



**DEPARTMENT OF GENERAL SERVICES
STATEWIDE TRAVEL PROGRAM
TRAVEL BULLETIN**

Travel Bulletin: #24-01

Effective Date: March 1, 2024

Expiration Date: February 28, 2025, with one (1) optional one-year extension at the discretion of the state

SUBJECT: Commercial Car Rental (CCR) Services Contract

PURPOSE: Notice of CCR Extension; Rate Changes

REFERENCE: Supersedes Travel Bulletin #21-01

Purpose

This Travel Bulletin announces the extension of the Department of General Services (DGS) Statewide Travel Program (STP) statewide and national Commercial Car Rental (CCR) contract with EAN Services, LLC (“Enterprise Mobility”), which includes National Car Rental.

The term of this extension is March 1, 2024, through February 28, 2025, and has one (1) additional one-year time extension available. This extension incorporates short-term and long-term rate increases (7.4%) for this extension period.

Base Rates

Enterprise Mobility and National Car Rental (Except in the state of New York)

Short-Term Rental Rates (29 days or less)

Effective **March 1, 2024**

Base Rate: \$40.54 – *Daily* Compact and Intermediate

Long-Term Rental Rates (30 days or more)

Effective **March 1, 2024**

Base Rate: \$681.13 – *Monthly* Compact and Intermediate

Short-Term Rental Contract Information

The CCR contract continues to provide the following benefits:

- Express service at 14 California airport locations
- Minimum rental age of 21 years old

- Market rate fuel
- Third party liability insurance coverage (per occurrence for bodily injury and property damage combined)

Long-Term Rental Contract Information

Long-term vehicles are included in the current CCR contract. Any vehicle leased/rented for 30 or more consecutive days is considered a “long-term” vehicle and must follow this guidance.

State agencies that need a rental of 30 days or more must follow DGS Office of Fleet and Asset Management (OFAM) guidance (reference [OFAM Publications on Fleet, Asset Management, State Fleet Handbook](#), and [State Administrative Manual \[SAM\] Sec. 4125 – State Fleet Asset Oversight](#) and [\[SAM\] Sec. 4120 – Acquisition of Vehicles](#)).

For information on the OFAM Annual Fleet Acquisition Plan (FAP) process, refer to the OFAM [Guide to Submitting Vehicle Acquisitions](#). For information on the abbreviated FAP for non-light duty replacement vehicles and mobile equipment (fleet assets), please see [\[SAM\] Sec. 4120.8 - Abbreviated FAP Process for Non-Light Duty Fleet Assets](#).

Long-term vehicle statements are reviewed monthly to ensure compliance with DGS OFAM’s fleet acquisition policies/procedures.

More information on the long-term rental process can be viewed at STP’s [Car Rental](#) resources page.

DGS Contact

For additional contract information or assistance, contact:

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