Montana Department of Transportation

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Michael T. Tooley, Director
Steve Bullock, Governor

VISION ZERO
zero deaths
zero serious injuries

DATE: June 7, 2019

TO: All Motor Pool Users

FROM: Jonathon Swartz, Administrator
Maintenance Division

SUBJECT: FY2020 Motor Pool Rental Rates

The following Motor Pool rental rates are effective July 1, 2019. These rates are for Fiscal Year 2020.

Class No.	Description	Assigned Rate	Tier (1) Usage Rate	Tier (2) Usage Rate	Tier (3) Usage Rate
02	Small Utilities	$1.488	$0.139	$0.160	$0.182
04	Large Utilities	$1.742	$0.188	$0.217	$0.246
05	Hybrid Sedans	$0.985	$0.110	$0.123	$0.136
06	Mid-Size Compact Cars	$1.237	$0.128	$0.146	$0.164
07	Small Pickups	$0.432	$0.200	$0.230	$0.260
11	Large Pickups	$1.152	$0.209	$0.242	$0.276
12	Van, All Types	$1.350	$0.156	$0.181	$0.205

The dual rate structure will be charged as follows:

1. 8 hours assigned time will be charged for every day you have the vehicle in your possession regardless of the time you pick up or return the vehicle to Motor Pool.
2. The usage rate will be charged for every mile driven.
3. Assigned time plus usage will be your total rental rate charge.

Example – A Class Code 05 -Hybrid Sedan is rented July 10, 2019 and picked up at 10:30 AM. Unit is returned July 12, 2019 at 9:00AM. Unit is driven 300 miles. Rental charge will be as follows:

July 10 - July 12 = 3 days multiplied by 8 hours/day = 24 hours
24 hours multiplied by Assigned rate $0.985 = $23.64
Miles Driven = 300 miles multiplied by Usage rate $0.110 = $33.00
Total Rental Charge = $23.64 + $33.00 = $56.64

The Motor Pool has received approval from the Legislature to implement tiered usage rates. Tier (1) is the current usage rate for FY 2020. At the discretion of State Motor Pool and OBPP, Tier 2 and 3 will go into effect in the event that fuel prices increase above $3.22 and $3.72 per gallon. The State Motor Pool and OBPP will work in conjunction to determine when the next tier has been reached and to notify agencies in advance of any rate changes.

- Automatic comprehensive/collision coverage will be provided for all state agencies for the first 30 days of the lease at no cost to the agency.

- The leasing agency will be responsible for paying a deductible in the event that an accident may occur. The Risk Management & Tort Defense Division will bill agencies the deductible for each loss.
- In the event of an accident, the lessee must immediately notify the Motor Pool at (406)444-2705.
- Questions regarding the comprehensive/collision coverage must be directed to the Risk Management & Tort Defense Division.

All current Motor Pool leaseholders will be contacted and lease information will be brought up to date. If you have any questions concerning the rates, contact Jeff Olsen at (406)444-6319.

C: Motor Pool Manager