

GENERAL SERVICES, DEPARTMENT OF

Richard J. Haines, director

*Hoover State Office Building, Level A, Des Moines 50319
515/281-3196*

www.state.ia.us/government/dgs/index.html

The Department of General Services, was created in 1971 by the 64th General Assembly of Iowa. Under the general direction and control of the governor, the Department of General Services is headed by a director who is appointed by the governor with the approval of two-thirds of the Senate. The following divisions function within the department: Administration and Purchasing; Design and Construction; Fleet and Mail; Printing and Imaging; Capitol Complex Maintenance and Building Services. The director's office is staffed by the director, two Executive Officers, legal counsel and an administrative secretary. The director serves as the secretary to the Capitol Planning Commission.

Capitol Complex Maintenance - *Ed Mahlstadt, Administrator; 109 SE 13th St., Des Moines 50319; 515/242-6203*

The Capitol Complex Maintenance Division is responsible for maintenance of grounds and equipment on the Capitol Complex. This includes electrical/elevator maintenance, painting and wall repair, woodworking and construction repairs, concrete and masonry repairs, snow removal, mowing, tree trimming, garden care, furniture moving, HVAC systems maintenance and utilities management.

Capitol Planning Commission, State - *Richard J. Haines, secretary, Hoover State Office Building, Level A, Des Moines 50319; 515-281-3196*

ORVILLE CROWLEY, Cumming; term expires 1999; KAREN POLKING, vice-chair, Jefferson; term expires 1999; REP. DONNA BARRY, Logan; term expires 1999; TERRANCE A. HOPKINS, chair, Cumming; term expires 1999; SEN. JOHN JENSEN, Plainfield; term expires 1999; LORAL KIRKE, Des Moines; term expires 2001; JACK E. LEAMAN, Mason City; term expires 2001; MARIE MILLARD, Woodbine; term expires 2001; SEN. DENNIS BLACK, Grinnell; term expires 2001; REP. WILLIAM WITT, Cedar Falls; term expires 1999

The Iowa State Capitol Planning Commission was established by the 58th General Assembly in 1959, and is composed of legislators, residents of the state appointed by the governor, and the Director of General Services. The commission's purpose is to advise on the location and architecture of buildings and other aspects of the development of Iowa's state capitol grounds.

Building Services - *Tim Ryburn, Administrator; Hoover State Office Building, Level A, Des Moines 50319; 515/281-3137*

It is the responsibility of the Building Services Division to provide dependable, cost effective custodial services that ensure a healthy, safe environment for occupants and the public that utilize the 1.9 million square feet of office and exhibit spaces on the Capitol Complex. Services include safety and health issues, office waste recycling, restroom sanitation, vacuuming, snow removal from sidewalks and stairs, lamp replacement, furniture moving, pest control, window washing, general office cleaning, locksmith services and special events assistance. This division also provides services related to Federal Surplus and stores. Federal Surplus acquires equipment and supplies no longer needed by the federal government and sells it to eligible agencies within Iowa. The property ranges from paper clips and typewriters to bulldozers and aircraft and is used to fill the needs of public agencies, schools, hospitals, museums, libraries and nonprofit health and education activities. Federal Surplus is located on the Iowa State Fairgrounds. In addition, Design and Construction provides services in coordinating co-location initiatives for statewide leases in major metropolitan areas.

Administration and Purchasing - *Patti Scroeder, administrator; Hoover State Office Building, Level A, Des Moines, 50319; 515/281-8384*