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SUBJ: TRAVEL MANAGEMENT CENTER (TMC) SERVICE CONTRACT AWARD

1. On 7 June 2012, CWTSato Travel was awarded a new contract following a competition among vendors under the GSA Schedule. On 1 July 2012 this new contract will be effective and includes both Temporary Duty (TDY) and Permanent Change of Station (PCS) travel support for the base contract year and two option years. This new contract provides for improved service delivery through expanded reporting of transactions and performance metrics by the contractor while reducing the service fees. The contact numbers and options for arranging official travel, statement of work and the complete contract rate schedule are available on our website under the traveler section at: <http://www.uscg.mil/psc/bops/govtrvl/>
2. Profile Updates. As part of the transition to the new contract, the traveler profiles used for both self-service and full service transactions are being purged and rebuilt based on current information in Direct Access. This effort is focused on eliminating profiles for personnel who are no longer part of the Coast Guard and improving internal controls for future management. New profiles have been pre-populated based on current Direct Access information and reutilization of existing traveler profile. A temporary password will be e-mailed to each traveler's (AT)uscg.mil address along with a hyperlink to this message. Travelers are encouraged to log onto GetThere via the link above in advance of any anticipated travel to ensure their profile is complete, accurate, and includes their Government travel card number, if available.
3. Travelers are reminded that all official travel (e.g. airline, bus, ship, Alaska Marine Highway System (AMHS), rental vehicle) must be arranged through a Government Contracted TMC in accordance with the JFTR/FTR, even if a non-contract fare is being purchased. Use of non-contract restricted and/or penalty fares may significantly reduce the cost of air travel but require Approving Official (AO) authorization in advance. A government traveler who uses restricted or penalty fare flights without AO authorization may be required to bear additional costs and penalties and may have to bear the personal financial burden for cancellations and changes.
4. TMC questions should be directed to Ms. Carlene Curry at e-mail Evelyn.C.Curry(AT)uscg.mil or Mr. Matt Ruckert at e-mail Matthew.T.Ruckert(AT)uscg.mil.
5. RDML Dave R. Callahan, Commander, CG Personnel Service Center sends.
6. Internet Release Authorized.

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