



DEPARTMENT OF GENERAL SERVICES
STATEWIDE TRAVEL PROGRAM
TRAVEL BULLETIN

Travel Bulletin: #26-03

Effective Date: August 29, 2026

Expiration Date: August 28, 2029

SUBJECT: Commercial Car Rental Contract

PURPOSE: Notice of Contract Award; New Short-Term and Long-Term Rates

REFERENCE: Agreement Number 36459-001

Purpose

This Travel Bulletin announces the award of the Department of General Services (DGS) Statewide Travel Program (STP) Commercial Car Rental (CCR) contract to EAN Services, LLC (Enterprise Mobility). The term of this contract is August 29, 2026, through August 28, 2029, and includes two optional one-year extensions. The awarded contract reflects both short-term and long-term rate increases for the new contract period.

Overview

The CCR contract provides rental vehicles to all state of California executive branch agencies, as well as participating optional user agencies utilizing STP for travel services. Utilizing the CCR contract gives agencies access to discounted rates, enhanced rental benefits, and included insurance coverage. Since EAN Services, LLC is the incumbent provider, participating agencies can expect uninterrupted service and continuity of operations.

National Car Rental is primarily intended for out-of-state and international travel and should be used only when Enterprise locations are not available.

Eligibility

The CCR contract benefits are available exclusively through STP. All reservations must be made either through STP's contracted travel agency or by using the online booking tool, Concur.

To receive the contracted short-term and long-term rental rates, participating agencies must use STP's authorized form of payment as required under the CCR contract.

Contract Base Rates (except in the state of New York)

Short-term rental rates (29 days or less)

Effective August 29, 2026

Base rate: \$47.50 – *Daily* Compact and Intermediate sedan

Base rate: \$190.00 – *Weekly* Compact and Intermediate sedan

Long-term contract rentals (30 days or more)

Effective August 29, 2026

Base rate: \$750.00 – *Monthly* Compact and Intermediate sedan

An updated list of contracted vehicle rates is attached and is also available as part of the contract posted on the DGS STP [Car Rental Resources](#) webpage.

Short-Term Rental Information

The CCR contract continues to offer the following benefits to participating agencies:

- Market rate fuel at all California and domestic locations
 - *Vehicles do not need to be refueled before returning to a branch*
- No fees or charges for one-way domestic rentals
- No cancellation penalties
- Included insurance coverage and damage waiver
- Minimum rental age lowered to 21
- Access to specialty vehicles
- Hybrid and zero-emission vehicles (ZEVs) when available
 - *State employees are encouraged to rent ZEVs when available and practical*
- 24/7 toll-free roadside assistance
- Personal use discount

To ensure smooth service at the time of rental, employees must present a valid driver's license along with an acceptable form of employee identification. Acceptable ID includes an employer-issued badge, business card, a travel itinerary booked through STP's contracted travel agency or the online booking tool, or an authorization letter on agency/department letterhead.

State agencies are required to rent Compact or Intermediate sedans. The following exceptions require state agencies to submit a [DGS OFAM 100, Short-Term Vehicle Justification Form](#) signed by the employee's supervisor before making the rental reservation:

- Renting a vehicle larger than a Compact or Intermediate sedan
- Renting a vehicle from a noncontracted vendor

Note: Intermediate and Full-Size Hybrid/Electric sedans, and Compact Electric SUVs do not require an OFAM 100.

Long-Term Rental Information

State agencies/departments must obtain approval from DGS' Office of Fleet and Asset Management (OFAM) for long-term commercial car rentals. Commercial car rental vehicles rented for 30 consecutive calendar days or more than four consecutive work weeks (excluding weekends and holidays) are considered a long-term rental. Circumventing the long-term rental approval process by re-renting week-to-week or with a short break after 30 consecutive days without seeking OFAM approval is prohibited.

State agencies/departments should consult the [DGS State Administrative Manual \(SAM\) Section 4117.2](#) for guidance on the long-term rental process.

Resources

For the most current information and resources related to the CCR contract, please visit the DGS STP [Car Rental Resources](#) webpage. This page is updated regularly as new details and documents become available.

Contact Information

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