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# THE PROPERTY Connection

Spring 2005 • volume 21, issue 4

A Publication of the West Virginia State Agency for Surplus Property

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## Surplus Property's Customer Appreciation Sale Offers Substantial Bargains to its Eligible Organizations

The West Virginia State Agency for Surplus Property (WVSASP) conducted its Customer Appreciation Sale on April 12-14, 2005. With both warehouses full of quality items, including office supplies and furniture, kitchen equipment, hand tools, trucks, tractors and machine tools, customers were able to save 75 percent off the already low, discounted prices.

Cooler temperatures and rain did nothing to deter those individuals who came to shop. This year, approximately 50 customers walked away spending approximately \$8,500 for property with a total acquisition cost of nearly \$200,000.

"We always appreciate our pro-



Mayor Larry Conley of Belle has been shopping at Surplus Property for years and was looking forward to attending this sale.

gram participants, but on occasion, we like to demonstrate our gratitude with even lower prices," said Surplus Property Manager Ken Frye. "About once a year, we offer a Customer Appreciation Sale to thank everyone for their continued support for our program. This year, we decided to reduce our normal service and handling fees by a full 75 percent, which is the greatest reduction in recent years."

Frye added that he believes those customers who attended were able to return to their organizations with *real bargains*. And that they did! Julie Maynard, Deputy Chief of the Wayne Fire Department, attended the sale with one of her co-workers and brought a list of specific items the department was needing. "We're looking for generators today to be used in case of a major power outage," she explained, "so, our fire department will be able to man the whole county as far as a communications system goes." Maynard is responsible for



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### A Whale of a Sale!

Customers inspected a variety of items at the Surplus Property's Customer Appreciation Sale in hopes of finding the bargains they needed for their organizations.

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### In Other News...

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## Eligibility and Compliance Requirements Important

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The staff of the West Virginia State Agency for Surplus Property constantly reminds our customers of the importance in abiding by our program requirements, especially those which relate to eligibility and compliance.

In this issue of **The Property Connection**, articles are included which outline these requirements yet again. Why are we so adamant about reinforcing the importance of these requirements onto our customers? The explanation is simple.

The surplus property programs are created within the state and federal governments to provide assistance to *eligible* organizations. It is extremely important that the participating organization in these programs utilize the property for the appropriate purpose for which it was purchased. The compliance requirements are printed on the reverse side of the invoice and the program eligibility form; however, should you have questions regarding these requirements, it is vital that you ask our staff for clarification.

Additionally, please pay special attention to the eligibility expiration dates of your organization's participation. These expiration dates tie directly into the compliance requirements of the property the organization acquires. For example, if your eligibility status expires, but your



### THE MANAGER'S PERSPECTIVE

*KEN FRYE*

organization has property that is within the compliance period, your organization would be viewed as in 'non-compliance.'

As part of your eligibility requirements, in some cases, especially with non-profit health and educational organizations, certain licenses or approvals are required by state and federal government agencies. It is important that your organization sends the West Virginia State Agency for Surplus Property copies of your current licenses and approvals for our eligibility file.

If you have questions regarding your eligibility status, please feel free to contact our Eligibility Clerk Jennifer Lovejoy at (304) 766-2626 or toll-free at (800) 576-7587.

Your cooperation in meeting the program requirements is greatly appreciated.

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### Customer Appreciation Continued from Page 1

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keeping their fire department operating and said they work closely with the local Red Cross, which is actually housed within their department building. "I've been shopping at Surplus Property for years and am always able to find good deals. I am never disappointed." And yes...she found the generator she was looking for at the sale.

Other return customers like Mayor Larry Conley of Belle and Marvin Blankenship, Director of Public Works for the Town of Glasgow, attended and filled up their carts with many items beneficial to their towns. "It's always a pleasure to come and shop at Surplus Property," said Mayor

Conley. "The people treat you nice and you can't beat the prices. We just couldn't make it without them."

Visiting the Surplus Property warehouses for the first time was David Ballard, warden for the Beckley Correctional Center. "I am looking for classroom tables, chairs and kitchen equipment," he said. "I was referred to the Surplus Property website and after checking it out, I started receiving the newsletter and thought it would be a good idea to come down."

Other items available throughout the sale were musical instruments purchased by schools during the sale; exercise equipment; clothing; heavy duty gloves and boots; and computers...all serviceable for the right organization. Our gratitude to ALL of our customers throughout the year!

### Details on Online Federal Screening

Organizations which are eligible to acquire federal surplus property are encouraged to participate in the online screening program offered in cooperation with the West Virginia State Agency for Surplus Property and the U.S. General Services Administration.

Contact Surplus Property Manager Ken Frye for more details at (304) 766-2626 or toll-free at (800) 576-7587.

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## Our Customer of the Month

# Roane County Commission on Aging Cashes in on Surplus Property

In 1990, Larry Dent retired for the second time...this time from his private medical consulting company. Before he got too relaxed, a friend called to ask if he would consider taking a position with the Spencer Committee on Aging. "They had just lost their director and needed help, so I agreed to come on board temporarily," he said. He still hasn't retired, now serving as the chief executive officer of the Roane County Family Health Care.

Because of his love of the Surplus Property Program, he has encouraged the Commission on Aging and the Family Health Care in utilizing surplus property. "Doing business with Surplus Property really helps because our budgets are always tight," he said. "We've saved a tremendous amount of money by upgrading our equipment with surplus property."

Dent said he has purchased over 5,000 square feet of first quality carpet, which is scheduled to be

installed in the Commission on Aging offices. In addition, the Commission purchased the old Spencer Middle School from the Roane County Board of Education for one dollar. They have furnished the building with office desks, craft equipment, copy machines, kitchen equipment and computers. "I am always interested in technology equipment," he said. "All of the computers have Internet capability. We have an employee who teaches classes to seniors and sets them up with email accounts so they can talk to their kids who may be all over the country. We couldn't have done this without the help of Surplus Property. It would have been too expensive."

The Commission has a large home delivery meal program, where the use of military type canisters purchased from Surplus Property are used to keep the food warm until its destination. Aging Director Mike Ricks said he believes they



**The Roane County Commission on Aging purchased nearly 50 computers used to teach computer classes to senior citizens.**

are probably Surplus Property's best customer.

Dent first heard about the Surplus Property Program through his father who was a school superintendent in Arkansas in the 1940s. "In this day, we have to stretch our budget and Mr. Dent does a good job of it," said Spencer's Mayor Terry Williams.



**Spencer Mayor Terry Williams and Roane County Family Health Care's Chief Executive Officer Larry Dent are pleased with the items made available to them at Surplus Property. Dent says frugality is the key.**

***The Property Connection***, published quarterly by the West Virginia State Agency for Surplus Property, is distributed to all eligible customers.

**Joe Manchin III**  
Governor, State of West Virginia

**Robert W. Ferguson, Jr.**  
Cabinet Secretary  
Department of Administration

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Director, Purchasing Division

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WVSASP Manager

**Diane Holley**  
Editor  
(304) 558-0661  
dholley@wvadmin.gov

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# Federal Compliance Requirements Assure Proper Use of Government Property

Dick Estill, a compliance officer for the West Virginia State Agency for Surplus Property, assures that property acquired by an organization is used in accordance with the compliance requirements.

"Any federal property that costs more than \$5,000 originally when new or any passenger motor vehicle has to be maintained for 18 months," he said. "The requirement states the property has to be used by the eligible organization for its public purpose."

Eligible organizations for the Federal Surplus Property program are public agencies, municipalities, counties, boards of education, public service districts, volunteer fire departments, and certain other non-profit health or educational organizations.

Property has to be put into use within one year and used by the organization for 18 months. After this compliance period, title passes to the eligible organization.

Approximately after six months of receiving the property, Surplus Property staff contacts the eligible organization to verify the property has been placed into use. Surplus Property staff will make at a minimum of one on-site visit to account for the property and to ensure it is being used according to the requirements. Twice after the on-site visit, Surplus Property requires written documentation from the organization that the property is being used appropriately.

Estill said he enjoys seeing how organizations utilize the property. "It's a wonderful program," he said, "because we offer everything from



**Dick Estill assures his customers that just about anything they think federal government uses and they need can be acquired from the West Virginia State Agency for Surplus Property.**

vehicles to cranes to generators. Some organizations acquire items and use them as is, while others make major enhancements to the property."

A variety of property is available through the Federal Surplus Property Program. **Volunteer fire departments** mostly are attracted to the fire trucks, fire fighting equipment, clothing, breathing apparatuses, tools and metal buildings. "We had a fire department in the southern part of the state that acquired a metal building through the federal program," he said.

**Aging commissions** are interested in kitchen equipment, industrial mixers and vehicles. **Schools** focus on computers, desks, buses, lawn service equipment, office furniture and musical instruments. **Public service districts** request trucks, tractors, lawn equipment, pumps, and general maintenance equipment.

"Anything you can think of that the federal government uses, the West Virginia State Agency for Surplus Property can most often obtain," said Estill. "It's a tremendous program. With initiative and ingenuity, an organization can acquire surplus property and fix it up to serve their need."

## JUST A THOUGHT

Prior to shopping at WVSASP, representatives of organizations are strongly encouraged to verify their eligibility status. Items must be paid for on the day of purchase either with an official check or credit card (VISA or MasterCard). The **West Virginia Code** prohibits the WVSASP to issue any lines of credit. For more information regarding the WVSASP, contact Gene Young at (304) 766-2626.

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# GSA Vehicle Program Proves Beneficial for Counties and Municipalities within the State

The GSA Vehicle Program refers to the ability of State Agencies for Surplus Property throughout the United States to be able to purchase federal vehicles from the U.S. General Services Administration (GSA).

The GSA vehicles are not considered as 'federal surplus property,' with different rules applying to their disposal.

"Years ago, these vehicles were not available to us," said Surplus Property Manager Ken Frye. "They sold them at public auctions or in other methods of disposal. The states did not have the opportunity to purchase them before they went to sale." About 15 years ago, the National Association of State Agencies for Surplus Property was able to lobby Congress and succeeded in getting the law changed, allowing other governmental agencies the opportunity to acquire these vehicles.

Each state has its own State Agency for Surplus Property and, as a result of this new law, are the only entities that can participate in this program. For instance, if the West Virginia Division of Highways wanted to buy vehicles through the GSA, it would have to go through the West Virginia State Agency for Surplus Property (WVSASP).

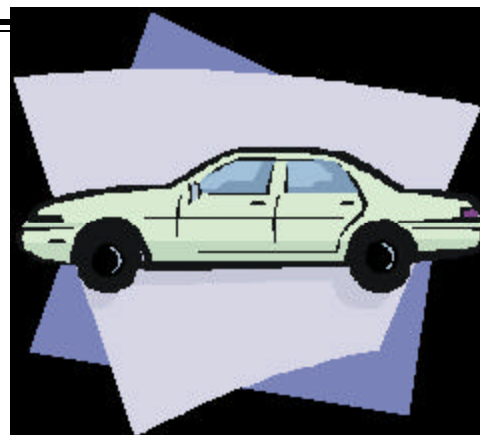
Every vehicle that goes through this program has to be titled through a State Surplus Property agency. The savings is passed on to the agencies. When this law passed, it offered a

significant boost for the WVSASP.

What makes this program so promising is that GSA replaces its vehicles at three years of age with only 36,000 miles, four years of age regardless of the mileage or 60,000 miles regardless of age. "We were able to obtain 2001 compact vehicles with only 15,000 to 20,000 miles," Frye said. Some of the vehicles acquired from WVSASP through this program thus far have included Oldsmobile Achievas, Dodge Stratus and Ford Taurus. "These vehicles are a great opportunity for towns and counties, especially with the police package vehicles, pickup trucks and SUVs," he said.

The retiring criterion is different for pickup trucks and SUVs, Frye added. Most of these types of vehicles have seven years of age and 60,000 miles. "We once purchased two Jeep Cherokees for the Hatfield and McCoys trail group that only had about 40,000 miles. They were tickled to death," he said. "The Town of Pineville was able to get a 1998 Jeep Cherokee with less than 35,000 miles. The vehicle looked brand new inside and out."

Prior to acquiring vehicles through this program, Frye said the vehicles are inspected and, in most cases, are driven to ensure they are operable. Customers are under no obligation if the WVSASP brings a vehicle through this program to its Dunbar location and it does not meet their needs. "I can always find a home for these



vehicles," Frye said. "It is a great opportunity where they can buy a good, usable vehicle for a third of what they would pay for a new one."

GSA replaces their vehicles during the spring season. If any organization is interested in purchasing a vehicle from this program, please contact Ken Frye at (304) 766-2626 or (800) 576-7587 or via e-mail at [kfrye@wvadmin.gov](mailto:kfrye@wvadmin.gov).

While WVSASP can assist 'walk-in' customers, it would be preferred to offer a request in advance. "It is helpful if the customer is not *too specific*, by asking for a certain color," he said, "because it does limit what we are able to find."

## ATTENTION State Public Auctions

Interested in attending our monthly state public auctions? You don't know what you have been missing!

Check out our website at [www.state.wv.us/admin/purchase/surplus](http://www.state.wv.us/admin/purchase/surplus) for the latest information on our upcoming sales as well as other valuable information to our customers.

# SURPLUS PROPERTY LISTING



**BRAKE MACHINE SHEET**

Item #46257  
\$1,000  
*Federal Property*

**ROCKWELL DRILL PRESS**

Item #46390  
\$400  
*Federal Property*

**NEW TABLEWARE DISH  
DISPENSER**

Item #42063  
\$200  
*Federal Property*

**TENET SOLUTION RECLAIMER**

Item #41285  
Model TSR-100  
\$2,000  
*Federal Property*

**HANDLING LATHE**

Item #46396  
Horizontal Chucking  
\$2,760  
*Federal Property*

**VEHICLE GAS TANK**

Item #42355  
50 gallon  
\$250  
*Federal Property*

**KALAMAZOO CUT-OFF MACHINE**

Item #42452  
\$500  
*Federal Property*

**DAYTON BLOWER MOTOR**

Item #41390  
\$600  
*Federal Property*



**FOLLETT ICE DISPENSER**

Item #42536  
\$750  
*Federal Property*

**KAL BATTERY ANALYZER**

Item #42129  
\$300  
*Federal Property*

**DUAL GRINDING MACHINE**

Item #42311  
8"  
\$150  
*Federal Property*

**WRIGHTLINE POWER STRIPS**

Item #40725  
\$15  
*Federal Property*

**PAPER SHREDDER**

Item #41268  
\$50  
*Federal Property*

**BOND PAPER**

Item #40376  
\$22  
*Federal Property*

**CAP FOOD HANDLERS**

Item #41597  
\$20  
*Federal Property*

**LIFT TRANSMISSION**

Item #42082  
\$600  
*Federal Property*



**DETROIT DIESEL ENGINE**

Item #46702  
\$2,500  
*Federal Property*

**NEW SURGICAL DRESSING  
CARTS**

Item #41910  
\$100  
*Federal Property*

**GASOLINE TAMPING MACHINE**

Item #42544  
\$528  
*Federal Property*

**FUEL BOTTLES**

Item #40318  
\$3 each  
*Federal Property*

**WELDING ROD DRYING OVENS**

Item #46552  
\$400  
*Federal Property*

**KORG ELECTRIC PIANO**

Item #41932  
\$800  
*Federal Property*

**FAIRBANKS PORTABLE SCALE**

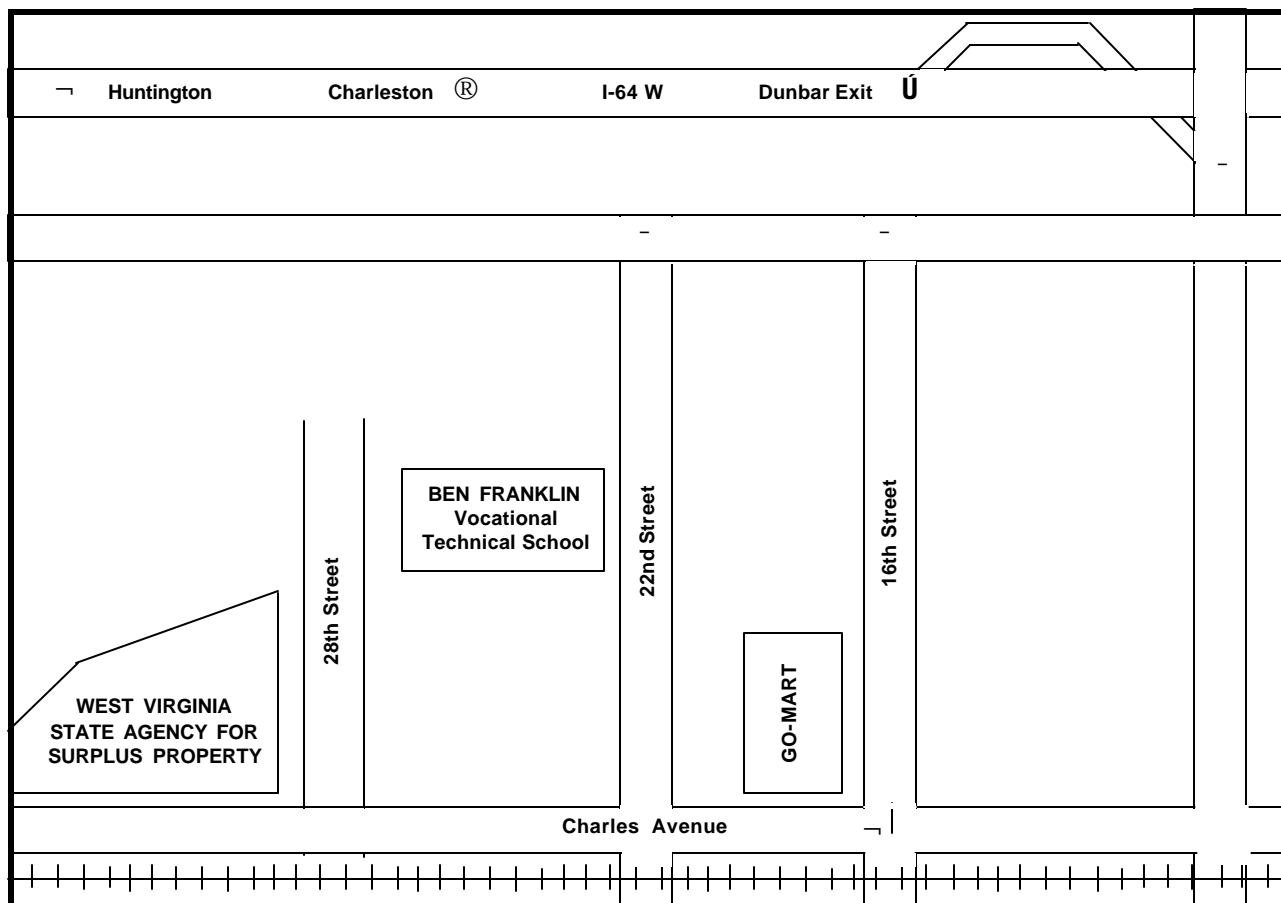
Item #46865  
\$50  
*Federal Property*

**PEXTO SHEET METAL GROOVING  
MACHINE**

Item #42080  
\$200  
*Federal Property*

Contact Gene Young, the Federal Warehouse Supervisor, at (304) 766-2626 or Toll-free at 1-800-576-7587.

# Surplus Property Warehouse Location



**DIRECTIONS:** Exit I-64 at Dunbar/Roxalana Road, turn right on Roxalana Road then turn onto WV-25 West. At 16th Street, turn left. Go to intersection with Charles Avenue—if you miss 16th Street, go to 22nd Street which is also a throughway. Turn right onto Charles Avenue, continue to 28th Street and turn right. The West Virginia State Agency for Surplus Property is on that corner inside the cyclone fence.

## SHARE THE GOOD NEWS!

If you know of an organization that might be interested in our program, please clip this coupon and pass it on —

### IS YOUR ORGANIZATION...

1.  Local or State unit of government  
 Agency created by government  
 OR
- 2.a.  Educational Institution  
 Public Health Agency  
 Senior Citizen Group  
 Child Care Center  
 Library  
 Museum  
 Public Service Agency  
 AND
- b.  Non-Profit (IRS 501(c)(3) status required)

If either 1. or 2.a. and b. is checked, you may be eligible to participate in the Surplus Property Program.

MAIL THIS FORM FOR MORE INFORMATION

**RETURN TO:** West Virginia State Agency for Surplus Property  
 2700 Charles Avenue  
 Dunbar, W 25064

- Please send me an **Application for Eligibility**   
 Please have a representative contact me   
 Please visit our organization and offer a presentation

Name \_\_\_\_\_ Title \_\_\_\_\_

Organization Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Telephone Number \_\_\_\_\_

**Questions?  
Suggestions?  
Comments?**



We want to hear **from YOU!** Are you pleased with our Program?..Call us or write to us with any questions, suggestions or comments. We would also like to hear the 'success stories' you have in utilizing surplus property!

**West Virginia State Agency for Surplus Property**

2700 Charles Avenue  
Dunbar, WV 25064

**Hours:**

8:30 am to 4:30 pm  
Monday through Friday

**Specializing in:**

- Office Furniture and Equipment
- Shop Equipment
- Electronic Equipment
- Tires, Engines, Vehicle Parts
- Rolling Stock and Heavy Equipment
- Plus Many More Items

**Information:** For property information and availability, contact the Federal or State Warehouse Supervisors at 766-2626 or call toll free at 1-800-576-7587.

**Terms:** All organizations must present a check—no cash. Organizations may be billed if proper credentials are presented. State agencies will be billed.

## Terms and Conditions of Sale

**FEDERAL & STATE REGULATIONS:** Acceptance of Federal equipment and supplies by users who have established eligibility to participate in the WVSASP is subject to certifications and agreements identified on the reverse side of the Distribution Document.

1. Federal equipment and supplies are restricted to institutional use only, not personal use, and are to be used for a minimum of one year.
2. All vehicles and items with an acquisition cost of \$5,000.00 or more shall be used for the purpose(s) for which acquired within one year from the date the property was invoiced and used for 18 months thereafter.
3. During the restriction period, the property shall not be sold, traded, leased, lent, bailed, cannibalized, encumbered or otherwise disposed of or removed from the State of West Virginia without the express approval of the WVSASP. The recipients of Federal property are urged to contact the WVSASP prior to taking any actions which might be interpreted as modifying any of the certifications and agreements stated on the reverse side of the Distribution Document.

**TERMS:** Net 30 days to all users unless previous arrangements have been made. Payment must be by check issued against an eligible organization. No personal checks, money orders or cash transactions are permitted.

**SHIPPING:** All service charges are FOB Dunbar Warehouse unless expressly indicated. Out-shipping can be arranged by calling (304) 766-2626. Delivery charges will be added to the invoice.

**West Virginia  
State Agency for  
Surplus Property**  
2700 Charles Avenue  
Dunbar, WV 25064  
(304) 766-2626  
1-800-576-7587

**RETURN SERVICE REQUESTED**

**PRSRT STD  
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Permit #78**

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