue	Riverside, CA	92505	909-785-5330	909-785-5334
Fell Travel, Inc.	Tom Fell	380 Hayes Street, Suite 2	San Francisco, CA	94102	415-552-0975	415-552-1325
Folsom Travel	Kate Kurz	620 E. Bidwell Street	Folsom, CA	95630	916-983-7900	916-983-7995
Four Seasons Travel	Keran Cueva	861 Gray Avenue, Suite L	Yuba City, CA	95991	530-674-1314	530-674-1352
Fox Hills Travel	Carol Taylor	144 Fox Hills Mall	Culver City, CA	90230	310-398-6248	310-398-2638
Fran's Travel Service	Francena Hodge	744 Tennessee Street	Vallejo, CA	94590	707-644-7600	707-644-0901
Funfest Travel	Michael Macklin	6835 Warner Avenue	Huntington Beach, CA	92647-53	714-842-4433	714-841-5154
Getaway Travel Centre	Jesse H. Bart	687 S. Rancho Santa Fe Road	San Marcos, CA	92069	760-727-1462	760-744-1449
Gheller vers Travel	Anthony Gheller	1074 East Avenue, Suite H	Chico, CA	95926	530-891-1633	530-891-0388
Giselle's Travel	Cindi Michalski	3 Parkcenter Dr. #100	Sacramento, CA	95815	916-922-5500	916-927-0454
Golden Globe Travel Bureau	Bilal Bangee	202 Inland Center Mall	San Bernardino, CA	92408	909-889-9924	909-889-1258
Golden Globe Travel Bureau	Bilal Bangee	4195 H Chino Hills Parkway	Chino Hill, CA	91709	909-597-5775	909-597-0075
Goldfinger Travel Services	Nelson Goldfinger	2120 Moonlight Court	Palmdale, CA	93550	661-272-5654	661-947-5054
Government Travel, Inc., CWT	Julie Wade	9800 Goethe Road, Suite 204	Sacramento, CA	95826	916-854-3800	916-854-3860
Government Travel, Inc., CWT	Julie Wade	Hwy 1, Building 621	San Luis Obispo, CA	93403	805-781-8344	805-781-9115
Great Escapes Travel	Sherrie Cotter	896 The Alameda	Berkeley, CA	94707	510-525-0214	510-525-0297
Great Getaways Travel	Lisa Ridgeway	1136 Norboe Avenue	Corcoran, CA	93212	559-992-5863	559-992-1092
Gulliver's Travel	Ingrid Inglish	605 Santa Rosa Street	San Luis Obispo, CA	93401	805-541-4141	805-541-4832
Heritage Travel	Karin Brown	47 N. Washington Street	Sonora, CA	95370	209-533-4322	209-533-3512
Horizon Travel	Babette Atkinson	2886 Geer Road	Turlock, CA	95382	209-668-1313	209-668-1495
House of Travel	Anita Vanderzanden	1107 L Street	Sacramento, CA	95814	916-442-0743	916-442-5656
Humboldt Tour & Travel Inc. dba University Travel	Frances Tanner	843 Tenth Street	Arcata, CA	95521	707-822-1787	707-822-3982
I. B. Travel	Sarah Tirosh	8383 Wilshire Blvd., Suite 102	Beverly Hills, CA	90292	323-651-3900	323-655-6328
I. V. Executive Travel	Margaret Wilson	251 W. Main Street, Suite B	Brawley, CA	92227	760-344-9990	760-344-5243
Infinity Tour & Travel	Heidi Hoehn	159 E. Huntington Drive, #3	Arcadia, CA	91006	626-447-0813	626-447-0973
Ingie's Travel Service, Inc.	Roy Klevmyr	527 E. Olive Avenue	Turlock, CA	95380	209-667-1281	209-667-5368

AUTHORIZED TRAVEL AGENTS

Travel Agent.DB

TRAVEL AGENCY	CONTACT	ADDRESS	City, State	Zip	PHONE	FAX
Joiner Travel	Dianne Joiner	2254 Moore Street, Suite 204	San Diego, CA	92110	619-692-1211	619-692-1281
Just Corporate Travel	Teri Applegarth	2455 Bennett Valley Rd #205B	Santa Rosa, CA	95404	707-525-5105	707-525-5111
Kahala Travel	Joyce Dentt	3838 Camino del Rio North, Suite 300	San Diego, CA	92108	619-282-8300	619-280-3186
Kenwood Travel	Barbara Stuart	8910 Sonoma Highway	Kenwood, CA	95452	707-833-6000	707-833-6613
Kola Nut Travel	BJ Price	500 E. Manchester Blvd.	Inglewood, CA	90301	310-674-0291	310-674-0661
Koll Center Travel	Elisabeth Griffin	4400 MacArthur Blvd., Suite 350	Newport Beach, CA	92660	949-752-5655	949-757-1229
Land, Sea & Air Travel Consultants	Morton Cohen	100 California Street, Suite 610	San Francisco, CA	94111	415-281-1300	415-281-1320
Laura's Travel Service, Inc.	Lynda Schauf	298 E. Citrus Avenue	Redlands, CA	92373	909-793-7551	909-793-9417
Love to Travel	Mary McCormick	2001 N. Solar Drive, #180	Oxnard, CA	93030	805-983-6675	805-983-7897
Madison Travel	Mark Aday	11220 Gold Express Drive, Suite 404	Gold River, CA	95670	916-638-3935	916-638-3967
Maritz Travel Company	Mitch Clements	1395 North Highway Drive	Fenton, MO	63099	636-827-4000	636-827-2351
Mark Lewis Travel	Maureen Wagner	5412 N. Palm, Suite 102	Fresno, CA	93704	559-435-1872	559-435-1879
Miyamoto Travel Service	Gerald Miyamoto	2401 15th Street	Sacramento, CA	95818	916-441-1020	916-441-1022
Monterey Park Travel, Inc.	Susan Ah Nee	1901 A South Atlantic Blvd.	Montere Park, CA	91754	323-268-2715	323-268-2729
Most Travel	Mary Ellen Geiger	1351 S. Beach Blvd., Suite G-2	La Habra, CA	90631	562-947-1800	562-947-4601
Navigant International	Tom Walker	44 Montgomery Street Ste. 2350	San Francisco, CA	94104	530-581-1956	530-581-2056
Norwalk Travel Center	Nada Holder	11983 E. Firestone Blvd.	Norwalk, CA	90650	562-868-1703	562-868-1793
Omega World Travel, Inc.	Patt Hall	3102 Omega Office Park	Fairfax, VA	22031	703-359-0200	703-359-8880
P J Travel	Steve Chua	9017 Reseda Blvd., Suite 203	Northridge, CA	91324	818-349-0916	818-349-1326
Patterson Travel Agency	Trudy Flores	1015 Sunrise Blvd.	Roseville, CA	95661	916-786-2772	916-786-5025
Patterson Travel Agency	Trudy Flores	2121 Golden Center Lane	Gold River, CA	95670	916-635-8533	916-635-7913
Patterson Travel Agency	Trudy Flores	2316 J Street	Sacramento, CA	95814	916-441-1526	916-442-8361
Patterson Travel Agency	Trudy Flores	4005 Manzanita Avenue	Carmichael, CA	95608	916-485-5252	916-485-4230
Patterson Travel Agency	Trudy Flores	5060 Laguna Blvd.	Elk Grove, CA	95758	916-684-8025	916-684-8197
Patterson Travel Agency	Trudy Flores	520 Second Street	Davis, CA	95616	916-756-1400	916-756-1084
Patterson Travel Agency	Trudy Flores	855 Howe Avenue, Suite 5	Sacramento, CA	95825	916-929-5555	916-925-0873
Pelican Bay Travel	Darryl Norenberg	440 J Street	Crescent City, CA	95531	707-464-9526	707-464-6668
Plaza Travel	Emily Kaye	16545 Ventura Blvd.	Encino, CA	91436	818-990-4053	818-789-5405
Plaza Travel	Marty Johns	16777 Bernardo Center Dr Suite E-5	San Diego, CA	92128	858-451-2880	858-451-2180
PMA, Philip Martin Associates	Verna Cimperman	1900 Webster Street	Oakland, CA	94612	510-832-2426	510-832-2443
Pomona Travel Agency	Florence Minto	540 W. Holt Avenue	Pomona, CA	91768	909-623-6474	909-865-8482
Port of Travel	Heidi B. Casale	9515 Soquel Dr. #204	Aptos, CA	95003	831-688-6004	831-688-6094
Presidential Worldwide Travel	Jay Rifkin	24411 Ridge Route, Suite 130	Laguna Hills, CA	92653	949-768-8151	949-768-3199
Rainbow Tours & Travel	Maria Pritkin	2500 Wilshire Blvd., Suite 96	Los Angeles, CA	90057	213-382-1181	213-382-1126
Rancho San Diego Travel	Louise Streiff	3733 Avocado Blvd.	La Mesa, CA	91941	619-670-7425	619-670-1068
Sacramento Travel Service	Charles F. Hawkins	3121 Arden Way	Sacramento, CA	95825	916-974-6855	916-483-2167
Santa Teresa Travel, CWT	Nancy Branton	7174 Santa Teresa Blvd., Suite A-10	San Jose, CA	95139	408-972-8555	408-226-8914
Sinbad Travel Agency & Tour	Bassam Adlouni	1216 South Brrokhurst Street	Anaheim, CA	92804	714-778-1699	714-778-0217
Solano Travel	Christine Eleopoulos	1526 Wood Creek Drive	Fairfield, CA	95688	707-447-4661	707-447-1527
Sundancer Travel	Brian Ritter	3805 Taylor Road, Suite 7	Loomis, CA	95650	916-652-2533	916-652-2560
Surley You Travel, INC	Shirley Jensen	24905 Sunnymead Blvd., Suite B	Moreno Valley, CA	92553	909-485-3387	909-243-0317
Terra Linda Travel	Fred Anlyan	515 Northgate Drive, Suite E	San Rafael, CA	94903	415-492-0337	415-492-0804

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TRAVEL AGENCY	CONTACT	ADDRESS	City, State	Zip	PHONE	FAX
Thompson Creekside Travel Service	Linda Thompson	1014 Clinton Street	Napa, CA	94559	707-255-8737	707-255-1714
Travel Consultants, AMEX	Patrick Moore	1245 Market Street	San Francisco, CA	94103	415-558-9796	415-558-8960
Travel Express	Carolyn Fjord	409 Third Street	Davis, CA	95616	530-753-4050	530-753-1968
Travel Shoppe	Cheri Verrastro	723 E. Locust, Suite 121	Fresno, CA	93720	559-447-5767	559-447-4656
Travel Spot	Gina DeSantis	1551 A Pacific Avenue	Santa Cruz, CA	95060	831-425-7822	831-425-8046
Traveltime / American Express / Arroyo Grande	Ernie Petrich	814 Grand Avenue	Arroyo Grande, CA	93420	805-481-9182	805-481-7154
Traveltime / American Express / Cal Poly	Ernie Petrich	Cal Poly Union Bldg., #102	San Luis Obispo, CA	93407	805-544-9442	805-754-9461
Traveltime / American Express / Cambria	Ernie Petrich	4210 Bridge Street, Suite 6	Cambria, CA	93428	805-927-7799	805-927-7797
Traveltime / American Express / Los Osos	Ernie Petrich	1197 Los Osos Valley Road	Los Osos, CA	93402	805-528-2010	805-541-5342
Traveltime / American Express / Main Office	Ernie Petrich	698 Marsh Street	San Luis Obispo, CA	93401	805-783-7000	805-783-7011
Traveltime / American Express / Paso Robles	Ernie Petrich	183 B Niblick Road	Paso Robles, CA	93446	805-239-1700	805-139-4853
Traveltime / American Express / San Luis Obispo	Ernie Petrich	11555 Los Osos Valley Road	San Luis Obispo, CA	93405	805-783-7003	805-783-7006
Traveltime / American Express / Santa Maria	Ernie Petrich	2120 South Broadway	Santa Maria, CA	93454	805-922-1174	805-922-8866
Tri-Venture Travel	Sonja Woods	1280 Court Street	Redding, CA	96001	530-243-3101	530-243-3472
Uchida Travel	Lydia Uchida-Sakai	198 E. Jackson Street	San Jose, CA	95112	408-293-3399	408-293-1617
Uniglobe Commercial Travel	Thomas Taylor	11250 El Camino Real, Suite 104	San Diego, CA	92130	858-755-2245	858-755-1225
Uniglobe Maxima Travel, Inc.	Peggy Norton	3737 Main Street, #101	Riverside, CA	92501	909-784-9420	909-784-6918
Uniglobe Tempo Travel	Suzanne Andersen	160 W. Monte Vista Avenue	Turlock, CA	95382	209-667-2400	209-667-0485
Uniglobe Way To Go Travel, Inc.	Kathy Andersen	3151 Airway Avenue, Suite N-2	Costa Mesa, CA	92626	714-435-1122	714-435-1144
Unigloble Capital Travel	Shirley Hom	600 I Street, Suite 120	Sacramento, CA	95814	916-444-3077	916-448-0106
Unigloble Expo Travel	Uwe W. Thaysen	2100 Arden Way, Suite 220	Sacramento, CA	95825	916-920-1701	916-920-3290
University Travel Agency	Sandra Lewis	1661 E. Chapman Avenue	Fullerton, CA	92831	714-871-1244	714-871-7771
Ventura Travel service	Patrick Croke	3435 Telegraph Road	Ventura, CA	93003	805-642-2166	805-650-3562
Village Travel Agency	Jann Everly Prisco	13127 Philadelphia Street	Whittier, CA	90601	562-945-3801	562-693-4897
Westlake Travel	Imogene Westlake	30 Independence Circle	Chico, CA	95973	530-899-9000	530-899-0813
World Wide Travel	Rhonda Schmitt	2986 Bechelli Lane	Redding, CA	96007	530-221-0271	530-221-6186