

LINDA LINELIE
GOVERNOR




RUSS K. SAITO
COMPTROLLER
BARBARA A. ANNIS
DEPUTY COMPTROLLER

STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
P.O. BOX 119, HONOLULU, HAWAII 96810-0119

October 6, 2008

MEMORANDUM

TO: All Occupants of DAGS Buildings

FROM: Russ K. Saito
State Comptroller 

SUBJECT: Energy and Other Conservation Measures To Offset DAGS's Custodial Shortfall of \$5.0 Million for FY 09

With the increased cost of electricity, the DAGS's Central Services Division (CSD), Custodial Program is estimating that the shortfall in our electricity budget will be over \$4.2 million. Increases in water and sewage charges and increases in our custodial supplies will add another \$0.8 Million which will bring the program's total deficit to about \$5.0 million for FY 09.

In response to our request to conserve and by reducing the operating hours of the air-conditioning systems we have achieved a savings of about \$350,000. This is good but is short of where we need to be.

This is to inform you that we will be implementing other cost savings measures that will make up more of the shortfall. These measures are as follows:

1. Installing hand dryers in restrooms where power is available. (Savings up to \$70,000.)
2. Installing large hand towel dispensers in restrooms without power. (Savings of about \$20,000.)
3. Installing LED Exit Lights in all of DAGS's facilities. (Savings of about \$25,000.)
4. Installing sub-meters for our sprinkler systems. (Reduction of sewer fees by \$80,000.)
5. De-lamping of our buildings where it can take place and still maintain adequate lighting levels. (Savings of about \$300,000.)
6. Changing out existing electronic ballast and T-8 ballast to super T-8 ballast and lamps. (Savings of about \$450K.)
7. Installing LED lights in common areas in the buildings, such as elevators, lobbies, and hallways. (About \$40,000 in savings.)

Memorandum to All Occupants of DAGS Buildings

October 6, 2008

Page 2

- 8. Installing occupancy light sensors to control lighting in areas, such as, conference rooms, restrooms and stairwells that are not always occupied. (Savings of about \$30,000.)**
- 9. Having our Building Managers and Custodial Staff turn as many lights in our buildings off at night. (Estimated savings of \$300,000.)**
- 10. Turning off the A/C in buildings that have operable windows during the winter months (from October to February. (Savings of \$360,000.)**

These measures will result in \$1.67 million in savings which is still far short of where we need to be. We are therefore asking for your patience and your help. In my memorandum of May 1, 2008 there are a number of measures listed that would assist us in our efforts and we want to add to that list as follows:

- 1. If your workspace is close to walls that have windows, please try to use ambient lighting to do your work.**
- 2. When working after hours, use a desk lamp instead of turning on all of the lights in your office. If you do not have a desk lamp, request that your supervisor buy one.**
- 3. When passing conference rooms or after using the restrooms with the lights on, please take the time to turn them off.**
- 4. Recycle, recycle, recycle and encourage everyone to recycle when possible.**

Thank you all in advance for helping us reduce our costs. If you have any questions or suggestions, you may contact Mr. James Hisano, Central Services Manager by calling 831-6733 or by email at james.hisano@hawaii.gov.

Attachment

**cc: Dean Shimomura
R&A Supervisors
Bldg Mgrs
CSD Engineers
PWD Administrator
District Engineers
Kerry Yoneshige**