

# Excess Federal Personal Property

Presented by Brian Ohlen, Property Management Specialist

A decorative graphic on the left side of the slide. It features a dark grey arrow pointing right at the top, with several thin, curved lines in shades of blue and grey extending downwards and to the right from the arrow's base.

# BIA Property Management

- ▶ Internal Function
  - ▶ Manage the acquisition, maintenance and disposition of government owned real and personal property
  - ▶ Provide internal guidance to all program managers and employees to ensure accountability of government leased and owned property.

A decorative graphic on the left side of the slide. It features a dark blue vertical bar on the far left. A black arrow points to the right from the top of this bar. Several thin, light blue lines curve upwards and to the right from the bottom of the bar, overlapping the main content area.

# Excess Federal Personal Property

- ▶ External Function

- ▶ Eligible Tribal Programs may obtain the authority to screen for and request excess property through the GSAXcess website.
- ▶ Coordinate with General Services Administration (GSA) and eligible partners (Tribes) to grant access and approve property transfers.

# What is available?

- ▶ Past transfers include:
  - ▶ Tools
  - ▶ Construction equipment
  - ▶ Tires
  - ▶ Vehicles
  - ▶ Water tank
  - ▶ Sewing machine
  - ▶ Pallet jack
  - ▶ Trailers
  - ▶ Personal Protective Equipment





# **\*\*\*Announcement\*\*\*** **Disposition of Units**



The Alaska Office of Native American Programs (AKONAP), in conjunction with Joint Base Elmendorf Regional (JBER) Air Force would like to inform interested parties on the availability of modular constructed barrack-style housing units and units for office space and warehousing. These units can be obtained and used as additional housing or other facility use, where needed in your community.

**Status of Units: Available. DoD no longer needs these units and are still usable. Units are relocatable and the costs to move them will be at the Tribe's expense. You can make an appointment to inspect units, prior to acquiring.**

**Availability: 1<sup>st</sup> come 1<sup>st</sup> served basis!**

**Requirements: You will need your GSA Activity Address Code (AAC) to acquire unit(s).**



**For more Information contact: Deb Alston - AKONAP @ (907) 677-9863 or [deb.alston@hud.gov](mailto:deb.alston@hud.gov)**



# Who is eligible?

- ▶ Any tribe with a current P.L. 93-638 contract, grant, or Self Governance Compact is eligible to apply.
- ▶ Please contact the BIA Self Determination office to inquire about your Tribe's current contracts, or eligibility.
  - ▶ Ronelle Beardslee – Acting Supervisory Self Determination Officer
    - ▶ 907-271-1712
    - ▶ [Ronelle.Beardslee@bia.gov](mailto:Ronelle.Beardslee@bia.gov)



# How do I apply?

- ▶ The application requirements consist of the following:
  1. Letter of Request
  2. Non-Federal Screener Application form
  3. Tribal council list

# 1. Letter of Request

- Addressed to Self Determination Office
- Request the Activity Address Code (AAC) to participate in the GSAXcess program
- Identify the P.L. 93-638 contract, compact or grant
- Description of requested property
- Identify 1 or 2 specific individuals who will search and select (screen) for property
- Identify Point of Contact with physical address, phone, email
- Indicate the individual responsible for authorizing the donation and accepting responsibility

Sender's Address  
1234 Alaska St.  
Address, AK 99999

January 1, 2019

BIA- Alaska Region  
Self Determination Officer  
3601 C St Suite 1200  
Anchorage AK 99504

Dear Self-Determination Officer,

The [ENTER YOUR ORGANIZATION'S NAME] is requesting an Activity Address Code to participate and accept excess federal property through the GSAXcess website. The Self Determination contract number under which we will request property is [ENTER CONTRACT NUMBER]. Items we plan to acquire for use under the contract are [TYPE OF PROPERTY REQUESTED].

The [ORGANIZATION'S NAME] designates the following individuals to screen for property on the GSAXcess website:

[LIST UP TO 2 INDIVIDUALS].

The point of contact person for our organization is: *(this is someone other than the screener whom we can contact with general correspondence).*

[NAME]

[PHYSICAL ADDRESS]

[EMAIL ADDRESS]

[PHONE NUMBER, FAX NUMBER]

The individual authorized to accept the property and maintain accountability of the items is: *(this is typically the Tribal President or Chairperson)*

[NAME].

Sincerely,

Tribal President



## 2. Non-Federal Screener Application

- Fill out the Non-Federal Screener Application form for each screener
- 2 total screeners allowed

Bureau of Indian Affairs Excess Property Screener's Application P.L. 93-638 Indian Self Determination & Education Assistance Act	
1. Name:	2. Title:
3. Tribal Organization & Physical Address:	4. Tribal Mailing Address:
5. Telephone Number:	6. Email Address:
7. Contract/Compact Number: Expiration Date:	8. Purpose of AAC Request (check one): GSAXcess                      AutoChoice
9. Have you ever been suspended or debarred from participating in any Federal Program?      Yes      No	
10. List any organization for which you have previously been issued a Screener's Identification Card:	
11. "I certify that Mr./Mrs. _____ is an authorized representative." <small>(applicant's name)</small> _____ Signature of Chairperson	

CERTIFICATION	
In accordance with P.L. 93-638 Indian Self-Determination and Education Assistance Act, I understand that a Screener's Identification Card may be used only for the purpose of screening Federal excess personal property for use by the (Agency/Tribal Name): 12. _____, with that use subject to any limitations or restrictions imposed by the Federal agency sponsor. I understand that excess personal property approved for transfer by the General Services Administration is transferred for use by authorized recipients. I understand that transfer of excess property for the purpose of exchange or sale violates federal law, even if the proceeds are used in furtherance of the approved activity. I further understand that I cannot be paid for screening services with Federal excess property transferred by the General Services Administration and that acceptance of Federal excess property as payment for services violates federal law.	
I hereby certify that neither I nor any member of my immediate household will participate or act as an agent for other bidders in competitive or negotiated sales of personal property by the Federal Government or any agency thereof during the period of screening authorized by the U. S. Department of the Interior, Bureau of Indian Affairs.	
13.	
_____ Signature of Applicant	_____ Date
_____ Signature of BIA Regional Property Officer	_____ Date
_____ Signature of BIA Awarding Official	_____ Date

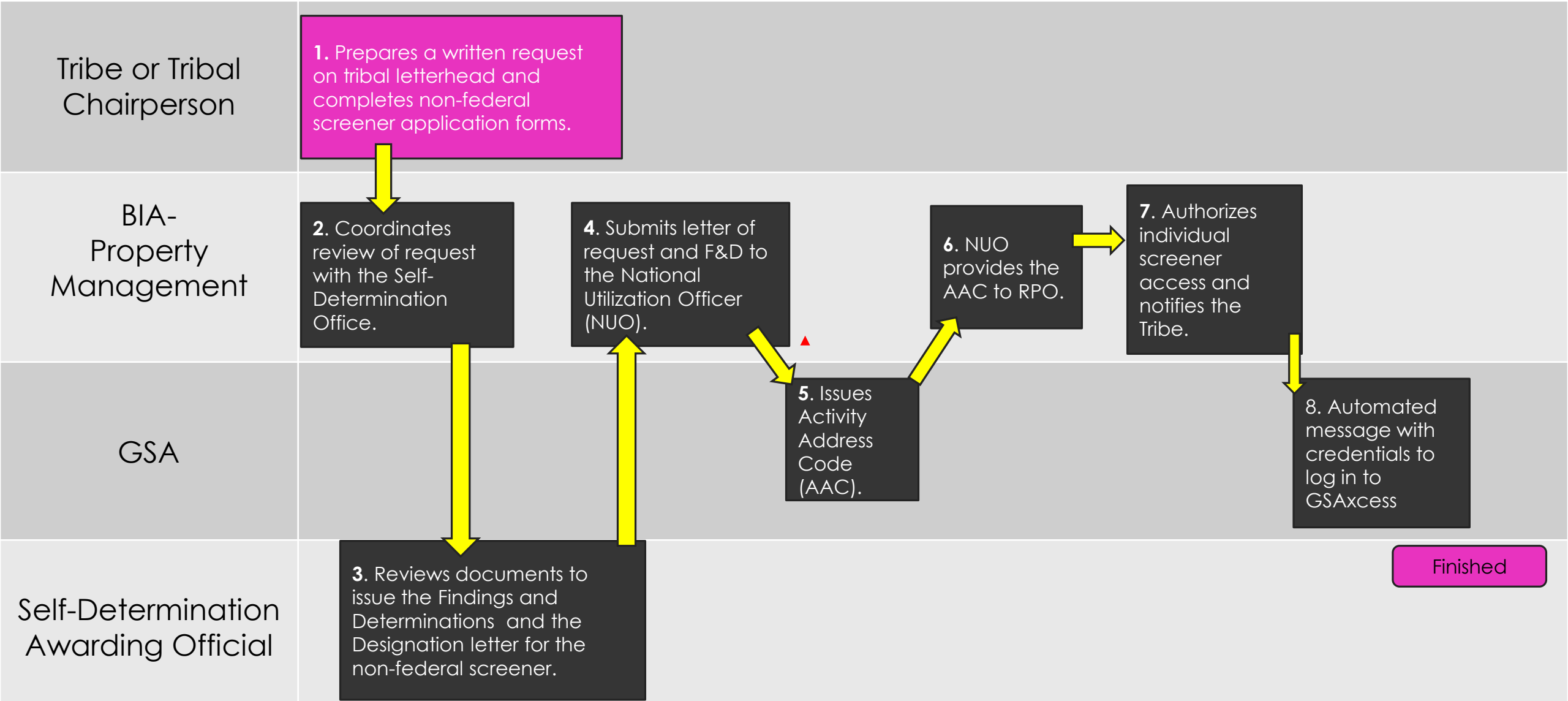
A dark blue arrow points to the right from the left edge of the slide. Below it, several thin, curved lines in shades of blue and grey sweep across the left side of the slide.

## 3. Tribal Council List

- ▶ Provide a current list when submitting your application material.

# Requesting Access to GSAXcess

Start





# Completed Application

- ▶ Consists of:
  - ▶ Self Determination Office Issues:
    1. Findings and Determination approving an AAC (Activity Address Code)
    2. Signed Non-Federal Screener Application
    3. Screener Authorization Letter
  - ▶ National Utilization Officer
    1. Issues AAC
  - ▶ BIA Property Management Office
    1. Authorizes access to the GSAXcess website



# Approved? Know the regulations:

- ▶ Federal Register Part II:
- ▶ 25 CFR Part 900
  - ▶ 900.51 – What is an Indian tribe or tribal organization's property management system expected to do?
    - ▶ An Indian tribe or tribal organization's property management system shall account for all property furnished or transferred by the Secretary for use under a self-determination contract or acquired through contract funds. The property management system shall contain requirements for the use, care, maintenance and disposition...
  - ▶ 900.54 – Should the property management system prescribe internal controls?
    - ▶ Yes. Effective internal controls should include procedures:
      - a) For the conduct of periodic inventories
      - b) To prevent loss or damage to property; and
      - c) To ensure that property is used for an Indian tribe or tribal organization's self-determination contract(s) until the property is declared excess to the needs of the contract consistent with the Indian tribe's property management system.



# Approved? Know the regulations:

- ▶ Federal Register Part II:
- ▶ 25 CFR Part 900
  - ▶ 900.105 Who takes title to excess or surplus Federal property donated to an Indian tribe or tribal organization?
    - (a) Title to any donated excess or surplus Federal personal property shall vest in the Indian tribe or tribal organization upon taking possession.



# Federal Management Regulations

- ▶ 102-36.120 - What are our responsibilities in authorizing a non-Federal individual to screen excess personal property?
- ▶ You must do the following:
  - ▶ (a) Ensure that the non-Federal screener certifies that any and all property requested will be used for authorized official purpose(s).
  - ▶ (b) Maintain a record of the authorized screeners under your authority, to include names, addresses and telephone numbers, and any additional identifying information such as driver's license or social security numbers.
  - ▶ (c) Retrieve any expired or invalid screener's authorization forms.



# Federal Management Regulations

- ▶ **§102-36.155 - What are our responsibilities when acquiring excess personal property for use by a non-Federal recipient?**
  - ▶ When acquiring excess personal property for use by a non-Federal recipient, your authorized agency official must:
    - ▶ (a) Ensure the use of excess personal property by the non-Federal recipient is authorized and complies with applicable Federal regulations and agency guidelines.
    - ▶ (b) Determine that the use of excess personal property will reduce the costs to the Government and/or that it is in the Government's best interest to furnish excess personal property.
    - ▶ (c) Review and approve transfer documents for excess personal property as the sponsoring Federal agency.
    - ▶ (d) Ensure the non-Federal recipient is aware of his obligations under the FMR and your agency regulations regarding the management of excess personal property.
    - ▶ (e) **Ensure the non-Federal recipient does not stockpile the property but places the property into use within a reasonable period of time, and has a system to prevent nonuse, improper use, or unauthorized disposal or destruction of excess personal property furnished.**
    - ▶ (f) Establish provisions and procedures for property accountability and disposition in situations when the Government retains title.
    - ▶ (g) Report annually to GSA excess personal property furnished to non-Federal recipients during the year (see §102-36.295).



# Screening for property on GSAXcess

The screenshot shows the GSAXcess website interface. At the top, there is a navigation bar with the GSA logo and "GSAXcess® U.S. General Services Administration". Below this is a secondary navigation bar with links for "User Guides", "FAQ", "Program Links", "Contact Links", and "GSAXcess® HelpDesk". A "Welcome to GSAXcess®" message is displayed above a carousel of four property items:

- Item 1: AIR FILT ( )
- Item 2: ICN: 89238393030005 - ELECTRICAL RACEWAYS ( Excess )
- Item 3: ICN: 89238393020007 - SCREW ANCHORS ( Excess )
- Item 4: ICN: W581UU92900711 - SWITCH, NE ( Excess )

Below the carousel is a dark blue banner with the heading "Important Security Update!". The text reads: "Beginning in January, 2020, GSAXcess will implement a new security measure that will make it more difficult for someone to gain unauthorized access to your account. In order to log in, your account will need a valid email address. Please verify your email address. [Click here to learn how to update your email address.](#) [Click here to learn more about this measure and how it will affect how you log in to GSAXcess.](#)"

At the bottom, there is a "Login" section with a "Login" button. To the left of the login button are two links: "Click here to go to the NASA Prescreening Module where you can view and request NASA Space Program historic artifacts including shuttle tiles." and "Self-Register for VIEW ONLY with gov or .mil email".

Below the login section are two columns of content:

- How To**
  - › Dispose of Federal Excess Property
  - › Acquire Federal Excess Property
  - › Acquire Federal Surplus Property
  - › Personal Property Federal Management Regulations
- Further Assistance**
  - › Property Contacts
  - › How to Obtain A GSAXcess® User ID
  - › GSAXcess User ID Request Form
  - › How to Obtain an Activity Address Code (AAC)
  - › Contact a Sales Office
- What's New**

**Overview**

GSAXcess.gov is the entry site for the Federal Excess Personal Property Utilization Program and the Federal Surplus Personal Property Donation Program operated by the General Services Administration. Your agency can report excess personal property for transfer by GSA to other Federal and State Agencies for Surplus Property (SASPs) as well as search for and obtain excess personal property. Your agency can also report and transfer excess computers and peripheral equipment to schools and educational nonprofit organizations through the Computers for Learning program or post your CFL transfers done outside our system. This site is not intended for the general public.

**Veterans Small Business Enhancement Act of 2018 (P.L. 115-416).**

The Small Business Administration (SBA) is in the process of implementing the Veterans Small Business Enhancement Act of 2018 (P.L. 115-416), signed into law on January 3, 2019. The Act provides Veteran Owned Small Businesses access to Federal Surplus Personal Property. As the authority for this legislation falls under SBA, updates on the progress of implementation will be provided by SBA. For additional information, please contact Chris Clarke at: Christopher.Clarke@sba.gov.

Veteran Owned Small Businesses that are interested in participating may contact their State Agency for Surplus Property (SASP) to express interest and request updates on the implementation of this newly passed law. Contact information for



<b>User Guides</b>	<b>FAQ</b>	<b>Program Links</b>	<b>Contact Links</b>	<b>GSAXcess® HelpDesk</b>
• Agency Asset Management System (AAMS)	• Energy Asset Disposal System (EADS)	• Interior Asset Disposal System (IADS)	• Report Property • Want List • Direct Select	• PTM
<input type="text" value="Global Search"/>	Exact Phrase <input type="button" value="Go!"/>	<input type="button" value="Approve TO"/>	Basic Search Options <input type="button" value="Advanced Search"/>	<input type="button" value="Menu"/> <input type="button" value="Home"/> <input type="button" value="Logout"/>

### Worldwide Property Items by Category

All Items Available - All Categories

Total number of items available: [16,288](#) / Total items available with Photos: [2,562](#)

- [Agricultural Equipment and Supplies \(41/19\)](#)
- [Aircraft \(13/12\)](#)
- [Aircraft Parts and Tires \(61/1\)](#)
- [Automobiles \(70/61\)](#)
- [Boats \(27/24\)](#)
- [Clothing and Personal \(2,362/36\)](#)
- [Communication and Detection Equipment \(376/67\)](#)
- [Computer Equipment \(1,196/175\)](#)
- [Computer Software and Accessories \(301/40\)](#)
- [Construction Equipment \(59/31\)](#)
- [Electrical and Electronic Equipment and Components \(584/152\)](#)
- [Electrical and Electronic Measuring and Testing Equipment \(197/18\)](#)
- [Fire Trucks and Fire Fighting Equipment \(69/26\)](#)
- [Food Preparation and Serving Equipment \(138/25\)](#)
- [Furniture \(831/325\)](#)
- [Hardware \(772/9\)](#)
- [Household \(161/27\)](#)
- [Industrial Service and Trade Machinery \(70/21\)](#)
- [Industrial Special Machinery \(192/73\)](#)
- [Jewelry and Collectibles \(6/5\)](#)
- [Lab Equipment \(538/83\)](#)
- [Lighting \(193/30\)](#)
- [Marine Equipment \(20/8\)](#)
- [Materials Handling Equipment \(51/44\)](#)
- [Medical, Dental and Veterinary Equipment and Supplies \(1,814/251\)](#)
- [Miscellaneous \(3,295/407\)](#)
- [Motorcycles and Bicycles \(54/47\)](#)
- [Musical Instruments \(55/2\)](#)
- [Navigation Equipment \(41/1\)](#)
- [Office Equipment \(62/16\)](#)
- [Office Supplies and Forms \(206/22\)](#)
- [Photographic Equipment \(189/47\)](#)
- [Recording Equipment \(112/11\)](#)
- [Recreation \(88/22\)](#)
- [Recycling, Reclamation and Disposal Equipment \(16/7\)](#)
- [Refrigeration and Air Conditioning Equipment \(193/48\)](#)
- [Shuttle \(0/0\)](#)
- [Tools \(836/41\)](#)
- [Travel Trailer and/or Mobile Home \(137/111\)](#)
- [Trucks, Trailers and Tractors \(189/178\)](#)
- [Vehicular Components and Tires \(673/39\)](#)



ICN: 7055559295C3401  
 COMPUTER SERVER DELL  
 POWEREDGE 2850 UNKNOWN  
 ( Excess )



### State Property Items by Category

[All Categories](#) > [All Items Available - Worldwide](#) > [Alaska](#)

[View Cart \( 0 \)](#) [Checkout](#)

Total number of items available: [301](#) / Total items available with Photos: [66](#)

- [Agricultural Equipment and Supplies](#) (2/0)
- [Aircraft](#) (0/0)
- [Aircraft Parts and Tires](#) (0/0)
- [Automobiles](#) (0/0)
- [Boats](#) (0/0)
- [Clothing and Personal](#) (97/0)
- [Communication and Detection Equipment](#) (4/2)
- [Computer Equipment](#) (5/4)
- [Computer Software and Accessories](#) (3/1)
- [Construction Equipment](#) (3/1)
- [Electrical and Electronic Equipment and Components](#) (4/1)
- [Electrical and Electronic Measuring and Testing Equipment](#) (1/0)
- [Fire Trucks and Fire Fighting Equipment](#) (1/0)
- [Food Preparation and Serving Equipment](#) (13/8)
- [Furniture](#) (43/10)
- [Hardware](#) (7/1)
- [Household](#) (5/3)
- [Industrial Service and Trade Machinery](#) (1/0)
- [Industrial Special Machinery](#) (6/2)
- [Jewelry and Collectibles](#) (0/0)
- [Lab Equipment](#) (3/0)
- [Lighting](#) (2/1)
- [Marine Equipment](#) (0/0)
- [Materials Handling Equipment](#) (1/1)
- [Medical, Dental and Veterinary Equipment and Supplies](#) (19/1)
- [Miscellaneous](#) (38/12)
- [Motorcycles and Bicycles](#) (5/5)
- [Musical Instruments](#) (1/0)
- [Navigation Equipment](#) (0/0)
- [Office Equipment](#) (2/2)
- [Office Supplies and Forms](#) (3/0)
- [Photographic Equipment](#) (4/1)
- [Recording Equipment](#) (1/0)
- [Recreation](#) (5/0)
- [Recycling, Reclamation and Disposal Equipment](#) (0/0)
- [Refrigeration and Air Conditioning Equipment](#) (3/0)
- [Shuttle](#) (0/0)
- [Tools](#) (6/1)
- [Travel Trailer and/or Mobile Home](#) (7/6)
- [Trucks, Trailers and Tractors](#) (3/3)
- [Vehicular Components and Tires](#) (3/0)

## GSAXcess® - Property Data Sheet

All Categories » All Items Available - Worldwide » Alaska »

[Add To Cart](#)[View Cart\(0\)](#)[Checkout](#)[View Requests](#)[Back](#)[Print](#)[Help](#)

### Item Information

Item Control Number: **FE500092317502** Screening Ends: **November 02, 2019**  
Item Name: **GRADER,ROAD,MOTORIZED**  
Item Description: FE500092317502 01VEHICULAR TURN RADIUS: 22.000 FEET  
NOMINAL; WHEEL QUANTITY: 6; NONDEFINITIVE SPEC STD DATA: 3 TYPE; DRIVE WHEEL  
QUANTITY: 4; STEERABLE WHEEL QUANTITY: 2; PRIME MOVER TYPE: DIESEL ENGINE; ENGINE  
MODEL NUMBER: 6068T; ENGINE MANUFACTURER NAME: JOHN DEERE; BLADE OVERALL  
LENGTH: 12.000 FEET NOMINAL; MINIMUM CLEARANCE BETWEEN CUTTING EDGEAND  
GROUND AT MAXIMUM BLADE ELEVATION: 17.500 INCHES; FRONT WHEEL TYPE: LEANING;  
BLADE CONTROL METHOD: HYDRAULIC; AUTOMATIC BLADE CONTROL: NOT INCLUDED;  
STEERING CONTROL METHOD: HYDRAULIC; SPECIAL FEATURES: GRADER SIZE 5;HYDRAULIC  
POWER FRAME ARTICULATION; NONDEFINITIVE SPEC STD DATA: 5 SIZE; DRMO NAME: DLA DS  
ANCHORAGE;

FSC/National Stock Number: 3805 013875268  
Quantity Available: 1 EACH Quantity Requested: 1  
Original Unit Acquisition Cost: \$80,000.00  
Total Acquisition Cost: \$80,000.00  
Agency Bureau: 9715 - Defense Logistics Agency  
Fair Market Value:  
Condition: Repairable  
Make/Manufacturer's Name:  
Part Number:  
Model:  
Date of Manufacture:  
Hazardous: No  
Demilitarization: No

### Item Location

DLA DS Anchorage  
12745 DAVIS HIGHWAY  
Elmendorf AFB , AK-99506

### DLA Site Storage Location

N010899A0

### Point of Contact

Reporting Agency: DLA DS Anchorage  
Name: BRYCE BROOKS  
Phone: 907-250-4854  
Fax: 253-240-3356  
Email: DRMSAnchorageDSR@DLA.MIL  
CC Email: DRMSAnchorageDSR@DLA.MIL

### Item Photos



A dark blue arrow points to the right from the left edge of the slide. Below it, several thin, curved lines in shades of blue and grey sweep across the left side of the slide.

# Paperwork Required to Request Items:

1. BIA 4335
2. Statement If Acquisition/Use
3. Allocated SF 122 GSA Transfer Order
4. Letter from the Tribe identifying the items as a requirement

# 1. BIA 4335

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF INDIAN AFFAIRS  
DONATION OF PERSONAL PROPERTY TO INDIAN TRIBES  
OR TRIBAL ORGANIZATIONS

*Pursuant to P.L. 103-413, Sec. 105(f), P.L. 103-413, Sec. 406 (c) or P.L. 100-297, Sec. 5209, the following list of personal property is being donated to the below named Indian Tribe or Tribal Organization*

Recipient Tribe/Organization \_\_\_\_\_ P.L. 93-638/P.L. 100-297 Contract/Grant No. \_\_\_\_\_

Property Tag No.	Item Description (Make and Model)	Serial Number or Vehicle Identification Number	Original Acquisition Cost

\_\_\_\_\_  
Signature of Awarding Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Regional or Agency Accountable Property Officer

\_\_\_\_\_  
Date

By signature below, the authorized representative of the above name Indian Tribe or Tribal Organization certifies acceptance of the personal property item(s) listed above and therefore agrees that all rights, title and interest which the United States Government and the Bureau of Indian Affairs have in the above described property is hereby conveyed to the above named party. The recipient further agrees to arrange for and bear all costs incurred related to the packaging, shipping and transportation of the equipment. The recipient assumes all responsibility for the personal property, relieves the United States Government of all liability related to such property, and to remove it from the Government location within 20 days from the date of the signature below.

\_\_\_\_\_  
Signature of Authorized Tribal Representative

\_\_\_\_\_  
Date

## 2. Statement of Acquisition/Use

### STATEMENT OF ACQUISITION AND USE OF EXCESS PROPERTY FOR A PUBLIC LAW 93-638 CONTRACT OR GRANT PROGRAM

Section 105(f)(3) of Pub. Law 103-413 states that, "... the appropriate Secretary may acquire excess or surplus Government personal or real property for donation to an Indian tribe or tribal organization if the Secretary determines the property is appropriate for use by the tribe or tribal organization for a purpose for which a self-determination contract or grant agreement is authorized under this Act". In order to assist in the Secretary's decision-making, the Alaska Regional Office requires that this form be completed by the requesting Tribal program manager then attached to the SF-122, DI-104 or BIA-4335 for submission to the BIA Approving Official.

1. Date: \_\_\_\_\_
2. SF-122, DI-104 or Disposal Document No.: \_\_\_\_\_

The following questions are to be answered by the Requesting Tribal Program Official:

3. Contract/Grant Number: \_\_\_\_\_
4. Name of Program: \_\_\_\_\_
5. Expiration Date: \_\_\_\_\_
6. Number of SF-122's previously approved for this program? \_\_\_\_\_
7. How will the Pub. L. 93-638 program use the property to comply with identified program objectives? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tribal Program Manager/Director \_\_\_\_\_  
Signature Date

BIA Approving Official: \_\_\_\_\_  
Signature Date

BIA Awarding Official: \_\_\_\_\_  
Signature Date

# 3. SF-122 GSA Transfer Order

To: General Services Administration: Ordering Agency: Agency Bureau: 1409

GSA CENTER (10FZP-U)-RO  
PROPERTY MANAGEMENT  
400 15th STREET SW  
AUBURN WA 98001 RM 15

DOI - BIA A14V00849  
NATIVE VILLAGE OF KLUTI-KAAH  
MILE 104 OLD RICHARDSON HWY  
COPPER CENTER AK 99573

APO: GERRY GIAUQUE  
253-709-5789 (FAX) 253-876-7213

DAVIDSON,STEPHEN  
907-822-5541  
OHLEN,BRIAN  
(FAX) 000-000-0000

Reporting Activity: Agency Bureau: 9715

Ship To:

DLA DS Anchorage  
12745 DAVIS HIGHWAY

Elmendorf AFB AK 99506

DOI - BIA A14V00849  
NATIVE VILLAGE OF KLUTI-KAAH  
MILE 104 OLD RICHARDSON HWY  
COPPER CENTER AK 99573

BRYCE BROOKS  
907-250-4854 (FAX) 253-240-3356

Shipping Instructions:

Location of Property:

DLA DS Anchorage  
12745 DAVIS HIGHWAY

Elmendorf AFB AK 99506  
CHRISTOPHER MILAZZO  
253-240-3365 (FAX) 253-240-3356  
GSA APO Email : GERRY.GIAUQUE@GSA.GOV  
Screener Email : NVKKROADS@CVINTERNET.NET  
POC Email : DRMSAnchorageDSR@DLA.MIL  
POC Email CC : DRMSAnchorageDSR@DLA.MIL  
Custodian Email: DRMSAnchorageDSR@DLA.MIL

Ordering Agency Approval:  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_  
Title: \_\_\_\_\_

GSA Approval:  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_  
Title: \_\_\_\_\_

Approval of this transfer to the Bureau of Indian Affairs for subsequent donation to tribes or tribal organizations does not constitute the passage of title of the personal property to the tribe or tribal organization.

Organization Name Contract Expiration Date (if applicable)

Item Control No.	Stock No.	ITEM LIST Qty.	Unit Cost	UI Cond	Fair Mkt Val
FB5004 9276 9600	3920 DSMHENSPP	1	\$1,105.27	EA H7	
Item Name: MATERIAL HANDLING EQUIP, NONSELF-PROPEL					S010227A0
SRD: 23NOV2019 Demil: A			Requisition No: 140JEA 9319 T021		

Grand Total for 1 Line(s) : \$1,105.27

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

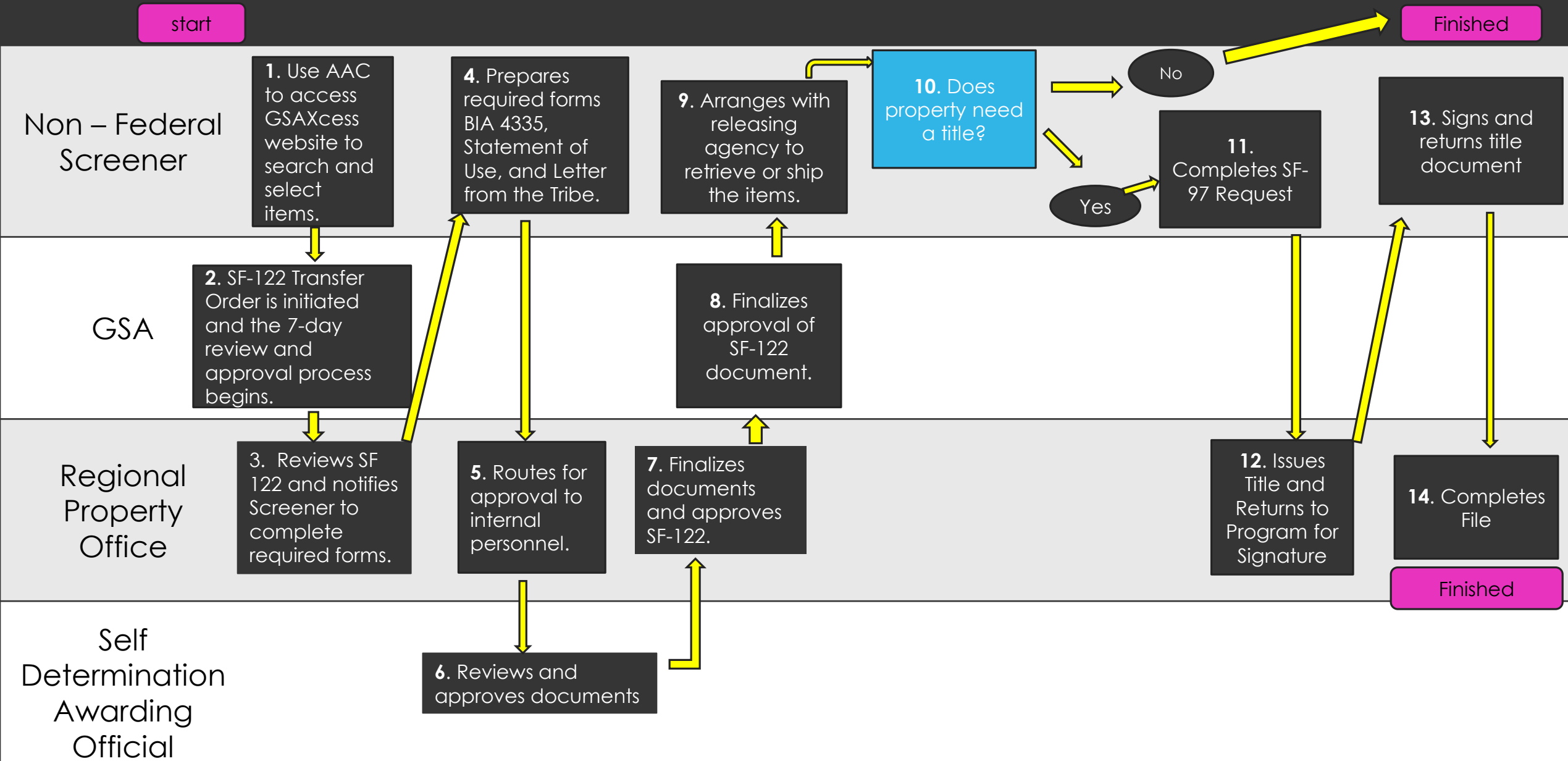




## 4. Letter from Tribe

- On official letterhead
- Addressed to Tribal President/Chairperson
- Signed by Screener
- Describe the need of the property
- An official request to obtain the property

# GSAXcess Acquisition Process



A dark grey arrow points to the right from the left edge of the slide. Below it, several thin, curved lines in shades of blue and grey sweep across the left side of the slide.

# Approval

- ▶ BIA Approval from Awarding Official, Approving Official, Property Official
- ▶ GSA Approval
- ▶ Tribal programs are responsible for the prompt pickup and transportation of items from their advertised location

A dark grey arrow points to the right from the left edge of the slide. Below it, several thin, curved lines in shades of blue and grey sweep across the left side of the slide.

# Denials

- ▶ Items do not meet the specific contract requirements.
- ▶ Required paperwork not submitted on time
- ▶ Invalid access authority, or expired contract



# Other Avenues for Excess Property

- ▶ State of Alaska Surplus Property
  - ▶ For reimbursable property, must acquire through the state
  - ▶ <http://doa.alaska.gov/dgs/property/federal1.html>
  - ▶ Scott Harrison  
907-754-3405  
scott.harrison@Alaska.gov
- ▶ Federal Highways Administration
  - ▶ For Tribes operating with a Federal Highways transportation contract (not BIA)
  - ▶ <https://flh.fhwa.dot.gov/programs/ttp/property/>
  - ▶ **Kevin Spohrer**  
Office of Tribal Transportation  
kevin.spohrer@dot.gov  
360-619-7859



# Summary

- ▶ Obtain Activity Address Code (AAC)
  1. Letter from Tribe
  2. Screener Application
  3. Tribal Council List
- ▶ Authorized access to screen on GSAXcess
  1. Log on credentials provided by GSA
- ▶ Completion of donation forms
  1. BIA 4335
  2. Statement of Use
  3. Letter from Tribe

A dark blue arrow points to the right from the left edge of the slide. Below it, several thin, curved lines in shades of blue and grey sweep across the left side of the slide.

# Contact Information

Brian Ohlen

907-271-2135

[Brian.Ohlen@bia.gov](mailto:Brian.Ohlen@bia.gov)