

Supply Chain Campus Community Engagement and Surplus Overview

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Agenda

- Our Team & Services
- Surplus: Importance & Impact
- Turn-in Process
- Department Responsibilities
- Opportunities
- Questions



SURPLUS

OUR TEAM & SERVICES

Surplus Property Team

- Amanda Esparza, *Logistics Coordinator*
- Pete Vazquez, *Senior Surplus Technician*
- Francisco Cayeros, *Warehouse Worker II*
- Joshua Guajardo, *Warehouse Worker II*
- Oscar Tienda, *Warehouse Worker II*



Services

- Pickup and Transport
- Secure Storage and Inventory Tracking
- Disposition Services
- Internal Redistribution
- Workforce Training and Education



SURPLUS

IMPORTANCE & IMPACT

Why Surplus Matters

Surplus plays a vital role at the university—not only ensuring regulatory compliance but also lowering costs and advancing sustainability.

COMPLIANCE

Ensures compliance with state and federal regulations for asset tracking and disposal

SAVINGS

Lowers storage costs, frees space and drives revenue

SUSTAINABILITY

Supports green initiatives through recycling, donation and reuse

Key Accomplishments & Impact

SUPPORT & TURN-IN



300

**Departments
supported**



3,100

**Tracked
assets
turned in**



122,000

**Non-tracked
assets turned
in**

Key Accomplishments & Impact

REDISTRIBUTION



400

**Tracked
assets
issued out**



300

**Non-tracked
assets issued
out**

Key Accomplishments & Impact

DISPOSITION & REVENUE



8,800

Items
disposed



7,000

Items
auctioned



\$140,000

Auction
proceeds

SURPLUS

TURN-IN PROCESS

Surplus Turn-in Process



Item Type

Identify type:
capital, controlled
or hazardous



Contact ICP

Contact your
Inventory Contact
Person (ICP)



Hazardous?

Coordinate special handling
with Environmental Safety
& Risk Management



Approval

Await approval
and schedule
pickup



Non-capital items: use the surplus turn-in form

After the Turn-In

- Items are evaluated for best disposal method within state rules
- May be redistributed, auctioned, donated, recycled or salvaged
- Asset tags and UT San Antonio markings are removed
- Hard drives are removed from electronics



Department Responsibilities

CONSIDERATIONS

- Provide early notice about special projects
 - Moves
 - Renovations
- No abandoning of materials in hallways, locking docks, etc.
 - Ensure proper item storage
 - Avoid safety risks



Surplus Opportunities



MONTHLY AUCTIONS

- Open to faculty, staff and the public
- Monthly public auctions on [DirectBids.com](https://www.directbids.com)

WAREHOUSE HOURS

Faculty and staff can browse available items at our warehouse.

- Open Monday – Friday
- Hours: 8-11 a.m. and 1:30-5 p.m.

Questions?