



State of Alabama
Department of Finance
Division of Purchasing
Master Agreement

Modification

CONTRACT INFORMATION	
MASTER AGREEMENT NUMBER: MA 999 1600000019	NOT TO EXCEED AMOUNT:
Begin Date: 12/11/2015	Procurement Folder: 13307
Expiration Date: 12/10/2018	Procurement Type: Master Agreement
Solicitation Number:	Replaces Award Document:
Award Date:	Replaced by Award Document:
Modification Date: 10/03/17	Version Number: 5

CONTACT INFORMATION		
REQUESTOR: Patrick Hemme 334-242-7173 Pat.Hemme@purchasing.alabama.gov	ISSUER: Patrick Hemme 334-242-7173 Pat.Hemme@purchasing.alabama.gov	BUYER: Patrick Hemme 334-242-7173 Pat.Hemme@purchasing.alabama.gov

CONTRACT DESCRIPTION
Vehicle Rental - T191R

Ship To:

Bill To:

REASON FOR MODIFICATION

VENDOR INFORMATION	
Name /Address: VC000004759: ENTERPRISE LEASING CO SOUTH CEN 100 CAPITAL COMMERCE BLVD SUITE 550 MONTGOMERY AL 36117	Contact: Parker Roberts 3345244893 Parker.H.roberts@ehi.com

COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	DAY	\$38.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Compact Car, Daily * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	WK	\$228.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Compact Car, Weekly * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0	DAY	\$39.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Intermediate car, Daily * Non Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
4	0	WK	\$234.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Intermediate Car, Weekly * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
5	0	DAY	\$41.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Full-Size Car, Daily * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
6	0	WK	\$246.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Full Size Car, Weekly * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
7	0	DAY	\$70.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Full-Size Luxury Car, Daily * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
8	0	WK	\$420.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Full-Size Luxury Car, Weekly * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
9	0	DAY	\$65.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Mid-Size SUV, Daily * Non-Airport Pickup Only.

Final

COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
10	0	WK	\$390.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Mid-Size SUV, Weekly * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
11	0	DAY	\$90.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Full-Size SUV, Daily * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
12	0	WK	\$540.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Full-Size SUV, Weekly * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
13	0	DAY	\$65.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Mini-Van, Daily * Non-Airport Pickup Only.

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
14	0	WK	\$390.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Mini-Van, Weekly * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
15	0	DAY	\$99.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, 15-Passenger Van, Daily * Non-Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
16	0	WK	\$594.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, 15-Passenger Van, Weekly * Non Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
17	0	DAY	\$50.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Cargo Van, Daily * Non Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
18	0	WK	\$300.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Cargo Van, Weekly * Non-Airport Pickup Only.

COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
19	0	DAY	\$44.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.

Vehicle Rental
 Vehicle Rental, Compact Car, Daily * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
20	0	WK	\$264.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.

Vehicle Rental
 Vehicle Rental, Compact Car, Weekly * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
21	0	DAY	\$45.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.

Vehicle Rental
 Vehicle Rental, Intermediate Car, Daily * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
22	0	WK	\$270.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.

Vehicle Rental
 Vehicle Rental, Intermediate Car, Weekly * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
23	0	DAY	\$47.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.

Vehicle Rental
 Vehicle Rental, Full-Size Car, Daily * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
24	0	WK	\$282.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.

Vehicle Rental
 Vehicle Rental, Full-Size Car, Weekly * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
25	0	DAY	\$80.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.

Vehicle Rental
 Vehicle Rental, Full-Size Luxury Car, Daily * Airport Pickup Only

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
26	0	WK	\$480.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.

Vehicle Rental
 Vehicle Rental, Full-Size Luxury Car, Weekly * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
27	0	DAY	\$75.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.

Vehicle Rental
 Vehicle Rental, Mid-Size SUV, Daily * Airport Pickup Only.

Final

COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
28	0	WK	\$450.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Mid-Size SUV, Weekly * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
29	0	DAY	\$104.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Full-Size SUV, Daily * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
30	0	WK	\$624.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Full-Size SUV, Weekly * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
31	0	DAY	\$75.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Mini-Van, Daily * Airport Pickup Only.

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
32	0	WK	\$450.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Mini-Van, Weekly * Airport pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
33	0	DAY	\$114.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, 15-Passenger Van, Daily * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
34	0	WK	\$684.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, 15-Passenger Van, Weekly * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
35	0	DAY	\$58.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Cargo Van, Daily * Airport Pickup Only.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
36	0	WK	\$348.000000	\$0.00			\$0.00	\$0.00

97514000000 - DO NOT USE: Use 5-digit code.
 Vehicle Rental
 Vehicle Rental, Cargo Van, Weekly * Airport Pickup Only.

COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
37	0		\$0.000000	\$0.00			\$0.00	\$0.00

9633933 - FEES (NOT OTHERWISE CLASSIFIED)
 FEES (NOT OTHERWISE CLASSIFIED)
 Use this line to pay any Out of State fees and taxes added on to your contract rental price when renting a vehicle outside of Alabama.
 These include but are not limited to:
 Customer Facility Charge, Concession Fee Recovery, Vehicle Rental Tax and Sales Tax.

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved: 
 Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

Final

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Authority:

The Department of Finance Code of Administrative procedure, Chapter 356-4-1 effective September 7, 2012 is incorporated by reference and made a part of this document. To view the Code of Administrative procedures visit our website www.purchasing.alabama.gov.

Bid Response Instructions:

In order to submit a responsive bid, bidder must read and follow all instructions, terms, conditions and specifications of this solicitation.

1. Bid envelope(s)/package(s)/box(es) must be identified with the bid number and opening date. Each individual bid must be submitted in a separate envelope. Responses to multiple bid numbers submitted in the same package that are not in separate envelopes and properly identified will be rejected. The Division of Purchasing does not assume responsibility for late bids for any reason including those due to postal or courier service. Bid responses must be in the Division of Purchasing office prior to the "close date and time" indicated on the bid.
2. Bid responses must be in ink or typed on this document, or replicated in the exact format. Signatures must be handwritten originals in ink or the bid will be rejected. Unless indicated in the bid, all price pages must be completed and returned. If an item is not being bid, identify it as N/B (no-bid). Pages should be secured. The Division of Purchasing does not assume responsibility for missing pages. Faxed/emailed bid responses will not be accepted.
3. The unit price always governs regardless of the extended amount. A unit price change on a line must be initialed by the person signing the bid or that line will be rejected. Price changes include but are not limited to cross-out, strike-over, ink-over, white-out, erasure, or any other method changing the price.
4. The Division of Purchasing requires an original and a minimum of one exact copy of the signed, notarized bid to include any required addendum(s) and documentation. The original and the copy should be submitted together as a bid package.
5. An improperly submitted bid, late bid or a bid that is canceled on or before the opening date may be retrieved during normal business hours. These bids will be held for 90 days then destroyed. The Division of Purchasing assumes no responsibility for the document after 90 days. Bids retrieved by vendor(s) are considered withdrawn and vendor(s) relinquishes all rights to protest.

Bid rejection:

Bidders shall not place any qualification, exceptions, conditions, reservations, limitations, or substitutions in their bid concerning the contract terms and conditions. Any such qualifications, exceptions, conditions, reservations, limitations or substitutions shall result in rejection of the bid.

Bids that are improperly submitted or received late will be documented for record but will not be returned nor will bidder be notified.

The following is a partial list whereby a bid response will be rejected:

- Bid number not on envelope/package/box
- Bid responses with multiple bid numbers in same envelope not properly identified
- Bid responses received late
- Bid responses not signed/not original signature
- Bid responses not notarized/not original signature of notary and/or notary expiration
- Bidder notarized own signature
- Required information not submitted with bid response
- Failure to submit the original bid and a complete exact copy
- Bid response received from non-subscribed/expired vendor

Beason-Hammon Alabama taxpayer and Citizen Protection Act (Act 2011-535 and as amended by Act 2012-491)

As a condition for award of this bid, the vendor acknowledges the following:

"By signing this contract, the contracting parties affirm, for the duration of any agreement that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom."

Verification of enrollment in the E-verify program will be required prior to any award to a vendor who employs one or more employees within the State of Alabama. E-verify documentation should be identified with the bid number and the buyer name. Failure to provide documentation within 5 calendar days of notification will result in the rejection of your bid. To enroll in the E-verify program visit www.dhs.gov/e-verify.

Certification Pursuant to Act no. 2006-557

Alabama Law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama state and local sales, use, and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act no. 206-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

Information and assistance to minority and women-owned businesses in acquiring M/WBE certification may be obtained from the office of minority business enterprises at www.adeqa.alabama.gov

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In compliance with Act 2016-312, by submitting this bid the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state can enjoy open trade.

*****STANDARD TERMS and CONDITIONS *****

Vendor Registration and Subscription Fee

Vendors may receive bid notices by registering at the State of Alabama vendor self-service (VSS) portal, HYPERLINK "https://procurement.staars.alabama.gov". Vendors wishing to respond to bids must be subscribed. Bid responses will not be accepted from non-subscribed vendors. Once registered you may subscribe by clicking the "pay subscription fee" tab at the top of the VSS home page. Payments must be made by credit or debit card. Vendors should provide their VSS assigned vendor number on all bid responses. A vendor's subscription must be maintained throughout the term of an awarded contract, to include renewal periods.

Intent to Award

The State of Alabama – Division of Purchasing will issue an 'Intent to Award' before a final award is made. The 'Intent to Award' will continue for a period of five (5) calendar days, after which the award will be final provided there are no protests. Upon final award, all rights to protest are forfeited. A detailed explanation of this process may be reviewed in the Alabama Administrative Code – Chapter 355-4-1(14).

Alternate Bid Response

Unless stated elsewhere in this Invitation-to-Bid (ITB) the State of Alabama will accept and evaluate alternate bid submittals on any ITB's provided the response meets all bid requirements.

Internet Website Link's

Internet and/or website links will not be accepted in bid responses as a means to supply any requirements stated in this (Invitation-to-Bid) ITB.

Product Delivery, Receiving and Acceptance

In accordance with the Universal Commerce Code (Code of Alabama, Title 7), after delivery, the State of Alabama has the right to inspect all products before accepting. The State will inspect products in a reasonable timeframe. Signature on a delivery document does not constitute acceptance by the State. The State will accept products only after satisfactory inspection.

Sales Tax Exemption

Pursuant to the Code of Alabama, 1975, Title 40-23-4 (A)(11), the State of Alabama is exempt from paying sales tax. An exemption letter will be furnished upon request.

Invoices

Inquiries concerning invoice payments are to be directed to the receiving agency.

Bid Responses and Bid Results

Unevaluated Bid Responses are available on our website at www.purchasing.alabama.gov. The complete bid file will be made available for review in the Division of Purchasing by scheduling an appointment. We do not provide copies of bid files.

Foreign Corporation – Certificate of Authority

Alabama Law provides that a foreign corporation (an out-of-state company/firm) may not transact business in the State of Alabama until it obtains a Certificate of Authority from the Secretary of State. Section 10-2B15.01, Code of Alabama 1975. To obtain forms for a Certificate of Authority, contact the Secretary of State, Corporations Division, (334) 242-5324. The Certificate of Authority does not prevent the vendor from submitting a bid.

Alabama Preferred Vendor

A "Preferred Vendor" shall be a person, firm, or corporation that is granted preference priority by meeting all of the following criteria as established by the Code of Alabama Section 41-16-20.

Priority 1. Produces or manufacturers the product within the State.

Priority 2. Has an assembly plant or distribution facility for the product within the State.

Priority 3. Is organized for business under the applicable laws of the State as a corporation, partnership, or professional association and has maintained at least one retail outlet or service center for the product or service within the State for not less than one year prior to the deadline date for the competitive bid.

Preferred vendor status must be indicated on the pricing page(s) of your bid response in order to be considered for preferred vendor preference. By signing this bid, you affirm that the item(s) indicated meet all three criteria of a preferred vendor.

Bid item(s) meeting the criteria of preferred vendor where pricing is within 1% of the lowest compliant bid may be considered for award by the awarding authority.

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***** **Important Information** *****

It is the Vendor's responsibility to read this entire document from beginning to end and to comply with all instructions and terms and conditions of the bid.

Reminder: Bidders must submit an original and a minimum of one exact, complete copy (including signature and notary) of the bid, or the bid will be rejected.

Purpose:

This Contract is for short-term vehicle rentals, daily or weekly. This contract is for the State of Alabama. Pricing may be made available to other Local Government entities, such as Cities, Counties, Schools, etc.

Award:

Award will be made line by line to the lowest responsible Bidder meeting all specifications.

Vendor Locations:

The Awarded Vendor must have and maintain for the duration of the contract a minimum of one location in the major metropolitan areas: Montgomery, Birmingham, Mobile, and Huntsville.

Vehicle Classifications:

Vehicles will be categorized as per below. Vehicles rented must fit within the category vehicle classifications:

Vehicles will be categorized as per below. Vehicles rented must fit within the category for the line.

Compact - 2 or 4 doors, 5 passenger, automatic transmission, AM/FM stereo w cd player, air conditioner (example: Nissan Versa, Ford Focus, Toyota Yaris or equal)

Intermediate - 2 or 4 doors, 5 passengers, automatic transmission, or the line AM/FM stereo w/ cd player, air conditioner (example: Pontiac G5, Pontiac G6, Nissan Sentra or equal)

Full-Size - 4 doors, 5 passengers, automatic transmission, AM/FM stereo w/cd player, air conditioner, power locks/windows/mirrors, cruise control (example: Ford Taurus , Chevrolet Impala, Dodge Charger, Nissan Altima or equal)

Full Size Luxury – 4 doors, 5 passengers, automatic transmission. AM/FM Stereo w/ CD Player, air conditioner, leather interior, power locks/windows/mirrors, tilt/cruise control, 6-8 cylinder performance (example: Cadillac DTS, Lincoln Town Car or equal)

Mid-Size SUV - 5 passengers, automatic transmission, AM/FM stereo w/cd player, air conditioner, 6-cylinder performance, tilt/cruise control, split rear seat (example: Chevrolet Equinox, Jeep Grand Cherokee or equal).

Full-Size SUV - 7 passengers, automatic transmission, AM/FM stereo w/cd player, air conditioner, V-8 engine, cruise control, power windows and remote power locks (example: GMC Yukon, Chevrolet Tahoe Ford Expedition or equal) .

Mini-Van - 7 passengers, automatic transmission, AM/FM stereo w/cd player, air conditioner, 6-cylinder performance, tilt/cruise control, power windows/locks/doors (example: Chrysler Town & Country, Dodge Grand Caravan, Toyota Sienna or equal).

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15-Passenger Van - 15 passengers, automatic transmission, AM/FM stereo w/cd player, front and rear air conditioner, cruise control, v-8 performance, power locks/windows/mirrors (example: Chevrolet Express, Ford Econoline or equal) .

Cargo Van - 2 passenger, automatic transmission, air conditioner, AM/FM stereo w/cd player (example: GM Express or equal).

Contract Period:

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

Allowable Mileage:

All vehicle rentals must come with unlimited mileage.

All Charges:

The daily/weekly rental charges must include all costs, including unlimited mileage, rental taxes or fees, surcharges, collision damage waiver, or any other fees/charges. Additional fees/charges are not acceptable and will not be paid.

* Exception: surcharges at vehicles rented at airports are allowed, but will be included in the unit price on the contract.

Vendor Responsibilities:

Maintain a fleet large enough to have vehicles on hand when an agency is in need of renting a vehicle.

If the size requested is not available, the next upgrade shall be rented at the lower price of the requested vehicle.

Provide replacement vehicle via delivery for any defective vehicle (defective meaning the car has been rendered unable/unsafe to drive).

Maintain a 24-hour toll-free telephone number.

Make sure that all vehicles rented meet all safety requirements.

Agency Responsibilities:

Pick up vehicle from vendor's location and return vehicle where it was rented from (or other location, if allowable by vendor).

Allow only personnel with a valid driver's license to drive vehicle and make known all drivers who might drive the vehicle

Not allow any Non- State employee or underage (< 21) state employee to drive the vehicle.

Return vehicle in same condition as rented, including with the same amount of fuel as when rented.

Report any accident or vehicle damage as soon as possible to the Vendor.

Verify insurance coverage through risk management before renting vehicle

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