# Purchase Order

**State of West Virginia**  
**Department of Administration**  
**Purchasing Division**  
2019 Washington Street East  
Post Office Box 60130  
Charleston, WV 25305-0130

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**ALL STATE AGENCIES**  
AND POLITICAL SUBDIVISIONS  
VARIOUS LOCALES AS INDICATED  
BY ORDER

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**AGENCY COPY**  
ALL STATE AGENCIES  
AND POLITICAL SUBDIVISIONS  
VARIOUS LOCALES AS INDICATED  
BY ORDER

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**VENDOR**  
*129103428*  
304-722-5600  
ENTERPRISE RENT A CAR  
4970 TEAYS VALLEY RD STE H  
SCOTT DEPOT WV 25560-8818

---

<table>
<thead>
<tr>
<th>DATE PRINTED</th>
<th>TERMS OF SALE</th>
<th>PAYABLE TO</th>
<th>FREIGHT TERMS</th>
<th>ACCOUNT NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/01/2008</td>
<td>NET 30</td>
<td>BEST WAY</td>
<td>PREPAID</td>
<td>MUL-MUL</td>
</tr>
<tr>
<td></td>
<td></td>
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<table>
<thead>
<tr>
<th>LINE</th>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>0001</td>
<td>04/15/2008</td>
<td>AUTOMOBILE RENTALS</td>
<td>.000000</td>
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<tr>
<td></td>
<td></td>
<td>EXHIBIT 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>APRIL 1, 2008 AND EXTENDS FOR A PERIOD OF ONE (1)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>YEAR OR UNTIL SUCH &quot;REASONABLE TIME&quot; THEREAFTER AS IS</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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**Purchasing Division Certified Encumbered**  
MAY 15, 2008  

**JO ANN ARKINS**  
304-555-8602

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**IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE**  
**APPROVED AS TO FORM BY**  
ASSISTANT ATTORNEY GENERAL  

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**APPROVED FOR**  
ONE FISCAL YEAR

---

**By**  
Purchasing Division Authorized Signature

---

**Signature**  
4/4/08

---

**Signature**  
Beverly Tobin

---

**Signature**  
Jaye Woodfield

---

**Signature**  
Jo Ann Arkins

---

**Signature**  
March 15, 2008
**Purchase Order**

State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

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<table>
<thead>
<tr>
<th>PURCHASE ORDER NO.</th>
<th>CRENTAL038</th>
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<tbody>
<tr>
<td>MARKET RELEASE</td>
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</tr>
<tr>
<td>CHANGE ORDER</td>
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</table>

ALL STATE AGENCIES  
AND POLITICAL SUBDIVISIONS  
VARIOUS LOCALES AS INDICATED  
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AND POLITICAL SUBDIVISIONS  
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<table>
<thead>
<tr>
<th>DATE PRINTED</th>
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<th>ITEM NO.</th>
<th>FUND</th>
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<tbody>
<tr>
<td>04/01/2008</td>
<td>NET 30</td>
<td>311330110</td>
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<table>
<thead>
<tr>
<th>SHIP VIA</th>
<th>TO</th>
<th>ACCOUNT NUMBER</th>
<th>PREPAID</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>MUL-MUL</td>
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<table>
<thead>
<tr>
<th>BEST WAY</th>
<th>QUANTITY</th>
<th>UCF</th>
<th>VENDOR ITEM NO</th>
<th>ITEM NUMBER</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
</table>
|          | ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.  
UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.  
RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.  
CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.  
OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST |
|          |          |     |                |             |           |        |

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**TOTAL**

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**APPROVED AS TO FORM BY**  
ASSISTANT ATTORNEY GENERAL  

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**PURCHASING DIVISION AUTHORIZED SIGNATURE**
ALL STATE AGENCIES
AND POLITICAL SUBDIVISIONS
VARIOUS LOCALES AS INDICATED
BY ORDER

*129103428  304-722-5600
ENTERPRISE RENT A CAR
4970 TEAYS VALLEY RD STE H
SCOTT DEPOT WV 25560-8818

ALL STATE AGENCIES
AND POLITICAL SUBDIVISIONS
VARIOUS LOCALES AS INDICATED
BY ORDER

<table>
<thead>
<tr>
<th>DATE PAINTED</th>
<th>TERMS OF SALE</th>
<th>FUND</th>
<th>SHEET</th>
<th>DESTINATION</th>
<th>FREIGHT TERMS</th>
<th>ACCOUNT NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/01/2008</td>
<td>NET 30</td>
<td></td>
<td></td>
<td>PREPAID</td>
<td>MUL-MUL</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LINE</th>
<th>QUANTITY</th>
<th>UDC</th>
<th>VENDOR/TEN</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)

QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.

ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.

BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.

THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS.

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE □

__________________________
APPROVED AS TO FORM BY
ASSISTANT ATTORNEY GENERAL

__________________________
BY
PURCHASING DIVISION AUTHORIZED SIGNATURE
ALL STATE AGENCIES
AND POLITICAL SUBDIVISIONS
VARIOUS LOCALES AS INDICATED
BY ORDER

*129103428 304-722-5600
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SCOTT DEPOT WV 25560-8818

ALL STATE AGENCIES
AND POLITICAL SUBDIVISIONS
VARIOUS LOCALES AS INDICATED
BY ORDER

DATE PRINTED: 04/01/2008
TERMS OF SALE: NET 30
FNSBN: 311330118

SHIP VIA: BEST WAY
FREIGHT: PREPAID
ORDER: MUL-MUL

CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.

REV. 04/11/2001

PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE ☐

APPROVED AS TO FORM BY
ASSISTANT ATTORNEY GENERAL

BY
PURCHASING DIVISION AUTHORIZED SIGNATURE
# West Virginia Rentals

<table>
<thead>
<tr>
<th>Car Class</th>
<th>Models</th>
<th>Rate Per Day</th>
<th>Rate Per Week</th>
<th>Rate Per Month</th>
<th>One Way Rental Rate</th>
<th>Unlimited Mileage</th>
<th>Available at All Domestic Locations</th>
<th>Available at Airport Locations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compact</td>
<td>Neon, Aveo, Echo</td>
<td>$30.99</td>
<td>$155.00</td>
<td>$525.00</td>
<td>FREE</td>
<td>YES</td>
<td>WV Only</td>
<td>WV Only</td>
</tr>
<tr>
<td>Intermediate</td>
<td>Cobalt, Corolla</td>
<td>$33.99</td>
<td>$170.00</td>
<td>$530.00</td>
<td>FREE</td>
<td>YES</td>
<td>WV Only</td>
<td>WV Only</td>
</tr>
<tr>
<td>Standard Size</td>
<td>G6, Malibu, Stratus</td>
<td>$36.99</td>
<td>$185.00</td>
<td>$590.00</td>
<td>FREE</td>
<td>YES</td>
<td>WV Only</td>
<td>WV Only</td>
</tr>
<tr>
<td>Fullsize</td>
<td>Impala, Camry</td>
<td>$38.99</td>
<td>$195.00</td>
<td>$635.00</td>
<td>FREE</td>
<td>YES</td>
<td>WV Only</td>
<td>WV Only</td>
</tr>
<tr>
<td>Small SUV</td>
<td>Liberty, Equinox</td>
<td>$50.99</td>
<td>$255.00</td>
<td>$785.00</td>
<td>FREE</td>
<td>YES</td>
<td>WV Only</td>
<td>WV Only</td>
</tr>
<tr>
<td>Medium SUV</td>
<td>Trailblazer, Explorer</td>
<td>$53.99</td>
<td>$260.00</td>
<td>$795.00</td>
<td>FREE</td>
<td>YES</td>
<td>WV Only</td>
<td>WV Only</td>
</tr>
<tr>
<td>Large SUV</td>
<td>Surburban, Tahoe</td>
<td>$69.99</td>
<td>$325.00</td>
<td>$1,200.00</td>
<td>FREE</td>
<td>YES</td>
<td>WV Only</td>
<td>WV Only</td>
</tr>
<tr>
<td>Pick-up Truck</td>
<td>Silverado, F-150</td>
<td>$49.99</td>
<td>$250.00</td>
<td>$775.00</td>
<td>FREE</td>
<td>YES</td>
<td>WV Only</td>
<td>WV Only</td>
</tr>
<tr>
<td>Mini Van</td>
<td>Caravan, Windstar</td>
<td>$53.99</td>
<td>$260.00</td>
<td>$795.00</td>
<td>FREE</td>
<td>YES</td>
<td>WV Only</td>
<td>WV Only</td>
</tr>
<tr>
<td>15 Passenger Van</td>
<td>Ford &amp; Chevy Models</td>
<td>$85.99</td>
<td>$400.00</td>
<td>$1,000.00</td>
<td>FREE</td>
<td>YES</td>
<td>WV Only</td>
<td>WV Only</td>
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## Outside West Virginia Rentals

<table>
<thead>
<tr>
<th>Car Class</th>
<th>Models</th>
<th>Rate Per Day</th>
<th>Rate Per Week</th>
<th>Rate Per Month</th>
<th>One Way Rental Rate</th>
<th>Unlimited Mileage</th>
<th>Available at All Domestic Locations</th>
<th>Available at Airport Locations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compact</td>
<td>Neon, Aveo, Echo</td>
<td>$37.99</td>
<td>$179.99</td>
<td>$719.99</td>
<td>$1/Mile</td>
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<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Intermediate</td>
<td>Cobalt, Corolla</td>
<td>$39.99</td>
<td>$189.99</td>
<td>$759.99</td>
<td>$1/Mile</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Standard Size</td>
<td>G6, Malibu, Stratus</td>
<td>$39.99</td>
<td>$189.99</td>
<td>$759.99</td>
<td>$1/Mile</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Fullsize</td>
<td>Impala, Camry</td>
<td>$43.99</td>
<td>$209.99</td>
<td>$879.99</td>
<td>$1/Mile</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Small SUV</td>
<td>Liberty, Equinox</td>
<td>$50.99</td>
<td>$255.00</td>
<td>$949.99</td>
<td>$1/Mile</td>
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<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Medium SUV</td>
<td>Trailblazer, Explorer</td>
<td>$53.99</td>
<td>$260.00</td>
<td>$999.99</td>
<td>$1/Mile</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Large SUV</td>
<td>Surburban, Tahoe</td>
<td>$69.99</td>
<td>$325.00</td>
<td>$1,259.99</td>
<td>$1/Mile</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Pick-up Truck</td>
<td>Silverado, F-150</td>
<td>$46.99</td>
<td>$250.00</td>
<td>$899.99</td>
<td>$1/Mile</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Mini Van</td>
<td>Caravan, Windstar</td>
<td>$53.99</td>
<td>$260.00</td>
<td>$999.99</td>
<td>$1/Mile</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>15 Passenger Van</td>
<td>Ford &amp; Chevy Models</td>
<td>$85.99</td>
<td>$400.00</td>
<td>$1,499.99</td>
<td>$1/Mile</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
</tbody>
</table>

**Vendor Name:** Enterprise Rent-A-Car Company  
**Contact Person:** Chad M. DiCocó  
**Authorized Rep:** Chad M. DiCocó  
**Phone:** 304-204-6890 x 146  
**Fax:** 304-204-6879  
**Email:** chad.m.dicocco@erac.com  
**Date:** March 5th, 2008