



STATE OF MISSISSIPPI

CATALOG

975-83
CATALOG NO.

VEHICLE RENTAL SERVICES - OUT-OF-STATE ONLY

DEPARTMENT OF FINANCE AND ADMINISTRATION
OFFICE OF PURCHASING AND TRAVEL
701 WOOLFOLK BUILDING, SUITE A
501 NORTH WEST STREET
JACKSON, MISSISSIPPI 39201

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EFFECTIVE DATES: December 1, 2008 through November 30, 2009

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1. AUTHORITY

- 1.1 This certifies that a contract has been executed between the Office of Purchasing and Travel, an Office of the Department of Finance and Administration for the State of Mississippi and the herein designated contractors pursuant to Section 31-7-7, Mississippi Code of 1972, Annotated, for the commodities specified herein.

2. APPLICATION

- 2.1 All rentals made by state agencies for services included under the provisions of this contract shall be rented from the contractor receiving the award unless the agency determines that utilization of this contract is not in the best interest of the agency and obtains approval to rent from another source.

Under the provisions of Section 31-7-7 Mississippi Code of 1972, Annotated, the service offered herein may be extended to governing authorities. However, governing authorities, by provisions of Section 31-7-12, Mississippi Code, may use the state contract or follow the provisions set forth in 31-7-13(a), (b), Mississippi Code of 1972, Annotated.

The term, governing authorities, shall be defined as to mean boards of supervisors, governing boards of all school districts, all boards of directors of public water supply district, boards of directors of master public water supply districts, municipal public utility commissions, governing authorities of all municipalities, port authorities, commissioner and boards of trustees of any public hospitals and any political subdivision of the state supported wholly or in part by public funds of the state or political subdivisions thereof.

3. RESTRICTION

- 3.1 During the term of this contract no rental of the above-designated services from the designated contractor shall be made at a rate in excess of that established by the price set out in this contract.

4. OTHER INFORMATION

- 4.1 Purpose: The purpose of this catalog is to establish a contract with contractors who shall provide vehicle rental services.

- 4.2 Attached Information: To assist travelers in utilizing this contract we have attached two documents as follows:

- A. Car Rental Contract Information - Vendors, contract numbers, rates, identification numbers, etc.

- 4.3 When a rental car is used in lieu of a personal automobile for official state business within the state, only the actual cost of the rental car can be claimed for reimbursement when such rental is less expensive than the current mileage calculation. The Bureau of Financial Control requires that the user show the comparison of the total rental car expense to the total mileage expense. Reimbursement for the lesser of the two expenses shall be shown on the travel reimbursement voucher. This reservation does not require the use of a state contract travel agency and should be made by the employee/agency.

- 4.4 An intermediate rental car is normally the largest rental that will be reimbursed. Naturally, there will

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be occasions for which a larger car will be required in order to carry out the state's business. A statement from the employee explaining why a larger vehicle was required must accompany any Expense Voucher which includes the rental of any vehicle with a cost greater than the intermediate vehicle.

- 4.5 Charges for rental cars shall be allowed only when there is a demonstrated cost savings, including compensated employee time, over other modes of transportation, such as buses, subway, and taxis, and not for the convenience of the employee. The State WILL NOT reimburse for rental cars obtained for personal use, such as sightseeing or optional travel to/from restaurants, while on official business travel. Only the rental car which is consistent with the size requirement of the business task to be performed will be reimbursed.
- 4.6 The car rental contract for all rentals which originate outside the State of Mississippi will be with Budget Rent A Car Systems, Inc. The Corporate ID number for Budget Rent A Car Systems, Inc. is T243900.
- 4.7 The rental car contract includes unlimited mileage (unless otherwise specified), and free CDW/LDW insurance. The option to purchase insurance should always be declined and will not be reimbursed. All rentals require either a corporate or personal credit card. Be prepared to show proper identification when picking up rental vehicle.
- 4.8 Fill the car with gasoline prior to return. Otherwise, you may be charged for a full tank of gasoline even if the tank is 3/4 full when returned.
- 4.9 Exception to Waiver Requirement: Exception to Waiver Requirement: You must use the state contract vendor(s). If a state contract vendor location is not available to you and a non-contract vendor will honor the state contract price, including insurance and unlimited mileage, a waiver will not be required to be submitted to the Office of Purchasing and Travel. If they will not honor the contract price (including insurance and unlimited mileage) you must submit a waiver to our office.

5. CONTRACT ADMINISTRATION

- 5.1 Questions or problems arising from this contract or subsequent order and delivery procedures should be directed to the Office of Purchasing and Travel, 701 Woolfolk Building, Suite A, 501 North West Street, Jackson, MS 39201; Phone: 601-359-3647.

6. CONTRACTOR IDENTIFICATION

- 6.1 This Vehicle Rental Services contract has been awarded to one contractor. Pricing and information for this contractor is provided on the following pages.

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Out-of-State Pricing

Budget Rental Car Systems, Inc.

Corporate ID # T243900

Budget Rental Car Systems – Out-of-State Only	Daily Rate	Weekly Rate
Sub-compact	\$ 37.50	\$ 225.00
Compact	\$ 37.50	\$ 225.00
Intermediate	\$ 37.50	\$ 225.00
Full-Size	\$ 45.50	\$ 273.00
Premium/Luxury	\$ 73.50	\$ 441.00
Sport Utility	\$ 60.50	\$ 363.00
Mini Van	\$ 63.50	\$ 381.00
12 Pass Van	\$ 105.00	\$ 630.00

Note: The above rates will be available at all locations except the New York City Metro area. In the New York City Metro area, there will be a 10% discount offered off the retail rates. Unlimited miles and CDW/LDW will be included.

Note: Charges will apply if vehicle is not returned with a full tank of gas.

See website for locations.

Contact: Stephanie Miles
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Metairie, La 70002
504-913-7694 – phone
stephanie.miles@avisbudget.com
www.budget.com