

January 9, 1997

PROCUREMENT CIRCULAR NO. 1997-01

TO: All Chief Procurement Officers  
All Executive Departments  
(Except UH and DOE)

FROM: Lloyd I. Unebasami  
Chief Procurement Officer  
State Procurement Office

SUBJECT: Surplus Property Program

The purpose of this circular is to inform your agency of the Surplus Property Program.

Public law 94-629 of the Federal Property and Administrative Act of 1949 established the Federal Surplus Property Program.

All governmental personal property, excess to the needs of the Federal government is turned in to the Defense Reutilization and Marketing Office (DRMO) for reutilization, donation, or sale, in that order. The Surplus Property Office is eligible to participate in the donation program. Excess Federal property is screened by surplus property personnel and desirable property is then acquired and displayed in the State Surplus Property Office warehouse. Eligible organizations are then able to acquire these items for a service and handling fee. Eligible organizations would be State departments, City and County offices, nonprofit education and public health organizations, homeless providers, drug rehabilitation centers, and elderly care providers.

Surplus Property also handles the General Services Administration (GSA) fixed price sale program for federal vehicles. Sedans are available after 4 years or 60,000 miles and trucks at 6 years or 60,000 miles. The vehicles are normally in very good condition and sell at low blue book prices.

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Surplus Property Office also handles the State Surplus Property Program for all State agencies. After State reutilization, the excess property is offered to State Surplus Property for program participants. These items are handled in the same manner as Federal property.

Service and handling fees are assessed since the State Surplus Property Program is self supporting and receives no general funds.

The warehouse is located at 729 Kakoi Street near the DAGS, Central Services Division. Should you need more information on the program, please call 831-6757.

LLOYD I. UNEBASAMI

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