STATE ADMINISTRATIVE MANUAL

MANAGEMENT MEMO

SUBJECT: **STATE PAYMENT CARD ACT (AB 1374)**	NUMBER: **MM 01-26**
	DATE ISSUED: **January 1, 2002**
	EXPIRES: **April 30, 2002**
REFERENCES: Supersedes Management Memo 00-10	ISSUING AGENCY: **Department of General Services**

This Management Memo announces the extension of Master Service Agreements (MSA) for credit and debit card acceptance and processing. All five MSAs are extended from January 1, 2002 through April 30, 2002.

An agency can subscribe to one of these MSAs by initiating a subscription agreement with the vendor. Each subscription agreement may contain a particular set of terms and conditions that best meet the specific needs of each agency. Those agencies that have existing subscription agreements will need to amend theirs to include the extension through April 30, 2002. The new MSAs will take effect May 1, 2002 through April 30, 2005.

Visa and MasterCard processing

State agencies may subscribe for Visa and MasterCard processing services from one of the three vendors listed below.

- Discover Financial Services, Inc. / First Data Merchant Services
- Nova Information Systems / Imperial Bank
- Paymentech Merchant Services, Inc.

The three Visa/MasterCard vendors listed above can provide processing (authorization, capture, and routing) for American Express and/or Discover Cards. Subscribers must complete a separate subscription agreement and receive settlement directly from American Express and/or Discover Financial Services, Inc. under the terms and conditions of the MSAs.

American Express and Discover Card processing

The following two vendors provide American Express or Discover Card processing exclusively.

- American Express Travel Related Services, Inc.
- Discover Financial Services, Inc.

More information may be found at the Department of General Services, Office of Fleet Administration's website located at www.ofa.dgs.ca.gov. For questions or copies of the current extensions, please contact James Sapnaro at (916) 322-9017 or james.sapnaro@dgs.ca.gov.

Barry D. Keene

Barry D. Keene, Director
Department of General Services

Attachment

BK:RS:JS

Vendor Contact Information

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