

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT SERVICES
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

AMENDMENT FOR CHANGE
AMENDMENT NO. 3

TO: ALL STATE AGENCIES, STATE INSTITUTIONS OF HIGHER EDUCATION AND PROPERLY REGISTERED COOPERATIVE PURCHASING MEMBERS.

FROM: ROBERT BLAIR, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: CONTRACT FOR VEHICLE RENTAL SERVICES

Attached are pages 3 through 7 to this contract. Remove these pages from the existing contract and replace with the attached pages on the effective and/or revision date.

This amendment is issued to add information for payment by debit card and re-paginate.

All other prices, terms and conditions remain unchanged.

Questions regarding this Amendment and/or the Requirements Contract may be directed to:

Therese Gallego, CPPB
therese.gallego@das.ohio.gov

This Amendment, the main Requirements Contract and any additional amendments thereto are available from the DAS Web site at the following address:

<http://www.ohio.gov/procure>

Affected Contractor(s):

0000178037
Enterprise Holdings, Inc.
600 Corporate Drive
St. Louis, MO 63105
laura.benjamin@ehi.com

City Differentials. The following city differentials apply to this contract. The differential is an additional charge per day of rental.

Airport Locations Only			
\$5.00	Charlotte	\$10.00	Atlanta
	Kansas City		Baltimore
	Milwaukee		Boston
	*Minneapolis/St. Paul		Chicago
	New Orleans		Detroit
	Phoenix		Denver/Colorado Springs Area
	Seattle		Hartford
	St. Louis		Los Angeles Airport and Area
	State of Illinois		Philadelphia
	State of NY		Puerto Rico
			Pittsburgh
			Providence
			San Francisco Airport and Area
			State of Alaska
			State of Texas
			Washington Reagan/Dulles D.C.

Airport and Non-Airport Locations:

\$10.00 NY/NJ/CT Metro
W. Virginia
Wyoming
Montana
Nebraska (except Omaha and Lincoln)
South Dakota
Bemidji, MN
Moorhead, MN

\$25.00 Westchester, Islip & Newark Airports, New York City Boroughs including JFK and La Guardia Airports

HOW TO MAKE A RESERVATION

Click on the State of Ohio Contract's Custom Reservation Link below OR call one of the toll free reservation numbers listed below:

- State of Ohio Contract Reservation Link:
http://www.enterprise.com/car_rental/deeplinkmap.do?bid=028&refId=OHIO
- Enterprise Rent-A-Car Reservations: 1-800-261-7331
- National Car Rental Reservations: 1-800-222-9058

NOTE: If you call one of the 800 numbers above to make a reservation you must provide one of the following identifying customer numbers (the customer number triggers all rates and provisions associated with the program):

- For State Agencies – **XZ38X01**
- For State Cooperative Purchasing Program (COOP) members – **XZ38Z01**

HOW TO PAY FOR THE RENTAL VEHICLE

All renters reserving vehicles must have a credit card in their own name in order to rent vehicles, except if rental is being paid by direct billing (see below).

***Debit Cards:** Not all branches accept Debit Cards. The debit card policy can be found for the specific branch when booking a reservation. Debit/check cards are considered to be any non-credit card bearing the VISA, MasterCard Logo. Any other non-credit card without the VISA, MasterCard logo is not accepted. If a Debit Card is accepted the card must be in the same name as the renter and will require a cash qualification process. (Deposit amount varies by location from \$100 to \$300 plus the actual cost of rental). Renters should check with the location for debit card requirements.

*Indicates change 06/05/13.

If a State Agency or Cooperative Purchasing Program (COOP) members would like to establish credit for central (direct) billing with Enterprise Rent-A-Car and/or National Car Rental, the authorized financial contact for the agency should make a formal inquiry by sending an e-mail to Enterprise Holdings, Inc. at the following e-mail address:

#StateofOhio@ehi.com

State agencies or Cooperative Purchasing Members will receive a credit application when requesting central billing and must allow five (5) business days after return of completed credit application for new account setup.

If a State Agency is creating a purchase order for vehicle rentals that will be given to Enterprise, the Agency must reference Enterprise customer number, XZ38X01 or the agency's unique customer number if applicable in the body of the purchase order.

EMERALD CLUB PROGRAM

The Emerald Club program is a traveler loyalty program available to all State Agencies and Cooperate Purchasing Program (COOP) Members at no additional fee. Enrollment in the Emerald Club program is optional and will speed up the rental process. Emerald Club enrollment also ensures that renters receive the contracted rates and provisions associated with the State's program.

To enroll in the Emerald Club program please register online using the applicable link below:

- State Agencies renting from Enterprise/National: <https://www.nationalcar.com/offer/XZ38X01>
- Cooperative Purchasing Program (COOP) members renting from Enterprise/National: <https://www.nationalcar.com/offer/XZ38Z201>

ADDITIONAL PROGRAM INFORMATION

One Way Rentals. Enterprise will charge base rate and other allowable charges identified above for a one-way vehicle rental as if a round trip rental. Contractor shall not charge any drop fee or mileage charge for one way rentals of 500 miles or less. For one way rentals greater than 500 miles, Contractor may charge a higher daily rental differential fee.

Weekend Vehicle Returns. Some rental vehicle offices may be closed on Saturday or Sunday. If a vehicle is returned before the mid-point of the day on a Saturday or a Sunday, customer will be charged for a full day's rental.

Early Pick Up of Vehicles. Enterprise offers a Quick-Start Program for Customer business rental that originate in the State of Ohio. This service allows an employee to request a quick-start, also referred to as suspended charges. Upon request, State/STATE/IUC-PG/CO-OP Member employees needing to depart on a Tuesday through Friday before Enterprise opens may secure a rental vehicle the evening before their trip. For a fee of \$25.00, the STATE/IUC-PG/CO-OP MEMBER traveler may rent the vehicle after 4:30 p.m. the day prior to their trip and daily rental charges will begin the next morning, no later than the time at which that rental location opens. Friday pick-up: If the vehicle is needed on a Monday morning, an STATE/IUC-PG/CO-OP MEMBER employee may rent a vehicle on Friday after 4:30 p.m. with charges beginning on Sunday morning at 8:00 am for a fee of \$25.00. Saturday pickup: If the vehicle is needed on a Monday morning, an STATE/IUC-PG/CO-OP MEMBER employee may rent a vehicle on Saturday morning during Enterprise business hours and charges will begin on Monday morning at 8:00 am for a fee of \$25.00.

Quick Start Program Fee: \$25.00 for early pick up.

Gas refueling options

Vehicles shall be provided with a full tank of gas. The following refueling options apply to this contract. Refueling rates vary by location, and the option selected.

Option A. Prepay at all Enterprise airport locations: At the time of rental pickup, renters may purchase a full tank of gas at competitive industry pre-purchase fuel prices. Customer can ask the rental agents for the Fuel Service Option (FSO) and corresponding rate.

Option B. The renter will be charged the refueling rate based on current full-service, per-gallon pricing, plus a fee of up to 50 percent.

Option C. You refuel: The renter replaces all gallons used before returning the vehicle to avoid all refueling charges.

Pick-Up Service. Enterprise is in the business of providing a signature pickup service for our customers. At no additional charge, Enterprise will offer a ride to and from the local Enterprise office. If the free pickup service is desired, the renter can contact the rental branch at least thirty (30) minutes prior to their reservation using 1-800-rent-a-car from their pickup location.

Vehicle Delivery Services. Enterprise will deliver vehicles to business locations at no charge, with the exception of 15 passenger vans. For these vans, there will be no charge for delivery to a location less than 5 miles away. After 5 miles, the delivery fees are listed below. Vehicles delivered to a Customer office or business location will be considered on rent and charges will start at the time of delivery. Vehicles delivered will be considered ready for return upon Customer contacting the rental branch. Charges will stop at the time of the call. Customer will remain responsible for vehicle condition until the vehicle is moved from its parked position. Vehicles returned to branches other than the originating branch must be pre-arranged at the time of delivery and may be subject to drop fees.

Up to \$15.00	Per rental	Delivery to business location 5.1 to 7 miles from nearest Enterprise office
Up to \$20.00	Per rental	Delivery to business location 7.1 to 9.9 miles from nearest Enterprise office
Up to \$25.00	Per rental	Delivery to business location 10 - 20 miles from nearest Enterprise office
Up to \$40.00	Per rental	Delivery to business location 20 + miles from nearest Enterprise office

Vehicle Availability. For guaranteed availability on minivans, large SUV's, 12 passenger and 15 passenger vans, seven (7) days advance reservations are required. Reservations on these categories of vehicles can be made without seven (7) days advance notice but availability will not be guaranteed. All other classes of vehicles are guaranteed with reservations.

Month or More Rental Plan. For monthly rentals (30 days or more), Enterprise will offer a Month or More price discount as set forth herein. To initiate the Month or More Rental Plan, Customer shall call 1-800-209-3602. Notwithstanding any initiation by Customer of a Month or More Rental Plan, Customer understands and agrees that any such vehicle rental(s) will be invoiced on normal terms (every 29 days) and subject to the then applicable Rental Agreement and shall, under no circumstances, be considered a vehicle lease. The monthly rates are further discounted as follows:

1. \$25 off the second consecutive full 30 days.
2. An additional \$25 off the third consecutive full 30 days.
3. An additional \$25 off the fourth consecutive full 30 days. The maximum total discount available is \$75 per rental.

Daily or weekly rates apply, as applicable, to rental increments of less than 30 consecutive days. Rentals for over three months are not permitted by state agencies. State agencies shall contact the Office of Fleet Management if requesting a rental for over three months.

Signature on File. As part of any rental transaction in which Enterprise delivers possession of a rental vehicle to an Eligible Renter or agent of Customer, other than the Eligible Renter intended as renter, the transaction will be subject to the following terms and procedures supplemental to those provided in the Rental Contract:

1. Customer's name will appear as "renter" on the Rental Contract;
2. The notation "Signature on File" will substitute for the signature or initials of the Eligible Renter intended as renter in each applicable part of the Rental Contract;
3. Customer will be responsible for designating the Eligible Renter intended as renter, as authorized to accept possession of the rental vehicle, and for procuring a written receipt from such Eligible Renter confirming delivery of possession of the rental vehicle;
4. Customer will not allow use of the rental vehicle by any Eligible Renter under the age of 18 or as provided by law, or use by any Eligible Renter other than for business use, or use by any Eligible Renter not possessing a valid driver's license issued by the state in which the Eligible Renter resides;
5. Customer will be responsible for ensuring compliance with California Vehicle Code Sections 14604-14609 and any other state's comparable law by assuming Enterprise's responsibility to compare the signature of the Eligible Renter to whom the vehicle is to be rented to the signature of such Eligible Renter on his or her driver's license. For clarification purposes, this requirement applies only to rentals originating in California; and

6. If the rental vehicle is a passenger van with seating for over 10 occupants, Customer will be responsible for distributing to all Eligible Renter drivers copies of the Large Van Addendum to the Rental Contract.

Requirements for 15 Passenger Vans.

1. Vans with a seating capacity of 10 or more rented pursuant to this Agreement (a) are not available to be rented from a rental facility located in, and may not be used or operated outside of the United States and (b) do not meet United States Federal Bus Safety Standards and may not be used to transport children in the twelfth (12th) grade or younger, other than family members, for school related functions.
2. All drivers of 15 passenger vans must be at least 21 years old.
3. IUC-PG drivers between the ages of 21-24 will be assessed an additional \$15 per day charge unless the following criteria can be met:
 - a) The Customer must have a managed and documented Risk Management/Driver Training Program in place which shall specifically include training regarding the use and operations of large vans.
 - b) The Customer must maintain an approved driver list and reference it allowing only those authorized approved drivers access to keys or vans.
 - c) The Customer must provide a copy of the "Restricted Use of Passenger Vans with Seating for over 10 Occupants" Addendum to each approved driver for review, and document the date on which this was completed. Enterprise shall also provide the document at time of rental
 - d) The Customer must agree that the van will not be used at any time to transport children in the twelfth (12th) grade or younger, other than family members, for school related functions.
4. Enterprise reserves the right to revoke privileges to Customer's authorized drivers at any time for failure to meet these terms.

Additional Terms and Conditions.

1. Rates are valid for 24 months following the effective date of the agreement.
2. The terms of this contract take precedence over Enterprise's Standard Rental Form.
3. For rentals commencing in Manhattan all day Friday through 12:59 p.m. Sunday and for rentals commencing at JFK and LaGuardia airports between the hours of 1:00 p.m. Friday through 12:59 p.m. Sunday, current published rates, less a discount will apply.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

0000178037
Enterprise Holdings, Inc.
600 Corporate Drive
St. Louis, MO 63105

BID CONTRACT NO.: CSP903910-1 (06/30/14)

TERMS: Net 30 Days

NOTE THAT CONTRACT IS VALID FOR ENTERPRISE RENT-A-CAR AND NATIONAL CAR RENTAL LOCATIONS.

If you have any questions for Enterprise Holdings, Inc. regarding rates, reservations or billing, please submit your questions via e-mail to the following address: #StateofOhio@ehi.com

***CONTRACTOR'S CONTACT (CORPORATE):**

Laura Benjamin
Enterprise Holdings, Inc.
681 Legends Crest Drive
Franklin, TN 37069

Office: (615) 595-2754
Fax: (918) 401-8056
E-Mail: laura.benjamin@ehi.com

*Indicates change 07/01/12.

SUMMARY OF AMENDMENTS

Amendment Number	Revision Date	Description
3	06/05/13	This amendment was issued to add information for payment by debit card.
2	07/01/12	This amendment was issued to renew the contract for an additional two (2) years, effective 07/01/12 through 06/30/14. In addition, pricing was updated and Contractor's Contact was changed.
1	09/27/10	This amendment was issued to clarify City Differential charges.