



Transportation and Property Management

GSA XcessXpress Screening Process and Agency Internal Screening

In April 2002, GSA introduced GSA XcessXpress, an initiative to streamline the property disposal process. This initiative is an answer to many federal agencies' concerns that the existing property disposal screening process was longer than necessary, costing agencies additional resources by necessitating storage for this excess property.

GSA XcessXpress compresses the traditional forty-two day screening process to a single twenty-one day screening period and offers the benefit of allowing agencies to move remaining assets to sales more quickly. This new process involves simultaneous screening with both excess and surplus customers screening all available property while it is excess. Surplus customers (donees) can still only receive property once it has been declared surplus at the completion of this twenty-one day period. This single screening period will still follow any established internal agency screening period. At the conclusion of the screening period, GSA retains control of property for five additional days to complete donation allocation and notify holding activities of allocations made.

GSA XcessXpress really represents no change in screening for federal customers. It will eliminate the option for federal customers to screen, manually prepare a SF122, fax it to an Area Property Officer (APO) for approval, and remove property all in one visit. The requirement for federal customers to use the Federal Disposal System (FEDS) and go to electronic freeze/transfer is now the same as for other customers. The turnaround

time for federal agencies to sign the transfer order and return to GSA for approval has also been reduced to assist in shortening the overall process.

GSA XcessXpress implements major changes for our donation customers, as it forces them to screen earlier in the process, which many of them have requested. The property allocations under GSA XcessXpress will now be made on the first workday following the surplus release date as opposed to the sixth day previously. The shortened turnaround time for processing transfer orders also applies to donation customers.

Simultaneous with the implementation of GSA XcessXpress, the Department of Defense (DoD) re-implemented a 14-day internal screening period. This internal screening period enables DoD activities to recoup excess property without competing with all other federal agencies for DoD procured equipment. Like all other federal agencies, DoD now has a formal internal screening period prior to reporting property to GSA as excess for screening and redistribution throughout the federal government. DoD activities interested in screening and acquiring excess property after the internal screening period will access FEDS to screen DoD generated excess as well as that available from other federal agencies. We anticipate these changes will stimulate growing interest from DoD activities in requesting access to and use of FEDS.

There have been many questions about the impact of DoD's internal screening. The role of internal agency screening is

addressed in both the Federal Property and Administrative Services Act of 1949, as amended, and the Federal Management Regulations. As this is internal screening, agencies set their own rules, including timeframes and procedures, for processing internal screening. In the case of DoD, Congress has elevated several constituencies to the level of DoD for excess property and DoD has determined they are eligible to participate in internal screening. To further support these customers, such as the law enforcement activities, DoD has developed and implemented a requisitioning system to improve redistribution of excess property. These are DoD decisions, based on their program authorities. Likewise, the determination of how to process receipts at the Defense Reutilization and Marketing Offices (DRMOs) and the frequency of reporting excess property to GSA is left as a DoD determination.

In an effort to meet the increased demand for FEDS access and simplify the process, we have established a new FEDS Access mailbox (fedsaccess@gsa.gov). Federal agencies may request access via email from the ".gov" address after coordination with your National Utilization Officer (NUO). The permission level "Screen" or "Screen & Freeze" is determined by your NUO at the time you request your access codes. Donation customers "Screen Only" generic access codes are available through your State Agency for Surplus Property (SASP). DoD requests for "Freeze Access" must be from an Accountable Property Officer. The letter/email must state that the author is an Accountable Property

GSA XcessXpress

Officer requesting access for other individuals and must be submitted on Activity letterhead or from a “.mil” email address. Requests for “Freeze Access” should also include address, phone number, email address and DODAAC. DoD customer “Screen Only” generic access codes have been established and are available for each Military Service.

For general information, visit our web site at www.gsa.gov. Specific information on GSA XcessXpress can be found on our website at fss.gsa.gov/property, or call (703) 605-5610.

For more information, please contact your GSA representative:

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david.robbs@gsa.gov

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Let GSA sell your excess property with this new state-of-the-art technology. **GSA Auctions™** allows for greater flexibility and speed in the property disposal process.

Viewers can bid on "live" on-line auctions, with lots of items within specified timeframes. We make it easy!

In the past, surplus sales have been conducted at regional locations utilizing traditional sales methods such as sealed bids and on-site auctions. This new on-line version allows GSA to offer assets located across the country to any interested buyer, regardless of location. In addition, we are able to access a larger segment of the general public, which should result in more competitive sales prices and a greater return for the Government.

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Transportation Audits

Reminder for all Federal Civilian and Military Agencies

The mandatory provision under Public Law 105-264, Travel and Transportation Reform Act of 1998, states that you must have all your transportation billings audited prior to payment.

Auditing Services and Financial Management Services Schedule 872 was merged into the Financial and Business Solutions (FABS) Schedule 520 effective April 1, 2002. Special Item Number 520-10, Transportation Audits, performs

administrative reviews and rate examinations on prepayment transportation bills to ensure accuracy, completeness, and compliance with established rates, tariffs, quotations, agreements, and tenders or other applicable rate authority.

The list of contractors that can perform a prepayment audit for your agency under this schedule is available by visiting fss.gsa.gov/transaudits.

For more details on FABS, see page 59.

Note: Agencies must continue to send their original paid transportation bills to GSA for postpayment audit.

For more information, please contact your GSA representative:

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GSA Schedule

Contract # GS-02F-0414D
Schedule # 69
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