



BOARD MEMBER TRAVEL AUTHORIZATION REQUEST

TRAVELER INFORMATION

Traveler Name: * Lisa A. Bartlett, Chairwoman **Employee ID: *** 4658

Destination of Trip: * Washington, D.C.

Subject of Trip: * Interview Meetings - Federal Advocacy and Consulting Services

Description of Trip: * As part of the Orange County Transportation Authority (OCTA) procurement process, Chairwoman Lisa A. Bartlett and Director Andrew Do, along with OCTA staff, will travel to Washington, D.C., September 17-19, 2018 to conduct interviews with the evaluation committee's recommended firms who responded to OCTA's Federal Legislative Advocacy and Consulting Services, Request for Proposals (RFP 8-1750).

Departure Date: * 9/17/2018

Return Date: * 9/19/2018

Is this trip outside of California? ☒ Yes

BMTA #: BMTA-046

Board Meeting Date: 8/27/2018

ACCOUNTING CODES

	Registration (7657)	Mileage (7656)	Travel (7655)
Budget FY:	2018	2018	2018
Org Key:		1121	1121
Job Key:		A0001	A0001
JL:		QT5	OFS

ESTIMATED EXPENDITURES

ITEMS COST

Registration: \$ 0.00

Air Travel: \$ 903.00

Auto Rental: \$ 0.00

Hotel Accomodations: \$ 813.60

Meals: \$ 207.00

Mileage: \$ 26.75

Misc: \$ 325.00

Total Estimated Trip Cost: \$ 2,275.35

APPROVAL

Outcome:

☐ TA Approved

☐ TA Rejected

**Board Date
Approved:**

Comments:



BOARD MEMBER TRAVEL AUTHORIZATION REQUEST

TRAVELER INFORMATION

Traveler Name: * Andrew Do, Board of Directors

Employee ID: * 4584

Destination of Trip: * Washington, D.C.

Subject of Trip: * Interview Meetings - Federal Advocacy and Consulting Services

Description of Trip: * As part of the Orange County Transportation Authority (OCTA) procurement process, Chairwoman Lisa A. Bartlett and Director Andrew Do, along with OCTA staff, will travel to Washington, D.C., September 17-19, 2018 to conduct interviews with the evaluation committee's recommended firms who responded to OCTA's Federal Legislative Advocacy and Consulting Services, Request for Proposals (RFP 8-1750).

Departure Date: * 9/17/2018

Return Date: * 9/19/2018

Is this trip outside of California? ☒ Yes

BMTA #: BMTA-047

Board Meeting Date: 8/27/2018

ACCOUNTING CODES

	Registration (7657)	Mileage (7656)	Travel (7655)
Budget FY:	2018	2018	2018
Org Key:		1121	1121
Job Key:		A0001	A0001
JL:		QT5	0FS

ESTIMATED EXPENDITURES

ITEMS COST

Registration: \$ 0.00

Air Travel: \$ 903.00

Auto Rental: \$ 0.00

Hotel Accomodations: \$ 813.60

Meals: \$ 207.00

Mileage: \$ 21.40

Misc: \$ 325.00

Total Estimated Trip Cost: \$ 2,270.00

APPROVAL

Outcome:
☐ TA Approved
☐ TA Rejected

**Board Date
Approved:**

Comments: