STATE ADMINISTRATIVE MANUAL

MANAGEMENT MEMO

	NUMBER: MM 01-25
SUBJECT: **COMMERCIAL CAR RENTAL CONTRACTS**	DATE ISSUED: January 1, 2002
	EXPIRES: December 31, 2002
REFERENCES	ISSUING AGENCY: **Department of General Services**

This Management Memo announces the contracts between the State of California and the six contracted commercial car rental companies and the maximum rates for compact vehicles within California. The maximum rate incorporates the rental of vehicle, itemized listing of airport access fees, vehicle license fees and State, City and County or local surcharges. Sales tax and refueling charges are not included in the rate. The effective date is January 1, 2002 through December 31, 2002.

ALAMO RENT A CAR, INC.	$55.00
AVIS RENT A CAR SYSTEM, INC.	$65.00
BUDGET RENT A CAR CORPORATION	$59.00
DOLLAR RENT A CAR	$49.00
ENTERPRISE RENT A CAR/LEASING	$55.00
THRIFTY RENT A CAR SYSTEM, INC.	$54.00

In the event that employees rent from a non-contract company such as National, Hertz or Two Guys Express and an at-fault accident occurs, the employee and his/her department or agency may be legally responsible for all damages (bodily injury, death and property damage) sustained by others as well as property damage to the rental vehicle.

The only recognized forms of payment are the American Express Government Card, Department of General Services Charge Card for intra-state travel and the new Car Rental Business Travel Account. Cash, personal checks and personal credit cards are not authorized forms of payment for the State of California commercial car rental rates. State travelers should consult their department-authorized travel agency for rental car reservations.

For a detailed text of the contract, view the Office of Fleet Administration's website at www.ofa.dgs.ca.gov. If you need additional information or assistance, please contact Donna Carey, Statewide Travel Program Administrator, Department of General Services, Office of Fleet Administration, 802 Q Street, Sacramento, CA 95814, (916) 327-2068, facsimile (916) 327-1159 or donna.carey@dgs.ca.gov.

State departments are strongly encouraged to rent alternative fuel vehicles when available.

Barry D. Keene, Director
Department of General Services

BK:DV:DC

Attachment

CONTRACTOR REPRESENTATIVES, TOLL-FREE RESERVATION NUMBERS AND CORPORATION ID NUMBERS

ALAMO RENT A CAR, INC.
Ms. Jeanie Wendling
40 Edwards Court
Burlingame, CA 94010

Telephone: (800) 372-0531
Fax: (650) 548-0156
Reservation: (800) 732-3232
Corporate ID: 191259

AVIS RENT A CAR, INC.
Mr. Pete dePachalis
513 Eccles Avenue, Suite B
South San Francisco, CA 94080

Telephone: (650) 616-0100
Fax: (650) 624-0197
Reservation: (800) 331-1212
Corporate ID: A160000

BUDGET RENT A CAR CORPORATION
Ms. Lori Dacchille
121 98th Avenue, 2nd Floor
Oakland, CA 94603

Telephone: (510) 568-7510
Fax: (510) 632-9948
Reservation: (800) 527-0700
Corporate ID: T434700

DOLLAR RENT A CAR
Mr. Nick P. Barron
5330 E. 31st Street
Tulsa, OK 74153-1167

Telephone: (918) 669-3054
Fax: (918) 669-3007
Reservation: (800) 800-4000
Corporate ID: CA9458

ENTERPRISE RENT A CAR / LEASING
Ms. Lisa Holmes
4515 Auburn Blvd.
Sacramento, CA 95841

Telephone: (916) 487-3100
Fax: (916) 487-4318
Reservation: (800) 228-2325
Corporate ID: CALGOVT

THRIFTY RENT A CAR SYSTEM, INC.
Ms. Yvonne Phillips
5340 E. 31st Street
Tulsa, OK 74153-0250

Telephone: (918) 669-2378
Fax: (918) 669-2273
Reservation: (800) 847-4389
Corporate ID: 001-0190955