DEPARTMENT OF GENERAL SERVICES

Office of Surplus Property

Copies of the following document may be viewed during regular business hours from 8:15 a.m. until 5 p.m. in the office of the Department of General Services, Office of Surplus Property at 1910 Darbytown Road, Richmond, Virginia 23231 or on the website at: http://www.dgs.virginia.gov/LinkClick.aspx?fileticket=9YtC3AQiIwM%3d&tabid=132

Questions regarding interpretation of these documents may be directed to Bradley W. Crawford, director, Surplus Property at 804-236-3675 or Brad.Crawford@dgs.virginia.gov

Guidance Documents

Commonwealth of Virginia, Department of General Services, Virginia Federal Property Agency, State Plan of Operation, March 24, 2009, §2.2-1123.

Office of Fleet Management Services

The following document is available at no cost at www.dgs.virginia.gov/fleet .
This publication is only available electronically. Questions regarding interpretation or implementation of this document may be directed to Michael Bisogno, Office of Fleet Management Services, 2400 W. Leigh St. Richmond, Virginia 23220, telephone (804) 367-6526, FAX (804) 367-8987 or e-mail: Michael.bisogno@dgs.virginia.gov

Guidance Documents:

Office of Fleet Management Policies and Procedures Manual, July 1, 2011 revision, Code of Virginia, § 2.2-1180.

Division of Engineering and Buildings

Bureau of Capital Outlay Management

Copies of the following documents may be viewed during regular business hours from 8:15 a.m. until 5 p.m. in the office of the Bureau of Capital Outlay Management, 6th Floor, 1100 Bank Street, Richmond, VA 23219. Copies may be viewed or downloaded at no cost from the Bureau's website, http://bcom.dgs.virginia.gov .

Questions regarding interpretation of these documents may be directed to W. Michael Coppa, Director, Bureau of Capital Outlay Management, 6th Floor, 1100 Bank Street, Richmond, VA 23219, telephone (804) 786-4398, FAX (804) 225-4709 or e-mail Mike.Coppa@dgs.virginia.gov .

Guidance Documents:

2012 Construction and Professional Services Manual, September 15, 2012, § 2.2-1132.

Bureau of Facilities Management

Copies of the following documents may be viewed during regular business hours from 8 a.m. until 4:30 p.m. in the office of the Bureau of Facilities Management, Washington Building, 10th Floor, 1100 Bank Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting the Bureau of Facilities Management telephone (804) 786-3529 or FAX (804) 371-7974.

Questions regarding interpretation or implementation of these documents may be directed to, Thomas George, Director, Bureau of Facilities Management, 1100 Bank Street, 10th Floor, Richmond, VA 23219, telephone (804) 786-1821, FAX (804) 371-7974 or e-mail:

Guidance Documents:
Department of General Services Directive 3-90, Cable Installation, March 1990, § 2.2-1129 et seq.

Department of General Services Directive 12A, Agency Space Plans, § 2.1-481

Department of General Services Directive No. 14, Policies and Procedures for the Use of Parking Facilities, updated June 24, 2011.

Department of General Services Directive No. 15, Indoor Clean Air, April 27, 2005, § 15.1-291.1 et seq.

Department of General Services Policies and Procedures for the Use of DGS Maintained Facilities, Tenant Handbook, dated June 8, 2011.

Division of Real Estate Services

Copies of the following documents may be viewed during regular business hours from 8:15 a.m. until 5 p.m. in the office of the Division of Real Estate Services, 1100 Bank Street, 3rd Floor, Richmond, VA 23219. Copies may be obtained by contacting Rhonda Johnson, Division of Real Estate Services, 1100 Bank Street, 3rd Floor, Richmond, VA 23219, telephone (804) 225-3874, FAX (804) 225-4673, or e-mail rhonda.johnson@dgs.virginia.gov. These documents may also be downloaded from the website at: www.dgs.virginia.gov/DRES.

Questions regarding interpretation or implementation of these documents may be directed to John E. Forrest, Director, Division of Real Estate Services, 1100 Bank Street, 3rd Floor, Richmond, VA 23219, telephone (804) 225-3874, FAX (804) 225-4673 or e-mail ernie.forrest@dgs.virginia.gov.

Guidance Documents:
Department of General Services, Division of Engineering and Buildings, Directive No.1 (revised) dated June 15, 1984, Attachments K and L, revised August 12, 1986.

Real Property Management Manual, Chapter One: Acquisition by Lease, issued July 1, 2008, revised November 4, 2010.

Real Property Management Manual, Chapter Two: Fee Acquisition, issued December 10, 2002.

Real Property Management Manual - Chapter Five: Antenna Policy: Leasing Land and Space for Communication Antennas, Revised May 1, 2009

Division of Purchases and Supply

The following documents are available electronically at no cost at www.eva.virginia.gov. These publications are available electronically. Questions regarding interpretation or implementation of these documents may be directed to the Division of Purchases and Supply, 1111 E. Broad Street, 6th Floor, P. O. Box 1199, Richmond, Virginia 23218-1199, telephone (804) 786-3846, FAX (804) 371-7877 or e-mail: bob.sievert@dgs.virginia.gov.

Guidance Documents:

Virginia Business Opportunities (VBO) Ads
Commonwealth of Virginia Vendors Manual
Agency Procurement and Surplus Property Manual