

**EMERGENCY EQUIPMENT RENTAL AGREEMENT**

<b>1. ORDERING OFFICE (name and address)</b>		<b>AGREEMENT NUMBER MUST APPEAR ON ALL PAPERS RELATING TO THIS AGREEMENT</b>	
USDA Forest Service		<b>2. AGREEMENT NUMBER : AG-04R3-B-08-8802</b>	
Umatilla National Forest		<b>BLM # HAA083002 FOR REGION 6 USE ONLY</b>	
2517 SW Hailey Ave		<b>3. EFFECTIVE DATES</b>	
Pendleton, OR 97801		<b>a. Beginning 06/03/2008</b>	<b>b. Ending 06/30/2009</b>
<b>4. CONTRACTOR a. Name and Address</b>		<b>5. POINT OF HIRE (location when hired)</b>	
ENTERPRISE RENT-A-CAR		Location at time of hire	
3808 N. SULLIVAN ROAD N15, #107		<b>6. THE WORK RATE IS BASED ON ALL OPERATING SUPPLIES BEING FURNISHED BY</b>	
Spokane, WA 99216		<input type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> GOVERNMENT	
<b>b. EIN/SSN:</b> DUNS: 618663496		<b>7. OPERATOR FURNISHED BY</b>	
<b>c. Telephone Number (day)</b> 509-663-8812		<input type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> GOVERNMENT	
<b>d. Telephone Number (night)</b> 509-539-1378			

**8. TYPE OF CONTRACTOR ("X" appropriate boxes)**

<input type="checkbox"/> SMALL BUSINESS	<input checked="" type="checkbox"/> LARGE BUSINESS	<input type="checkbox"/> SMALL DISADVANTAGED OWNED	<input type="checkbox"/> WOMEN OWNED	<input type="checkbox"/> LABOR SURPLUS AREA	<input type="checkbox"/> GOVERNMENT EMPLOYEE
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9. ITEM DESCRIPTION <i>(include make, model, year, serial number and accessories)</i>	10. NUMBER OF OPERATORS	11. WORK OR DAILY		12. SPECIAL		13. GUARANTEE <i>(8 or more hours)</i>
		a. rate	b. unit	a. rate	b. unit	
This EERA is for Enterprise Rent-A-Car Washinton Office only. If using Oregon See EERA for Oregon.						
SEE ATTACHED PRICES AND SPECIAL PROVISIONS						

**14. SPECIAL PROVISIONS**  
 \*See the attached General Provisions and Northwest Supplemental for the "standard method of hire" for each type of equipment. The attached General Provisions and Northwest Supplemental to the OF-294 apply to this agreement.  
 \*Resource Orders are to be placed only by dispatchers and warranted Procurement Personnel.  
 Wage Determination (Western Region) applicable and attached.

<b>15. CONTRACTOR'S OR AUTHORIZED AGENT'S SIGNATURE</b>	<b>16. DATE</b>	<b>17. CONTRACTING OFFICER'S SIGNATURE</b>	<b>18. DATE</b>
/s/ Rhonda Betteridge	6-10-2008	/s/ Gary Dillavou	6-16-2008
<b>19. PRINT NAME AND TITLE</b>		<b>20. PRINT NAME AND TITLE</b>	
RHONDA BETTERIDGE Corporate Account Manager		GARY DILLAVOU Contracting Officer	

**USDA, Forest Service, Region 6 (Washington Only)  
Emergency Equipment Rental Agreement 2008**

	<u>DAILY RATE</u>	<u>VEHICLE TYPE</u>
CCAR – Compact Car	\$46.00	Escort, Echo
SCAR – Standard Car	\$48.00	Grand Am, Malibu
FCAR – Full Size Car	\$54.00	Galant, Taurus
XFAR – Small SUV 4X4	\$72.00	Escape, Liberty
XPAR – Small Truck 4X4	\$72.00	Dakota, Colorado
PPAR – Full Size Truck 4X4	\$82.00	Ram, Silverado
MVAR – Mini Van	\$72.00	Grand Caravan, Montana
FFAR – Large SUV 4X4	\$101.00	Durango, Suburban, Tahoe
XVAR – Cargo Van	\$61.00	Ford, Chevy
SVAR – 12 Pass Van	\$113.00	Ford, Chevy

**ACCOUNT NUMBER:**

**SPECIAL PROVISIONS:** This agreement has been established for use within Washington State.

**ORDERING:** A copy of the Resource Order, which includes the Incident/Fire Name and Number, Government Point of Contact (i.e. Individual, Ground Support Unit Leader, Host Unit, local Forest Dispatch Office or Buying Team) and phone number shall be provided to Enterprise Rent-A-Car for each vehicle ordered. The Resource Order Number and Incident/Fire Name shall be on the vehicle's original commercial rental agreement as well as the Vehicle Identification Number (VIN). **Enterprise's Commercial Rental Agreement Form along with a copy of the Resource Order shall remain in the jockey box of the vehicle at all times.**

**If the vehicle is reassigned to a different/new incident the Government shall put a copy of the new incident Resource Order in the jockey box, along with the existing documentation.**

**GOVERNMENTS RESPONSIBILITIES AND PAYMENT PROCEDURES:** The Government will track rental vehicles exactly the same as all other contract resources assigned to an incident. When the vehicle arrives at an incident a pre-use inspection shall be done and prior to demobilization a post-use inspection shall be done. Daily shift tickets will be prepared and turned into finance daily. Finance will prepare an Optional Form 286 Emergency Equipment – Use Invoice (OF-286), which will be used for payment processing. The OF-286 shall be faxed to Enterprise for review and signature prior to processing the payment package (See Contact and Fax Number Below). The EERA payment package shall be completed by the government and sent to the appropriate payment center (see payment office below) in accordance with the paying agency guidelines upon demobilizing from an incident or when reassigning the vehicle to a different/new incident. The government shall assign a new Resource Order and put a copy in the jockey box in accordance with the Ordering Section above (SEE DETAIL FEE BELOW).

**DELIVERY AND PICKUP:** The government is responsible for arranging delivery and return of vehicles rented for an incident as well as the pre-use and post-use inspections. Enterprise Rent-A-Car **may** be able to deliver larger orders of vehicles TO AN INCIDENT or if an incident is not located near an office servicing the area by contacting Mitch Eng at 509-539-1378. Enterprise will make the determination if they have the available resources to deliver and/or pick up vehicle(s). A delivery fee of \$0.55 per mile, per vehicle, from point of hire to incident (drop off) location applies only if Enterprise delivers vehicle(s) and shall be added to the invoice (OF-286). The same applies if Enterprise picks up the vehicle(s) upon demobilization from the incident. The government will give Enterprise Rent-A-Car a reasonable amount of time to deliver or pick up the vehicles once ordered or upon demobilization if Enterprise has the personnel available to facilitate delivery and pick up. The government will attempt to have the vehicle(s) cleaned for inspection purposes prior to demobilization from an incident, however this may not be possible in all cases.

**OTHER:** Enterprise Rent-A-Car shall be notified to determine if a drop-off fee is applicable if the vehicle is returned to other than the same location where the vehicle was rented or outside the Enterprise's local zone area. In order for an Incident Management Team (IMT) Member(s) to take a vehicle out of area their resource orders must allow for rental of a vehicle. **The IMT Member renting the vehicle shall be solely responsible for the return of the vehicle and to ensure processing of the final payment package is sent to the appropriate payment office.** In most cases the IMT member should work with the finance section at the incident or host forest to facilitate the creation of the OF-286 by estimating the return travel and have the invoice completed and sent to the finance center by the team or host forest.

**DAMAGES:** Damages will be noted and a claim will be submitted by Enterprise to the appropriate IMT Procurement Unit Leader or host Forest/Agency Contracting Officer. The Government shall be responsible for damage that occurs to the vehicles outside of what is covered in the clauses of this EERA for vehicles rented 10 days or less. There will be a \$30

administrative fee for each property damage claim prepared and submitted by Enterprise. Vehicles rented for more than a 10-day period (e.g. starting on the 11th day of rental charges), Enterprise will include a \$300 property damage deductible (e.g. if the property damage claim is less than \$300, Enterprise will not subrogate (file a claim) for the damages to the vehicle. Once the damages top \$300, Enterprise will subrogate for the full repair cost including the \$30 administrative fee.

**TIRES:** Damage to tires sustained during off paved surface use (i.e. nonprofessionally maintained roads) will be covered by the Government.

**MILEAGE:** The daily rental rate includes mileage.

**FUEL:** Enterprise is responsible to provide at least a half tank of gas per vehicle when picked up from an Enterprise location. The government is not required to return the vehicle(s) with a full tank of gas, or to the level when initially rented. The Government is required to ensure the vehicle has enough fuel to allow for return of the vehicle to point of hire.

**DETAIL FEE:** There is a detail fee of \$100 per vehicle per incident. This shall be added to the OF-286.

**ENTERPRISE CONTACT NUMBERS TO GET OF-286 SIGNED:**

Contact is Alicia Day

Fax Number: 509-926-4525

Office Number: 509-893-3206

Cell Number:

**PAYMENT OFFICE BY AGENCY:**

**Forest Service**

Incident Payment Center  
101B Sun Avenue NE  
Albuquerque NM 87105  
1-877-372-7248 (Option 1)

**Bureau of Land Management**

National Business Center  
PO Box 25047, Bldg 50  
Denver Federal Center  
Denver, CO 80225-0047  
Mail Stop BC-620  
303-236-7117

**National Park Service**

Attn: Debbie Townsend  
13461 Sunrise Valley Dr  
Herndon, VA 20171  
703-487-9310