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Governor Charlie Crist

Secretary Linda H. South

## MEMORANDUM

**DATE:** January 5, 2009

**TO:** Agency Heads

**FROM:** Linda H. South, Secretary, Department of Management Services  
Michael Sole, Secretary, Department of Environmental Protection

**RE:** Energy Reduction Policy Follow-up

In response to the Governor's Executive Orders on energy and environmental related issues, and the rising cost of utilities, the Department of Management Services (DMS) issued a memo on March 25, 2008, to all agency tenants in DMS managed facilities about energy reduction. The memo shared strategies for reducing energy consumption and included, among other things, raising building temperatures and removing non-work related personal appliances.

In support of this initiative, the Department of Environmental Protection (DEP) took on the challenge of reducing energy use in its facilities. DEP employees at the DMS Bob Martinez Center first developed energy working groups to assign responsibility and accountability for energy reduction. Volunteers looked at areas of energy consumption including: comfort and lighting, Information Technology, building systems, and "Green" initiatives. DEP was able to identify no-cost and low-cost efficiency measures that make a substantial difference in its facilities energy consumption. The agency focused primarily on the removal of non-work related appliances and lighting fixtures.

***These strategies helped DEP reduce its consumption by 11 percent.***

DMS did a separate analysis of energy consuming appliances in DMS facilities and found potential savings of \$400,000 per year by removing these non-work related items.

Because of the potential savings and the success story at DEP, we are asking agency leaders to take the lead in implementing these energy reduction strategies. Specifically, we ask that by January 1, 2009, all agencies remove unnecessary personal appliances from state buildings. This is a no-cost way for agencies to save significant dollars on their utility budgets, while addressing Governor Crist's goal of a 10 percent reduction in their carbon footprints by 2012. Additionally, we encourage agencies to develop other initiatives, such as the energy working groups, to reduce energy consumption.

We thank you in advance for your attention to this issue, and we look forward to working with each of you in this important endeavor that has such tremendous potential for the future of our great state.