

Colleagues,

Before we get too deep into the new year, I'd like to single out the Materiel Division for its excellent work over the past year. Procurement remains a major focus of the Division, and the team recently updated its [Procurement Manual](#) to provide guidance to state agencies when making purchases. They also recently launched a new, [comprehensive certification program](#) for state government procurement officers which will save money by enhancing the effectiveness of our procurements. Additionally, the team relaunched the procurement users group meetings to sync agency procurement operations with the State Procurement Bureau. Finally, DAS and Materiel Division are monitoring the progress of LB 461 during the current Legislative Session to determine how procurement operations may change in the future.

Materiel Division also was busy with its surplus property and recycling programs. During 2023, they created and published a new [Surplus Property Manual](#) and policies. The Division also pushed out enterprise-wide live training to assist with disposing state assets. Over the course of the year, they sold 2668 lots of surplus property generating over \$1.8 million in revenue. Regarding recycling, Materiel Division recycled 942 cell phones and handheld devices for total revenue of \$4,798 and 1.6 million pounds of metal for \$257,505.21 in total revenue. Additionally, the Division put in place a new contract for e-Waste recycling services at zero cost to the state which already has recycled 1630 pounds of material using drop off locations in NSOB, Surplus Property, and OCIO. These efforts all align the surplus property and recycling programs with DAS's sustainability efforts which are detailed in the 2023 [Sustainability Report](#).

Finally, Mail and Print Services had a busy year. The Print Shop gathered data and created a new rate structure and method for calculating print costs and put out an RFI for copier and supplies for the State of Nebraska. They also sent out over 8.1 million pieces of presort and regular mail, and increased Print Shop revenue by over \$221,000 from the previous fiscal year.

Congratulations to Amara Block, Leslie Durr, Shannon Morris, Jennifer Sommars-Link, Robert Taylor, Mitchell Salomons, and the entire Materiel Division team on an excellent year!

Regards,

Jason Jackson

Director, Department of Administrative Services