

BUDGET JUSTIFICATION
Fiscal Year 2010



U.S. GOVERNMENT PRINTING OFFICE
Keeping America Informed | www.gpo.gov



March 13, 2009

The Honorable Debbie Wasserman Schultz
Chair
Subcommittee on Legislative Branch Appropriations
House Committee on Appropriations
H-147, The Capitol
Washington, DC 20515

The Honorable Ben Nelson
Chairman
Subcommittee on Legislative Branch Appropriations
Senate Committee on Appropriations
135 Dirksen Senate Office Building
Washington, DC 20510

Dear Madam Chair Wasserman Schultz and Chairman Nelson:

I have the honor to transmit herewith the appropriations request of the U.S. Government Printing Office (GPO) for FY 2010. The request covers the Congressional Printing and Binding Appropriation, the Salaries and Expenses Appropriation of the Superintendent of Documents, and the Revolving Fund.

GPO's total request of \$166,307,000 will enable us to:

- Meet projected requirements for GPO's congressional printing and binding and information dissemination operations during FY 2010;
- Provide investment funds for necessary information dissemination projects in the Federal Depository Library Program (FDLP);
- Complete the development of our Federal Digital System (FDsys) project and implement other improvements to GPO's information technology infrastructure; and
- Perform essential maintenance and repairs on GPO's buildings.

Congressional Printing and Binding Appropriation. We are requesting \$93,296,000 for this account, representing a decrease of \$3,532,000 from the level approved for FY 2009.

Funding for FY 2010 congressional printing and binding requirements includes price level changes averaging 2.7% that are attributable primarily to existing wage contracts, as well as estimated volume increases in certain workload categories based on historical data for first session years. GPO projects an increased volume for the daily *Congressional Record*, business and committee calendars, miscellaneous printing and binding, hearings,



document envelopes and document franks, and *Congressional Record* indexing, offset by reductions in volume for other workload categories. The funding provided for FY 2009 eliminated the shortfall accumulated in this appropriation in FY 2007 and FY 2008.

Salaries and Expenses Appropriation of the Superintendent of Documents. We are requesting \$40,911,000 for this account, representing an increase of \$2,167,000 over the level approved for FY 2009. The increase is to cover mandatory pay and price level changes, and to continue improving public access to Government information in electronic formats by implementing a series of projects and hiring additional program specialists.

As GPO continues to perform information dissemination through the FDLP on a predominately electronic basis, as mandated by the conference report accompanying the Legislative Branch Appropriations Act for FY 1996, we need to make continuing investments in the Program's technology infrastructure and supporting systems. Included in our request for FY 2010 is funding to cover additional data storage, the migration of legacy applications to updated service functions, miscellaneous materials for digitization projects, survey and data analysis, legacy application integration for the FDLP desktop, and additional funds for the FDLP and the Cataloging and Indexing Program to hire 10 additional full-time equivalents to perform acquisitions, classification, cataloging and indexing, and related program requirements.

Revolving Fund. We are requesting \$32,100,000 for this account, to remain available until expended, to fund essential investments in information technology infrastructure and systems development, as well as needed maintenance and repairs to GPO's buildings.

The key projects covered by this request are \$8 million to complete the development of GPO's FDsys project (which went live as a beta test site in January 2009); an additional \$9.5 million to replace GPO's automated composition system, implement an automated manufacturing workflow system, continue implementing GPO's Oracle business systems, and related projects; \$1 million for continuity-of-operations (COOP) improvements to GPO's presence at the legislative branch alternate computing facility; and \$13.6 million for necessary repairs and maintenance to GPO's buildings, including continued elevator replacement and renovation, window replacement for energy conservation, and related projects. The request for building projects includes \$1.7 million for various green and environmental initiatives.

Results of FY 2008. GPO recorded another year of strong performance in FY 2008. Revenue increased by \$103.3 million over the previous year, resulting in net income of \$46.3 million. This addition to retained earnings will help GPO meet its requirements for necessary investments in technology and equipment in the coming year.



GPO's financial performance was attributable primarily to the production of passports. The State Department's requirement for these documents grew significantly during the year, rising by nearly a third—from an estimated 18 million to approximately 24 million—by year's end. In addition to financing the cost of this work, reimbursements for passport production financed the completion of a remote production facility in Stennis, MS, for COOP purposes. GPO brought this facility online on time and under budget by April 2008. Due to the volume of passport demand, GPO was also able to refund to the State Department a portion of the reimbursements that were excess to our requirements.

GPO's support for Congress during FY 2008 was highlighted by work on products required for the Joint Congressional Committee on Inaugural Ceremonies, including invitations, maps, signs, programs, tickets, credentials, and other products. GPO also began producing the new edition of the U.S. Code, and delivered a number of other noteworthy congressional products, including *Black Americans in Congress, 1807-2007*. For Federal agencies, GPO began procuring work to support the upcoming 2010 Census, and with the Office of Management and Budget GPO coordinated the electronic delivery to Congress of the official version of the *Budget of the United States Government for FY 2009*, which we authenticated by digital signature.

GPO's digitization efforts proceeded apace as we readied FDsys for its first public release. This system, with a state-of-the-art search and retrieval system, will replace and improve on the services of *GPO Access*, which has provided the public with online access to Government information since 1994. FDsys will also serve as GPO's digital platform, with a planned capability to provide for the intake, storage, processing, and output of Government publication content in a variety of forms and formats. During the year GPO also expanded its authentication capabilities. In addition to the *Budget*, we completed work on authenticating selected congressional bills for the 110th Congress and are implementing this capability for all bills in the 111th Congress.

Over the past several years, GPO has implemented a variety of "green" initiatives in its operations. For more than a decade, for example, printing papers used by GPO have met the requirements for recycled content contained in the Resource Conservation and Recovery Act of 1989, as amended, and corresponding Executive Orders. The printing inks used by GPO and its contractors comply with the requirements of the Vegetable Ink Printing Act of 1994. GPO works with the Environmental Protection Agency and the District of Columbia to meet the standards for emissions of volatile organic compounds established by the Clean Air Act.

However, there is more that GPO can do in this field, and during FY 2008 sustainable environmental stewardship was the focus of a concentrated effort at GPO. In my view, the future of sustainable environmental stewardship means being proactive and making changes so that GPO becomes a more efficient operation that makes better use of the



resources under our control. During FY 2008, we articulated a vision for the entire life cycle of what GPO produces, from how we source raw materials to how we produce our products, to what happens to the products when GPO's customers are done with them.

For GPO, this means a variety of initiatives, including moving from web offset presses to digital equipment to reduce paper consumption; accelerating the re-engineering of our business processes to take advantage of the efficiencies offered by digital technology; conducting energy audits throughout our facilities to reduce energy demand; using more environmentally responsible paper; reducing the total amount of waste generated by our operations; and installing a "green" roof on our building, in targeted areas, to double the life expectancy of the roof and reduce heating demands in the building. During FY 2008, GPO made significant progress in these fields and laid the groundwork for continued sustainability improvements in the coming year.

Madam Chair Wasserman Schultz and Chairman Nelson, we look forward to working with you in your consideration of our appropriations request for FY 2010.

Sincerely,

ROBERT C. TAPELLA
Public Printer of the United States

Enclosure

cc: The Honorable Robert B. Aderholt
Ranking Minority Member
House Subcommittee on Legislative Branch Appropriations

The Honorable Lisa Murkowski
Ranking Minority Member
Senate Subcommittee on Legislative Branch Appropriations

Table of Contents

| | |
|----------------------------------------------------|------|
| Executive Summary | A-1 |
| <hr/> | |
| Organizational Charts | |
| Organizational Chart | B-1 |
| GPO Functions by Organization | B-2 |
| GPO Staffing Information | B-3 |
| <hr/> | |
| Summary of Estimates | |
| Summary of Appropriation Estimates | C-1 |
| Staffing Summary – FTEs | C-2 |
| <hr/> | |
| Mission, Goals, and Objectives | D-1 |
| <hr/> | |
| Congressional Printing and Binding | |
| Base Budget Review | E-1 |
| Detail by Activity | E-3 |
| Detailed Analysis of Change | E-4 |
| Explanation of Changes | E-6 |
| Object Class and Analysis of Change to Budget Base | E-8 |
| Estimated Cost per Unit by Category | E-9 |
| Volume Increase or Decrease | E-10 |
| Congressional Billings for Committees By Category | E-11 |
| Details to Congress | E-14 |
| <hr/> | |
| Salaries and Expenses | |
| Base Budget Review | F-1 |
| Analysis of Change | F-4 |
| Summary by Object Class | F-5 |
| <hr/> | |
| Revolving Fund | |
| Revolving Fund | G-1 |
| Revolving Fund Project Requests | G-2 |
| Analysis of Change | G-6 |
| Summary by Object Class | G-8 |
| Personal Service Contracts | G-9 |
| Women and Minority-Owned Businesses | G-10 |

A. Executive Summary

EXECUTIVE SUMMARY

A commitment to providing public access to Government information—the documents of our democracy—is deeply rooted in our system of Government. GPO is one of the most visible demonstrations of that commitment. For more than a century, our mission under Title 44 of the U.S. Code has been to *Keep America Informed*: to fulfill the needs of Congress and Federal agencies for official, authentic Government information products, and to make those products available to the public.

Most Government documents today are born digital and will never be printed. GPO is meeting that challenge by transforming its business processes to produce, procure, and disseminate information products in the forms and formats our customers want and need in the Digital Age. In GPO today the Government has a unique asset that combines a comprehensive range of production and processing services, procurement facilitation, and multi-format dissemination capabilities to support the life-cycle requirements of official Government information in the 21st century.

By law and tradition, GPO has three essential missions:

- to provide expert publishing and printing services to all three branches of the Government;
- to provide, in partnership with Federal depository libraries, permanent public access to the printed and electronic information products of the Federal Government; and
- to sell copies of authentic printed and electronic documents and other Government information products to the general public.

We conduct all of our services in a non-partisan, service-oriented environment that emphasizes the primacy of the customer's requirements for timeliness, quality, security, and economy. GPO is committed to achieving the greatest access and equity in information dissemination to our customers. Information on all of our programs and services, as well as access to a large and growing range of Government information, is available through our home page at www.gpo.gov.

GPO and Congress

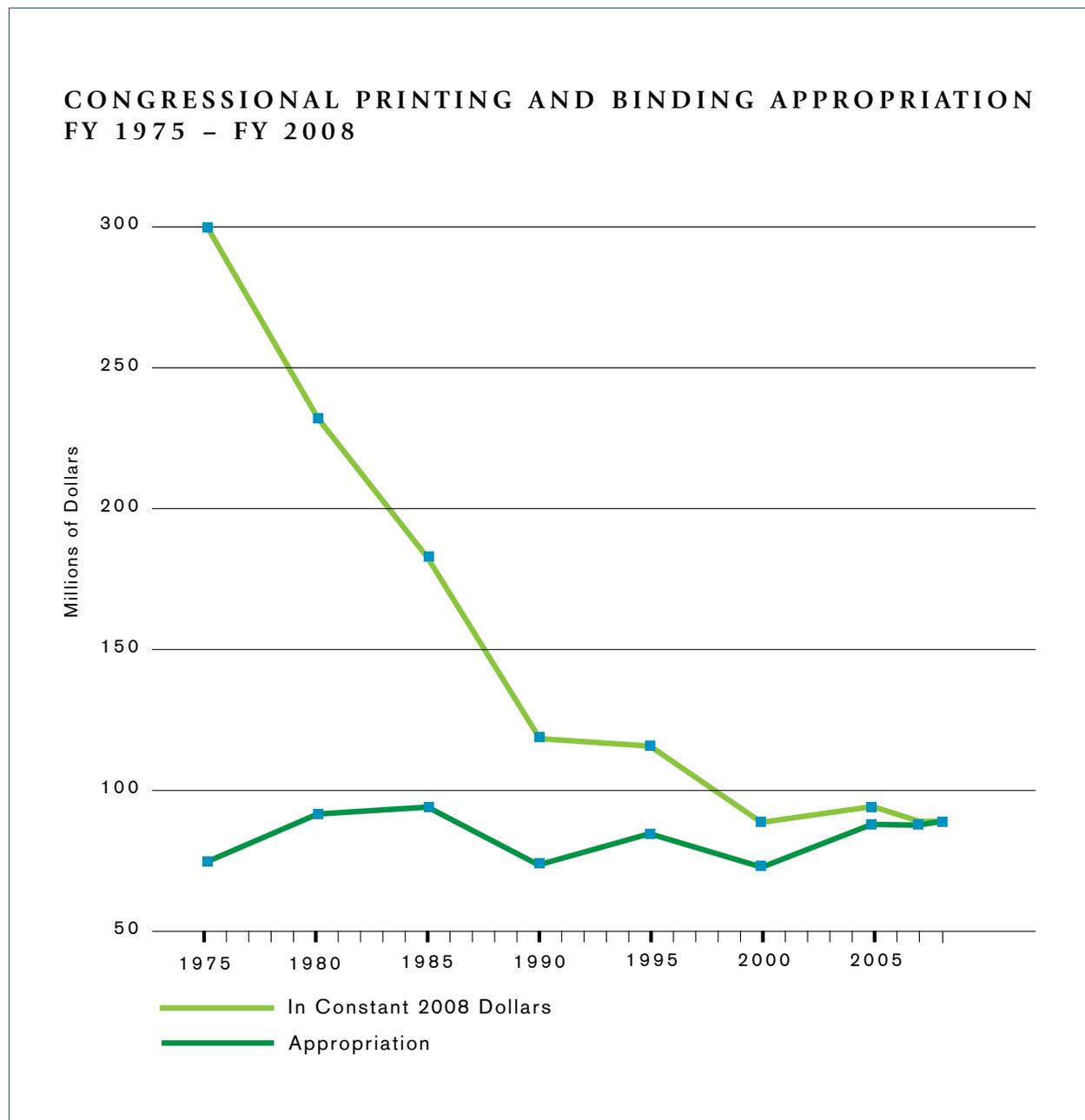
GPO provides Congress with immediate, reliable service in a work environment under its direct control. All of the work performed by GPO for Congress is funded through the annual appropriation for Congressional Printing and Binding.

GPO produces the daily and permanent editions of the *Congressional Record*, bills, resolutions, amendments, hearings, committee reports, committee prints, documents, stationery, and a wide variety of other products, in both print and online formats, that are essential to the legislative process in Congress. This work is produced through the creation and storage of electronic databases of publications for printing and dissemination, as well as the provision of online access and print-on-demand solutions.

Digitized databases containing congressional information are now GPO's primary product. These are databases with the official versions of documents, which are produced in print and made available online to the public through *GPO Access* and GPO's new Federal Digital System (FDsys) as well as other systems such as the Library of Congress's THOMAS information system. GPO is committed to supporting Congress's ongoing efforts to provide the public with access to more congressional information, in the forms and formats needed by Members, staff, and the public.

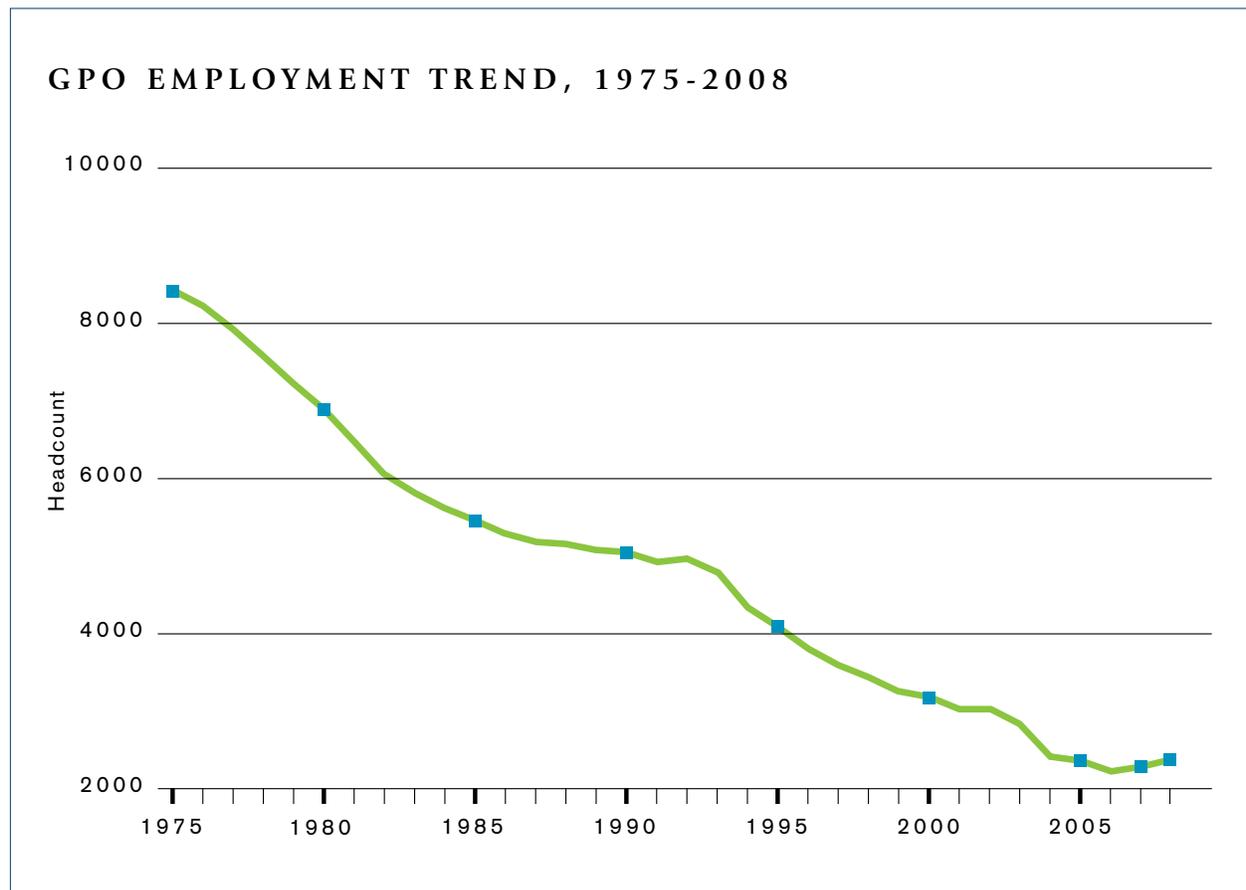
GPO Generates Savings for Congress

Electronic printing and information technologies have significantly reduced the cost, in real economic terms, of congressional publications. In FY 1975, the appropriation for



Congressional Printing and Binding was \$74.8 million, the equivalent in today's dollars of \$301.0 million. By comparison, GPO's approved funding for FY 2009 is \$96,828,000, a reduction of more than two-thirds in real economic terms. This has resulted in taxpayer savings of hundreds of millions of dollars. The savings have come from productivity improvements and staffing reductions made possible through the use of improved technology.

Productivity increases resulting from technology have enabled GPO to make substantial reductions in staffing requirements while continuing to improve services for Congress. In the mid-1970's, on the threshold of our conversion to electronic photocomposition, GPO employment was approximately 8,200. Today, GPO has fewer than 2,400 employees on board. The reduction was accomplished due to modernizing and improving GPO services.



GPO and Information Dissemination

GPO carries out its mission to *Keep America Informed* through the information dissemination programs of the Superintendent of Documents. These programs are funded by the annual Salaries and Expenses Appropriation of the Superintendent of Documents, and include the distribution of publications to approximately 1,250 Federal depository libraries nationwide (averaging nearly 3 per congressional district), cataloging and indexing, distribution to recipients designated by law, and distribution to foreign libraries which provide the Library of Congress with copies of their official documents in exchange.

Established by law, GPO's Government documents sites, *GPO Access* (www.gpoaccess.gov) and its successor, *FDsys* (<http://fdsys.gpo.gov/>), provide free online access to nearly a quarter million titles, including the *Congressional Record*, the *Federal Register*, Supreme Court opinions, congressional bills and reports, and other publications, from both GPO's servers and links to servers in other Federal agencies. *GPO Access* and *FDsys* are the only Government online services providing access to a wide range of information from all three branches of the Federal Government, and the only services providing official access to this important Government information. Currently, nearly 40 million documents are retrieved from GPO's online services every month, and the number continues to grow.

GPO Achieves Savings in Information Dissemination

Formerly, GPO distributed Government documents primarily in print and related formats, including microfiche and CD-ROM. In FY 1995, the year that *GPO Access* debuted, this distribution was funded at an annual cost of \$18.7 million, the equivalent of \$26.7 million in constant 2008 dollars. For FY 2010, the same function can be funded at \$11.1 million, a reduction of nearly 60% in real economic terms. GPO has used the savings from reduced printing distribution to fund the establishment and operation of its online dissemination services, achieving additional savings for the taxpayers and vastly expanding public access to Government information. This achievement also allowed the Salaries and Expenses Appropriation to remain relatively flat for more than a decade. With the transition of many GPO-produced materials from print to electronic access, the significant cost savings that were achieved remain a constant and have now leveled. When fully operational, *FDsys* will achieve further savings and even broader public access to Government information. GPO expects the current, leveled trend to continue until implementation of the *FDsys* has been completed and fully-functioning print on demand services are in active operation.



GPO FINANCES

Revolving Fund. All GPO activities are financed through a business-like revolving fund. The fund is used to pay all of GPO's costs in performing congressional and agency printing, printing procurement, and information dissemination activities. It is reimbursed from payments from customer agencies, sales to the public, and transfers from GPO's two annual appropriations, the Congressional Printing and Binding Appropriation and the Salaries and Expenses Appropriation of the Superintendent of Documents.

The revolving fund functions as GPO's checking account with the U.S. Treasury. GPO pays its expenses from this account. The fund is reimbursed when the Treasury Department transfers money from agency appropriations accounts to the fund when agencies pay GPO invoices. This procedure also applies to the payment of transfers from the Congressional Printing and Binding and Salaries and Expenses Appropriations, and to deposits of funds collected from sales to the public.

GPO maintains a cash balance in the revolving fund that is used to pay its expenses. The cash balance fluctuates daily as payments are received from agency reimbursements, customer payments, and transfers from GPO appropriations.

Retained Earnings. Under GPO's system of accrual accounting, annual earnings generated since the inception of the revolving fund have been accumulated as retained earnings. Retained earnings make it possible for GPO to fund a significant amount of plant and equipment modernization without requesting additional appropriations from Congress.

Appropriated Funds. GPO's Congressional Printing and Binding Appropriation is used to reimburse the revolving fund for costs incurred in performing congressional work. The Salaries and Expenses Appropriation is used to pay for costs associated with depository distribution, cataloging and indexing, statutory distribution, and international exchange distribution. The reimbursements from these appropriations are included in GPO's total revenue.

Unlike most appropriations to other Federal agencies, these appropriations are for work that GPO itself does not control. The Congressional Printing and Binding Appropriation in effect is an appropriation by Congress to cover the costs of its own printing. The appropriation is made to GPO to relieve Congress of the burden of maintaining detailed accounting records for all the printing ordered from GPO both by law and by other congressional requisitions, as well as the responsibility for estimating the anticipated volume of congressional printing that is used as the basis for the appropriation.

Congress plays a major role in controlling the rate of spending of the Congressional Printing and Binding Appropriation. GPO can transfer funds from the appropriation to the revolving fund when—and only when—it performs congressional printing. The appropriation is not available for expenditure for any purposes other than congressional printing. While GPO does its best to estimate the volume of congressional printing in any given year, that volume can change due to circumstances beyond GPO's control. GPO can affect the rate of spending under this appropriation by ensuring the efficiency of its operations.

If congressional requisitions fall short of GPO's estimate, there will be a balance remaining in the Congressional Printing and Binding Appropriation at the end of the year. If Congress's requirements exceed GPO's estimate, GPO will continue to fulfill them, and Congress will in effect spend more than it appropriated. As a result, there will be a shortfall in the appropriation for which GPO would need additional funding in a subsequent year. The shortfall is paid out of available money—retained earnings—in GPO's revolving fund that otherwise would be available for investment in new plant and equipment. When shortfalls occur, Congress subsequently repays GPO for the excess cost of its printing to restore money to GPO's revolving fund.

Like the Congressional Printing and Binding Appropriation, the Salaries and Expenses Appropriation is available only for specific programs: depository distribution, cataloging and indexing, statutory distribution, and international exchange. The publishing activities of the Government determine the workload handled by these programs, not GPO. However, GPO can affect the level of funding by ensuring the efficiency of its information dissemination operations.

Annual Budget. For FY 2008, revenue totaled \$1,042 million, and total operating expenses charged against GPO's budget were \$996.2 million. Funds appropriated directly from Congress provided \$130.1 million, or about 12% of total revenue. All other GPO activities, including inplant printing (which includes the production of passports), procured printing, sales of publications, agency distribution services, and all administrative support functions, were financed through the revolving fund by revenues generated by payments from agencies and sales to the public.

The largest single component of GPO's annual expenses is procured printing. In 2008, the cost of procured printing totaled \$470.5 million, or about 47% of total expenses. The second largest component was personnel compensation and benefits. These totaled \$224.7 million in 2008, or about 23% of all expenses.

GPO'S FY 2010 APPROPRIATIONS REQUEST

GPO's total request of \$166,342,000 will enable us to:

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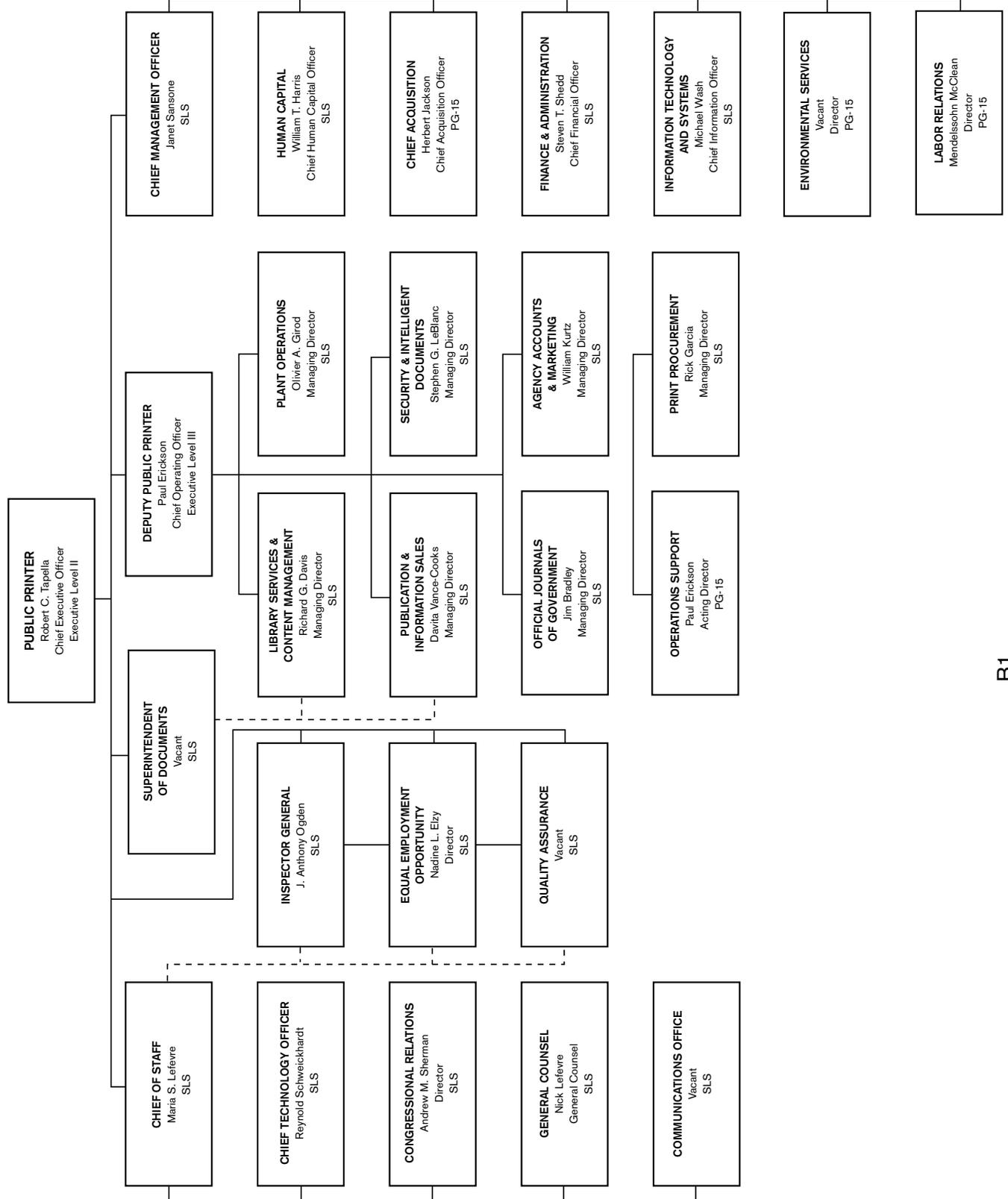
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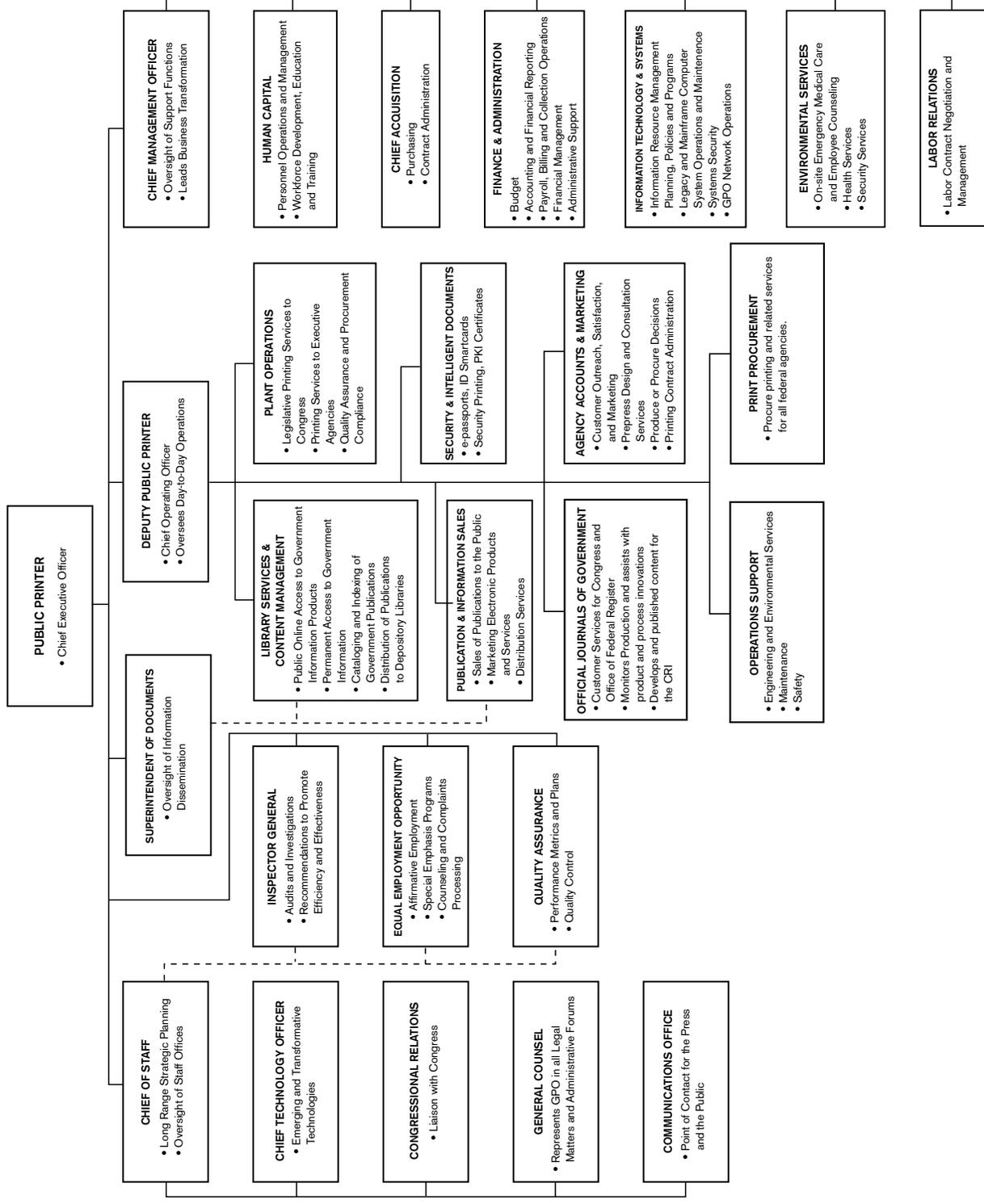
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B. Organization Charts

GPO ORGANIZATIONAL CHART



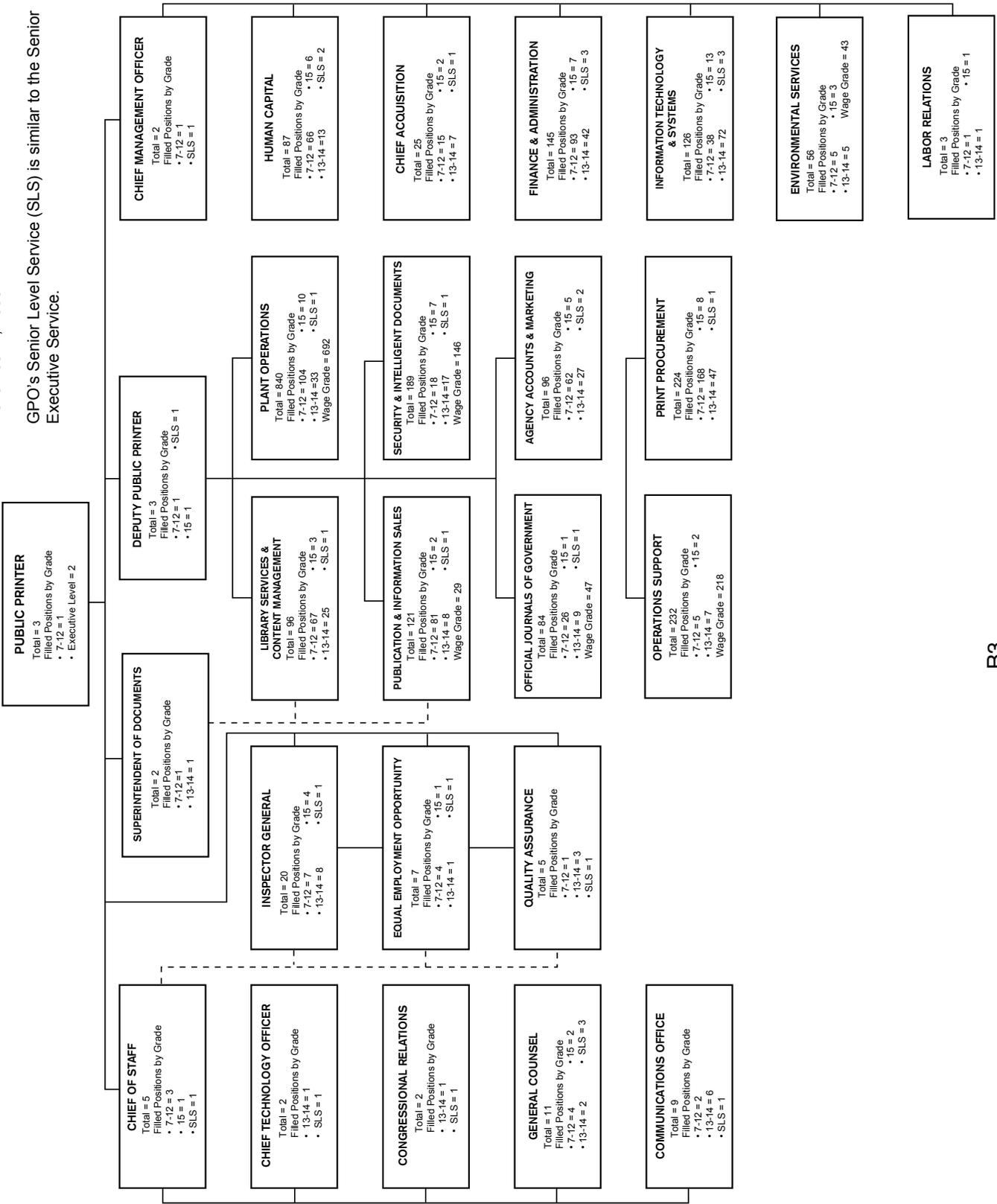
GPO FUNCTIONS BY ORGANIZATION



GPO STAFFING INFORMATION

Note: This information outlines the number of employees within the agency's organizational structure. The breakout is by plan and grade range or salary equivalent of 2,395 employees, as of November 1, 2008.

GPO's Senior Level Service (SLS) is similar to the Senior Executive Service.



C. Summary of Estimates

**U.S. Government Printing Office
Summary of Appropriation Estimates
(Dollars in Thousands)**

| <u>Appropriation Title</u> | <u>FY 2008 Actual</u> | <u>FY 2009 Approved</u> | <u>FY 2010 Request</u> | <u>FY 2009/2010 Net Change</u> |
|----------------------------------------------------------|---------------------------|-----------------------------|----------------------------|------------------------------------|
| Congressional Printing and Binding | | | | |
| Total Appropriation | \$ 90,000 | \$ 96,828 | \$ 93,296 | \$ (3,532) |
| Less Rescission | (225) | - | - | - |
| Net | <u>89,775</u> | <u>96,828</u> | <u>93,296</u> | <u>(3,532)</u> |
| Superintendent of Documents Salaries and Expenses | | | | |
| By Law Distribution | 475 | 527 | 546 | 19 |
| Cataloging and Indexing | 7,196 | 7,986 | 8,702 | 716 |
| Federal Depository Library | 25,978 | 28,732 | 30,140 | 1,408 |
| International Exchange | 1,351 | 1,499 | 1,523 | 24 |
| Total Appropriation | 35,000 | 38,744 | 40,911 | 2,167 |
| Less Rescission | (87) | - | - | - |
| Net | <u>34,913</u> | <u>38,744</u> | <u>40,911</u> | <u>2,167</u> |
| Revolving Fund | | | | |
| Total Appropriation | - | 4,995 | 32,100 | 27,105 |
| Less Rescission | - | - | - | - |
| Net | <u>-</u> | <u>4,995</u> | <u>32,100</u> | <u>27,105</u> |
| Total | | | | |
| Appropriations | 125,000 | 140,567 | 166,307 | 25,740 |
| Less Rescission | (312) | - | - | - |
| Net | <u>\$ 124,688</u> | <u>\$ 140,567</u> | <u>\$ 166,307</u> | <u>\$ 25,740</u> |

Note: FY 2009 Approved is based on HR 1105.

**U.S. Government Printing Office
Staffing Summary - FTE's**

| <u>Appropriation Title</u> | <u>FY 2008 Actual</u> | <u>FY 2009 Enacted CR</u> | <u>FY 2010 Request</u> | <u>FY 2009/2010 Net Change</u> |
|---------------------------------------|---------------------------|-------------------------------|----------------------------|------------------------------------|
| Congressional Printing and Binding | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Superintendent of Documents | | | | |
| By Law Distribution | 1 | 1 | 1 | - |
| Cataloging and Indexing | 22 | 24 | 27 | 3 |
| Federal Depository Library | 77 | 84 | 91 | 7 |
| International Exchange | <u>4</u> | <u>5</u> | <u>5</u> | <u>-</u> |
| | <u>104</u> | <u>114</u> | <u>124</u> | <u>10</u> |
| Revolving Fund | | | | |
| Printing and Binding | 2,110 | 2,260 | 2,260 | - |
| Publication and Information Sales | <u>104</u> | <u>110</u> | <u>110</u> | <u>-</u> |
| | <u>2,214</u> | <u>2,370</u> | <u>2,370</u> | <u>-</u> |
| Total Agency | <u><u>2,318</u></u> | <u><u>2,484</u></u> | <u><u>2,494</u></u> | <u><u>10</u></u> |

D. Mission, Goals, and Objectives

GPO MISSION, GOALS, OBJECTIVES

This section describes programmatic initiatives necessary to achieve our strategic goals and to continue our mission of *Keeping America Informed* for generations to come. GPO is founded on values of integrity, teamwork, commitment, and dependability. To strengthen our services to Congress and Federal agencies, we are introducing practices similar to those mandated by the Government Performance and Results Act (GPRA) into our operations.

Vision

To meet our customers' needs for print and electronic services through a digital-based factory.

Mission Statement

Keeping America Informed by providing excellent publishing and dissemination services for official and authentic government publications to Congress, Federal agencies, Judiciary, Federal Depository Libraries, and the American public.

Core Values

Our core values define the character of GPO. These values transcend product and market cycles, management trends, technological change, and individual leaders. Over the years, we have developed new product lines, employed new strategies, reengineered processes, and significantly restructured our organization. Nevertheless, our values have remained intact.

Integrity: We have the courage to do what's right and to follow through on what we say we are going to do. We believe that honesty and the highest ethics form the cornerstone of our organization and create an environment of trust.

Teamwork: We treat one another with respect and we communicate openly. We foster collaboration and innovation while maintaining individual accountability. We partner with the government and the private sector to provide the best value to our customers.

Commitment: We have had the privilege of keeping America informed for almost 200 years. We will continue that long tradition by continuing an uncompromised dedication to authentic, fast, and reliable service.

Dependability: We keep our promises. We are a trusted source of Federal information. We deliver quality goods and services on time.

Spirit of GPRA

GPRA's central focus is to make the Executive Branch of the Federal Government more accountable to the American people for the tax dollars it spends and the results it achieves. Although GPO is not subject to GPRA requirements, we have introduced

GPRA-like practices to make GPO compliant with the spirit of the GPRA. These include performance measurements, metrics, output analysis, and outcome reporting.

Each major organizational unit within GPO will establish its own scorecard, which will be integrated to generate the agency-wide scorecard.

Agency Mission

Keeping America Informed dates back to 1813 when Congress recognized the need to make information regarding the work of the three branches of Federal Government available to all Americans. GPO is the Federal Government's primary centralized resource for collecting, cataloging, producing, disseminating, and preserving published information in all its forms.

Collecting

GPO gathers Federal publications and publication information directly from all branches of the Federal Government.

Cataloging

GPO catalogs and indexes all non-confidential publications issued by the Federal Government for ease of use by the American public through Federal depository libraries nationwide.

Producing

GPO produces documents that are printed and bound by its manufacturing operations and made available on the Internet.

Disseminating

GPO provides access to these documents through the Federal Depository Library Program (FDLP), the Publication and Information Sales program, and Internet portals such as *GPO Access* (www.gpoaccess.gov).

Preserving

GPO preserves information by utilizing FDLP libraries to maintain Federal documents in collections that guarantee free and open access to the American public. GPO also maintains electronic versions of these documents and digitizes printed documents for archiving and preservation.

Agency Organization

Described below are the major organizational units within GPO that ensure we meet our mission of *Keeping America Informed*.

Plant Operations

GPO's Plant Operations unit provides conventional and digital printing services in support of Official Journals of Government and Security and Intelligent Documents. We produce and deliver publications that include the *Congressional Record*; Congressional reports, bills, and hearings; the *Federal Register*; the *Code of Federal Regulations*; and

the House and Senate calendars. Plant Operations also provides printing for executive agencies, including the Internal Revenue Service, the Department of Homeland Security, and the Environmental Protection Agency.

Agency Accounts & Marketing

GPO Agency Accounts & Marketing unit focuses on understanding our customers' needs through extensive outreach and will represent all of GPO's products and services. It consists of our National Account Managers, Marketing Research, Creative Services, Digital Media Services, and the Institute for Federal Printing and Publishing. The institute provides classroom instruction focusing on using information technology to meet program objectives, printing requirements, and electronic dissemination initiatives.

Printing Procurement

Printing Procurement consists of Agency Strategic Teams located in Washington, D.C., and a nationwide network of regional offices designed to meet all of the printing and related information and services needs of GPO's Federal agency customers. The teams and regional offices are comprised of experts in all facets of printing and Federal contracting. They employ a wide range of innovative procurement vehicles to provide access to thousands of printing vendors who are able to fulfill almost any customer requirement. Printing Procurement is dedicated to ensuring that GPO's customers' requirements are met with quality products and solutions provided in a timely, cost-effective, and professional manner. The Printing Procurement professionals work in conjunction with the National Account Managers who keep Federal customers informed about all of GPO's products and services, as well as identifying and educating new customers.

Security and Intelligent Documents

GPO is a trusted leader of identity products including passports, ID cards, secure credentials, and immigration documents. The agency works with the Departments of State, Defense, and Homeland Security, and agencies such as the Federal Bureau of Investigation to overcome security challenges related to credentials and other government documents. By integrating new technologies such as electronics into traditional design and printing processes, GPO is able to produce goods and services that provide more effective identification and that reduce vulnerability to counterfeiting. Security and Intelligent Documents operations are currently committed to development of the following four product areas:

- 1. e-Passport:* A hybrid product produced for the Department of State, the electronic passport (e-Passport) combines the security expertise of a traditionally produced passport book with an embedded microprocessor that can hold biometric data. All newly manufactured passports are now e-Passports that provide for wireless access at U.S. entry points and that meet international standards for global interoperability. As of June 2008, GPO manufactured and delivered more than 35 million e-Passports to the Department of State.

2. e-ID SmartCard: Using experience and economies of scale derived from GPO's production of e-Passports, the agency is introducing other smart card services that meet a range of needs, including the new HSPD-12 (Homeland Security Presidential Directive 12) compliant government ID. The e-ID program is core to GPO's strategy to provide all three branches of the Federal Government with the most secure design, production, and distribution of security credentials available.

3. Public Key Infrastructure (PKI) Certificates: GPO is developing a portfolio of PKI services to support its e-ID programs, including capabilities for encryption, document authentication, and digital signing.

4. Traditional Security Printing: GPO continues to expand its traditional security printing products and services by using an arsenal of technologies to combat document and identity fraud. By combining features such as expert design, engineered materials, innovative techniques, and the latest technology, GPO creates layered security products to protect against the most sophisticated counterfeiters.

Official Journals of Government

GPO's Official Journals of Government unit serves the U.S. Congress and the Office of the Federal Register. GPO's staff oversees the electronic and print requests for the *Congressional Record* and the *Federal Register* newspapers and process work for Senate and House bills, reports, hearings, documents, laws, and other Congressional publications. They also provide assistance to Members and officials of Congress, its committees, and support staffs regarding the printing, binding, and electronic availability of the numerous products required to carry out the legislative schedule and daily operations. The Official Journals of Government unit also focuses on enhancement of both the traditional and electronic products created by the Office of the Federal Register.

Superintendent of Documents

GPO's Superintendent of Documents leads the agency in providing public access to government information published by the U.S. Congress, Federal agencies, and the Federal courts. The Superintendent of Documents is responsible for expanding the development of the FDLP in consultation with Congress and GPO's library partners. The Superintendent of Documents has statutory authority over GPO's information dissemination programs and serves as the agency's public face for those programs, including the FDLP, Cataloging and Indexing, and Publication Sales.

Additionally, the Superintendent of Documents is responsible for distributing Government publications for the International Exchange Service and to other customers that receive publications pursuant to statutory obligations. GPO's Publication Sales program provides the public with the opportunity to purchase government publications, subscriptions, videos, and posters via the Internet at GPO's Online Bookstore, by telephone, by mail, or in person at the bookstore located at the GPO building in Washington, D.C.

Library Services and Content Management

GPO supports and manages the FDLP under the direction of Congress to ensure equitable, secure, convenient, and permanent no-fee public access to published government information. The agency oversees the development of processes and standards to ensure the preservation of and access to all past, present, and future government content that is within the scope of the FDLP.

Additionally, GPO manages and develops online services, including GPO Access (<http://www.gpoaccess.gov>), Catalog of U.S. Government Publications (<http://catalog.gpo.gov>), FDLP Desktop (<http://www.fdlp.gov>), and Ben's Guide to the U.S. Government (<http://bensguide.gpo.gov>).

GPO also coordinates, implements, and evaluates joint efforts between depository libraries and other Federal agencies in projects designed to facilitate public access to published Federal information products and services. The agency acquires and creates bibliographic and metadata records for a complete range of published Federal Government content. It also provides access to and distribution of bibliographic data through catalogs, record distribution, products, and services.

Publication and Information Sales

GPO increases public access to U.S. Government information through its sales of government information products. The public may purchase copies of government publications via GPO's Online Bookstore (bookstore.gpo.gov), as well as by e-mail, phone, fax, and postal mail. GPO also works with commercial sales channels, including major bookstore chains and leading book distributors nationwide to enhance the distribution of the publications it sells. In addition to its traditional sales activities, GPO now provides government agencies with expert advice on how to make their publications more user-friendly and commercially viable.

GPO also manages the Reimbursable Services Program, which provides a variety of global order fulfillment, inventory, and list management services to Federal agencies through two distribution centers located in Pueblo, Colorado, and Laurel, Maryland.

Creative and Digital Media Services

GPO provides Congress and Federal customers with many products and services to assist in the creation and dissemination of information. Our Creative Services team of professional designers is experienced in providing branding and identity design, Web graphics, and multimedia presentations. The team consults with customers to develop appropriate solutions based on audience, budget, and schedule requirements. Their work includes designing annual reports, magazines, brochures, books, posters, and Web layout and pages. They also create specialized security designs for passports, credentials, and other secure documents.

The Digital Media team creates complex Web applications and rich media. They support Web site hosting and Web site maintenance services for other Federal agencies, including content management, Web statistics reporting, database management, and administration.

In addition, they offer Web application development and digital consulting services to ensure compliance with Federal mandates.

Quality Assurance

Quality Assurance serves as GPO’s focal point to ensure quality is at the forefront of every stage of the development, publishing, information dissemination, manufacturing, sales, and distribution within all GPO processes. Quality Assurance coordinates GPO’s GPRA, tracks performance measures, and provides aggressive business intelligence.

Goals and Objectives

GPO’s primary goal: To understand the requirements and needs of how the Federal Government communicates to the American Public and deliver that content through appropriate channels in a safe and environmentally sustainable methodology. This is supported by the following five strategic goals and supporting objectives.

| | |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goal 1 | Develop a flexible digital information content system for Federal documents. |
| Objective 1.1 | Develop a single digital source for the official authenticated version of all published Federal information. |
| Objective 1.2 | Configure this system to generate copies in print or electronic formats to meet the information needs of Congress, Federal agencies, and the public. |
| Objective 1.3 | To maintain a technologically flexible system to accommodate continuing changes in Government information requirements and capabilities. |
| Outcome | The American public is provided with a robust flexible digital information content system for Federal documents. |
| | |
| Goal 2 | Prepare and equip GPO to provide the services and products required by its Federal customers. |
| Objective 2.1 | Invest in the appropriate equipment, systems, and technologies to provide the information products and services required by Congress, Federal agencies, and the public. |
| Objective 2.2 | Maintain the levels of staffing required to support the Government information product and service requirements of Congress, Federal agencies, and the public. |
| Objective 2.3 | Streamline GPO’s production and procurement systems to make it easier and less expensive for Congress and Federal agencies to use GPO’s services, and to expand communications with our customers. |
| Objective 2.4 | Train GPO employees in the information technology skills that are needed and recruit new employees with specialized skills as necessary. |
| Objective 2.5 | Maintain an organizational structure and culture that focuses on customer service at every level to assist Congress, Federal agencies, and the public in obtaining the government information product and services that best meet their needs. |
| Objective 2.6 | Ensure GPO has the appropriate facilities to support its mission requirements, including a capability for essential continuity of operations requirements. |

| | |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Objective 2.7 | Develop a plan for right-sized facilities for the future to maximize effectiveness and efficiencies. |
| Objective 2.8 | Develop, align, and train the workforce to achieve effective business results. |
| Objective 2.9 | Analyze title 44 (U.S.C.) and recommend changes where needed. |
| Objective 2.10 | Engage in a system process to develop, implement, and maintain services and product families in order to develop an effective product portfolio for customers. |
| Outcome | GPO is postured to successfully accomplish its mandated mission. |
| | |
| Goal 3 | Continue the transition of the Federal Depository Library Program (FDLP) |
| Objective 3.1 | Develop and maintain the most comprehensive collection of Federal publications possible for access by the public through Federal depository libraries. |
| Objective 3.2 | Adopt and employ the technologies necessary to support and expand public access to Government information. |
| Objective 3.3 | Work cooperatively with the Library of Congress, the National Archives and Records Administration, the Federal depository library community and other organizations as necessary to expand public access to digital records of retrospective Federal documents published in print or other analog formats. |
| Objective 3.4 | Provide specialized Web search tools and training to depository libraries to enable them to better service their clients on location and using Federal information. |
| Objective 3.5 | Make Federal publications available in the formats most useful to depository libraries and their clients while continuing to make progress toward a predominately electronic FDLP. |
| Objective 3.6 | Train FDLP librarians in order to obtain maximum benefits of partnership with GPO. |
| Outcome | The FDLP program continues to be a vibrant service program. |
| | |
| Goal 4 | To serve the public's needs by increasing access to Federal information through GPO's sales program. |
| Objective 4.1 | Maintain an inventory of sales products that meets published requirements. |
| Objective 4.2 | Increase public awareness of government information products for sale via improved marketing, cooperation with private sector vendors, and other means. |
| Objective 4.3 | Implement and improve the use of digital technology in online ordering, on-demand printing, and other strategies to reduce costs and increase the efficiency of sales program operations. |
| Objective 4.4 | Develop and implement wholesale distribution channels. |
| Outcome | The American public is provided with increased access to Federal information. |
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|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goal 5 | Develop an integrated enterprise approach to managing GPO's business systems and ensure continued financial stability of GPO operations. |
| Objective 5.1 | Improve customer satisfaction with more accurate and timely job status and billing information. |
| Objective 5.2 | Provide GPO managers with more timely and accurate information for decision making. |
| Objective 5.3 | Improve employee satisfaction with timely and integrated personnel information. |
| Objective 5.4 | Maintain the financial resources necessary to accomplish GPO's mission requirements, and to take the management actions necessary to ensure the financial stability of GPO's operations. |
| Objective 5.5 | Become a customer focused organization that maximizes customer satisfaction. |
| Objective 5.6 | Analyze business line viability. |
| Objective 5.7 | Improve management accountability by identifying metrics by business and product line. |
| Objective 5.8 | Improve operational efficiency. |
| Outcome | Congress, Federal Agencies, Federal Depository Libraries, and the American public are provided service at the best value. |

Key Agency Initiatives

Successfully converting GPO's vision into supporting outcomes and achievements requires developing new initiatives. Five examples of these include GPO's Federal Digital System (FDsys), GPOExpressSM, Sustainable Environmental Stewardship, process improvement evaluation methodology, and International Organization for Standardization 9001 certification.

GPO's Federal Digital System (FDsys)

A key agency initiative is the development of FDsys - GPO's digital content system for managing the publications of all three branches of the Federal Government. FDsys will form the core of GPO's future operation and will include all known Federal Government documents within the scope of GPO's FDLP. This content will be entered into the system, authenticated, and cataloged according to GPO metadata standards and best practices in document creation and management. Content may include text and associated graphics, video and sound, and other forms of content. This content will be available for Web searching and viewing, downloading, and printing. To support FDsys, the Chief Information Officer has developed relationships with more than 200 Innovation Associates consisting of leading-edge companies, Federal agencies, organizations, and academic institutions.

GPOExpressSM Program

GPOExpressSM (<http://www.gpo.gov/gpoexpress>) provides convenient printing and related services to Federal customers. GPOExpressSM allows Federal Government personnel to order from any FedEx OfficeSM (formerly FedEx Kinko'sSM) print center,

day or night, at any of the more than 1,800 locations throughout the United States and around the world. Agencies receive significant discounts on printing and finishing needs at any store location when they use the new *GPOExpress*SM card. *GPOExpress*SM continues to be used by more Federal customers, with program sales nearly doubling over the last fiscal year.

Sustainable Environmental Stewardship

GPO has implemented several initiatives over the years regarding paper consumption, petroleum products utilization, energy expenditures, emissions, and other areas that have reduced our footprint on the environment, and we are developing additional plans to continue this direction well into the future. This year GPO appointed an Associate Chief of Staff for its Strategic Environmental Programs. This officer develops and expands programs that include recycling, reducing energy consumption, reducing GPO's carbon footprint, and providing Federal customers with environmental printing alternatives.

Process Improvement Methodology

It is essential that GPO employ process improvement methodologies. Process improvement is driven by demand for greater effectiveness and efficiency throughout our agency. Re-engineering our programs and processes to be less costly, faster, and more effective helps us meet our goals and exceed our performance thresholds.

Process redesign forces us to evaluate end-to-end business processes and establish organizational accountability for compliance and management outcomes. Implementing process improvement will require GPO to:

- Analyze the key characteristics and capabilities of high-performing organizations and identify steps GPO can take to become a higher performing organization;
- Develop tools and methodologies and identify best practices to assess organizational transformation, design, structure, and management; and
- Conduct targeted reviews and assessments of management practices in industry and apply best practices and lessons learned.

Several external factors could significantly affect achievement of strategic goals and objectives by altering underlying planning assumptions. Some of these factors include partnering with our stakeholders, leveraging technology, and building a new facility.

International Organization for Standardization (ISO) 9001 Certification

GPO is aggressively pursuing ISO 9001 certification. Obtaining certification provides a framework and systematic approach to managing our business processes to produce products and services that conform to customer expectations. For our customers, the certification of suppliers to ISO standards means they can be assured the development of their products and services are compliant to reference documents that are globally

accepted. We believe becoming certified will improve our processes and save resources, increase business process efficiencies, reduce waste, and improve our product quality.

Key Agency Achievements

Implementation of GPO's strategic vision is supported by several key agency achievements, including the release of authenticated online content, a new FDLP online desktop, Integrated Library System enhancements, a GPO Plant portfolio, new passport and smart card production capabilities, reduction of hazardous waste materials, Green Information Technology, formation of GPO's Environmental Steering Committee, and an online guide to Senate and House Members.

Released Authenticated Content through Two GPO Access Applications

GPO recently developed and launched two online applications that provide authenticated Adobe Portable Document Format (PDF) files to the public. These PDF files have been digitally signed and certified using Public Key Infrastructure (PKI) technology. GPO uses PKI and Digital Signature technologies to verify the authenticity of electronic documents disseminated through the FDLP.

GPO made history in February 2008 with the release of the first ever Electronic Budget (e-Budget). GPO authenticated the e-Budget by providing digitally signed PDF files of the fiscal year 2009 Budget through GPO Access. Additionally, beginning with the 110th Congress, the Public and Private Laws on GPO Access have been digitally signed and certified. With the release of these applications, GPO has moved into an implementation phase that will assure users that the information we provide is official and authentic. These applications demonstrate GPO's continued commitment to providing greater assurance that files electronically disseminated through GPO Access remain in their official form.

Launched New FDLP Desktop

The FDLP Desktop Web site represents GPO's public face for all information housed in Federal depository libraries. The FDLP Desktop disseminates program information and provides a community venue to facilitate interaction between the agency and colleagues. The site also provides tools that assist our library partners with managing their Federal depository collections. GPO recently redesigned the FDLP Desktop with a complete content, graphics, and technical infrastructure overhaul so that the site conforms to open standards and user expectations.

Integrated Library System

GPO continues to enhance the capabilities and functionality of the Integrated Library System (ILS) and its public face, the Catalog of U.S. Government Publications (CGP). Enhancements include the release of the Federal Depository Library Directory through a searchable public interface, free access to the CGP so depository libraries can download records and upload them into their catalogs, improvements to the CGP that enhance user experience, and upgrade of the Aleph ILS software for its increased capabilities and functionality.

The ILS project to input brief bibliographic records is now in production. This process began with monographic publications not yet included in the program, documents that were not initially included in the FDLP, and now includes documents in electronic format. The project will expand to include all monographic publications distributed through the FDLP. Planning is underway to provide a separate CGP login page for depository libraries to access additional services and for implementation of the MetaLib federated searching product, allowing users to search across databases and resources beyond the CGP.

GPO Plant Portfolio of Products and Services

The customer liaison for Plant Operations developed the first portfolio and brochures of GPO Plant products and services. These materials have allowed the agency to more effectively market its capabilities to Federal agencies, including the Department of Homeland Security, the Department of Transportation, the Environmental Protection Agency, and the Peace Corps.

Our new portfolio has increased demand for GPO's four-color printing capability. GPO recently published more than 1.3 million copies of the *Citizens' Almanac* on our Quality Level II certified four-color press for Citizenship and Immigration Services, resulting in more than \$1 million of new revenue for the agency. Other four-color press projects include *Dad's Play Book*, *Citizens' Almanac*, and *Bomb Threat*.

New Passport Facility

To meet growing demand for passport books, GPO established a second passport production facility that houses an additional passport assembly line. This facility also helps to protect the Nation's vital security interests by providing another production location in the event that operations at the main facility are interrupted.

Trusted Traveler Credential

GPO received approval from the Department of Homeland Security to lead the development and production of their Trusted Traveler credential. GPO's Security and Intelligent Documents unit designed the card and is now producing and personalizing these credentials.

Reduction of Hazardous Waste Materials

Earlier this year, the Environmental Protection Agency downgraded GPO from a Large Quantity Generator of hazardous waste to a "Small Quantity Generator." This was accomplished by changing the solvents that we use to clean our presses. In addition, GPO recently installed a Solvent Recovery System that will further reduce the amount of waste solvents by up to 90%.

Green IT

GPO's Information Technology organization has completed a server upgrade to provide faster and improved search results for our government publications on GPO Access. This modification eliminated over twenty separate servers and resulted in about a 50%

reduction in energy to support this application. All components of the retired servers will be recycled or used for parts within our current operation.

Environmental Steering Committee

GPO's Environmental Steering Committee is responsible for identifying and prioritizing environmental improvement opportunities and allocating resources toward accomplishing them.

Online Guide to House and Senate Members

GPO created the first one-stop online guide to Members of Congress. A simple click will bring the user to a picture and biography of any current Member of the U.S. Senate and U.S. House of Representatives. GPO worked closely with the Joint Committee on Printing, the Secretary of the Senate, and the Clerk of the House on the design and usability of the Web site.

Initial Test Version of FDsys

An initial version of FDsys was completed in 2007 to demonstrate the future functionality of this critical information system. The test version, containing samples of digital Federal publications, was presented to Congress, agency customers, and the library community. Lessons learned from these demonstrations are being incorporated into final system specifications.

Stakeholders

Understanding the interests of our partners and stakeholders is critical. Our responsiveness to service delivery and performance is crucial and must remain dependable. To this end, GPO has made a concerted effort to establish open communications via on-site visits, surveys, town hall meetings, and Web forums. These interactions have resulted in customer-focused strategies that are well-designed, satisfy customer requirements, and provide high levels of innovation and performance.

Our ongoing outreach to customers, partners, industry, and the public will be equally critical to GPO's future direction. We will continue to consult, cooperate, and communicate with our colleagues and our customers. We believe that more direct interaction and stronger ties with our stakeholders equate with greater success for our agency.

Technology

Today, many publications are born digitally and no longer require typesetting, printing, or binding. This paradigm shift in the way documents are created and disseminated has provided GPO with an opportunity to improve its way of doing business.

To keep pace with changing technology, GPO is developing the capability to deliver and preserve Federal information products from a flexible digital platform. While technology may change the way GPO products will be created and used, the agency will continue to provide the products and services that our customers require.

New Facilities

GPO is proposing to relocate to a new LEED Platinum certified facility, sized and equipped to meet the future needs of Congress and agency customers in a modern information processing environment. Relocating to a modern right-sized facility equipped with new technology, communications equipment, enterprise architecture, and printing equipment will allow GPO to operate more efficiently. New technology will also ensure that our future business processes meet the challenges of collecting, managing, and disseminating government information in the years ahead.

E. Congressional Printing and Binding

**CONGRESSIONAL PRINTING AND BINDING
BASE BUDGET REVIEW
FISCAL YEAR 2010**

Description of Program

The estimates for Congressional Printing and Binding are to provide funds to pay for the cost of printing and binding required for the use of Congress; and for printing, binding, and distribution of Government publications authorized by law to be distributed without charge to the recipient.

Explanations of Changes

The appropriation requested for Congressional Printing and Binding for fiscal year 2010 is \$93,296,000. The requirements for the Congressional Printing and Binding Appropriation for fiscal year 2010 are described below by category.

A. Congressional Record Program. The proceedings of the Senate and House of Representatives are printed in the Congressional Record. Approximately 4,551 copies are printed daily. About 3,215 copies are charged to the Congressional Printing and Binding Appropriation, including about 1,145 copies distributed without charge to recipients designated by Senators. The copies that are not charged to the Congressional Printing and Binding Appropriation are delivered and charged to Government departments on requisitions and to the Superintendent of Documents for sale to subscribers. On-line access to an electronic Congressional Record database was initiated in 1994. Access to this database is also made available to the public and depository libraries in accordance with the provisions of The Government Printing Office Electronic Information Access Enhancement Act of 1993. After the close of each session, the daily proceedings are consolidated, indexed, and about 435 sets are printed as the permanent bound edition of the Record. About 111 of these sets are for Congressional use and charged to the Congressional Printing and Binding Appropriation. The remaining 324 sets are for public sale, charged to departments on requisition, or distributed to regional depository libraries. An estimated 34,000 pages will be required in FY 2010 and the cost will be approximately \$28,256,000.

B. Miscellaneous Publications. This item includes printed matter such as the Congressional Directory, Senate and House Journals, memorial addresses of Members, nominations, serial sets, and publications not carrying a document or report number, such as laws, treaties, and similar publications. An estimated \$4,269,000 will be required in FY 2010 for approximately 30,000 pages.

C. Miscellaneous Printing and Binding. This item includes letterheads, envelopes, blank paper, inaugural products, miscellaneous services, blank forms, and binding for both Houses. The estimate for FY 2010 is \$18,751,000 for about 144 million units.

E. Details to Congress. This item includes the cost for GPO employees detailed to Congress. The estimated cost for FY 2010 is \$2,813,000 for 65,300 hours. The GPO is reimbursed from House Committee funds for employees detailed to House Committees.

F. Document Envelopes and Document Franks. Document envelopes are furnished to Senators and Representatives for the mailing of speeches and documents. Franks are printed individually or in sheets with perforations and are furnished to Members for the mailing of documents. An estimated \$1,244,000 will be needed in FY 2010 for approximately 12.5 million envelopes, at a cost of \$1,082,280, and .8 million franks at a cost of \$161,720.

G. Business and Committee Calendars. This heading covers the printing of all House and Senate business and committee calendars, which list the actions on pending and completed legislation. An estimated \$3,771,000 will be required in FY 2010 for approximately 33,300 pages.

H. Bills, Resolutions, and Amendments. This heading covers the printing of bills, resolutions, and amendments in all forms, including the prints as introduced, referred, reported, and finally passed. The estimate for FY 2010 is \$7,312,000 for approximately 142,800 pages.

I. Committee Reports. This item covers printed reports of congressional committees on pending legislation which carry a congressional number. An estimated \$3,827,000 will be needed for about 39,300 pages in FY 2010.

J. Documents. This heading includes all classes of Senate and House documents ordered printed by Congress which carry a Congressional number, such as annual reports, engineers' reports, special reports made by Government departments in response to resolutions, supplemental and deficiency estimates of appropriations, etc. The estimate for FY 2010 is \$1,007,000 for about 31,600 pages.

K. Hearings. This item covers all hearings before Congressional committees. The estimate for FY 2010 is \$20,382,000 for approximately 308,200 pages.

L. Committee Prints. This item includes publications printed for the internal use of committees on pending legislation. The estimate for FY 2010 is \$1,664,000 for 21,700 pages.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
BASE BUDGET REVIEW (Detail by Activity)
(in thousands of dollars)

| Category | 2008 Actual | 2009 Estimate | 2010 Estimate | Change |
|--------------------------------------------|----------------|------------------|------------------|----------------|
| A. Congressional Record Publications: | | | | |
| Daily Record: | | | | |
| Data Preparation..... | 17,087 | 14,820 | 17,229 | 2,409 |
| Printing..... | 8,052 | 6,984 | 8,119 | 1,135 |
| Subtotal..... | <u>25,139</u> | <u>21,804</u> | <u>25,348</u> | <u>3,544</u> |
| Record Index..... | 1,819 | 1,765 | 1,883 | 118 |
| Record Indexers..... | 1,189 | 1,016 | 1,025 | 9 |
| Subtotal..... | <u>28,147</u> | <u>24,585</u> | <u>28,256</u> | <u>3,671</u> |
| B. Miscellaneous Publications..... | 3,083 | 4,578 | 4,269 | (309) |
| C. U. S. Code & Supplements..... | 4,492 | | | |
| D. Miscellaneous Printing and Binding..... | 16,160 | 17,759 | 18,751 | 992 |
| E. Details to Congress..... | 2,819 | 2,781 | 2,813 | 32 |
| F. Document Envelopes & Franks..... | 1,295 | 1,058 | 1,244 | 186 |
| G. Business and Committee calendars..... | 4,138 | 2,406 | 3,771 | 1,365 |
| H. Bills, Resolutions, and Amendments..... | 7,910 | 7,453 | 7,312 | (141) |
| I. Committee Reports..... | 3,449 | 3,997 | 3,827 | (170) |
| J. Documents..... | 1,583 | 1,074 | 1,007 | (67) |
| K. Hearings..... | 20,672 | 19,489 | 20,382 | 893 |
| L. Committee Prints..... | 2,209 | 2,481 | 1,664 | (817) |
| Total Obligations..... | <u>95,957</u> | <u>87,661</u> | <u>93,296</u> | <u>5,635</u> |
| Shortfall 2007..... | | 2,985 | | (2,985) |
| Shortfall 2008..... | (6,182) | 6,182 | | (6,182) |
| Appropriation..... | <u>89,775</u> | <u>96,828</u> | <u>93,296</u> | <u>(3,532)</u> |

Table 2 Congressional Printing And Binding Appropriation
Detailed Analysis Of Change

| CALCULATION OF BASE | |
|---------------------------------------|-----------------|
| STAFF | AMOUNT (000) |
| Base, 2009 | - |
| I. Adjustments To Base | 96,828 |
| 2010 REQUEST | |
| A. Price Level Changes | - |
| 1. Daily Congressional Record: | 2,362 |
| 1a. Data Preparation | - |
| 1b. Printing | 434 |
| Subtotal | <u>204</u> |
| 2. Congressional Record Index | - |
| 3. Congressional Record Indexers | 638 |
| 4. Miscellaneous Publications | 47 |
| 5. Miscellaneous Printing and Binding | 41 |
| 6. Details to Congress | 107 |
| 7. Document Envelopes and Franks | 472 |
| 8. Business & Committee Calendars | 71 |
| 9. Bills, Resolutions, and Amendments | 31 |
| 10. Committee Reports | 95 |
| 11. Documents | 184 |
| 12. Hearings | 96 |
| 13. Committee Prints | 25 |
| | 513 |
| | 42 |

Table 2 Congressional Printing And Binding Appropriation
Detailed Analysis Of Change

| CALCULATION OF BASE | |
|------------------------------------|-----------------|
| STAFF | AMOUNT (000) |
| B. Program Type Changes | (5,894) |
| 1. Activity | 3,273 |
| a. Daily Congressional Record: | |
| 1. Data Preparation | 1,976 |
| 2. Printing | <u>931</u> |
| Subtotal | 2,907 |
| b. Record Index | 71 |
| c. Record Indexers | (33) |
| d. Miscellaneous Publications | (416) |
| e. Misc. Printing & Binding | 520 |
| f. Details to Congress | (38) |
| g. Document Env. & Franks | 155 |
| h. Calendars | 1,269 |
| i. Bills, Resolutions, & Amdts. | (324) |
| j. Committee Reports | (266) |
| k. Documents | (93) |
| l. Hearings | 380 |
| m. Committee Prints | (859) |
| 2. Estimated Shortfall 2007 & 2008 | (9,167) |
| II. Net Increase Requested | (3,532) |
| III. Appropriation 2010 | 93,296 |
| | |

**CONGRESSIONAL PRINTING AND BINDING
EXPLANATION OF CHANGES SHOWN ON TABLE 2**

| | Staff | Amount (000) |
|-----------------------------------------------------------------------------------------------------------------|-------|-----------------|
| A. PRICE LEVEL CHANGES | | |
| The average 2.7 percent increase is due to increases in printing costs. | - | 2,362 |
| B. PROGRAM TYPE CHANGES | | |
| 1. Activity (Volume) | | 3,273 |
| a. Daily Record This 13.3-percent increase is computed based on historical data. | - | 2,907 |
| b. Record Index This 4-percent increase is computed based on historical data. | - | 71 |
| c. Record Indexers This 3.2-percent decrease is computed based on historical data. | - | (33) |
| d. Miscellaneous Publications This 9.1-percent decrease is computed based on historical data. | - | (416) |
| e. Miscellaneous Printing and Binding This 2.9-percent increase is computed based on historical data. | - | 520 |
| f. Details to Congress This 1.4-percent decrease is computed based on historical data. | - | (38) |

| CONGRESSIONAL PRINTING AND BINDING EXPLANATION OF CHANGES SHOWN ON TABLE 2 | | |
|---------------------------------------------------------------------------------------------------------|-------|---------|
| C. PROGRAM TYPE CHANGES | Staff | Amount |
| 1. Activity (Volume) | | |
| g. Documents Envelopes and Franks This 14.7-percent increase is computed based on historical data. | - | 155 |
| h. Business and Committee Calendars This 52.8-percent increase is computed based on historical data. | - | 1,269 |
| i. Bills, Resolutions, & Amendments This 4.4-percent decrease is computed based on historical data. | - | (324) |
| j. Committee Reports This 6.7-percent decrease is computed based on historical data . | - | (266) |
| k. Documents This 8.7-percent decrease is computed based on historical data. | - | (93) |
| l. Hearings This 2-percent increase is computed based on historical data. | - | 380 |
| m. Committee Prints This is computed based on historical data. | - | (859) |
| 2. Estimated Shortfall | - | (9,167) |

**Congressional Printing and Binding Appropriation
By Object Class
(In thousands)**

| Object Class | 2008 Actual | 2009 Actual | 2010 Estimate | Net Change 2009/2010 |
|-------------------------------|----------------|----------------|------------------|-------------------------|
| 24 Printing & Reproduction | \$89,775 | \$96,828 | \$93,296 | \$(3,532) |

**Congressional Printing and Binding Appropriation
Analysis of Change to Budget Base
(In thousands)**

| Object Class | Price Level Changes | Program Type Changes | Total Changes |
|-------------------------------|---------------------------|----------------------------|------------------|
| 24 Printing & Reproduction | \$2,362 | \$(5,894) ¹ | \$(3,532) |

¹This is comprised of an increase in activity volume of \$3,273, offset by prior year shortfalls.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
ESTIMATED COST PER UNIT BY CATEGORY

| Category | Unit 1/ | 2008 | 2009 | 2010 |
|------------------------------------------|-----------------|------------|------------|------------|
| A. Congressional Record Program: | | | | |
| Daily Record: | | | | |
| Data Preparation..... | Page..... | 477 | 494 | 507 |
| Printing..... | Page..... | <u>225</u> | <u>233</u> | <u>239</u> |
| Subtotal..... | Page..... | 702 | 727 | 746 |
| Record Index..... | Page..... | 371 | 353 | 362 |
| Record Indexers..... | Hours..... | 52 | 55 | 57 |
| B. Miscellaneous Publications..... | Page..... | 134 | 139 | 142 |
| C. U. S. Code & Supplements..... | Page..... | 62 | | |
| D. Misc. Printing and Binding..... | 1,000 items.... | 123 | 127 | 130 |
| E. Details to Congress..... | Hours..... | 42 | 42 | 43 |
| F. Document Envelopes and Franks..... | 1,000 items.... | 88 | 91 | 94 |
| G. Calendars..... | Page..... | 107 | 110 | 113 |
| H. Bills, Resolutions, & Amendments..... | Page..... | 48 | 50 | 51 |
| I. Committee Reports..... | Page..... | 92 | 95 | 97 |
| J. Documents..... | Page..... | 44 | 31 | 32 |
| K. Hearings..... | Page..... | 62 | 64 | 66 |
| L. Committee Prints..... | Page..... | 72 | 75 | 77 |

1/ The unit cost per page is the number of original pages and the cost includes all Congressional copies of each category of work. The per page cost for data preparation for the Daily Congressional Record includes all composition (including file up-date and maintenance for the permanent edition) and prepress costs per original page. The cost for printing includes binding and mailing all of the copies charged to Congress. Based on an average press run of 4,551 copies, the total production cost is 10.7 cents per copypage, including copies ordered by agencies, depository libraries, and for sale to the public. The rider rate for printing additional copies is 1.22 cent per copypage.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION - VOLUME INCREASE OR DECREASE

| Category | Unit | 2008 | | 2009 | | 2010 | |
|-----------------------------------------|------------------|---------|----------------------------------------------|---------|----------------------------------------------|---------|----------------------------------------------|
| | | Total | Increase/(Decrease) Quantity Percent | Total | Increase/(Decrease) Quantity Percent | Total | Increase/(Decrease) Quantity Percent |
| A. Congressional Record Program: | | | | | | | |
| Daily Record: | | | | | | | |
| Data Preparation..... | Page..... | 35,800 | (5,800) (16.2) | 30,000 | 4,000 13.3 | 34,000 | |
| Printing..... | Page..... | 35,800 | (5,800) (16.2) | 30,000 | 4,000 13.3 | 34,000 | |
| Record Index..... | Page..... | 4,900 | 100 2.0 | 5,000 | 200 4.0 | 5,200 | |
| Record Indexers..... | Hours..... | 22,800 | (4,200) (18.4) | 18,600 | (600) (3.2) | 18,000 | |
| Miscellaneous Publications..... | Page..... | 23,000 | 10,000 43.5 | 33,000 | (3,000) (9.1) | 30,000 | |
| U. S. Code & Supplements..... | Page..... | 72,780 | | | | | |
| Misc. Printing and Binding..... | 1,000 items..... | 131,850 | 8,150 6.2 | 140,000 | 4,100 2.9 | 144,100 | |
| Details to Congress..... | Hours..... | 67,700 | (1,500) (2.2) | 66,200 | (900) (1.4) | 65,300 | |
| Document Env. and Franks..... | 1,000 items..... | 14,700 | (3,100) (21.1) | 11,600 | 1,700 14.7 | 13,300 | |
| Calendars..... | Page..... | 38,800 | (17,000) (43.8) | 21,800 | 11,500 52.8 | 33,300 | |
| Bills, Resolutions, & Amdts..... | Page..... | 164,000 | (14,700) (9.0) | 149,300 | (6,500) (4.4) | 142,800 | |
| Committee Reports..... | Page..... | 37,600 | 4,500 12.0 | 42,100 | (2,800) (6.7) | 39,300 | |
| Documents..... | Page..... | 36,200 | (1,600) (4.4) | 34,600 | (3,000) (8.7) | 31,600 | |
| Hearings..... | Page..... | 331,860 | (29,560) (8.9) | 302,300 | 5,900 2.0 | 308,200 | |
| Committee Prints..... | Page..... | 30,600 | 2,600 8.5 | 33,200 | (11,500) (34.6) | 21,700 | |

Congressional Billings For Committees By Category
FY 2008

| House Committees | Daily Cong. Rec. | Record Index | Record Indexes | Misc. Pubs. | Misc. P&B | Details | Doc. Env. | Doc. Franks | Calendars | Bills | Reports | Documents | Hearings | Prints | TOTALS |
|------------------------------|------------------|--------------|----------------|-------------|-----------|---------|-----------|-------------|-----------|--------|---------|-----------|------------|-----------|------------|
| House | 12,817,424 | 1,132,595 | | 1,573 | 163,600 | 23,159 | 14,629 | | | | | 5,718 | 4,060 | 18,332 | 14,181,090 |
| Clerk of House | | | | 694,422 | 2,408,908 | 51,456 | 4,244 | | 2,208,701 | 4,315 | 20,410 | 106,433 | 6,936 | | 5,505,825 |
| House Members | | | | | 26,061 | | 820,358 | 176,128 | | | | 2,310 | 8,688 | | 1,033,545 |
| H. Agriculture | | | | | 8,054 | | | | | | | | 163,372 | | 171,426 |
| H. Appropriations | 291 | | | 4,514 | 55,114 | | | | | 7,576 | 218,844 | | 5,386,017 | 295,509 | 5,967,865 |
| H. Armed Services | | | | 2,495 | 7,901 | | | | | | 236 | | 541,766 | 221,408 | 773,806 |
| H. Banking | | | | | 28,810 | | | | | | | 83 | 987,419 | | 1,016,312 |
| District of Columbia | | | | 87,085 | | | | | | | | | | | 87,085 |
| H. Economic & Ed. | | | | | 687 | | | | | | 77 | | 308,378 | 81,461 | 390,603 |
| Committee on Int'l Relations | | | | 53,987 | | | | | | | 26,242 | | 607,911 | 78,366 | 766,506 |
| H. Gov't. Reform | | | | 16,264 | | | | | | | | | 580,733 | 7,272 | 604,269 |
| H. Administration | | | | 1,556 | 60,937 | 1,326 | | | | | | | 357,625 | | 421,444 |
| H. Resources | | | | | | | | | | | | | 222,101 | | 222,101 |
| H. Commerce | | | | 16,356 | | | | | | | | | 221,078 | 1,232 | 238,666 |
| H. Judiciary | | | | 8,980 | | | | | | | | | 692,305 | 9,104 | 710,389 |
| Comm. on Gov't Reform | | | | 6 | | | | | | | | | | | 0 |
| Post Office & Civil Service | | | | 7,300 | | | | | | | | | 1,090,956 | 146,017 | 1,244,273 |
| H. Transportation | | | | 6,501 | | | | | | | 40,019 | | | 8,321 | 54,841 |
| H. Rules | | | | 6,736 | | (3,588) | | | | | | | 471,580 | 26,685 | 501,413 |
| H. Science | | | | 44,213 | | | | | | | 134 | | 249,309 | 15,086 | 308,742 |
| H. Veteran's Affairs | | | | 76,159 | | | 229 | | | | 84,677 | 132 | 122,489 | 7,438 | 291,124 |
| H. Ways & Means | | | | 658 | | | | | | | | | 531,188 | | 531,846 |
| H. Small Business | | | | 9,156 | | 73,825 | | | | | | | 38,026 | | 121,007 |
| H. Security & Coop. | | | | 84,379 | | 1,209 | | | | | | | | 162,030 | 247,618 |
| H. Official Conduct | | | | 140,260 | 105,478 | | | | | | | 20,085 | | 293,543 | 580,264 |
| H. Admin. Officer | 20,898 | | | 849 | | | | | | | | | | | 849 |
| Cong. Mailing Standards | | | | 607 | | | | | | | | | | 13,143 | 139,309 |
| H. Budget | | | | 3,147 | | | | | | | 836 | | 121,208 | | 139,309 |
| H. Legislative Counsel | | | | 4,744 | | 225,773 | | | | | | | | | 230,517 |
| H. Homeland Security | | | | 4,889 | | | | | | | 4,936 | | 255,968 | 4,178 | 269,971 |
| H. Intelligence | | | | | | | | | | | (4,936) | | 41,234 | (696) | 36,298 |
| H. US China Security | | | | 3,260 | 24,086 | | | | | | | | | | 26,650 |
| Interparliamentary Affairs | | | | 44 | | | | | | | | | | | 44 |
| H. Voting Irregularities | | | | | | | | | | | | | 3,500 | | 3,500 |
| Total House | 12,838,613 | 1,132,595 | 0 | 1,020,151 | 3,149,625 | 373,160 | 839,460 | 176,128 | 2,208,701 | 11,891 | 391,398 | 135,206 | 13,013,847 | 1,388,429 | 36,679,204 |

Congressional Billings For Committees By Category
FY 2008

| Senate Committees | Daily Cong. Rec. | Record Index | Record Indexers | Misc. Pubs. | Misc. P&B | Details | Doc. Env. | Doc. Franks | Calendars | Bills | Reports | Documents | Hearings | Committee Prints | TOTALS |
|-------------------------------|---------------------|-----------------|--------------------|----------------|--------------|-----------|--------------|----------------|-----------|-------|---------|-----------|-----------|---------------------|------------|
| Senate | 8,990,064 | 603,175 | | 79,166 | 930,378 | 84,655 | 370,356 | 14,476 | 1,678,043 | | 203,029 | 36,098 | | 40,034 | 12,559,987 |
| Secretary of Senate | | | | 209,667 | 1,425,034 | | | | | | 21,425 | 1,447 | | 39,683 | 1,784,283 |
| Senate Members | | | | 4,999 | 951,018 | | | | | | | 1,448 | | 523 | 1,342,819 |
| Secy of Sen-Sergeant at Arms | | | | | 828,491 | | | | | | | 1,448 | | | 829,939 |
| S. Agriculture | | | | | 55,263 | | | | | | | 5,400 | 163,151 | 8,212 | 311,622 |
| S. Appropriations | | | | 23,287 | 63,621 | 249,086 | | | | | 23,499 | 158 | 499,116 | 23,523 | 882,290 |
| S. Armed Services | | | | 1,070 | 106,207 | | | | | | 706 | | 331,533 | 2,241 | 441,757 |
| S. Banking | | | | | 5,907 | | | | | | | | 72,446 | | 256,822 |
| S. Commerce | | | | | 44,919 | | | | | | | | 28,307 | | 238,164 |
| S. Finance | | | | | 164,938 | | | | | | | | 304,859 | 3,876 | 413,853 |
| S. Foreign Relations | | | | | 30,354 | | | | | | | | 149,684 | 16,933 | 527,458 |
| S. Gov't Affairs | | | | | 12,215 | 218,805 | | | | | 129,314 | 507 | 149,684 | 8,319 | 846,910 |
| S. Energy | | | | | 55,794 | 82,848 | | | | | | | 699,949 | 42 | 409,927 |
| S. Judiciary | | | | | 25,644 | 157,909 | | | | | | | 226,332 | 7,445 | 787,406 |
| S. Health, Educ., Labor | | | | | 14,102 | 158,494 | | | | | | | 607,365 | 19,702 | 189,110 |
| S. Capitol Guide Service | | | | | 15,496 | 76,033 | | | | | 5,008 | | 72,871 | | 126,268 |
| S. Environment | | | | | 22,262 | 150,657 | | | 6,342 | | | | 170,588 | | 349,849 |
| S. Rules | | | | 13,739 | 3,539 | | | | | | | | | 11,371 | 28,649 |
| S. Democratic Policy | | | | 3,371 | 3,949 | | | | | | | | | | 7,320 |
| S. Republican Policy | | | | | 11,696 | 47,249 | | | | | 1,626 | | | | 71,737 |
| S. Small Business | | | | | 3,092 | 68,910 | | | | | | | 89,086 | 1,795 | 93,973 |
| S. Aging | | | | | 8,066 | | | | | | | | 182,909 | | 259,885 |
| S. Ethics | | | | 8,529 | 2,555 | | | | | | | 111 | | | 24,844 |
| Special Comm on the year 2000 | | | | | | | | | | | | | | | 0 |
| S. Veterans Affairs | | | | | 2,758 | 99,540 | | | | | | | 120,453 | | 241,506 |
| S. Legislative Co | 947 | | | | 118,837 | 305,485 | | | | | | | | | 425,269 |
| S. Sergeant at Arms | | | | 98,194 | 279,390 | | | | | | 311 | | | | 377,895 |
| S. Budget | | | | | 13,941 | 69,810 | | | | | | 5,457 | 70,734 | 12,059 | 172,001 |
| S. Legal Counsel | | | | | 5,631 | | | | | | | (713) | | | 4,918 |
| S. Intelligence | | | | | 4,202 | | | | | | | | 42,696 | 4,091 | 56,855 |
| S. Indian Affairs | 1,803 | | | | 94,195 | 81,884 | | | | | 5,866 | | 240,915 | | 418,797 |
| Office of Compliance | | | | | | | | | | | | | | | 0 |
| Total Senate | 8,992,814 | 603,175 | 0 | 442,022 | 5,264,824 | 2,349,132 | 370,356 | 14,476 | 1,684,385 | 0 | 390,784 | 53,732 | 4,072,994 | 243,419 | 24,482,113 |

Congressional Billings For Committees By Category
FY 2008

| Joint Committees | Daily Cong. Rec. | Record Index | Record Indexers | Misc. Pubs. | Misc. P&B | Details | Doc. Env. | Doc. Franks | Calendars | Bills | Reports | Documents | Hearings | Committee Prints | TOTALS |
|-----------------------------------------|-------------------|------------------|------------------|------------------|-------------------|------------------|------------------|----------------|------------------|------------------|------------------|------------------|-------------------|------------------|-------------------|
| Joint Committee On Printing | 0 | 0 | 0 | 0 | 5,477 | 0 | 0 | 0 | 0 | 0 | 0 | 2,910 | 53,058 | 0 | 0 |
| Joint Economic | | | | | 1,892 | | | | | | | 263 | | 36,721 | 61,445 |
| Joint Taxation | | | | | 2,139 | | | | | | | | | | 38,876 |
| Joint Committee On The Library | | | | | 9,508 | | | | | | | 3,173 | 53,058 | 36,721 | 2,139 |
| Joint Committee on Inaugural Ceremonies | | | | | | | | | | | | | | | 0 |
| Total Joint Committees | 0 | 0 | 0 | 0 | 9,508 | 0 | 0 | 0 | 0 | 0 | 0 | 3,173 | 53,058 | 36,721 | 102,460 |
| Miscellaneous | | | | | | | | | | | | | | | |
| Bylaw | 596,621 | 176,403 | 1,195,061 | 3,229,405 | 8,504,884 | 72,480 | | | | 7,965,411 | 4,369,772 | 836,199 | 165,040 | 1,903,736 | 29,015,012 |
| Architect of the Capitol | | | | 87,852 | 146,586 | | | | 18,281 | | | 2,790 | | 129,020 | 384,529 |
| Cong.-Exec. Commis. On China | | | | | 15,206 | 36,858 | | | | | 4,324 | | 16,414 | 12,636 | 85,438 |
| Senate Caucus On International | | | | | | | | | | | | | | | 0 |
| Total Miscellaneous | 596,621 | 176,403 | 1,195,061 | 3,317,257 | 8,666,676 | 109,338 | 0 | 0 | 18,281 | 7,965,411 | 4,374,096 | 838,989 | 181,454 | 2,045,392 | 29,484,979 |
| TOTALS | <u>22,428,048</u> | <u>1,912,173</u> | <u>1,195,061</u> | <u>4,779,430</u> | <u>17,090,633</u> | <u>2,831,630</u> | <u>1,209,816</u> | <u>190,604</u> | <u>3,911,367</u> | <u>7,977,302</u> | <u>5,156,278</u> | <u>1,031,100</u> | <u>17,321,353</u> | <u>3,713,961</u> | <u>90,748,756</u> |

DETAILS TO CONGRESS AS OF SEPTEMBER 30, 2007 and 2008

| | |
|------|------|
| 2007 | 2008 |
|------|------|

SENATE COMMITTEES

| | | |
|-------------------------------------------|-----------|-----------|
| Agriculture, Nutrition, & Forestry..... | 1 | 1 |
| Appropriations..... | 4 | 4 |
| Banking, Housing, & Urban Affairs..... | 2 | 3 |
| Budget..... | 1 | 1 |
| Commerce, Science, & Transportation..... | 2 | 3 |
| Energy..... | 1 | 2 |
| Finance..... | 2 | 1 |
| Foreign Relations..... | 3 | 2 |
| Governmental Affairs..... | 2 | 1 |
| Health, Education, Labor, & Pensions..... | 1 | 1 |
| Indian Affairs..... | 1 | 1 |
| Judiciary..... | 2 | 2 |
| Republican Policy..... | 0 | 1 |
| Special Committee on Aging..... | 1 | 1 |
| Veteran's Affairs | 1 | 1 |
| Environment..... | <u>2</u> | <u>2</u> |
| Total Senate Committees..... | <u>26</u> | <u>27</u> |

HOUSE COMMITTEES

| | | |
|-----------------------------------------------------|----------|----------|
| Government Reform..... | 1 | 1 |
| Commission on Security & Cooperation in Europe..... | 1 | 1 |
| Select Committee on Homeland Security..... | 1 | 2 |
| China Commission..... | 1 | 0 |
| House Armed Services..... | <u>1</u> | <u>1</u> |
| Total House Committees..... | <u>5</u> | <u>5</u> |

MISCELLANEOUS

| | | |
|-----------------------------------------|-----------|-----------|
| House Law Revision Counsel..... | 1 | 0 |
| House Legislative Counsel..... | 4 | 4 |
| Congressional Service Center (CRS)..... | 1 | 1 |
| Senate Enrolling Clerk..... | 1 | 1 |
| Senate Legislative Counsel..... | 4 | 4 |
| Senate Official Reporters..... | 1 | 1 |
| Senate Service Department..... | <u>4</u> | <u>3</u> |
| Total Miscellaneous..... | <u>16</u> | <u>14</u> |

SUMMARY

| | | |
|------------------------|-----------|-----------|
| Senate Committees..... | 26 | 27 |
| House Committees..... | 5 | 5 |
| Miscellaneous..... | <u>16</u> | <u>14</u> |
| Total..... | <u>47</u> | <u>46</u> |

F. Salaries and Expenses

SALARIES AND EXPENSES
Base Budget Review
Fiscal Year 2010

Description of Programs: GPO is responsible for the current and future access to published U.S. Government information, and partially operates under an appropriation which provides funds for: (1) the Federal Depository Library Program; (2) cataloging and indexing Government publications; (3) distribution of Government publications to the International Exchange Service; and (4) distribution of certain Government publications to Members of Congress and other Government agencies, as mandated by law. A total of \$40,911,000 is requested for FY 2010. A description of the functions and specific budgetary requests follows:

Ten additional full-time employees are required to further support GPO's legal requirements of Title 44 of the United States Code and Public Law 103-40. Essential functions associated with acquiring, managing, and providing permanent public access to Federal Government content and supporting Federal depository libraries through statutory assessments as required by law need additional support in the form of full-time employees. Increasing the number of full-time employees responsible for fulfilling these mandates will help ensure that GPO can not only fulfill its obligations under law, but also ensure that the American public is served in an efficient and comprehensive manner.

Federal Depository Library Program

The Federal Depository Library Program (FDLP) continues to provide the public with access to U.S. Government publications in tangible collections maintained by designated Federal depository libraries and with direct online access through *GPO Access* at <<http://www.gpoaccess.gov>>.

Electronic information dissemination and access have greatly expanded the number of publications offered to the Federal depository libraries as well as increasing public use of the FDLP content. In FY2008, 5,480 total titles were distributed to Federal depository libraries, totaling 3,164,618 copies distributed. The total number of titles available to the public through *GPO Access* online is now over 377,000.

As the FDLP continues its transition to a primarily electronic program, the costs of the program are increasingly related to identifying, acquiring, cataloging, linking to, authenticating, modernizing, and providing permanent public access to electronic Government information, which involves recurring costs.

GPO is seeking further funding for modernization improvements required for the operation of *GPO Access* as part of our infrastructure needs in regard to data storage. These additional funds will support current work, which increases yearly with the release of new databases and database features and as content offerings are expanded. Increased costs are present to GPO when GPO both purchases storage space and when GPO contracts hosted storage space as well.

Several systems are essential in assisting depository libraries to maintain their collections, including item selection systems and distribution functions. The modernization of GPO's item selection systems is essential to GPO's growth and efficiency in service. Funds will be needed to create a modern, stable system for Depository Distribution Information System (DDIS) functions. Phase I of this migration process will migrate off of the legacy mainframe application. GPO will work to migrate these various legacy applications to more modern and stable environments, to ensure that the nation's approximately 1,250 Federal depository libraries are receiving their appropriate publications in a timely manner, so that they may better serve the American public with free access to Government information.

In "A Strategic Vision for the 21st Century," GPO put forth a strategic goal to digitize all Federal publications back to the earliest days of the republic. And further, GPO is to ensure these materials remain in the public domain and available in perpetuity to the American public for no fee. GPO will require funding to carry out its digitization plan and to complete the digitization of miscellaneous materials. Additionally, GPO will require funds for transportation of Congressional materials and other primary source materials to and from GPO's digitization partners.

GPO is seeking further funding for survey and data analysis. GPO requires contracted services for statistical reporting development and analysis that supports the strategic direction of the FDLP and goals within GPO's Library Services and Content Management (LSCM) business unit. These include depository library benchmarking, quantitative assessment of depository library performance, and an LSCM operational metrics gap analysis.

The FDLP Desktop is the central point of contact between GPO and the nation's almost 1,250 depository libraries. Not only is it a tool used by GPO staff to disseminate information pertinent to depository operation and administration, but it is evolving into a mechanism for collaboration for members of the FDLP community to communicate with GPO and each other. Several legacy electronic applications are in need of migration from older platforms to the newly redesigned FDLP Desktop. These enhancements will serve to provide depositories with the information and tools they need to fulfill their duties to the American public. Additionally, funds are required to enhance collaborative tools for the FDLP community. The ability to collaborate between libraries in the FDLP will serve to strengthen the Program, now and for the future.

Cataloging and Indexing Program

GPO is charged with cataloging and indexing all publications issued by the Federal Government that are not confidential in character. This task serves libraries and the public nationwide and enables people to locate desired Government publications in all formats.

GPO's need to process and catalog web-harvested Government information resources continues to grow. There are a steadily increasing number of documents and information products within the scope of the FDLP, due in part to a steadily increasing volume of

Web harvested content, and GPO has a statutory requirement to catalog and index that information. Web harvested content will only continue to grow as Federal agencies continue to produce more and more of their publications in electronic format only, often neglecting to inform GPO about these publications. The creation of metadata records for new, harvested Government information dissemination products in support of the cataloging and indexing program is essential.

International Exchange Service

Under the direction of the Library of Congress (LC), GPO distributes tangible Government publications to foreign governments that agree to send to the United States similar publications of their governments for the LC collections.

By-Law Distribution for other Government agencies and Members of Congress

GPO administers the dissemination of certain tangible publications as specified by public law. Under Title 44 of the United States Code, GPO is required to provide copies of publications to certain Federal agencies. Two or more copies of every publication printed are provided to the Library of Congress, regardless of whether the publication is distributed to the Federal depository libraries. The National Archives and Records Administration (NARA) is entitled to receive 3 copies of every publication printed. Additionally, on behalf of the Department of State, GPO distributes copies of publications to foreign legations. GPO also maintains mailing lists for By-Law distribution of specific publications.

U.S. Government Printing Office
Superintendent of Documents
Salaries and Expenses
Analysis of Change 2009 to 2010
(Dollars in Thousands)

| | | FY 2010 Agency Request | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---------------------------|-----------|
| | | FTE | Amount |
| FY 2009 | | 114 | \$ 38,744 |
| Mandatory pay and Related Costs | | | |
| Comparability pay raise FY 2010 | | | 236 |
| Annualization of pay raise 2009 | | | 107 |
| Within-grade increases FY 2010 | | | 108 |
| Total Mandatory Pay and Related Costs FY'10 | | | 451 |
| Total Price Level Changes for FY'10 | | | 379 |
| Non-Recurring project costs, FY 2009 | | | (1,750) |
| GPO IT and indirect support costs | | | 264 |
| Program/Project/Activity Increases for FY'10 | | | |
| Hiring 10 additional FTEs to perform work related to cataloging, acquiring, classifying and providing permanent access to Federal government information | 10 | | 968 |
| Data storage | | | 250 |
| Migration of Legacy Applications to Service Item Selection and Distribution Functions | | | 200 |
| Miscellaneous Materials for Digitization Projects | | | 500 |
| Survey/Data Analysis | | | 180 |
| FDLP Desktop - Legacy Application Integration | | | 225 |
| Cataloging & Indexing Program | | | 500 |
| | | | 2,823 |
| Total Increase Over 2009 (based on HR 1105) | | - | 2,167 |
| Total 2010 Appropriation | | 124 | \$ 40,911 |

**U.S. Government Printing Office
 Superintendent of Documents
 Salaries and Expenses
 Summary By Object Class
 (Dollars in Thousands)**

| Object Class | FY 2008 Actual (1) | FY 2009 | FY 2010 Requested | FY 2009/2010 Net Change | |
|---------------------------------------|-----------------------|------------------|----------------------|----------------------------|--------|
| <u>Breakdown by Program</u> | | | | | |
| By-Law Distribution | \$ 475 | \$ 527 | \$ 546 | \$ 19 | (2)(3) |
| Cataloging and Indexing | 7,196 | 7,986 | 8,702 | 716 | (3)(4) |
| Federal Depository Library | 25,891 | 28,732 | 30,140 | 1,408 | (3)(5) |
| International Exchange | 1,351 | 1,499 | 1,523 | 24 | (3)(6) |
| Total Budget | \$ 34,913 | \$ 38,744 | \$ 40,911 | \$ 2,167 | |
| <u>Breakdown by Object Class</u> | | | | | |
| 11 Personnel Compensation | \$ 8,278 | \$ 8,466 | \$ 9,517 | \$ 1,051 | (3)(7) |
| 12 Personnel Benefits | 2,824 | 2,867 | 3,223 | 356 | (8) |
| 21 Travel | 198 | 172 | 174 | 2 | (9) |
| 22 Transportation of Things | 1,715 | 1,651 | 1,674 | 23 | (9) |
| 23 Rents Communications and Utilities | 119 | 14 | 14 | 0 | |
| 24 Printing and Reproduction | 10,861 | 10,508 | 10,655 | 147 | (10) |
| 25 Other Services | 10,568 | 14,797 | 15,380 | 583 | (11) |
| 26 Supplies and Materials | 318 | 263 | 267 | 4 | (9) |
| 31 Equipment | 32 | 6 | 6 | 0 | |
| Total Budget | \$ 34,913 | \$ 38,744 | \$ 40,911 | \$ 2,167 | |

- (1) Actual and obligated expenditures against the 2008 S&E Appropriation through 09/30/08.
- (2) Increase reflects salary, price level, and overhead expense increases.
- (3) Additional funding is being requested to add 10 additional staff members to support work efforts legally required under Title 44 and Public Law 103-40, related to cataloging work, acquiring, classifying and providing permanent access to Federal government information, outreach associated with inspections and visits to libraries, and web work involved in further developing and supporting GPO Access-FdSys.
- (4)
 In addition to the salary, price level, and overhead expense increases, includes \$500K Cataloging and Indexing projects. Also includes request for additional staff to perform work referenced in footnote 3.
- (5) In addition to the salary, price level, and overhead expense increases, includes \$1,355M for data storage, migration of legacy applications to service item selection and distribution functions, processing digitization projects, survey and data analysis, and FDLP Desktop - Legacy Application Integration. Also includes request for personnel compensation and benefits for additional staff to perform work referenced in footnote 3.
- (6) Reflects salary, price level, and overhead expense increases. Also includes request of for personnel compensation and benefits for additional staff to perform work referenced in footnote 3.
- (7) Reflects mandatory pay, merit and within-grade increases for FY'10. Also includes 10 additional staff for work referenced in footnote 3
- (8) Reflects anticipated benefit expenditures based on Personnel Compensation figure including additional staffing request.
- (9) Reflects price level increases for FY'10.
- (10) Reflects price level increases for FY'10.
- (11) Price level increase and includes requested miscellaneous expenses, including those identified in footnotes 4 and 5 above. Also includes estimated overhead expenses.

G. Revolving Fund

REVOLVING FUND

By law, GPO's revolving fund is used to finance GPO's printing, print procurement, and sales of Government publications operations. Apart from passport production, over 70 percent of GPO's printing revenue is from agencies for work procured by the GPO to the private sector printing industry through the Print Procurement Program. The majority of the Government's printing needs are effectively satisfied through this procurement activity because the highly competitive process provides access to the vast resources, expertise, and specialization within the commercial sector. The Program competitively acquires products and services from the private sector through various types of procurement vehicles tailored to the specific needs of customers. It competitively buys products and services from more than 2,000 private sector firms in all 50 States every year. It is one of the Government's most successful procurement programs, assuring the most cost-effective use of the taxpayers' printing dollar. For our customers in Federal agencies, we will continue to provide traditional printed products and services through private sector vendors using GPO's experience and buying power to create the best value for taxpayers, and are offering customers more flexibility in choosing and working directly with vendors.

The GPO's plant facility provides electronic information systems and print production technologies to support the information product needs of Congress and Federal agencies. GPO produces the *Congressional Record* overnight when Congress is in session, and bills, hearings, documents, reports, and committee prints in time to support Congress' legislative needs. Also produced in the plant are the *Federal Register*, the *Code of Federal Regulations*, passports (both in Washington, DC, and GPO's passport production facility at the Stennis Space Center, MS), and other key Government documents, such as the annual *U.S. Budget*. With few exceptions, paper used by GPO and its contractors meets Federal recycled paper requirements and all GPO printing inks utilize vegetable oil in accordance with the Vegetable Ink Printing Act of 1994.

By law, GPO offers Government publications for sale to the public. Thousands of titles are available for sale at any given time, including books, CD-ROMs, and other electronic formats. GPO's publications sales program provides the public with a wide variety of low cost consumer-oriented publications as well as congressional documents and executive and judicial publications. Documents can also be ordered through GPO's secure Online Bookstore site at <http://bookstore.gpo.gov>. Free low-cost publications are distributed through the Federal Citizen Information Center in Pueblo, CO. GPO also provides publications distribution services for Federal agencies on a reimbursable basis.

The core of our future operations will revolve around the GPO-developed Federal Digital System (FDsys), which is undergoing its first public release in January 2009 (<http://fdsys.gov>). FDsys is being designed to organize, manage, and output authenticated Government information content for any purpose and to preserve the content independent of specific hardware or software so that it can be migrated forward and preserved for the benefit of future generations.

REVOLVING FUND PROJECT REQUESTS

For FY 2010, GPO is requesting a total of \$32,100,000 for the revolving fund, for the following projects:

| | |
|------------------------------------------------------|---------------------|
| Federal Digital System (FDsys) | \$ 8,000,000 |
| Composition system replacement | 2,000,000 |
| Manufacturing Workflow | 2,000,000 |
| Acquisition System | 500,000 |
| Agency Distribution System (ADMS) | 500,000 |
| Probe replacement | 1,000,000 |
| GBIS (Oracle) initiatives | 3,000,000 |
| Updated IT infrastructure and additional storage | <u>500,000</u> |
| Subtotal, Information Technology Projects | \$17,500,000 |
| COOP Data Storage Backup at ACF | 500,000 |
| COOP Infrastructure Backup at ACF | <u>500,000</u> |
| Subtotal, Continuity of Operations Projects | 1,000,000 |
| Elevator Replacement and Renovation | 3,000,000 |
| Energy-Saving Projects: | |
| Steam Traps | 1,000,000 |
| Variable Air Volume | 2,500,000 |
| Air Washer System | 400,000 |
| Steam Pipe Insulation | 500,000 |
| Replacement windows | 4,500,000 |
| Greening the Capitol Initiatives: | |
| Replace Main Compressors | 350,000 |
| Solar Demonstration Project | 400,000 |
| Heat Exchanges for Free Cooling | 750,000 |
| EPA R-22 Phase-Out | <u>200,000</u> |
| Subtotal, Facilities Maintenance and Repair Projects | <u>\$13,600,000</u> |
| Total | <u>\$32,100,000</u> |

Information Technology Projects

Federal Digital System: The first public release of FDsys occurred in January 2009. This release is targeted to replace many of the most heavily used databases on *GPO Access*. Eventually all digital repository data on *GPO Access* will be migrated to the information

management infrastructure of FDsys. FY 2009 will include 2 subsequent releases that add functionality that support GPO's Customer Services organizations, allowing Congress to electronically submit publications for printing and publishing services as well as track order progress on line. Additional enhancements to access will be delivered in FY 2009. The anticipated budget for continued development of FDsys for FY 2010 is \$8 million.

Microcomp Replacement: Work has been underway for the past year to develop a concept of operations and system requirements to replace GPO's aging Microcomp composition system. GPO plans on the development of the first release in FY 2009 once an award is made to a contractor. The first release will create a parallel workflow so as not to disrupt congressional publishing and will focus on material currently submitted in XML format such as bills. GPO has the necessary funding for the first phase of the work. Additional funding requested for FY 2010 will support the second release, which will expand on the work of the first release and focus on additional content such as the *Code of Federal Regulations*. The anticipated budget for FY 2010 is \$2.0 million.

Manufacturing Workflow System: This system is needed to plan and track jobs through the production cycle and must be integrated with GPO's Oracle applications and FDsys. The proposed system will replace GPO's aging Production Estimating and Planning System (PEPS). The development of this system will begin in FY 2010 and the anticipated budget is \$2.0 million.

Automated Procurement System (APS): The APS system will be a comprehensive acquisition system which will allow departments within GPO to more effectively manage the acquisition life cycle. The system will support the development of an annual acquisition plan and capture all appropriate documentation. It will also support the development of other acquisition documents, will support the solicitation and bidding process, and have Web-based reporting. The anticipated budget for FY 2010 is \$0.5 million.

Agency Distribution Management System (ADMS): In an effort to reduce stovepipes and optimize business processes, GPO plans to create a single, standardized, enterprise-wide address and distribution management system. This system will provide the same functionality as the current systems using a modern, open architecture while enhancing specific elements and integrating with other GPO systems. The anticipated budget for FY 2010 is \$0.5 million.

PROBE Replacement: This program is being implemented to replace GPO's aging Production Reporting for Operations, Budgeting, and Expenditures (PROBE) system. PROBE is a computerized system using data entry terminals to report production and attendance data. The anticipated budget for FY 2010 is \$1.0 million.

Oracle initiatives: GPO will expand its Oracle-based Business Information System (GBIS) to include extensions and customizations to Oracle modules. This will provide a capability to link

GPO's operational decisions to its strategic goals by providing reliable, timely, data-driven information to GPO decision-makers. The anticipated budget for FY 2010 is \$3.0 million.

Updated IT Infrastructure and additional storage: The anticipated budget for FY 2010 is \$500,000.

Continuity-of-Operations Projects

COOP Business Continuity Plan: GPO's business continuity-of-operations (COOP) plan is to assure the ability to produce essential congressional and other Government documents, including the *Federal Register* and U.S. passports. GPO is completing upgrades to COOP data back-up and system architecture requirements at the legislative branch alternate computing facility in FY 2009 to ensure high-speed server capability and enable more robust COOP operations through Web-based, virtual operating solutions and multi-point operating network. We are planning additional systems and infrastructure development for a broad-based virtual COOP operating network and increased COOP network infrastructure at the ACF in FY 2010. These projects include network infrastructure and additional data storage to establish a broader and more flexible COOP infrastructure at GPO. The anticipated budget for FY 2010 is \$1 million.

Facilities Maintenance and Repair Projects

Elevator Replacement and Renovation: Replacement and renovation work is required for GPO's aging elevators. GPO plans to repair or replace a pair of elevators in FY 2009. Replacing or repairing control systems, drive mechanisms, and other components are estimated to require \$3.0 million in FY 2010.

Energy-Saving Projects: These total \$8.9 million for FY 2010, and include:

- **Steam Traps:** GPO relies on steam supplied by the Architect of the Capitol for heat and to maintain essential humidity levels in its buildings. Upgrading GPO's steam traps will substantially reduce steam waste. This project is expected to result in a short pay-back period and significant return on investment in subsequent years. The anticipated budget for this project for FY 2010 is \$1.0 million.
- **Variable Air Volume:** GPO's air handling units should be replaced with units that run at much lower speeds and reduce the heat and cooling loads while increasing comfort. In FY 2009, GPO plans a pilot project to retrofit two air handling units with variable air volume devices to allow for reduced fan speed when less air flow is required to heat or cool a zone in a building, thus saving electricity. The balance of the air handling units will be upgraded beginning in FY 2010 at an estimated cost of \$2.5 million.
- **Air Washer System:** An air washer maintains the cooling and humidity levels in GPO's building 4, which houses the passport production line. The current system requires

constant maintenance and a failure of the system could make building 4 uninhabitable. The estimated cost to overhaul this equipment is \$400,000.

- **Steam Pipe Insulation:** This initiative aims at replacing and optimizing steam pipe insulation and should be combined with an asbestos abatement effort. Much of the existing insulation should be replaced and bare pipes exist that need to be insulated. Steam pipe insulation is estimated to cost \$500,000.
- **Replacement Windows:** Replacing GPO's aging windows with energy-efficient windows will reduce heating and cooling loads, which will also result in reduced electricity costs. The replacement of windows is estimated to cost \$4.5 million.

Green Initiatives: The GPO is making every effort to reduce our carbon footprint and conserve natural resources in step with the "Green the Capitol" initiative. Along with the energy-saving projects list above, projects in this category, which total \$1.5 million for FY 2010, will reduce GPO's consumption of electricity, water, and steam:

- **Replace Main Compressors:** These compressors are now oversized for our operation and make use of city water to remove heat, which is then disposed of as waste. New units would be air-cooled and make use of variable speed technology. The estimated cost is \$350,000.
- **Solar Demonstration Project:** GPO wants investigate moving away from conventional energy sources. The estimated cost is \$400,000.
- **Heat Exchangers for Free Cooling:** Using this system would allow GPO to switch from an airside to a waterside operation, thus reducing our consumption of steam. The estimated cost is \$750,000.

EPA R-22 Phase-Out: GPO is ready to begin the process of removing older air conditioning units that use R-22 refrigerant and replacing them with new compliant ones. The estimated cost is \$200,000.

**U.S. Government Printing Office
Revolving Fund
Analysis of Change
(Dollars in Thousands)**

| | FY 2010 Agency Request | |
|--------------------------------------------------------|---------------------------|--------------|
| | FTE | Amount |
| Obligational Authority, FY 2009 | 2,370 | \$ 1,008,064 |
| Non-recurring Costs | | |
| Equipment to be obligated in FY 09 | - | (33,046) |
| Total Non-recurring Costs | - | (33,046) |
| Mandatory Pay and Related Costs | | |
| Comparability pay raise FY 2010 | - | 5,076 |
| Annualization of pay raise FY 2010 | - | 2,275 |
| Within Grade increases FY 2010 | - | 2,333 |
| Total Mandatory Pay and Related Costs | - | 9,684 |
| Price Level Changes | - | 11,544 |
| Program Increases | | |
| Printing and reproduction | - | 80,000 |
| Capital expenditures equipment, systems and facilities | | 10,000 |
| Capital Items to be funded by an appropriation: | | |
| (1) Federal Digital System (FDsys) | - | 8,000 |
| (2) Compositions System Replacement | - | 2,000 |
| (3) Manufacturing Workflow | - | 2,000 |
| (4) Acquisition system | - | 500 |
| (5) Agency Distribution System (ADMS) | - | 500 |
| (6) Probe Replacement | - | 1,000 |
| (7) GBIS (Oracle) Initiatives | - | 3,000 |
| (8) Updated IT Infrastructure & Additional Storage | - | 500 |
| (9) COOP Data Storage Backup at ACF | - | 500 |
| (10) COOP Infrastructure Backup at ACF | - | 500 |

**U.S. Government Printing Office
Revolving Fund
Analysis of Change
(Dollars in Thousands)**

| | | FY 2010 Agency Request | |
|------------------------------------------|-------|---------------------------|--------|
| | | FTE | Amount |
| (11) Elevator Replacement and Renovation | - | 3,000 | |
| (12) Steam traps | - | 1,000 | |
| (13) Variable Air Volume | - | 2,500 | |
| (14) Air Washer System | - | 400 | |
| (15) Steam Pipe Insulation | - | 500 | |
| (16) Replacement windows | - | 4,500 | |
| (18) Green Initiatives | - | 1,500 | |
| (19) EPA R-22 Phase-Out | - | 200 | |
| Total to be funded by an Appropriation | - | 32,100 | |
| Total program increases | - | <u>122,100</u> | |
| Net Increase | - | <u>110,282</u> | |
| Total Budget FY 2010 | 2,370 | 1,118,346 | |
| Total Offsetting Collections | - | <u>1,086,246</u> | |
| Total Appropriation FY 2010 | | <u>32,100</u> | |
| Total Appropriation, FY 2009 | | 4,995 | |
| Net Increase in Appropriations, FY 2010 | | <u>27,105</u> | |
| Total Appropriation, FY 2010 | | \$ 32,100 | |

U.S. Government Printing Office
Revolving Fund
Summary By Object Class
(Dollars in Thousands)

| Object Class | FY 2008 Actual | FY 2009 Enacted | FY 2010 Request | FY 2009/2010 Net Change |
|----------------------------------|-------------------|--------------------|--------------------|----------------------------|
| 11 Personnel Compensation | \$ 169,585 | \$ 181,549 | \$ 189,174 | \$ 7,625 |
| 12 Personnel Benefits | 44,011 | 49,023 | 51,082 | 2,059 |
| 21 Travel | 1,386 | 1,661 | 1,685 | 24 |
| 22 Transportation of Things | 20,024 | 20,653 | 20,942 | 289 |
| 23 Rents Communications and Util | 16,802 | 20,407 | 20,692 | 285 |
| 24 Printing and Reproduction | 476,345 | 501,556 | 589,699 | 88,143 |
| 25 Other Services | 26,432 | 41,157 | 41,733 | 576 |
| 26 Supplies and Materials | 214,526 | 159,012 | 161,239 | 2,227 |
| 31 Equipment | 47,168 | 33,046 | 42,100 | 9,054 |
| Total Budget | \$ 1,016,279 | \$ 1,008,064 | \$ 1,118,346 | \$ 110,282 |

**PERSONAL SERVICES CONTRACTS
FY 2008**

| <u>FY</u> | <u>PO #</u> | <u>Vendor</u> | <u>Description</u> | <u>Date Issued</u> | <u>Amount</u> | <u>Annual</u> | <u>Sole Source</u> | <u>Sole Source Justification</u> |
|-----------|-------------|---------------------------|-----------------------------------|--------------------|----------------------|---------------|--------------------|------------------------------------------------------------------------------------|
| 2008 | 3000553 | The Hill Group | Financial expertise (Colvin) | Aug. 16, 2007 | \$ 5,000.00 | Yes | Yes | |
| 2008 | 3000674 | Howard Ehrenfeld | Photographer | Sep. 28, 2007 | \$ 4,400.00 | Yes | Yes | |
| 2008 | 3000712 | TKC Communications | Consulting Services | Oct. 17, 2007 | \$ 49,314.80 | No | Yes | |
| 2008 | 3000713 | Janet Sansone | Consulting Services | Oct. 17, 2007 | \$ 750.00 | Yes | Yes | |
| 2008 | 3000719 | TKC Communications | Consulting Services | Oct. 19, 2007 | \$ 46,173.25 | No | Yes | |
| 2008 | 3000755 | Janet Sansone | Consulting Services | Nov. 20, 2007 | \$ 40,000.00 | Yes | Yes | |
| 2008 | 3000795 | Information Sciences Corp | Consulting Services (Russ Duncan) | Dec. 12, 2007 | \$ 49,896.00 | No | Yes | |
| 2008 | 3000798 | TKC Communications | Consulting Services | Dec. 13, 2007 | \$ 49,869.60 | Yes | Yes | |
| 2008 | 3000800 | Aurora Studios | Photography | Dec. 13, 2007 | \$ 26,500.00 | No | Yes | |
| 2008 | 3000806 | Robert Schwenk | Consulting Services | Dec. 26, 2007 | \$ 150,000.00 | Yes | Yes | Former GPO employee expertise needed to assist with production facility in Stennis |
| 2008 | 3000749 | Carvalho Communications | Editing services | Nov. 15, 2007 | \$ 38,000.00 | Yes | Yes | |
| | | | | | \$ 459,903.65 | | | |

Government Printing Office
Fiscal Year 2008
10/1/2007-9/30/2008
Annual Report
Women and Minority-Owned Businesses

Authority and Background, Women and Minority Owned Businesses – GPO Directive 1050.3

The following totals are reflective of the Government Printing Office’s Policy regarding procurement to women and minority owned businesses and personal services contracts. These figures are based on fiscal year 2008; October 1, 2007-September 30, 2008

| Customer Services: | Total Jobs | Contractors | Dollar Volume | Total % of jobs |
|-----------------------------------------|-------------------|--------------------|----------------------|------------------------|
| (Printing) | 19,370 | 1,023 | \$88,385, 133 | 19.53% |
| Acquisitions: | 462 | 32 | \$2,906,023 | 3.0% |
| (Paper, cartons, envelopes, etc) | | | | |



GPO Directive 1050.3

02/20/08

SUBJECT CLASSIFICATION

ISSUE DATE

GPO Policy on Women and Minority-Owned Businesses

TITLE/SUBJECT

1. **Purpose.** To establish agency policy governing GPO outreach to women and minority-owned businesses to encourage their participation in GPO procurements.
2. **Authority.** This program will be carried out within the authority provided by Title 44, U.S.C., sections 301, 311 and 502.
3. **Effective Date.** February 26, 2008.
4. **Roles & Responsibilities.** The roles and responsibilities of the program will come under the direct supervision of the Chief of Staff through the Assistant Chief of Staff for Public Liaison working with GPO Customer Services and Acquisition Services in carrying out program objectives.
5. **Policy**
 - a. GPO shall take affirmative outreach action to inform women and minority-owned businesses in the graphic arts and other industries of opportunities to participate in GPO procurements for printing and information products and other goods and services required by GPO operations.
 - b. The Assistant Chief of Staff for Public Liaison shall be responsible for establishing and administering programs that carry out this outreach program.
 - c. The Assistant Chief of Staff for Public Liaison shall devise and implement appropriate methods for capturing and retaining data on the number of women and minority-owned businesses participating in GPO procurements.
6. **Annual Report.** The Assistant Chief of Staff for Public Liaison will prepare an annual report regarding outreach to encourage women and minority-owned businesses to participate in GPO procurements each fiscal year, including the number of women and minority-owned businesses participating in GPO procurements.
7. **Inquiries.** For inquiries regarding this program, contact the Assistant Chief of Staff for Public Liaison, Robert Freeman, on (202)512-1365 or by e-mail at rfreeman@gpo.gov.

WILLIAM H. TURRI
Deputy Public Printer

