

Pittcon 2020 Housing and Transportation Final Report

Show date : February 29, 2020 Saturday to March 5, 2020 Thursday

Staff:

Chair Dean Tzeng

Chair-elect Sam Shouse

Former Chair Jonell Kerkhoff

Assistant Tracy Halahurich

Task:

Providing residential assistant at Chicago and transportation assistant to and from Chicago for all needed conference attendee.

Contractual relations

Housing: **OnPeak**, a GES Global Company (Michael Howe, Linda Quintanilha, Richard Albrecht, Nicole Pemberton, Elle Lee Moy, Chandy Otero)

Bus and Shuttle: **CALLAWAY Transportation, Inc.** (David Callaway, James Good, Trisha Christman)

Transportation: **Travel Market Vacation** (Sarah Strand)

Contracts in general were done way before the position is appointed. The conference site is under 10 years plan, site selection committee scouted, proposed and decided by Board of Director.

OnPeak under contract would proceed to solicit and block needed hotels in the city to secure and provide enough hotel for conference attendee.

Power point and internal presentation:

Kick-off meeting July 2019

Chair/chair-elect meeting in September 2019

General Committee meeting in January 2020

Wrap-up meeting July 2020

Transportations:

Chicago to and from conference site:

By air: Conventionally, it is managed by Sarah Strand, Travel Market Vacations,

Phone 262-241-4040

sarah@travelmarketvacations.com

For Chicago, it is easier to go through Midway airport than O'Hare airport.

By train: Depends on individual preference, it is one of the practical mean to travel. It is available and but not arranged by committee.

By personal vehicle: This is personal preference, the cost compensation is usually comparable to the cost of air fare. The head quarter hotel usually provides certain number of complimentary parking allowance. Make sure it is arranged, otherwise, it would cost a lot.

By group bus: Because of the weather and scattered reporting dates, it was not practical for Chicago Convention Hall: **Shuttle bus** is provided from blocked hotels to convention hall.

This year is the second of three years contract with Callaway Transportation, Inc. A list of contracted hotels block was prepared and given to Callaway during 2019 convention at Philadelphia. A total of 32 hotels was included, based on their locations, 7 bus routes were scheduled in addition to committee bus from headquarter hotel.

The daily bus schedules are accommodating the schedules of Exposition hours, program hours, short courses, poster sessions, and special activities. The frequency is dictated by hotel booking and actual rider ships. The overall **ridership** for the week is as attached spread sheet.

The travelling schedule of CWS is as attached spread sheet. For air travelling, any group with more than 5 persons Callaway provided an airport shuttle. For Wednesday Pittcon Party, shuttle service is provided for CWS between Sheraton and Science Museum.

Housing:

The contract negotiation to book enough hotel room-nights for conference attendees proceeded years way before due year. There were 34 hotels signed to the contracts through OnPeak (formerly Travel Planner) this years. This was conducted by our negotiation committee.

The list of 34 hotels was the base of 7 routes of shuttle bus.

Conference attendees, ethically, should go through our webpage and book hotel room through OnPeak. But there were exceptions, a few found their own preferred hotel and walked to catch close-by shuttle.

As usual program invited speaker, short course lecturer or special guests were arranged to stay in complimentary room, which was provided once we have enough booking in certain hotel.

CWS(around 150) and student assistants(around 50) were booked in headquarter hotels this year. SOA and some other contract venders were booked at Hyatt for close-by reason.

Timeline/weblink

OnPeak and Travel Market Vacation provide their links when it is available

Budgeting and invoices:

As attached.

Rebate is not done yet.