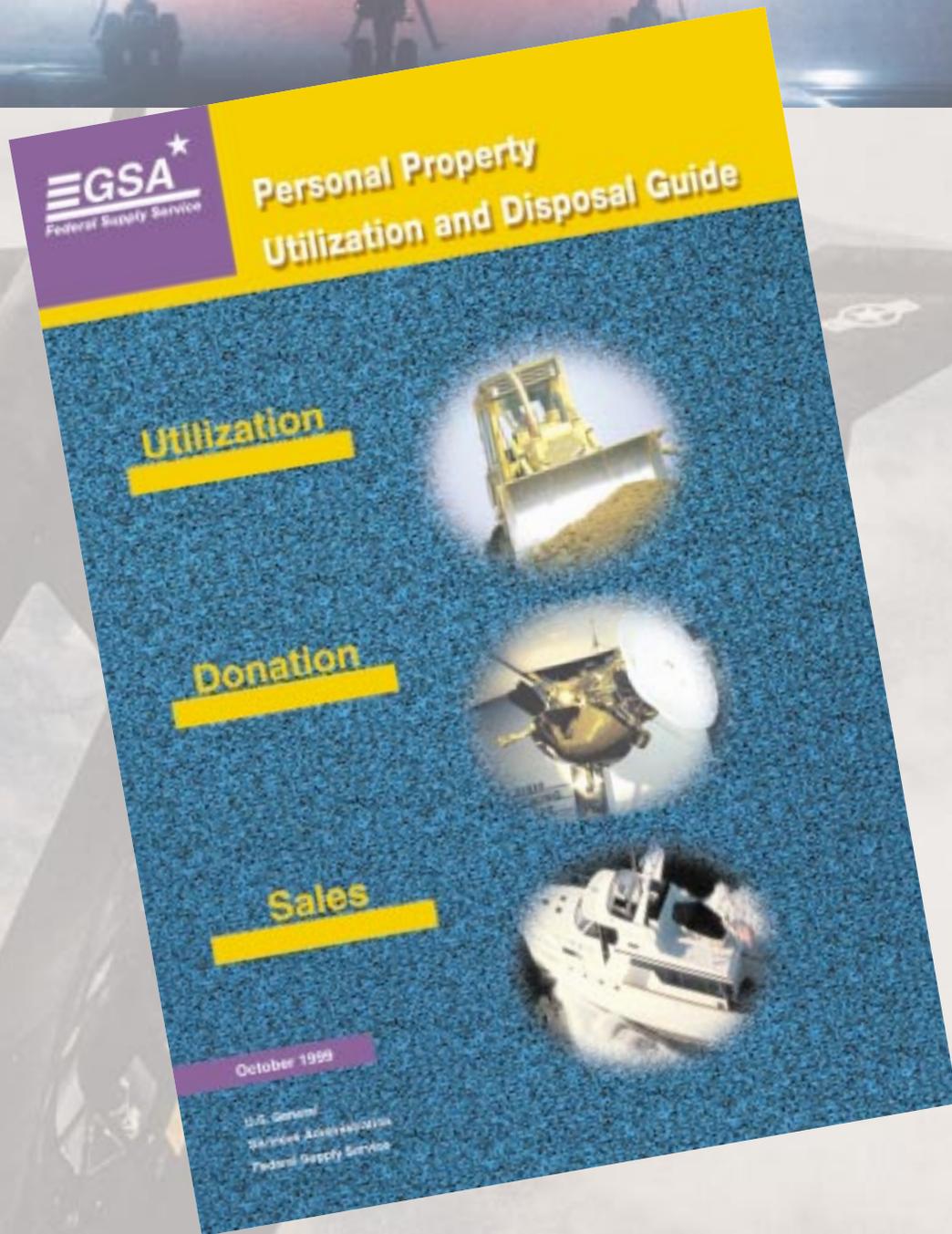


# Transportation and Property Management



## ENERGY ASSET DISPOSAL SYSTEM (EADS)

The Second Annual Miles Romney Achievement Award for Innovation in Personal Property was presented to the GSA's Federal Supply Service at an awards ceremony in Washington, DC, on February 29, 2000. The FSS Team's achievers were:

Deidre Huber, Director, Personal Property Management Division  
 Victor Arnold-Bik, Chief, Sales Branch, Personal Property Management Division  
 Roman Marciniak, Sales Branch, Personal Property Management Division  
 Patrick La Pella, Deputy Director, Program Support and Business Division  
 Kevin Payne, Chief, Systems Application Branch

FSS also recognized Steven Michelsen and Mary Jackson of DOE for their support in the implementation of the **ENERGY ASSET DISPOSAL SYSTEM (EADS)**.

Working with DOE on requirements, FSS designed, developed, and implemented **EADS**, an internal personal property screening module, for DOE. Once property is no longer required by the DOE owning activity and the activity reports an item to **EADS**, the system makes internal reassignments of property among other activities within DOE. In addition, **EADS** automatically reports property that is excess to DOE's needs to the GSA Federal Disposal System (FEDS) for possible reuse among Federal, state and other activities external to the DOE.

The impact of **EADS** is that it simplified and improved DOE's manual internal screening and utilization of excess personal property. Specific improvements include:

- Expedited interdepartmental screening;
- Elimination of duplicate data entry;
- Reduction in paperwork;
- Ability to electronically process on-line freezes;
- Increased visibility of property;
- Reduction in report preparation, data entry, and tracking;
- Elimination of mainframe support within DOE;
- Elimination of hard-copy screening lists;
- Increased utilization of excess/surplus property;
- Eliminated the need for new system development;
- Electronic reporting of non-reportable property; and
- On-line reporting by sites without batch reporting capabilities.

**EADS** is provided to DOE under GSA's Agency Asset Management Service (AAMS), through which GSA

offers customized internal screening systems to interested agencies through fee-for-service arrangements. AAMS, the next generation of GSA personal property management services, can eliminate the need for agencies to develop their own internal screening programs, reduce redundancy and overlap among systems, and significantly decrease reliance on hard-copy methods of internal screening.



If you are interested in learning more about leading-edge technology for your personal property program—and making your job easier—contact Roman Marciniak at (703) 305-7257. GSA's Personal Property Management Team is ready to assist you in all of your personal property needs!

**SAN FRANCISCO CELEBRATES DONATION OF DRYDOCK**

On January 12, 2000, the Port of San Francisco celebrated GSA's donation of the drydock "Steadfast" with a dedication ceremony attended by civic leaders, representatives of the maritime industry, and shipyard workers. The event's highlight was the christening of the drydock by Congresswoman Nancy Pelosi with its new name, "Eureka."

The newly named Eureka was built in 1945 and is the length of two football fields. It was operated by the U.S. Navy in San Diego before being towed to Suisun Bay, CA. It was valued by the Navy at \$5.2 million. GSA approved the donation of the drydock to the Port of San Francisco in August 1999.

The Eureka will replace a smaller drydock that is deteriorated and uneconomical to repair. Its acquisition is expected to produce additional ship repair jobs in San Francisco and have a positive economic impact on the community.

The Eureka is already hard at work renovating the National Park Service's historic ferryboat, which is also named "Eureka." The ferry Eureka and its sister craft at the San Francisco Maritime Museum had been deteriorating, and there was no suitable repair facility available in San Francisco Bay prior to the donation of the drydock. So while the drydock Eureka is providing a boost to the local economy, it will also be salvaging local history.



**FEDERAL CIVILIAN AGENCIES HOUSEHOLD GOODS RELOCATION COMMITTEE HAS DONE IT AGAIN!**

The Federal Civilian Agencies Household Goods Relocation Committee began discussing with GSA the possibility of increasing the extent of carrier full value liability for domestic surface shipments from the current \$3.50 times the net weight of the shipment. The Committee's concern was that the value of items found in the home today has increased due to the types of items: computers and software, furniture, entertainment units, clothing, etc. Discussions were held as well as a review of commercial practices and the Committee unanimously voted to increase the existing liability to \$5.00. Effective May 1, 2000, all household good surface shipments transported under the Centralized Household Goods Traffic Management Program (CHAMP) will be deemed to be valued at an amount equal to \$5.00 times the net weight of the shipment.

*What is full value replacement?* Full replacement value is defined as the cost to replace an item with one of the same or similar quality and function at the current market price.

*How does it work?* Today, Full Value Service is determined by multiplying \$3.50 times the actual weight of the shipment in pounds. Effective May 1, 2000, the multiplying factor will be \$5.00.

*What does it do?* This calculation establishes the moving company's maximum liability for total loss/damage to a shipment. If a shipment is totally destroyed, this would be the maximum amount the carrier would be liable for. It also means that if any item(s) are damaged or destroyed, full replacement value of those items is based on current market value up to the maximum liability.

*What is the effect?*

Current:	After May 1, 2000:
Shipment weight 10,000 pounds	Shipment weight 10,000 pounds
- \$3.50 x 100 (10,000/100)	- \$5.00 x 100 (10,000/100)
\$35,000.00	\$50,000.00
maximum liability	maximum liability

*Can the maximum liability be increased?* Yes, the employee may increase the maximum liability of the shipment, but the employee will be responsible for reimbursing the government for the additional increase. In those instances, an additional charge of \$0.85 per \$100 will apply on that portion of the declared in excess of \$3.50 or \$5.00, whichever is applicable. Using the example above:

Current:	After May 1, 2000:
Maximum liability of \$35,000	Maximum liability of \$50,000
Employee declares \$50,000	Employee declares \$60,000
- Excess Valuation \$15,000 (\$50,000 - \$35,000 = \$15,000)	- Excess Valuation \$10,000 (\$60,000 - \$50,000 = \$10,000)
Employee pays \$127.50 (\$15,000/\$100 = 150 x \$0.85 = \$127.50)	Employee pays \$85.00 (\$10,000/\$100 = 100 x \$0.85 = \$85.00)

If the goods are placed in storage-in-transit, the employee will be responsible for paying a Storage Liability Insurance Charge for the excess valuation. This additional charge is \$0.18 per \$100 on that portion of the valuation declared in excess of \$3.50 or \$5.00, whichever is applicable, times the weight of the shipment. The calculation is done the same as in the above examples.

Remember: The cost of released value as defined above is included in the carrier's charges and *should not* be shown as a separate line item on the billing. The carrier **may not** charge a Federal agency for full replacement value. However, if the employee elects to increase the base valuation, this **must be** annotated on the GBL accordingly. Any excess valuation *should be* listed as a separate line item on the billing, **will be** paid by the Government and **reimbursed** by the relocating employee to the appropriate fiscal office. GSA recommends in those instances where there is additional costs to the employee, that these additional costs are put in writing and that the employee sign the statement indicating that they fully understand their responsibility.

For more information, please contact  
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## DISCOUNTS APPLICABLE TO HOUSEHOLD GOODS TRANSPORTATION SERVICES

Under the provisions of the Request for Offers, the participant's accepted offer applies as follows:

**Household Goods** - The percentage (%) discount represents a bottom-line discount off the total cost of the move based on the rates and charges published in the Household Goods Carriers Bureau Committee, American Moving & Storage Association, Government Rate Tariff (GRT), HCB415-G for a specific domestic move. The bottom-line discount **does not apply** to the charges specified in the following instances:

- *Where No Storage-in-transit (SIT) Occurs.* The bottom-line discount does not apply to third party services, the GSA IFF, or valuation charges when shipment is declared in excess of the base valuation.
- *Where SIT Occurs At Either Origin or Destination.* The bottom-line discount does not apply to GSA IFF, storage, warehouse handling, pickup, long distance carry; elevator/stair carry, piano/organ carry, third party servicing applicable to pre-storage at origin or post-servicing at destination, or valuation charges when shipment is declared in excess of the base valuation.

- *Where SIT Is At Other Than Origin or Destination.* The bottom-line discount does not apply when SIT occurs at other than origin or destination when approved by the GBLIO/RTO, GSA IFF, storage, warehouse handling, delivery, long distance carry, elevator/stair carry, piano/organ carry, third party services, or valuation charges when shipment is declared in excess of the base valuation.

**Storage in Transit (SIT)** - The percentage (%) discount applies to all storage charges including warehouse handling and pickup or delivery out of storage charges.

**Privately Owned Vehicle (POV).** The charge includes the following services: preparation of vehicle, pickup at origin, transportation from origin to destination, delivery to final destination, and valuation based on the current value of the vehicle.

**Unaccompanied Air Baggage (UAB).** The percentage (%) includes the following services: packing, including use of packing containers and materials from origin to destination, servicing of appliances, and from origin residence all land and air transportation to the destination residence.

## FINAL PREPARATION TIPS: BEFORE THE HOUSEHOLD GOOD (HHG) MOVER ARRIVES

Summer is almost upon on us. This is the time of year when a lot of employees, especially those with a family, begin to consider relocating to a new duty station. Below is a partial list of final preparations that GSA recommends the relocating employee be counseled on:

- ✍ Remove all items to be shipped from crawl spaces and attics;
- ✍ Keep all items that the employee and family plan to take with them separate from the HHGs and notify the movers of this **before** packing begins;
- ✍ Separate the professional books and papers. If the total weight of the shipment exceeds the weight entitlement, they may, at agency discretion, ship the professional books and papers separately from the HHGs;
- ✍ Tie garden tools together in a secure bundle;

- ✍ Drain the fuel and oil from any combustion-engine powered machinery (lawnmowers, weed eaters, etc.);
- ✍ Drain the oil from any lamp or any other household good item that contains liquid;
- ✍ Dismantle outdoor play equipment and other outdoor structures that will be part of the shipment, such as sheds and playhouses.
- ✍ Clean the refrigerator and freezer if they are to be shipped. Allow 2 days for drying;
- ✍ Dispose of any leftover foods, canned goods, etc. that won't be moved;
- ✍ Remove any heavy items from furniture drawers;
- ✍ Dismantle stereos, video games, and similar items;
- ✍ If applicable, remove the window air conditioner if it is to be part of the shipment;

(Continued next page)

## FINAL PREPARATION TIPS: BEFORE THE HOUSEHOLD GOOD (HHG) MOVER ARRIVES (CON'T)

- ✍ Take down curtain rods, pictures, electrical fixtures, under-the-counter kitchen appliances, and mirrors, as well as utensil and food racks, hanging bookcases, cabinets, and anything else secured to the walls that is to be included in the shipment;
- ✍ Arrange to discontinue utility services (gas, electricity, telephone, paper delivery, mail, etc.). If utilities are to remain in service, see that the meter is read just before they leave;
- ✍ Arrange to have carpentry, plumbing, electrical or other work needed to disconnect the appliances;
- ✍ Items that **may not** be shipped at government expense:
  - ✍ Objects that don't belong to the employee or the immediate family;
  - ✍ Boats or boat parts, such as outboard motors;
  - ✍ Airplanes or gliders, camper trailers, farming vehicles;
  - ✍ Major vehicle replacement parts, such as car or truck engine, transmission, etc;
  - ✍ Live animals, birds, fowls, and reptiles;
  - ✍ Cordwood, building materials;
  - ✍ Property for resale, disposal, or commercial use;
  - ✍ Ammunition, which would include materials for making ammunition, such as gunpowder.
- ✍ Items that are **not recommended** for shipment:
  - ✍ Jewelry, family heirlooms, photo albums, and items with sentimental value.
  - ✍ Money, bank books, bonds, stock certificates, tax returns, and legal papers.
- ✍ Firearms, the transport of which is subject to various local, state, and federal laws.
- ✍ **\*\*Please note that items which are irreplaceable or are of extreme value or sentiment are not provided special security by the carrier even though excess evaluation may be purchased.**
- ✍ Antiques and art objects:
  - ✍ Antiques need to have a current appraisal.
  - ✍ Art objects purchased (paintings) have the retained purchase value.
  - ✍ Actual value of art objects made by the relocating employee may be difficult to determine.
- ✍ Collections:
  - ✍ Employee has the obligation to identify valuable collections and specific pieces within a collection. These items need a current appraisal.
- ✍ High Value Items:
  - ✍ No firm may establish a high value program for use within CHAMP, unless agreed upon by the RTO and the MMS Provider.
- ✍ If an employee is concerned about exceeding the weight allowance, they may want to consider discarding:
  - ✍ Magazines and books no longer wanted or needed.
  - ✍ Clothes that have not been worn for several years.
  - ✍ Empty bottles and jars.
  - ✍ Furniture and appliances that will be replaced at the new location.
  - ✍ Items in the storage area that have not been used in several years.

✍ *Have a garage sale.*

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