



Participating Addendum Number 26007
for
Passenger Vehicle Rental and Box Truck Rental
between
the State of Iowa
and
EAN Services, LLC

This Participating Addendum is entered into by the State of Iowa ("Participating Entity") and the following Contractor (each a "Party" and collectively the "Parties") for the purpose of participating in NASPO ValuePoint Master Agreement Number PO-10700-00050035, executed by Contractor and the Oregon ("Lead State") for Passenger Vehicle and Box Truck Rental ("Master Agreement"):

EAN Services, LLC ("Contractor")
600 Corporate Park Drive
St. Louis, MO 63105

- I. Participating Entity shall participate in:**
a. Passenger Vehicle and Box Truck Rental

II. PARTICIPATING ADDENDUM CONTACTS.

Contractor's contact for this Participating Addendum is:

Ryan Benhoff
Sales Director
ryan.j.benhoff@em.com
(314) 928-3079

Participating Entity's contact for this Participating Addendum is:

Rick Tucker
Purchasing Agent
rick.tucker@iowa.gov
(515) 360-9912

- III. TERM.** This Participating Addendum is effective as of the date of the last signature below and will terminate upon termination of the Master Agreement, as amended, unless the Participating Addendum is terminated sooner in accordance with the terms set forth herein.
- IV. PARTICIPATION AND USAGE.** This Participating Addendum may be used by all state agencies, institutions of higher education, cities, counties, districts, and other political subdivisions of the state, and nonprofit organizations within the state if authorized herein and by law. Participating Entity has sole authority to determine which entities are eligible to use this Participating Addendum. If Contractor becomes aware that an entity's use of this Participating Addendum is not authorized, Contractor will notify NASPO ValuePoint to initiate outreach to the appropriate parties.
- V. GOVERNING LAW.** The construction and effect of this Participating Addendum and any Request for Services placed hereunder will be governed by, and construed in accordance with Participating Entity's laws.
- VI. SCOPE.** Except as otherwise stated herein, this Participating Addendum incorporates the scope, pricing, terms, and conditions of the Master Agreement and the rights and obligations set forth therein as applied to Contractor and Participating Entity and Purchasing Entities.
- a. **Services.** All services available through the Master Agreement may be offered and sold by Contractor to Purchasing Entities, including for personal use and an In State One Way Rental drop fee as discussed in Section 8(c) entitled "**Drop Fee.**" Notwithstanding the foregoing, and as stated above in Section I, Participating Entity shall participate in Passenger Vehicle and Box Truck Rental.

Any amendment to the Master Agreement shall be deemed incorporated into this Participating Addendum unless the amendment is rejected by mutual agreement of Participating Entity and Contractor.



Any conflict between this Participating Addendum and the Master Agreement will be resolved in favor of the Participating Addendum. The terms of this Participating Addendum, including those modifying or adding to the terms of the Master Agreement, apply only to the Parties and shall have no effect on Contractor's participating addenda with other participating entities or Contractor's Master Agreement with the Lead State.

VII. REQUEST FOR SERVICES. Purchasing Entities may place under this Participating Addendum by referencing the applicable CD number on a Request for Services. Each Request for Services placed under this Participating Addendum is subject to the pricing and terms set forth herein and in the Master Agreement, including applicable discounts, reporting requirements, and payment of administrative fees to NASPO ValuePoint and Participating Entity, if applicable.

VIII. PARTICIPATING ENTITY REPORTING REQUIREMENTS, ADMINISTRATIVE FEE, AND DROP FEE.

a. Quarterly Sales Report. The Contractor must keep a record of the purchases made pursuant to the Contract and submit a report to the Agency within sixty (60) days. The report must identify all State agencies and political subdivisions making purchases from this Contract and the quantities purchased pursuant to the Contract during the reporting period. The Contractor must submit quarterly reports via email to the State of Iowa Contract Manager.

Quarterly Reporting Schedule – based on calendar year

Quarter 1 Jan 1 – Mar 31 (Due May 31)

Quarter 2 Apr 1 – Jun 30 (Due August 31)

Quarter 3 Jul 1 – Sep 30 (Due November 30)

Quarter 4 Oct 1 – Dec 31 (Due February 28 or 29 (depending on whether there's a leap year))

b. Administrative Fee. The Contractor shall submit to the State of Iowa a one percent (1.00%) administrative fee on all sales made within the State of Iowa against this agreement. This will increase the current rate in the Master Agreement by 1%.

The administration fee is to be paid quarterly by the Contractor directly to the State of Iowa, made payable to the Iowa Department of Administrative Services. Notwithstanding the foregoing, Contractor will pay, for the Participating Entity on all base rental charges and the following optional products: GPS units, satellite radio service, toll device, Personal Affects Insurance (PAI), Personal Effects Coverage (PEC), and any charges for additional roadside assistance purchased by the Authorized User, but specifically excluding: taxes, facility charges and concession recovery and other pass-through fees and charges received from Authorized Users during the reporting period.

There are two (2) payment options available to submit quarterly administrative fees to the State of Iowa:

- i. By check made payable to "Iowa Department of Administrative Services" mailed to:
State of Iowa – DAS/Central Services
Enterprise Attention: DAS – Finance
1305 East Walnut Street, 3rd Floor Des Moines, IA 50319
Des Moines, IA 50319
- ii. Online by credit/debit card (MasterCard, Visa, Discover, or American Express) or ACH/e-check (an electronic version of a paper check processed using a checking or savings account). The online payment system is available 24 hours a day, 7 days a week.

a. Credit Card Fees: \$1.50 processing fee plus 2.5% of total



- b. ACH/e-check Fees: \$1.50 processing fee plus \$1.50 ACH/e-check fee

Link to pay State of Iowa contract administrative fees:

<https://ia.accessgov.com/das-procurement-admin/Forms/Page/das-procurement-admin/das-vendor-fees/>

NOTE: The State will not provide routing details for the State's Treasury bank account.

- c. **Drop Fee.** Contractor will offer In-State Home City One Way Rentals with a \$50.00 drop fee.

IX. FEDERAL FUNDING REQUIREMENTS. Requests for Services funded with federal funds may have additional contractual requirements or certifications that must be satisfied at the time the Request for Services is placed or upon delivery. When applicable, a Purchasing Entity will identify in the Request for Services any alternative or additional requirements related to the use of federal funds. By accepting the Request for Services, Contractor agrees to reasonably comply with the requirements set forth therein.

X. MODIFICATIONS. This Participating Addendum includes Modifications or Additions to the Master Agreement.

a. Payment Terms

Payment for completion of a contract order is normally made within 60 days following the date the entire order is fulfilled or the date a correct invoice is received, whichever is later. The Contractor shall submit an invoice for services rendered in accordance with this Contract. The invoice shall comply with all applicable rules concerning payment of such claims. The Purchasing Entity shall verify the Contractor's performance of the services outlined in the invoice before making payment. The Purchasing Entity shall pay all approved invoices in arrears and in conformance with Iowa Code 8A.514. The Agency may pay in less than sixty (60) days, but an election to pay in less than sixty (60) days shall not act as an implied waiver of Iowa Code § 8A.514.

b. Affirmative Action

The Contractor, its employees, agents, and subcontractors shall not engage in discriminatory employment practices which are forbidden by federal or state law, executive orders, and rules of the Iowa Department of Administrative Services. The Contractor, its employees, agents, and subcontractors shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations, orders when performing under the Contract, including without limitation, all laws applicable to the prevention of discrimination in employment (e.g., Iowa Code chapter 216 and section 19B.7) and the use of targeted small businesses as subcontractors and suppliers.

c. Certificate of Liability Insurance

The Contractor shall furnish the Participating Entity with a current Certificate of Liability Insurance indicating the following insurance coverages, which may be provided by Contractor via either policies of insurance or as a self-insurer:

<i>Type of Insurance</i>	<i>LIMIT</i>	<i>AMOUNT</i>
General Liability (including contractual liability) written on an occurrence basis	General Aggregate	\$2 million
	Products –	
	Comp/Op Aggregate	\$1 Million
	Personal injury	\$1 Million
	Each Occurrence	\$1 Million



Automobile Liability (including contractual liability) used or operated by the Contractor written on an occurrence basis	Combined single limit	\$1 Million
Excess Liability, Umbrella Form	Combined single limit per Occurrence	\$5 Million
Property Damage	Each Occurrence Aggregate	\$1 Million \$1 Million
Workers Compensation and Employer Liability	As Required by Iowa law	As required by Iowa law

The Contractor shall, upon request from Participating Entity, send an updated COI to the Participating Entity's Contract Manager prior to expiration of the current COI for the duration of the Participating Addendum and any renewal periods.

d. Liability Protection for Box Truck

For rentals in the U.S. to Authorized Users for Business Use who are 21 years old or older only, rates for Box Trucks include LP for accidents arising out of the operation or use of the rental vehicle with a combined single limit of \$1,000,000, upon the terms and subject to the limitations set forth in the Master Agreement and herein and in the insurance policy which provides coverage. Unless required by law, Liability Protection excludes any protection afforded under: first party benefits; personal injury protection; medical payments; no-fault; and uninsured or underinsured motorist. No coverage is provided for physical damage to, or theft of, the rental Box Truck.

Box Truck rates shall be those rates reflected on the \$1M Liability Rate Plan under the Master Agreement, subject to adjustment for the Administrative Fee.

e. Choice of Law and Forum

The laws of the State of Iowa shall govern and determine all matters arising out of or in connection with this Participating Addendum without regard to the conflict of law provisions of Iowa law. Any and all litigation commenced in connection with this Participating Addendum shall be brought and maintained solely in Polk County District Court for the State of Iowa, Des Moines, Iowa, or in the United States District Court for the Southern District of Iowa, Central Division, Des Moines Iowa, wherever jurisdiction is appropriate. This provision shall not be construed as waiving any immunity to suit or liability including without limitation sovereign immunity in State or Federal court, which may be available to the Participating Entity.

a. Tax Exemption

The State of Iowa is sales tax exempt within the state of Iowa. Invoices should not contain sales tax for services purchased in the state of Iowa.

XI. NOTICE. Any notice required herein shall be sent to the following:

For Contractor:

Enterprise Mobility
 Attn: General Counsel
 600 Corporate Park Drive
 Saint Louis, MO 63105

For Participating Entity:

Rick Tucker
 Purchasing Agent
 1305 E Walnut Street
 Des Moines, IA 50319

XII. SUBMISSION OF PARTICIPATING ADDENDUM TO NASPO VALUEPOINT. Upon execution, Contractor shall promptly email a copy of this Participating Addendum and any amendments hereto to NASPO

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ValuePoint at pa@naspovaluepoint.org. The Parties acknowledge and agree that the Participating Addendum, as amended, may be published on the NASPO ValuePoint website.

SIGNATURE

The undersigned for each Party represents and warrants that this Participating Addendum is a valid and legal agreement binding on the Party and enforceable in accordance with the Participating Addendum's terms and that the undersigned is duly authorized and has legal capacity to execute and deliver this Participating Addendum and bind the Party hereto.

IN WITNESS WHEREOF, the Parties have executed this Participating Addendum.

CONTRACTOR:


Matthew Morrison (Aug 5, 2025 15:26:36 CDT)

Signature
Matthew Morrison

Printed Name
Assistant Secretary

Title
08/05/2025

Date

PARTICIPATING ENTITY:


Rick Tucker (Aug 5, 2025 15:45:22 CDT)

Signature
Rick Tucker

Printed Name
Purchasing Agent

Title
08/05/2025

Date

NASPO Iowa Enterprise PA 26007

Final Audit Report

2025-08-05

Created:	2025-08-05
By:	Rick Tucker (rick.tucker@iowa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAR8qITdunHifY9mUuYZW94I0WiRSjqBCT

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-  Document created by Rick Tucker (rick.tucker@iowa.gov)
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-  Document emailed to ryan.j.benhoff@em.com for signature
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-  Document signing delegated to matthew.j.morrison@em.com by ryan.j.benhoff@em.com
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-  Signer matthew.j.morrison@em.com entered name at signing as Matthew Morrison
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-  Document e-signed by Matthew Morrison (matthew.j.morrison@em.com)
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✔ Agreement completed.

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