Request for Proposal

West Virginia Purchasing **Division of Natural Resources**

RFQ DNR209125

For

InnLink

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WW PURCHASING DIVISION

<u>Issued</u>: June 23, 2009

Responses Due: August 5, 2009

Contact: Pam Walrond pam.walrond@innlink.com

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InnLink LLC, 130 Maple Drive North

Hendersonville, TN 37075

GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. All quotations are governed by the West Virginia Code and the Legislative Rules of the Purchasing Division.
- 4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee
- 5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
- 6. Payment may only be made after the delivery and acceptance of goods or services.
- 7. Interest may be paid for late payment in accordance with the West Virginia Code.
- 8, Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract
- 12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 13. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
- 14. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160 103) and will be disclosing Protected Health Information (45 CFR §160 103) to the vendor.
- 15. WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT: If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

INSTRUCTIONS TO BIDDERS

- 1. Use the quotation forms provided by the Purchasing Division.
- 2. SPECIFICATIONS: Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as EQUAL to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
- 3. Complete all sections of the quotation form.
- 4. Unit prices shall prevail in case of discrepancy.
- 5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- **6. BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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A: Section I

Organization

Describe your business including services offered, industries served, hotel market segments/tiers served, and administrative infrastructure.

InnLink has grown steadily since 1991 to become a leading provider of reservation services for the hotel industry. Being hotel people, InnLink doesn't just provide central reservation services; we're your valued partner. We ensure you a level of customer service unmatched by any other industry vendor. InnLink's reputation for providing excellent customer service is core to our business and embraced by all members of the company. We have created simple, productive and reliable processes to guide you through the world of connectivity.

InnLink has made the strategic decision to only offer products directly related to its core business, CRS. Management believes staying focused is critical to maintain high quality and profitability. InnLink's core service model consists of:

- Internet booking engine: iLINK- web based 5 step HTML booking engine/ Q4 2009 Flash Booking engine.
- Electronic distribution connectivity: eLINK- GDS/ADS/IDS next gen seamless and Expedia Quick Connect.
- Voice contact center: vLINK- onsite 80 seat call center 24/7/365, with cross selling functionality for chains.
- Group reservation experts: gLINK- group desk manages the entire group booking process for the hotel, group request, rates, ongoing communication and contract. InnLink is the first CRS to offer this comprehensive solution.
- Data Management tool: RESmatrix- ASP based management tool; advanced channel mgt, chain mgt, yield mgt, eMarketing, group functionality and traditional functionality.
- Revenue consulting: ONtarget Consulting- personalized consulting tiers to assist properties
 optimize tools and services made available to them through in-house services and
 partnerships.

Currently we manage reservations for over 1500 lodging properties throughout the US. In 2008 InnLink's average property increased their CRS revenue by over 20%. InnLink is focusing primarily on mid-tier chains and mid-scale limited service independent hotels in the US. InnLink offers a comprehensive central reservation solution specifically designed for the hospitality industry.

InnLink occupies the sublevel and first floor of the ShoLodge Building, 130 Maple Drive North, Hendersonville, TN. InnLink also maintains sales offices in Los Angeles, CA and Branson, MO.

InnLink attributes its successful growth in the CRS industry to key competitive advantages outlined below:

- Customer Service- Customer service is provided 24/7/365 days per year. A 60 minute guarantee is the first and only guarantee in the CRS industry.
- CRO Integrated Reporting- InnLink provides combined reporting with call center data and reservation revenue.
- Chain Reporting Functionality- RESmatrix provides clients functionality required to make decisions from a chain or regional perspective and data required to support those decisions, for example: chain reporting, chain room type management, chain policy management and chain rate management, chain level data push down capability.

- User-Friendly ASP platform- InnLink's straightforward graphic interface is quick to load and easy to learn while increasing overall user efficiency and satisfaction.
- Tailored Implementation- InnLink has a dedicated implementation team to ensure quality and efficiency during the initial start up phase and performs an initial review of property before activation.
- Low Cost High Quality Provider- InnLink's solution is of the highest quality and is extremely robust allowing the user to manage channels and yield inventory.
- Easy Customization- InnLink's CRS technology has been built on an extremely adoptive platform, allowing innovative, fast and robust upgrades to the system in a competitive landscape.
- Innovation Lab- InnLink has partnered with a industry renowned innovation lab to ensure customer driven enhancements.
- PMS Integration- InnLink has built an advanced OTA XML spec for PMS companies to quickly and efficiently write to the CRS system.

Since 2000, InnLink's customer base has grown from approximately 100 hotels to 1500 represented by hotel chains, independent hotels, franchise companies, state associations, extended stay hotel companies, resorts, boutique hotels, distribution partners, and bed and breakfast inns. InnLink operates profitably and responsibly with a staff fluctuating between 100 and 120 during the year based on seasonal requirements.

Our growth is focused and driven by excellence and the success of our customers. We make every effort to support our customers proactively and react immediately. We have decided to stay focused on the US market to ensure we can deliver excellence to all our customers.

Over the last couple of years InnLink has made substantial investments in technology, telecommunications and staffing. We have demonstrated that the business of reservation services is profitable if managed well. Consequently, the short term and long term forecasts are bright.

Central Reservations Technology

InnLink's new CRS is a web-based application built on a NET platform. All system and network hardware and software is housed in an ATT co-location facility in Mesa, AZ and includes multiple Dell servers, Cisco network hardware, and power supplies to ensure high availability, redundancy, and to enhance InnLink's disaster recovery plan. The advanced architectural design allows for high scalability and streamlining of enhancement/version releases of the CRS application based on client business requirements and advances in the hospitality and general industries. A local instance of the property database is housed in Hendersonville, TN for exclusive use by InnLink's call center agents for speed of access and added redundancy.

Windsurfer is currently used by three chain codes consisting of 400+ properties and has been continually processing reservations since March, 09. The IL chain code is scheduled to be migrated to Windsurfer in October when summer season is over and all PMS interfaces have been completed.

Our current West Virginia Property, Chief Logan Lodge Hotel and Conference Center, is currently on our i5 CRS system. They are scheduled to be migrated to our Windsurfer CRS in October with IL chain code properties. The functionality in this RFP is based on InnLink's new CRS system, Windsurfer.

Executive Staff

Brief biographies of the Executive staff of the InnLink organization and key account management, implementation, support and financial staff.

Per Wendin - CEO

Per-Anders comes to the company with a background of entrepreneurship, process reengineering and call center operations. Per has a thorough knowledge of business strategy, operational strategy and change management and his expertise covers organizational transformation, organization design, strategy, and performance improvement across a wide range of industries. Previously, Per was a Manager with the Strategy and Business Architecture practice of Accenture, focusing on organizational strategy and business enablement using information technology. Per earned a bachelor's and a master's degree in business from University of Gothenburg in Sweden and an MBA from Kellogg School of Management at Northwestern University in Chicago, Illinois. His experience also includes being a platoon leader in the Swedish Army, teaching high school and college and launching several new business ventures.

Kristin Intress - President

As one of InnLink's owners, Kristin has over 15 years experience in entrepreneurship, sales and marketing. Kristin started her career as a front desk clerk in the hotel industry. After two years she transitioned from hotels to restaurants. Kristin moved abroad and opened two restaurants and a Nightclub in Scotland. During the course of her career, she has served in several sales and marketing executive positions. She is currently dedicating her efforts to help build InnLink, enhancing the experience for guests, customers, business partners and employees. Kristin earned her bachelor's degree in Marketing from Winona State University in Minnesota and her MBA from Northwestern University's Kellogg School of Management. Kristin also served in the US Army.

Laurie Bechler - VP, Operations & Revenue Management

A veteran of 14 years, Laurie supervises Operations and Revenue Management teams and works closely with IT and our Contact Center to facilitate service deliverables, process management, and implementation services. Laurie manages vendor relations and is a key member of our business development team. Laurie and her teams provide every client with exceptional service. Laurie's insights, participatory skills, knowledge, and drive make her an essential element of the company's success. She has managed the conversion of a thousand+ hotels to InnLink's services. Laurie's favorite quote by Eleanor Roosevelt, "Always do the thing you think you cannot do."

Marc Jacobson - Director, Product Development

Marc Jacobsen brings a wealth of knowledge and energy to InnLink from his extensive background in the hospitality technology industry. Having spent over a decade at Trust.Wizcom, where he guided IT teams in North America and abroad in new product, business, and channel development, Marc has extensive experience in the implementation of global connectivity solutions. Early in his career, Marc managed GDS and CRS relationships while working for Hilton Hotels Corporation and prior to that, for Nikko Hotels International. A graduate of Hunter College in New York City with degree in International Relations, Marc has been recognized on several occasions for his contributions and innovative solutions.

Jennifer Hauge, Director, IT

Jennifer Hauge has significant hospitality technology industry expertise and serves as Director of Information Technology. Jennifer oversees a programming and development staff that is dedicated to improving reservation and channel distribution for InnLink customers. Jennifer is responsible for interface development and implementation, data integration, GDS and Pegasus services, and a wide variety of InnLink's core reservation services activities. Jennifer blends her management talents and skills effectively, interacting with operations and other departments within InnLink to

produce measurable results for InnLink's customer base. Prior to her tenure with InnLink, Jennifer worked as Information Systems Manager for a major west coast hotel company.

Pam Walrond - Director, Sales and Marketing

Pam joined InnLink with an extensive sales and marketing background in the technology industry with a focus on new customer programs and process implementation. Pam is responsible for increasing InnLink's exposure with hotel chains, lodging associations nationally, regionally and locally, and with independent hotels through industry advertising and tradeshow events. Pam will lead InnLink communications to ensure our customers are well informed on how InnLink and our alliance partners can help them drive revenue and efficiency in their hotel operations. Pam holds an undergraduate business degree from Drury University and an MBA from Tulane University.

Betty Rickman – Manager, Implementation and Support

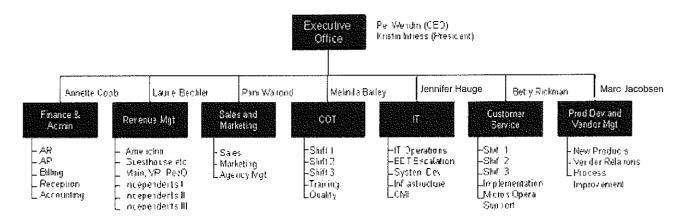
Betty has 15 years with InnLink and manages our Implementation and Customer Service Teams. She has Internet/GDS Specialist, OTA Specialist and Lanyon Specialist on her team to focus on those procedures directly and enable the Implementation and Customer Service team.

Melinda Bailey - Manager Call Center Operations

Melinda manages all call center operations and has been serving InnLink for 7 years. She is a Signature Training expert. She holds an Associate Business Degree from Hartville Tech. Annette Cobb – Manager, Finance and Accounting

Annette manages our client contracts and contract administration. She is also responsible for our accounts receivable and accounts payable functions. Annette brings 25 years of Administrative experience to her function.

Provide an Organization Chart for the executive, reservations processing, product development, and product/customer support sectors of your organization.



Differentiating Advantages

We believe InnLink differentiates itself in a number of ways

- New, great technology
- Strong partnerships
- Focus on limited service in the US
- Not afraid to be different to serve customers better
- Customer service

B: Section II

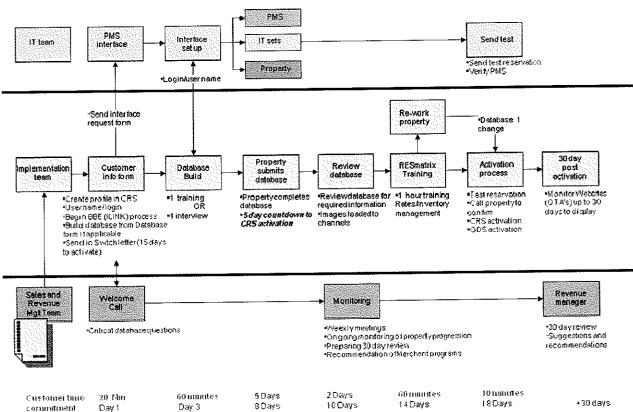
New Property Implementation Process

Describe the Process for new property set-up and the length of time anticipated for the property information to be distributed into the various distribution channels. Provide an internet "URL" for an example of Property Management Tool.

Each property is assigned a designated Implementation Specialist who assists the property through the entire implementation process. Customer input is collected with a property database form, database interview, or inputting into the online database system based on property preference. The process below identifies the Implementation team, IT team and Sales/Revenue Manager commitments. Note that the bottom timeframe identified in black represents the expired days in the proces. Times identified in red represent customer commitments required to meet the commitments.

InnLink Customer Implementation Process (independent hotels)





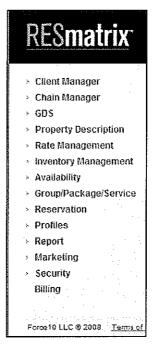
InnLink's Implementation Team reviews all rates, room inventory and HOD during a property's implementation process. The team approves prior to transmitting the initial property data to the GDS. Thereafter, customers may enter and manage HOD using the RESmatrix. The HOD modifications are transmitted directly to the GDS. InnLink's Customer Service Specialists review and monitor the GDS database and functionality 24 hours / 365 days per year to insure your highest visibility and standards.



Property Management Tool

Functions available to on-property staff via InnLink's web-based user interface, including:

- Reservation notification retrieval
- Inventory allocation management
- Rate management
- Report production (provide samples)
- · Descriptive data management
- Other functions



RESmatrix is the central customer access to CRS data. It contains 14 main tabs with a variety of functionality. The RESmatrix data management tool is an easy to use, intuitive, internet based application. The secure, password protected system allows the property to set up unlimited user profiles. The application provides yield management, channel management and chain management functionality to optimize profitability. Many customers have complimented InnLink on the ease of use compared to other CRS data management systems.

RESmatrix provides the user a one stop location for important information and tools; property description management, training documents, demo's, OTA merchant contracts, billing statements, advanced eMarketing, tracking tools and InnLink updates. A property not using a PMS interface uses RESmatrix to manage room inventory and rates for real time updates to all reservation channels. Rates, inventory and property description can be changed with a simple key stroke. RESmatrix was created for simplicity yet built for advanced functionality. InnLink has the ability to easily turn on or off functionality based on properties/chains needs.

- Reservation notification retrieval: Reservations may be retrieved by selecting the "Reservation" navigation within the RESmatrix. Details of the reservation include confirmation number, date booked, arrival date, check out date, channel, room type, add-ons, amount, total, guest name, credit card (if user is authorized) and notes.
- Inventory allocation management: Inventory may be viewed and modified by selecting the "Inventory Management" navigation with the RESmatrix. A user will be able to update room inventory, allotments and sell limits. Restrictions such as MLOS, no arrival and lead time are located on the Availability navigation within RESmatrix.
- Rate management: Rates may be viewed, created and modified by selecting the Rate Management navigation within RESmatrix. Rate options include creating rate codes, tiers and seasons along with managing occupancy-based and extra person rates, derived rates, override rates, yield management settings and add-on / dynamic packaging rates.
- Report production (See more information in Section VI): Revenue reports display real time (20 second lag) and InnLink can also provide combined call center & revenue reporting. Reports are year over year and date driven. Each report can be saved to eliminate redundant activities. Reports can be run for a single, multiple or chain analysis from one secure location. Reports can be scheduled daily, weekly and monthly for auto-email transmission.

- Descriptive data management: A user will have full access to add and modify property descriptive and multimedia content including but not limited to locations and general descriptive data, currency, taxes, directions, transportation, reference points, property and room amenity selections, area attractions, meeting information, dining options and restaurant information, general and specific accommodation details, policies (cancel, guarantee, deposit, family plan, pet policy, payment methods, extra charges), selling points and marketing messages.
- Other functions: Example of other functions include marketing (customizing HTML guest confirmations, cancellations and modifications; and web tracking), security (creating user names and security levels for property personnel), billing (online invoices), training (via www.gotomeeting.com and video), and competitive shopping (up to seven competitors within three to five channels).

A read only test property login has been created that you can view the Property Management Tool at https://res.windsurfercrs.com/admin/Login/SignIn.aspx. Login using User ID: WestVA (not case sensitive) and password: 209125. This will give you access to see two test properties, TSBecky and TSJULIE. This User ID will be available until 12/01/09.

A full demonstration of the Property Management Tool is available upon request.

C: Section III

Reservation Delivery

Describe the various processes (e-mail, CRS/PMS interface, fax, etc) through which Agency would be advised of new reservations and modifications/ cancellations to existing bookings.

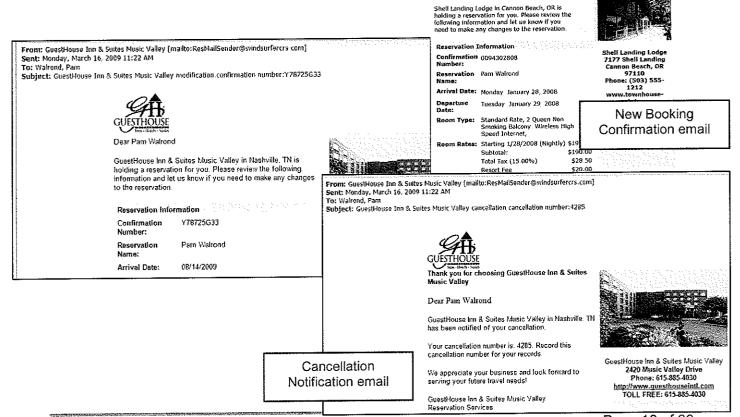
Reservations, modifications and cancellations may be sent to *Agency properties* via the following methods:

- Fax Less than 5 minute delivery
- Email Less than 5 minute delivery
- CRS/PMS Interface real time delivery

We recommend the CRS/PMS interface as the primary delivery method and email as the fallback notification. You have the choice of displaying or removing credit card information from an email or fax transmission. The Credit Card information would then only be posted in the CRS enabled by specific User level preferences allowing the ability to incorporate PCI compliance measures even for non-PMS interfaced properties.

A property may choose fax or email as the fallback notification. The notifications remain available to the property for 365 days. The notifications may be recalled, and are available in the production system for 365 days. Thereafter the notifications are purged. These notifications can be backed up if requested at chain level.

Sample of a typical new booking notification message, a typical modification notification message, and a typical cancellation notification message.



Property Management System Connectivity

Vendor should describe your 2-way interface with Property Management Software and Success you have had doing so with Roommaster by InnQuest.

Full Interface	Enhanced Availability and Rates	Enhanced Availability	Basic Interface
All property reservation input can be pulled up so your customer can call inntink for any changes needed Marketing, collection of customer data in one location Plus all other interface benefits	Rates are updated through the PMS and always accurate and real time to all channels Plus all benefits of Enhanced Availability and Basic Interfaces.	Full property room inventory available for CRS to help sell Room inventory is always accurate and real time to all channels Eliminates fear of overbooking Plus Basic Interface Benefits	Safe Credit Card information IReduce labor associated to entering reservations Increase reservation data accuracy Prevent misplacement of reservations
micros	AUTOCLERK #It's how you manage:	REM•o Software	řóbáícůř 🚓
SOFT <u>HOTEL</u>	di Constanti Interessional Interessional	REZ®VATION	Maestro"
	Innsoft Inc.	rezStream	DATA PROCESSING

InnLink's 2-way PMS interface with InnQuest roomMaster 2000 is based on OTA XML Technology using TCPIP communications.

We have both a Basic Reservation Option and an Enhanced Availability and Rate Interface Option. In the basic option reservations are delivered from the CRS to PMS and credit card data is secure. Additional benefits of the Enhanced Rates and Availability include full property room inventory is shared and maintained between the two systems allowing full availability to sell without fear of overbooking. In the Enhanced Rates Interface rates are maintained in the PMS, updated to the CRS and distributed to ensure accurate rates at all times.

Update frequency is single transaction. Reservation messages are queued and PMS performs "get/post" at preset intervals usually in 5-10 minute intervals. In the Enhanced Interface Rates and Availability messages are exchanged immediately.

InnLink and InnQuest roomMaster have over 55 properties on their enhanced interface

The CRS/PMS interface implementation process

- Property Representative is provided with the setting and mapping template and uploads to PMS
- Property insures that all CRS reservations are loaded in the PMS
- Property Representative provides IP address and Day of the Week rate patterns to CRS
- CRS supplies InnQuest and/or property with User Name and Password
- CRS completes set up of rate patterns and preliminary inventory settings
- CRS completes set up of communication
- CRS supplies test reservation when interface is complete and verifies receipt into PMS
- CRS coordinates and verifies match of room types and rate codes in CRS/PMS

- Property Representative performs the following syncs from the PMS to the CRS:
 - Rates
 - Rate Restrictions
 - o Inventory exceptions (out of order rooms, etc.)
 - All reservations
- CRS representative confirms receipt and works with Property Representative to insure balance

On-going support that InnLink provides for CRS/PMS interfaces.

- Monitor communications between PMS/CRS
- Assistance resolving communication issues, including assistance with reprocessing error messages
- Identify cause of any reported inventory or overbooking issue and provide suggestions and procedures to avoid similar issues
- Provide assistance with completion of reservation, rate or group block re-syncs
- Investigation of inventory out of balance issues
- Specific reports are available in RESmatrix to compare inventory and ensure balancing

D. Section IV

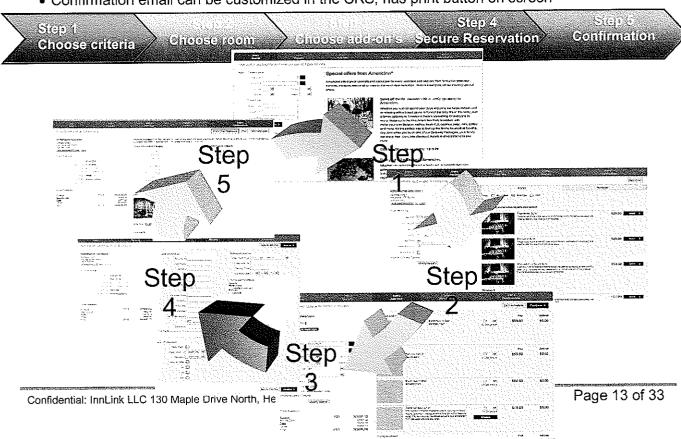
Internet Booking Engine

Provide an overview description of your Internet Booking Engine (Branded Booking Engine).

InnLink's Internet Booking Engine was developed by Force 10, LLC, a joint venture by WhiteBoardLabs and InnLink's owners. The IBE is built in net and AJAX. The development team has been awarded world class recognition for innovative CRS technology. InnLink offers three versions of the booking engine; a five step HTML process, advanced customized HTML and a FLASH "one screen" application (Q4 2009).

Key differentiators:

- · Easily customizable, ability for guest to start at step one or step two of booking process
- Cross selling functionality for chains, availability for nearest proximity
- Rate categories are displayed based on rates built in RESmatrix (check box, pick list or neither)
- Guest can search by specific criteria; group block, loyalty number, IATA, promo code
 - o Group Block management, displays specific rooms and rates
 - o Promotional codes can be hidden unless specifically requested
- Rooms can be selected through guest search preference; rates, room type, rate type
- Scroll over for in depth room description, multiple images per room type
- Add-on dynamic packaging for up-sell revenue opportunities; items, date, date & time (email confirmation is automatically generated for outside vendors or for internal notification)
- · Advanced tax functionality for add-on items
- Customer preferences can be created to ensure personalized guest requirements; newspaper, floor, etc. These can be displayed as a pick-list, checkbox or both. (chain and at property level)
- Confirmation email can be customized in the CRS, has print button on screen

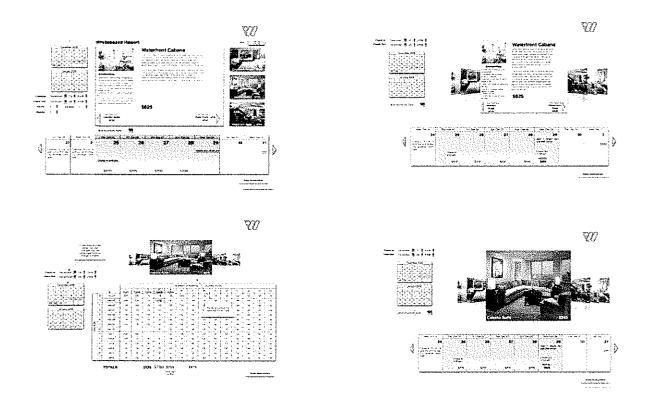




IBE include an availability calendar display to aid potential guest in identifying available (or favorably priced) dates?

The FLASH IBE is slated to be complete in Q4 2009. The FLASH IBE will support a look up calendar with advanced functionality (similar to how airlines provide a look-up matrix- as shown below {A}); rate chart displays, rate changes for pre-stay and post-stay date requests; up-sell messaging (for one extra night only \$XXX)

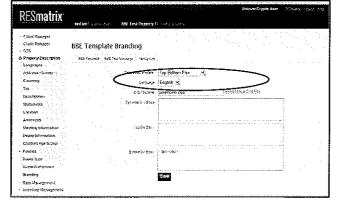
*Below are preliminary drawings for the FLASH booking engine, the design is subject to change by release date but functionality described above are part of the business requirements.



The IBE's "look and feel" can be customized to harmonize with the customer web site.

In addition to colors and images, a variety of pre-defined templates properties can change the look

and feel – i.e., placement of specific fields, upper bar text, lower bar text and css Bar. The chain/property has access to advanced customized functionality (Code defined parameters)





Describe how the Agency might specify the sequence in which it wishes rooms/rates to display to the Internet Booking Engine.

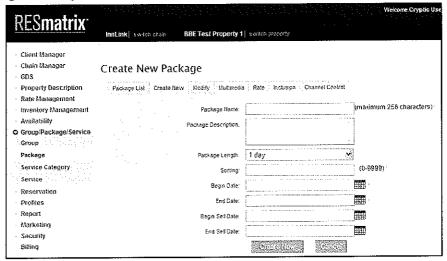
The Property may specify the sell sequence of rooms and rates within the CRS and on which channel the rooms and rates will display. The Agency can input display sorting order for both rooms and rates within RESmatrix. The IBE provides the option for guests to sort by Room Type or Rate Type. When either guest option is selected the sorting order will govern how the Room Types and Rates are displayed.



Packaging & Package Sales

Describe how conventional packages (i.e.: product combinations pre-defined and prepriced) would be created in the CRS and then be booked via the IBE:

Conventional packages may be added in the CRS. Packages can be easily entered through RESmatrix using the Package Tool and will be automatically displayed in the distribution channels chosen. The Package Tool includes an image library on RESmatrix that assists you in building an attractive display for your booking engine or you can upload an image from your computer system. Inventoried Add-on's can be included in the Package, these add-on's can be allocated only to packages and pricing can be set to no fee. This feature allows the property to include inventoried items to Package offerings.



Packages may be dynamically assembled in the CRS and then be booked

Agency can establish an unlimited number of add-on offerings that can be associated to one or more product offerings at the property or with local attractions. Confirmed add-ons will be included and itemized on reservation.

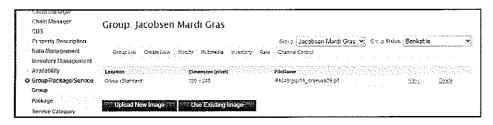
Add-on "Service Categories" [Food & Beverage] and specific "Services" [Wine and Cheese Plate] are customizable by the property. These items are displayed on Step 3 of the BBE for selection by the guest. The core database structure is similar for free-sale and inventoried components. The hotelier will have the option of inventorying each component or leave a component on a free-sell or on-request [confirmed at check-in] basis. Inventory can be modified by the hotelier at will, with a zero inventory meaning the option is not available for the date specified and subsequently will not be displayed as a selectable option on the IBE. Specific policies can be associated with Add-ons [ID required at check-in. 21years of age].

Group Bookings

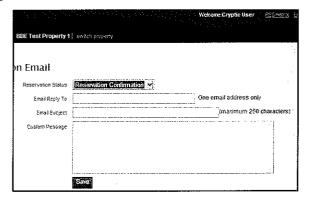
May rooms in a group block be booked via the Internet Booking Engine? If yes, describe process including any group organizer functions (such as establishing group blocks, creating group landing pages, viewing pick-up reports or entering rooming lists.

Group functionality includes the ability to load group inventory, group rate codes and specific group blocks. The functionality allows the entire process to be managed through the CRS.

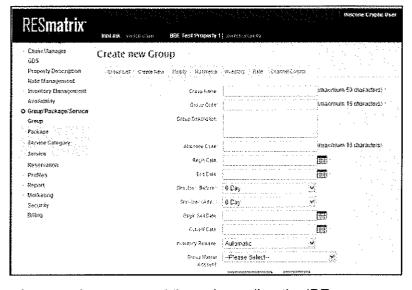
Group Block creation: Groups can be created at the property level through the CRS or at InnLink through the Group reservation department.



- Property level: The CRS has integrated advanced group management functionality. The
 property can create a group block within the CRS, allocate rooms, designate rates, and create
 a customized email template for the group leader with multiple cc functions allowing the
 property to remain in the communication string.
 - Customizable email notification, embedded link to bring group member directly into the IBE bypassing first two steps (only showing specific identified room types and if desired rates), upload personalized photo for email, and allow for multiple co-



 InnLink call center: Group desk can create a Group Block as described above on behalf of the property. InnLink's call center operation will serve as a hotel's Group and Tour Reservation Desk managed by dedicated Group Sales Specialists (GSS). The GSS will facilitate the entire group booking process from request to contract management. The Group and Tour Reservation Desk is available Monday through Friday from 7am to 10pm CST, and offers limited coverage on Saturday and Sunday.



Group Block management: Group reservations can be processed through email or the IBE.

- Email: The in house Group Desk accepts emails or RFP templates sent directly from Group leaders. The process is managed through our in- house CRM tool, Salesforce, to ensure a high touch personalized group booking process.
- IBE Screen: A group member can find a group block on the IBE two different ways; go to IBE and enter group block number in field called "Groups" or go directly from personalized email notification delivered from Group Leader, this method bypasses the first 2 steps of the IBE process.

Key Service Offerings for gLINK customers include:

- Promote chain level, property level phone numbers on website(s) all answered by Group desk at InnLink
- Participate with the InnLink toll free 1-866-297-7400 direct to the group desk
- InnLink will work directly with the guest or tour operator to answer questions
- Provide a proposal with group rates, room availability and amenities
- GSS confirms group reservations on behalf of the property
- Conveys all group booking reservation details directly to your property
- Property can choose to have InnLink complete the group contract for the hotel
- Group members can confirm into the group block through booking engine, voice operations or send a rooming list directly to GSS

By loading Group parameters and group rates, the GSS will have the information at their fingertips to assist customers through the entire sales process. Examples of parameters to load are:

- Type of Groups that are accepted at property
- Special amenities and unique services offered to groups
- Comp policy
- Number of rooms classified as Group
- · Group guarantee, deposit and cancel policy
- Baggage handling
- Property contact for Group questions

Group organizer functions (such as establishing group blocks, creating group landing pages, viewing pick-up reports or entering rooming lists).

A Group Leader can create a group block via the property or InnLink group reservation desk. The group block is created in the CRS and inventory, rates, shoulder rates and release dates are set. The group is provided with a customized email template. The group leader is sent the template for onward distribution with multiple cc fields allowing the property to remain in the communication string.

Email Template includes: Customizable email notification, embedded link to bring group member directly into the IBE bypassing first two steps (only showing specific identified room types and if desired rates), upload personalized photo for email, and allow for multiple cc communications.

IBE Screen: A group member can find a group block on the IBE two different ways; go to the IBE and enter group block number in field called "Groups" or go directly from personalized email notification delivered from the Group Leader. Rooms are automatically pulled from inventory and released based on parameters set during initial group block, override functionality is available at property level through RESmatrix for changing original parameters.

Confirmation email, cancellations and modifications: can be sent to group leader and property to keep all members informed of group status.

Provide an Internet "URL" for an example of a property Booking Engine.

https://res.windsurfercrs.com/bbe/page1.aspx?pcode=TSJULIE

E. Section V

GDS Representation

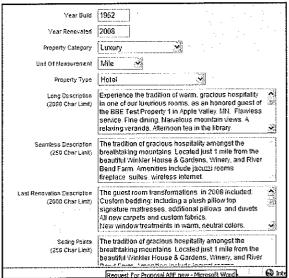
Describe in detail the services that your organization commonly delivers in its provision of GDS representation, including GDS data base maintenance.

Properties may participate in the GDS using InnLink's GDS chain code. There is no monthly minimum fee or maintenance fee to use the chain code.

InnLink offers Next Generation Seamless connectivity to Sabre, Galileo/Worldspan and Seamless Connectivity to Amadeus. Rates and room inventory are pulled real time from the CRS. InnLink utilizes ODDr for GDS data integration and automatic formatting of all property information to GDS specifications.

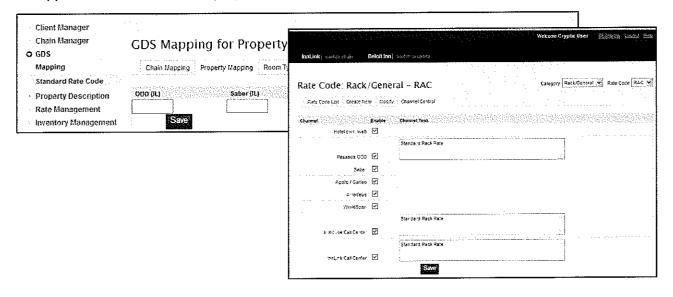
InnLink's Implementation Team reviews all rates, room inventory and HOD during a property's implementation process in the CRS. The team approves prior to transmitting the initial property data to the GDS. Thereafter, customers may enter and manage HOD using the RESmatrix. The HOD modifications are transmitted directly to the GDS. InnLink's Customer Service Specialists review and monitor the GDS database and functionality 24 hours / 365 days per year to insure your highest visibility and standards.

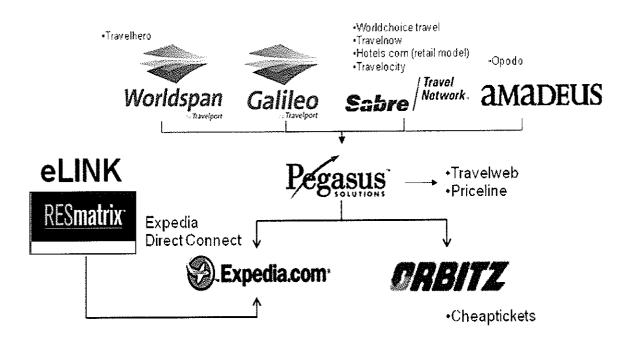
InnLink has partnered with Sabre to offer the Sabre UpSell tool to properties at no charge. The Sabre UpSell tool promotes travel agents to up-sell room types and amenities ensuring optimal ADR.



A customer can use the Channel Manager tool on the RESmatrix to limit room inventory on the GDS or Pegasus and write customized scripts per channel if desired.

InnLink's Director of Marketing works closely with the GDS on marketing programs and opportunities for individual properties and chain codes.





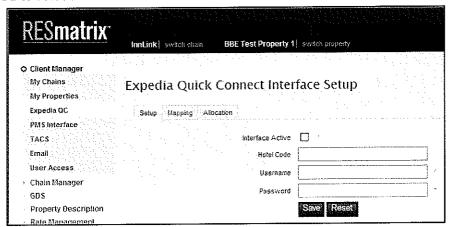
Third Party Distribution and Connectivity

Online Travel Agencies (OTA) that InnLink has (or is developing) a direct CRS connection.

InnLink was the first Reservation Service Provider to complete the Expedia QuickConnect direct connect interface. The CRS sends room inventory and rates to Expedia; Expedia sends reservations to CRS.

InnLink is partnering with Kayak to build an interface between the website and CRS. Clients must sign an agreement for Kayak distribution via the interface.

InnLink is scheduled to release a direct connect to Sabre in 09



Revenue Management Functions

Each property is assigned a Revenue Consultant or Account Manager after a 30 day review. The revenue consulting team is responsible for:

- Analyzing pricing trends within a properties competitive set
- Understanding and providing recommendations; property descriptions, sales scripts, pricing structure, and overall marketplace performance
- Conducting ongoing account meetings to measure success
- Providing information and options available to manage web presence
- Educating properties about navigating distribution channels and yield management tools

InnLink offers four levels of Account and Revenue Consulting to make sure we meet the needs of each customer.

<u>Bronze</u>: Bronze is our basic account management level where the property recieves an initial 30-day review and then support by our 24/7 customer service team.

<u>Silver:</u> At the silver level a property receives an initial 30-day review, access to our 24/7 customer service, access to InnLink's Auto Rate Manager product, is assigned a dedicated Revenue Manager and receives an optional annual review.

Gold: In addition to silver, property receives monthly reviews, access to InnLink's Channel Mgr product, Rubicon revASSIST shopping report and Smith Travel's STAR report

<u>Platinum:</u> Customized property management program through preferred provider.

	Platinum	Gold	Silver	
Description	Hospitality Resource Group oustomizes the service to the needs of the Property	Innlink provides a dedicated Revenue consultant to offer advice and guidance on a monthly basis	InnLink provides a Revenue manager to ensure you have access to an in house expert at all times	Innlink provides an Account manger to ensure your property is included in programs, new products and special offers
30 Day review	4	4	4	4
Annual Review	4	4	4	
Dustomer Service	4	4	4	4
Biling Assistance	1	4	4	4
Lodging Report			4	
STAR Report	4	4		
revASSIST	4	4		
Monthly Revenue Consulting	4	4		
Weekly assistance with rates	4			
We eldy reporting	4			
Budget and Forecasing	4			

The CRS also contains a variety of Revenue Management facilities/technologies at no extra charge.

Examples are listed below.

BAR – Rack or Best Available Rate are both available on the CRS. Any or all other rate codes may be a percent or flat currency amount based off of Rack or Bar. A rounding up or down feature is available for a based off rate. The calculation is dynamic for all based off rate codes and room types.

Product Sell Order – Property may select the sell order of room types and rate codes. Room type sell order and rate code sell order is updated on the RESmatrix by the property (instant update).

Booking Pace Reports – Reservation revenue reports are generated from a live database and are accurate within 20 seconds of the request.

Rate Tiers — Unlimited rate tiers may be created in the RESmatrix. Rate tiers can be modified manually or a profile may be established that would yield tiers up or down based on property occupancy in the CRS.

Auto Rate Management – This function changes rates/rate tiers automatically based on occupancy and can close discounted rates during peak periods when you need tighter control of your inventory. This function also adjusts guarantee policies for high demand dates which eliminates no-shows and last minute cancellations. An over-ride feature allows you to set date parameters for peak occupancy periods which prevents discounted rates from being sold during this time. The automation of rates, guarantee policies and occupancy are controlled in the RESmatrix for all InnLink allocated inventory. Your rates can be built in RESmatrix to cascade by percentage or currency amount off a set rate. Based on occupancy level, rate tiers will automatically adjust when using Auto Rate Manager.

Channel Management – Streamlining management of the channels through which a hotel is able to be distributed increases reservation ROL. The RESmatrix enables separate channels to be managed through InnLink including each GDS, voice reservations, booking engine, Pegasus, Expedia, etc. Providing one place to manage all channels permits a hotel to see the "big picture" rather than having to manage channels separately and through extranets. Room types may be opened, closed, no arrival or inventoried by date range by channel. Modifications are seamless to every channel. The property receives an automatic confirmation on screen when changes are accepted.

Discount Functionality- The CRS will allow properties to establish a variety of business rules regarding "buy one, get one free" promotions – i.e., - free nights, additional discounted nights, special discounted value adds, etc. Triggers for discounts can be based on the number of nights reserved or based on total spend of the stay.

IBE integrated tracking- The CRS offers a web tracking option that is connected to the confirmation page of the booking engine. Simply enter the website tracking code on the RESmatrix and tracking automatically begins.

Advanced Rate Strategies- Advanced rate strategies may be performed by creating rate plans. Rate Plans allow you to assign multiple rates to a single rate code. Multiple rates connected to a single rate code is called a "rate plan". The rates are differentiated either by MLOS, Lead Time and Value. Rate Plan allows you to offer multiple rates simultaneously within one rate code.

Describe any Revenue Management facilities/technologies supplied by third parties and offered to your clients by your organization.

Rubicon – Rubicon and InnLink partnered together to display competitive rate information within the RESmatrix to create a one stop location for viewing rates. This product is called revASSIST.

revASSIST gathers and presents competitive rate information automatically for up to 7 competitive hotels that you identify in your competitive set of hotels. View the rates your competition is offering among Internet and GDS channels for your most critical revenue periods. View the rate patterns your competitors use and monitor their peaks and valleys.

Choose from one of three levels of revASSIST services: Basic, Standard or Expanded Basic presents you with 3 data source comparisons for up to 21 days prior to arrival date and delivers reports to you via email 3 times per week. Standard presents you with 4 data source comparisons for up to 30 days prior to arrival date and delivers reports to you via email 5 times per week.

Expanded presents you with 5 data source comparisons up to 45 days prior to arrival date and delivers reports to you via email 5 times per week. A property may enroll online by completing the contract addendum and enrollment form.

Smith Travel Research – Smith Travel Research provides STAR reports to InnLink customers complimentary or at a discounted rate. If the property is a first time STAR report customer, STAR will be provided complimentary for one-year.

Channel Management/Extranet Management Functions – InnLink can negotiate all merchant programs on behalf of the properties. All existing merchant contracts can be moved to InnLink to allow the property/chain to manage all rates and inventory in one location. Expedia is the only merchant program that is required to be held by Expedia but InnLink has the Direct Connect interface allowing all rates and availability to flow through RESmatrix.

Channel Management Functions

Describe the Channel Management facilities/technologies that you offer.

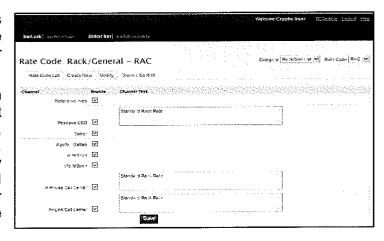
(For the purposes of this RFP, Channel Management is defined as the capability to control the number of rooms offered, and the rate at which they are offered, through one, several or all of the GDSs, through GDS-powered Web sites, through non-GDS affiliated Web sites and through other distribution channels.)

The RESmatrix enables separate channels to be managed through InnLink including each GDS, voice reservations, booking engine, Pegasus, Expedia, etc. Having one place to go to manage those channels permits a hotel to see the "big picture" rather than having to manage channels separately and through extranets.

Room types may be opened, closed, no arrival or inventoried by date range by channel. Modifications are seamless to every channel. The property receives an automatic confirmation on screen when changes are accepted.

As a default, any channels without a status are available for sale according to the inventory and strategies you have set for your regular room and rate status.

The property is able to set sell limits, down to last room availability, for each product [room-rate] that is offered for each channel, including the call center channel. Furthermore, the property can select, by use of cross-referencing, which product will be offered to which channel, allowing for specific target marketing to one or more specific channels.



Each channel has the ability to hold a unique script for customization to each audience.

F. Section VI

Reports

List the activity reports or management reports that would be available to customer. Provide samples of each report.

All reports are accessed using the RESmatrix. Reports can be generated in a PDF, HTML or Excel file. Revenue reports are generated from a database and are accurate within 20 seconds of the request. Non revenue reports are accurate as of midnight the day before.

Listed below are reports available on the RESmatrix.

Reservation Summary - One page reservation summary consisting of 4 reports showing number of reservations, room nights and revenue reported by reservation activity date and arrival date and broken down by business source and rate code

Business Source Arrival - Reservation activity showing reservations, room nights and revenue broken down by source of business and listed by guest arrival date.

Sources of business for voice reservations include Business, Leisure, Group, Travel Agent, and Loyalty

Sources of business for electronic and GDS reservations include Sabre, Galileo, Worldspan, Amadeus, iLINK (Web), Expedia, Pegasus and WorldRes

Business Source Activity - Reservation activity showing reservations, room nights and revenue broken down by source of business and listed by reservation activity date

Y/Y Business Source Arrival - Year over year comparison of net reservation activity showing reservations, room nights, revenue and ADR broken down by source of business and listed by guest arrival date

Y/Y Business Source Activity - Year over year comparison of net reservation activity showing reservations, room nights, revenue and ADR broken down by source of business and listed by reservation activity date

Rate Code Arrival - Reservation activity showing reservations, room nights and revenue broken down by rate code and listed by guest arrival date Examples of rate codes include: RACK, AARP, 3A (AAA), CM (Commercial), GV (Government)

Rate Code Activity - Reservation activity showing reservations, room nights and revenue broken down by rate code and listed by reservation activity date

Y/Y Rate Code Arrival - Year over year comparison of reservation activity showing reservations, room nights, revenue and ADR broken down by rate code and listed by guest arrival date

Y/Y Rate Code Activity - Year over year comparison of reservation activity showing reservations, room nights, revenue and ADR broken down by rate code and listed by reservation activity arrival

Pegasus Arrival Report - Reservation activity for bookings via the Pegasus switch showing reservations, room nights and revenue broken down by web site name and listed by guest arrival

Pegasus Activity Report - Reservation activity for bookings via the Pegasus switch showing reservations, room nights and revenue broken down by web site name and listed by reservation activity date

Y/Y Pegasus Arrival Report – Year over year comparison of reservation activity for bookings via the Pegasus switch showing reservations, room nights, revenue and ADR broken down by website name and listed by guest arrival date

Y/Y Pegasus Activity Report – Year over year comparison of reservation activity for bookings via the Pegasus switch showing reservations, room nights, revenue and ADR broken down by website name and listed by reservation activity date

Travel Agent Arrival - Reservation totals booked by travel agencies and GDS/Pegasus powered web sites listed in descending order by total revenue booked by each agency/web site and calculated by guest arrival date. Report includes IATA, agency name, agency address, total nights booked, total reservations booked and total revenue

Travel Agent Activity - Reservation totals booked by travel agencies and GDS/Pegasus powered web sites listed in descending order by total revenue booked by each agency/web site and calculated by reservation activity date

Reservation Arrival Detail - Reservation detail including confirmation number, guest name, rate code, business source, room type, arrival date, departure date, total revenue, number of nights and travel agent information, if applicable, Reservation detail is sorted by arrival date. The room type column labeled "ROOM CRS/PMS" displays the InnLink (CRS) room code followed by the property's (PMS) room code.

Reservation Activity Detail - Reservation detail including confirmation number, guest name, rate code, business source, room type, arrival date, departure date, total revenue, number of nights and travel agent information, if applicable

Reservation detail is sorted by activity date and includes separate listings for new reservations, changes to existing reservations and cancellations

The room type column labeled "ROOM CRS/PMS" displays the InnLink (CRS) room code followed by the property's (PMS) room code.

Lost Business Arrival- Summary of lost business, categories, denials, and cancellations sorted by arrival date

Lost Business Activity – Summary of lost business, categories, denials, and cancellations sorted by date of cancellation or inquiry

Lost Business Comment - Listing of all cancellation and lost business comments sorted by date of cancellation or inquiry.

Comments displayed reflect actual comments regarding reason for not booking or canceling

Please note that electronic cancel comments are computer generated and do not reflect actual comments

Availability - Grid showing future availability for 3 months listed by room type and day of the month. Report displays the InnLink (CRS) room code and the property's (PMS) room code. Availability examples include:

I (rooms will be sold until designated inventory runs out)

X (closed out, no rooms can be sold)

N (No arrivals)

Guest List - Provides the property with a brief overview of all guest reservations booked through InnLink by either the Arrival date, In-House date, or Departure date



Multi-Property Summary - Summary of rooms/reservations, room nights and revenue for each property in the designated group and listed by both activity date and arrival date

No Property - Listing of all cities requested by guests where no property exists. Report is sorted by state and lists each requested city within the state

Brochure - Name and address of each caller requesting a brochure during the reporting time frame

Monthly Call Statistics - Actual call statistics, available on a monthly basis by entire chain, showing total calls, number of abandoned calls, abandon rate, number of junk/harassing calls, voice reservations and calculated voice conversion rate

callASSIST Call Time – Views times and number of calls of each CALLassist telephone number

Service Detail – Lists confirmation number, guest name, check in, check out, service name, service revenue and notes

Lead Time – Summary of reservations, room nights, revenue, ADR and service revenue by lead time

Length of Stay – Summary of reservations, room nights, revenue, ADR and service revenue by length of stay

Guarantee – Summary of reservations, room nights, revenue, ADR and service revenue by guarantee type

Region – Summary of reservations, room nights, revenue, ADR and service revenue by state

Country - Summary of reservations, room nights, revenue, ADR and service revenue by country

*An example of each report is provided as a separate document.

Can reports be exported to Excel or Access or comparable spreadsheet/data base software? If yes, describe the process

All reports may be exported to Excel by selecting "Excel" from a pick list (drop down menu) on RESmatrix. Reports can also be exported as a pdf or html document.

Reports may also be queued for automatic, periodic e-mailing to single or multiple recipients.

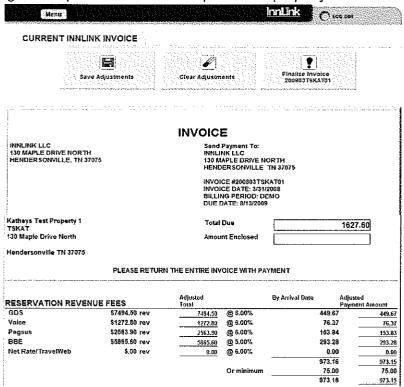
Reports may be scheduled to email daily, weekly, monthly and annually. The reporting period can be daily, weekly, monthly, quarterly or year-to-date. The scheduled report name may be customized by the user and include a single property, multiple properties or all properties. Recipients are entered in an open field with a 200 character limitation. Average email length 25 characters = 8 emails

Describe your Account Management Program. Include the process for adjusting, finalizing and making payments for invoices. Describe how reservation or billing discrepancies between the property and the vendor would be handled.

Account Management is represented by our Bronze level of Revenue Management support described on page 21.

Billing is processed on the 1st day of the month following arrivals. Invoices are available within two business days. Email notices are sent to property when invoices are available. Adjustments can be made online and invoices finalized until the due date/30 days after invoice date. Automatic Payments are processed on 1st business day after the due date. Properties are eligible for mark-offs as long as invoices are paid by 30 days following invoice date or they are on an automatic

payment through credit card or ACH. If Mark-offs exceed industry averages, InnLink reserves the right to request Mark-off back-up from the property.



		SKAT Kathe			i		
Conf# Guest Name	Arrive	Depart	Night	s Source	Total	Billable	Actual
374200105 LUPTON, CORI	2005-01-0	02 2005-01-03	1	Worldspan	29.50	29.50	29.50
171800105 MENDELS SCOTT	2005-01-0	02 2005-01-04	2	SABRE	133.20	133 20	133 20
966436404 COOPER, TABITHA	2005-01-0	02 2005-01-03	1	Worldspan	29.50	29.50	29.50
377700105 DRAZENOVIC IVO	2005-01-0	02 2005-01-04	2	GALILEO	148.00	148.00	148.00
225400205 SOFF RAY	2005-01-0	3 2005-01-05	2	Worldspan	59.00	59 00	59.00
585135604 MANNS LATOYA	2005-01-0	05 2005-01-07	2	Worldspan	188 00	188.00	188.00
844800405 SOFF RAY	2005-01-0	05 2005-01-06	1	Worldspan	29 50	29.50	29.50
720100405 LUPTON, CORI	2005-01-0	07 2005-01-08	1	Worldspan	29.50	29.50	29.50
672300605 HAYS, MICHEAL	2005-01-0	7 2005-01-09	2	Worldspan	71.00	71 00	71.00
			_				

G. Section VII

Customer Service/Support

List the days/hours that support is provided. Indicate your response speed commitments.

Our customer service team is located in Hendersonville, TN at the InnLink headquarters. Most common services provided are:

- Package loading
- Rate changes
- Negotiated rates
- Trouble shooting of communication issues
- Investigate "over bookings"
- OTA Display
- IBE Display
- Property description updates
- User name and password issues
- Policy changes
- Other

InnLink's customer service is available 24/7/365. Average answer time for customer service calls is less than 5 seconds and emails are checked at least every 15 minutes. InnLink offers a 60 minute guarantee: if we haven't responded to your issue within 60 minute of a call or an email, you can terminate the contract with us without a penalty. (We are the only CRS company in the industry with Guarantee statement)

Describe the process for reporting problems, tracking problems and the escalation process, whether they pertain to system performance, service level adherence, reservation disputes or other issues.

InnLink has a fully integrated CRM system, Salesforce.com (an ASP solution), dedicated to tracking the property from entering the InnLink system through the life of the partnership. Every employee has been trained to understand and utilize SF for all activities; phone logs, emails, sending documents, eBlasts, tasks, and process flow. SF also supports multiple disciplines within InnLink; Sales, Marketing, Implementation process, Revenue management, Group contract (gLINK), in-house IT project requests, Knowledge sharing, PDF library and most important Case Management.

Methods of opening a case:

- 1) Email customerservice@innlink.com (auto populates SF and opens a case for the support team)
- 2) Phone A property would call InnLink 24/7 support line
- 3) Web to case- **Online status checking** 2009: a form is provided on RESmatrix for the property to submit a case directly. This function provides a unique user name and login for the property to externally monitor and track their case real time. This capability currently exists, we are in the process of launching Q4.

Problem reporting can be initiated through any InnLink employee and escalated to the appropriate party for immediate acknowledgment and processing. At anytime any InnLink employee can access the case to communicate the escalation path and current owner of the case and share existing updates to the case.

- 1) A Case is opened and a notification is automatically sent to the property with a case number, subject and who is currently assigned the case
- 2) As comments are added to the case the property is automatically sent communication of the update.
- 3) As the case is processed and closed the property receives a "closed issue" email with the subject, description of issue and solution applied.
- 4) The case and the unique number are never deleted from the InnLink system. All cases are visible for employees to access to ensure transparent communication internally and to the property.

All critical escalation paths have been built within the CRM system.

- 1) Customer Service
- 2) Customer Service supervisor
- 3) Revenue Management
- 4) IT
- 5) Implementation
- 6) Training
- 7) Internet specialist
- 8) Sales
- 9) Billing
- 10) CRS modification and requests

Classes and on-line tutorials are available to on-property and corporate staff to aid them in remaining proficient in the use of the property user interface and the distribution opportunities available to them through it.

InnLink provides both live training and online tutorials.

Live Training

Live training sessions are available both during implementation and ongoing. During implementation InnLink provides individual training session and ongoing InnLink offers regularly scheduled training sessions for basic and advanced functionality.

Online Tutorials

InnLink provides multiple online tutorials. There is a training tab provided for ease of use. Online sessions are recorded video/audio 10-15 minute tutorials. Each section speaks to a specific activity the hotelier is required to train or retrain to ensure optimal usage of management tools for their property inventory, rates and yield management optimization.

- 1) Refresher on basic property description fields
- 2) Rates and Rate tiers
- 3) Advanced Rate strategies
- 4) Inventory and Availability
- 5) Groups / Packages / Services
- 6) Auto rate manager
- 7) Channel manager
- 8) revASSIST
- 9) Reports and tracking tools
- 10) Customization: Advanced IBE, confirmation emails
- 11) Billing

H: Section VIII - FEES

Fees are sealed in a separate Envelope as requested.

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code The vendor must make said affirmation with its bid submission Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the West Virginia Code may take place before their work on the public improvement is begun.

ANTITRUST:

in submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid

LICENSING:

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in http://www.state.wv.us/admin/purchase/privacy/ noticeConfidentiality.pdf.

Under penalty of law for false swearing (West Virginia Code §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated

Vendor's Name: InnLink, LhC	
Authorized Signature: Project	F Date: 8/4/09
Purchasing Affidavit (Revised 01/01/09)	

RESERVATION CENTER REPORT

07/01/2008 - 07/31/2008

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07/01/2008 - 07/31/2008

COMBINED BUSINESS SOURCE SUMMARY BY ARRIVAL DATE

М	REV		T		60.09			50.00	350.00	T	T	T			T		00	an oc		T	T				I			1176.00		Γ	Γ	Τ			1676.00
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	Rev		1444.43	2752,16	6577.70	9104.27	3062.61	2811.53	4541.78	2676.22	2830.62	1673.18	5751.15	3921.37	2501.39	2768 10	2488.26	24.00.2	2251.00	3/3 :00	04.10	5382.58	D9.C95	5457.00	4777.38	3436.66	3388.46	5502.63	5131.37	3120.56	4518.05	1844,54	2015.97	2584.14	926 1644 117804.25
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φ.	REV								106.00																										108.00
Norldres	RES RN								-																										-
BBE (WEB)	REV	1000	60.0087	2800./d	13830.67	12443.28	5890.35	8168.61	9023.77	10621.81	5848.06	10601.61	13779.58	6054.96	8727.18	8413.97	4879.09	5000 00	5259 76	13934 70	23 7232	20,410,0	2	75.55	520055	2244.14	6872.52	9765.88	5307.64	9088.00	6430.12	4676.19	3582.02	4090.88	1302 2597 238798,58
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Morldspan	REV	1530.24	113 54	10000	2022	409.37	38.35	192.00	406.00	1958.79	1571.42	739.95	396.24	637.54	416.20	1304.78	729.86	476.35	337.80			542 63	2291 60	1142 92	250.70	2000	335.14	416.69	90.00	312.00	1131.00	713.60	90'259	490.35	19903.52
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o _o	REV	1542.50		ı	1	"			"			-		3082.99	2859.90	2583.33	5842.92	2016.89	2698.45	3758.18	2148.05	1	3766.97	2107.31	1818.05	928.02	1400 07	100.0	ì		- 1		2087.86	1867.89	79274.81
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Sources with no activity: Loyalty

07/01/2008 - 07/31/2008

COMBINED BUSINESS SOURCE SUMMARY BY ACTIVITY DATE

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BBE (WEB)	REV		4392.33	7399.62	8671.35	3490.79	4996.25	7733.60	11280.48	7521.70	12176.06	7869.57	7313.02	5805.15	3682 95	7474 62	5815 74	1	4505.18	7911.63	6311.49	4248.51	4476.60	-307.95	32.00	2168.75	3913.50	3195.23	2779.30	4553.50	7102.28	7645.96	2804.53	8899.38	1948 177465.72
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Sources with no activity: Lovalty, Worldres

COMBINED RATE CODE SUMMARY BY ARRIVAL DATE

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4	REV	94.45				100	35.39						449.95	98.99		179.98	310.47	00 80	0.00	269.97	350.36	458.95	179.98	620.93		130.49	1421.8	512.94		80.99						5358.87
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COMBINED RATE CODE SUMMARY BY ACTIVITY DATE

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COMBINED TRAVEL AGENT SALES BY ACTIVITY DATE

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COMBINED LOST BUSINESS COMMENT BY ARRIVAL

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COMBINED LOST BUSINESS COMMENT BY ACTIVITY

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COMBINED YEAR/YEAR BY BUSINESS SOURCE ARRIVAL

07/01/2008 - 07/31/2008

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Galileo

	% Diff	1	9.05	9.55
N N of the state o	į	0	0.30	8.50
Average Dai	2007	80.01	0.00	89.01
	2008	97.51		97.51
	% Diff	4,44		4,44
	Diff	-3686.90		-3686.90
Revenue	2007	82961.71		82961.71
	2008	79274.81		79274.81
3.0	₩ DIII	-12.77	1	-12.11
Room Nights		932 -119	033	611.
		813	813	
#iU %	06.31	67.0	-16.29	
vations	18,		육	
Reser 2007	491		491	
2008	411		411	
	Jul	TOTAL	7.0	

Worldspan

		Average Daily Rate	2008 2007 2000		62.39 81.06 10.67 22.00	20.12	
			#!U %		4.23		~
			注 二		807.85		20.700
		Revenue	2007		19095.67		19095 67
		;	2008		19903.52		19903.52
		2	% UIII	20.00	20.31		36.91
				90	3	ļ	8
	Poor Night	2007	7007	233	507	200	233
		2008	2007	319		210	610
j		" Diff		35.58		32.50	-
	SC	##C		3,		37	
	Reservation	2007	70,	10.		104	
		2008	141	,	***	4	
					TOTA!	1	

COMBINED YEAR/YEAR BY BUSINESS SOURCE ARRIVAL

07/01/2008 - 07/31/2008

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	The state of the s	Average Daily Rate	2008 2007 DIII % DIII	2000	3.38	84.05 728.40 2.55	04:01
		3:0		191 91		191.91	
		Ä	5	767334		7673.34	
	0.000	Sevence 2007	2007	3998.41		3998.41	
		2008	202	11671.75		11671.75	
		% Diff		182.35		182.35	
	Ų	; Hic		693		93	
	Room Nich	2007		51		51	
		2008		144		144	
ŀ	_	% Diff	400	122.22	50,000	127.27	
	s) H	cc	77	÷	77	
	Reservation	2007	C	0	18	2	
		2008	40		40		
			=		TOTAI	; ;	

Pegasus

	ĺ			_	Ī	-	Ī	
]		6	\(\bar{2}{5}\)	1	3.57		
		ily Rate		5	100	27.63		1
		Average Dail	2000	2007	74.24	14.31		24.04
			8000	2002	71.56	00.1		71.00
			#i⊆ %		27 53	3		27.53
			<u>+</u>		25432.08			254 32 08
	2	Kevenue	2007	-	92372.17	l	ĺ	363/2.1/
		0	8007	7	117804.25		30 400044	07.4001.
	-	3:0			32.26		30.05	35.20
		3:0	İ		401		401	-
	Room Nights	2007	7007	6767	1243		1243	
		2008	2000	10.04	644		1644	
-		% Diff		46 33	3	17	30.00	
	••	±.		330		000	250	
	Reservations	2007		296		205	200	
		2008	111	926		928	2	
			1,1	ij		IOTAL))	

Expedia

	3	% DIII			
	aily Rate		69.83		20.00
	Average D	7007	0		000
	, 0000	2000	69,83		60 83
	Diff % Diff	П	Ģ		_
		ĺ	1676.00		1676.00
4	Kevenue		0.00		000
	2008	2000	1676,00	-	1676.00
Reservations	2008 2007 Diff % Diff 2008 2007 Diff % Diff	6 0 6	24	9 0 9	75 0 54
	-	n _c	TOTAL		J

COMBINED YEAR/YEAR BY BUSINESS SOURCE ACTIVITY

Total																
	0000	Reservation	ons			Room Ni	ghts			Revenue			,	A contract		
	2002	Z007	בֿב	% Diff	2008	2007	#E	₩Diff	2008	2002	#.	W. Diff		ביים ביים ביים ביים ביים ביים ביים ביים	א קאוני איניייייייייייייייייייייייייייייייי	2
7	3671	3150	COS	15.04	;;;;	0.00							2002	Z007	=	#IO %
			200	10.04	/544	5161	1383	22.45	718133.07	520876.53	197256,54	37.87	95 19	84 54	10.65	5 5
TOTAL	3671	3169	502	15.94	3,7,2										30.01	12.0
			700	10.01	1944	1910	1383	22.45	718133.07	520876.53	197256.54	37.87	95.19	8.4 5.4	10.65	200
															0.01	0.21

Voice																
		Recentation	300	-												
	000	1000	2	_		KOOM NIGHTS			Dollario		_					
-	2008	2007	H D	_ #IO %	2008	2007	Diff % Diff				2	0	Average Dally	× Xate		
_	202	000					2	4		֟ ֖֖֡֞֞֟֝֞֟֝֞		2008	2007		#!C %	
3	+60	007	134	51.54	770	544	226 41.54	6784170		20000	., .,					
-VEOF								+	45468.39	75007	45.14	88.11	83.62	4.49	5.37	
- 14.0	384	260	34	5154	022	, PA 2		ļ	П							
-					977		41.54		45489.59	22752 11	49 14	1100	00.00	7 40	1,0	
											-	3	20.00	7	-	

3roup Sale	S	Reservation	900		-	14 mood										
	2008	2007	Diff	% Diff	2008	2007	eignis Diff	#IO %	2008	Revenue 2007	oitt	% Diff	2008	Average Dai	aily Rate	% Diff
7.7.1	3	50	:	15	43	20	23	115	63701.57	1199.00	62502.57	5212.89	1481,43	59.95	1421.48	2371.11
7	3	20		52	43	20	23	115	63701.57	1199.00	62502.57	5212.89	1481.43	59.95	1421.48	2371.11

		3		3.75		3.75
			 			6
		ily Kate	5	3.29		3.29
		Average Da	2007	87.81		87,81
		2008	7007	91.10		91.10
	-	— ₩ Di#		-1.56		.56
		Diff		-2808.39		-2808.39
	Douglas	2007	7,70007	1802/4.11	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	1002/4.11
		2008	477405 70	11/403.12	477405 70	27.606773
		% Diff	5.11		1,5	
		Diff	-105	3	-105	201
	Room Nights	2007	2053		2053	
		2008	1948		1948	
į		% Diff	7.01		7.01	
	SUS	ij	69		69	
	Reservation	2007	984		984	
	1	2008	1053		5001	
BBE		1	100	TOTAL	7	

COMBINED YEAR/YEAR BY PEGASUS SOURCE ARRIVAL

07/01/2008 - 07/31/2008

onetravelsource.com

ſ			Τ.		
		# <u></u> C %	ı		
	aily Rate	Ė		(7.75	1
-	Average L	2007		2	000
		2008	20 4E	67.73	79 4E
	i	- - - - - - - - - - - - - - - - - - -			
			505.05	3	505.05
	Revenue	Z007	0.00		0.00
	2000	2002	505.05		505.05
	₩. Diff				
ıţc.	#2		7	1	7
Room Nick	2007		0		0
	2008		7	****	7
	Diff				
	Diff.		٥	ļ,	اء
Reservations	2007	c	0	 	
	2008	Œ	0	ď	
		-	100	TOTAL	

All-Hotels.com

HotelLocators.com

	_			,			
		35.0	200		17.29	00.41	27.1
	V Pate	, y	Ē		12.80	12 80	00.7
	Average Dai	2007	2	10 FE	14.03	74.03	7.00
		2008	200	60 90	90.03	85.83	
		% Diff		51.13	2	51.13	
		#10		-454 22	1	-454.22	
	Revenue	2007		888.39		888.39	
		2008		434.17		434.17	777
		% Diff	-	-58.33		-58.33	
	ghts	DIH		,		-7	
	z	2007	•	7.5		12	
	c c	2008		c		2	
	3:0	% DIE:	-		1	9	
4	2	5	ų			٩	
Recentation	2007	1007	C		0+	2	
	2008	1	4		**1		
			_]	
		3	5		7 <u>1</u> 01		

Hotel.de AG

	Werade Daily Rate	2007 Cary Nate 9/ Dist		119.00	00,10	44.000
	Ave	2008		81.50	200	84 50
		Diff % Diff		-82.88	1	.82 RR
		ΞĒ		-789.00		-789.00
	Revenue	2007		952.00	Ш	952.00
		2008		163.00		163.00
-	 : :	% Diff		67		-75
Doom Minhto	Single	ZOO/	α	•		9-
	000	2002	•		١	7
Reservations	2008 2007 Diff 9/ Diff	10 0/ 10 0/	100		2	
		=	5	FCF	7	

COMBINED YEAR/YEAR BY PEGASUS SOURCE ACTIVITY

07/01/2008 - 07/31/2008

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TravelWeb.com

				_		77	
			#!C %	3	-14.02		70.4
		y Rate	ij		-9.98	8	9.70
		Average Dail	2007		77.20	24.20	1 1.20
		4	2008	20.50	27.10	61.22	***
	-	2	% DIT	179.63	20.02	178 63	
		3	2	23783.63	20.00	23783.63	
		Revenue	2002	13314.79		13314.79	
		2008	2002	37098.42		37098.42	
	-	Diff.		224.06		224.06	
		Diff		419		419	
	Poor Nicht	2007		187	40.4	187	
		2008		ana	303	ana	
		% Diff	250 75	27.000	358 75	2	
	ns Ins		287		287		
	Reservatio	2007	S		8		
=		2008	367		367		
			<u> </u>		OIAL	J	
		1 -	1	115			

Expedia.com

	37.0	2 % 2 DIII	40.00	20.6	13.62
	ly Rate	5	000	10.02	10.82
	Average Dai	Z007	70.43	CE:C	79.43
	8006	2002	90.25	24.00	90.25
	—————————————————————————————————————		2.07		2.07
	βįΩ		561.62		661,62
	Revenue 2007		32009.07		32009.07
	2008		32670,69		32070.69
-	% Diff	, ,	-10.17	1,0	10.16
	Diff	,	ī	4.1	Ī
Jack Scool	2007	403	Sut-	403	
	2008	CSF	300	362	
	% Diff	13.88		-13.88	
SO	Diff	÷		-34	
Reservation	2007	242	****	245	
	2008	7		717	
		200	TOTAL	_ 	

World Choice Travel

8	III %	- IJ
ily Rate	= 2	27.47
werage Da	25.17	25.17
AV,]	
200		
% Diff	-99.3	-99.3
HG.	424.83	-424.83
Revenue 2007	427.83	427.83
-	00	3.00
2008	3	3
% Diff	-82.35	-82.35
ots Diff	-14	-14
oom Nigt 2007	17	17
R 308	က	c
201		
% Diff	-100	-100
ns Diff	=	ţ
eservatio 2007	= :	1
80 c		
200		
		i i
]3		2

COMBINED YEAR/YEAR BY RATE CODE ARRIVAL

07/01/2008 - 07/31/2008

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Total				į												
		Reservati	Suo			Room Min	diobte			1						
	2008	2007	Diff	₩U %	2000	0000		2		Kevenue	ø			Average Dai	V Rate	
	4366	0000		2	2000	7007		% DIT	2008	2007		#I 2 %	2008	2003	3	25.0
	4200	3302	964	29.19	9259	6830	2429	22.25	2000000		ļ	1	2222	2007	2	E 0.8
TOTAL	2304	0000					2	33.30	001405.25	5/111/67	236370.79	41,39	87.21	83.62	3.59	4 20
7.0	4200	3302	964	29.19	9259	6830	2420	35.50	003400			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			3	4.63
								33.35	901483.25	5/111/6	236370.79	41,39	87.21	83,62	3.59	4 20
															0.0	67.1

	_				11
		2	* F	9,7	1
			- 1	8.29	oc o
	Occupa	2007	97,10	03:40	85.48
		2008	03 77	20.00	93.77
		Diff % Diff	24.92		24.92
			18123.69		18123,69
	Revenue	2007	72741.82		72741.82
		2008	90865.51		90865.51
		% Diff	13.87	100	13.87
	,,	E I	118	0	130
	Room Nights	7007	851	954	100
		2002	969	969	3
	2;C /6	/	8.35	8.35	
	SI	5 5	9	40	
	Reservation	429	614	479	
j	2008	510		519	
\ \ \			171	 	
જે]=		_	

	m	#10%	0.34		0.34
	Average Daily Rate	<u> </u>	86.54 0.29		86.54
	`	2000	86.83		80.83
	#i/U %	`	676.54	275 CA	
	e e	1	29275.11	ı	
	Revenue 2007		4327.15	4327 15	01: :50
	2008		33602.26	33602.26	
	% Diff			674	
	Room Nights 2007 Diff	50 237		50 337	
	2008	387		387	
	% Diff	615.38	200	513,38	
	rvations 7 Diff	160	007	001	
	2008 200	165	186		
AARP	3	3	TOTAL	!	

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Corporate	

07/01/2008 - (

COMBINED YEAR/YEAR BY RATE CODE ACTIVITY

2008 Revenue Piff % Diff % Diff 2008 Average Daily Rate 2007 Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff % Diff	
Revenue Diff % Diff 2008 561986.11 156146.56 27.78 95.19 561986.11 156146.56 27.78 95.19 561986.11 156146.56 27.78 95.19 7007 Diff % Diff 2008 65904.86 -7656.18 -11.62 92.02 65904.86 -7656.18 -11.62 92.02 Revenue 2007 Diff % Diff 2008 2007 Diff % Diff 2008 2007 3635.63 98.26 0.00 3635.63 98.26	
Revenue Diff % Diff % 2007 Diff % Diff % 561986.11 156146.96 27.78 561986.11 156146.96 27.78 Revenue Diff % Diff 2007 Diff % Diff 2007 Diff % Diff 2007 Diff % Diff 2007 S855.63 0.00 3635.63	
Revenue Diff % 561986.11 156146.96 561986.11 156146.96 561986.11 156146.96 561994.86 77656.18 65904.86	
Revenue 2007 561986.11 1561 561986.11 1561 2007 65904.86 .766 65904.86 .766 65904.86 .766 65904.86 .766 65904.86 .766 65904.86 .766 65904.86 .766	
33.07 33.07 33.07 33.07 33.07 33.07 33.07 33.07 33.07 33.07 33.07 33.07	
2008 718133.07 718133.07 58248.68 58248.68 58248.68 3635.63 3635.63	
% Diff 13.41 13.41 % Diff % Di	
9892 892 892 893 893 893 893 893 893 893 893 893 893	
Room Nights 6652 6652 6652 6652 755 755 755 755 7007 800m Nights 2007 0	
2008 7544 7544 633 633 837 37	
% Diff 8.07 8.07 8.07 8.835 -18.35	
Diff 274 274 274 274 274 277 277 2	
Reservations 2007 3397 3397 3397 3397 459 459 459 459 6007 0	
2008 3671 3671 3671 372 372 372 372 372 372 372 372 372 372	
Total 3A 3A 3A AA AA AA AA AA AA AA AA AA AA	

COMBINED Y: EARY RATE CODE ACTIVITY 07/01/2008 - 07/31/2008 Report Generated 8/13/2008 6:56:53 PM

Average Daily Rate 2007 Diff % Diff 80.30 7.50 9.34 80.30 7.50 9.34

2008 87.80

Diff % Diff 35300.13 -3996.57 35300.13 -3996.57

Revenue 2007 -883.26 -883.26

2008 34416.87 34416.87

% Diff -3663.64 -3663.64

Room Nights Diff % Ly 11 403 -366 403 -366

2008 392

% Diff -3840

#I 192

Reservations 2007

2008 187

AARD

Jul TOTAL