
THE PROPERTY *Connection* ■=

Winter 2000 • volume 17, issue 1

A Publication of the West Virginia State Agency for Surplus Property

The State Capitol Cafeteria Enhances Equipment with Help from Federal Surplus Property Program

"You have to have the tools to get the job done"...How many times have we heard this before?

General Services Director Raymond Prozzillo knew that the kitchen equipment in the State Capitol Cafeteria, located at the basement of the State Capitol Building, needed replaced; but, the cost of new equipment would be astronomical.

Contemplating this dilemma, he decided to take action as he has in the past ... by contacting the West Virginia State Agency for Surplus Property. He explained his needs and asked for help in locating specific pieces of kitchen equipment.

"I received a call from Ken Frye (WVSASP manager) saying that they had a large amount of restaurant equipment," Prozzillo



said. "They matched my request up just beautifully. Most of the equipment was brand new!"

The General Services Division was able to obtain approximately \$80,000 worth of equipment for

Serving Up Savings

General Services Director Raymond Prozzillo (r) is pictured with Lance Lusher, Manager of the Capitol Cafeteria, displaying a new salad bar cart acquired through WVSASP.

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What's in a Name?

For the past 16 years, the *Surplus Sense* newsletter has been published by the West Virginia State Agency for Surplus Property. This publication offers valuable information, but equally important, shares stories about how hundreds of public and non-profit organizations have benefitted from the Surplus Property Program.

We have changed the name of our publication to **The Property Connection**; however, the helpful information and *good news* of the Surplus Property Program will remain consistent.

In Other News...

- ◆ Planning Ahead Pays Off in the Surplus Property Program
 - ◆ Scott High School Enhances Programs by Acquiring Surplus Items
 - ◆ Bradley Volunteer Fire Department Advises Other Organizations to Visit Surplus Warehouses
-

Planning Ahead...

Property Needs Met through Surplus Property Program

Organizations often prepare plans to either expand their office space or update antiquated furniture and equipment. It is at this time that the West Virginia State Agency for Surplus Property (WVSASP) should be contacted to assist in meeting their needs.

Many of our customers may not be aware of the 'waiting list' that we maintain for requested items. They may *assume* that what is available in our warehouses is all that we can acquire. However, the property located at our warehouses is only a very small fraction of the volume of property that can be obtained on behalf of our eligible organizations.

If we have a better understanding of your needs, our fed-

eral property screeners who travel to property generating points in several states can search for those items.

In addition, it is important to remember that not all *surplus* property is used. For example, in the lead article on page one of this issue, the General Services Division expressed its interest in kitchen equipment. By conveying this need, our agency was able to acquire **new** equipment on behalf of this state agency at a fraction of the cost they would have had to pay for new equipment at retail prices. Planning ahead proved to pay off for the General Services Division.

How can you request our agency to search for a particular item? The first step is to put your request in writing. Once we receive your request, we will begin our search and notify you as soon as a match is found. If you wish, you can even visit the federal generating point with our screener to assist in the search.

We understand though that unfortunately in not all cases do you have the benefit of prior planning. Emergencies do occur. However, monthly or even quarterly, take an inventory of your agency's property and review any possible needs at that time.

Share those needs with us and we will start *shopping* on behalf of **your** operation.

THE MANAGER'S PERSPECTIVE

KEN FRYE



Surplus Property Introduces its Program onto the Internet

Do you have a question about the West Virginia State Agency for Surplus Property? Try checking Surplus Property's newly debuted website at www.state.wv.us/admin/purchase/surplus.

Surplus Property Manager Ken Frye is excited for existing and potential customers to start learning more about his agency in cyberspace. "We are proud of our state and federal programs and are enthusiastic in our attempt to use this website to inform others of the program's benefits," he said. Some highlights of this website include: information on public sales (auctions and sealed bids); past issues of the agency's quarterly newsletter; the **West Virginia Surplus Property Reference Manual**; the Application for Eligibility; organization information; location of Surplus Warehouses; and the Terms and Conditions.

The site also offers users the capability to ask a question electronically. Responses will be provided via electronic mail in an expedient manner. **Visit our site today!**

		The West Virginia State Agency for Surplus Property	
CECIL H. UNDERWOOD Governor	JOSEPH F. MARKUS Cabinet Secretary	DAVE TINCHER Purchasing Director	KEN FRYE Surplus Property Manager
WEB SITE MENU <ul style="list-style-type: none">• MANAGER'S PERSPECTIVE• PUBLIC SALES• SURPLUS SENSE• WV SURPLUS PROPERTY REFERENCE MANUAL• APPLICATION FOR ELIGIBILITY• ORGANIZATION INFORMATION• WHERE ARE THE SURPLUS WAREHOUSES?• TERMS AND CONDITIONS• DO YOU HAVE A QUESTION?	Welcome to the West Virginia State Agency for Surplus Property Web Site! <p>The West Virginia State Agency for Surplus Property is a unit under the Purchasing Division. In operating the State and Federal Surplus Property Programs, our state agency has assisted thousands of eligible organizations by offering good, usable property at a substantially reduced price.</p> <p>Our philosophy is "why pay more for new when the surplus property will serve the same purpose for a lot less?" Our main page has many links which current and potential customers may find helpful.</p> <p>To the left, you will see the web site menu which will guide you in learning more about our programs. If you are interested in the types of property available, look to the right for just a small sample of the thousands of items available.</p> <p>Thank you for visiting our site and remember to add it to your list of favorites!</p>	What Types of Property Can We Acquire? <p>Just Look Below at the Variety of Property We Have Available!</p> 	<p>[PURCHASING] [STATE PAGE] [ADMINISTRATION] [SEARCH]</p>

Truckloads of Office Furniture Available from DHHR's Move

A large variety of office furniture is now available at the West Virginia State Agency for Surplus Property as a result of a recent move of several Department of Health and Human Resources offices. Many of these



offices were relocated after the renovation of the Diamond Building in downtown Charleston. New modular furniture is being used at this worksite; therefore, a great amount of the existing wooden and metal furniture was sent to WVSASP.



What does this mean to you? Savings and selection!

For more information or to arrange a visit to the Surplus Property warehouses, contact Surplus Property Manager Ken Frye at 766-2626 or via e-mail at kenfrye@citynet.net.

AUCTION NOTICE

The next public auction will be held at 10:00 a.m. on Saturday, March 11 at the Surplus Property facility, located at 2700 Charles Avenue in Dunbar.

Inspection of property will be available the week prior to the sale from 8:30 a.m. to 4:00 p.m. For more details, contact WVSASP at 766-2626.

State Capitol Cafeteria

Continued from Page 1

less than 10 percent of the value. "It was a tremendous savings for the people of West Virginia. We were fortunate to be able to utilize what the federal government had ordered but did not use," he said.

The surplus kitchen equipment included a Vulcan steam oven, convection ovens, a tilt skillet, halo lights, compartment refrigerators, a running hot box, a portable salad station and storage bins. Nearly all of this equipment is made of high quality, stainless steel and is replacing inferior, over-used equipment.

Lance Lusher, manager of the State Capitol Cafeteria, is thrilled with the new equipment. "This equipment has been a big boost for our kitchen. We have doubled our oven space and our steamer capabilities, and the new equipment is much more efficient," Lusher said. "It has saved us a tremendous amount of hours by not having to repair our previous equipment." Most of the equip-

ment replaced was frequently breaking down and needed constant repairs.

The State Capitol Cafeteria, which is under lease from the State Building Commission, offers breakfast and lunch. According to Prozzillo, the lunch crowd is especially busy during the Legislative Session. "This equipment could not have come at a better time," Prozzillo said. "With the Legislature here, we serve as many as 1,500 people for lunch. That's an awful lot of people between 11:30 a.m. and 1:30 p.m."

Prozzillo explains that WVSASP has a wide variety of property that eligible organizations can acquire. "Surplus Property has many things available in its federal and state surplus programs which my agency has enjoyed. We plan to continue to purchase from WVSASP."



These stainless steel convection ovens are used by the State Capitol Cafeteria, located in the basement of the Capitol Building. The ovens are used daily to make fresh rolls.

Scott High School Considers Surplus Property Program as one of its "Best Kept Secret"

Jo Hendricks, a teacher and the faculty senate president at Scott High School, refers to the West Virginia State Agency for Surplus Property (WVSASP) as one of the *best kept secrets*, but she is willing to share this 'secret' in order for other schools and organizations to benefit.

"I definitely think that it's a gold mine," she said. "It is a treasure for schools especially, because they are often functioning on a limited budget."

Hendricks has proved that shopping at WVSASP can make a difference. Not only is Hendricks sold on this program, but so are the baseball coach, the chemistry teacher, the music teacher and others at Scott High School. They have purchased a variety of items from WVSASP, including filing cabinets, desks, bookcases, projectors, chairs, projection screens, scientific equipment, athletic equipment, medical supplies...even five sets of bleachers for the band to use during football games!

"Our *surplus* experience has



been great," Hendricks said. "We always are assisted by the great people who work at WVSASP. If they know we are looking for something, they are very good to try to keep an eye out and help us purchase the things we need."

Monique Nunley, the school's band director, concurs with Hendricks. "I have bought many instruments from WVSASP which has enabled me to allow kids who otherwise could not afford instruments to join the band," she said. She adds that these instruments are top-of-line, professional instruments which the school's budget could never have allowed. The instruments include concert bass drums, trumpets, and tenor saxes. Nunley quickly refers to the portable bleachers which she found available through WVSASP.

"These bleachers turned out

The Scott High School band members used to fill the general stadium; however, thanks to the Surplus Property Program, they now have their own set of bleachers from which to perform at events.

to be a wonderful thing for us," she said. "In the past, our band had to sit in the bleachers with the fans which became a distraction, plus it took up space that could have been used for the fans." Today, the bleachers are placed in a special section which has offered a more professional appearance for the band.

Hendricks indicates that it all comes down to meeting needs at the right price...and in this case, a low, discounted price. "Overall, I can say that Surplus Property has helped our school get on track with having necessary materials that we could never have afforded otherwise."

Hendricks may be right. The surplus program is Scott High School's Best Kept Secret!



Surplus band instruments have also proved helpful, especially to those children who cannot afford to purchase their own.

Check Availability First at WVSASP...

Bradley VFD Saves up to 90% on Equipment and Vehicles



Fire Chief Bruce James is pleased with the surplus property he has acquired, such as this low-boy trailer used to haul fire equipment.

Fire Chief Bruce James of the Bradley Volunteer Fire Department cannot understand one thing: **Why do more volunteer fire departments not utilize the Surplus Property Program?**

"I just think that fire departments or any organization in West Virginia that are eligible to use the Surplus Property Program and are not making use of this program and

property that becomes available is really letting their organization down," James said.

Bradley Volunteer Fire Department has benefited from acquiring surplus equipment and vehicles, saving the department a substantial amount of money. In many cases, using this program has enabled them to obtain equipment that they would not have been able to purchase on the retail market.

"If we are in the market for something, we check at WVSASP first before we look anywhere on the open market," he said. "I have found that our savings range anywhere from 60%, 80%, sometimes up to 90% over retail."

The items they have acquired include fire trucks, steam tables, dump trucks, snow plow, rolling stock, a low-boy trailer, as



This surplus dump truck converts into a snow plow necessity during the winter months.

well as smaller items, such as helmets, office supplies, coats and breathing apparatus. These items have been used in other services which they offer periodically, including search and rescue, earth moving, and snow removal.

The key to Bradley Volunteer Fire Department's success with the Surplus Property Program is to frequently check for items that the department may be able to utilize. "Since I became chief in 1986, I have tried to make weekly or at least monthly visits to the Surplus warehouses, which has saved us a tremendous amount of money and allows us to do more," he said.

More non-profit organizations need follow the advice of Bruce James and other frequent users of the Surplus Property Program and schedule a trip to the West Virginia State Agency for Surplus Property in order to share in the savings that await them.

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

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SURPLUS PROPERTY LISTING



10 KW GENERATOR

Item #37916

\$1,500

Federal Property

MILLER WELDER

Item #37501

\$990

Federal Property

SHEET METAL BRAKE MACHINE

Item #37443

\$700

Federal Property

RECYCLING BINS ON WHEELS

Item #37909

\$45 Each

Federal Property

TRAILER MOUNTED WATER TANK

Item #36401

\$900

Federal Property

CAT FORKLIFT - 6K CAPACITY

Item #37836

\$7,500

Federal Property

FOOT LOCKER

Item #37599

\$10

Federal Property

FORD F 250 TRUCK

Item #37895

\$1,500

Federal Property

BASS TRACKER BOAT

Includes Motor and Trailer

Item #37707

\$1,600

Federal Property



4' X 4' FAN IN CAGE

Item #37445

\$250

Federal Property

ROCKWELL BAND SAW

Item #36551

\$1,500

Federal Property

FINISHING MACHINE

Item #37059

Belt Sander/Rockwell

\$300

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Item #37854

Gasoline Engine/Long Reach

\$500

Federal Property

DIESEL STEAM CLEANER

Item #36708

\$1,000

Federal Property

WORK BENCHES

Item #37534

\$250 Each

Federal Property

LARGE FOOD MIXER

Item #37524

\$600

Federal Property

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Nice Condition/No dents

Call for Price

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5 TON MILITARY TRUCK W/WINCH

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Federal Property

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3/4" x 100' Rolls

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Federal Property

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Federal Property

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Item #36261

\$4 each

Federal Property

WOOD LATHE

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\$1,000

Federal Property

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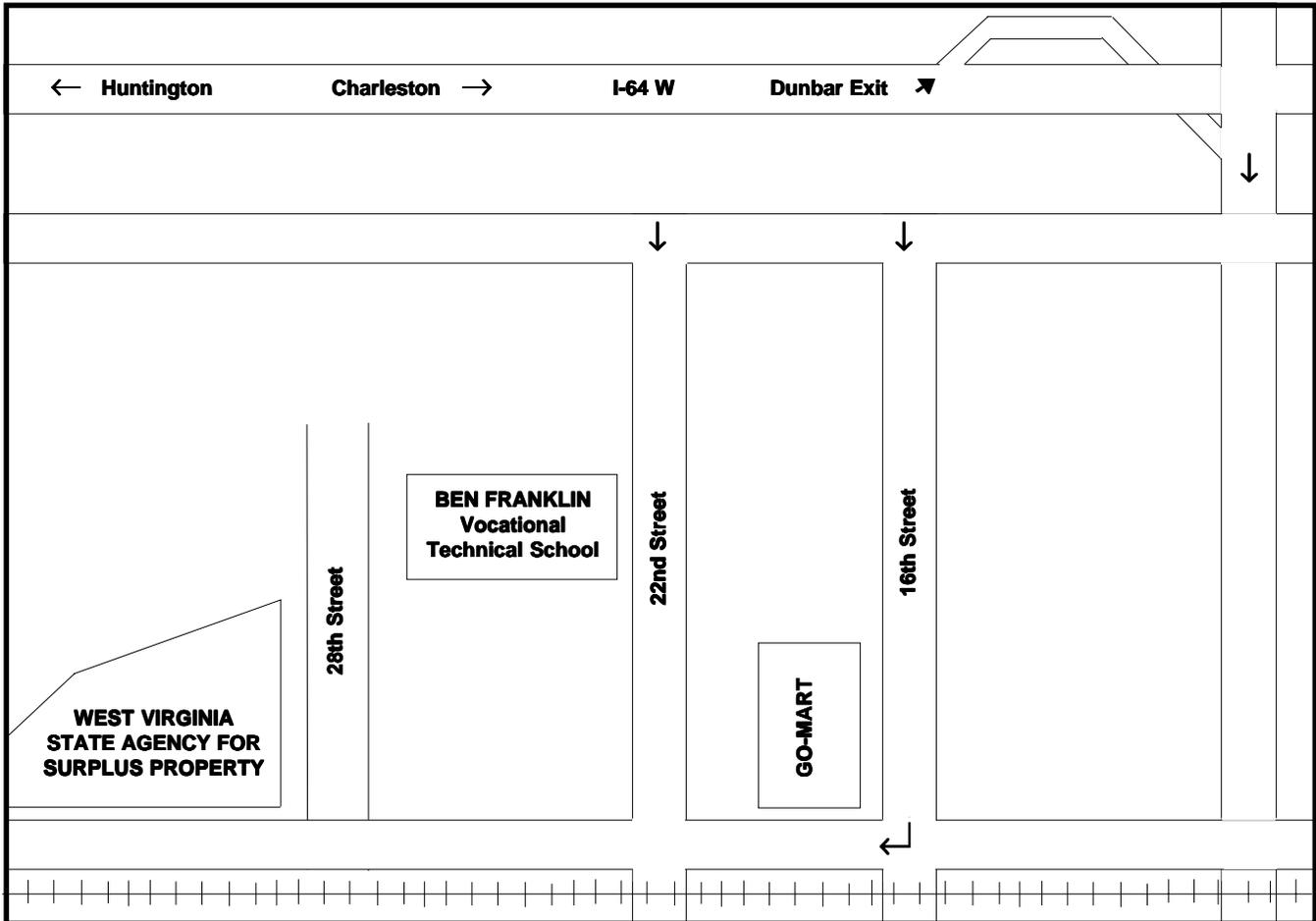
Item #37781

\$2,500 Each (Two Available)

Federal Property

CONTACT DANNY LAYTON, FEDERAL WAREHOUSE SUPERVISOR, AT (304) 766-2626.

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 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 TO SENDER

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