

USING SURPLUS IS EASY!

STEP 1 - Confirm Program Participation

Confirm your organization's eligibility by calling 404-657-8544. If you're not enrolled, the application is free online at SurplusProperty.doas.ga.gov.

STEP 2 - Search for Property Online

Depending on your status, search for property by category, item, or location.

State Surplus Property

<http://surplusproperty.doas.ga.gov/>

General Services Administration

<https://gsaccess.gov/>

STEP 3 - Pick Up

Once you've confirmed allocation and paid the service charge, you'll be given a pick-up authorization.

Just That Simple!

REDUCE, REUSE, & RECYCLE USE SURPLUS PROPERTY

Contact Information

404-657-8544

Program Eligibility Specialist

Ext. 1

State Surplus Support and Sales

Ext. 2 or email us at:
Surplus.Property@doas.ga.gov

Federal Program

Ext. 3 or email us at:
DOASFedSur@doas.ga.gov



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Department of Administrative Services

Email: Surplus.Property@doas.ga.gov Web: SurplusProperty.doas.ga.gov

200 Piedmont Ave, SE 1802 West Tower Atlanta, GA 30334 Phone: 404-657-8544 Fax: 404-463-2912



STATE AND FEDERAL SURPLUS PROPERTY
FOR GEORGIA LOCAL GOVERNMENTS
SURPLUS PROPERTY DIVISION - GEORGIA DEPARTMENT OF ADMINISTRATIVE SERVICES

SURPLUS PROPERTY PROGRAM

Save Time and Money
with Surplus Property

Each year, the state of Georgia and the federal government dispose of excess or surplus equipment through the Department of Administrative Services' (DOAS) Surplus Division. Frequently, this property is made available to eligible local governments at a fixed price that is significantly lower than what can be achieved on the open market. State and federal law prohibit giving property without a service charge, but our goal is to be revenue neutral so we are able to keep your costs low.

ELIGIBILITY

All local government entities are eligible to acquire State and federal surplus property. They must, however, enroll in the program and maintain their eligibility. Agencies must also provide a list of individuals who are authorized to request and receive property.



State and Federal Surplus Property for Georgia Local Governments

STATE SURPLUS PROPERTY

State surplus remains at the agency disposing of the property in your community. Redistribution to local governments is offered online for five business days. The online posting will list the item, location and service charge. If not redistributed, items are sold to the public through online auctions. See the listing on our website under "Surplus Property for Donees."

FEDERAL SURPLUS PROPERTY

The federal government disposes of assets worldwide through the General Services Administration's GSAXcess® web-based program. Local governments may search the database and request property that supports their mission. Please contact our office to get user login credentials.

Once you have identified an asset you are interested in, contact us. We will make the formal request to GSA. If the property is allocated to your agency, you will receive an invoice and pick-up authorization.

RESTRICTIONS

As with many other government assistance programs, there are restrictions on the property received. Basic restrictions include: property must be placed into use within one year and used for a year; during this period, it may not be sold, traded, cannibalized, destroyed, etc., without consent of DOAS Surplus Property.

Some items have longer restriction periods (and some are in perpetuity). Additional restrictions will be discussed before property is received.

PAYMENT AND DISPOSAL SUPPORT

For local government customers, we accept purchase cards, purchase orders, and agency checks. DOAS Surplus Property can assist you in making informed disposal decisions. We offer onsite visits to recommend disposal options and staff training for online sales. We want to help you save time and money. Contact us!

