

DGS Side-by-Side

California Department of General Services • a newsletter for employees by employees • Issue #32 • March 2001

FLEX YOUR POWER

Throughout the winter of 2001, California experienced unprecedented electrical shortages and rolling blackouts across the State. The Department of General Services, along with every other state agency and department, responded to the energy challenge by reducing demand for electricity and using energy more efficiently.

Employees and managers in State office buildings turned off lights, unplugged non-essential office equipment and lowered thermostats to help reduce the risk of power interruptions. The DGS' Office of State Publishing also did its part by changing printing plant shift schedules to reduce power consumption at peak periods. These and many other efforts cut power consumption by a minimum of eight percent across the board, and helped keep power flowing to literally thousands of offices, homes and businesses.

Meanwhile, the Governor and leaders of the California Legislature are working together to fashion long-term solutions for reliable and affordable electricity. However, there is more to be done, and you have an important role to continue playing - both at work and at home.

We in California have the power of nearly 35 million people and are the sixth largest economy in the world. By reducing our electricity demand we can help avoid shortages, and lower our energy bills.

All you have to do is FLEX YOUR POWER.

In addition to measures already in effect in the workplace, here are some simple things that you can do at home to further reduce demand and cut your own energy costs:



- Turn thermostats down to 68° or below. Reduce settings to 55° before going to sleep or when away for the day. (For each 1 degree, you'll save up to 5 percent on your heating costs.)
- Turn off non-essential lights and appliances.
- Avoid running large appliances such as washers, dryers, and electric ovens during peak demand hours from 5:00-9:00 a.m. and 4:00-7:00 p.m.
- Close shades and blinds at night to reduce the amount of heat lost through windows.
- Buy "Energy Star" appliances, products and lights.

For the latest information on the energy challenge and what you can do to be part of the solution, please visit the DGS website at <http://www.dgs.ca.gov> and click on "Flex Your Power."



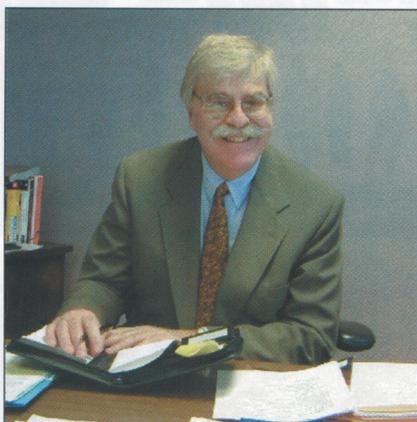
DGS LEADS CAPITOL CRASH REPAIR EFFORTS

(See page 4)



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.

DIRECTOR'S MESSAGE



We all appreciate by now that the energy challenge both at work and at home is very real. And by all accounts, it will increase during the summer months. You are to be congratulated for "Flexing Your Power" and being part of the solution by doing all you can to reduce energy consumption and improve efficiency.

You have led by example and you have made sacrifices, for which all Californians have reason to be grateful. Thanks to your energy saving efforts, the risk of power outages has been reduced. Those efforts have not gone unnoticed. One letter I recently received was from Mr. Terry Winter, the President and Chief Executive Officer of the California Independent System Operator, in which he asked me to pass along his thanks to everyone at the DGS for helping the state avoid rotating outages.

We will undoubtedly need to continue our leadership and spirit of cooperation in the months ahead. In addition, the DGS will increase its efforts to make state office buildings even more energy efficient without compromising the health, safety and comfort of our staff or customers.

Remember...the electricity you save at work will be there when you go home at night!



Barry D. Keene

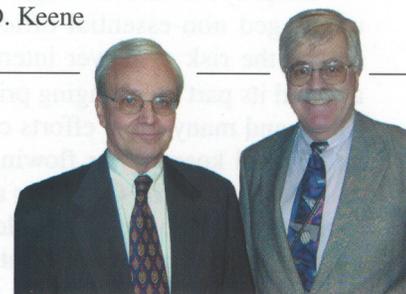
HOLIDAY FOOD DRIVE TO FEED HUNDREDS

Congratulations to all DGS employees who took part in the 28th annual Statewide Employees' Food Drive. The DGS collected nearly 7,000 pounds of food items for the California Emergency Foodlink, including \$1,300 in cash donations used to purchase food. According to DGS coordinator Nancy Galindo of the Real Estate Services Division's Customer Account Management Branch, this was an incredible increase from 1999's total of approximately 1,200 pounds. The donations will help hundreds of people at dozens of food banks and shelters throughout the Sacramento area.

The DGS Office of Public School Construction was the top office for donations coming in at more than 2,500 pounds, followed by the Real Estate Services Division at 1,778 pounds, and the Telecommunications Division at 1,068 pounds.



Left to right:
Newly sworn-in
Telecommunications
Deputy Director
Barry Hemphill with
DGS Director
Barry Keene.



NEW DEPUTY DIRECTOR FOR TELECOM DIVISION

Barry R. Hemphill has been appointed Deputy Director for the DGS Telecommunications Division. Mr. Hemphill will oversee a division of the DGS that provides services to all state agencies for Radio, Telephone, Teletype, Microwave, Closed-circuit TV, Emergency 9-1-1 telephone program, Data transmission, and other telecommunications services.

Mr. Hemphill was most recently the Chief Technology Officer for the U.S. Railroad Retirement Board, a Federal Agency headquartered in Chicago, Illinois. Prior to that, he was Executive Director of the Illinois Board of Governors Cooperative Computer Center. He also served as Vice President-Data Processing for Blue Cross of Northeast Ohio from and has more than three decades worth of experience managing complex technology in a variety of organizations.

Mr. Hemphill's career also includes providing oversight and guidance for the implementation of digital signatures throughout the Federal Government. He earned a Bachelor of Science degree from Pennsylvania State University.



Nicely done one and all!

'ONE DGS' THE GOAL OF NEW CHIEF DEPUTY DIRECTOR

Rosamond C. Bolden was appointed Chief Deputy Director of the Department of General Services (DGS) in November, 2000. Ms. Bolden's main areas of responsibility include the Telecommunications Division, Inter-agency Support Division, Procurement Division, and Audit Section for the DGS. She also serves on the California Victim Compensation and Government Claims Board (formerly known as the Board of Control), State Allocation Board, Public Works Board, Public Works Contract Arbitration Committee, and the Del Mar Race Track Authority, and State Race Track Leasing Commission. Ms. Bolden is also current member of the Rate Advisory Committee for the Sacramento Municipal Utility District (SMUD).

One of her first goals is working to consolidate several of the many department's offices and divisions as part of Director Barry Keene's vision of One DGS. "We have many projects that utilize all the services of the department, and we need to have a common support system for all of our work in order to provide excellent customer service," said Ms. Bolden. "By consolidating many of those efforts to one location, physically, we can become One DGS."

Ms. Bolden is taking a leadership role on several innovations within the department including: the utilization of new technologies such as "broadband" for local, long distance, data, and teleconferencing; the debut of CALBuy as the first on-line DGS purchasing program; and building



web pages and internet portals as a part of the Davis administration's commitment to e-government.

Ms. Bolden is certainly no stranger to the DGS, serving as Chief of the Building and Property Management Branch, Real Estate Services Division from 1977 to 2000, where she was responsible for the management, maintenance and operations of state owned property with a budget of \$170 million, 1,100

employees and 20 million square feet of office space.

Ms. Bolden is a member of the Building Owners and Managers Association (BOMA) and BOMA International National Advisory Council. She served in the capacity as Secretary-Treasurer of BOMA International, and was the first President and founding member of the BOMA Sacramento association. She earned BOMA Designations for Real Property Administrator and Facilities Management Administrator.

Ms. Bolden earned a Bachelor of Science degree and a master in educational counseling/psychology degree from the University of California, Berkeley. Ms. Bolden is a life member of Alpha Kappa Alpha Sorority, life member of the Sacramento Urban League, life member of the NAACP, and a member of the California Black Chamber of Commerce. In March of 2001, Ms. Bolden will be honored with a "Special Recognition Award" from the Greater Los Angeles African American Chamber of Commerce.



BON VOYAGE

*X marks the spot!
The Caymans, where Irene
will be retiring to!*

After nearly 25 years of State Service, Irene Rodarte, manager of the Office of Human Resources Performance Enhancement Section, is calling it a career. Her nearly five-year tenure at the DGS culminated in February with a Superior Achievement Award for outstanding leadership of the Performance Enhancement Section. In addition to the DGS, Irene has worked for Caltrans, the California Energy Commission, and Department of Economic Opportunity.

Irene and her husband are now headed for retirement in the Cayman Islands in the Caribbean where they are building a new home.

Mil gracias, Irene, for all your contributions to the DGS. You'll be missed.



DGS RESPONDS QUICKLY TO STATE CAPITOL CRASH

By Rhonda Greene, Real Estate Services Division

In the aftermath of January's fiery truck crash at the State Capitol, the Department of General Services (DGS) has taken the lead in coordinating clean up, repairs and restoration of the historic building. The crash caused severe exterior damage to the Capitol's south entrance, as well as extensive smoke and water damage inside the building to several hearing rooms and offices, as well as the basement. In addition, the Senate Chambers and Senate Members offices were damaged by smoke. DGS estimates repair and restoration costs are \$16.5 million.

Within an hour after the crash, nearly a dozen Real Estate Service Division (RESD) employees were on scene and remained there throughout the night assessing damage and working to keep the building open for business.

Under the direction of Deputy Director Mike Courtney, the RESD team finished clean-up of key tenant spaces quickly so that much of the damaged portion of the building was reoccupied within a couple of days. Crews also assured the health and safety of Capitol employees and visitors by checking air quality levels, replaced heating and air conditioning filters and checking smoke detectors for moisture and sensitivity.

Kudos to Construction Manager Bob Courtner, Project Directors Anne Cavanagh and Mike Moore, Building Managers Jane Imperato and Dean Mehaffy, Industrial Hygienist Vince Paul, Trades Supervisor Bob Yates, Building and Property Management staffers, and many other RESD employees for a job well done.

Although the initial emergency is over, there is much work to be done before the Capitol is fully restored to its previous grandeur. That job is now in full swing. Temporary sidewalks have been placed on the lawn area leading to the side door so that entrance to the south side of the Capitol is not completely blocked. Drapes have been cleaned to remove soot and smoke, as were walls, carpets, offices and lights. Historic furniture and artwork in the south area was removed for safekeeping and restoration. The large double doors on the south side of the building, that date back to the 1850's, were sent to a millwork shop for restoration. The State Historic Preservation Office, in conjunction with the consultant architect, is working to repair or replace the damage done to the granite portico.

It's expected that interior work will be completed in late spring to early summer, while the work on the Capitol's severely damaged exterior should be completed by early 2002.



DGS EMPLOYEE READY FOR AIDS RIDE 2001

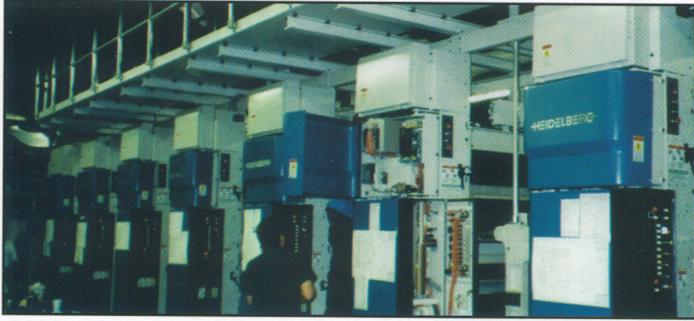
On June 3, 2001, Janine Vine, a buyer for the Department of General Services Procurement Division will embark on a 575-mile charity ride to benefit the battle against AIDS. The money raised will help individuals living with AIDS, and will promote important AIDS prevention and intervention programs. The seven-day ride starts in San Francisco, ends in Los Angeles and averages about 82 miles per day. Participants are allowed 70 pounds of gear and they sleep in "tent cities." Volunteers prepare meals and "rest stops" are provided at each 25-mile mark.

Janine has been training hard since last year in preparation for this challenge. She has committed to raise \$2,700 in pledges between now and the ride day on June 3. If you are interested in helping Janine meet this goal, and helping those with AIDS, please contact her by either e-mailing at janine.vine@dgs.ca.gov or calling her at 916-327-5301.



Janine Vine





INTERNATIONAL PRINTING WEEK

The DGS' Office of State Publishing celebrated International Printing Week in January with tours and an open house at the State printing plant in Sacramento. The nation's largest government printing operation outside of Washington, D.C.,

publishes approximately 14 million state income tax forms, more than 12 million ballot pamphlets, approximately five million DMV handbooks, the governors budget, all legislative bills, and thousands of other projects for state agencies.

Not only is OSP the biggest operation of its kind in the nation, its among the "greenest" as well. The printing plant recycles nearly five million pounds of paper a year while using recycled content paper in the vast majority of its jobs. OSP also makes use of environment-friendly inks, and provides hazardous waste and material training for plant employees.

STATE EMPLOYEE TRANSPORTATION SURVEY AHEAD

The Department of General Services is developing a transportation management plan for the Capitol Area in downtown Sacramento. The goal is to improve and increase state employee commute alternatives, and to identify potential improvements in transit services. The plan will also assess the need for employee parking in the Capitol Area.

To develop the plan, the DGS will collect transportation information from state employees who work in the downtown Sacramento area. This web-based survey will ask employees about commute choices, downtown traffic circulation, and parking. But before this 15-minute survey of more than 50,000 employees is launched, the DGS will be conducting a pilot survey with DGS employees in late March and early April, then plans to survey downtown employees at all other state agencies and departments in May.



Check the DGS homepage at <http://www.dgs.ca.gov> for more details. Participation is totally voluntary, and those DGS employees who do complete the survey by Friday, April 6, 2001, will be entered in a "Survey Prize" drawing.



If you have questions regarding the survey, please call Robin E. Baker with the Real Estate Services Division's Asset Planning and Enhancement Branch at 916-323-3316.

WELCOME ABOARD

There are a couple of new faces at the DGS Office of Fleet Administration (OFA) and the Office of Human Resources (OHR). Donna Carey is OFA's new State-wide Travel Program Administrator. She has extensive knowledge of the travel industry, and has been a meeting and conference planner for the past 12 years.

Meantime, OHR recently welcomed Kimberly Hunt as the new manager of the Workers' Compensation/Return-to-Work/Disability Program. Kim brings with her a wide range of supervisory and managerial experience, as well as a strong background in workers' compensation claims and risk management.





Orchids

By Alexis Palecek, DGS Communications
Office Student Assistant

The staff at the **Office of Public School Construction (OPSC)** has been working hard throughout the winter. **Lien Hoang** and **Valerie Lane** were greatly appreciated by the Madera County Office of Education. Both shared suggestions and information that was “timely and important.” **Irene Yamagiwa-Oliver** received special thanks from the Coalinga-Huron Unified School District. Her help in facilitation was “truly appreciated.” **Randy LaBorde** also received sincere thanks from the TurnKey staff. All of his time and effort went “beyond the call of duty.” **Suzanne Resse** and **Liz Yokoyama’s** professionalism and great understanding was not overlooked by the School Facilities Planning and Management Incorporated.

The people at **Real Estate Services Division (RESD)** have also been off to a fantastic start in the New Year. **Glenn Della-Monica** and his staff received a huge thank you from the San Francisco Breast-feeding Promotion Coalition for help with a statewide conference. **Rudy DeGuzman**, **Thomas Pathiparampil**, and **Clarence McCutchen’s** help setting up a new-worker orientation for the Division of Workers’ Compensation was prompt and seamless. Because

of the help, the orientation ran smoothly. **Larry Hughston** wowed Senator Deborah Ortiz with his “hard work and dedication to the Governor’s Permanent Residence Commission.” **Mitchell Jimenez** was greatly appreciated by the staff at the DMV Field Office in Winnetka. **Cheryl Allen’s** “assistance and responsiveness” to the Department of Education was “outstanding.” **Jeff Newbury** received a thank you letter from the Employment Development Department for his patience and “can-do” attitude. **John Whelan’s** efforts to keep the California Youth Authority informed on the energy crisis were appreciated. **Evangeline Quilitano’s** “service beyond the call of duty” earned her kudos from the staff at the courthouse in San Francisco.

The staff at the **Division of the State Architect (DSA)** received a kind word from the Paramount Unified School District. Projects were finished professionally and in record time. The Richards Ranch Elementary would like to commend **Paul Allaire** for his suggestions for a school design project “will be of great benefit for all in the future.” **Jim McCarthy** and **David Okasaki’s** “diligence, thoroughness and cooperation” greatly impressed the architects

at Murray and Downs.

The Office of Human Resources (OHR) has been keeping up the impressive work. **Linda Patterson** was praised for her facilitation services by the executive and management team. The **OHR** staff made DGS’ Building and Property Management Branch very happy and appreciative when they provided them with performance management support.

The Telecommunications Division (TD) has been up to a lot of good. **Samuel Bellow** and **Nokes Kelley** both “excel in their knowledge and manner of communicating Telecom’s procedures and requirements to the less knowledgeable and infrequent users...” Good job!

The Procurement Division (PD) continues keeping its customers satisfied as well. The Department of Health Services credits the success of its CURIE project to **Kristine French**. **Kristine’s** trusted, clear, and concise directions helped move the project along smoothly. “Knowledgeable,

Please send your
“Orchids” to:

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(916) 323-6567

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Ken.hunt@dgs.ca.gov



EIGHT HONORED FOR HELPING CRIME VICTIMS

By Fran Clader, Victim Compensation and Government Claims Board

The Victim Compensation and Government Claims Board, formerly known as the Board of Control, recently awarded eight individuals and organizations for their efforts in helping victims of crime. The Department of General Services' Chief Deputy Director Rosamond Bolden serves on the board as designated representative for DGS Director Barry Keene.

State and Consumer Services Agency Secretary Aileen Adams and Victim Compensation and Government Claims Board Executive Officer Kelly Brodie praised the recipients of the Governor's Victims' Services and Restitution Awards 2000 for serving as "a lifeline for victims."

Awards for "Outstanding Leadership in Advancing Victims' Rights" were given to Alameda County Chief Assistant District Attorney Nancy O'Malley who has played a major role in numerous pieces of legislation addressing crimes against women, children and the elderly.

Carmen Brenneise, Legal Services Coordinator for the El Dorado Women's Center, was also honored with a "Leadership" award for exceptional dedication to serving victims, developing community responses to violence and providing support and legal



L to r: State and Consumer Services Secretary Aileen Adams visits with DGS Chief Deputy Director Rosamond Bolden and Victim Compensation and Government Claims Board Chief Counsel Catherine Close following the award presentation in Sacramento.

assistance to other rural domestic violence service agencies.

The award for "Exceptional Contributions in Areas of Assessment and/or Collection of Restitution" was awarded to Dr. Martin Plone, a retired veterinarian and fraud victim, who has been a powerful advocate for reform of the state's criminal restitution system.

Mothers Against Drunk Driving State chairwoman Linda Oxenreider accepted a special award honoring MADD's 20 years of service to victims of crime.

Four awards for "Outstanding Service to Crime Victims" were also presented.

EAST END TOPPING OUT



The final beam is put into place on the future home of the Department of Education at the Capitol Area East End Complex.

A major construction milestone for the Capitol Area East End Complex was reached in late February when the final steel beam for the future headquarters of the Department of Education was hoisted by crane to the top of the seven-story structure. The "topping out" ceremony was attended by the Department of General Services and members of the State Management Team including 3D/International and Johnson Fain Partners, as well as dozens of construction workers.

The structure—one of five office buildings that will make up the East End Complex—is due to be completed next year.

East End On-Site Management Team, l to r: Joe Griffin, 3D/International; Joel Griffith, DGS; Richard Teramoto, DGS; Wendy Roberts, DGS; Kathryn Welch, DGS; Windy Buller, 3D/I;

Jim Ogden, 3D/I; Mike Meredith, DGS; and Joe Cabral, 3D/I. Not pictured: DGS' Teresa Kaneko, Bill McClean, and Bob Boyle.



ORCHIDS

Continued from Page 6

professional, courteous and very expeditious" are some of the words used to describe **Carol McCollum** in a letter of appreciation. **David Keskeys** went beyond the call of duty when assisting the Critical Incident Associates. He also impressed the staff at Computer Power Specialties, Inc., and Veteran's Communication Services. **Steven Lower** also received multiple gracious letters, all for his "enlightening interpretations and understandings." **Eileen Ochoa** of the PD's Office of Small Business Certification and Resources (OSBCR) received an appreciative letter regarding the diligence and positive environment at OSBCR.





CONGRATS!

Despo Charles recently received her award for 25 years of State Service from Chief Counsel Jeff Marschner, Office of Legal Services. Despo has been a Senior Typist with the DGS for a little over six years. Prior to the DGS, Despo worked with the California Student Aid Commission, the Department of Finance, and the Commission on Teacher Credentialing.

**RECORDS MANAGEMENT
CONFERENCE COMING TO
SACRAMENTO**



The DGS' Procurement Division, through its Records and Information Management (CalRIM) program, is hosting the annual Imaging and Records Management Forum 2001 on April 23rd and 24th. This year's theme, "Catch the e-Governance Wave," will focus on helping records management professionals support the basic mechanisms of "e-government" by using the latest information technology and techniques.

The CalRIM Forum 2001 is scheduled for April 23 and 24 at the Holiday Inn Capitol Plaza, in downtown Sacramento. For more information on programs and registration, please visit the Forum website at <http://www.dgs.ca.gov/pd>, or call 916-322-8705.



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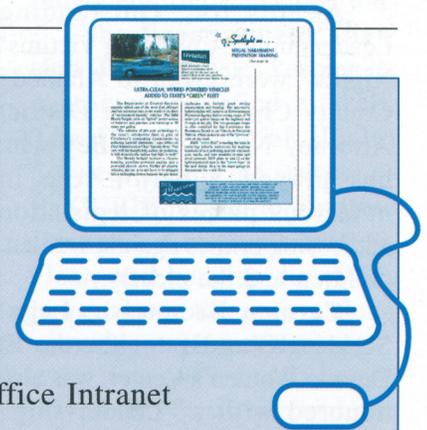
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CALENDAR

- March 31 Cesar Chavez Day—A Day of Service & Learning
- April 23-24 Imaging and Records Management Forum
Capitol Plaza Holiday Inn, Sacramento
- May 14-18 Government Technology Conference West
Sacramento Convention Center