



Table of Contents

**HOT TOPICS | SUPPLY | PROPERTY | TRANSPORTATION |
CUSTOMER SPOTLIGHT | UPCOMING EVENTS**

WELCOME TO OUR FIRST EDITION

I am pleased to welcome you all to the first issue of the NIH Division of Logistics Services (DLS) Monthly Newsletter! Each month we will share the important DLS service updates across our Supply, Property, and Transportation Branches. In addition to useful tips and resources, we will also spotlight the people behind our success: Our Employees and Our Customers!

Thank you for your continued partnership with NIH DLS and for the important role you play in our ongoing shared success in the ONENIH and OPTIMIZE PROPERTY initiatives.

Knowing the challenges brought on by the COVID-19 pandemic are not yet behind us, our top priority continues to be reducing potential COVID-19 exposure and spread and supplying the critical needs of our Institutes and Centers (ICs). With your help and the hard work of our dedicated employees, we met the challenges of 2020 head-on and ended the year strong, together.



Elizabeth ("Beth") S. Van Absher
Director, Division of Logistics Services

**CONTINUE READING
DIRECTOR'S MESSAGE**

HOT TOPICS



The NIH Supply Center Online Catalog

We are happy to announce that our new [Supply Center Online Catalog](#) launched February 15th! Check out the new look and layout, as well as the improved categorization and search feature.

**CONTINUE READING
CATALOGUE UPDATE**



The NIH Supply Center has a new phone number!
1-833-3 ONE NIH
(1-833-3 663 644)

We're Your Priority Source, YOU Are Our #1 Priority!

Have a question? Please let us know how we can help!

Call us at our new number or connect with our customer service representative at NIHSC-customerservice@od.nih.gov



The NIH Supply Center Renaming

We need your help renaming the NIH Supply Center! This is an exciting new effort for 2021, in which we are focusing on aligning the Supply Center to our OneNIH rebranding and increasing customer recognition. We are looking forward to your input and creative ideas.

[CLICK HERE FOR SURVEY](#)

Optimize NIH Property

In case you missed it at the end of last year, we are excited to announce that Optimize NIH Property won a 2020 NIH Directors Award for "extraordinary initiative and leadership in carrying out activities to improve NIH Property Program operations and benefit the NIH environment".



In 2021, the workgroup will build on successes from previous years and work to continue modernizing NIH property management. The 5 Optimize NIH Property Initiatives for Calendar Year 2021:

1. Inventory modernization
2. Process automation
3. NIH Property Management Portal (NPMP) expansion and sustainment
4. Training digitization
5. Training Modernization

DID YOU KNOW?

The Division of Logistics Services (DLS) provides valuable services to the National Institutes of Health (NIH) and its 27 Institutes and Centers as the central liaison for logistic functions. DLS manages all aspects of supply chain management, property administration, and transportation management programs for NIH. Our Vision is to provide responsive and superior logistics to the NIH community in a customer-focused approach.

SUPPLY MANAGEMENT BRANCH (SMB)



Meet Gwendolyn Carr, Chief of Supply Management Branch

Phone: (301) 402-0677

Email: gwendolyn.carr@nih.gov

What is the most rewarding part of working at NIH DLS?

The most rewarding part of the job is supporting our customers! The NIH Mission is vital to our nation's health and I am proud to be a part of the logistics team that has provided mission critical service on the ground since the onset of the Pandemic, to our NIH community.

What is a celebration or personal win from the past year?

A personal win is working with the IC leaders and the Office of the Director to receive sponsorship of Centralized Sourcing Commitment for Personal Protective Equipment (PPE) in 2020. Because of their confidence in us, we have worked with manufacturers to source critical PPE since March 2020, delivering 465,000 units of PPE identified products to the NIH community and we're continuing to fill orders placed daily. If it's on hand, we can do same day delivery. If you don't see what you need on our website, call customer service and we'll get your order placed to get you what you need, quickly.

SMB MONTHLY NEWSLETTER:

- New Supply Center Online Catalog
- Price Comparison Updates
- POTS/NBS/CAN Card Ordering Walkthrough
- Customer Success stories
- Modernization Initiatives

**CONTINUE READING
MONTHLY NEWSLETTER**

HELPFUL SUPPLY RESOURCE LINKS:

- [NIH Supply Center New Item Request Form](#)
- [Welcome to the NIH Supply Center](#)
- [NIH FreeStuff](#)
- [IC PPE Coordinators List](#)

PROPERTY MANAGEMENT BRANCH (PMB)



Meet Willie Davis, Chief of Property Management Branch

Phone: (240) 743-8451

Email: willie.davis@nih.gov

What is the most rewarding part of working at NIH DLS?

The most rewarding part of working at NIH DLS is the awesome team of property management professionals at PMB!

What is a celebration or personal win from the past year?

A celebration or personal win from the past year would be my team buying into my leadership philosophy that work can be both fun and productive. We've created a family like atmosphere and my team has credited me with pulling the team together to work as a cohesive unit. It's been a banner year for PMB!

2020 HHS Green Champion Award

Congratulations to the PRDS/PMB Team for being the recipients of the Green Champion Award! The Property Management Branch received this honor as part of its property reutilization and e-recycling efforts across the Federal government.

PMB MONTHLY NEWSLETTER:

- Automation Effort for Reports of Survey (ROS)
- Capitalized Threshold Development Update
- NIH Final Inventory Discrepancy Rate
- Property Reutilization and Disposal Update
- Upcoming Property Management Trainings

[CONTINUE READING
MONTHLY NEWSLETTER](#)

HELPFUL PROPERTY RESOURCE LINKS:

- [Excess Product Catalog link](#)
- [Personal Property Section \(PPS\)](#)
- [Contract Property Section \(CPS\)](#)
- [Property Reutilization and Disposal Section \(PRDS\)](#)
- [Determining Requirements](#)
- [Determining Sources](#)
- [General Property Information](#)
- [Personal Property Management Guide \(PPMG\)](#)

TRANSPORTATION MANAGEMENT BRANCH (TMB)

Meet Mark Minnick, Chief of Transportation Management Branch

Phone: (301) 496-4511

Email: mark.minnick@nih.gov



What is the most rewarding part of working at NIH DLS?

The most rewarding part is working during the A76 downsizing and given the opportunity by upper management to help create the fleet section operation as it looks today. This was a stressful time but with the approval of the DLS management team we were able to move WG employees into GS position and not a single employee was forced to move into the transition centers.

What is a celebration or personal win from the past year?

A celebration or personal win from the last year is learning that I was wrong in that my staff in both sections could perform their duties via telework.

2020 HHS Green Champion Award

Congratulations to the TMB Team for being the recipients of the HHS Green Champion Award! As a multi-year winner, TMB has been the leader in environmental stewardship and sustainability through fuel efficiency, and alternative fuel usage across the federal government since 1999. Over 70 percent of the NIH fleet is alternative fueled, electric or hybrid vehicles and TMB Fleet continues to exceed the 2005 EPA requirements, having adopted the policy of 100% alternative fueled vehicle purchase on covered vehicles.

TMB MONTHLY HIGHLIGHTS:

- TMB is excited to report a new fuel station site was approved in February 2021.
- Fuel pumps have been upgraded and returned to use.
- TMB has started evaluating the potential transition to a completely electric fleet, more updates to come!

**CONTINUE READING
MONTHLY HIGHLIGHTS**

HELPFUL TRANSPORTATION RESOURCE LINKS:

Shipping and Relocation Services

- [Household Goods](#)
- [Other Than Household Goods](#)
- [Packaging Instructions](#)

Government Vehicles

- [Agency Assigned Vehicles](#)
- [Fleet Management at NIH](#)
- [Short Term Vehicle Rental](#)
- [Maintenance and Repair Services](#)

CUSTOMER SPOTLIGHT

[Division of Occupational Health and Safety \(DOHS\)](#)

The Division of Occupational Health and Safety (DOHS) has been at the forefront of keeping the NIH community safe through oversight of the Occupational Medical Service (OMS), development of health and safety return to work guidance, and the management of the Covid Vaccine Clinic, which has thus far administered over 17,000 first and second doses to NIH employees, resulting over 10,500 NIH employees who have received both doses. We are proud to partner with them in evaluating PPE and lab products that are sold at the NIH Supply Center on behalf of the NIH community.

Did You Know?



Not only are they trusted strategic partners, DOHS is also a valued DLS Supply Center Customer! Last month, the OMS Vaccination Clinic had an urgent need for 10,000 safety syringes to optimize the number of doses obtained from each vaccine vial. Our team went to work to meet a 24-hour turnaround and delivered them directly to the clinic to ensure NIH employee appointments could be kept for anticipated vaccinations. A nurse on staff said "Thank you! *Without the critical work the Supply Center is doing, we would not be able to operate the Vaccine Clinic at the NIH.*" **Thank you, DOHS,** your mission saves lives and we are in awe of your efforts, and grateful to be supporting you!

DLS UPCOMING EVENTS

April 13, 2021: OneNIH Initiative Meeting at 1:15 PM EST

May 3-5, 2021: Warehouse Education and Research Council (WERC) Conference

October 2021:

- Front Office/PMB Admin Move (6701 Rockledge Drive Bethesda, MD)
- NIH Supply Center Warehouse Move (16071 Industrial Blvd, Rockville, MD)

January 2022: Property Utilization and Disposal Warehouse Move (800 Guide Dr. Rockville, MD)

SUPPLY CENTER PROVIDES PPE FOR PRESIDENT JOE BIDEN'S VISIT TO THE NIH CAMPUS



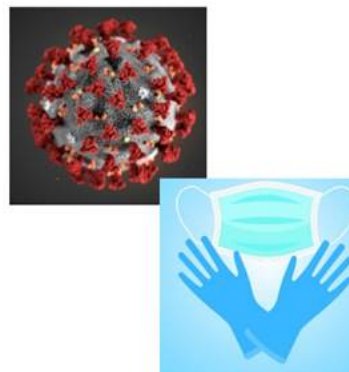
President Joe Biden visited the NIH campus on February 11, 2021 to deliver remarks recognizing the hard work and outstanding contributions NIH staff have made to combatting the COVID-19 pandemic. The Supply Center provided PPE to all that attended the event. This event took place right after Vice President Kamala Harris' visited for her second vaccine dose, and First Lady Dr. Jill Biden's virtual visit with NCI cancer researchers on February 4, 2021. As we move forward with our tireless efforts to advance therapeutics, vaccines, and diagnostics for COVID-19, we are heartened by the administration's acknowledgement of NIH and

the amazing, ground-breaking science that we conduct and support.

[CONTINUE TO NIH VISIT VIDEO](#)

DLS COVID-19 RESPONSE

DLS recognizes that we are living and working through extraordinary conditions as new demands are placed on all of us. It is vital, now more than ever, to come together and support our NIH community through this pandemic. Throughout these challenging times, the DLS team has remained strong, focused, and continues to provide our NIH community with the high-level of service you need and deserve. Whatever you need, we've got you covered! Just ask!



[CONTINUE READING DLS COVID-19](#)

Virtual Coffee Chat: Grab a cup of coffee and join us for a Q&A session with Beth Van Absher, NIH DLS Director

We would love to hear from you!



Date: April 21, 2021

Time: 11:00 AM EST

Please RSVP by April 14, 2021

YOUR COMMENTS, SUGGESTIONS, AND FEEDBACK ARE ALWAYS WELCOME

[CLICK HERE FOR SURVEY](#)

JOIN THE CONVERSATION ON SOCIAL

