



REQUEST FOR PROPOSALS

UK-2574-26

Travel Agent for Donor/Fan Travel

ADDENDUM # 1

12/18/2025

ATTENTION: This is not an order. Read all instructions, terms and conditions carefully.

IMPORTANT: RFP AND ADDENDUM MUST BE RECEIVED BY 1/13/2026 @ 3:00 P.M. LEXINGTON, KY TIME

Offeror must acknowledge receipt of this and any addendum as stated in the Request for Proposals.

Please incorporate and refer to within the offer the attached questions and responses.

OFFICIAL APPROVAL
UNIVERSITY OF KENTUCKY

A handwritten signature in black ink, appearing to be 'R. P. G.', written over a horizontal line.

Category Specialist, 859-257-5409

SIGNATURE

Typed or Printed Name

University of Kentucky
Procurement Services
322 Peterson Service Building
Lexington, KY 40506-0005

An Equal Opportunity University



Written Questions and Answers

Travel Agent for Donor/Fan Travel

RFP UK-2574-26

Closing Date: 1/13/2026

Today's Date: 12/18/2025

No.	Question	Answer
1	Can the University provide an estimated annual volume and anticipated number of transactions associated with this contract?	<p>The number of transactions will always depend on how successful we are in post season play with football and basketball. Here are some examples of possible travel depending on where the football away games are and if we are successful in post season.</p> <ul style="list-style-type: none"> • Band & Cheer Hotels for all football away games • Annual Donor Trips (examples with Men's Basketball to New York or Chicago or Football to Texas) • Band & Cheer Bowl Game Travel • Band & Cheer Hotels for both NCAA Women's Basketball and NCAA Men's Basketball • Band & Cheer Hotels for both SEC Women's Basketball Tournament and SEC Men's Basketball Tournament • Donor Trip to College World Series if baseball or softball team advances
2	Whether the requirement to obtain a <i>Certificate of Authority to conduct business in the Commonwealth of Kentucky and the certificate will be obtained from the Secretary of State</i> implies that the awarded contractor must maintain a local office and business license within Kentucky, or if registration alone would satisfy this requirement.	Registration with the Commonwealth of Kentucky is all the University requires.