Requestor: BP PERUMAL
Requestor's Email: BP.PERUMAL@GSA.GOV
Requestor's Phone Number: 703-605-9591
Date of Request: 01/14/2011

The item(s) listed below have been frozen by an internal user.

Sl.No.	Item Control No.	Excess Release Date	Quantity
1	126395-0305-A001 Item Name: TEST ITEM FOR VA	11/16/2010	2

The holding activity should wait until an approved (signed) copy of the AAMS generated transfer order has been received from the requestor. Then, complete the transfer transaction in 'Review and Transfer Multiple Items' located under the AAMS internal module

TO: BP PERUMAL
Room No:
FAX No: 703-605-9595
EMAIL Address: BPPERUMAL@HOTMAIL.COM

FROM: S DEPARTMENT OF AGRICULTURE(USDA)
OFFICE OF PROCUREMENT AND PROPERTY
MAIL STOP 9304
1400 INDEPENDENCE AVENUE, SW
WASHINGTON, DC 20250

Dear Approving Official:

Attached is a computer generated Transfer Order for property which is being internally screened within the Department of Agriculture. The order was initiated as a freeze transaction by BP PERUMAL -USDA

To complete the request for transfer, sign and date the transfer order, then send it to the Property Custodian official listed below.

CUSTODIAN : BP TEST
703-605-9591
FAX: 703-605-9595

The property being requested is located at the following address:

DRUG ENFORCEMENT ADMINISTRATION
700 ARMY-NAVY DRIVE
ARLINGTON, VA 22202-

If you have questions regarding the property, direct them to the Point of Contact listed below:

Point of Contact: BP TEST
FAX: 703-605-9595
EMAIL Address: bpperumal@hotmail.com
CC EMAIL Address: bP.PERUMAL@GSA.GOV

To make arrangements for transfer of the property, contact the Property Custodian official above.

If you wish to make changes to the Transfer Order, line out the data you wish to change and annotate the change directly on the hardcopy of the order.

If this request is an emergency, please annotate this and the nature of the emergency on the hardcopy of the Transfer Order in the Shipping Instructions block (e.g., Emergency - Flood).

No action will be taken on this order unless Custodian receives a signed copy. If the Transfer Order is not approved within 30 days of the freeze transaction you must delete the freeze in AAMS.

TRANSFER ORDER
EXCESS PERSONAL PROPERTY

TO:
BP TEST
703-605-9591
703-605-9595(FAX)

Reporting Activity:

DEPARTMENT OF JUSTICE
DRUG ENFORCEMENT ADMINISTRATION
700 ARMY-NAVY DRIVE
ARLINGTON, VA 22202-

Location of Property:

DEPARTMENT OF JUSTICE
DRUG ENFORCEMENT ADMINISTRATION
700 ARMY-NAVY DRIVE
ARLINGTON, VA 22202-

Appropriation Symbol and Title:

Ordering Activity:

TESTING
USDA APHIS FSO
BUTLER SQUARE W
100 N SIXTH STREET 5TH FLOOR
MINNEAPOLIS MN 55403-1588

Freeze Activity:

BP PERUMAL -USDA
703-605-9591

Ship To:

TESTING
USDA APHIS FSO
BUTLER SQUARE W
100 N SIXTH STREET 5TH FLOOR
MINNEAPOLIS MN 55403-1588

Shipping Instructions:

Item Control No.	UI	Quantity	Unit Cost	Total Cost
126395 0305 A001	EA	2	127.00	254.00

Condition: Used Excess Release Date: 11/16/2010

Noun Name: TEST ITEM FOR VA

Reporting Activity Approval:

SIGNATURE:

DATE:

TITLE:

Ordering Agency Approval:

SIGNATURE:

DATE:

TITLE:

FAX:

Date: 01/14/11

To: ROBERTS,KRISTINE

Subject: Reminder to Allocate AAC: 1256A2

Dear Property Manager,

The following Transfer Control Number/s has/have been in the CFL system for the number of days indicated in the 'Waiting in CFL System' column. Please log in to the CFL system to determine if you can allocate this computer equipment to an eligible school or educational nonprofit. The equipment should be allocated to a school or educational nonprofit by 01/21/2011. If you do not wish to transfer the equipment to any of the interested parties, you may deny the request by entering a zero in the allocation quantity input box next to the item to release it into the GSAXcess(R) system.

Transfer Control Number	Waiting in CFL System for (Days)
90-1-0670-46	39
90-1-0669-31	42

ATE: 01/14/11

TO: PERUMAL,BP1 P
IRA F SIMMONS MIDDLE SCHOOL
(Fax) 703-605-9595

FROM: Federal Acquisition Service / FB

Dear School/Educational Nonprofit:

Attached is a computer generated Transfer Form for excess Computer Equipment.

To complete the transfer, sign and date the request and return it by fax or if you can scan it into your computer and attach it to an email send it to the Property Manager listed on this Transfer Form.

If you wish to make changes to the transfer form, you may only change the quantity on the line of the data you wish to change directly on this form. "0" would indicate that you do not want the equipment.

The items you requested may be denied and reallocated to another requesting activity unless we receive your signed copy on or before 01/21/2011.

ɔu will receive a copy of the signed transfer form from the Property Manager when you make arrangements for pick up or shipment of this equipment. Reminder: Your organization is responsible for all costs associated with the transfer of this equipment to your organization.

We look forward to working with you and ensuring that you receive this equipment in a timely manner.

Sincerely: FEPP Property Manager.

SF-122 for Transfer Order (Number: 90 1 0400 96) Page: 1
Computers for Learning Program
PLEASE DISREGARD - TEST ONLY - TEST ONLY - TEST ONLY - TEST ONLY - TEST ONLY

To: Generating Agency:
M
M

Ordering School/Nonprofit:
IRA F SIMMONS MIDDLE SCHOOL
1575 PATTON CHAPEL ROAD

HOOVER AL-35226-2298

Property Mgr: TEST,BP
Phone: 703-605-9591 Extn: 05
Fax: 703-605-9595
Reporting Activity:

TESTING AGENCY

ARLINGTON VA-22202

Custodian: TEST BP
703-605-9591 (Fax)703-605-9595
Location of Property:

TESTING AGENCY

ARLINGTON VA 22202

Screener: PERUMAL,BP
Phone: 703-605-9591
Appr Official: PERUMAL,BP1 P
(Fax)703-605-9595
Ship To:

IRA F SIMMONS MIDDLE SCHOOL
1575 PATTON CHAPEL ROAD

HOOVER AL-35226-2298

Shipping Instructions:

_____
_____
_____
_____
_____

Prop Mgr's Email : bpperumal@hotmail.com
Prop Mgr's CC Email: BP.PERUMAL@GSA.GOV
Custodian Email : bpperumal@hotmail.com
Screener Email : BPPERUMAL@HOTMAIL.COM
Appr Official Email: BP.PERUMAL@GSA.GOV

_____I acknowledge receipt of the listed items below transferred to my school/nonprofit by TESTING AGENCY in accordance with Executive Order 12999.

_____I do not wish for my school/nonprofit to receive the items listed below which have been offered for transfer.

Ordering School/Nonprofit Approval:
Signature:_____
Date:_____
Title:_____

Property Manager Approval:
Signature:_____
Date:_____
Title:_____

Item List

Item Control No.	Suffix #	Stock No.	Quantity	Unit Cost	UI	Cond
BMAA00 1014 C001		7010	1	$200.00	EA	4

Item Name:COMPUTER LAPTOP EMACHINES TEST MODEL INTEL CELERON M
CRD: 21JAN2011 Demil: A Make: EMACHINES Model: TEST MODEL
Processor: INTEL CELERON M Processor Speed: 2.6 GHZ OR MORE
RAM: 512 MB OR MORE Hard Disk: 40 GB OR MORE Status:

Grand Total for 1 Line(s): $200.00

//

Date: 01/25/11

To: CURTIN,ROBERT

Subject: Reminder to Complete a Transfer, TCN #: 900055657

Dear Property Manager,

Items on Transfer Control Number 90-0-0556-57 were allocated on 05/18/2010. If
the receiving school or educational nonprofit no longer wants the item(s), please deny the items on the Transfer Control Number and allocate the equipment
to a competing interest. If there is no further interest in the equipment, the
system will release the equipment into the GSAXcess(R) after you deny each of the allocated items on the transfer order.

SUBJECT: Access to GSAXcess(R) Granted

Dear NUO [BP.PERUMAL@GSA.GOV]:

The General Services Administration (GSA) has granted GSAXcess(R) access to BP-YAHOO PERUMAL-YAHOO. BP-YAHOO's contact information and level of access are as follows:

CONTACT INFORMATION:

BP-YAHOO PERUMAL-YAHOO
Department of the Army
PHONE: 703-605-9591 EXT:
EMAIL: BP.PERUMAL@GSA.GOV
Activity Address Code: BMAA00

PERMISSION LEVEL ACCESS INFORMATION:

GSAXcess(R) SEARCH and SELECT	x	PRACTICE REPORT	x

If for any reason you do not want this individual to have GSAXcess(R) access contact the Area Property Officer (APO) or GSA associate whose address is shown as the originator of this message, the named individual of your agency and gsaxcess@gsa.gov. If there is no email address for the named individual of your agency, please respond by fax.

GSA has also granted the user named above access to GSAXcess(R) Practice beginning tomorrow. The six-position Practice Access Code is the same as your user's Production Access Code. Your user can access the Practice feature via the GSAXcess(R) Homepage. As with GSAXcess(R) Production, the initial login requires the generic '12345678' password, followed by the user's personal password selection.

Thank you for your assistance in furthering the utilization of excess property
and ensuring it is our 'First Source of Supply'.

BP PERUMAL -4700

Customer

'FOR ADDRESSEE EYES ONLY,' --PLEASE SAFEGUARD THIS INFORMATION APPROPRIATELY--

For: BP-YAHOO PERUMAL-YAHOO

Access To:

GSAXcess(R)	x	SEARCH and SELECT	
AAMS		SEARCH ONLY	x
EADS		REPORT	x
PRACTICE	x		

IF YOU DON'T WANT TO RECEIVE IMPORTANT SYSTEM EMAILS, CLICK THE LINK BELOW:
http://gsaxcesspractice.fas.gsa.gov/fedsweb/fedsweb?g=rge&id=G05952336734

TO GAIN ACCESS TO THE GSAXcess(R), AAMS or EADS:

Website: gsaxcess.gov
(Login to GSAXcess(R))

```
************************    **********************
* USER ID:     B94486 *    * PASSWORD: 12345678 *       Click LOGIN
************************    **********************
```

NOTE: The password 12345678 is temporary. You will be prompted to change it during your initial login.

Other tools: Refer to the User Guide on GSAXcess(R) and use the HELP Button.

If you do not know your Activity Address Code (AAC), which is required to acquire property, or need any other assistance, please contact the GSAXcess(R)
help desk at 1-866-333-7472.

*GSA has automatically granted you access to our GSAXcess(R) Practice module effective tomorrow. Your User ID is the same, but you must login separately, use the '12345678' password on your first Practice login, and follow up by selecting a personal password. The Practice login link is located on the homepage. It is the last link on the right index.

Civilian Property submitted without pictures

Subject: Newly reported civilian property submitted without pictures

To: JIM DALE
USDA FOREST SERVICE

Property Item **1243N7-0256-TN03** reported on **11/12/10** was not submitted with pictures of the property.

GSA Central Office strongly encourages that property items for specific FSC's and an Original Acquisition Cost greater than $3,000 be reported with pictures of the property item to provide other Federal Agencies and users a better description of the reported property. This practice will encourage more successful transfer or sales of the property item.

If you choose to help expedite the transfer or sale of your property, please submit the picture(s) of the property itemas soon as possible, in accordance with the photograph submission guidelines (Photograph Entry Guidelines).

ATE: 01/24/11

TO: BOLLINGER,ALLEN F
434TH LSS/LSG
(FAX) 615-467-1586

FROM: Federal Acquisition Service / FB

Dear Agency Approving Official:

Attached is a computer generated Transfer Order for Excess Property.

To approve and complete this transfer request you must log into www.GSAXcess.gov. Upon successful login to GSAXcess, you will see a red block entitled "Approve TO" in the red menu bar at the top of the screen. By clicking the "Approve TO" block, the system will automatically direct you to the Approve Transfer Orders screen where all of your current approval transactions will be displayed. NOTE: Only Approving Officials will see the "Approve TO" block and only Approving Officials can Approve Transfer Orders in GSAXcess.

If necessary, you will be able change the quantity requested and shipping address by either indicating online the necessary changes or lining out the data you wish to change on the hardcopy. You will also be able to designate the request as an emergency request by entering additional instructions in the comment box online or by entering the information on the hardcopy shipping instructions block.

When all changes have been made, you will be able to electronically approve your transfer by clicking Confirm Transfer which will indicate your electronic approval. Upon your approval, a copy of this approved transfer order will be sent to you and will also be forwarded to the appropriate Area Property Officer for GSA electronic approval. If proceeding by hardcopy, you must fax a signed copy of the transfer order to the GSA Area Property Officer listed on the transfer Order

No action will be taken on this request unless GSA receives an electronically approved copy or a signed faxed hardcopy. The items you requested may be denied and reallocated to another requesting activity unless we receive your signed copy on before 01/31/2011.

You, the property custodian and the GSA APO will receive an email copy of the completed the GSA APO electronically approved transfer order for all items approved for transfer.

TRANSFER ORDER (NUMBER: 99 0 2143 84) Page: 1
EXCESS PERSONAL PROPERTY

To: General Services Administration:

GSA, PROPERTY MANAGEMENT FAS
AREA PROPERTY OFFICE, NEW MEXICO
421 GOLD AVE. SW
ALBUQUERQUE NM 87144

APO: GARY DUFFALA
505-263-0215 (FAX)817-574-2656

Reporting Activity: Agency Bureau: 3605

V.A. HEALTH CARE SYSTEM
5001 NORTH PIEDRAS STREET

EL PASO TX 79930

MANUEL MORENO
915-887-0649 (FAX)915-887-0120

Location of Property:

FORT BAYARD NATIONAL CEMETERY
200 CAMINO DE PAZ

FORT BAYARD NM 88036
WILLIAM BLEA
915-564-6194 (FAX)915-564-6109

Ordering Agency: Agency Bureau: 7510

434TH LSS/LSG
C/O HHS INDIAN HEALTH SERVICE
209 FORTRESS BLDG 209
GRISSOM AFB IN 46971

CRAFT,CARL
615-417-4192
BOLLINGER,ALLEN F
(FAX)615-467-1586

Ship To:

434TH LSS/LSG
C/O HHS INDIAN HEALTH SERVICE
209 FORTRESS BLDG 209
GRISSOM AFB IN 46971

Shipping Instructions:

Appropriation Symbol and Title:
3690062A16984

GSA APO Email : GARY.DUFFALA@GSA.GOV
Screener Email : carl.craft@mail.ihs.gov
POC Email : manuel.moreno@va.gov
Custodian Email: WILLIAM.BLEA@MED.VA.GOV

Ordering Agency Approval:
Signature: _____
Date: _____
Title: _____

GSA Approval:
Signature: _____
Date: _____
Title: _____

ITEM LIST

Item Control No.	Stock No.	Qty.	Unit Cost	UI	Cond	Fair Mkt Val
367466 1011 1121 6 2420		1	$33,488.50	EA	7	

Item Name:TRACTOR, BACKHOE LOADER
SRD: 11FEB2011 Demil: A
Make: CASE CONSTRUCTION EQ Model: 580K

Grand Total for 1 Line(s): $33,488.50

Exception to SF-122 approved by GSA Form Policy and Management.

//

ATE: 01/25/11

TO: SANDRA KLAR
GSA Area Property Officer
(FAX) 415-522-3043
Email: SANDRA.KLAR@GSA.GOV

FROM: Federal Acquisition Service / FB

Dear Area Property Officer:

Attached is an Agency electronically approved computer generated Transfer Order for Excess Property.

To approve and complete this transfer, go to http://www.GSAXcess.gov where you will login to complete the transfer process electronically.

The requisition function remains the same except that when you requisition, there is a final step of approval. Upon your review you will be able to electronically approve your transfer by clicking the Approve Transfer button which will indicate your electronic approval.

Upon your electronical approval, a copy of this approved transfer order will be forwarded to the appropriate personnel: Agency approving official, holding agency custodian, reporting agency and a copy to you for your records.

TRANSFER ORDER (NUMBER: 99 0 2144 44)
EXCESS PERSONAL PROPERTY

To: General Services Administration:

GSA/FSS (9FBP)
450 GOLDEN GATE AVENUE
4TH FLOOR WEST
SAN FRANCISCO CA 94102

APO: SANDRA KLAR
415-522-3041 (FAX)415-522-3043

Reporting Activity: Agency Bureau: 4709

GSA DISPOSAL UNIT 9FSL
SHARPE ARMY DEPOT
700 E. ROTH ROAD, BUILDING 330
FRENCH CAMP CA 95231

PATRICK PATTON
209-547-8624 (FAX)209-547-8741

Location of Property:

GSA DISPOSAL UNIT 9FSL
SHARPE ARMY DEPOT
00 E. ROTH ROAD, BUILDING 330
FRENCH CAMP CA 95231
PATRICK PATTON
209-547-8624 (FAX)209-547-8741

GSA APO Email : SANDRA.KLAR@GSA.GOV
Screener Email : BEUKCS@FIRE.CA.GOV
POC Email : patrick.patton@gsa.gov
Custodian Email: patrick.patton@gsa.gov

Ordering Agency Approval:
Signature:Sd/- BEALE,PENNY
Date:01/25/2011
Title: Approving Official

Ordering Agency: Agency Bureau: 1223

USDA FOREST SERVICE
PACIFIC SOUTHWEST REGION
1323 CLUB DRIVE
VALLEJO CA 94592-1110

HEINSEN,DARRAN L
831-385-5638
BEALE,PENNY
(FAX)707-562-8956
Ship To:

CAL FIRE
401 CANAL ST
KING CITY CA.
ATTN: DARRAN HEINSEN

Shipping Instructions:

_____
_____
_____
_____
_____
Appropriation Symbol and Title:

GSA Approval:
Signature: _____
Date: _____
Title: _____

ITEM LIST

Item Control No.	Stock No.	ITEM Qty.	Unit Cost	UI	Cond	Fair Mkt Val
4791J8 1024 1022	7510 000745174	10	$167.00	RO	1	

Item Name:TAPE PRESSURE
SRD: 14FEB2011 Demil: A
Model: N/A

Grand Total for 1 Line(s): $1,670.00

Exception to SF-122 approved by GSA Form Policy and Management.

ATE: 01/25/11

TO: HAWLEY,DAVID W
PR W2SM ENDIST LOUISVILLE
(FAX) 618-742-8359

FROM: Federal Acquisition Service / FB

Dear Agency Approving Official:

Attached is a GSA Area Property Officer (APO) electronically approved computer generated Transfer Order for Excess Property.

Please coordinate pick up of your property items by contacting the Reporting activity or Property Custodian listed on the attached Transfer Order.

If you have any questions, you may contact either the GSA APO or the Reporting Activity listed in the Transfer Order.

TRANSFER ORDER (NUMBER: 99 0 2137 94) Page: 1
EXCESS PERSONAL PROPERTY

To: General Services Administration:

GSA, FAS (4QSCB)

401 W PEACHTREE STREET
ATLANTA GA 30308

APO: KENYA CROSSON
404-331-0529 (FAX) 404-331-1877

Reporting Activity: Agency Bureau: 1314

DEPARTMENT OF COMMERCE
NOAA WAREHOUSE
7900-B CEDARVILLE ROAD
BRANDYWINE MD 20613

NICOLE PROCTOR
301-372-2923 (FAX) 301-372-2912

Location of Property:

SAVANNAH STATE UNIVERSITY
10 OCEAN SCIENCE CIRCLE

SAVANNAH GA 31411
GEORGE SEDBERRY
912-598-2439 (FAX) 912-598-2367

Ordering Agency: Agency Bureau: 2100

PR W2SM ENDIST LOUISVILLE
600 MARTIN LUTHER KIND JR PL
ROOM 64
LOUISVILLE KY 40202-2239

HAWLEY,DAVID W
502-315-7241
HAWLEY,DAVID W
(FAX) 618-742-8359

Ship To:

GOVERNMENT PROPERTY ADMINISTRATOR
SHIP TO DODAAC: 965174
567 NEW DAM ROAD
OLMSTED, ILLINOIS 62970

Shipping Instructions:

_____
_____
_____
_____
_____

Appropriation Symbol and Title:

GSA APO Email : KENYA.CROSSON@GSA.GOV
Screener Email : DAVID.W.HAWLEY1@US.ARMY.MIL
POC Email : NICOLE.PROCTOR@NOAA.GOV
Custodian Email: GEORGE.SEDBERRY@NOAA.GOV

Ordering Agency Approval:
Signature: _____
Date: _____
Title: Approving Official

GSA Approval:
Signature: Sd/- CROSSON,KENYA
Date: 01/25/2011
Title: GSA Area Property Officer

ITEM LIST

Item Control No.	Stock No.	Qty.	Unit Cost	UI	Cond	Fair Mkt Val
134389 0350 A001	1940	1	$25,000.00	EA	7	

Item Name: BOAT
SRD: 24JAN2011 Demil: A
Make: NA Model: DAUNTLESS 32

Grand Total for 1 Line(s): $25,000.00

Exception to SF-122 approved by GSA Form Policy and Management.

- **Your GSAXcess(R) Access Code N93278 is Inactive**

Dear GSAXcess(R) User:

Our records show that your GSAXcess(R) Access Code N93278 is about to expire. If you do not login to GSAXcess(R) (at www.gsaxcess.gov) with this Access Code within the next 30 days, it will be deleted from both the Production and the Practice modules. (Logging in to the GSAXcess(R)Practice module will NOT resolve this issue.) If you have any problems accessing the system, please contact the GSAXcess(R) HelpDesk at 1-866-FEDS-GSA (1.866.333.7472).
If your Access Code is deleted, you must contact your Agency representative to obtain a new User ID.

- **GSAXcess(R) - Want List on 04/20/2009 (system generated notice with available items based on a want list).**

Dear ERIC E HANSEN,

The following property was reported for screening on 04/20/2009.

Based on the current Want List you have on file, you may be interested in this property. Please note that this email serves to notify you of availability only. You must still select an item for transfer action if you are interested in acquiring this property.

Selection requires that you place the item in your cart and proceed through checkout to generate a transfer order.

To minimize the amount of email generated by this feature, please keep your Want List up-to-date by reviewing it often and deleting items you are no longer interested in.

Thank you for your interest in furthering the utilization and donation of excess and surplus property. Click to go to http://gsaxcess.gov .

Please find attached the Notice of Availability of your Want List Item(s):

GSAXCESSSYSTEMMAIL@
GSA.GOV

06/02/2011 08:58 AM

To undisclosed-recipients:;

cc

bcc Maria L. Lopez/5QSC/R05/GSA/GOV

Subject Personal Property Utilization and Donation Course

SENDER NAME: MARIA LOPEZ
SENDER EMAIL: mailto:MARIA.LOPEZ@GSA.GOV

Personal Property Utilization and Donation Course in Chicago, IL. Scheduled for July 11th - 15th, 2011. This training should be posted the week of June 6th, on the GSA Events page. Please register at www.gsa.gov/events.

Monday July 11, 2011	1:00 p.m. - 4:00 p.m.
Tuesday July 12, 2011	8:30 a.m. - 4:00 p.m.
Wednesday July 13, 2011	8:30 a.m. - 4:00 p.m.
Thursday July 14, 2011	8:30 a.m. - 4:00 p.m.
Friday July 15, 2011	8:30 a.m. - noon

Who should attend? This FREE training opportunity is intended for newcomers to Property Management Disposal, Property Custodians, and Property Managers needing updates to the Property Management/Disposal process.

Course objectives: Federal Utilization and Disposal of Personal Property; regulations and processes; Computers for Learning program; GSAXcessx reporting various categories of property, searching and selecting (freezing) property; transferring and donating property; mysales; sales, and abandonment and destruction. In addition we will have a speaker from Environmental Protection Agency (EPA) giving a presentation on Recycling.

Hotel Reservations: Please make your reservations on: www.fedrooms.gov

This email was automatically generated, please do not reply to it. For any inquiries or responses please send email to the NUO, APO, or Central Office originator.

If you prefer not to receive GSA Xcess System notices, you may unsubscribe by clicking the link below:

http://gsaxcess.gov/unsubscribe.htm

or you can change your settings by sending an email request to

mailto:gsaxcess@gsa.gov .

Please note that it may take up to 24 hours to process your request.

DATE: 06/20/11

TO: CURTIS A HOWARD,MGR/ILSASP

ILLINOIS STATE AGENCY FOR SURPLUS

(FAX) 217-785-6905

FROM: Federal Acquisition Service / FB

Dear SASP Approving Official:

Attached is a computer generated Transfer Order for Surplus Property, listing tem(s) which you have requested for allocation.

To approve and complete your request for allocation you must log into www.GSAXcess.gov. Upon successful login to GSAXcess, you will see a red block entitled "Approve TO" in the red menu bar at the top of the screen. By clicking the "Approve TO" block, the system will automatically direct you to the Approve Transfer Orders screen where all of your current approval transactions will be displayed. NOTE: Only Approving Officials will see the "Approve TO" block and only Approving Officials can Approve Transfer Orders in GSAXcess.

If necessary, you will be able change the quantity requested and shipping address by either indicating online the necessary changes or lining out the data ou wish to change on the hardcopy. You will also be able to designate the request as an emergency request by entering additional instructions in the comment box online or by entering the information on the hardcopy shipping

instructions block.

When all changes have been made, you will be able to electronically approve your transfer by clicking Confirm Transfer which will indicate your electronic approval. Upon your approval, a copy of this approved transfer order will be sent to you and will also be forwarded to the Allocating Official for GSA electronic approval. If proceeding by hardcopy, you must fax a signed copy of the transfer order to the Allocating Official listed below:

DANIEL SCHOLL

GSA, FAS, 7QSCB

PROP MGMT DIV/UTIL & DONATION

819 TAYLOR ST, RM 13A05

FORT WORTH TX 76102

817-850-8105 (FAX) 817-574-2366

Email: DANIEL.SCHOLL@GSA.GOV

No action will be taken on this request unless GSA receives an electronically approved copy or a signed faxed hardcopy. The items you requested may be denied and reallocated to another requesting activity unless we receive your signed copy on before 06/27/2011.

You, the property custodian and the GSA AO will receive an email copy of the email copy of the completed GSA AO electronically approved transfer order for approved for transfer.

TRANSFER ORDER (NUMBER: 17 1 0612 20) Page: 1

SURPLUS PERSONAL PROPERTY

To: General Services Administration:

SA, FAS, 7QSCB

PROP MGMT DIV/UTIL & DONATION

819 TAYLOR ST, RM 13A05

FORT WORTH TX 76102

APO: DANIEL SCHOLL

817-850-8105 (FAX)817-574-2366

Reporting Activity: Agency Bureau: 9715

RILEY

PO Box 2490

FORT RILEY KS 664422490

TODD GAMBLE

785-239-0531 (FAX)785-239-8138

Location of Property:

RILEY

Bldg 1950

CAMP FUNSTON

FORT RILEY KS 664422490

ODD GAMBLE

785-239-0531 (FAX)785-239-8138

Ordering Agency: Agency Bureau: 4757

ILLINOIS STATE AGENCY FOR SURPLUS

PROPERTY

1924 SOUTH 10 1/2 STREET

SPRINGFIELD IL 62703

LOWE,CHARLIE

217-836-6947

CURTIS A HOWARD,MGR/ILSASP

(FAX)217-785-6905

Ship To:

ILLINOIS STATE AGENCY FOR SURPLUS

PROPERTY

1924 SOUTH 10 1/2 STREET

SPRINGFIELD IL 62703

Shipping Instructions:

Appropriation Symbol and Title:

GSA APO Email : DANIEL.SCHOLL@GSA.GOV

Screener Email : CHARLES.LOWE@ILLINOIS.GOV

DC Email : DRMSRileyRTD@dla.mil

Custodian Email: DRMSRileyRTD@dla.mil

The State agency agrees to the terms and conditions of this transfer as outlined in the SF 123 Certifications, Agreements, and Assurances certification document executed on _____.

Ordering Agency Approval:

Signature: _____

Date: _____

Title: _____

GSA Approval:

Signature: _____

Date: _____

Title: _____

ITEM LIST

Item Control No.	Stock No.	Qty.	Unit Cost	UI	Cond	Fair Mkt Val
FE4621 0182 0108	6115 011028148	1	$3,124.04	EA	H7	

Item Name:GENERATOR SET,GASOL A0R010111A0

SRD: 17JUN2011 Demil: A Requisition No: 4751F2 1171 D340

ITEM LIST (Continued) Page: 2

TRANSFER ORDER NUMBER: 17 1 0612 20

Item Control No.	Stock No.	Qty.	Unit Cost	UI	Cond	Fair Mkt Val
M00094 1116 TS01 2	5970 00CONDUIT	1	$50.00	LT	H7	

Item Name:FLEXIBLE CONDUIT A0R010113A0

SRD: 17JUN2011 Demil: A Requisition No: 4751F2 1171 D341

A7036 1102 6011 3540 00WRAPPIN 1 $200.00 EA H7

Item Name:SHRINK WRAP MACHINE A0R010130A0

SRD: 17JUN2011 Demil: A Requisition No: 4751F2 1171 D342

W59TYJ 1109 0001 A 4910 015463597 1 $27,537.09 KT A1

Item Name:MAINTENANCE KIT,VEH A0R010145A0

SRD: 17JUN2011 Demil: A Requisition No: 4751F2 1171 D343

Grand Total for 4 Line(s): $30,911.13

Exception to SF-123 approved by GSA Form Policy and Management, view the certification at http://gsaxcess.gov/htm/docs/SF123_Certification.pdf.

From: Vasiliki P. Lambropoulos/CONTRACTOR/5FMP/R05/GSA/GOV

Recipients: maria.lopez@gsa.gov

Subject: Emails that I send to custodians- Email 1 of 3

Date: 02/23/2011 12:27:12 PM

These are the documents I copy into emails to notify custodians their property is in our sales system. I send these on a da
custodians:

Property Available IL Bill.doc Property Available OH Candice.doc Property Available MN and WI Dorianne.doc Property Available IN and MI Mary.doc

GSAXcess Reports for Sale- Items **Please respond by**

I have received the following property from GSAXcess.

155709-9111-0001- Items

Please respond by 0/0/11 if the property is available for sale and located at the address below for inspection to the public:

VA Medical Center

5000 West National Avenue

Chicago, IL 53295

If no response is received from your agency by the above date, then the property will be removed from our sales system and will need to be reported again as excess when it is ready to be sold.

If photos have not been previously submitted to GSAXcess.gov, please send me any photos that you may have, for that increases your property's sale potential. Pending your response, I anticipate posting this property to a sale within the coming weeks. You will be notified of the sale date prior to posting the property. Be sure to remove any agency or Government identification tags/marks prior to releasing any items. If you have any questions, please contact Bill Siggeman at (william.siggeman@gsa.gov).

Thanks!

Kiki Lambropoulos

312-353-3539
vasiliki.lambropoulos@gsa.gov

From:	Vasiliki P. Lambropoulos/CONTRACTOR/5FMP/R05/GSA/GOV
Recipients:	maria.lopez@gsa.gov
Subject:	Emails that I send to custodians- Email 2 of 3
Date:	02/23/2011 12:28:37 PM

This is the follow-up email I send to custodians when they don't respond to the inital sales notification email:

Follow up email.docx

Hello,
I am following up on the email below.
Can you please advise if the property is still available for sale and located at the address below for inspection to the public.
Thank you!

From: Vasiliki P. Lambropoulos/CONTRACTOR/5FMP/R05/GSA/GOV

Recipients: maria.lopez@gsa.gov

Subject: Emails that I send to custodians- Email 3 of 3

Date: 02/23/2011 12:30:33 PM

These are the documents I put in emails and send to custodians when a sale containing their property is starting-Mary doe

New Sale Email Candice.doc New Sale Email Bill.doc New Sale Email Dorianne.doc

8

New GSAauctions.gov Sale 51QSCI11013

Please review the attached information regarding the sale that is scheduled to begin on Friday, October 10th, 2011 at 3:00 pm CST. Please contact me if any corrections need to be made.

Please advise if you have property that is waiting to be sold by sending me an email with the item control number. Due to system issues, sometimes property is not electronically forwarded to me, and I can't place it to a sale if I don't know that it exists, so please make me aware of these situations.

--attach custodian removal instructions, internet sale info, and ifb)

Thank you,

Candice Waddles
candice.waddles@gsa.gov
312-886-8677

PURCHASER'S RECEIPT
AND
AUTHORITY TO RELEASE PROPERTY

1. FROM:
GSA, FAS, 5QSCC
SALES OFFICE ROOM 3280
230 S. DEARBORN ST.
CHICAGO
IL 60604
WILLIAM SIGGEMAN
TEL: (312)353-0132
FAX: (312)353-0807
WILLIAM.SIGGEMAN@GSA.GOV

2. PAYMENT INFORMATION
A. TYPE
[N] REFUND DUE [N] PAID IN FULL
B. AMOUNT: C. FORM OF PAYMENT:
$300.00
D. REGISTER/REPORT NO.
(INTERNAL USE ONLY)
/MULTI ITEMS

3. DEPOSIT INFORMATION
A. APPROPRIATION ACCOUNT NUMBER
255X4671

ACKNOWLEDGEMENT IS MADE OF PAYMENT IN FULL FOR THE PROPERTY LISTED BELOW. RELEASE OF PROPERTY AT THE REQUEST OF THE PURCHASER IS AUTHORIZED. PURCHASER MUST PRESENT THIS DOCUMENT AT TIME OF REMOVAL.

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4. DATE PURCHASER MUST REMOVE PROPERTY BY, UNLESS NOTIFIED BY GSA: 03/23/11

5. COLLECTION OFFICER
/S/ DIANA DANIEL
03/11/11

6. PURCHASER
BIDDER NO.: 180788
PROSCHWITZ ,
KEITH
55 E. WASHINGTON
APT 1612
CHICAGO
IL 60602
TEL: (312)282-0187
FAX:
KEITHPROSCHWITZ@YAHOO.COM

7. OWNING AGENCY OR REPORTING OFFICE
GENERAL SERVICES ADMINISTRATION
BUILDING MANAGEMENT SERVICES
230 S. DEARBORN ST. ROOM 230
CHICAGO
IL 60604
EUGENE SZYDELKO
TEL: (312)353-3971
FAX: (312)353-7697
EUGENE.SZYDELKO@GSA.GOV

8A. PROPERTY LOCATION
GENERAL SERVICES ADMINISTRATION
BUILDING MANAGEMENT SERVICES
230 S. DEARBORN ST. PM LEVEL CLR
CHICAGO
IL 60604
EUGENE SZYDELKO
TEL: (312)353-3971
FAX: (312)353-7697
EUGENE.SZYDELKO@GSA.GOV

8B. SIGNATURE OF PURCHASER
OR DESIGNATED PERSON
(ACCOMPANIED WITH WRITTEN AUTHORIZATION)

8C. DATE

8D. EXCEPTIONS NOTED BELOW
_ YES _ NO

9. PROPERTY DESCRIPTION

A. SALE NO.	B. LOT NO.	C. CONTRACT NO.	D. QUANTITY	E. UNIT
51QSCI11029	13	GS05F11FBE1951	1	EA

ONE LOT EST. TO CONSIST OF: SMITH CORONA TYPEWRITER; ELECTRIC BINDER MODULAR SERIES PB2600 GBC; 12 FLOOR MATS (SAFETY MATS) COLOR BLACK; 18 PICTURE FRAMES SIZE EST. 16X20; SCANNER FLATBED HP SCANJET 8250; GRAPHICS PLOTTER HP 7475A; HP FAX/COPY MACHINE; SAMSUNG TELEVISION; MONITOR CRT; SMALL REFRIGERATOR; DEFINITION PRINTER FARGO

... CONTINUED AS SHOWN ON INVITATION FOR BID.

Description: When an item receives no bids, an email that the SCO has to manually generate is sent out to give the agency options. We would like for the system to automatically generate this email to the owning agency when an item receives no bids.

Sample: No bids to owning agencies

Dear [pull & insert owning agencies property location name],

[*Insert Sale/Lot No.*], [Insert Item Name] was offered on [*insert date*] and closed [insert close date] receiving no bids. This email is being sent to find out if you want the item(s) offered on the above lot returned for local disposition or reoffered for sale? Local disposition consists of abandonment or destruction (A & D), donation to a public body, or recycling. Attached below are the A & D guidelines if you choose to have the items returned for local disposition. If you would like to reoffer the items for sale, would you like to adjust the reserve price of [pull & insert stated Reserve Price]? Please let me know how you want to proceed at my contact information below.

Sincerely,

[Insert SCO Name]
Sales Contracting Officer
[Insert SCO phone #]
[Insert SCO email address]