



**U.S. Department of
Transportation**
Office of the Secretary
Of Transportation

1200 New Jersey Ave., S.E.
Washington, DC 20590

U.S. Department of Transportation/OST
TAILORED TASK ORDER FOR PURCHASE CARD SERVICES

1. **DATE OF ORDER:** November 19, 2007
2. **GSA CONTRACT NUMBER:** GS-23F-T0004
3. **TASK ORDER NUMBER:** 69-08-0001
4. **PERIOD OF PERFORMANCE:**
 - a. Transitional Period of Performance: November 19, 2007 through November 29, 2008
 - b. Transactional Period of Performance:
 - Base Period: November 30, 2008 through November 29, 2012
 - Option Period 1: November 30, 2012 through November 29, 2013
 - Option Period 2: November 30, 2013 through November 29, 2014
 - Option Period 3: November 30, 2014 through November 29, 2015
 - Option Period 4: November 30, 2015 through November 29, 2016
 - Option Period 5: November 30, 2016 through November 29, 2017
 - Option Period 6: November 30, 2017 through November 29, 2018
5. **ACCOUNTING AND APPROPRIATION DATA:** As specified by each authorized user.
6. **PRIMARY POINTS OF CONTACT:** For all matters relating to this task order, please contact:
 - a. Contracting Officer:

Kevin A. Mooney
US Dept. of Transportation/OST
W83-504
1200 New Jersey Ave., SE
Washington, DC 20590
Tel.: (202) 366-4975
E-mail: kevin.mooney@dot.gov
Fax: (202) 366-7510
 - b. Contracting Officer's Technical Representative:

Kevin A. Mooney
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1200 New Jersey Ave., SE
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- c. Task Order Coordinators:
Purchase: Kevin A. Mooney, Tel.: (202) 366-4975, E-mail: Kevin.mooney@dot.gov
- d. Secondary points of contact will be assigned for additional activities authorized to use this task order.

7. CONTRACT LINE ITEM NUMBERS (CLINS) ORDERED AND PRICE:

The following documents are hereby incorporated into the contract:

- US Bank's Master Contract (Contract # GS-23F-T0004)
- US Bank's task order technical proposal dated October 15, 2007
- US Bank's task order proposal pricing dated October 15, 2007
- Global DOT purchase card requirements contained in the DOT TO RFP (see below):

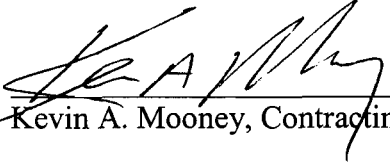
EAS Related:

- 1) the contractor shall provide front end and back end support of the core Electronic Access System (EAS) via the intra/internet;
- 2) the contractor shall provide all materials/services associated with DOT's daily electronic purchase card payments (mailboxes, connectivity, etc.)
- 3) the contractor shall provide (at no cost to the government), purchase card audit software (separate from the offeror's EAS reporting systems);
- 4) the contractor shall provide the functionality in its EAS for APCs to see approving officials & card holders and be able to see their relationship in the program hierarchy in one report;
- 5) The contractor's EAS shall allow APCs to make changes to program hierarchies;
- 6) The contractor, either by its EAS or customer service team shall notify both card holders and approving officials of a cardholder immanent suspension.

Service Related:

- 7) the contractor shall, at a time/location agreeable to DOT, hold a purchase card training conference for purchase card program coordinators, procurement, finance, and budget personnel. This conference will be held **annually**. DOT will pay for costs associated with its employees travel, food/lodging. The contractor shall supply all training material, conference rooms and training personnel at its own expense.
- 8) the contractor shall perform any credit reports required by statute or agency requirement;

- 9) The contractor shall deliver electronically each quarter a set of standard set of 5 management reports to DOT's OA APCs.
- 10) The contractor shall provide 1 stop APC customer service at its call center
- 11) DOT reserves the right to add current and future value added products and services throughout the task order by modification.


Kevin A. Mooney, Contracting Officer

11/19/07
Date