



# FEDERAL SURPLUS NEWSLETTER

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July 2010

## FROM THE PRESIDENT'S INKWELL

### **ASSOCIATE MEMBERSHIPS = NASASP'S FUTURE!**

The future of NASASP and indeed the Federal Surplus Property Program is today and will continue to be heavily influenced by the donee organizations that constitute our Associate Members. As I sit here writing this article for this issue of the NASASP Newsletter, I am struck by the fact that we are now approaching 1,800 Associate Members. These include donee organizations and vendors from 30 different states. They represent hundreds of thousands of American citizens, all interested in how they can get more information about the Federal Surplus Property Program and NASASP. More importantly they are interested in knowing how they can better use the Program and make the Program even stronger in their local communities. Historically speaking I cannot find any records that indicate that this Association has ever had more than 1000 Associate Members at any time over our 63 year history. It is an amazing tribute to the hard work of our State Agencies for Surplus Property (SASPs) and the donee organizations we all serve.

Some of you may have questions as to who is an Associate Member and what function do they perform within and for NASASP. I am glad you asked! According to the NASASP By-Laws and Constitution an Associate Member is defined as "Any organization or person who desires to participate in the activities of NASASP, approved by the National Officers or their designee(s), and in good standing with their Associate Membership dues." The benefits these organizations or individuals receive are certificates of recognition, NASASP lapel pins, invitations to our National Meetings, and routine information from NASASP in the form of newsletters, special requests and updates. The responsibility of an Associate Member is easy: Just stay engaged; ask questions; give suggestions; make

requests; let us in NASASP know what you would like us to do to make this Program better for you and all donees and we will do our best to accommodate you. There may also be certain times that we ask you to help us to better help you by responding to surveys, writing letters or calling your local Congressional Office.

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*"...I am struck by the fact that we are now approaching 1800 Associate Members."*

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As we seek to constantly improve as an Association, one of the changes we instituted within the last year is to invite corporations and vendors to officially become NASASP Corporate Associate Members. Our goal is to partner with solid, relevant and interested businesses across the United States of America. Find more information at <http://nasasp.org>

If your organization is registered in your state as an eligible donee and you are not already an Associate Member, please contact our Director of Associate Membership, Ms. Tina Rodriguez at [amcnasasp@usfamily.net](mailto:amcnasasp@usfamily.net) or call her at 763-427-6414.

The future of NASASP is equal to our Associate Members. Your grassroots support and suggestions will go a long way in determining if the Federal Surplus Property Program will grow stronger or weaker and if the dollars we can save in our local communities will grow or wither. Finally your support will allow NASASP to work on your behalf to insure we can continue to promote, protect and enhance the Program for years to come. Thanks again for all you do for the Federal Surplus Property Donation Program!

*"Pro Bono Publico – For the Good of the Public"*  
*Curt Howard, President (IL), NASASP, Inc.*



# ILLINOIS DONATIONS

## Emergency Management Agency in Illinois Prepares for its Communities

**Cairo, Illinois** – The Alexander County Emergency Management Agency (ACEMA) in Southern Illinois has not been immune to the difficulties confronting EMAs stymied by the lack of state and federal assistance when it comes to emergency preparedness and response. In 2007, ACEMA began an aggressive attempt to outfit its nearly non-existent response operations and preplan their own needs and resources in the event of a disaster. Their research led them to the Illinois Federal Surplus Property Program in Springfield nearly 200 miles north.

“Alexander County Sits on the New Madrid Fault Line and is located at the confluence of the Ohio and Mississippi Rivers, placing us squarely in the middle of potential disasters,” stated Charlie Richey, Chairman of the ACEMA. “We’re poor as church mice in this part of the state and have one of the highest unemployment rates, yet we’ve seen drastic cuts in federal and state grants needed to protect our communities. We had almost no equipment capable of allowing us to respond to a major disaster such as a flood or earthquake. We knew we had to prepare.” The Illinois Federal Surplus Property Program was there to help.

With limited fiscal resources, ACEMA began slowly requesting the needed equipment to plan and recover following a disaster. Over the next several years, ACEMA acquired portable generators, lights, vehicles, computers, emergency supplies, and much more. “ACEMA Emergency Operations Center acquired most of its office furnishings out of Federal Surplus office equipment,” Richey stated.

By 2009, ACEMA had also acquired a former FEMA Travel Trailer for a portable office. In February of 2009, the county was devastated by winter storm dumping ice and snow in amounts that paralyzed the region forcing a “state of emergency.” ACEMA was prepared and capable of providing a coordinated response plan ensuring citizens of the county had warming shelters powered by surplus generators. “Agencies across the nation can save money by turning to a Federal Surplus Agency to acquire the resources to support themselves first--when state and federal government can’t always be there,” Richey stated.

Photo: Charlie Richey, ACEMA





# INDIANA DONATIONS

**City of Jasper, IN-** Jasper obtained these train cars through our Federal Surplus Program about 3 years ago for a service charge of \$5,150.70. The locomotive and passenger cars have been painstakingly restored by a staff of volunteer labor, City of Jasper employees, and generous local corporations and businesses that see their work as more a labor of love than a job. –Raymie Eckerle, Street Comm.

## Locomotive



While the city also obtained this 1956 General Electric, 80-ton, diesel-electric, switch engine, the train is primarily powered by an ALCO 1000hp switcher diesel locomotive. The ALCO is owned and operated by the Dubois Co Railroad, a subsidiary of the Indiana Railway Museum.

## Club Car #200



This Club Car was built in the 1940's and used as an overnight coach. The car was rebuilt as a passenger car with club seating. The car has a seating capacity of 46 passengers.

## Lounge Car #300



The Lounge Car was built between 1917 & 1922 and was originally equipped with shelving and used as a "coffin car" to transport deceased World War I soldiers back to their home towns.

It was renovated into a dining car.

## Parlor Car #400



The Parlor Car, believed to have been built in the 1940's, was originally used as a military hospital car. As a parlor car, it seats 32 people.

## The Spirit of Jasper





# KENTUCKY DONATIONS

## “Life Got Easier”

As many of us know life can be difficult, and I’m one who usually looks at the glass as half empty, but this is not the fact when it comes to entering information for transfer orders. Transfer orders are the documents all State Agencies for Surplus Property (SASP) get from the General Services Administration (GSA) telling us what federal property has been allocated to our SASP. These documents are generated by GSA’s on-line computer system GSAXcess, but that’s where the computer system stopped.

In the summer of 2009, KYSASP purchased new software management software from Web Data Corporation to correct the problems it was experiencing with its outdated inventory management program. One idea recommended was to have GSA upload information to our server in real time when we have property allocated to us from GSA. This process would allow us to receive property faster into inventory, and also cut the amount of man hours required to input information.

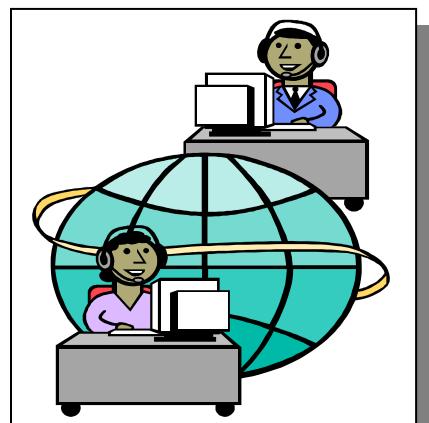
The one requirement that GSA imposed, was that there be at least two state agencies sign a Memorandum of Understanding (MOU) with GSA before any work would start to implement this request. Kentucky, Oregon, and Texas signed the MOU with GSA, and work started shortly after.

On February 1, 2010, GSA, under the direction of Roman Marciniak, started the process of developing a program to integrate the information into our Inventory Management Program. This process was completed in May of 2010.

On June 11, 2010, KYSASP was the first state agency to have information sent to our server electronically. Through our inventory management program we are able to download our SF123 information directly to our server. From there we can edit and adjust quantities in inventory in the receiving module. This process has streamlined our inventory management beyond what I could have dreamed of, and has saved our Agency countless hours of inputting information. This simple process has definitely been a blessing. I hope that if you’re not using one of the vendors available to manage your States program; that you will in the near future.

So, in closing, with this integration between GSA and the SASP, I feel my glass is half full.

Regards,  
Gary Thornton  
Kentucky Federal Program Coordinator





# LOUISIANA DONATIONS

## Natchitoches Parish, LA

The Parish acquired a 1998 Chevrolet Truck for \$500. The truck was not running so it had to be brought to the Parish on a trailer from Colfax, LA. The repair of the engine cost less than \$250.00 in parts. Using inmate labor for the repair and a thorough cleaning brought the truck up to par. The Parish has done no body work to the truck other than putting the stripes on it. Dr. Curtis, Natchitoches Parish Coroner, has been very happy with the truck.

--Provided by Thomas Jordan



### Louisiana Federal Property Assistance Agency

Earlier this year, Brian Babin and Chris Reed of the Louisiana Federal Property Assistance Agency attended the LSU Fire and Emergency Training Equipment Show. This presented an opportunity to speak with many former, current, and potential donees about the program. With the use of a surplus laptop computer, donees were shown how to access our web surplus module to view items available at the agency. During the week following the show, five applications were received from new donees and numerous phone calls were received for additional program information.



# MISSOURI DONATIONS

**College of the Ozarks, Point Lookout, MO** has been a donee for many years and has done tremendous things with federal surplus property. Two Dodge tugs were obtained in Nov, 2009. One was converted to a flat bed truck by May, 2010. They got a Jeep tug in June, 2008 to pull a recycling trailer around campus. The modifications were completed in August, 2008. Ron Sooter said these were easy to modify and they would like a couple more!



**Before**

**Dodge Tug**



**After**



## **MOSASP Employees Earn March Employee(s) of the Month**

In 2009, a new facility was built for Surplus Property. Because the only funds appropriated for the new facility were Surplus Property funds and because the funds appropriated were very limited, employees took the initiative to do as much work as possible themselves.

They took down shelves at the old location and put them up at the new location; they sorted through all the property to determine what needed to be moved to the new location and what was going to be left at the old location for sale; they moved property to the new location; they put a fresh coat of paint on offices used by the storekeepers; they hauled in rock to fill in spots that needed it and then spread it; they disassembled and reassembled modular systems. A wall-to-wall inventory was also done during the three weeks that the Federal side was closed to business. Office staff, storekeepers, motor vehicle mechanics and truck drivers worked side-by-side to make the transition as smooth as possible. Each employee has gone above and beyond in this project.

Every cost saving measure was looked at during this project. No new furniture was purchased, carpet was reused, and surplus property was used whenever possible to reduce costs. Employees even took down two metal frame buildings from their old facility and plan to put them back up at some point in the future.

In recognition of their hard work, all Surplus Property employees were recognized as Office of Administration employees of the month for March 2010.



# NEW JERSEY & NEW YORK DONATIONS

## **Brick Township, NEW JERSEY**

GSA helped coordinate the donation of a generator that will be used at a New Jersey emergency shelter. Times of crisis will be a little less harrowing in Brick Township, N.J., thanks to the donation of a 500 kilowatt diesel powered generator to a local high school that serves as a shelter for evacuees during flooding or other emergencies. The donation was coordinated by the U.S. General Services Administration and the New Jersey State Agency for Surplus Property.

The generator, valued at \$150,000, became available as a result of building system improvements GSA made to the Clarkson S. Fisher Federal Courthouse in Trenton, N.J. “The donation of this generator is a wonderful example of how federal, state, and local governments can work together to assist the local community, while saving taxpayers significant dollars,” said Linda Chero, GSA Acting Regional Administrator and Federal Acquisition Service Regional Commissioner.



## **Franklin County, NEW YORK**

The County of Franklin Solid Waste Authority has participated in the Federal Surplus Property program for several years. During this time we have had the good fortune to acquire equipment which is very useful to us. If purchased new this equipment would likely be beyond our budgetary limits, but the service charges make such equipment affordable.

Over the years we have had the good fortune to acquire a road sweeper and an excellent Ford backhoe. The latest addition to our fleet is a John Deere grader, from Florida, which now resides in Northern New York. This piece of equipment, in excellent condition, now supports the civilian yellow colors after many years of military green. This grader was put into use at the landfill site on the same day it was received. The total cost to the County was \$7,700: the service fee for the grader was \$3000, shipping cost was \$4000, and \$700 was spent on minor repairs, including paint.



**BEFORE**



**AFTER**



# SOUTH CAROLINA & SOUTH DAKOTA DONATIONS

## Town of James Island, SC

Provided by Charles Rhodes, Disaster and Emergency Coordinator

The Town of James Island is an Associate Member of NASASP. They acquired this 1991, 5-ton, 6x6 truck for \$3,000. They also acquired a 400 gallon water buffalo, for \$300.



The Town also acquired this 1 1/2-ton trailer, to which they added a 600 gallon fuel tank, at a cost of \$400 each.



Another valuable acquisition for the Town is this 30KW trailer-mounted generator, acquired for \$3,000.

## South Dakota School for the Deaf

The South Dakota School for the Deaf (SDSD), in Sioux Falls SD, was happy to receive this diagnostic audiometer. The audiometer is being used to test children's hearing ages' birth to 21 years. This audiometer is being used on the SDSD new mobile audiology hearing lab.

The purpose of the SDSD mobile audiology hearing lab is to expand services and educational outreach to children with hearing loss across all of South Dakota. The mobile audiology hearing lab required diagnostic audiology equipment that is very expensive. Receiving the audiometer through the South Dakota Federal Surplus Property agency saved the SDSD approximately \$2,500. The audiometer was in mint condition and met National equipment standards. The SDSD has been pleased with its overall performance.





# TEXAS DONATIONS

## Harris County

This 1999 Freightliner, with 4,646 miles, came from Naples, Italy. It was donated to Harris County Public Infrastructure. The vehicle was used recently after a tanker truck collision. This was a fatality fire incident which backed up traffic on the toll way in the midst of a thunderstorm.



Our people were able to sit, dry around a conference table and plan traffic re-direction. Computer and radio communication with the Toll Road center worked out smoothly. The camera mast was extended and provided 360 degree view of the scene from inside the vehicle.

## Advantage Electric, Inc. working at Naval Air Station-Corpus Christi Building



Advantage Electric, Inc. is an 8a certified company who has purchased tools, trailers, storage vans, a wrecker, and materials over the years. At the NASCC building H-100 job site, the 2009 Park Model Trailer is our office; the camouflage van is our storage trailer for material and tools. The trailer was transferred for \$3,000.00 and the van was transferred for \$100.00. The company also has a 6,000lb. forklift that was transferred from the Facilities Commission for this job. Several small tools and wire are also being utilized. The Texas

Facilities Commission has given our company a highly competitive advantage over the competition. Advantage Electric is an Associate Member of NASASP.

—Russell Canales, Advantage Electric.

## Texas State Agency for Surplus Property

This was a fabric shop that the military used to repair tents. Greg Conn, FSP Manager, requested this unit for agency use, moved it to Austin and set up shop. This office has been a great tool to use for marketing. Texas screener found four of these units in Pennsylvania and had them shipped to Austin. They were donated in a very short time because donees could see the potential use by seeing Greg's office.





# EXECUTIVE DIRECTOR'S HIGHLIGHTS

## **Meetings and Seminars**

May 19<sup>th</sup> and 20<sup>th</sup>, 2010: I attended the FCC NPMA monthly meeting in Washington, DC, and spoke with GSA about SEAs, SBAs and Iraq. I also networked with the National Utilization Officer for the Department of Commerce who wants to learn more about the Federal Surplus Property Program.

I made a presentation at the NPMA Meeting with the Northern Virginia Chapter. There were a number of contractors who had no idea we existed and do not use PCARSS! I also got invited to speak to a group of contractors that meet in the DC area.

While in DC, I also met with the following Congressional offices to discuss the Iraq property situation and the SEA issue, as well as, other issues of interest:

Congressman Bright's Office (AL)	Congressman Griffith's Office (AL)
Congressman Sessions Office (TX)	Congressman Kingston's Office (GA)
Congressman Carney's Office (PA)	Congressman Taylor's Office (MS)

May 2010 – GSA Expo in Orlando, Florida: This seminar involves classes for GSA employees and attendees. I attended all of the classes in the Property Management field including: Federal Surplus as a Green Initiative, reaching to the Small Business Community, Property Management Policies and how they are formed, the Federal Surplus Property Program and my course about NASASP. Also key during the week was a chance to educate Federal managers about NASASP and how the Federal Surplus Property Program works.

June 2010 – NPMA National Educational Seminar (NES) in Myrtle Beach, South Carolina: This seminar also involves training, networking and presentations. It was an excellent opportunity to work with and listen to professional property managers from all walks of life. I attended classes on Green initiatives, low dollar value property and handling, ASTM initiatives, training opportunities and Special Interest Groups on state and local government. I was able to make a presentation on NASASP and the Federal Surplus Property Program.

## **We Need Your Success Stories!**

As you read this NASASP Newsletter, the next one is already being planned! If you have a success story or perhaps an issue you would like to address please let our Associate Membership Director, Ms. Tina Rodriguez know and send her the information at [amcnasasp@usfamily.net](mailto:amcnasasp@usfamily.net) . We will include as many articles as we can fit into the Newsletter. Showcase your organization to the nation, to Congress and other National Associations as well!

## **Facebook and Twitter**

NASASP is very proud to announce that you can now join us on Facebook and Twitter! Find us as “National Association of State Agencies for Surplus Property”. Find out what is happening in the NASASP community, hear success stories from around the country, and get updates on issues affecting NASASP. I will use this forum on a routine basis so find us today and become a fan and follower!

Scott E. Pepperman, Executive Director



# ASSOCIATE MEMBERSHIP COMMITTEE REPORT

The Associate Membership Committee is responsible for overseeing the Associate Membership Program for NASASP. The Committee recommends solutions to grow membership, the amount of annual dues for Associate Members, and reviews the reports of the Associate Membership Fund Administrator. The Committee is comprised of Scott Pepperman (NASASP Executive Director), Tina Rodriguez (NASASP AM Director), Ann Kitzman (MN), Daryl Miller (SD), Terri Winston (MD) Phil Phillips (TX) and Angie Keisler (SC).

## **Fund Administrator's Report**

Angie Keisler (SC) serves as the Associate Membership Fund Administrator and she has done a tremendous job since taking over in January 2008. Current totals show that for the first time in history NASASP has over 1700 Associate Members. Dues paid by Associate Members go directly to our efforts on behalf of the Federal Surplus Property Donation Program and our donees, the taxpayers of the United States of America.

## **Associate Membership Coordinator Report**

Tina Rodriguez has been our Associate Membership Director for over four years. Our dramatic increase in membership is directly due to her efforts to constantly keep drives for one or more states going. She also does all of the follow up for renewing memberships, making sure that lapel pins and certificates are sent out. She also sends out reports on a periodic basis to our Associate Members, helps resolve problems with accounts, and helps fuel our grassroots efforts.

## **Strategic Planning**

The Committee constantly discusses ideas to foster new growth in the Program, as well as to maintain current members. Ideas that have been put into place during the last NASASP year include:

- Development of an Associate Membership page in the NASASP Newsletter
- Better communications including a newsletter from the Executive Director
- Updating AM Renewal Letter
- Development of Twitter and Face Book sites

## **Summary**

The Committee made a commitment this year to continue to work towards achieving our goal of exceeding our highest levels ever and we succeeded. If we are all willing to do just a little bit then no one has to do everything. We need thousands of Associate Members in order to be effective in our work and to reach our goals as an Association. We need them to provide revenue so that NASASP can be everywhere we need to be and have a voice. Perhaps most importantly we need them to provide us with the grass roots support that we will use as we work to protect, promote and enhance the Federal Surplus Property Program across the country and especially in Washington, DC. Together we can achieve our goals, together we can reach new dimensions, and together we can better serve the taxpayers of the United States of America.

Scott E. Pepperman, Chairman  
NASASP Associate Membership Committee



# CIVIL RIGHTS REQUIREMENTS

The following article covers information that will help State Agencies for Surplus Property (SASPs) and donees in complying with their civil rights obligations. In the upcoming issues, the Office of Civil Rights for the General Services Administration (GSA) will be providing information similar to the topic below.

If you have a question or need more information about this article or other civil rights topics concerning civil rights obligations, please do not hesitate to contact Sloan Farrell (202-501-4347, [Sloan.Farrell@gsa.gov](mailto:Sloan.Farrell@gsa.gov)) or Diane Brice (202-501-4614, [Diane.Brice@gsa.gov](mailto:Diane.Brice@gsa.gov)) at GSA's Office of Civil Rights.

## **Limited English Proficiency**

Access to SASP and donee programs and activities does not only apply to persons with disabilities. It also concerns individuals who are limited in their English proficiency. SASPs and donees must ensure that their programs and activities are accessible by persons who, as a result of national origin, are limited in their English proficiency (LEP).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, (Title VI) provides that no person shall "on the ground of race, color, or **national origin**, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." Title VI authorizes and directs Federal agencies like GSA that extend Federal financial assistance to any program or activity to issue regulations. GSA regulations promulgated pursuant to Title VI, to which SASPs and donees are subject, forbid SASPs and donees from "utiliz[ing] criteria or methods of administration which have the effect of subjecting individuals to discrimination because of their race, color, or national origin, or have the effect of defeating or substantially impairing accomplishment of the objectives of the program as respect individuals of a particular race, color, or national origin." 41 CFR 101.6.204-2(a)(2). The Supreme Court, in Lau v. Nichols, 414 U.S. 563 (1974), interpreted regulations promulgated by the former Department of Health, Education, and Welfare to hold that Title VI prohibits conduct that has a disproportionate effect on LEP persons because such conduct constitutes national origin discrimination. In Lau, a San Francisco school district that had a significant number of non-English speaking students of Chinese origin was required to take reasonable steps to provide them with a meaningful opportunity to participate in Federally funded educational programs.

In order for SASPs and donees to better understand their obligations with respect to LEP individuals, GSA issued its "[Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons.](#)"

Based on Title VI and regulations mentioned above, SASPs and donees must consider whether LEP individuals have meaningful access to their programs and activities. While this is a flexible requirement, all SASP and donee organizations **must** conduct a four-factor analysis to determine if they must provide these programs and activities in an alternate form. SASPs and donees must consider these four factors when determining if they need a LEP plan:



# CIVIL RIGHTS REQUIREMENTS (CON'T)

- 1) **Number or proportion of eligible LEP persons.** The number or proportion of eligible LEP persons who will be excluded from the Federal financial assisted program or activity absent efforts to remove language barriers is the first factor to consider.
- 2) **Frequency of contact.** The frequency of contact between the program or activity and eligible LEP persons.
- 3) **Nature and importance of the program or activity.** The nature and importance of a particular program or activity to the serviced population will affect the determination of the types of LEP assistance provided.
- 4) **Availability of resources.** Generally, the availability of resources may have an impact on the types of LEP assistance to be provided and the nature of the steps to be taken.

If you determine that, based on this analysis, you need to provide some sort of LEP assistance, you must:

Develop a tailored process to address this issue.

Train your staff on these issues.

Notify the LEP population you serve that you offer this service.

Monitor effectiveness of LEP procedures on a periodic basis.

All SASPs and donee organizations that receive Federal financial assistance from GSA must do this analysis.

For additional information, please contact Sloan Farrell (202-501-4347, [Sloan.Farrell@gsa.gov](mailto:Sloan.Farrell@gsa.gov)) or Diane Brice (202-501-4614, [Diane.Brice@gsa.gov](mailto:Diane.Brice@gsa.gov)) For additional information, paste this link into your browser:

[http://www.gsa.gov/gsa/cm\\_attachments/GSA\\_DOCUMENT/Interim%20Key%20to%20Accessing%20FCPA%20Handbook\\_R2Z-i-r\\_0Z5RDZ-i34K-pR.doc](http://www.gsa.gov/gsa/cm_attachments/GSA_DOCUMENT/Interim%20Key%20to%20Accessing%20FCPA%20Handbook_R2Z-i-r_0Z5RDZ-i34K-pR.doc)

## **Additional Training**

If you would like additional training on LEP or other civil rights topic, GSA's Office of Civil Rights has on-line training that may be accessed by going to the following website - <http://w3.gsa.gov/web/a/gsaocrd.nsf>, entering your organization's identification number and password. Once you have accessed the website, click on "Continue" and then click "Review Training Tutorial regarding Civil Rights Obligations." If you do not have or have forgotten your ID no. or password, please contact Diane Brice at 202-501-4614, [Diane.Brice@gsa.gov](mailto:Diane.Brice@gsa.gov).