

# Frequently Asked Questions



## Q. What is GPO?

A. The U.S. GOVERNMENT PUBLISHING OFFICE (GPO) is the official, digital and secure source for producing, protecting, preserving and distributing the official publications and information products of the Federal Government.

## Q. Why do we need GPO?

A. GPO provides public access to the official publications and information of the Government. GPO's mission can be traced to the requirement in Article I of the Constitution that each House keep a journal of its proceedings and from time to time publish the same.

## Q. What does GPO do?

- A. The GPO:
- produces and distributes information products and services for all three branches of the Federal Government, including U.S. passports for the Department of State, official publications of Congress, the White House, and other Federal agencies in digital and print formats.
  - provides for permanent public access to Federal Government information at no charge through **govinfo**, partnerships with approximately 1,200 libraries nationwide participating in the Federal Depository Library Program (FDLP), and our traditional and secure online bookstores.
  - operates distribution centers in Laurel, MD and Pueblo, CO that fulfill orders for Government publications.

## Q. Where is GPO located?

A. The central office is located in Washington, DC. GPO has regional and satellite procurement offices nationwide to support the needs of regional Federal agencies in Atlanta, Boston, Charleston SC, Chicago, Columbus, Dallas, Denver, Virginia Beach, New York, Oklahoma City, Philadelphia, San Antonio, San Diego, San Francisco, and Seattle.

## Q. How does GPO work with the printing/publishing industry?

- A. GPO provides product and services for all Federal government agencies and organizations. GPO's procurement services offers a wide range of items:
- traditional print (books, pamphlets, single-sheet and multi-part forms, folders, posters, business cards, magazines and more)
  - specialty products (secure credentials, RFID cards, CD/DVD replication, packaging, library binding of documents and more)
  - promotional items (mugs, t-shirts, magnets, pens, pencils, mouse pads, and more)
  - digital services (scanning and archiving of documents, direct mail services, Web site design and development, Web hosting, eBooks, 508 compliance)

GPO purchases approximately \$350 million annually from private sector vendors nationwide for our agency customers. GPO procures approximately 75% of all the products ordered annually (other than passports and secure credentials), including Social Security cards, census and tax forms, and Medicaid and Medicare materials. All printed products ordered by GPO comply with current sustainability requirements. Since the early 1990s, papers used by GPO's production operations contain recycled content. Since 1994, all inks used by GPO are made with sustainable vegetable oils.

## Q. How are contracts awarded?

- A. Contracts are awarded on a purely competitive basis. There are no set-asides or preferences in contracting other than what is specified in law and regulation, including a requirement for Buy American. GPO's procurement program provides great economic opportunity for the private sector. The majority of the firms GPO deals with are small businesses of 20 employees or less. The total number of contractors registered to do business with GPO is currently 16,000.

**Q. How is GPO funded?**

**A.** GPO operates on a revolving fund basis, just like a business, and is reimbursed by its customers for the cost of work performed.

Total revenues for FY 2016 were \$875.3 million, which included about \$360 million in pass-through payments to procurement vendors. Approximately 16% of GPO's funding comes from direct appropriation, comprising about 4% of the overall legislative branch budget. Appropriated funds are to cover the cost of congressional work (and may only be accessed when work is performed as ordered by Congress) and the depository library program and supporting distribution programs. All other revenues to GPO are reimbursements from agencies for work performed or sales of publications to the public.

**Q. Who runs GPO?**

**A.** As an agency of the legislative branch of the Government, GPO is headed by the Director, who serves as the agency's chief executive officer. The Director is nominated by the President and confirmed by the Senate. Davita Vance-Cooks currently serves as Director, the first woman in GPO's history to hold the post.

**Q. How do I get documents from GPO?**

**A.** Over 50 collections of official Federal Government publications are available to the public through **govinfo**.

Printed copies of many of those documents ranging from the Federal Register to reports from the Bureau of Labor Statistics may also be purchased in person, online, via phone, fax, or postal mail.

To order:

- **in person**, visit the GPO Main Bookstore at 710 North Capitol St. NW, Washington, DC (corner of North Capitol and H Streets) from 8 a.m.- 4:30 p.m. EST.
- **online**, visit the U.S. Government Online Bookstore.
- **by phone** or inquire about an order, call toll-free **866.512.1800** (in the D.C. metro area, call **202.512.1800** from 7 a.m.- 6:30 p.m. EST).
- **by fax**, dial **202.512.2104** or send order inquiries to the Contact Center.
- **by mail:**  
U.S. Government Publishing Office  
P.O. Box 979050  
St. Louis, MO 63197-9000

All orders require prepayment by VISA, MasterCard, American Express, or Discover/NOVUS credit cards, check, or SOD deposit account.

**Q. How do I stay connected to GPO?**

- A.** Visit us online at **gpo.gov** or connect with us on:
- Facebook **facebook.com/usgpo**
  - Twitter **twitter.com/usgpo**
  - Instagram **instagram.com/usgpo/**
  - YouTube **youtube.com/user/gpoprinter**
  - Pinterest **pinterest.com/usgpo/**
  - LinkedIn **linkedin.com/company/u.s.-government-printing-office**
  - GovBook Talk **govbooktalk.gpo.gov/**