

Department of Buildings & General Services
Government Business Services Directorate

The Government Business Services Directorate is comprised of five programs whose primary focus is customer services. Those programs include

1. **Fleet Management Services**
2. **Postal Center**
3. **Print Shop and Convenience Copier Program**
4. **Surplus Property – both a State and a Federal program**
5. **Vermont Information Centers Division (VICD)**

PROGRAM	LOCATION(S)	MISSION/GOALS
<p style="text-align: center;">Fleet Management Services</p> <p style="text-align: center;">Website http://bgs.vermont.gov/gbs/fleet</p>	<p>Main Office – Montpelier Motor Pool Locations</p> <ul style="list-style-type: none"> • 3 in Montpelier • Waterbury • 2 in Burlington • Springfield 	<ul style="list-style-type: none"> • Provide clean, well-maintained vehicles for State business travel and special uses such as deliveries, services, and client transport • Reduce overall cost of State government business travel. • Develop specifications suitable to the expected vehicle application for new vehicle acquisitions and identify opportunities for cost and fuel savings through down-sizing at the time of replacement • Lead by example to reduce greenhouse gas emissions and fuel consumption in a effort to achieve Vermont’s energy and climate goals outlined in the State Agency energy Plan and Vermont’s Comprehensive Energy Plan.
<p style="text-align: center;">Postal Center</p> <p style="text-align: center;">Website http://bgs.vermont.gov/gbs/postal</p>	<p>Middlesex</p> <ul style="list-style-type: none"> • Co-located with Print Shop 	<ul style="list-style-type: none"> • Provide State government with economical and convenient access to postal and courier services • Provide security screening of incoming federal and “pink” mail and parcels. • Avoid duplicate costs related to equipment, courier services, and personnel associated with mail distribution and processing in Central Vermont

<p align="center">Print Shop & Convenience Copier Program</p> <p align="center">Website http://bgs.vermont.gov/gbs/print-shop</p>	<p>Middlesex</p> <ul style="list-style-type: none"> • Co-located with Postal Center 	<ul style="list-style-type: none"> • Provide economical and convenient access to <ul style="list-style-type: none"> ○ Digital Printing ○ Lease Copier Services
<p align="center">Surplus Property - State & Federal Programs</p> <p align="center">Website http://bgs.vermont.gov/business_services/surplus</p>	<p>Waterbury</p> <ul style="list-style-type: none"> • Warehouse on Route 2 North 	<ul style="list-style-type: none"> • Manage the redistribution and disposal of VT State and Federal surplus property • To State and municipal governments, eligible non-profit organizations and to the general public. • In a cost-effective, fiscally responsible, and equitable manner.
<p align="center">Vermont Information Centers Division</p> <p align="center">Website http://bgs.vermont.gov/gbs/information-centers</p>	<p>18 Locations</p> <ul style="list-style-type: none"> • Includes Berlin Public-Private Partnership 	<ul style="list-style-type: none"> • Provide travel information and safety break to travelers • Serve as Vermont's billboards • Promote the "Vermont Experience" by marketing Vermont's businesses, attractions, and events to the traveling public <ul style="list-style-type: none"> ○ Brochure Program ○ Ad Panels ○ Craft displays ○ Non-profit hosted coffee breaks

Link to the FY 2016 Annual Reports: <http://bgs.vermont.gov/gbs>

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