

FEDERAL SURPLUS PROPERTY PROGRAM

Objective: To market Federal surplus personal property, ranging from desks and typewriters, up to aircraft, boats, and construction equipment to towns, counties, villages, cities, state agencies, hospitals, schools and certain not-for-profit agencies.

Administering Agency: NYS Office of General Services; US General Services Administration

Specific Program URL: www.ogs.state.ny.us/fedsurplus

NYS Object Code: NA

Year Established: 1947

Catalog of Federal Domestic Assistance No.: NA

Legal Authority:

Law: US PL 94-519

Regulation: NA

Program Contact:

Ronald Ottman
 Director
 Properties and Fleet Administration
 NYS Office of General Services
 W.A. Harriman State Campus, Building 18
 Albany, NY 12226
 (518) 457-1744
 E-Mail: ronald.ottman@ogs.state.ny.us

Fiscal Contact:

NA

Eligibility: State Governments, Counties, Cities, Towns, Villages, School Districts, Public Authorities, Private Non-Profit Schools and Hospitals. All public tax-supported agencies, as well as non-profit health and educational programs.

Type of Program and Special Restrictions: Optional, but once chosen subject to mandated State and Federal requirements. The program markets property to eligible programs; however, property must be put into use within 12 months, and used for a period of 12-18 months.

Action Required to Receive Aid: Non-Competitive application for aid required. Fill out program application, receive approval and pay service charge for items received.

Description of Aid:

Flow of Funds: Property is distributed from Federal to State, and Federal and State to Local.

Type of Aid: Ongoing. Federal personal property is recycled to eligible programs.

Formula: NA

Matching Requirement: NA

Maintenance of Effort: NA

Amounts Appropriated:

	<u>Federal Funds</u>	<u>Internal Service</u>	<u>State Spec. Rev.</u>
SFY 02-03	NA	928,600	NA
SFY 03-04	NA	928,600	NA
SFY 04-05	NA	959,000	NA

Amounts Disbursed:

	<u>Federal Funds</u>	<u>Internal Service</u>	<u>State Spec. Rev.</u>
SFY 02-03	NA	390,500	NA
SFY 03-04	NA	206,700	NA

**OFFICE OF MINORITY AND WOMEN-OWNED
BUSINESS ENTERPRISES (OMWBE)**

(Technical Assistance Program)

Objective: Fosters and promotes the development of minority and women-owned business enterprises towards full participation in the State's contracting process.

Administering Agency: NYS Office of General Services

Specific Program URL: NA

NYS Object Code: NA

Year Established: 1981

Catalog of Federal Domestic Assistance No.: NA

Legal Authority:

Law: NY Executive Law Amendment, Article 15-A, Sections 310-318.

Regulation: 9 NYCRR 540-545

Program Contact:

Elaine Whitehead, Director
Minority/Women Owned Business Enterprises
NYS Office of General Services
Empire State Plaza, 35th Fl.
Albany, NY 12242
(518) 473-7083
E-Mail: Elaine.whitehead@ogs.state.ny.us

Fiscal Contact:

Same

Eligibility: State Governments, Counties, Cities, Towns, Villages, School Districts, Public Authorities and Private Non-Profit Groups.

Type of Program and Special Restrictions: Mandated, required by State law and regulations.

Action Required to Receive Aid: No application process required. All verbal or written requests for assistance are honored.

Description of Aid:

Flow of Funds: NA

Type of Aid: Technical Assistance

Formula: NA

Matching Requirement: NA

Maintenance of Effort: NA

SALE OF SURPLUS PERSONAL PROPERTY

Objective: To market State surplus property ranging from office equipment to cars, trucks and municipal highway equipment.

Administering Agency: NYS Office of General Services

Specific Program URL: www.ogs.state.ny.us/surpluspublic

NYS Object Code: NA

Year Established: 1942

Catalog of Federal Domestic Assistance No.: NA

Legal Authority:

Law: NY State Finance Law, Section 178

Regulation: NA

Program Contact:

Ronald Ottman
Director
Properties and Fleet Administration
NYS Office of General Services
W.A. Harriman State Campus, Building 18
Albany, NY 12226
(518) 457-1744
E-Mail: ronald.ottman@ogs.state.ny.us

Fiscal Contact:

NA

Eligibility: All sales are open to the public. Bidders must be 18 years of age or older.

Type of Program and Special Restrictions: Participation in sale process is optional, via online internet sale and public auction.

Action Required to Receive Aid: NA

Description of Aid:

Flow of Funds: NA

Type of Aid: NA

Formula: NA

Matching Requirement: NA

Maintenance of Effort: NA

Amounts Appropriated:

	<u>Federal Funds</u>	<u>State General Fund</u>	<u>State Spec. Rev.</u>
SFY 02-03	NA	NA	1,938,600
SFY 03-04	NA	NA	1,938,600
SFY 04-05	NA	NA	2,158,000

Amounts Disbursed:

	<u>Federal Funds</u>	<u>State General Fund</u>	<u>State Spec. Rev.</u>
SFY 02-03	NA	NA	996,400
SFY 03-04	NA	NA	873,100

SPECIAL MILK PROGRAM

Objective: Encourages consumption of milk by children.

Administering Agency: NYS Office of General Services; US Department of Agriculture

Specific Program URL: NA

NYS Object Code: NA

Year Established: NA

Catalog of Federal Domestic Assistance No.: 10.550

Legal Authority:

Law: Various

Regulation: 7 CFR 215

Program Contact:

Jim Walls
Assistance Director
Bureau of Government Donated Foods
NYS Office of General Services
Corning Tower, 40th Floor
Empire State Plaza
Albany, NY 12242
(518) 474-5122
E-Mail: NA

Fiscal Contact:

NA

Eligibility: Private Non-Profit Groups that provide programs for children.

Type of Program and Special Restrictions: Optional, but once chosen subject to mandated State and Federal requirements.

Action Required to Receive Aid: Non-competitive application for aid required.

Description of Aid:

Flow of Funds: Federal to State to Local (Pass-through). Monies are provided as a reimbursement.

Type of Aid: Ongoing

Formula: 13.5 cents per 1/2 pint milk served.

Matching Requirement: NA

Maintenance of Effort: NA

Amounts Appropriated:

	<u>Federal Funds*</u>	<u>State General Fund</u>	<u>State Spec. Rev.</u>
SFY 02-03	550,000	NA	NA
SFY 03-04	550,000	NA	NA
SFY 04-05	550,000	NA	NA

*Special Milk Program administered within larger State funded program, with no separate operating records being maintained.

Amounts Disbursed:

	<u>Federal Funds</u>	<u>State General Fund</u>	<u>State Spec. Rev.</u>
SFY 02-03	252,874	NA	NA
SFY 03-04	279,861	NA	NA

Comments: Assistance is based on food value which is established by the USDA on an annual basis.

STATE CONTRACT EXTENSION PROGRAM

(Technical Assistance Program)

Objective: Extends approximately 500 State commodity services and technology contracts to local governments and school districts. Benefits include cost savings from direct procurement as well as the administrative savings involved in otherwise having to formally bid these requirements.

Administering Agency: NYS Office of General Services; Procurement Services Group

Specific Program URL: <http://www.ogs.state.ny.us/purchase/default.asp>

NYS Object Code: NA

Year Established: 1953

Catalog of Federal Domestic Assistance No.: NA

Legal Authority:

Law: NY Finance Law, Section 163; NY General Municipal Law, Sections 100, 104 and 109a

Regulation: 9 NYCRR 250.5

Program Contact:

Virginia Lazzaro
Customer Services Supervisor
Procurement Services Group
NYS Office of General Services
Corning Tower, Room 3711
Empire State Plaza
Albany, NY 12242
(518) 474-6717
E-Mail: customer.services@ogs.state.ny.us

Fiscal Contact:

NA

Eligibility: Counties, Cities, Towns, Villages, School Districts, Public Authorities, Private Non-Profit Groups and Political Subdivision Special Districts.

Type of Program and Special Restrictions: Optional, but once chosen subject to mandated State requirements. Must comply with both the program's requirements and the specific contract terms and conditions when placing orders.

Action Required to Receive Aid: NA

Description of Aid:

Flow of Funds: NA

Type of Aid: NA

Formula: NA

Matching Requirement: NA

Maintenance of Effort: NA

Comments: OGS Procurement Services Group regularly publishes information on this program in various newsletters which target local governments including: Office of the State Comptroller's Governmental Affairs Review, NYCOM's New York State Municipal Bulletin, NYSAT's Talk of the Towns, the State Association of Municipal Purchasing Officials' Purchasing Hotline, NYASBO'S Reporter, Fire District Affairs, NYS Town Clerk Association's Town Recorder and County Legislators and Supervisors Association of NYS' Class Chronicle. For more information, call the program contact.

PSG recently implemented two online systems to better serve vendors and local government customers. In April 2002, PSG implemented an online vendor registration bidder notification system (OVR/BNS) that allows vendors to register themselves and receive an e-mail notification of all bids that are now posted to the OGS web site. The registration process has been reduced from an average of 45 days to approximately 20 minutes. In June 2003, PSG implemented a similar online purchaser notification system (PNS) that allows anyone to register himself or herself to receive all notices of new contracts and contract updates.

PSG also does a number of important contracts, some exclusively for local governments, schools and libraries. Examples include road salt, natural gas, ultra low sulfur diesel, fuel oil, a prime vendor food contract and wireless services with the lowest pricing of any state government.

THE EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP) NEEDY FAMILY PROGRAM

Objective: Provides federally donated foods to needy individuals for household consumption.

Administering Agency: NYS Office of General Services; US Department of Agriculture

Specific Program URL: NA

NYS Object Code: NA

Year Established: NA

Catalog of Federal Domestic Assistance No.: 10.550

Legal Authority:

Law: US PL 98-8, as amended and PL 101-624, as amended

Regulation: 7 CFR 251

Program Contact:

Jim Walls
Assistant Director
Bureau of Government Donated Foods
NYS Office of General Services
Corning Tower, 40th Floor
Empire State Plaza
Albany, NY 12242
(518) 474-5122
E-Mail: NA

Fiscal Contact:

NA

Eligibility: Needy individuals served by one of the eight major food banks serving New York State.

Type of Program and Special Restrictions: Optional, but once chosen subject to mandated State and Federal requirements.

Action Required to Receive Aid: Sites apply to one of the eight food banks for participation approval.

Description of Aid:

Flow of Funds: Food is distributed from Federal to State to Local (Pass-through).

Type of Aid: Ongoing

Formula: 185 percent of Federal poverty level or below.

Matching Requirement: NA

Maintenance of Effort: NA

Amounts Appropriated:*

	<u>Federal Funds</u>	<u>State General Fund</u>	<u>State Spec. Rev.</u>
SFY 02-03	6,500,000	NA	NA
SFY 03-04	6,300,000	NA	NA
SFY 04-05	6,300,000	NA	NA

*TEFAP program administered within larger State funded program, with no separate operating records being maintained.

Amounts Disbursed:

	<u>Federal Funds</u>	<u>State General Fund</u>	<u>State Spec. Rev.</u>
SFY 02-03	4,291,296	NA	NA
SFY 03-04	4,279,861	NA	NA

Comments: Assistance is based on food value which is established by the USDA on an annual basis.

