



THE

PROPERTY CONNECTION

News from the West Virginia State Agency for Surplus Property • WVSurplus.gov

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One Year Later: Program to Provide Retired Federal Law Enforcement Vehicles Proves to be a Success



In 2022, WV Surplus began obtaining federal law enforcement vehicles through the federal Fixed Price Program. Since then, WV Surplus has helped 11 entities across state acquire 29 police vehicles.

"I am extremely pleased with the response we have had to this program," said WV Surplus Manager Greg Clay. "The Fixed Price Program has helped so many towns and cities across the state save money and receive access to these much needed vehicles."

While many of the participants of this program have only requested one vehicle, the City of Wheeling has actually acquired 14 vehicles including a 2017 Ford F-150, a 2017 Ford Explorer, a 2016 Chevy Impala,

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In Other News...

■ **A Message from WV Surplus:**

WV Surplus' Involvement with State Property Begins Long Before it Travels to the Warehouse

■ **WV Surplus Offers Vehicle Pickup Reminders**

■ **WV Surplus Welcomes New Driver to its Staff**

Two Website Updates Provide Changes to User Search Experiences

2023 has brought exciting changes to how property is searched for. GovDeals has launched a new look while GSA's new Personal Property Management System (PPMS) went live in late July.

The online auction-site WV Surplus unitizes, GovDeals, has fully launched its new user experience. If you are a frequent bidder, you may have tested the beta version of the website during the last few months. New features provided by this update to GovDeals include: displaying auctions in a users local time (based upon IP address), improved search features, live notifications for registered bidders who have won an auction, and a saved search feature. While the GovDeal updates will not change the way WV Surplus operates its online auctions, these features will hopefully improve the user experience.

Last quarter, WV Surplus advised eligible organizations that the website

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WV Surplus' Involvement with State Property Begins Long Before it Travels to the Warehouse

First time visitors to the WV Surplus warehouse in Dunbar, WV, are often surprised by the amount of items—the variety of items too! Members of the public who just shop at the warehouse are also surprised to realize we conduct online auctions that are held all around West Virginia. But even our most loyal customers don't always realize the role WV Surplus plays with the property the State of West Virginia currently uses and won't retire for many years.

One of the roles WV Surplus is charged with through West Virginia State Code is the management of the state's assets. Most items purchased by the state with a value over \$1,000 and, with a lifetime lasting more than one year, must be reported to WV Surplus by the end of the state's fiscal year each June. This can include everything from vending machines and vehicles to the snow plows that will help keep our roads clear come winter.

Items under the \$1,000 thresh-

old can also get reported to WV Surplus. This includes office chairs, office supplies, and other items you commonly see at the WV Surplus warehouse.

During Fiscal Year 2023, WV Surplus received reports for more than 9,400 *NEW* assets. In Fiscal Year 2022, the number for new assets was more than 9,000 items. That is all of state property to keep track of!

Luckily, we have a lot of help with this project thanks to each agency having an individual assigned to collect and report this information. WV Surplus' Wendy Pettry processes these reports and retirements. It takes a lot of hard work and teamwork across all of state government to ensure this information is collected and processed correctly.

But what most people who visit WV Surplus are concerned about is the actual retirement of state property. So let's take a look at those numbers. Last fiscal year, we received reports with informa-

THE MANAGER'S PERSPECTIVE

GREG CLAY



tion for 6,674 state assets that would be retired. While all of those items do not retire directly to WV Surplus, it is our responsibility to keep records of their status. Our goal at WV Surplus is to maintain the ethical retirement and management of state property. That means knowing and enforcing the retirement policies set place by the state.

Most of the individuals who walk in at the warehouse or participate in our online auctions won't get to see the hard work my staff does before items will ever enter our warehouse. But I am very proud of the work we do to serve the state. Even if some of it is behind the scenes.

WV Surplus Offers Vehicle Pickup Reminders

One of the most popular items at WV Surplus are vehicles. Sold through onsite through direct sale and sealed bids or through online auctions on GovDeals, there is always a high interest. But individuals acquiring vehicles through WV Surplus may be unaware of the procedures to pickup their newly acquired vehicle. Reviewing the information below can help ensure a smooth acquisition for all parties.

Vehicle To Be Towed—WV Surplus requires a copy of a valid US driver's license from the person picking up the vehicle, the name of the towing company or the name and address of the individual towing. *If the vehicle is not located at the Dunbar warehouse, WV Surplus will assist with coordinating pickup and will mail the title to the costumer.*

With Dealer Tags—If a vehicle is being removed by a dealer, WV Surplus will only need to make a copy

of the valid US driver's license from the individual person picking up the vehicle. *If the vehicle is not located at the Dunbar warehouse, WV Surplus will assist with coordinating pickup and will mail the title to the costumer.*

Private Removal—Individuals looking to drive the vehicle from WV Surplus (or to hire an individual to drive) will need a One Way Permit. The vehicle owner will need to go to the State Police and provide proof of insurance, a valid driver license, \$10.00 cash fee, bill of sale and title to receive the One Way Permit. Once this has been received, WV Surplus will make a copy of all documentation and release the keys to the new owner. *If the vehicle is not located at the Dunbar warehouse, WV Surplus will need to mail the title to the location before the One Way Permit can be issued. The pickup time in these situations will be extended to 10 days following payment.*

WV Surplus Welcomes New Driver to its Staff

WV Surplus is pleased to welcome Jason Hays as its new driver.

Hays is a former state employee who worked for the Department of Agriculture for 18 years. After working for a few years as a commercial driver's license instructor at Ben Franklin Career Center, Hays made the decision to return to state government.

"Being able to come back to the state is a big deal for me," said Hays. "I am so happy to be back as a state employee."

Hays is a graduate of Herbert Hoover High School and attended an electrical vocational program. He is also an army veteran and served a year in Iraq.

In his free time, Hays enjoys fishing and is an active member in his church.

Welcome Hays to WV Surplus and back to state government!



John Hays joined WV Surplus as its new driver. As a former state employee, Hays is excited to be back with state government and traveling across West Virginia to pickup and deliver items.

ONLINE UPDATES

Continued from Page 1

that allows users to search for and view available federal property would be changing. The previous website GSAXcess.gov has officially been replaced with GSA's www.ppms.gov.

While GSA's PPMS is a new system, usernames and passwords have remained the same. Eligible organizations needing login information will still need to contact WV Surplus. Additionally, WV Surplus will continue to handle requests for federal property.

To help users become more familiar with the PPMS website, GSA has created user guides which can be accessed at www.ppms.gov/user-guides. On demand training is also available through a YouTube series which includes short videos on how to perform individuals actions. This series of videos can be found by [clicking here](#).

Unsure if federal property can serve your organization? Check out the feature to the right on how the West Virginia Department of Highways has used the Federal Property Program to acquire assets it needs.

FEDERAL PROPERTY SUCCESS

The Federal Property and Administrative Services Act of 1949 authorizes WV Surplus to coordinate the donation of federal property to state agencies, local public entities, non-profit organizations, and veterans who own small businesses. Through this program, participants can request federal property through WV Surplus and, if approved, receive it for a small acquisition fee.

One agency who has successfully utilized this program is the West Virginia Department of Highways (DOH). During the last federal fiscal year (October 2022-September 2023), DOH received 1,127 items. Check out the list below to see some of the items DOH has received through the Federal Property Program.

- | | |
|-------------------------------|-----------------------------------|
| • Forklifts | • Ford F850 Mobile Lab |
| • Shop Vacuum | • Water Storage Tanks |
| • Scroll Saw | • Rigid Wall Shelters |
| • Pickup Trucks | • Trailers |
| • Pneumatic Tires | • Freight Containers |
| • Winches, Hoists, and Cranes | • Low Bed Semitrailer |
| • Cargo Trucks | • Bottles and Jars |
| • Boom Truck | • Motor Vehicle Maintenance Items |

LAW VEHICLES

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and a 2018 Dodge Charge. Below is a list of all entities who have received a vehicle through this program.

“While some of these vehicles are older, many have low mileage,” said Clay. “When you are operating on a small budget, every dollar matters. The fact that we have had so much success with this program really speak to how many organizations are looking for these types of creative, cost saving solutions.”

A list of all retired police vehicles available at the time of publication through WV Surplus can be seen to the right. This list is maintained on the WV Surplus website and can be found at <https://administration.wv.gov/surplus/Inventory/Pages/Federal-Property.aspx>

Priority access to these vehicles continues to be given to tax-supported eligible organizations, such as police or sheriff's departments. Organizations that are interested in obtaining vehicles through the Fixed Price Program can contact WV Surplus at 304-766-2626 or by emailing WVSASP@wv.gov.

Available Fixed Price Program Vehicles

2018 Dodge Charger White GSA.....	\$16,500.00
2018 Ford Taurus White GSA.....	\$6,800.00
2017 Ford Taurus White GSA.....	\$7,000.00
2017 Ford Explorer White GSA.....	\$11,500.00
2017 Ford Taurus White GSA.....	\$6,875.00
2017 Ford Taurus White GSA.....	\$5,000.00
2017 Ford Taurus White GSA.....	\$7,000.00

Federal Police Vehilce Acquisitions Across WV

1. Wheeling, WV
2. Mitchell Heights, WV
3. Saint Albans, WV
4. Mingo County Commision
5. Clay, WV
6. Marlinton, WV
7. Dunbar , WV
8. Hamlin, WV
9. Spencer , WV
10. West Virginia State University
11. Williamson, WV



West Virginia State Agency
for Surplus Property
WVSurplus.gov

We Want to Hear From You! Click to Contact WV Surplus!

WV Surplus Helps Facilitate Property Transfer Between Organizations

While many organizations must visit the warehouse to receive retired state property, WV Surplus has been able to help connect to an organization retiring property directly with one who needed it.

Earlier this year, the West Virginia School for the Deaf and Blind found itself preparing to retire a wide variety of items. Located in Romney, WV, this would take some coordination to remove the items to the WV Surplus warehouse in Dunbar or to organize an online auction. While this is the normal way property is retired, WV Surplus was able to connect with a neighbor less than 30 miles away.

Thanks to the Eligible Organization Program, WV Surplus was able to help Mineral County Parks and Recreation receive needed items such as bunk beds, cabinets, kitchen appliances, and desks. Mineral County Parks and Recreation first learned about WV Surplus and its programs by attending one of its outreach presentations.

"It is a great partnership when you can connect an agency needing to retire materials directly with an eligible organization with that specific need," said WV Surplus Manager Greg Clay. "Being able to help state property find new purpose amongst other organizations in West Virginia is always a great feeling."

Registered eligible organization organizations (e.g. 501(c)3 nonprofits, county commissions, board of education, churches, volunteer fire departments, homeless shelters, etc.) are able to create a "want list" with WV Surplus and receive notice when those items are available. To update your want list or register to become an eligible organization with WV Surplus, visit <https://administration.wv.gov/surplus/forms>.



The Property Connection

This online publication is made available to all eligible participants of the West Virginia State Agency for Surplus Property on a quarterly basis.

For additional information on becoming an eligible organization, please call 304.766.2626 or complete an *Application for Eligibility* at:

WVSurplus.gov

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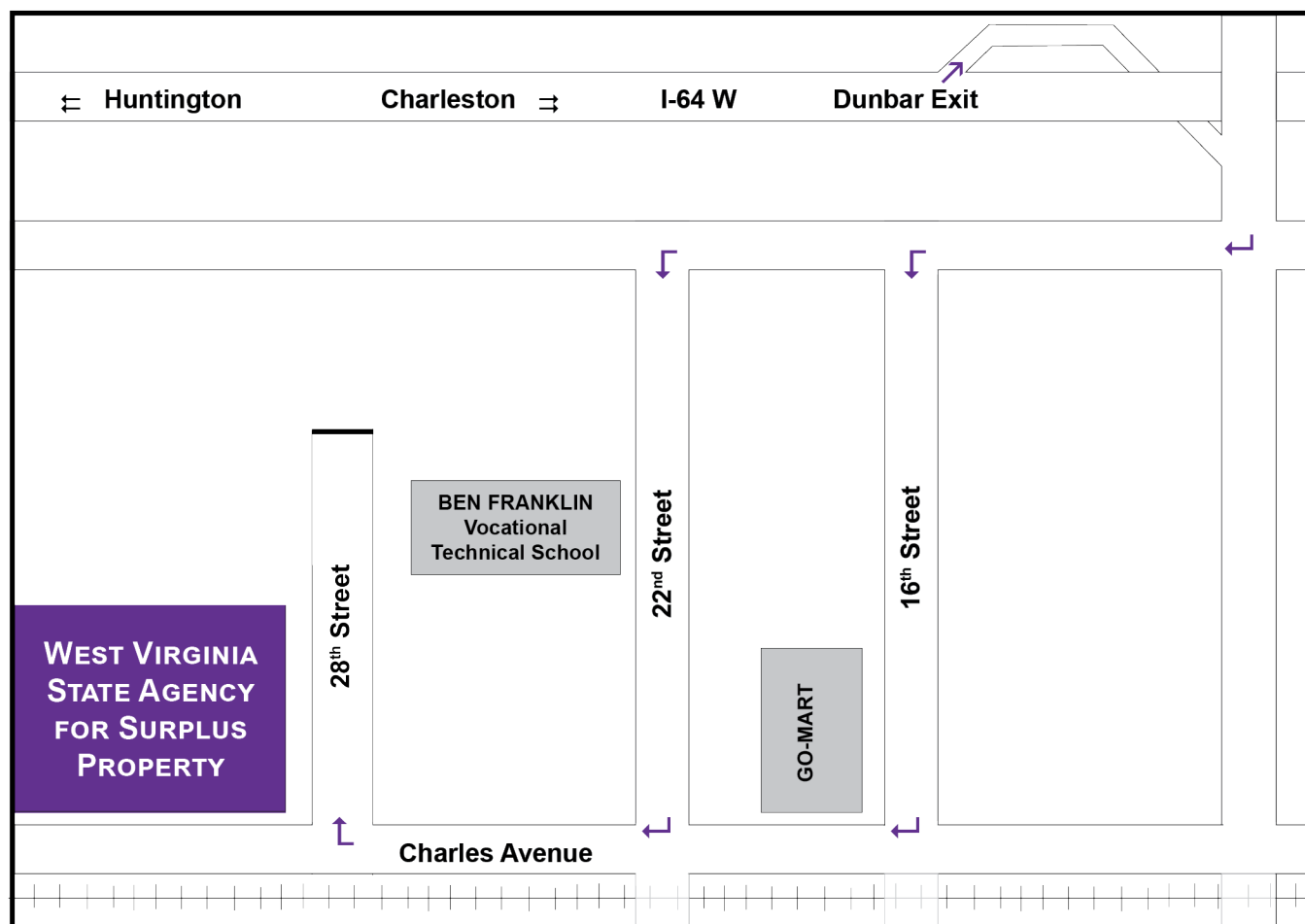
Specializing in:

- Office furniture and equipment
- Shop equipment
- Electronic equipment
- Tires, engines, and 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 304-766-2626 or toll-free at 800-576-7587.

Terms: All organizations must pay by check or credit card. No cash transactions permitted.

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.

Terms and Conditions of Sale

FEDERAL AND STATE REGULATIONS: Acceptance of Federal equipment and supplies by users who have established eligibility to participate in WV Surplus 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 WV Surplus. The recipients of Federal property are urged to contact WV Surplus 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: Payment required upon receipt unless previous arrangements have been made. Payment must be by check or credit card 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.