



The State of New Jersey's Distribution and Support Services (DSS)

Distribution Services

Along with administering NJ State's surplus property, DSS buys in bulk and distributes 600+ food and household commodities to 270+ State agencies, counties, municipalities, school districts, hospitals, veterans' homes, nursing homes, as well as correctional facilities all over New Jersey.



The following organizations located in the State of New Jersey may utilize DSS' *Distribution Services* by purchasing goods at significantly reduced prices: All NJ State Agencies, Authorities, Municipalities, Counties, Colleges and Universities, School Districts, Volunteer Fire Departments or First Aid Rescue Squads, and others.

Private citizens cannot purchase goods (except Surplus Property) from DSS.

DSS' **Quality Assurance and Control (QAC)** Unit continually updates and improves existing product specifications to meet customers' needs for quality goods in line with the State's required standards.

Surplus Property

DSS sells NJ State's surplus property either through public Live Auctions or Online Auctions.

The **Surplus Property** Unit administers the



State's surplus property, generating revenue for the State through public live & online auctions. DSS advertises relevant auction information on its website.

Public Live Auctions are held for selling surplus State vehicles and other surplus property at DSS.

Online Auctions are offered through a 3rd party, per State contract.

DSS is “in gear to serve New Jersey”.

DSS supports NJ Treasury's mission by highlighting fiscal responsibility and sustainable savings, as part of NJ Treasury's Division of Purchase and Property (DPP).

Mission

DSS strives to provide quality and cost-effective products in a timely fashion, and administers the State's surplus property, to enable client agencies to meet their objectives.

Operations

DSS' functions include Management, Acquisition, Quality Assurance and Control, Warehousing, Shipping, and Support Operations—including Customer Services and Surplus Property.

Besides administering NJ State's surplus property, DSS utilizes State contracts and DPA authority while researching, buying in bulk, inventorying, and distributing food and household commodities.

Additionally, DSS runs two drop-ship programs (Canteen/ Commissary and Drop-Ship), supporting NJ's Department of Corrections.

Operationally, DSS runs its own distribution center. Supporting its \$49M+/year revolving fund, DSS' teams operate a central distribution facility at 1620 Stuyvesant Ave in Ewing.

DSS teams utilize non-human technical resources—e.g., facility, warehouse equipment, as well as its own fleet of tractors, box trucks, and trailers—to make deliveries in both routine situations and emergencies.

How-To-Benefit

Food & Household Product Distribution:

Agency customers must buy from DSS those food and household commodities stocked by DSS and needed by those client agencies. In this regard, agency customers may utilize *eCommerce* for managing their orders.

Surplus Property:

Public customers interested in **NJ State's surplus property** may visit DSS's website, *Online Auctions* or *Live Auctions*.

Agency customers may dispose of their **scrap metal** utilizing DSS-managed State contract.

WEBSITE

<https://www.nj.gov/treasury/dss>

LOCATION

1620 Stuyvesant Ave., Trenton, NJ 08625

MAILING ADDRESS

P.O. BOX-234, Trenton, N.J. 08625-0234

CUSTOMER SERVICES

609-530-3308, dsscustomerservice@treas.nj.gov

SURPLUS PROPERTY/ AUCTIONS

609-530-3300, dssauction@treas.nj.gov

DSS' customers rely on DSS deliveries on a daily basis:

- ◇ DSS's socio-technical work system is operationally essential all year round.
- ◇ Many agency customers rely on DSS' just-in-time deliveries in routine and emergency situations.
- ◇ By purchasing in large volumes using its substantial expertise and bargaining power, DSS offers a wide variety of products at discounted prices, including food, and household products.
- ◇ DSS stocks dry and frozen food products, household products, and janitorial supplies.
- ◇ DSS provides delivery to registered agency customers at no charge. A minimum order of \$150 is required.