

RENTAL CAR CONTRACTS

Rental car contracts were awarded on March 30, 2004 to following agencies:

1. ADVANTAGE RENT-A-CAR
2. AVIS RENT A CAR SYSTEM, INC.
3. ENTERPRISE RENT-A-CAR.

ELIGIBILITY: Services provided by the rental car contracts are for official state business travelers, which include employees of state institutions of higher education.

Please note that there are some differences with the Advantage and Enterprise contracts. Rental locations that are on airport property have different rates than suburb an-type locations. (Locations that are not on airport property are called suburban locations.) Avis' rates are the same for both types of locations. Information regarding the new rates and services provided under the rental car contracts may be found on the Texas Building and Procurement Commission website under "CONTRACT RENTAL CAR RATES" (<http://www.tbpc.state.tx.us/travel/rentalcarprovisions2001.html>).

Most rates include unlimited free mileage. A "Loss/Damage Waiver" and primary liability insurance (persons & property outside the rental vehicle) is included in the contract rental car agreement. State employees, while in the course and scope of their employment, are covered by Workers' Compensation. You **MUST** request the State of Texas Contract Rate in order to receive the insurance coverage. **DO NOT** obtain the Loss/Damage Waiver (LDW) when renting a car using the JP Morgan Chase Travel Credit Card, as it is included in the credit card contract. If the traveler uses a non-contract rental agency due to unavailability and does not use a credit card that provides insurance coverage, such as the Bank of America Travel credit card, then the traveler will be reimbursed for the Loss/Damage Waiver (LDW). To be reimbursed, you must provide written explanation as to the reason a non-contract rental agency was used.

With all three vendors, the state traveler **MUST** give the assigned **state agency identifier number** in order to obtain the State of Texas contract rental car rates. For each agency the number is:

1. Advantage: 734TXC (Our agency number + the letters TXC)
2. Avis Rent-A-Car: F999734 (F999 + Our agency number)
- ** 3. Enterprise: TX734 (TX + Our agency number)

Please inform all travelers in your department of these changes so they will know who the contractors are. Lack of knowledge is not an allowable exception for not using the contract vendors.

Contract rates apply only in TEXAS and the following out-of-state airport locations or locations that provide airport service: Albuquerque, New Mexico, Atlanta, Georgia, Baltimore, Maryland, Boston, Massachusetts, Chicago, Illinois, Denver, Colorado, Los Angeles, California, New Orleans, Louisiana, Orlando, Florida, Phoenix, Arizona, San Diego, California, San Francisco, California, San Jose, California, Shreveport, Louisiana, and Washington, D.C.

All rentals outside the State of Texas will be subject to a \$10.00 a day surcharge at the participating out-of-state locations. This surcharge is reimbursable.

**Per John Hampton with Enterprise, the contract rates for Texas are accepted Nation-wide.