

**Participating Addendum  
for  
Passenger Vehicle Rental and Box Truck Rental  
between  
State of Missouri  
and  
EAN Services, LLC**

This Participating Addendum is entered into by the State of Missouri (“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 State of 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 State shall participate in:**

- a. Passenger Vehicle Rental ☐
- b. Box Truck Rental Only ☐
- c. Both Vehicle and Box Trucks ☒

**II. PARTICIPATING ADDENDUM CONTACTS.**

Contractor’s contact for this Participating Addendum is:

Ryan Benhoff  
Sales Director, Strategic Partnerships  
[Ryan.J.Benhoff@em.com](mailto:Ryan.J.Benhoff@em.com)  
314-928-3079

Participating Entity’s contact for this Participating Addendum is:

Kelsey Huwe  
Procurement Supervisor  
[kelsey.huwe@oa.mo.gov](mailto:kelsey.huwe@oa.mo.gov)  
573-522-1308

**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.** 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.

This NASPO ValuePoint Master Agreement may be used by all state agencies, institutions of higher institution, political subdivisions and other entities authorized to use statewide contracts in the State of Missouri. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official.

**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, for use by state agencies governed by Chapter 34 RSMo, political subdivisions, and universities of the State of Missouri authorized by that State's statutes to utilize State contracts with the prior approval of the State's Chief Procurement Official.

- a. **Services.** All services available through the Master Agreement may be offered and sold by Contractor to Purchasing Entities.
- b. **Contractor Partners.** All subcontractors, dealers, distributors, resellers, and other partners identified on Contractor's NASPO ValuePoint webpage as authorized to provide Products and Services to Participating Entity may provide Products and Services to users of this Participating Addendum. Contractor will ensure that the participation of Contractor's subcontractors, dealers, distributors, resellers, and other partners is in accordance with the terms and conditions set forth in the Master Agreement and in this Participating Addendum.

Any amendment to the Master Agreement shall be deemed incorporated into this Participating Addendum.

**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 a request for an order/service under this Participating Addendum by referencing the Participating Addendum Number on a purchase order. 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. MISSOURI STATEWIDE CONTRACT QUARTERLY ADMINISTRATIVE FEE.** The contractor shall pay a one percent (1%) administrative fee to the State of Missouri which shall apply to all payments received by the contractor for all products and services provided under the Master Agreement and this Participating Addendum. Payment of the one percent administrative fee shall be non-negotiable.

- a. **Missouri Statewide Contract Quarterly Administrative Fee Report.** Contractor shall pay the administrative fee at the end of each calendar quarter (i.e. March 31, June 30, September 30, December 31). The total administrative fee for a given quarter must equal one percent (1%) of all base rental charges and the following optional products: OPS units, satellite radio service, toll device, Personal Affects Insurance (PAI), Personal Effects Coverage (PEC), and any charges for additional roadside assistance purchased by the Traveler, BUT specifically excluding: taxes, facility charges and concession recovery and other pass-through fees and charges received from Authorized Purchasers during the reporting period. The administrative fee must be received by the Division of Purchasing no later than 60 days following the end of the calendar quarter, unless the 60<sup>th</sup> day is not a business day in which case the next business day thereafter shall be considered the administrative fee deadline.
- b. **Payments.** The Contractor's payments shall be made using one of the following acceptable payment methods:

- i. **Check.** Personal check, company check, cashier's check, or money order made payable to the "Missouri Revolving Information Technology Trust Fund" and sent to the following mailing address: Division of Purchasing, P.O. Box 809, Jefferson City, MO 65102 – 0809 OR Division of Purchasing, 301 West High Street, Room 630, Jefferson City, MO 65101-1517. The contractor's payment by check shall authorize the State of Missouri to process the check electronically. The contractor understands and agrees that any returned check from the contractor may be presented again electronically and may be subject to additional actions and/or handling fees.
- ii. **Electronic Payment.** Instructions on how to submit payments electronically by automated clearing house (ACH) will be provided upon request by contacting the Division of Purchasing at (573) 751-2387.
- c. **Check or Transmittal Document.** All payments of the administrative fee shall include the contract number on any check or transmittal document. However, only one contract number must be entered on a check or transmittal document. If submitting an administrative fee payment for more than one contract, then a separate check or electronic payment and associated transmittal document must be submitted by the contractor for each contract.

#### **IX. MISSOURI STATEWIDE CONTRACT QUARTERLY ADMINISTRATIVE FEE REPORT.**

The contractor shall submit a Missouri Statewide Contract Quarterly Administrative Fee Report to the Division of Purchasing that shall identify the total payments (minus returns and credits) received by the contractor from state agencies, political subdivisions, universities, and governmental entities in other states that were made pursuant to the contract.

- a. **Missouri Statewide Contract Quarterly Administrative Fee Report.** Contractor shall prepare and submit the Missouri Statewide Contract Quarterly Administrative Fee Report at the end of each calendar quarter (i.e. March 31, June 30, September 30, December 31) for total payments (minus returns and credits) received by the contractor during the calendar quarter. The Missouri Statewide Contract Quarterly Administrative Fee Report must be received by the Division of Purchasing no later than the 60th calendar day following the reporting quarter entered on the report, unless the 60th day is not a business day in which case the next business day thereafter shall be considered the reporting deadline. Even if there has been no usage of the contract during the reporting quarter, the contractor must still submit a report and indicate no payments were received by marking the appropriate box on the report form.
- b. **Payments.** The Missouri Statewide Contract Quarterly Administrative Fee Report form may be downloaded from the following Division of Purchasing website: <http://oa.mo.gov/purchasing/vendor-information>. The Missouri Statewide Contract Quarterly Administrative Fee Report must be submitted using one of the following methods:
  - i. Mail:  
Division of Purchasing,  
P.O. Box 809, Jefferson City MO 65102-0809  
OR  
Division of Purchasing,  
301st High Street, Room 630, Jefferson City, MO 65101-1517  
Fax: (573) 526-9815
  - ii. Email: [ereports@oa.mo.gov](mailto:ereports@oa.mo.gov)

- c. Modifications.** Contractor shall agree that the Division of Purchasing reserves the right to modify the requested format and content of the Missouri Statewide Contract Quarterly Administrative Fee Report by providing thirty (30) calendar days written notice to the Contractor. Contractor shall also agree the Division of Purchasing may unilaterally amend the contract, with thirty (30) calendar days notice to Contractor to change the method of payment of the administrative fee.

- X. MISSOURI STATEWIDE CONTRACT QUARTERLY USAGE REPORT.** Contractor shall submit a Missouri Statewide Contract Quarterly Usage Report to the Division of Purchasing which shall provide the Data Element information listed below:

| <b>Data Element</b>                      | <b>Description</b>                                                                                                                                                                                               |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Contractor Name                          | Contractor name as it appears on the contract.                                                                                                                                                                   |
| Statewide Contract Number                | Statewide contract number as listed on the cover page of your contract with the State of Missouri.                                                                                                               |
| Report Contact Name                      | Name of the person completing the report on behalf of the contractor.                                                                                                                                            |
| Contact Phone Number                     | Phone number for the person completing the report.                                                                                                                                                               |
| Contact Email Address                    | Email address for the person completing the report.                                                                                                                                                              |
| Date Report Submitted                    | Date the Missouri Statewide Contract Quarterly Usage Report is submitted to Division of Purchasing.                                                                                                              |
| Reporting Quarter                        | Quarter for which the contractor is reporting purchases on the contract.                                                                                                                                         |
| Entity Type                              | Indicate the type of entity by entering "S" for Missouri state agency, "P" for Missouri political subdivision, "U" for Missouri university, or "O" for political subdivision or state entity from another state. |
| Customer Name                            | Customer's name. If the customer has multiple locations, please only use the main entity name.                                                                                                                   |
| Product or Service Description           | Description of product or service purchased.                                                                                                                                                                     |
| Purchase Authorization Number/Identifier | Purchase Authorization Number/Identifier supplied by customer to contractor. Enter PO or other authorization number/identifier. If procurement card used, enter "P-Card".                                        |
| Contract Line Item Number                | Line item number on the contract.                                                                                                                                                                                |
| Quantity Delivered                       | Quantity (i.e. excluding returns) of products delivered. Enter a quantity of "1" for a service/project.                                                                                                          |
| Unit Price Charged                       | Unit Price Charged (i.e. excluding credits) for the product or service purchased.                                                                                                                                |
| Extended Price                           | Quantity Delivered X Unit Price Charged.                                                                                                                                                                         |

- a. Missouri Statewide Contract Quarterly Usage Report.** Contractor shall prepare and submit the Missouri Statewide Contract Quarterly Usage Report at the end of each calendar quarter (i.e. March 31, June 30, September 30, December 31) for the purchases made under the contract during the calendar quarter. The Missouri Statewide Contract Quarterly Usage Report must

be received by the Division of Purchasing no later than the 60th calendar day following the reporting quarter entered on the Missouri Statewide Contract Quarterly Usage Report, unless the 60th is not a business day in which case the next business day thereafter shall be considered the reporting deadline. Even if there has been no usage of the contract during the reporting quarter, Contractor must still submit a report and indicate no purchases were made.

- b. Submission.** Contractor must submit a Missouri Statewide Contract Quarterly Usage Report electronically either utilizing the “Missouri Statewide Contract Quarterly Usage Report” worksheet which is downloadable from <http://oa.mo.gov/purchasing/vendor-information> or utilizing another format which is Excel-exportable. Contractor must submit the Missouri Statewide Contract Quarterly Usage Report to the following email address: [ereports@oa.mo.gov](mailto:ereports@oa.mo.gov).
- c. Modifications.** Contractor shall agree that the Division of Purchasing reserves the right to modify the requested format and content of the Missouri Statewide Contract Quarterly Usage Report by providing thirty (30) calendar days’ written notice to Contractor.

**XI. FEDERAL FUNDING REQUIREMENTS.** Request 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 comply with the requirements set forth therein.

**XII. ATTACHMENT.** This Participating Addendum includes the following attachment:

- a.** Attached A - State of Missouri Cooperative Contract Document and attachments.

**XIII. THIRD PARTY LIABILITY – BOX TRUCK RENTAL.** Participating Entity agrees to the following alternative insurance arrangement. This arrangement supersedes any Liability Protection offerings provided in the Master Agreement for Box Truck rentals. 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, for accidents arising out of the operation or use of the rental vehicle, financial responsibility of \$100,000 because of bodily injury or death of one person or \$300,000 because of bodily injury or death of two or more persons and \$50,000 because of injury to or destruction of property damage provided through an insurance policy or self-insurance upon the terms herein and subject to the limitations set forth in the Master Agreement, the applicable rental agreement and/or the insurance policy. Unless required by law, no protection is afforded for 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.

**XIV. ONE-WAY DROP FEE.** Notwithstanding anything in the Master Agreement to the contrary, the drop fee for Home City or non-airport in-state one-way rentals (i.e. vehicles picked up and dropped off in the same state) in the State of Missouri shall be \$25.00.

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

For Contractor:  
EAN Services, LLC  
500 Corporate Park Drive  
St. Louis, MO 63105  
Attn: Ryan Benhoff  
Sales Director, Strategic Partnerships

With a copy to:  
Enterprise Legal

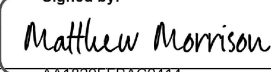
For Participating Entity:  
Kelsey Huwe  
Procurement Supervisor  
[kelsey.huwe@oa.mo.gov](mailto:kelsey.huwe@oa.mo.gov)  
573-522-1308

**XVI. 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 ValuePoint at [pa@naspovaluepoint.org](mailto:pa@naspovaluepoint.org). The Parties acknowledge and agree that the Participating Addendum, as amended, may be published on the NASPO ValuePoint website.

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

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.

**PARTICIPATING ENTITY:**

**CONTRACTOR:** EAN Services, LLC  
Signed by:  
  
AA1829FFBAC9414...  
**Signature**  
  
Matthew Morrison  
**Printed Name**  
  
Assistant Secretary  
**Title**  
  
September 8, 2025 | 9:35 AM PDT  
**Date**

**PARTICIPATING ENTITY:**  
  
**Signature**  
  
Karen S. Boeger  
**Printed Name**  
  
Director, Division of Purchasing  
**Title**  
  
9/18/2025  
**Date**

**EXHIBIT A**

**Missouri Economic Impact:** The utilization of Missouri businesses and Missouri employees and other positive economic impact in the provision of the products and/or services under this agreement between the State of Missouri and the contractor is highly desirable for the State of Missouri. Therefore, please provide responses to the following to describe your Missouri economic impact.

1. Provide a description of the company's economic presence within the State of Missouri, including Missouri employee statistics, Missouri business facilities (size, type of facility, location), Missouri subcontractors, etc.

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2. Provide a description of the proposed services that will be performed and/or the proposed products that will be provided by Missourians and/or Missouri products under the Missouri Contract.

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3. Provide a description of the economic impact returned to the State of Missouri through tax revenue obligations.

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4. List all Missouri certified Minority Business Enterprises (MBE)/Women Business Enterprises (WBE) as defined at Website: <http://oeo.mo.gov> you will use in the provision of products and services under the contract:

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5. List all Missouri Organizations for the Blind or any Missouri Sheltered Workshops as listed at Websites <http://dese.mo.gov/special-education/sheltered-workshops/directories>, <http://www.lhbindustries.com> and <http://www.alphapointe.org> you will use in the provision of products and services under the contract:

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6. List all Missouri Service-Disabled Veteran Business Enterprises (SDVE's) as listed at Websites <http://oa.mo.gov/sites/default/files/sdvelisting.pdf> you will use in the provision of products and services under the contract:

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**From:** [Benhoff, Ryan J](#)  
**To:** [Huwe, Kelsey](#); [Crane, Aubrey A](#)  
**Cc:** [Crockwell, Brian T](#); [Konicek, Kendall F](#); [Benhoff, Ryan J](#)  
**Subject:** RE: Exciting News: NASPO Master Agreement (PO-10700-00050035) Now in Place – Let's Partner!  
**Date:** Friday, September 12, 2025 2:56:56 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)  
[image008.png](#)  
[image009.png](#)  
[image010.png](#)  
[image011.png](#)  
**Importance:** High

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Good afternoon Kelsey, you should have received the signed portion of Exhibit D of the COOP form. We have left multiple messages and emails to MOBUYS to no avail at this point. Will this prohibit you from being able to counter sign prior to end of day Monday 9/15?

Please add the below answers in red to Exhibit A

**Missouri Economic Impact:** The utilization of Missouri businesses and Missouri employees and other positive economic impact in the provision of the products and/or services under this agreement between the State of Missouri and the contractor is highly desirable for the State of Missouri. Therefore, please provide responses to the following to describe your Missouri economic impact.

1. Provide a description of the company's economic presence within the State of Missouri, including Missouri employee statistics, Missouri business facilities (size, type of facility, location), Missouri subcontractors, etc.

**Enterprise Mobility has various rental locations in the state of Missouri. Some of those rental locations are at airports and others are home-city.**

2. Provide a description of the proposed services that will be performed and/or the proposed products that will be provided by Missourians and/or Missouri products under the Missouri Contract. **Car and Truck rental services.**

3. Provide a description of the economic impact returned to the State of Missouri through tax revenue obligations.

**\$15.9 million (calendar year 2024)**

4. List all Missouri certified Minority Business Enterprises (MBE)/Women Business Enterprises (WBE) as defined at Website: <http://oeo.mo.gov> you will use in the provision of products and services under the contract:

**KEITH CONTRACTING LLC**  
**GLOBAL ENVIRONMENTAL, INC.**  
**SE3, LLC**  
**KENDALLS HAULING L.L.C.**  
**BEST TRANSPORTATION INC.**



WHEN YOU REQUIRE COMPUTER SERVICES LLC  
OSAGE GRAPHIX INC.  
MSD PLUMBING COMPANY  
T J PLUMBING CO INC.  
A-1 PRIVATE INVESTIGATIONS, LLC  
DOCUMENT IMAGING SYSTEMS OF ST. LOUIS  
TOTAL LOCK & SECURITY, INC.  
H & H BRIDGE COMPANY  
HAPPY GOPHER PARCEL EXPRESS INC  
QUALITY FIRE PROTECTION SYSTEMS INC.  
BEST CHOICE CLEANING SERVICES LLC  
SCALES PLUMBING CO. LLC  
WELLSTON SCRAP METAL LLC  
T.A.B. COMPANY, INC.  
REGENCY ENTERPRISE SERVICES LLC  
CROSS RHODES REPROGRAPHICS INC  
CENTREX ELECTRICAL SUPPLY CORP.  
ST. LOUIS METAL & RECYCLING COMPANY INC.  
THE FLETCHER COMPANY LLC  
STEPNEY BROTHERS AUTO BODY INC.  
SERVICEMASTER ORIGINAL MAINTENANCE SERVICES  
INC.  
RRRD INC.  
B.E. SCAIFE PLUMBING COMPANY INC.  
KANE DEVELOPMENT LLC  
C THREE BUSINESS CONSULTANTS LLC  
BINGMAN CONSTRUCTION COMPANY  
SERVICE CENTRAL GLASS AND DOOR INC  
SOUTHSIDE WELLNESS CENTER, INC.  
EXTREME MECHANICAL LLC  
G&V MOBILE DETAIL SERVICES LLC

5. List all Missouri Organizations for the Blind or any Missouri Sheltered Workshops as listed at Websites <http://dese.mo.gov/special-education/sheltered-workshops/directories>, <http://www.lhbindustries.com> and <http://www.alphapointe.org> you will use in the provision of products and services under the contract:

N/A

6. List all Missouri Service-Disabled Veteran Business Enterprises (SDVE's) as listed at Websites <http://oa.mo.gov/sites/default/files/sdvelisting.pdf> you will use in the provision of products and services under the contract:

Cross Rhodes Reprographics INC  
Campbell Security and Service Group, LLC

B.E. Scaife Plumbing Company INC.



**Ryan Benhoff**

Sales Director  
Strategic Partnerships

314-928-3079 direct  
618-910-8849 mobile

[Ryan.J.Benhoff@em.com](mailto:Ryan.J.Benhoff@em.com)

600 Corporate Park Drive  
St. Louis, MO 63105

[enterprisemobility.com](http://enterprisemobility.com)