Missouri Surplus Property
and
WebData System

Presented by:

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Agenda

▶ Three programs under the
 Missouri State Agency for Surplus Property

▶ Generating Electronic SS1

▶ https://statesurplusagency.state.mo.us

Submitting electronic SS1 will give you immediate and long term access to your information.

Also, streamlines the submission and approvals.

Save Missouri Tax Dollars and Agency Funds By Using These Three Programs

Federal Property

Acquires excess property from Federal Agencies

Eligible Agencies can acquire for a minimal fee

Contact us to set up an account to purchase

Fixed Priced Vehicles

Acquires quality used vehicles from Federal Auctions

Eligible Agencies can acquire at lower than dealer prices
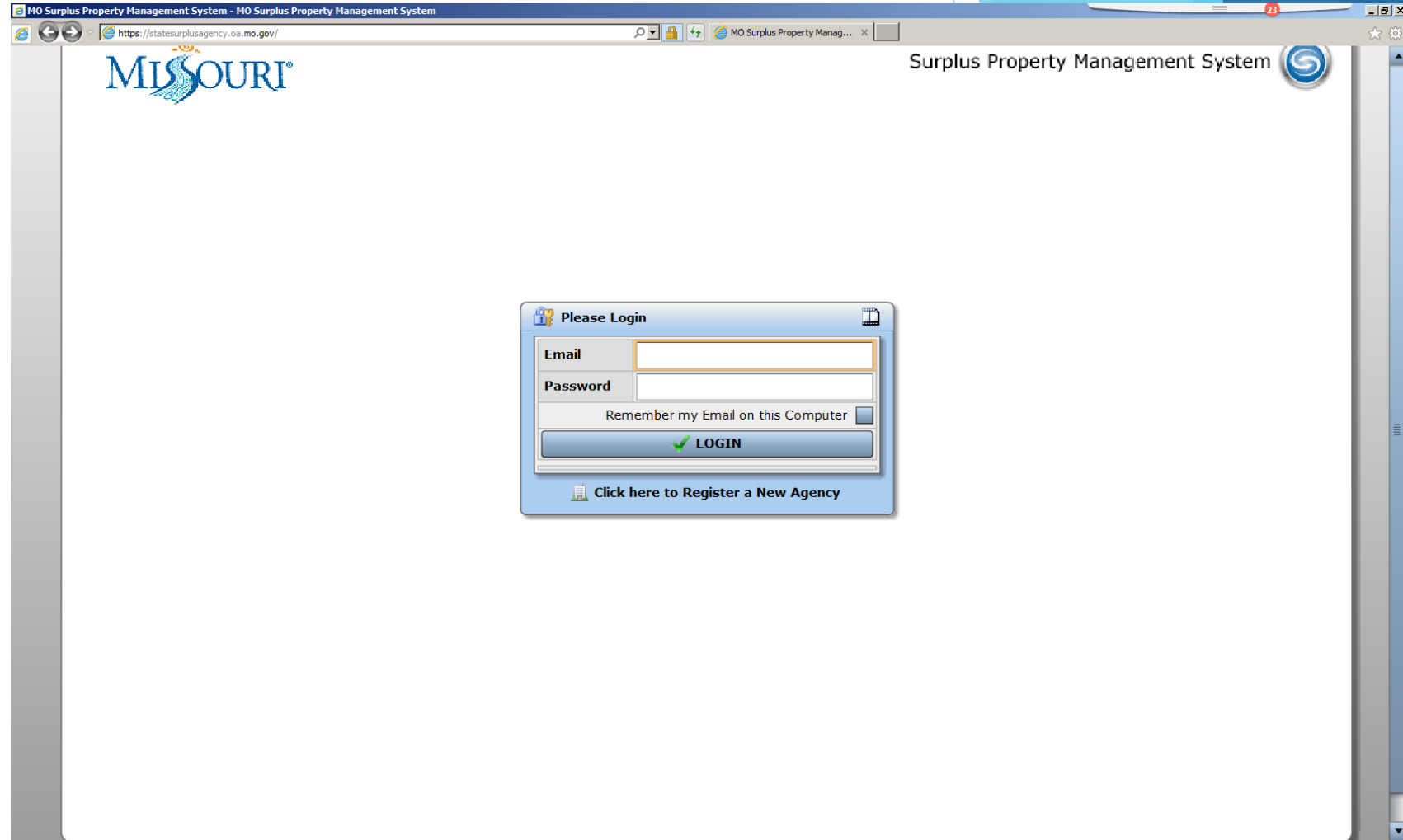
State Property

Disposes excess State-owned property

Disposed of in one of these four ways:
- Purchcomm
- Eligible Agencies
- GovDeals online sales
- Local disposal

Getting started on the State WebData

▶ Login with your state email address

(must be on file)

If your email is not registered with us, just give us a call.

▶ Password: if you have one set up in the Federal system, use it. Otherwise, use the generic -

Pa$$w0rd (zero)

https://statesurplus agency.state.mo.us

Agency Profile

Generating SS1 Request

MOSASP
Missouri State Agency for Surplus Property

- To log in to WebData, use your email address as the user ID, and 'Pa$$w0rd'. If that doesn't work, contact Michelle Collier [(573) 522-4865 or Michelle.Collier@oa.mo.gov].

- To set up a purchasing account to acquire property from Federal, Fixed Price Vehicles, or State Surplus please contact Brenda Kennedy [(573) 522-4891 or Brenda.Kennedy@oa.mo.gov].

- Sign up to receive weekly available property emails: https://public.govdelivery.com/accounts/MOOA/subscriber/new?topic_id=MOOA_30

- Log in to the State Side WebData portal, familiarize yourself on how the system looks and navigate around.

- We are here to help:
  - With your Agency Profile or adding employees
  - Adding funding sources
  - Property categories (but do not get into too much emphasis on exact categories)

- Reminders:
  - Notifications of GovDeals placement will still be emailed and photos will be submitted to us by email.
  - Local disposals will be marked in the system, but letters will still be disbursed and recorded.
  - SS2 for inter-departmental transfers will still be manually submitted to State Surplus and not entered into WebData.

- Advantages: permanent long-term electronic disposal record, faster, and less paper.

- We will be setting up WebEx sessions for training starting in January and a power point presentation will be placed on our web page. We would like to transition this system completely over to the users by the end of the fiscal year. So keep an eye on our website: **oa.mo.gov/general-services/surplus-property/state-surplus-property-program**

STATE SIDE Contacts for assistance:
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