

Suggestion List

01-Sep-11

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Agency for Work Force Innovation

6705

8/1/2011

Y

8/11/2011

I put unknown above but actually this contract and suggestion applies to all State agencies in all areas of the State.

My suggestion would be to require current vendors reduce their price by 50% which still allows them 40% higher margins than what they originally anticipated.

If they were not willing to reduce their price I would threaten to put the entire contract out for re-bid. Knowing that paper commodity pricing will continue to rise, all vendors will lower their prices in a heart beat with no disruption of service.

As an FYI - When the contract comes up for bid I would require as a condition to bid an off-set be paid to the State based on the commodity value. This is now a common industry practice for new contracts of large size and will mean prices paid by the State will gradually decrease over time.

Has Merit? Y **Explanation**

Implementation It is the legislative intent that fair and open competition is the basic tenet of public procurement and contracts are awarded equitably and economically. The Florida Department of Management Services, Division of State Purchasing is mandated in s. 287.042(2)(a) to establish purchasing agreements and procure state term contracts for commodities and contractual services for state agency use. Uniform procedures are followed by state agencies, and that detailed justification of agency decisions in the procurement of commodities and contractual services are maintained.

Steps Taken

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
SUGGESTION						

	6737	7/22/2011		Recurring	Y	8/11/2011
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Agency by agency, a "turn out the lights" campaign can be initiated via e-mail reminders as well as in-building flyers or notices posted in gathering areas and next to or near exits/light switch sources.

Volunteers or assigned, rotating building or office monitors could be responsible to ensure that all unnecessary lights are off at the end of each work day. A brainstorming session can be utilized to bring forth innovative and successful strategies to be utilized by employees to save energy, turn out the lights.

Has Merit? Y **Explanation**

Implementation

Yes. The AWI installed motion detectors in the restrooms, conference rooms, and in some offices over two years ago. Steps taken are very minimal: 1. Identify areas in which you can safely use motion detectors. 2. Purchase motion detectors for the identified areas. 3. Have your maintenance person or electrician install the motion detectors.

Steps Taken see above response

Efficiency: Unknown at this time

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Department of Business and Professional R

6708	8/1/2011				Y	8/19/2011
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As an FYI - When the contract comes up for bid I would require as a condition to bid an off-set be paid to the State based on the commodity value. This is now a common industry practice for new contracts of large size and will mean prices paid by the State will gradually decrease over time.

Has Merit? Y **Explanation**

Implementation I believe the department uses a private company. No other information is known.

Steps Taken

Efficiency:

6740	7/22/2011	0	Once		Y	8/19/2011
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Has Merit? Y **Explanation**

Implementation We already have a plan in place where lights turn off automatically when there is no motion in the room.

We already have a plan in place where lights turn off automatically when there is no motion in the room.

Steps Taken We already have a plan in place where lights turn off automatically when there is no motion in the room.

Efficiency: We already have a plan in place where lights turn off automatically when there is no motion in the room.

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Department of Education

	6745	7/22/2011	0	Recurring	Y	8/29/2011
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Has Merit? Y **Explanation**

Implementation

Please see below:

Steps Taken The Department has already implemented this suggestion by adding this as part of our janitorial contract.

Efficiency: I did not list the amount of monetary savings because at this time we are in the process of collecting the data needed to determine savings.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of Environmental Protection

6746	7/22/2011		Recurring		Y	8/29/2011
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Has Merit? Y **Explanation**

Implementation

Employee awareness Programs. DEP has had this in place for several years now.

Steps Taken Easy As One
 The Office of External Outreach and Public Education launched the Easy As One campaign to encourage employees and citizens to adopt more sustainable habits that protect air and water quality, conserve water and reduce waste. The team created a logo, flyers, displays, information cards and a YouTube video. Social media—a blog and Twitter account—are ongoing. The team organizes Easy As One collection events and as of 01/24/11 have collected 1,259 used cell phones for 911 Cell Phone Bank and local charities; 33,013 plastic bags, 71,400 pounds of paper and more than 41,000 pounds of electronics for recycling; 645 pounds of ammunition; and about 1,000 pounds of expired medication for appropriate disposal.

Efficiency: Turning out the lights will save the State of Florida and Florida Taxpayers dollars as well as promote energy conservation.

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Department of Financial Services

	6662	7/8/2011	0	Recurring	Y	8/11/2011
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Figure out how to get the job done using electronic "scanned" contracts. If you have to maintain paper files, train someone how to hit the print button. Don't waste everyone's tax funds on postage. Thank you.

Has Merit? Y **Explanation** Agencies submit agreements to the Bureau of Auditing by facsimile and hard copy. Due to current limitations in information technology infrastructure, there is no ability for the systematic upload of these documents. It should be noted that most agencies use inter-office mail (not the US Mail) for delivery of these documents.

Implementation Suggestion is similar to existing plans.

This suggestion incorporates elements of existing plans. DFS has been working for two years on a systems project that would allow agencies to submit scanned contracts, voucher schedules and supporting payment documentation. The department will include a request for additional appropriations in its budget to acquire information technology infrastructure for the project. This will push the implementation to no earlier than fiscal year 2012-2013.

Steps Taken

Efficiency: unknown at this time

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of Highway Safety

6749

7/22/2011

Y

8/10/2011

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Volunteers or assigned, rotating building or office monitors could be responsible to ensure that all unnecessary lights are off at the end of each work day. A brainstorming session can be utilized to bring forth innovative and successful strategies to be utilized by employees to save energy, turn out the lights.

Has Merit? Y **Explanation** If lights are turned off when not in use would save the state costs as well as save realize environmental savings.

Implementation See comments above that we have already implemented at our department.

Steps Taken

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of Law Enforcement

6751	7/22/2011		Recurring		Y	8/19/2011
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Has Merit? Y **Explanation**

Implementation

FDLE has already implemented some of the cost saving strategies mentioned in this suggestion.

Steps Taken For quite some time now, the Department has implemented a similar strategy which includes a "turn out the lights" campaign with notices/reminders in each office throughout the department, next to exits and light switches. In addition, if a member is going to be away from his/her office for a significant amount of time, they are to turn off all lights.

Efficiency: Unknown at this time

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of Management Services

6692	7/27/2011				Y	8/26/2011
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A suggestion that has already saved hundreds of millions in the private sector. An implementation of a small energy savings device mainly focused on a small intelligence device for the Heating/Air conditioning system, saves 20% - 30% on energy cost monthly. Savings pay for itself quickly and after that, it's money better allocated elsewhere by the state. This would have a large impact if implemented in state and government buildings, especially since the largest part of energy consumption is from air conditioning systems. It's more cost effective way to make our buildings more energy efficient without spending money on expensive full A/C systems. Do a test building and see what it saves.

Has Merit? Y **Explanation** Maybe. There is not enough detail provided to understand what the "small energy saving device" is or how it works.

Implementation Unknown without more detail about the suggested equipment, including costs, application and functions. Understanding the equipment, then potentially budgeting for the equipment if there is a quick financial payback.

Steps Taken

Efficiency:

6752	7/22/2011		Recurring		Y	8/26/2011
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Has Merit? Y **Explanation**

Implementation

Continue to install automated sensors that turn off lights when space is not in use.

Email employees regularly reminding them to turn off lights.

Steps Taken Yes. DMS has many automated sensors in place that turn off lights when space is not in use, and after hours (usually 5:30).

DMS will continue to remind our tenants to turn off their lights when they leave their office.

Efficiency: Turning off lights when space is not in use is a no-cost/low cost approach to reducing energy costs.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of the Lottery

	6727	8/1/2011			Y	8/26/2011
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Has Merit? Y **Explanation**

Implementation In accordance with proviso language over the last couple of years, the Florida Lottery renegotiated many contracts as well as re-bid several which reduced the contract costs as this Get Lean suggestion offers.

Steps Taken

Efficiency:

	6758	7/22/2011			Y	8/19/2011
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Has Merit? Y **Explanation**

Implementation The Lottery has already implemented this suggestion.

Steps Taken

Efficiency:

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Office of Financial Regulation

6761	7/22/2011	0	Once	Y	8/15/2011
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Has Merit? Y **Explanation**

Implementation

OFR has already provided the administrative leads at each Office of Financial Regulation location the Get Lean suggestion and they understand the importance of the issue. Currently 78% of all OFR staff resides in a Department of Management Services (DMS) building. These buildings are equipped with automatic timeout switches on light fixtures. These are motion sensitive and turn off automatically after a certain period of time. DMS has been proactive in the area of energy conservation and this benefits all Floridians. For the remaining locations, we will look at when the lease agreement comes up for renewal or re-bid and attempt to negotiate that the light fixtures be replaced by the lessor. This means that the human element out would be factored out of the equation and lights will be turned off when not in use whether it be at lunch, break, or when in a meeting. This would provide additional benefit, beyond just turning them off at the end of the day.

Steps Taken

- 1) Verified the status of automatic light control at all locations statewide
- 2) Notified the Administrative leads at each location of the Get Lean Suggestion
- 3) Provided the Get Lean response specifically to the 2 locations that are in leased buildings so that they can ensure that lights are being turned off.

Efficiency: Staff are routinely reminded to be energy aware and to conserve where possible. This extends to printing only when absolutely needed and other various approaches to reduce our carbon footprint. This will help bring the issue to the forefront of staff's mind so they can be constantly vigilant.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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State Court System

6764	7/22/2011	5000	Recurring	Y	8/22/2011
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Has Merit? Y **Explanation**

Implementation

This has already been implemented.

Steps Taken Lights are checked in the afternoon by our security staff.

Efficiency: N/A

Total Suggestions: 15