



## ‘Cool Town’ Benefits from Using Surplus Property



Fayetteville Town Superintendent Bill Lanham, left, and Mark Reed, the town’s street department foreman, are pictured with a truck the town purchased from the West Virginia State Agency for Surplus Property. The truck was equipped with a snow plow to deal with harsh winter weather. Lanham said the town has bought a variety of vehicles from the state.

The town of Fayetteville has earned the distinction as being America’s “Coolest Small Town” by a national travel magazine. Town Superintendent Bill Lanham likes to keep that merit visible by adorning some of the city vehicles with a specially-made decal noting such.

The rolling billboards will always be seen because Lanham said the city has a fleet of quality utility vehicles that are continually in operation serving the small Fayette County town. And the source of these reliable vehicles? The West Virginia State Agency for Surplus Property (WVSASP).

“That is what I like most about Surplus Property. It is the dependability and durability of vehicles you can get from there,” Lanham said. “We have found that the state agencies that had the vehicles first take good care of them and then we are able to purchase them at a very reasonable cost and get a lot of use out of them.”

Lanham noted that the used Jeep Cherokee that he purchased in 2006 lasted seven years. He just recently bought another used Jeep and expects another

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### In Other News...

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- Online Sales Prove Valuable for State Property Operations
- Paula Lowe Recognized by WVARF for Mountain Award

# Surplus Property Plans to Continue upon 2013's Successes

And here we are in 2014...

Looking back at 2013, it was certainly an exceptional year for the West Virginia State Agency for Surplus Property (WVSASP). WVSASP continued its outreach efforts to eligible organizations by conducting its first Open House on October 10 focused directly at eligible organizations.

Approximately 20 representatives from different eligible organizations attended the event, conducted at the WVSASP warehouses in Dunbar. The event followed an overwhelmingly successful Customer Appreciation Day for the general public that we conducted earlier in the year, but this time allowed us to focus on eligible organizations.

So often, because of schedules and day-to-day responsibilities, much of the business of WVSASP is handled through emails and telephone calls. The decision was made to increase face-to-face contact with individuals within the eligible organizations. Staff from our eligible organizations were invited to tour the warehouses and discuss with WVSASP staff any questions they might have had.

These events are steps WVSASP has taken to continue reaching out to both the public and to eligible organizations.

WVSASP has also continued its forays into cyberspace, with its regularly updated Facebook page, always full of news and sales items that are available. Additionally, WVSASP further utilizes several online auction sites to sell a variety of items. We even made accessing our website easier by creating the "WVSurplus.gov" redirect to our website.

The phrase "best kept secret" is frequently used when describing

## THE MANAGER'S PERSPECTIVE

ELIZABETH PERDUE



WVSASP, but it is a title we are working to outgrow by expanding the WVSASP brand and developing ourselves as a greater re-

source for eligible organizations and the general buying public. WVSASP is in the planning stages for further outreach events, as well as finding new and inventive ways to expand.

So as we continue to move into 2014, be sure to remember everything WVSASP has available, and that we will continue to strive to improve our services to our general public customers and eligible organizations.



Administrative Services Manager Jordan Kirk talks to Roane County Commissioner Ron Berry last fall during the Surplus Property Open House, which focused on our eligible organizations.

## Be Sure to Check Out Our Special Offers!

Have you checked out Surplus Property's *Special Offers* that are posted on our website regularly? Just look for the graphic as displayed on the right page of the website at [WVSurplus.gov](http://WVSurplus.gov) and you will find out about new arrivals, price reductions and other time-sensitive bargains that you won't want to miss. *Special Offers* have ranged from price reductions on vehicles, such as Jeep Cherokees and Dodge Durangos, and filing cabinets, as well as announcing the new arrival of household furniture that was retired from the state park system.

These offers most often change on a weekly basis. Therefore, to ensure that you do not miss an opportunity for good quality items from the West Virginia State Agency for Surplus Property, check this site regularly. For more details, contact WVSASP at (304) 766-2626 or toll-free at (800) 576-7587.

GovDeals<sup>®</sup> A LIQUIDITY SERVICES MARKETPLACE

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Home | Log In | Register

View Auctions

January 24, 2014, 03:41 PM ET

### Search Results for West Virginia State Agency for Surplus Property, WV

[Return to Classic Search](#)

Items 1 through 7 of 7

Description	Make/Brand	Model	Year	Location	End Date/Time	Current Bid	Shortcuts
 BERKEL STAND MIXER ID: WV-571	Berkel	30		Dunbar, WV	1/27/2014 6:00 PM ET	\$118.00 Bids: 6	<a href="#">View by same:</a>
 BEHR BROS & CO. (NEW YORK) PIANO ID: CS-504				Romney, WV	2/3/2014 6:40 PM ET	\$10.00	<a href="#">View by same:</a>
 CABINET GRAND PIANO ID: CS-505				Romney, WV	2/3/2014 6:30 PM ET	\$10.00	<a href="#">View by same:</a>
 FRANCIS BACON PIANO ID: CS-507				Romney, WV	2/3/2014 6:20 PM ET	\$10.00	<a href="#">View by same:</a>
 HENRY MILLER (BOSTON) PIANO ID: CS-508	Henry F. Miller			Romney, WV	2/3/2014 6:10 PM ET	\$10.00	<a href="#">View by same:</a>
 LESTER (PHILADELPHIA) PIANO ID: CS-510	Lester			Romney, WV	2/3/2014 6:00 PM ET	\$10.00	<a href="#">View by same:</a>
 SARTORIUS BALANCE ID: WV-570	Sartorius			Dunbar, WV	1/30/2014 6:00 PM ET	\$5.00	<a href="#">View by same:</a>

GovDeals is among the online sales sites used by the West Virginia State Agency for Surplus Property to advertise for property that state agencies no longer need, which is located throughout West Virginia.

## West Virginia State Agency for Surplus Property Finds Continued Benefits Through Online Sales

The West Virginia State Agency for Surplus Property (WVSASP) has continued to find success in its move to sales in cyberspace, utilizing online auction sites, such as GovDeals, to assist in retiring property that cannot be easily transported to WVSASP's Dunbar warehouses.

"WVSASP has found that sites like GovDeals are very beneficial when working with agencies outside of the Charleston area, eliminating the need for our staff to travel to pick up the property no longer needed," said Jordan Kirk, an Administrative Services Manager I with WVSASP. "Utilizing online sales also means that potential buyers do not have to travel to Charleston for property they have purchased."

Kirk added that online sales are used for unique items or vehicles which have been on our lot for a length of time. "We have had a large measure of success with online auc-

tion sites, rather than conducting absolute auctions," he said.

Agencies retiring property to be sold online should send photographs and descriptive information to WVSASP to be used on the website. Agencies are required to retire all property through the WVFIMS Fixed Asset System or with a Surplus Property Retirement Form (WV-103).

"Photos should be clear, high-resolution pictures focused on the item to be sold, without other items or people in the background," he said. He urged agencies to create an item description based on the retirement checklist.

GovDeals allows users to browse the site based on an item category, auction closing time and state. However, the site is designed specifically for government sellers and allows for greater accountability for WVSASP.

"We encourage both agencies and customers to check out our online resources," Kirk said. "Online auction sales can simplify the process on both sides of the transaction."

## Find Surplus Property 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.

# Paula Lowe Recognized by WVARF for Excellence



Paula Lowe was recognized by the West Virginia Association of Rehabilitation Facilities as its 2013 Mountain Award recipient. This award honors a state government official who has provided leadership and contributed to rehabilitation programs for individuals with disabilities.

Paula Lowe, an Administrative Services Assistant at the West Virginia State Agency for Surplus Property, was recognized by the West Virginia Association of Rehabilitation Facilities (WVARF) as its 2013 Mountain Award recipient at the agency's annual State Use Awards Banquet in November.

The Mountain Award category honors a state government official who has provided leadership at the state level and who has contributed substantially to community rehabilitation programs and services for individuals with disabilities.

WVARF officials noted that Lowe "continues to be a strong supporter of the State Use Program and understands the impact of how working a job contributes to the overall success of the individual. She grasps the concept of individual goal attainment –

no matter how big or little of recognition, is important to all individuals."

An 11-year employee of state government, Lowe has been with Surplus Property for more than four years.

## Surplus Property Staff Finalizes Fixed Assets Reconciliation

October 31 marked the deadline for procurement officers to reconcile all of their agency's fixed assets in preparation of the conversion to the state's Enterprise Resource Planning system, wvOASIS. This reconciliation included items that had been previously lost.

Assistant Purchasing Director and West Virginia State Agency for Surplus Property (WVSASP) Manager Elizabeth Perdue said she was proud of the work done by her staff in the reconciliation process. "We received hundreds of Fixed Asset Reconciliation Statement (WV-100) forms in a small window of time. It was through the work and dedication of the WVSASP staff and the cooperation of our state agency asset management coordinators that the reconciliation process was completed," she said. "I cannot speak highly enough of the hard work our staff put in to help ensure that wvOASIS will be starting off on the right foot."

### 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)

**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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## FAYETTEVILLE

Continued from Page 1

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seven years of usage out of it.

“That’s what I enjoy about working with the employees at Surplus Property. They give an honest opinion about the vehicles and equipment you are looking at,” Lanham said. “They take the time to look over equipment and check it out. They make a good judgment call and even have history on the vehicles you are interested in. That candidness and dedication gives us a feeling of confidence with our purchases. They want to make sure we have a good vehicle.”

In addition to four-wheel drive vehicles – which Lanham said is necessary in his town – he has purchased filing cabinets, desks, chairs and other office equipment for city offices. Lanham said he visits Sur-

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*“Surplus helps us tremendously not to spend big dollars while getting a lot of life and value out of the items offered there.”*

**Bill Lanham**  
**Town Superintendent**  
**Town of Fayetteville**

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plus Property two to three times a year and is continually reviewing its website for vehicles and other available items.

“We are like so many small towns in that we have budget constraints

and have to find the best way to utilize taxpayer dollars. It would be prohibitive for us to buy everything we need brand new,” Lanham said. “Surplus helps us tremendously not to spend big dollars while getting a lot of life and value out of the items offered there.”

There is good reason why Lanham is so familiar with Surplus Property. Prior to becoming Fayetteville’s town superintendent, he worked for the city of Dunbar.

“I was right down the street from Surplus,” he said as the Surplus Warehouse is just a few blocks from the Dunbar City Hall. “In my many years of municipal government, I have had excellent experiences with Surplus Property.”

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### 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
- Tires, Engines, and Vehicle Parts
- Shop Equipment
- Rolling Stock and Heavy Equipment
- Electronic 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 1-800-576-7587.

**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 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:** 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.