

# Surplus Successes

Volume II, Issue I

Welcome to the tenth issue of our renamed Surplus Property newsletter!

We hope you'll learn about JMU Surplus Property and how we can help your department save money through reutilization.

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## Surplus Property Pre-Price Sale Announcement

JMU Surplus Property is pleased to announce that we have scheduled our next Surplus Pre-Price Sale for Saturday, April 2, 2016 from 7:30 a.m. to noon at the warehouse! This sale will be open to the general public. New for this year's sale is a shuttle service that will be offered between the parking lot at Eastern Mennonite School, 801 Parkwood Drive, and the Surplus warehouse at 1070 Virginia Avenue. We have recognized the need for better parking, so customers will be able to park at EMS and be shuttled on a JMU bus to the warehouse for shopping and then shuttled back to their vehicle so they can drive over to pick up their items at the loading dock. This shuttle service will be provided free of charge and begin before the sale starts once the parking lot at the warehouse is full and end at 11:30 a.m. Parking will not be allowed at adjacent businesses to prevent interference with their business operations.

Campus departments are requested to start clearing out any surplus items of value from storage areas to help us have the best inventory possible for the sale. Please make sure items are in working condition that you surplus and complete an EICR form completely to let us know what you are sending to the warehouse. As with prior pre-price sales, we will have furniture, including desks, chairs, file cabinets and tables, as well as lost and found items, electronics, and computer monitors. We would like to have your departmental surplus items delivered in February to help us with tagging and pricing items in March. **Our cut-off date for surplus deliveries will be Thursday, March 10th and our last Open Warehouse before the sale will be March 9th.** These dates will allow us to create an accurate sale flyer with items available for the sale. The sale flyer will be advertised in The Breeze and Daily News-Record in late March.

For those not familiar with our pre-price sales, surplus items are assigned surplus ID number stickers and tracked in a database. Each item is individually priced and a goldenrod sale ticket is taped to the item with the surplus ID number and sale price. Some items of minimal value (i.e. supplies on the shelves) are given color-coded dots to indicate the price and small lost and found items are bagged and given a goldenrod sale ticket with the price listed. The warehouse door will be opened promptly at 7:30 a.m. and customers are allowed in to shop for items they want. Items with dots and bagged items are carried by the customer as they continue to shop and for larger items, the goldenrod sale ticket is removed to show the item has been chosen for purchase. Once a customer has chosen everything they want to purchase, they find an employee in a bright-colored vest to write up an invoice for them. They will be asked for their name and address for this invoice. All invoices are then taken to a cashier for payment (cash, check and credit cards accepted). Once all items have been paid for,

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## Surplus Pre-Price Sale Announcement (continued from page 1)

the customer is given a paid invoice copy. This copy is shown to the employee at the door to allow items in hand to be carried out with them. For any large items purchased, the customer retrieves their vehicle and pulls down to the loading dock for pick up. The paid invoice copy is given to a loading dock worker, who will go retrieve the large item(s) from the warehouse floor and help load the item(s) in the customer's vehicle. The paid invoice copy is initialed to indicate all items have been picked up and is given back to the customer for his/her record.

Surplus items are priced very reasonable for our pre-price sales and sales in the past have been very popular with the public. We hope you'll come shop at the Surplus warehouse on April 2nd to find some bargains and help continue to make JMU Surplus Property a success!

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### JMU Computer Surplus Success Story

JMU Computer Surplus received a request in April 2015 from North Fork Middle School in Shenandoah County for computers to be donated to their under-resourced school division and in particular, their science program. According to Code of Virginia, we are allowed to donate surplus computers and related equipment to public schools in Virginia, so we were able to comply with their request. Dennis O'Connor, Computer Surplus Technician, worked with the 6th grade science instructor to clean the hard drives of surplused Apple iMac and MacBook Pro computers. In August, 47 iMac computers and 13 MacBook Pro laptops were transferred to North Fork Middle School to help start a Mac lab for their science program. These computers were also tied into a new project, a Net-Zero Science Center.

The vision of this project is for the sixth grade science students at North Fork Middle School to investigate science questions and solve problems in a Net-Zero science classroom that has been designed by sixth grade "energy scientist interns" during problem-based learning units focusing on alternative energy sources and other VA SOL Framework Curriculum topics. This vision stems from investigations conducted by 6th grade science students in response to a challenge from the Superintendent of Schools for Shenandoah County: "Find ways that we can use alternative energy sources in our schools in order to reduce our dependence on the conventional energy grid." One group of three 6th grade students was tasked to describe what "net-zero" would look like at NFMS: They decided that a currently unused alternative education modular classroom behind the main school building could be recycled into a "Net-Zero Science 6 Classroom." Students even submitted proposals to the Center for Wind Energy at JMU requesting partnership for wind and solar energy systems. The Net-Zero Science Center will be powered by solar and wind power and will be an off-grid system; how awesome is that?!

The Center for Wind Energy has agreed to partner with NFMS in design, development and deployment of the alternative energy power plant. They have installed a MET Tower and are facilitating wind study during the current academic year. Other partnerships with area businesses have been created to help with their endeavor. The JMU Department of Engineering has expressed interest in engaging freshman and sophomore engineering students in mentoring and leadership with learners at NFMS on this project. Computer Surplus' donation of computers will be used with other Net-Zero Classroom technology. In December 2015, 32 more iMac computers, 1 MacBook Pro laptop and 1 MacMini computer were donated to NFMS. These computers have been integrated into the daily instruction and the student response has been overwhelmingly positive. They have set a goal to have a 1:1 ratio of computers to students for this academic year, so Computer Surplus will continue to work with them on donating surplus iMac computers working towards getting NFMS a complete Mac Lab. What a great connection to make with the community that benefits so many students! We are looking forward to continuing this relationship that involves other JMU departments and students as well!

### Surplus Reissued to Campus

*Extending the life of surplus items by redistributing*



Surplus departmental transfers included: chairs to Memorial Hall Science on a Sphere room, tables to Space Management, file cabinet to ISAT Administration, food carts to Aramark Catering, and shelves to Computer Surplus.



### Surplus Reissued to Agencies



Surplus transfers to State agencies included: an exam table to Woodrow Wilson Rehabilitative Center, appliances to VA School for the Deaf and the Blind and Augusta Correctional Center, stackable chairs to Marion Correctional Center, and furniture to a new surplus contact, Caroline Correctional Center.



## **NEWSFLASH!**

### **Please Note:**

\*Due to the scheduled Surplus Pre-Price Sale on April 2nd, all items chosen at the warehouse need to have a work order submitted through AiM for FM Moving and Delivery to pick them up and deliver to campus by **March 10**.

\* There will be **no** Open Warehouse on **March 16, 23 and 30** to prepare for the sale. There will also be no appointments made during this time unless it's an emergency. We appreciate your understanding and cooperation as we prepare the warehouse and price items for the sale.

\* Use February to clean out your closets and send useable surplus items to the Surplus warehouse, but don't forget to complete an EICR form!

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## **JMU Surplus Property Contact Information**



Website: <http://www.jmu.edu/financeoffice/accounting-reporting/assets-property/index.shtml>

Departmental email for EICR forms: [fixedassets@jmu.edu](mailto:fixedassets@jmu.edu)

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**Open warehouse hours: Wednesdays 1:30-4:30 pm or M-F by appointment.**