



Department of General Services
Office of Fleet & Asset Management
1700 National Drive, Sacramento, CA 95834

September 29, 2016

TO: Voyager Fleet Card Coordinators

RE: New Agreement for Fleet Card Services (Voyager)

The Department of General Services, Office of Fleet & Asset Management (DGS-OFAM) has executed a new agreement for the State's Fleet Card Services (Voyager) Program as follows:

Agreement No.	Contractor Name	Agreement Term
7-16-99-27	U.S. Bank National Association	07/27/16 – 12/31/18

The new agreement is available on the DGS-OFAM Voyager Program website at:
<http://www.dgs.ca.gov/ofam/Programs/StateFleetCard.aspx>.

This new agreement replaces the State's current One Provider Agreement No. RFP-DGS-OFA-OPPS-06. All fuel card services provided to participating agencies for the State's Voyager Program will be governed by this new agreement effective November 1, 2016.

State agencies currently participating in the Voyager Program will continue to receive card services under this new agreement with U.S. Bank without interruption. All card accounts will automatically transfer to the new agreement on the effective date. All associated cards will remain active and will not require replacement.

However, in order to ensure the timely receipt of rebates earned under the new agreement terms (Exhibit E, Section 3[B]), state agencies are required to submit a State Agency Subscription Agreement (formatted STD 213). The completed Subscription Agreement must be submitted on or before October 24, 2016. Please coordinate with your agency's contracts unit to complete the process outlined on the next page.

SUBSCRIPTION AGREEMENT PROCESS FOR CURRENT PARTICIPATING STATE AGENCIES:

- 1) State Agency completes, but does **NOT** sign, a [Voyager Subscription Agreement](#) (formatted STD 213);
- 2) State Agency submits the completed, **unsigned**, Subscription Agreement, along with return instructions, to U.S. Bank at Voyagerstatesales@usbank.com for signature.
 - U.S. Bank will sign and return the Subscription Agreement for Agency's signature.
- 3) State Agency signs and emails a scanned copy of the executed Subscription Agreement to DGS-OFAM at OFAMVoyagerCard@dgs.ca.gov.
 - *DGS-OFAM will submit to Office of Legal Services for final approval. Upon approval, copies will be forwarded to the State Agency and U.S. Bank.*

If you have questions regarding this notification, please contact the DGS-OFAM Voyager Team at OFAMVoyagerCard@dgs.ca.gov.

For more information regarding the Voyager Fuel Card Program, please visit our website at <http://www.dgs.ca.gov/ofam/Programs/StateFleetCard.aspx>.