

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

717



**FROM:** Purchasing and Fleet Services

**SUBMITTAL DATE:**  
July 12, 2005

**SUBJECT: APPROVE THE AGREEMENTS FOR CAR RENTAL AGENCY SERVICES WITH ENTERPRISE RENT-A-CAR AND THE HERTZ CORPORATION FOR RIVERSIDE COUNTY**

**RECOMMENDED MOTION:** Move that the Board of Supervisors;

1. Approve and execute the personal service agreements with Enterprise Rent-A-Car and Hertz Corporation for an annual aggregate amount of \$750,000, for five (5) years, renewable in one-year increments; and
2. Authorize the Purchasing Agent to sign amendments and exercise the renewal options.

Departmental Concurrence

**BACKGROUND:** The County of Riverside's annual expenditure for car rental services is estimated to be \$750,000 dollars for transportation services. This service includes rental cars and related expenses. The County has three options when making car rental reservations, 1) utilize the awarded travel agent, Canyon Crest to make the County's car rental reservations; 2) reserve directly with the two selected contractors, Enterprise Rent-A-Car or Hertz Corporation or; 3) Reserve online via the Purchasing intranet site. After award of the contract the Contractors will assign a unique customer number for the County to make reservations. The number will be linked to specific information that pertains to the County including, pricing, insurance requirements and agency specific needs.

(Continued on Page 2)

Robert Howdysheill, Director  
Purchasing and Fleet Services

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 750,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 375,000	Budget Adjustment:	No
	Annual Net County Cost:	\$ 375,000	For Fiscal Year:	FY 05/06

<b>SOURCE OF FUNDS:</b> 50% General Fund, 50% Other Funds	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION: APPROVE**

**County Executive Office Signature**

Policy  
 Consent  
 Dept't Recomm.:  
 Policy  
 Consent  
 Per Exec. Ofc.:

**Prev. Agn. Ref.:**

**District:**

**Agenda Number:**

**BOARD OF SUPERVISORS**

**FORM 11: APPROVE THE AGREEMENTS FOR CAR RENTAL AGENCY SERVICES WITH ENTERPRISE RENT-A-CAR AND THE HERTZ CORPORATION FOR RIVERSIDE COUNTY**

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**BACKGROUND CONTINUED**

By having the three options for booking car rentals, this will ensure that the contracted car rental rates are inclusive of Loss Damage Waiver and Third Party Liability insurance since the County is self-insured for vehicle liability and third party physical damage and provides worker's compensation coverage.

**Enterprise Rent-A-Car and Hertz Corporation offers:**

- a. **ON-TERMINAL LOCATIONS:** - On-Terminal locations are locations where both the rental counter(s)/office(s) and vehicles are located on airport property or the rental counter(s)/office(s) is/are on airport property and another rental office and vehicles are away from airport property. The rental agency has timely and clearly marked shuttle bus service, or other such service, from clearly defined locations in the airport to transport travelers to offices away from the airport terminal.
- b. **OFF-TERMINAL LOCATIONS:** - Off-terminal locations are locations where both the rental office and vehicles are located off the airport property but the following criteria are met. Off-Terminal locations have accessible timely and clearly marked shuttle bus service or other such service from clearly defined locations in the airport.
- c. **CITY AND SUBURBAN LOCATIONS:** - These locations participating in the County program will comply with the provisions of this Agreement with the exception of providing pick up and delivery services to and from airports.

**PRICE REASONABLENESS**

Purchasing released a Request for Proposal that was mailed to twenty-six vendors and advertised on the County's Internet site. Five vendors had attended the bidder's meeting, however, only two responses were received, Enterprise Rent-A-Car and Hertz Corporation; both vendor proposals were deemed responsive/responsible. Enterprise and Hertz rates include unlimited mileage provided the car is returned to the renting location or other drop point authorized by the company at the time of pickup, however, sales taxes, and refueling charges are not included in the rate. As two of the larger car rental agencies, these companies are currently being utilized by the State of California and other governmental agencies throughout the United States. The State of California has contracts with seven (7) rental agencies, including Enterprise, with rates for midsize vehicles with comparable terms ranging from \$45.00 to \$85.00. While there is no state contract with Hertz, Hertz offers state employees a discounted governmental rate. An example of a typical daily rental rate offered state employees traveling on business for a midsize car at the Sacramento Airport is \$55 from Enterprise and \$42.00 from Hertz. Purchasing negotiated with both vendors for lower rates resulting in a \$36.00 rate with Enterprise and \$40.00 rate with Hertz.

**Form 11 Attachment  
Contract/Lease/Purchase Summary Data**

- Contract
- Approval/Renewal
- Sole Source
- Personal Services
- Independent Contractor
- Other than low Bid
- Change Order

- Lease
- Approval/Renewal
- Multi-Year Lease
- Equipment
- Real Property
- Change Order

- Purchase
- Sole Source
- Other Than Low Bid
- Change Order

<b>User Department:</b>	All
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<b>Vendor/Lessor Name:</b>	<b>Enterprise Rent-A-Car and Hertz Corporation</b>
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<b>Vendor/Lessor Location:</b>	Various
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Selection Committee Member Names (RFP's Only): Purchasing (Lisa Boerner)	
Minority Status: <input type="checkbox"/> M <input type="checkbox"/> W <input type="checkbox"/> DV <input checked="" type="checkbox"/> None	
Local Preferences Applied:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Effected Award?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

**Applicable Board Policy # California Code 459.4**

**Comments:**

RFQ/RFP Process  
Date Mailed: 12/20/04  
Response Date: 2/4/05  
# of Responses: 2  
# of Qualified Responses: 2

Bidding Process:  
Bid Range: See Attachment  
Local Bid Range: \$ 0 to \$ 0  
Responsive and  
Responsible Bid Range: See Attachment  
Local Preference Award Cost \$ 0  
(5% maximum preference)  
Local Preference FYTD: Cost \$ 0

***Contract/Lease Renewals Only***

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**Proposed Differences**

**Existing Agreement Items**

**Proposed Agreement Items**

1. Rates
2. Terms
3. Conditions
4. Legal Issues
5. Accountability
6. Other

(Continue on blank sheet, if necessary)

**Attachment**

**Enterprise Rent-a-Car**

<b>Domestic Rental Description</b>	<b>Daily Rate</b>	<b>Weekly (7 days)</b>	<b>Monthly Rate</b>
Mid Size/Intermediate	\$ 36.00	\$ 216.00	\$864.00
Full Size	\$ 40.00	\$ 240.00	\$960.00
Luxury	\$ 60.00	\$ 360.00	\$1,440.00
Specialty	\$ 50.00	\$ 300.00	\$1,200.00
Mini Van	\$ 65.00	\$ 390.00	\$1,200.00
15 Passenger Vans	\$ 95.00	\$ 570.00	\$1,500.00
FWD/Sport Utility Vehicles	\$ 69.00	\$ 414.00	\$1,300.00
Other (specify) Cargo Van ½ ton	\$ 50.00	\$ 300.00	\$1,100.00
Overtime Charges	1/3 of the daily rate		
<b>Drop Charges</b>			
25-100 miles from original renting location	\$ 100.00	\$ 100.00	\$ 100.00
150 miles from original renting location	\$ 250.00	\$ 250.00	\$ 250.00
One-way rentals (inside California)	\$ -	\$ -	\$ -
One Way Drop Charges:	\$ -	\$ -	\$ -
Airport Surcharge - Daily	\$ 7.00	\$ 7.00	\$ 7.00
Airport Surcharge - Weekly	\$ 30.00	\$ 30.00	\$ 30.00
Airport Surcharge - Monthly	\$ 100.00	\$ 100.00	\$ 100.00
<b>NY surcharge outside of the boroughs (Rental car rate + surcharge)</b>			
Airport Surcharge - Daily	\$ 3.00		
Airport Surcharge - Weekly	\$ 21.00		
Airport Surcharge - Monthly	\$ 70.00		
<b>NY surcharge Bronx, Brooklyn, Queens, Staten Island, JFK/LGA (Rental car rate + surcharge)</b>			
Airport Surcharge - Daily	\$ 14.00		
Airport Surcharge - Weekly	\$ 84.00		
Airport Surcharge - Monthly	\$ 200.00		

**The Hertz Corporation**

<b>Domestic Rental Description</b>		<b>Daily Rate</b>	<b>Weekly (7 days)</b>	<b>Monthly Rate</b>
	Compact	\$39.00	\$234.00	\$936.00
	Midsize	\$40.00	\$240.00	\$960.00
	Sporty 2 Door	\$41.00	\$246.00	\$984.00
	Full-size	\$42.00	\$252.00	\$1,008.00
	Premium	\$55.00	\$330.00	\$1,320.00
	Luxury	\$65.00	\$390.00	\$1,560.00
	Minivan	\$59.00	\$354.00	\$1,416.00
	All Others		5%	
<b>California Suburban (Not Airport) Rental Description</b>		<b>Daily Rate</b>	<b>Weekly (7 days)</b>	<b>Monthly Rate</b>
	Compact	\$37.00	\$222.00	\$888.00
	Midsize	\$38.00	\$228.00	\$912.00
	Sporty 2 Door	\$39.00	\$234.00	\$936.00
	Full-size	\$40.00	\$240.00	\$960.00
	All Others		5%	
<b>Additional Charges</b>				
One-way rentals from Oakland to Sacramento per day charge with no drop or mileage charge, for a compact car				\$49.00
One-way rentals from Oakland to Sacramento per day charge with no drop or mileage charge, for a midsize car				\$50.00
One-way rentals from Oakland to Sacramento per day charge with no drop or mileage charge, for a sporty 2-door car				\$51.00
One-way rentals from Oakland to Sacramento per day charge with no drop or mileage charge, for a full size car				\$52.00
One-way rentals from Sacramento to Oakland per day charge with no drop or mileage charge, for a compact car				\$49.00
One-way rentals from Sacramento to Oakland per day charge with no drop or mileage charge, for a midsize car				\$50.00
One-way rentals from Sacramento to Oakland per day charge with no drop or mileage charge, for a sporty 2-door car				\$51.00
One-way rentals from Sacramento to Oakland per day charge with no drop or mileage charge, for a full size car				\$52.00
One Day rental for Tuesday and Wednesday Surcharge				\$3.00