

# Side-by-Side



California Department of General Services

a newsletter for employees by employees

Issue #24 • October 1999



★  
★  
★  
*Spotlight on . . .*

**CAL/EPA BUILDING**

*(See pages 6 & 7)*

★  
★  
★  
**STATE AGENCIES IN  
LOS ANGELES CALL  
THE RENOVATED  
HISTORIC BROADWAY  
BUILDING HOME**

The Department of General Services formally rededicated the historic Broadway Building on September 10<sup>th</sup>, a major step in the revitalization of Los Angeles' historic downtown core. The project consolidates several state offices in the former flagship building of the Broadway department store chain. The LA landmark had been vacant since 1973.

State and Consumer Services Agency Secretary Aileen Adams, DGS Real Estate Services Division Deputy Director Mike Courtney, Building and Property Management Chief Rosamond Bolden, and Project

Director Shelley Whitaker were among the 200 honored guests at the ceremony.

The renovation of the ten-story, 85-year-old structure at 4<sup>th</sup> and Broadway consolidates the operations of 12 state agencies and houses approximately 1,100 employees under the same roof, which will result in greater operational efficiencies. The completion of the project also exemplifies a continuing partnership between the State of California,

the Community Redevelopment Agency of the City of Los Angeles and the Los Angeles/State Building Authority.

Several features of the Italian Neo-Classical building, which is listed in the National Register of Historic Places, have been preserved including a mahogany stairwell from the original 1914 structure, flagpoles, and a marble art deco

*Continued On Page 2*



To ensure quality, cost-conscious, and timely assistance and support to state and other public agencies so they can efficiently deliver needed services to California citizens. With the leadership of the Governor, and in cooperation with the Legislature, we seek to provide creative business solutions and serve our customers in a responsive and flexible manner. Our mission is dedicated to serving the customer.

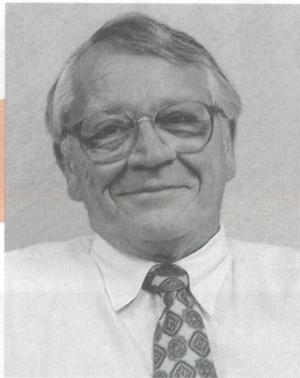


## INTERIM DIRECTOR'S

### Message...

DGS' United California State Employees Campaign (UCSEC) is well underway and I'm proud to commit my full support to the 1999 campaign and hope you will too.

DGS can make a wonderful difference in our community if we all are fully exposed to the charitable opportunities and allowed to



Clifford Allenby  
Interim Director

participate as either workers or contributors.

Donating through UCSEC enables you to, as this year's slogan says, "give today for a brighter tomorrow." For example, a gift of just \$5 a

month provides emergency food for five families for one week. A gift of \$15 a month will pay for two weeks of day care for two economically disadvantaged children. All contributions, by the way, are tax deductible.

Let's see if DGS can outdo itself this year by surpassing 1998's contribution total of more than a quarter million dollars in the Sacramento five county area.

Thank you for your generosity.

*Cliff Allenby*  
Cliff Allenby  
Interim Director

## BROADWAY BUILDING ...

*Continued From Page 1*



*A perfectly restored art deco marble medallion from the original Broadway Department Store Building now greets state employees and visitors at the structure's main entrance at 4<sup>th</sup> and Broadway in Los Angeles.*



*State and Consumer and Services Agency Secretary Aileen Adams addresses invited guests and the media at Broadway Building re-dedication ceremonies in downtown Los Angeles.*

department store floor medallion that greets visitors at the entrance. The building's interior also features a diverse array of art and poetry from a dozen California artists while the exterior's glazed terra cotta and brick facade has been beautifully restored following years of neglect and graffiti vandalism.

Swinerton and Walberg Company served as the project general contractor; Johnson/Fain Partners the design architect. Tishman Construction Corporation performed construction management services.



## DEPARTMENT OF GENERAL SERVICES' NEW INTERNET SUBSCRIPTION PROGRAM HELPS SMALL BUSINESSES APPLY FOR STATE CONTRACTS

The Department of General Services' Office of Small Business Certification and Resources (OSBCR) now offers a new, Internet-based contracting notification system—called Subscription Outreach Service (SOS)—to make it easier for businesses to compete for the approximately \$4 billion dollars worth of contracting opportunities awarded by the state every year.

"The SOS is tailored to the specific kinds of contracts on which a given company might wish to bid, and will greatly reduce the time small businesses will have to devote to searching the California State Contracts Register for potential contracts," says DGS Interim Director Cliff Allenby. "It's unique in that we do the 'surfing' for them."

OSBCR Chief Olive Findleton sees SOS as a perfect way for the state to reach out to the business community. "It's often a feast or famine cycle for businesses. They search our Web site for state contracts, but then they're so busy working on those contracts that they don't have time to search for new work. SOS helps solve that dilemma."

SOS electronically delivers state and local government contract advertisements to businesses registered with DGS' Office

of Small Business Certification and Resources. SOS searches hundreds of state construction, service, and commodity contracts on the California State Contracts Register database, which publishes daily bid information on the World Wide Web. Participating businesses are automatically alerted, via e-mail or fax, to any contracting opportunities matching their pre-established profiles.

Several categories of contracting opportunities are regularly updated on the State Contracts Register including janitorial, printing and publishing, transporting and warehousing, consulting, security, information technology, architectural and engineering services, equipment rental and leasing, equipment repair and installation, medical/health care, and construction.

SOS offers businesses three subscription levels, ranging in price from \$40 for three months to \$95 for a full year. Enrollment, profile creation, and payment are all done via the Internet, as well as adjustments and profile updates.

For more information regarding SOS and other Office of Small Business Certification and Resources programs, please call (916) 324-6221 or visit [www.dgs.ca.gov/osbcr](http://www.dgs.ca.gov/osbcr) on the Internet.

## DGS EMPLOYEES HELP SPARE THE AIR

A round of applause to all DGS employees who helped Sacramentans breathe easier this past summer by using commute options. Nearly 3,800 state employees submitted commute logs to the Sacramento Transportation Management Association documenting their trip reduction in June. One hundred of those trips were selected by random drawing to win \$100.

*DGS Commute Incentive Program winner Darlene McCormick of the Procurement Division receives a \$100 cash prize from Office of Fleet Administration Chief Tim Bow. Other DGS winners not pictured were Sue Toolan, Budget; and Marietta Walsh, Human Resources.*



## REAL ESTATE SERVICES DIVISION WELCOMES VISITORS FROM SHANGHAI



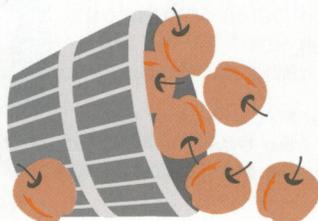
*(From left to right) RESD's Lee Willoughby, John Brooks, Beth Buskirk, and Hway Sheu host the Chinese delegation at RESD headquarters.*

*By Beth Buskirk, RESD*

On September 3, 1999, DGS' Real Estate Services Division (RESD) hosted a delegation of Shanghai real estate government officials and professionals from the Chinese building industry interested in California's building construction practices. Members of the Shanghai Pudong New Area Urban Construction Bureau, the Pudong New Area Construction Supervision Office, the Pudong Construction (Group) Co. Ltd., and the Pu Tuo Construction and Installation Co. Ltd. requested

the meeting with RESD as part of a swing through West Coast cities. The Shanghai Pudong New Area Urban Construction Bureau is working closely with building professionals to ensure the quality of construction of the buildings in Shanghai's Pudong area. Pudong is situated across the water from the original Shanghai City Center at the apex of the Yangtze and Huangpu rivers. Its skyscrapers, including the third tallest building in the world, cast shadows over the mid-rise buildings of Shanghai.

The Shanghai delegation visited Sacramento, as well as San Francisco, and Vancouver BC to learn from Western government real estate organizations about regulation, management, and monitoring of real estate development projects, and their applicability to the construction boom in Shanghai. The recent earthquake in Turkey, in which an estimated 15,000 people lost their lives, has prompted real estate developers around the world to seek the most advanced real estate and construction and inspection practices to help prevent future tragedies.





## STATE PRINTER HEADS NATIONAL TRADE GROUP

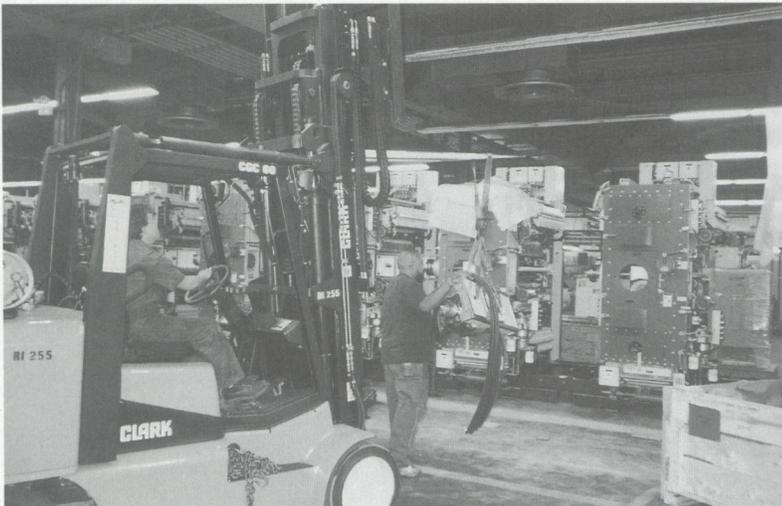
State Printer Celeste Maia Cron attended the 23<sup>rd</sup> annual National State Publishing Association's Annual Conference in Bismarck, North Dakota last month where she officially took over the gavel as NSPA's incoming President. NSPA is devoted to enhancing the technological operations and management of state and legislative printing centers throughout the fifty states.

Celeste has been California's State Printer for six years following a long career in the private sector operating her family's printing firm in San Mateo County. During her tenure, the state's overlapping printing services have been consolidated into what are now the full-service operations of the Office of State Publishing. Under her leadership and guidance, OSP now offers its customers

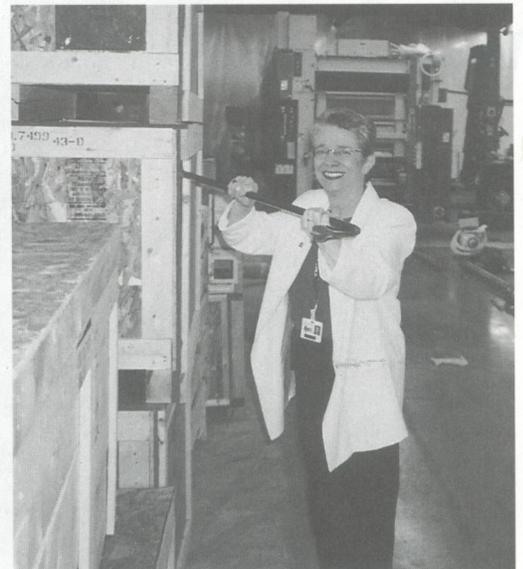
cutting edge products such as "value-added" Internet publishing, Web site creation and CD-ROM publication, and has saved taxpayers \$1 million through an innovative program that offers paid advertising in state publications.

Big things are planned for the upcoming OSP sesquicentennial. You'll get an exclusive preview in the next edition of "Side-by-Side."

## NEW PRESS FOR THE NEW MILLENNIUM AT OSP



OSP employees move the new press into place.



State Printer Celeste Maia Cron helps "uncrate" a portion of the new Heidelberg M-1000.

The Office of State Publishing will be ringing in the Year 2000 and its 150<sup>th</sup> anniversary with some 21<sup>st</sup> century technology. The Heidelberg M-1000 web press has been installed, and the first production run is just ahead. The M-1000 is said to be the "best in the business"

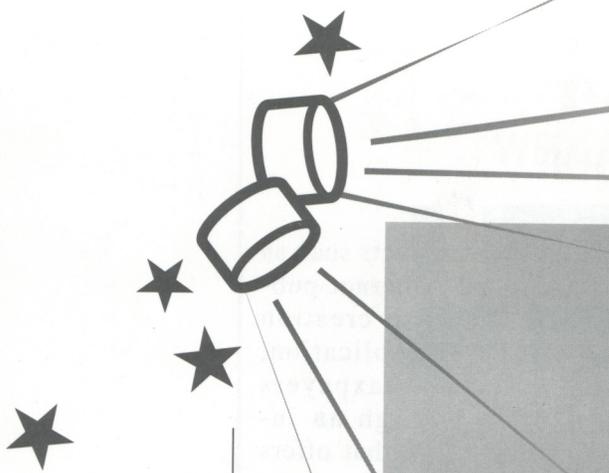
and gives OSP the tools to produce state-of-the-art products.

Work began over the summer with construction of the press foundation and installation of new electrical system to power the press. Massive press components were delivered to OSP in

August with operator training taking place in September.

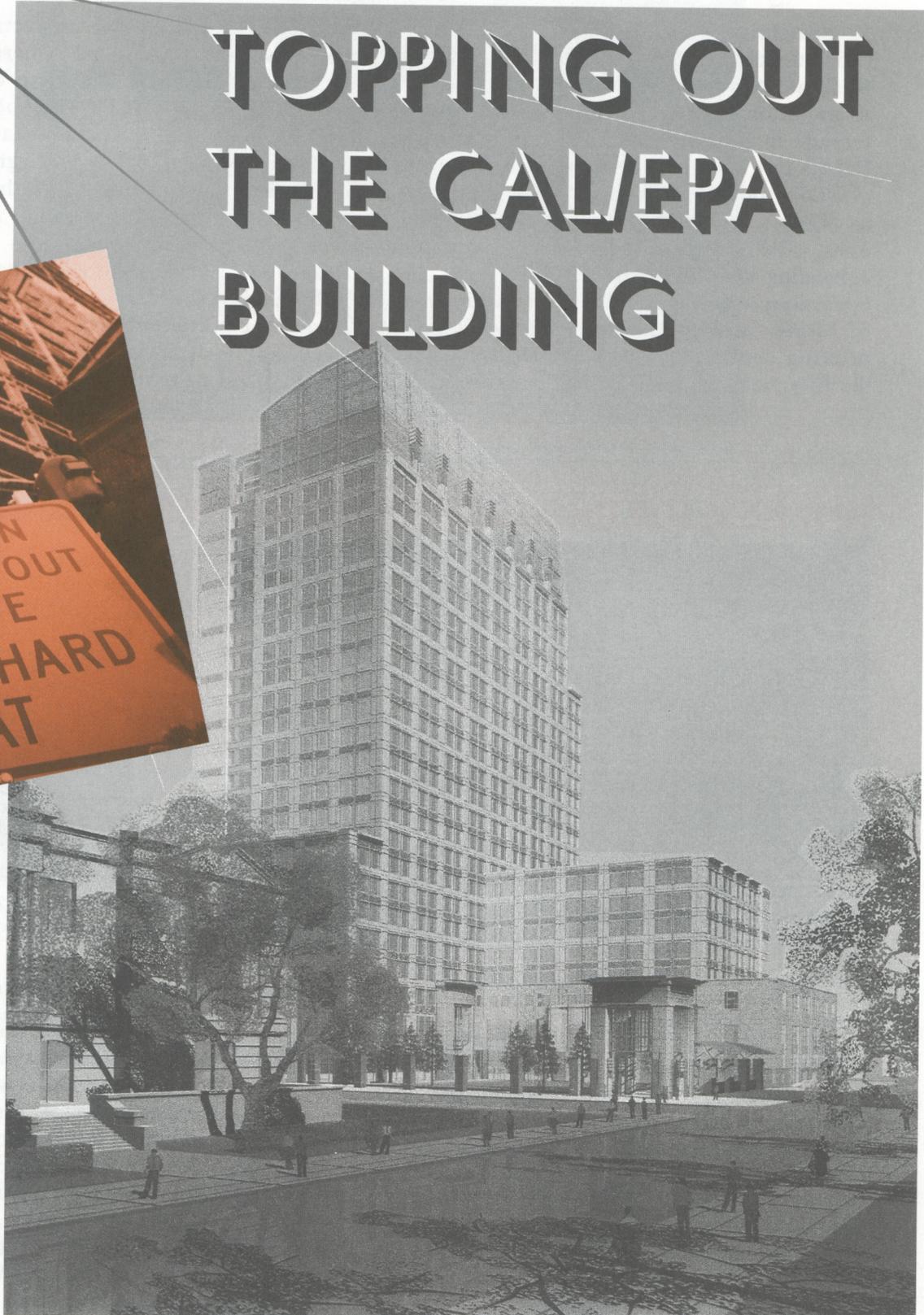
The new press will be put through its paces starting this month as it ramps-up a major job for the State Franchise Tax Board, then immediately goes full speed on the Secretary of State ballot pamphlet for the March 3<sup>rd</sup> statewide elections.





SPOTLIGHT ON...

# TOPPING OUT THE CALLEPA BUILDING





DGS' CalEPA team includes (l to r) Rick Rusk, John Brooks, Karen Neuwald, Peg Hudson, Mike Courtney, James Beck, Michael Zari, Laurie Steffan, John Henrickson, and Valerie Jenkins. Not pictured: John Golemon.



DGS Interim Director Cliff Allenby signs one of the "topping out" beams as RESD's Jack Barr looks on.

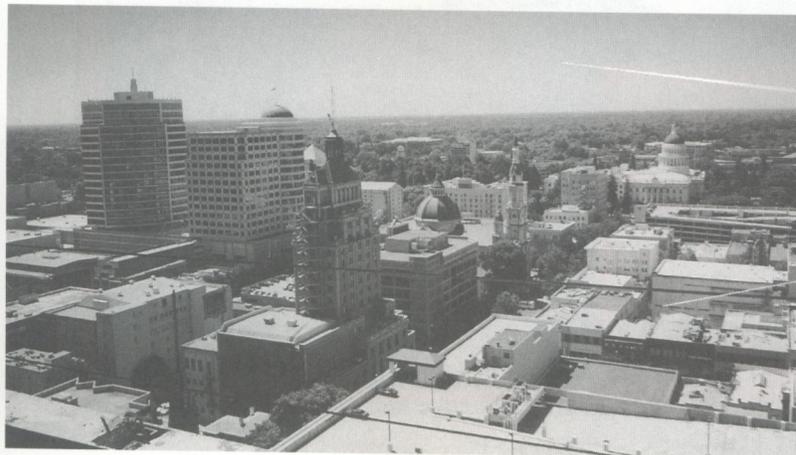
Nearly 800 people celebrated a major milestone in the construction of the 25-story California Environmental Protection Agency (CalEPA) Building in downtown Sacramento. "Topping Out," or finishing the structural steel erection on the future headquarters of CalEPA, took place August 29<sup>th</sup> as DGS and other state and city officials looked on.

The building will be home to 3,500 state employees when it's finished next year. It will feature a courtyard at the front entrance filled with Sequoia trees, granite rocks, water features and other elements indigenous to California.

The 950,000 square foot structure also features the latest in sustainable, environmentally sensitive building design that will significantly exceed State Building Code energy efficiency requirements. Completion is expected next summer.



Up it goes! One of two steel beams is hoisted to the 25<sup>th</sup> floor of the CalEPA Building to complete the ceremony.



A spectacular view of Sacramento's skyline from the 19<sup>th</sup> floor.



## DGS INTRANET OFFERS NEW SERVICES

The Department of General Services' Intranet now offers a pair of new innovative business solutions for those of you who write memos and letters for signature.

The new **Correspondence Style and Format Guide** is now on-line and available for all your correspondence preparation and/or distribution questions.

The Intranet address is

<http://dgsnet.dgs.ca.gov>

Click on "Policy and Planning" then "DGS Correspondence Style and Format Guide."

Joanne Rhinehart, Assistant to the Director, and

Marsha Pentz of DGS' Technical Services Section worked together to perfect the guide for posting to the Intranet.

Also on-line is DGS' **Employee Directory**. This new Intranet service can be found under the "Who's Who" navigation link at

<http://dgsnet.dgs.ca.gov>

The Employee Directory provides Intranet users with quick access to helpful contact information on nearly all employees within DGS.

Using familiar Internet technologies and a simple interface, you can search for employee contact information based on employee name,

title, and Division/Office searches. Clicking on a name in the "search results" displays a window containing additional contact information such as the individual's fax number, Internet email address, and office location. Selecting an employee's email address displayed in this window will automatically launch your Outlook message editor and address a message. Future releases of this online service will include additional organizational information and more advanced search/reporting features.

The guide was envisioned by the Intranet Steering Team and developed by the Technical Services Section.



*Bobbie Flanders of the Office of Human Resources celebrates her silver anniversary with the state.*

## 25 YEARS OF GREAT STATE SERVICE



*The Procurement Division's Janet McQuade is congratulated by Acting Deputy Director Dennis Ericson for 25 years of service.*



*DGS Office of Fiscal Services Chief Gene Pieracci (l) receives his 25 year State Service Award from DGS Management Services Division Deputy Director (r) Jack Smith.*



## DISABILITY ADVISORY COMMITTEE GROWS



Since being featured in the July edition of "Side-by-Side," DGS' Disability Advisory Committee (DAC) has added several new members. DAC promotes awareness of and enhanced opportunities for DGS employees with disabilities.

### *DGS' 1999 Disability Advisory Committee members*

*(Front row, l to r) Kris Burkhartsmeir, Procurement Division (PD); Donna Cranston, EEO; Barry Ryan, Division of the State Architect (DSA); Simona Hernandez, PD; Aimee Ogata, Office of State Publishing; Kathy Wildermuth, Office of Human Resources.*

*(Back row l to r) Que Pham, DSA; Judy Burnett, PD; Dave Ehret, PD; Lois Jennings, PD; Daphne Rhoe, Telecommunications Division; Esther Lara, PD; John Jang, Office of Risk and Insurance Management; Mary Jo Furao-Cole, Office of Public School Construction; Mary LaCasse, Office of Small Business Certification and Resources; Gary Pattillo, Audits.*

## STATE EMPLOYEES HONORED FOR SAFETY EFFORTS

More than 300 state employees and seven state agencies were honored in September at the 19<sup>th</sup> annual Governor's Safety Awards program hosted by DGS' Office of Risk and Insurance Management (ORIM) at the Sacramento Convention Center. The program is administered by ORIM and honors workers from throughout state government who have made significant and sometimes heroic contributions to the health and safety of their coworkers and to the general public.

Among the 340 state employees who received the Governor's Safety award were the following:

- + CalTrans equipment operator Yandell Hankey, Sr. who grabbed a person who was about to jump from the railing of the Dumbarton Bridge and pulled the individual to safety.
- + San Quentin Corrections officer Dwayne Honey whose quick actions during a severe El Niño storm prevented injury to staff and a potentially dangerous hazardous spill into San Francisco Bay.
- + CalTrans maintenance crew-members Ray Azevedo, Mike Barrington, Stan Cox, Dick Hall, Danny Norton, and Joe Santoro who rescued a pair of tourists near Sonora who had fallen into the icy, swift-moving Dead Man's Creek.
- + Department of Justice Senior Criminalist Thomas Valentine who developed a computer-based training program on CD-ROM on bloodborne pathogens for forensic scientists and crime scene investigators. The program is being used throughout the State's crime lab system promoting safety while providing cost-effective training.

Seven state agencies also received awards, including the Board of Prison Terms, the Department of Financial Institutions and the Department of Water Resources, for most improvement in vehicle accident prevention during 1998. Departmental awards for reducing the costs of work related injuries were presented to the Board of Prison Terms, the Departments of Conservation, Justice, Food and Agriculture, and the Youthful Offender Parole Board.

In 1980, the Governor's Employee Safety Awards began recognizing individuals and groups of employees who distinguished themselves through outstanding safety and health service to the state during the preceding year.



## UNITED CALIFORNIA STATE EMPLOYEES CAMPAIGN UNDERWAY

The 1999 United California State Employees Campaign (UCSEC) is in full swing at the Department of General Services. This year's campaign theme is "Giving Today for a Better Tomorrow."

The UCSEC is the mainstay of charitable giving in our state. Mainly through automatic payroll deductions—targeted to charities selected by the donor—UCSEC makes a difference in many lives. In 1998, DGS achieved approximately 37 percent in its employee participation. Recognizing that we are the beneficiaries of these good economic times, it is particularly important that we remind ourselves of the values

represented by UCSEC and the opportunity to open our hearts to those in need.

Heading up the 1999 DGS efforts as UCSEC Chairman for the Northern California five county region is Carlos Toirac. Carlos is a member of the Real Estate Services Division (RES D) with vast experience in UCSEC campaigns. Rounding out the DGS Campaign Team include: Nelda Kittling, DSA; Angela Chung, OFS; Karen Highfill, OFA; Ed Sullivan, OHR; Bryan Breaks, OPSC; Susan Pipes, ORIM; Punita Chandra, OSBCR; Michele Respers, OSP; Susan Georgis, PD; Elizabeth Parker, RESD; Carla Saporta, OT; Gray Patillo, Audits; Despo Charles, OLS; Greg

Sandin and Anna Hernandez, EEO; Sonia Herrera, Carol Ferreira and Nancy Galindo, EO; Janine Pomales, TSS; Michael Gable, BPM; Mary Dupont, APE; Judy Ellston, PSB; and Christina Marquez Lopez, OAH.

Many DGS offices are planning campaign events such as potlucks, candy sales and special guest presentations. The campaign runs through October 27. Be on the lookout for monthly pledge forms and brochures.

If done in the right spirit of love and giving, DGS should have a very successful campaign for raising funds for our own local charities that impact the community we live in.

**For more information on the UCSEC Campaign please call Carlos Toirac at 323-8716 or Greg Sandin at 324-7111.**

### OUR DEEPEST SYMPATHIES



Curlee Meadows—a familiar face to state employees, legislators and tourists at the Capitol for the past 12 years—passed away suddenly on June 20th. She was employed by the Real Estate Services Division's Office of Buildings and Property Management as an elevator operator since 1987, working whenever the Legislature was in session.





# Orchids

Here's the latest batch of letters, faxes and e-mail praising DGS employees for superior customer service...

The Office of Public School Construction (OPSC) continues to receive praise from school districts all over the state for OPSC's "willingness to make things work." Kudos to OPSC staffers **Leonora Martinez, Liese Olukoya, Tom Reault, Lina Lesse, Katrina Valentine, Dave Zian, Phil Shearer, Scott Hansen, and Bryan Breaks** for what more than one school district calls "a high level of customer service."

The Office of State Publishing's (OSP) **Sam Carbone, Kathy Mitchell, and DeDe Seda** efforts were "greatly appreciated" by the Department of Social Services for their "responsiveness to the needs of customers" in the duplication, assembly and shipping of 650 DSS guidebooks. OSP's Information Technology staff received kudos from the for their "can do attitude" on a project for the Board of Equalization's internet site. Those commended include **Benny Gong, Joe Fassett, Ken Purcell, Minh-Tri Phan, Harvey Makishima, Polly Petersen, Chris Pommerenck, Verna Guess, Sandy Adams, Sandy Thuston, Dennis Link, and Dave Coleman** along with **Joe Sogge and Jamie Mangrum** of DGS' Technical

Services Section.

The Department of Forestry and Fire Protection thanks **Mike Smith** with the Telecommunications Division (TD) for "a job well done" in locating and fixing the source of "annoying and dangerous" radio interference in the Sacramento area.

The Procurement Division's (PD) **Irene Johnson** impressed the California Department of Corrections and others for giving "prompt and accurate information" to her customers.

**Andy Gaston and Perry Duncan** at the Office of Small Business Certification and Resources were singled out for their "friendly, helpful, professional demeanor and extra effort" in processing small business certification applications.

The Real Estate Services Division (RESD) continues to make new friends through world class customer service. **Bob Macrae and Evan Williams** got a note of appreciation for delivering "a quality product and service."

CalTrans District 7 in Los Angeles applauded the work of RESD's **Nemecio Camacho, Isabel Smith, Ana Erbe and Adolph Lyons** for their help with a blood drive. The work of **Dave Means** drew thanks from the California Arts Council for his "expeditious handling" of a recent move. The Board of Equalization thanks the "quick response" to a water leak at its headquarters building by RESD's **Richard Steuber, Jerry Piorowski, Bentley Mymka, Greg Gibb and Michael Watkins**, which helped avoid "a total shutdown" of the Boards operations. **Sylvia Abbott** and others in RESD Lease Management won the praise of the SOLD unit for "excellent service."

The Office of Human Resources received rave reviews from State Training Officers who attended a recent demonstration of OHR's on-line DGS New Employee Orientation (NEO) program. OHR's **Coleen Graham and Jim Evans** along with **Jamie Mangrum** of the Technical Services Section were singled out for an "excellent and thoughtful job" of putting NEO on DGS' Intranet.

Please send your *Orchids* to:



**Ken Hunt**  
1325 J Street, Suite 1910  
Sacramento, CA 95814-2928

or fax them to  
(916) 323-6567

or e-mail to:  
[Ken.hunt@dgs.ca.gov](mailto:Ken.hunt@dgs.ca.gov)





## LET'S STEP OUT AGAINST BREAST CANCER

Please join the Department of General Services team in the fight against breast cancer on

**Sunday, October 24 at 10:00 a.m.**

Be a part of the Making Strides Against Breast Cancer, 5K pledge walk through downtown Sacramento's plazas and parks to benefit the American Cancer Society.

DGS Office Technician LaRay Macchiavelli and EEO Officer Greg Sandin, who are putting together the DGS Making Strides Against Breast Cancer team, have set a goal of recruiting 100 people to join 6,500 striders in this fun-filled event to combat the #2 cancer killer of women.

The Making Strides Against Breast Cancer route starts and ends at the West steps of the Capitol and passes through Sacramento's downtown area (roughly three miles). Walk-day registration takes place at 9 a.m. Pre-walk registration, pledge forms and t-shirts can be obtained by calling LaRay Macchiavelli at 445-4353.

Approximately 17,000 California women will be diagnosed with breast cancer this year, and 4,200 will die from the disease, according to the American Cancer Society. Funds raised through Making Strides Against Breast Cancer will support scientific research on the causes of breast cancer and ways to prevent it; Reach to Recovery and other support programs for women with breast cancer; making breast cancer screening accessible to all women; support for legislation on mammography quality standards, insurance coverage, and other issues; and free educational programs.



**Gray Davis**  
Governor

Published by the  
Department of General Services  
1325 J Street, Suite 1910  
Sacramento, CA 95814-2928  
(916) 323-4889  
FAX: (916) 323-6567

Secretary  
State & Consumer Services Agency:  
Aileen Adams

Interim Director:  
Cliff Allenby

Managing Editor:  
Pete Dufour

Editor:  
Ken Hunt

Design & Layout: Chris O'Keefe  
Printing: Office of State Publishing  
www.dgs.ca.gov



DGS' "Making Strides" team leaders Greg Sandin and LaRay Macchiavelli are ready to sign you up!

For more information  
call LaRay Macchiavelli at 445-4353  
or Greg Sandin at 324-7111.