



The West Virginia State Agency for Surplus Property has numerous items now available that were retired from Canaan Valley State Resort, following an extensive renovation.

## Surplus Property Offers Furniture from Canaan Valley State Resort

Eligible organizations on the lookout for furniture should check with the West Virginia State Agency for Surplus Property (WVSASP), which has begun to receive shipments of furniture from Canaan Valley Resort.

“Canaan Valley Resort recently went through an extensive renovation, and WVSASP has received the furniture that the resort replaced,” said WVSASP Manager Elizabeth Perdue. “It is good quality furniture, used throughout the resort, in guest rooms and the lodge, and it would meet a variety of needs for eligible organizations, such as filling out of-office spaces.”



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## Last Chance for Extended Hours

The West Virginia State Agency for Surplus Property (WVSASP) is offering one last chance to use its extended summer operating hours. Monday, August 4, will be the final day of the WVSASP’s extended hours, keeping its hours of operation on the first Monday of every month throughout the summer to 7 p.m.

The extra hours are intended to allow customers who might not be able to visit the agency’s warehouses in Dunbar during regular business hours more of a chance to stop and shop.

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## In Other News...

- **Manager's Perspective:**  
There's No Slow Down Time During the Summer at Surplus Property
- Online Auction Sales Continue to Be Extremely Successful and Popular
- WVSASP Participates with Two Federal Agencies in E-Cycling Event

# WVSASP Does Not Slow Down for the Summer

The old song talks about “summertime, and the living is easy.” Summer is the time of year where many of us take the opportunity to rest and relax, enjoying the longer days with family and loved ones, planning trips and looking for ways to forget the long, cold winter that is behind us.

Summer can also be the chance to look forward, though, and to begin making plans for the remainder of the year. It is an excellent opportunity to revisit our New Year resolutions and restart projects and ventures that might have gone dormant.

The West Virginia State Agency for Surplus Property (WVSASP) is not resting during the summer. In fact, we have opted to extend our hours on the first Monday of each summer month through August to give the buying public and eligible organizations both more time to

find out what we have available in our warehouses in Dunbar. Find out more about our extended hours on Page 1.

Our commitment to eligible organizations never changes, no matter the season; however, we are always looking for new ways to meet your needs. So while you might be enjoying a week at the beach, or maybe time at the lake, or however you choose to spend your summer, WVSASP is always there for you. We recently acted as the location for an electronic recycling event in partnership with the U.S. General Services Administration and Federal Prison Industries (UNICOR), giving federal, state and local government agencies the chance to drop off eligible electronic scrap items for recycling by UNICOR.

We also continue our commitment to keeping eligible organiza-

## THE MANAGER'S PERSPECTIVE

ELIZABETH  
PERDUE



tions informed of the latest information on WVSASP through our Facebook page. You can find us by visiting [www.facebook.com](http://www.facebook.com) and searching for “WV Surplus Property.” Or simply visit [WVSurplus.gov](http://WVSurplus.gov) and click on the Facebook link. If you or your organization are also on Facebook, be sure to “Like” our page so you are always up-to-date on the latest sales and events at WVSASP.

So as we wind our way through summer, know that WVSASP is there for you, and waiting to find new ways to help you out.

## HOURS

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Assistant Purchasing Director and WVSASP Manager Elizabeth Perdue said the extended hours have been successful. “The extended hours have given more people an opportunity to explore the many things WVSASP has to offer,” Perdue said. WVSASP’s regular business hours are 8:30 a.m. to 4:30 p.m.

Perdue said the agency is seeing the increase in daily sales numbers during the extended hours. “Our normal hours are, of course, the hours that most of us work, so WVSASP thought the extra hours would let the general public see the variety we have,” she said. “There is everything from vehicles to household furniture, and merchandise changes frequently based on what state agencies retire. We encourage everyone to take a visit to Dunbar and see what we have.” All state employees, excluding Purchasing Division staff, are eligible to purchase from WVSASP.

For more information on the Surplus Property Program, please visit [WVSurplus.gov](http://WVSurplus.gov) or call 304.766.2626 or toll-free 800.576.7587.

## Online Auction Sales Continue its Success

Online sales have meant good business for the West Virginia State Agency for Surplus Property (WVSASP). Administrative Services Manager Jordan Kirk said sales have continued to be brisk for the agency through the online auction site GovDeals.

“WVSASP continues to do exceptionally well with online auctions and working with GovDeals,” he said. “We have recently begun selling more and more vehicles through the site, and those sales have been very successful.”

Online auctions are often used to dispose of property which would be logistically difficult to transport to WVSASP’s Dunbar warehouse. Kirk said these sell-on-site auctions often include large items such as farm equipment, heavy machine, and

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Federal Prison Industries and the U.S. General Services Administration conducted an electronics recycling event at the West Virginia State Agency for Surplus Property in Dunbar. More than 35 tons of equipment and material were recycled through the event.

## West Virginia State Agency for Surplus Property Partners with Federal Agencies in E-Cycle Event

The West Virginia State Agency for Surplus Property (WVSASP) partnered with two federal agencies June 4-5 to sponsor an electronics recycling event which netted approximately 70,579 pounds of equipment and materials.

The event was part of a nationwide program sponsored by Federal Prison Industries (UNICOR), a branch of the U.S. Department of Justice, and the U.S. General Services Administration agency to collect, recycle and dispose of electronic materials no longer used by county, state and federal agencies.

UNICOR spokesperson Todd Baldau said the vast open lot at

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## Federal Property May Be Screened with Ease through GSA's Website

Eligible organizations are not strictly limited to items found at or processed through the West Virginia State Agency for Surplus Property (WVSASP). Eligible organizations may also screen available federal property through the U.S. General Services Administration's website at <http://gsaxcess.gov>.

This is the entry site for the Federal Excess Personal Property Utilization Program and the Federal Surplus Personal Property Donation Program operated by the U.S. General Services Administration. Eligible organizations may log into the site with the user ID "WVSASP" and the password "WVSASP." From there, users may screen federal surplus property available across the nation.

Property is organized into screening fields, such as "Agricultural Equipment and Supplies" and "Food Preparation and Serving Equipment." There are also two additional search options available: a global search, akin to an Internet search engine, if a user is looking for a specific item; and a basic search option, where users may screen for items by state, closing, unused, overseas or disaster relief.

An eligible organization may not reserve items found on the site, said WVSASP Manager Elizabeth Perdue. "If an eligible organization is interested in an item found on the GSA website, that organization must contact WVSASP, and we will make arrangements to procure the item," she said.

Federal restrictions require state agencies and public organizations to start using surplus property items within one year of acquisition and to use the items for at least one year thereafter.

For more information on screening federal property through the GSA site, contact the GSAXcess HelpDesk at 866.333.7472 or by e-mail at [GSAXcessHelp@gsa.gov](mailto:GSAXcessHelp@gsa.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 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)

## Find WVSASP on Facebook!

The West Virginia State Agency for Surplus Property's Facebook page features information on new items that are received as well as special events planned.

This page can be viewed by visiting [www.facebook.com](http://www.facebook.com) and searching for "WV Surplus Property." Or simply visit [WVSurplus.gov](http://WVSurplus.gov) and click on the Facebook link.

If you or your organization are also on Facebook, be sure to "Like" our page so you are always up-to-date on the latest sales and events at WVSASP.

### AUCTIONS

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boats. Buyers are responsible for picking up and transporting the items.

For more information on items sold through online auctions by WVSASP, please visit [WVSurplus.gov](http://WVSurplus.gov) or [GovDeals.com](http://GovDeals.com) and search for "West Virginia State Agency for Surplus Property."

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

**Ross Taylor**  
Cabinet Secretary  
Department of Administration

**David Tincer**  
Director, Purchasing Division

**Elizabeth Perdue**  
Surplus Property Manager

**Diane Holley-Brown**  
Editor

**Tony O'Leary**  
**Chad Williamson**  
Writers

# 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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## CANAAN VALLEY

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Perdue said additional furniture would be arriving the week of July 14. Pieces already in and available for purchase include chairs, dressers, tables, nightstands and cabinets.

For more information on these items from Canaan Valley State Resort or any other property needs that you may have, please call WVSASP at 304.766.2626 or toll-free at 800.576.7587.

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**Wardrobe cabinets are among the many types of household furniture that were previously used at Canaan Valley State Resort that is now available through the West Virginia State Agency for Surplus Property.**

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## E-CYCLE

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WVSASP provided the ideal central location for government agencies located in the state to drop off their electronic materials for disposal at no cost to the agency. Baldau said the materials are refurbished, recycled or properly disposed of by inmates participating in this federal

prison program.

WVSASP Administrative Services Manager Jordan Kirk said staff created additional room for agencies to drop off materials by moving its vehicles to make room for the more than 40 pallets of materials that were taken away during the event. WVSASP also

assisted with the project by communicating the event to all state agency asset coordinators in May.

Baldau said he hoped this first-time e-recycle event at WVSASP – which his agency has been doing around the country for several years – will become an annual event.

### 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

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.