



## Ravenswood High School Learns Value of Shopping With Surplus Property

As a high school science teacher in Boone County in the late 1990s and early 2000s, Jo Hendricks was well acquainted with the West Virginia State Agency for Surplus Property (WVSASP).

She recalled many visits to the WVSASP in Dunbar and able to find a fair amount of science items, such as microscopes, for her classroom. Hendricks recalled a fellow teacher who would accompany her who likewise found useful classroom items and together they bought items such as lunch trays and dictionaries for the school.

Today, Hendricks is the principal at Ravenswood High School and she has renewed her ties to WVSASP at the Jackson County school.

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Ravenswood High School counselor Shelly Updegrave uses the shredder recently purchased from WVSASP for the school. It is located near the front office for all staff and students to use.

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## In Other News...

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## Veterans' Organizations Eligible For Federal Surplus Property Under Program

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Veterans' organizations falling within certain guidelines are recommended to check with the West Virginia State Agency for Surplus Property for federal surplus property which can be used by their organization. The Formerly Owned Resources for Veterans to Express Thanks for Service Act of 2010 (FOR VETS Act of 2010) authorizes certain veterans' organizations to participate in the Federal Surplus Property Donation Program. The statute establishes those organizations eligible to participate as an organization whose membership comprises substantially veterans and whose representatives are recognized by the Secretary of Veterans Affairs under United States Code, Section 5902 of Title 38. The West Virginia State Agency for Surplus Property (WVSASP) can assist these organizations in acquiring the requested property.

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# Check Out the On-Going Changes at WVSASP

Change is a constant in our lives, and as we all know, there is a large difference between good change and bad change. The West Virginia State Agency for Surplus Property (WVSASP) prides itself on always looking for the best change possible, to find the ways to best serve eligible organizations and the general purchasing public.

If you have not been to the WVSASP warehouses in Dunbar, you are missing out on the changes currently underway. We have had

the opportunity to work to reorganize the warehouses by adding metal shelving to the walls, and moveable bookshelves, which let us show off merchandise better.

We have been busy filling those shelves with a variety of items recently retired by state agencies, ranging from Polaroid cameras and computer printer ink cartridges to coffee makers to heavy tools. We have also recently added a large variety of different books, in topics ranging from science to philosophy



**A variety of new items are available at the West Virginia State Agency for Surplus Property, including used books, coffee makers and tools.**

## THE MANAGER'S PERSPECTIVE

ELIZABETH PERDUE



to maybe your favorite novel from years ago.

The shelving clears out space in the warehouse floor where items were often previously showcased, and gives the location a cleaner feel, more akin to usual retail operations. It is part of our effort to better utilize the space in our warehouses, and to simplify the shopping process. This way, you can more easily browse among the many items available, or focus on finding one item in particular.

Of course, this is part of a continuing process for WVSASP. We have strived in recent years to find ways to improve the buying process for eligible organizations and the general public, including our recently-concluded extended summer hours and special customer appreciation days. Our Facebook page continues to be updated regularly with news and sale items, and our use of online auction sites has been nothing less than a success.

But nothing replaces coming by and seeing just what it is we have available, and we are always happy to see you, so take the opportunity when you are looking to meeting the different needs of your eligible organization and visit the WVSASP warehouses in Dunbar, and see not just the changes we have made, but the exceptional service and value that remains a hallmark of WVSASP.

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# Tim Miller Enjoys the Job Variety with WVSASP



**Tim Miller works on a forklift at the West Virginia State Agency for Surplus Property (WVSASP). A 17-year employee of the agency, Miller said he enjoys both the wide variety of duties available as well as the people he works with.**

Tim Miller is not one to find himself mired in routine. It is part of the appeal of working for the West Virginia State Agency for Surplus Property (WVSASP). Miller, a mechanic for WVSASP who grew up in South Charleston, has worked for WVSASP for 17 years. Those years have afforded him the chance to see something new almost every day.

“It is hard to predict what will come through the warehouse door,” Miller said. While Miller said most of his duties revolve around maintenance on the forklifts used throughout WVSASP warehouses, he said that he can find himself working on a variety of issues in the course of a day. “Almost every day, it can something different every time. You just look at the problem, and work to find the best answer.”

Miller worked in building maintenance in the ho-

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*It is hard to predict what will come through the warehouse door. You just look at the problem, and work to find the best answer.*

**Tim Miller  
WVSASP**

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tel industry before coming to WVSASP, where he also worked on vehicles for the hotels. He admits he has always been a car fan. “My first car was a 1964 Galaxy,” he said. “I always liked getting under the hood and seeing what I could do.”

Miller said the people he works with help make the job enjoyable. “I like the folks here at WVSASP,” he

said. “Everyone works hard, and we work with the customers, trying to find that best solution for them, for whatever it is that they are looking for,” he said.

Now a resident of Sissonville, Miller said the time he spends outside of garages and away from cars is spent in activities such as hunting, fishing and camping.

“I love just about anything related to the outdoors,” he said. But the allure of automobiles does not escape him entirely. “I do enjoy NASCAR,” he said with a laugh.

# WVSASP Receives Feedback from Eligible Organizations

The West Virginia State Agency for Surplus Property (WVSASP) recently surveyed eligible organizations with questions on a variety of topics ranging from convenience of the location and hours to the types of property offered and requested. Responses from 64 eligible organizations returned interesting results.

Approximately one third of respondents indicated they visit WVSASP monthly, with more than 50 percent noting they visit annually, and the remaining respondents either never visited or only visited on occasion.

Nearly all respondents were interested in both the federal and state surplus property programs, with the most commonly-acquired items being office furniture (73 percent), vehicles (63 percent), generators (47 percent), hand tools (43 percent) and computer equipment (35 percent).



Approximately 75 percent of respondents did not know how to screen federal property on the U.S. General Services Administration's website. Roughly the same number had never requested federal property through WVSASP. The survey results also indicated that 56 percent of responding organizations had plans to utilize federal property through WVSASP.

Overwhelmingly, respondents agreed that WVSASP's hours and location were accessible and that they had a good familiarization with the kinds of products available at the facility.

"This survey serves as an excellent gauge for us in our on-going outreach efforts to our eligible organizations," said Assistant Purchasing Director and WVSASP Manager Elizabeth Perdue. "It is always beneficial to receive feedback from the people and organizations with which we do business. Doing so will make us a better organization."

## PROGRAM

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The definition of veteran as cited in Title 38 is a person who served in the active military, naval or air service, and who was discharged or released there from under conditions other than dishonorable. For the purposes of eligibility, "membership comprises substantially veterans" means an organization that is made up of at least 33 percent veterans in that organization. Local chapters, districts or other organizational entities of the organization (as many of the "recognized" organizations are national organizations) may be considered as such veterans organizations.

The statute categorizes veterans' organizations as eligible nonprofit, tax-exempt organizations that acquire surplus property for the purposes of education or public health. Requested property may be used to support training programs for veterans.

For more information on the program, call WVSASP at 304.766.2626 or go to [WVSurplus.gov](http://WVSurplus.gov).

### Keep Your Eligibility Status Current

Please be reminded that it is the responsibility of eligible organizations to maintain their eligibility status with the West Virginia State Agency for Surplus Property (WVSASP).

If there is a change in contact information, such as your organization's address, telephone number or e-mail address, please contact WVSASP so our records may be updated accordingly.

### 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 information on becoming an eligible organization, call 304.766.2626 or complete an Application for Eligibility at:

[WVSurplus.gov](http://WVSurplus.gov)

**Earl Ray Tomblin**  
Governor  
State of West Virginia

**Jason Pizatella**  
Acting Cabinet Secretary  
Department of Administration

**David Tincher**  
Director, Purchasing Division

**Elizabeth Perdue**  
Surplus Property Manager

**Diane Holley-Brown**  
Editor

**Chad Williamson**  
Writer

# 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, WV 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 \_\_\_\_\_

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## RAVENSWOOD

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“Ravenswood High School just became an eligible organization over the summer and when we went down there to look around for the first time, we came to Ravenswood with a truck full of items,” Hendricks said. “Seeing (WVSASP warehouse supervisor) Anthony Cooper was like seeing an old friend again. I could go on and on about how I used to buy items there. Now that we are approved here at Ravenswood, we look forward to taking advantage of the great finds there at Surplus.”

Hendricks said some of the items purchased this summer included filing cabinets, carrel desks, large matted frames for the art department and one prized item.

“We are still beaming over our shredder,” she said with a laugh. “You would think that a shredder was not such a big deal but it is. Our old one did not work well at all and with

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*You have to take the time to look around. You may go with a list of things you want and they may not all be there, but there is always going to be something you can use...*

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**Jo Hendricks, Principal  
Ravenswood High School**

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what little we spent for the shredder from Surplus, we thought if it made it through the summer alone, it would have been worth it. Fortunately, the shredder is still going strong.”

Being in Jackson County and a principal, Hendricks said getting to Dunbar is not quite as easy as her previous teaching assignment, but she knows just going to WVSASP is worth her while.

“You have to take the time to look around. You may go with a list of things you want and they may not all be there, but there is always going to be something you can use, whether it is on your list or not,” she said. “With everyone being on a tight budget, you cannot go wrong by visiting Surplus Property. I am glad we have stepped up here and become an eligible organization. This is going to work to our advantage.”

### 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!

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## West Virginia State Agency for Surplus Property

Hours: 8:30 a.m. to 4:30 p.m., Monday through Friday

### 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 call toll free at 800.576.7587.

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

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## Terms and Conditions of Sale

**FEDERAL AND STATE REGULATIONS:** Acceptance of Federal equipment and supplies by users who have established eligibility to participate in 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 WVSASP. The recipients of Federal property are urged to contact 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:** 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.