

County of Sonoma Countywide Cost Saving Ideas		<u>FOR OFFICIAL USE ONLY</u>
NAME OF ORGANIZATION CRA (ROV)		DATE RECEIVED
NAME OF PERSON SUBMITTING IDEA ROV STAFF	WORK PHONE #	EMAIL
TITLE OR SUBJECT OF COST SAVING IDEA Department & Countywide - Reduce number of days offices are cleaned. For ROV – 2 nights instead of 3. Monday/Thurs. might be a good option since during an election we work weekends.		
EXISTING CONDITION (if more space is needed, please summarize and attach additional sheet/s) At present our office is cleaned 3 nights a week, Mon., Wed., & Friday.		
SUGGESTED COST SAVINGS IDEA (if more space is needed, please summarize and attach additional sheet/s) I think we could cut this back to two nights. Most days we don't generate enough trash or recycling to warrant 3 nights. The only time we have lots of trash on Mondays is when we work overtime on the weekends so if we went to a Monday/Thur. pick up I think we would do just fine. We could also work on more employee training on what's recyclable and what is not.		
BENEFITS OF IDEA (Cash savings, revenue, labor, space, service) (if more space is needed, please summarize and attach additional sheet/s) Cost savings by only paying for two nights of clean up versus three. We could also work on more recycling which would also cut back on the overall amount of trash we generate. Another bonus is less waste going to a landfill.		
ISSUES (legal, costs, MOU, space) THAT COULD POTENTIALLY LIMIT IMPLEMENTATION OF THIS IDEA		

Send to _____, at CAO's office