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DGS In The WORKS

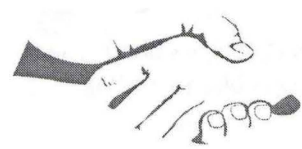
NEWS FROM THE DEPARTMENT OF GENERAL SERVICES - WORKING WITH YOU, WORKING FOR YOU

SPECIAL
EDITION

DECEMBER,
2001

Facility Partnerships...

Facilitate Partnering



The Building Services division has merged with the Capitol Complex Maintenance division (CCM) to streamline maintenance operations and control costs, improve efficiency and reduce the span of control.

We will be implementing "Facility Partnerships" to improve our service to you. Staff, such as maintenance engineers and custodians, will be assigned to one building or facility.

What changes will you see?
NONE!

We anticipate that we will be able to continue current service levels, and as DGS employees develop an "ownership" and accountability to their facility, we believe you may see response times improve.

As we consider and deal with the many changes before us, DGS is always mindful of the health, life, and safety concerns of employees and visitors to the Capitol complex.

Our mission is to be the business agent for state government as we assist other departments in accomplishing their missions. Our dependable and capable staff is ready and willing to continue our mission to the best of our ability. We will continue to work hard to provide the highest level of service support possible.

FACILITY FACTOIDS

DGS Capitol Complex Maintenance staff includes (but not limited to):

- 1 Mason
- 1 Carpenter
- 1 Plumber
- 1 Painter
- 3 Electricians
- 10 Engineers
- and...
- 45 Custodians

...to maintain 1.9 million square feet of office space in 15 buildings on the Capitol complex, some working 24/day, 7-day/week shifts.

We are here to serve you, our customer. Please direct any requests or concerns to the Customer Service Center at 242-5120.

Read a copy of "In The Works" on our Web Site at www.state.ia.us/government/dgs/index.html. If you would like to be on our mailing list, send the title of your position, department, and address to Julie Cooper at julie.cooper@dgs.state.ia.us, or call 515-281-3196.



HOW MANY BOXES DOES IT TAKE TO PACK UP AN AIRPLANE?

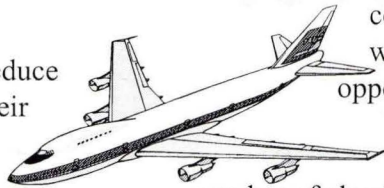
The Federal Surplus Property (FSP) program will soon find out!

As part of an effort to reduce costs, while updating their "home", the Federal Surplus Property (FSP) program is moving from the State Fairgrounds into new facilities at 6921 Chaffee Road in Des Moines. The new warehouse (by the Blank Park Zoo and the Fort Des Moines) will provide much more room and be more accessible to customers.

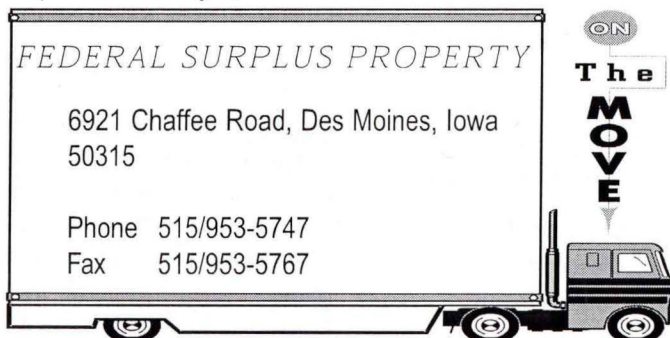
Federal surplus supplies may be purchased by governmental agencies - state, counties, cities, towns, schools, universities, public hospitals - and educational and health-related non-profit organizations licensed by the state of Iowa.

Surplus supplies range from office furniture to airplanes. Inventories constantly change as we take advantage of opportunities. To find out if your organization is eligible to purchase federal surplus property, obtain a catalog, or add your name to the mailing list, you can call Federal Surplus Property at their new number 515/953-5747, or visit the website at www.state.ia.us/government/dgs/Services/Citizen/FederalSurplus.htm

Although we are moving and modifying our business model, our mission remains the same; find and provide federal surplus property to our customers at very low cost. Please direct any questions regarding the changes in FSP to Stan Kuhn, Administrator, at 281-5802.

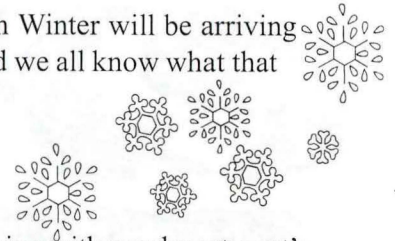


Federal Surplus Property will be closed for the month of December to move the office and warehouse inventory to the new location. FSP will reopen on January 2, 2002.



IS COMING!

Old Man Winter will be arriving soon and we all know what that brings!



In keeping with our department's Original spending plan and 20% budget reductions, we have made some changes that will affect snow removal, primarily for the parking lots on complex.

After hours, snow will not be cleared from parking lots until there is an accumulation of 3" (this is a change from the current 1"). During regular business hours, we will make every attempt to continue with current practice. Sidewalks will still be cleared when they turn white.

We remain concerned about the health, life and safety issues and we believe even with these changes, the Capitol complex will continue to be a safe environment for employees and visitors.

MORE FACILITY FACTOIDS...

DGS Capitol Complex Maintenance staff also includes (but not limited to):

8 Grounds crew

...to maintain over 20 parking lots on the complex, 3,200 parking stalls, and over seven miles of sidewalks!

If you have concerns about a particular area, please contact the Customer Service Center at 242-5120.



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