



STATEWIDE VEHICLE RENTALS

NON-MANDATORY FOR STATE AGENCIES

**NON-MANDATORY FOR POLITICAL
SUBDIVISIONS**

Term: September 1, 2017, through October 31, 2022, (includes four one-year renewals).

Shared Services of Alaska has established this non-mandatory contract for in-state vehicle rental in Anchorage, Fairbanks, Kenai, and Juneau. This contract is available to all state government agencies and state political subdivisions.

<u>Location</u>	<u>Vendor</u>	<u>Website</u>	<u>Contract Number</u>	<u>Phone Number</u>
Anchorage, Fairbanks, Kenai, and Juneau	Budget Rent A Car	budgetalaskaonline.com	170007303	1-800-248-0150 or 1-907-243-0150

Pricing for contract 2012-9900-0732 automobile rental services is a fixed price based on vehicle class as defined below:

Sedans	Compact	\$28.00	SUV	5 Passenger	\$45.00
	Mid-Size	\$30.00		7 Passenger	\$75.00
	Standard-Size	\$32.00	Trucks	Small Pick-Up	\$45.00
Full-Size	\$32.00	Large Pick-Up		\$45.00	
Vans	Mini-Van	\$40.00			

Anchorage car rentals are subject to an additional combined Customer Facility Charge (CFC) and Facility Maintenance Charge (FMC) fee of \$7.00 per transaction day

Other Charges	Not To Exceed	Other Charges	Not To Exceed
Daily Loss of Use Fee	\$100	Refueling Fee*	\$25
GPS Rental	\$25	Smoking Damage/Cleaning	\$150
Key Replacement Fee	\$400	Tire Chains	\$200

Fuel: At the initiation of each rental, the vehicle must be provided with a full tank of fuel. The traveler will provide any additional fuel as necessary during the rental period. At the termination of the rental, the traveler must fill the fuel tank within ten miles of contractor's location. If the traveler does not return the vehicle with a full fuel tank, contractor may invoice traveler for the missing fuel at the average retail cost of fuel for the market at the return location.

Executive Branch travelers will book reservations with the contractor through E-Travel. Occasionally travelers will be unable to book 24 hours in advance. In these instances, the traveler may book a reservation through E-Travel or directly with the contractor via the internet, telephone, or at the contractor's rental counter located at the airport.

Travelers from other branches of state government and political subdivisions may make reservations with the contractor via the internet, telephone, through its travel agency, or at the contractor's rental counter.

For additional information, contact: Matthew Pegues
Statewide Contracting Officer -
matthew.pegues@alaska.gov
907 465-5681

While this document contains many of the terms and conditions that apply to the above contract, it is not intended to be the complete contract.

CONTACT INFORMATION FOR REQUESTING COPIES OF RECEIPTS:

To request copies of receipts email budgetakreceipts@gmail.com

You must include confirmation number, name of traveler, location of rental, and rental dates, when requesting copies of receipts. Budget will provide requested receipt(s) within one state business day of request.

CONTACT INFORMATION FOR ISSUES CONCERNING INDIVIDUAL RESERVATIONS:

Operations Manager (Statewide) – Ingrid Longerbone
907 243-0150 – ingridlongerbone@kendallauto.com (fax 907 243-2059)

Anchorage Location Manager– Kathlyn Hingada,
Email: kathlynhingada@kendallauto.com
Phone: 907-243-0150

Fairbanks Location Manager – Penny Tupper
Email: pennytupper@kendallauto.com
Phone 907-474-0855

Kenia Location Manager – Sasha Jones
Email: sashajones@kendallauto.com
Phone: 907-283-4506

Reservations/Airport Manager (Juneau) – Paul Wisner
Email: paulwisner@kendallauto.com
Phone: 907-790-1086

FOR ISSUES CONCERNING INVOICES AND VEHICLE DAMAGE CONTACT:

Accounting – Anita Sengmanyphet
Email: anitasengmanyphet@kendallauto.com
Phone: 907.257.6561

Service Level Requirements: Contractor will not be required to hold a reserved vehicle for a traveler for more than three (3) hours past the scheduled pick up time, unless the cause of the delay is due to a delayed flight arrival. It is the responsibility of the contractor to be aware of any flight delays and hold all reservations three (3) hours after the delayed arrival.

Contractor must routinely conclude the transaction arrangements for delivery of a vehicle within 15 minutes of the traveler's arrival at contractor's reservation counter. However, on some flights there will be a large number of travelers arriving at the reservation facility/counter with vehicle reservations. It is the responsibility of the contractor to identify those flights and make every effort (including providing the appropriate staffing levels) to meet the 15-minute limit requirement but shall not exceed 20 minutes.

Contractor may request traveler to sign contractor's Standard Rental Form solely to document the delivery of the vehicle, to provide the time and place of return of the vehicle, the applicable contract rates and the computation and method of payment of charges. Area maps will be provided free of charge upon request. Contractor will also provide the traveler with accident, repair, and vehicle return instructions. Upon request, contractor shall provide to traveler a completed copy of the Standard Rental Form showing total charges to be billed for the rental.

Contractor will advise the traveler of the location at the terminal where the vehicle is to be returned. It shall be the responsibility of contractor or their designee to receive the vehicle, at the hour indicated by the traveler. Vehicle returns must be made at the airport terminal area. Travelers must not be required to return a rental vehicle to a secondary location.

Property in the Vehicle: Contractor is not responsible for loss of or damage to any traveler personal property in or on the vehicle, in any service vehicle, on contractors premises, or received or handled by contractor.

Accidents: Traveler is required to notify the contractor, in a timely fashion, of any accidents involving the rented vehicle. Traveler will provide contractor with the time, place and nature of the accident or damage. If known, traveler will provide the names and addresses of parties involved, persons injured, witnesses, owners of property damaged, the place at which contractor may examine the vehicle and such other information. Traveler will promptly advise contractor of all correspondence, papers, notices and documents delivered to traveler in connection with any claim or demand involving or relating to any vehicle or its operation. Traveler shall reasonably cooperate with contractor in the investigation of all such claims and demands and in the recovery of damages from liable third persons.

Proper Use of the Vehicle: Vehicles under this contract are intended for pickup, use, and return to the original pickup point. Vehicles under this contract are not intended for use on non-paved roads such as the Haul Road to the North Slope or other similar roads. Infrequent use on non-paved streets is expected.

Traveler agrees the rental vehicle will not be used:

- by a driver who is under the influence of alcohol or any prohibited drugs;
- for any illegal purpose;
- to push or tow another vehicle unless the vehicle is equipped for towing and is specified in the rental agreement;
- to carry passengers or property for hire;
- in a test, race or contest;
- by an unlicensed driver;
- outside of the United States except where such use is specifically authorized by the contract;
- by a driver who allows more passengers to occupy the vehicle than there are seatbelts or who does not require all passengers to comply with applicable seatbelt and child restraint laws;
- by a driver who is under 18 years of age;
- by a driver or occupant who is smoking;
- by a driver who obtained the vehicle through fraud or misrepresentation;
- by a driver who intentionally caused the damage to or loss of the vehicle; or
- in live artillery fire exercises, or used in training or tactical maneuvers.

Travelers shall not use passenger vans with a capacity of 10 or more passengers to transport children in the 12th grade or younger for school related functions.

All parking tickets/citations, moving traffic violations/citations, lost keys, refueling fees, and smoking damage/cleaning fees shall be the responsibility of the traveler. Travelers will not leave the keys in the vehicle while unattended. If vehicle is stolen while unattended, the traveler must be able to produce the keys.