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**LEGISLATIVE BRANCH APPROPRIATIONS
FOR 2000**

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HEARINGS

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BEFORE A

**SUBCOMMITTEE OF THE
COMMITTEE ON APPROPRIATIONS
HOUSE OF REPRESENTATIVES
ONE HUNDRED SIXTH CONGRESS
FIRST SESSION**

SUBCOMMITTEE ON LEGISLATIVE

CHARLES H. TAYLOR, North Carolina, *Chairman*

ZACH WAMP, Tennessee

JERRY LEWIS, California

KAY GRANGER, Texas

JOHN E. PETERSON, Pennsylvania

ED PASTOR, Arizona

JOHN P. MURTHA, Pennsylvania

STENY H. HOYER, Maryland

NOTE: Under Committee Rules, Mr. Young, as Chairman of the Full Committee, and Mr. Obey, as Ranking Minority Member of the Full Committee, are authorized to sit as Members of all Subcommittees.

EDWARD E. LOMBARD, *Staff Assistant*

PART 1

JUSTIFICATION OF THE BUDGET ESTIMATES



Printed for the use of the Committee on Appropriations

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EDWARD E. LOMBARD, *Staff Assistant*

PART 1

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Printed for the use of the Committee on Appropriations

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COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1999 AND THE BUDGET ESTIMATES FOR 2000

(In Thousands of Dollars)

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1999 Appropriation P.L. 105-275	Budget estimate of New (obligational) Authority 2000	Budget estimate 2000 compared with 1999
TITLE I - CONGRESSIONAL OPERATIONS			
HOUSE OF REPRESENTATIVES			
Payments to Widows and Heirs of Deceased Members of Congress			
Gratuities, deceased Members.....	137	---	-137
Salaries and Expenses			
House Leadership Offices			
Office of the Speaker.....	1,686	1,748	+62
Office of the Majority Floor Leader.....	1,652	1,712	+60
Office of the Minority Floor Leader.....	1,675	1,735	+60
Office of the Majority Whip.....	1,043	1,083	+40

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1999 AND THE BUDGET ESTIMATES FOR 2000—Continued

(In Thousands of Dollars)

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1999 Appropriation P.L. 105-275	Budget estimate of New (obligational) Authority 2000	Budget estimate 2000 compared with 1999
Office of the Minority Whip.....	1,020	1,060	+40
Speaker's Office for Legislative Floor Activities.....	397	410	+13
Republican Steering Committee.....	738	763	+25
Republican Conference.....	1,199	1,246	+47
Democratic Steering and Policy Committee.....	1,295	1,343	+48
Democratic Caucus.....	642	666	+24
Nine minority employees.....	1,190	1,229	+39
Training and Development Program:			
Majority.....	290	290	---
Minority.....	290	290	---
Subtotal, House Leadership Offices.....	13,117	13,575	+458

Members' Representational Allowances
Including Members' Clerk Hire, Official
Expenses of Members, and Official Mail

Expenses..... 385,279 421,403 +36,124

Committee Employees

Standing Committees, Special and Select (except
Appropriations)..... 89,743 96,570 +6,827

Committee on Appropriations (including studies and
investigations)..... 19,373 22,255 +2,882

Subtotal, Committee employees..... 109,116 118,825 +9,709

Salaries, Officers and Employees

Office of the Clerk..... 15,365 15,831 +466

Office of the Sergeant at Arms..... 3,501 3,812 +311

Office of the Chief Administrative Officer..... 57,211 60,112 +2,901

Y2K emergency supplemental (P.L. 105-277)..... 6,373 --- -6,373

Office of Inspector General..... 3,953 4,082 +129

Office of General Counsel..... 840 --- ---

Office of the Chaplain..... 133 137 +4

**COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1999 AND THE BUDGET
ESTIMATES FOR 2000—Continued**

(In Thousands of Dollars)

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1999 Appropriation P.L. 105-275	Budget estimate of New (obligational) Authority 2000	Budget estimate 2000 compared with 1999
Office of the Parliamentarian.....	1,106	1,172	+66
Office of the Parliamentarian.....	(904)	(961)	(+67)
Compilation of precedents of the House of Representatives.....	(202)	(211)	(+9)
Office of the Law Revision Counsel of the House.....	1,912	2,045	+133
Office of the Legislative Counsel of the House.....	4,980	5,085	+105
Corrections Calendar Office.....	799	829	+30
Other authorized employees.....	191	688	+497
Former Speakers.....	---	(483)	(+483)
Technical Assistants, Office of the Attending Physician.....	(191)	(205)	(+14)
Subtotal, Salaries, Officers and Employees.....	96,364	94,633	-1,731

Allowances and Expenses

Supplies, materials, administrative costs and Federal tort claims.....	2,575	2,655	+80
Official mail for committees, leadership offices, and administrative offices of the House.....	410	410	---
Government contributions.....	132,832	132,333	-499
Miscellaneous items.....	651	676	+25

Subtotal, Allowances and expenses.....	136,468	136,074	-394
--	---------	---------	------

Total, salaries and expenses.....	740,344	784,510	+44,166
-----------------------------------	---------	---------	---------

Total, House of Representatives.....	740,481	784,510	+44,029
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JOINT ITEMS

Joint Economic Committee.....	3,096	3,200	+104
Joint Committee on Printing.....	352	---	-352
Joint Committee on Taxation.....	5,965	6,256	+291
Trade Deficit Review Commission.....	2,000	---	-2,000

Office of the Attending Physician

Medical supplies, equipment, expenses, and allowances.	1,415	1,892	+477
--	-------	-------	------

**COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1999 AND THE BUDGET
ESTIMATES FOR 2000—Continued**

(In Thousands of Dollars)

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1999 Appropriation P.L. 105-275	Budget estimate of New (obligational) Authority 2000	Budget estimate 2000 compared with 1999

Capitol Police Board

Capitol Police

Salaries:			
Sergeant at Arms of the House of Representatives..	37,037	38,847	+1,810
Sergeant at Arms and Doorkeeper of the Senate.....	39,807	42,350	+2,543
Subtotal, salaries.....	76,844	81,197	+4,353
General expenses.....	6,237	8,990	+2,753
Emergency security enhancements (P.L. 105-277).....	106,782	---	-106,782
Subtotal, Capitol Police.....	189,863	90,187	-99,676
Capitol Guide Service and Special Services Office.....	2,195	2,446	+251

Statements of Appropriations.....	30	30	---
=====			
Total, Joint items.....	204,916	104,011	-100,905
=====			
OFFICE OF COMPLIANCE			
Salaries and expenses.....	2,086	2,076	-10
=====			
CONGRESSIONAL BUDGET OFFICE			
Salaries and expenses.....	25,671	26,821	+1,150
=====			
ARCHITECT OF THE CAPITOL			
Capitol Buildings and Grounds			
Capitol buildings, salaries and expenses.....	43,683	87,581	+43,898
Capitol Visitor Center, Emerg sup (P.L. 105-277)..	100,000	---	-100,000
Capitol grounds.....	6,046	5,993	-53
House office buildings.....	42,139	53,389	+11,250
Capitol Power Plant.....	42,174	49,075	+6,901
Offsetting collections.....	-4,000	-4,000.	---

Net subtotal, Capitol Power Plant.....	38,174	45,075	+6,901
=====			
Total, Architect of the Capitol.....	230,042	192,038	-38,004
=====			

**COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1999 AND THE BUDGET
ESTIMATES FOR 2000—Continued**

(In Thousands of Dollars)

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1999 Appropriation P.L. 105-275	Budget estimate of New (obligational) Authority 2000	Budget estimate 2000 compared with 1999

LIBRARY OF CONGRESS

Congressional Research Service

Salaries and expenses..... 67,124 71,255 +4,131

GOVERNMENT PRINTING OFFICE

Congressional printing and binding..... 74,465 82,214 +7,749

Total, title I, Congressional Operations..... 1,344,785 1,262,925 -81,860

TITLE II - OTHER AGENCIES

BOTANIC GARDEN

Salaries and expenses..... 3,052 3,972 +920

LIBRARY OF CONGRESS

Salaries and expenses.....	238,373	254,013	+15,640
Authority to spend receipts.....	-6,850	-6,850	---
Net subtotal, Salaries and expenses.....	231,523	247,163	+15,640
Copyright Office, salaries and expenses.....	34,891	37,639	+2,748
Authority to spend receipts.....	-21,170	-26,254	-5,084
Net subtotal, Copyright Office.....	13,721	11,385	-2,336
Books for the blind and physically handicapped, salaries and expenses.....	46,824	48,033	+1,209
Furniture and furnishings.....	4,448	5,827	+1,379

9

Total, Library of Congress (except CRS).....

296,516 312,408 +15,892

ARCHITECT OF THE CAPITOL

Congressional cemetery.....

1,000 --- -1,000

Library Buildings and Grounds

Structural and mechanical care.....

12,672 19,871 +7,199

GOVERNMENT PRINTING OFFICE

Office of Superintendent of Documents

Salaries and expenses.....

29,264 31,245 +1,981

**COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1999 AND THE BUDGET
ESTIMATES FOR 2000—Continued**

(In Thousands of Dollars)

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1999 Appropriation P.L. 105-275	Budget estimate of New (obligational) Authority 2000	Budget estimate 2000 compared with 1999
Government Printing Office Revolving Fund			
GPO revolving fund.....	---	15,000	+15,000
Total, Government Printing Office.....	29,264	46,245	+16,981
GENERAL ACCOUNTING OFFICE			
Salaries and expenses.....	356,268	388,448	+32,180
Offsetting collections.....	-2,000	-1,400	+600
Total, General Accounting Office.....	354,268	387,048	+32,780
Total, title II, Other agencies.....	696,772	769,544	+72,772
Grand total.....	2,041,557	2,032,469	-9,088

TITLE I - CONGRESSIONAL OPERATIONS

House of Representatives.....	740,481	784,510	+44,029
Joint Items.....	204,916	104,011	-100,905
Office of Compliance.....	2,086	2,076	-10
Congressional Budget Office.....	25,671	26,821	+1,150
Architect of the Capitol.....	230,042	192,038	-38,004
Library of Congress: Congressional Research Service...	67,124	71,255	+4,131
Congressional printing and binding, Government Printing Office.....	74,465	82,214	+7,749
Total, title I, Congressional operations.....	1,344,785	1,262,925	-81,860

TITLE II - OTHER AGENCIES

Botanic Garden.....	3,052	3,972	+920
Library of Congress (except CRS).....	296,516	312,408	+15,892
Architect of the Capitol (Congressional Cemetery and Library buildings and grounds).....	13,672	19,871	+6,199
Government Printing Office (except congressional printing and binding).....	29,264	46,245	+16,981
General Accounting Office.....	354,268	387,048	+32,780
Total, title II, Other agencies.....	696,772	769,544	+72,772
Grand total.....	2,041,557	2,032,469	-9,088

HOUSE OF REPRESENTATIVES

HOUSE OF REPRESENTATIVES

	1998 Actual		1999 Enacted		2000 Estimate		Net Change	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization								
Payment to Widows and Heirs of Deceased Members of Congress		\$270		\$137				-\$137
SALARIES AND EXPENSES	9,498	\$698,987	9,599	\$740,344	9,602	\$784,510	3	\$44,166
House Leadership Offices	156	\$11,210	171	\$13,117	171	\$13,575		\$458
Members Representational Allowance (MRA Authorization)	7,117 (9,680)	\$382,886	7,120 (9,680)	\$387,003	7,120 (9,680)	\$421,403		\$34,400
Standing Committees Special and Select	1,080	\$84,043	1,088	\$89,743	1,088	\$96,570		\$6,827
Committee on Appropriations	144	\$19,138	148	\$19,373	148	\$22,255		\$2,882
Salaries, Officers and Employees	1,001	\$83,760	1,072	\$94,640	1,075	\$94,633	3	-\$7
Allowances and Expenses		\$117,950		\$136,468		\$136,074		-\$394
Total House of Representatives	9,498	\$699,257	9,599	\$740,481	9,602	\$784,510	3	\$44,029
2. Breakdown by Object Class								
11 Personnel Compensation	9,498	\$412,320	9,599	\$436,405	9,602	\$458,997	3	\$72,592
12 Personnel Benefits		\$114,735		\$132,887		\$132,388		-\$499
13 Benefits to Former Personnel		\$599		\$500		\$500		
21 Travel		\$13,970		\$14,884		\$15,076		\$192
22 Transportation of Things				\$35		\$36		\$1
23 Rent, Communications, Utilities		\$68,359		\$61,101		\$76,838		\$15,737
24 Printing and Reproduction		\$11,974		\$6,103		\$12,746		\$6,643
25 Other Services		\$19,635		\$27,339		\$27,093		-\$246
26 Supplies and Materials		\$13,439		\$13,336		\$13,694		\$358
31 Equipment		\$46,524		\$48,912		\$47,618		-\$1,294
32 Land and Structures		\$12		\$50		\$52		\$2
42 Insurance Claims/ Indemnities								
HIR Reimbursements		-\$2,578		-\$1,208		-\$528		\$680
Total House of Representatives	9,498	\$699,257	9,599	\$740,481	9,602	\$784,510	3	\$44,029

SCHEDULE A MASTER-JOINT

HOUSE OF REPRESENTATIVES-JOINT ITEMS

	1998 Actual		1999 Enacted		2000 Estimate		Net Change	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization								
Joint Committee on Taxation	61	\$5,734	63.5	\$5,965	65.0	\$6,256	1.5	\$291
Office of the Attending Physician	13	\$1,266	13	\$1,415	15	\$1,892	2	\$477
Capitol Police-House	596	\$34,418	596	\$37,037	596	\$38,847		\$1,810
Capitol Police-Senate	659	\$36,847	655	\$39,807	655	\$42,350		\$2,543
Total Capitol Police	1,255	\$71,265	1,251	\$76,844	1,251	\$81,197		\$4,353
Capitol Police-General Expenses		\$3,289		\$6,237		\$8,990		\$2,753
Capitol Police-Security Enhancements			260	\$106,782		\$30	-260	-\$106,782
Statements of Appropriations								
Total Joint Items	1,329	\$81,554	1,587.5	\$197,273	1,331	\$98,365	-256.5	-\$98,908
2. Breakdown by Object Class								
11 Personnel Compensation	1,329	\$62,956	1,587.5	\$93,081	1,331	\$73,066	-256.5	-\$20,015
12 Personnel Benefits		\$14,393		\$17,670		\$14,879		-\$2,791
13 Benefits to Former Personnel		\$487		\$569		\$778		\$209
21 Travel		\$5		\$5		\$5		
22 Transportation of Things		\$119		\$239		\$206		-\$33
23 Rent, Communications, Utilities		\$1		\$3,211		\$4,718		\$1,507
24 Printing and Reproduction		\$1,525		\$1,362		\$1,796		\$434
25 Other Services		\$1,286		\$81,136		\$2,917		-\$78,219
26 Supplies and Materials		\$782						
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total Joint Items	1,329	\$81,554	1,587.5	\$197,273	1,331	\$98,365	-256.5	-\$98,908

SCHEDULE B MASTER-JOINT ITEMS

JOINT ITEMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	DOLLARS "(000)"	FTE	DOLLARS "(000)"	FTE	DOLLARS "(000)"	FTE	DOLLARS "(000)"	FTE	DOLLARS "(000)"	FTE	DOLLARS "(000)"
Breakdown by Organization												
Joint Committee on Taxation		\$223					1.5	-\$2		\$70	1.5	\$291
Office of the Attending Physician		\$10					2	\$189		\$278	2	\$477
Capitol Police-House		\$1,810										\$1,810
Capitol Police-Senate		\$2,543										\$2,543
Total Capitol Police		\$4,353										\$4,353
Capitol Police-General Expenses								\$2,040		\$713		\$2,753
Capitol Police-Security Enhancements		-\$3,101					-260	-\$24,401		-\$79,280	-260	-\$106,782
Statements of Appropriations												
Total Joint Items		\$1,485					-256.5	-\$22,174		-\$78,219	-256.5	-\$98,908
Breakdown by Object Class												
11 Personnel Compensation		\$4,276					-256.5	-\$24,291			-256.5	-\$20,015
12 Personnel Benefits		-\$2,791										-\$2,791
13 Benefits to Former Personnel												
21 Travel								\$209				\$209
22 Transportation of Things								-\$33				-\$33
23 Rent, Communications, Utilities												
24 Printing and Reproduction								\$1,507				\$1,507
25 Other Services								\$434				\$434
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/ Indemnities										-\$78,219		-\$78,219
Total Joint Items		\$1,485					-256.5	-\$22,174		-\$78,219	-256.5	-\$98,908

SCHEDULE A MASTER-HOUSE AND JOINT ITEMS

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 1 OF 2)

	1998 Actual		1999 Enacted		2000 Estimate		Net Change	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization								
Payment to Widows and Heirs of Deceased Members of Congress		\$270		\$137				-\$137
SALARIES AND EXPENSES	9,498	\$698,987	9,599	\$740,344	9,602	\$784,510		\$44,166
House Leadership Offices	156	\$11,210	171	\$13,117	171	\$13,575		\$458
Members Representational Allowance	7,117	\$382,886	7,120	\$387,003	7,120	\$421,403		\$34,400
(MRA Authorization)	(9,680)		(9,680)		(9,680)			
Standing Committees Special and Select	1,080	\$84,043	1,088	\$89,743	1,088	\$96,570		\$6,827
Committee on Appropriations	144	\$19,138	148	\$19,373	148	\$22,255		\$2,882
Salaries, Officers and Employees	1,001	\$83,760	1,072	\$94,640	1,075	\$94,633	3	-\$7
Allowances and Expenses		\$117,950		\$136,468		\$136,074		-\$394
Total House of Representatives	9,498	\$699,257	9,599	\$740,481	9,602	\$784,510	3	\$44,029

SCHEDULE A MASTER-HOUSE AND JOINT ITEMS

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 2 OF 2)

	1998 Actual		1999 Enacted		2000 Estimate		Net Change	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization								
Joint Items-House								
Joint Committee on Taxation	61	\$5,734	63.5	\$5,965	65.0	\$6,256	1.5	\$291
Office of the Attending Physician	13	\$1,266	13	\$1,415	15	\$1,892	2	\$477
Capitol Police-House	596	\$34,418	596	\$37,037	596	\$38,847		\$1,810
Capitol Police-Senate	659	\$36,847	655	\$39,807	655	\$42,350		\$2,543
Total Capitol Police	1,255	\$71,265	1,251	\$76,844	1,251	\$81,197		\$4,353
Capitol Police-General Expenses		\$3,289		\$6,237		\$8,990		\$2,753
Capitol Police-Security Enhancements			260	\$106,782		\$30	-260	-\$106,782
Statements of Appropriations				\$30		\$30		
Total Joint Items	1,329	\$81,554	1,587.5	\$197,273	1,331	\$98,365	-256.5	-\$98,908
Total House and Joint Items	10,827	\$780,811	11,186.5	\$937,754	10,933	\$882,875	-253.5	-\$54,879
2. Breakdown by Object Class								
11 Personnel Compensation	10,827	\$475,276	11,186.5	\$529,486	10,933	\$552,063	-253.5	\$2,577
12 Personnel Benefits		\$129,128		\$150,557		\$147,267		-\$3,290
13 Benefits to Former Personnel		\$599		\$500		\$500		
21 Travel		\$14,456		\$15,453		\$15,854		\$401
22 Transportation of Things		\$5		\$40		\$41		\$1
23 Rent, Communications, Utilities		\$68,477		\$61,340		\$77,044		\$15,704
24 Printing and Reproduction		\$11,975		\$6,103		\$12,746		\$6,643
25 Other Services		\$21,160		\$30,550		\$31,811		\$1,261
26 Supplies and Materials		\$14,725		\$14,698		\$15,490		\$792
31 Equipment		\$47,306		\$130,048		\$50,535		-\$79,513
32 Land and Structures								
42 Insurance Claims/Indemnities		\$12		\$50		\$52		\$2
Plus HIR Reimbursement		-\$2,578		-\$1,208		-\$528		\$680
TOTAL	10,827	\$780,811	11,186.5	\$937,754	10,933	\$882,875	-253.5	-\$54,879

SCHEDULE B MASTER-HOUSE AND JOINT ITEMS

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 2 OF 2)

ANALYSIS OF CHANGE

BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	DOLLARS "000"	FTE	DOLLARS "000"	FTE	DOLLARS "000"	FTE	DOLLARS "000"	FTE	DOLLARS "000"	FTE	DOLLARS "000"
Breakdown by Organization												
Joint Committee on Taxation		\$223					1.5	-\$2		\$70	1.5	\$291
Office of the Attending Physician		\$10					2	\$189		\$278	2	\$477
Capitol Police-House		\$1,810										\$1,810
Capitol Police-Senate		\$2,543										\$2,543
Total Capitol Police		\$4,353								\$713		\$4,353
Capitol Police-General Expenses								\$2,040				\$2,753
Capitol Police-Security Enhancements		-\$3,101					-260	-\$24,401		-\$79,280	-260	-\$106,782
Statements of Appropriations												
Total Joint Items		\$1,485					-256.5	-\$22,174		-\$78,219	-256.5	-\$98,908
Total House and Joint Items		\$23,365		\$1,272		-\$112	-253.5	-\$92		-\$79,992	-256.5	-\$54,879
Breakdown by Object Class												
11 Personnel Compensation		\$26,702					-253.5	-\$24,125			-253.5	\$2,577
12 Personnel Benefits		-\$3,337						\$47				-\$3,290
13 Benefits to Former Personnel				\$159								\$401
21 Travel								\$242				\$1
22 Transportation of Things								\$1				\$15,704
23 Rent, Communications, Utilities				\$376				\$15,328				\$6,643
24 Printing and Reproduction				\$2				\$6,641				\$1,261
25 Other Services				\$101		\$25		\$1,135				\$792
26 Supplies and Materials				\$153				\$639				-\$79,513
31 Equipment				\$479						-\$79,992		\$2
32 Land and Structures				\$2								\$680
42 Insurance Claims/ Indemnities												-\$54,879
Total House and Joint Items		\$23,365		\$1,272		-\$112	-253.5	-\$92		-\$79,992	-253.5	-\$54,879

HOUSE OF REPRESENTATIVES

Payments to Widows and Heirs of Deceased Members of Congress

SCHEDULE A

HOUSE OF REPRESENTATIVES PAYMENTS TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....				\$137				-\$137
22 Transportation of Things.....		\$270						
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total		\$270		\$137				-\$137

SCHEDULE B

HOUSE OF REPRESENTATIVES
PAYMENTS TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total						-\$137						-\$137

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION PAYMENTS TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999		\$137
BUDGET BASE, 2000		\$137
A. MANDATORY CHANGES		
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		-\$137
1. LEGISLATION		-\$137
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		-\$137
III. TOTAL APPROPRIATIONS REQUEST, 2000		\$

Explanation of Changes Shown on Schedule C

PAYMENTS TO WIDOWS AND HEIRS OF
DECEASED MEMBERS OF CONGRESS

Legislation:

This reduction is attributed to the payment to Marcia S. Schiff, widow of Steven H. Schiff, late a Representative from the State of New Mexico which was included in the FY'99 Legislative Branch Appropriations Act.

HOUSE OF REPRESENTATIVES

Salaries and Expenses

HOUSE OF REPRESENTATIVES
SALARIES AND EXPENSES
BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	9,498	\$412,320	9,599	\$436,405	9,602	\$458,997	3	\$22,592
12 Personnel Benefits.....		\$114,735		\$132,887		\$132,388		-\$499
13 Benefits to Former Personnel.....		\$599		\$500		\$500		
21 Travel.....		\$13,970		\$14,884		\$15,076		\$192
22 Transportation of Things.....				\$35		\$36		\$1
23 Rent, Communications, Utilities.....		\$68,359		\$61,101		\$76,838		\$15,737
24 Printing and Reproduction.....		\$11,974		\$6,103		\$12,746		\$6,643
25 Other Services.....		\$19,635		\$27,339		\$27,093		-\$246
26 Supplies and Materials.....		\$13,439		\$13,336		\$13,694		\$358
31 Equipment.....		\$46,524		\$48,912		\$47,618		-\$1,294
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....		\$12		\$50		\$52		\$2
Sub-total, funds required	9,498	\$701,565	9,599	\$741,552	9,602	\$785,038	3	\$43,486
Less Reimbursements		-\$2,578		-\$1,208		-\$528		\$680
Total	9,498	\$698,987	9,599	\$740,344	9,602	\$784,510	3	\$44,166

SCHEDULE B

HOUSE OF REPRESENTATIVES
SALARIES AND EXPENSES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$22,379					3	\$213			3	\$22,592
12 Personnel Benefits		-\$499										-\$499
13 Benefits to Former Personnel												
21 Travel				\$158				\$34				\$192
22 Transportation of Things				\$1								\$1
23 Rent, Communications, Utilities				\$376				\$15,361				\$15,737
24 Printing and Reproduction				\$2				\$6,641				\$6,643
25 Other Services				\$101		\$25		-\$372				-\$346
26 Supplies and Materials				\$153				\$205				\$358
31 Equipment				\$479								-\$1,294
32 Land and Structures				\$2						-\$1,773		\$2
42 Insurance Claims/Indemnities												
H.I.R. Reimbursements										\$680		\$680
Total		\$21,880		\$1,272		\$25	3	\$22,082		-\$1,093	3	\$44,166

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SALARIES AND EXPENSES		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	9,599	\$733,971
Adjustment to Appropriation		\$6,373
BUDGET BASE, 2000	9,599	\$740,344
A. MANDATORY CHANGES		\$21,880
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		-\$8,660
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$4,234
5. FY '00 LONGEVITY INCREASES		\$218
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$5,564
8. FY '00 COST OF LIVING ADJUSTMENT		\$18,712
9. FY '00 OVERTIME PAY		\$276
10. FY '00 TEMPORARY POSITIONS		\$213
11. FY '00 PERSONNEL BENEFITS		\$1,194
12. HIR INFORMATION TECHNOLOGY INCREASE		\$129
B. PRICE LEVEL CHANGES		\$1,272
1. TRAVEL		\$159
2. RENT, COMMUNICATIONS		\$376
3. PRINTING AND REPRODUCTION		\$2
4. OTHER SERVICES		\$101
5. SUPPLIES		\$153
6. EQUIPMENT		\$479
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		\$2
C. PROGRAM TYPE CHANGES	3	\$20,334
1. LEGISLATION		\$25
2. WORKLOAD	3	\$22,082
a. TRAVEL		\$34
b. RENT, COMMUNICATIONS		\$15,361
c. SUPPLIES		\$205
d. PRINTING AND REPRODUCTION		\$6,641
e. OTHER SERVICES		-\$372
f. STAFF LEVEL CHANGES	3	\$213
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		-\$1,773
a. REPLACEMENT AND UPGRADE		-\$1,773
H.I.R. Reimbursement differential		\$680
II. NET INCREASE/DECREASE REQUESTED	3	\$44,166
III. TOTAL APPROPRIATIONS REQUEST, 2000	9,602	\$784,510

SCHEDULE B

HOUSE OF REPRESENTATIVES
OFFICE OF THE SPEAKER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$62										\$62
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$62										\$62

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE SPEAKER		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	25	\$1,686
BUDGET BASE, 2000	25	\$1,686
A. MANDATORY CHANGES		\$62
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$8
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$54
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$62
III. TOTAL APPROPRIATIONS REQUEST, 2000	25	\$1,748

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
OFFICE OF THE SPEAKER

The FY'00 request includes funds for statutory authorizations, a lump sum authorization and official expense authorization. The lump sum authorization may be used to pay for personnel and non-personnel costs associated with daily official duties.

The FY'00 request for this office is based on full funding of the authorization previously mentioned. Cost of living assumptions have been applied for FY'00 for the statutory and lump sum categories only.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Office of the Majority Floor Leader

SCHEDULE A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY FLOOR LEADER
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	21	\$1,506	21	\$1,584	21	\$1,644		\$60
12 Personnel Benefits.....		\$10		\$10		\$10		
13 Benefits to Former Personnel.....								
21 Travel.....		\$2		\$2		\$2		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$1		\$2		\$2		
24 Printing and Reproduction.....		\$2		\$2		\$2		
25 Other Services.....		\$						
26 Supplies and Materials.....		\$50		\$52		\$52		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	21	\$1,571	21	\$1,652	21	\$1,712		\$60

SCHEDULE B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY FLOOR LEADER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$60										\$60
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$60										\$60

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MAJORITY FLOOR LEADER		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	21	\$1,652
BUDGET BASE, 2000	21	\$1,652
A. MANDATORY CHANGES		\$60
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$7
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$53
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$60
III. TOTAL APPROPRIATIONS REQUEST, 2000	21	\$1,712

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
OFFICE OF THE MAJORITY FLOOR LEADER

The FY'00 request includes funds for statutory authorizations, a lump sum authorization and official expense authorization. The lump sum authorization may be used to pay for personnel and non-personnel costs associated with daily official duties.

The FY'00 request for this office is based on full funding of the authorizations previously mentioned. Cost of living assumptions have been applied to FY'00 for both the statutory and lump sum categories.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Office of the Minority Floor Leader

SCHEDULE A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY FLOOR LEADER
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	20	\$1,147	21	\$1,510	21	\$1,570		\$60
12 Personnel Benefits.....		\$10		\$10		\$10		
13 Benefits to Former Personnel.....								
21 Travel.....		\$22		\$10		\$10		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$18		\$26		\$26		
24 Printing and Reproduction.....		\$3		\$6		\$6		
25 Other Services.....		\$3		\$10		\$10		
26 Supplies and Materials.....		\$92		\$103		\$103		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	20	\$1,295	21	\$1,675	21	\$1,735		\$60

SCHEDULE B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY FLOOR LEADER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$60								\$60
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications, Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims/Indemnities										
Total		\$60								\$60

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MINORITY FLOOR LEADER		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	21	\$1,675
BUDGET BASE, 2000	21	\$1,675
A. MANDATORY CHANGES		\$60
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$7
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$53
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$60
III. TOTAL APPROPRIATIONS REQUEST, 2000	21	\$1,735

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
OFFICE OF THE MINORITY FLOOR LEADER

The FY'00 request includes funds for statutory authorizations, a lump sum authorization and official expense authorization. The lump sum authorization may be used to pay for personnel and non-personnel costs associated with daily official duties.

The FY'00 request for this office is based on full funding of the authorizations previously mentioned. Cost of living assumptions have been applied to FY'00 for the statutory and lump sum categories.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Office of the Majority Whip

SCHEDULE A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY WHIP
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	15	\$941	17	\$973	17	\$1,013		\$40
12 Personnel Benefits.....		\$5		\$5		\$5		
13 Benefits to Former Personnel.....								
21 Travel.....		\$12		\$7		\$7		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$2		\$4		\$4		
24 Printing and Reproduction.....		\$3		\$8		\$8		
25 Other Services.....		\$		\$3		\$3		
26 Supplies and Materials.....		\$52		\$43		\$43		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	15	\$1,016	17	\$1,043	17	\$1,083		\$40

PROGRAM TYPE CHANGES

[illegible]

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MAJORITY WHIP		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	17	\$1,043
BUDGET BASE, 2000	17	\$1,043
A. MANDATORY CHANGES		\$40
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$6
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$34
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$40
III. TOTAL APPROPRIATIONS REQUEST, 2000	17	\$1,083

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
OFFICE OF THE MAJORITY WHIP

The FY'00 request includes funds for statutory authorizations, a lump sum authorization and official expense authorization. The lump sum authorization may be used to pay for personnel and non-personnel costs associated with daily official duties.

The FY'00 request for this office is based on full funding of the authorizations previously mentioned. Cost of living assumptions have been applied to FY'00 for both the statutory and lump sum categories.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Office of the Minority Whip

SCHEDULE A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY WHIP
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	12	\$924	17	\$998	17	\$1,038		\$40
12 Personnel Benefits.....		\$5		\$5		\$5		
13 Benefits to Former Personnel.....								
21 Travel.....		\$						
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$		\$1		\$1		
24 Printing and Reproduction.....		\$3		\$4		\$4		
25 Other Services.....		\$5						
26 Supplies and Materials.....		\$18		\$12		\$12		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	12	\$955	17	\$1,020	17	\$1,060		\$40

SCHEDULE B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY WHIP
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$40								\$40
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications, Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims/Indemnities										
Total		\$40								\$40

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MINORITY WHIP		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	17	\$1,020
BUDGET-BASE, 2000	17	\$1,020
A. MANDATORY CHANGES		\$40
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$6
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$34
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$40
III. TOTAL APPROPRIATIONS REQUEST, 2000	17	\$1,060

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
OFFICE OF THE MINORITY WHIP

The FY'00 request includes funds for statutory authorizations, a lump sum authorization and official expense authorization. The lump sum authorization may be used to pay for personnel and non-personnel costs associated with daily official duties. Included in this account are funding requests for the Chief Deputy Minority Whips.

The FY'00 request for this office is based on full funding of the authorizations previously mentioned. Cost of living assumptions have been applied for FY'00 to the statutory and lump sum categories.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Speaker's Office for Legislative Floor Activities

SCHEDULE A

HOUSE OF REPRESENTATIVES SPEAKERS OFFICE FOR LEGISLATIVE FLOOR ACTIVITIES BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	3	\$395	3	\$397	3	\$410		\$13
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	3	\$395	3	\$397	3	\$410		\$13

SCHEDULE B

HOUSE OF REPRESENTATIVES
SPEAKERS OFFICE FOR LEGISLATIVE FLOOR ACTIVITIES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

49

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$13								\$13
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications, Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims/Indemnities										
Total		\$13								\$13

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SPEAKERS OFFICE FOR LEGISLATIVE FLOOR ACTIVITIES		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	3	\$397
BUDGET BASE, 2000	3	\$397
A. MANDATORY CHANGES		\$13
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$13
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$13
III. TOTAL APPROPRIATIONS REQUEST, 2000	3	\$410

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
SPEAKER'S OFFICE FOR LEGISLATIVE FLOOR ACTIVITIES

The FY'00 request includes full funding for the three statutory positions assigned this office. A cost of living assumption has been applied to FY'00.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the prorated FY'00 Cost of Living Adjustment.

Republican Steering Committee

SCHEDULE A

HOUSE OF REPRESENTATIVES HOUSE REPUBLICAN STEERING COMMITTEE BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	7	\$653	7	\$738	7	\$763		\$25
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	7	\$653	7	\$738	7	\$763		\$25

SCHEDULE B

HOUSE OF REPRESENTATIVES
HOUSE REPUBLICAN STEERING COMMITTEE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$25										\$25
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$25										\$25

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE REPUBLICAN STEERING COMMITTEE		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	7	\$738
BUDGET BASE, 2000	7	\$738
A. MANDATORY CHANGES		\$25
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$1
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$24
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$25
III. TOTAL APPROPRIATIONS REQUEST, 2000	7	\$763

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
REPUBLICAN STEERING COMMITTEE

The FY'00 request includes funds for statutory authorizations and a lump sum authorization. The lump sum authorization may be used to pay for personnel and non-personnel costs associated with daily official duties.

The FY'00 request for this office is based on full funding of the authorization previously mentioned. Cost of living assumptions have been applied for FY'00 to the statutory and lump sum categories only.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Republican Conference

SCHEDULE A

HOUSE OF REPRESENTATIVES
HOUSE REPUBLICAN CONFERENCE
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	19	\$1,112	26	\$1,154	26	\$1,201		\$47
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$						
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$		\$1		\$1		
24 Printing and Reproduction.....		\$1		\$3		\$3		
25 Other Services.....				\$1		\$1		
26 Supplies and Materials.....		\$50		\$41		\$41		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	19	\$1,163	26	\$1,199	26	\$1,246		\$47

SCHEDULE B

57

HOUSE OF REPRESENTATIVES
HOUSE REPUBLICAN CONFERENCE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$47								\$47
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications, Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims/Indemnities										
Total		\$47								\$47

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE REPUBLICAN CONFERENCE		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	26	\$1,199
BUDGET BASE, 2000	26	\$1,199
A. MANDATORY CHANGES		\$47
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$9
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$38
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$47
III. TOTAL APPROPRIATIONS REQUEST, 2000	26	\$1,246

Explanation of Changes Shown on Schedule C.

HOUSE LEADERSHIP OFFICES
REPUBLICAN CONFERENCE

The FY'00 request includes funds for statutory authorizations and a lump sum authorization. The lump sum authorization may be used to pay for personnel and non-personnel costs associated with daily official duties.

The FY'00 request for this office is based on full funding of the authorization previously mentioned. Cost of living assumptions have been applied for FY'00 to both the statutory and lump sum categories.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Democratic Steering and Policy Committee

SCHEDULE A

HOUSE OF REPRESENTATIVES
HOUSE DEMOCRATIC STEERING AND POLICY COMMITTEE
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	16	\$931	16	\$1,271	16	\$1,319		\$48
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$4		\$5		\$5		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$		\$1		\$1		
24 Printing and Reproduction.....		\$		\$2		\$2		
25 Other Services.....		\$		\$3		\$3		
26 Supplies and Materials.....		\$13		\$13		\$13		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	16	\$948	16	\$1,295	16	\$1,343		\$48

SCHEDULE B

HOUSE OF REPRESENTATIVES
HOUSE DEMOCRATIC STEERING AND POLICY COMMITTEE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$48										\$48
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$48										\$48

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE DEMOCRATIC STEERING AND POLICY COMMITTEE		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	16	\$1,295
BUDGET BASE, 2000	16	\$1,295
A. MANDATORY CHANGES		\$48
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$5
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$43
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$48
III. TOTAL APPROPRIATIONS REQUEST, 2000	16	\$1,343

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
DEMOCRATIC STEERING AND POLICY COMMITTEE

The FY'00 request includes funds for statutory authorizations and a lump sum authorization. The lump sum authorization may be used to pay for personnel and non-personnel costs associated with daily official duties.

The FY'00 request for this office is based on full funding of the authorizations previously mentioned. Cost of living assumptions have been applied to FY'00 for both the statutory and lump sum categories.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Democratic Caucus

SCHEDULE A

HOUSE OF REPRESENTATIVES
HOUSE DEMOCRATIC CAUCUS
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	9	\$569	9	\$623	9	\$647		\$24
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$7						
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$1		\$		\$		
24 Printing and Reproduction.....		\$1		\$1		\$1		
25 Other Services.....		\$2		\$2		\$2		
26 Supplies and Materials.....		\$28		\$16		\$16		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	9	\$607	9	\$642	9	\$666		\$24

SCHEDULE B

HOUSE OF REPRESENTATIVES
HOUSE DEMOCRATIC CAUCUS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$24										\$24
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$24										\$24

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE DEMOCRATIC CAUCUS		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	9	\$642
BUDGET BASE, 2000	9	\$642
A. MANDATORY CHANGES		\$24
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$3
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$21
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$24
III. TOTAL APPROPRIATIONS REQUEST, 2000	9	\$666

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
DEMOCRATIC CAUCUS

The FY'00 request includes funds for statutory authorizations and a lump sum authorization. The lump sum authorization may be used to pay for personnel and non-personnel costs associated with daily official duties.

The FY'00 request for this office is based on full funding of the authorization previously mentioned. Cost of living assumptions have been applied to FY'00 for the statutory and lump sum categories.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Nine Minority Employees

SCHEDULE A

HOUSE OF REPRESENTATIVES NINE MINORITY EMPLOYEES BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	9	\$1,085	9	\$1,190	9	\$1,229		\$39
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	9	\$1,085	9	\$1,190	9	\$1,229		\$39

SCHEDULE B

HOUSE OF REPRESENTATIVES
NINE MINORITY EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$39										\$39
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$39										\$39

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION NINE MINORITY EMPLOYEES		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	9	\$1,190
BUDGET BASE, 2000	9	\$1,190
A. MANDATORY CHANGES		\$39
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$39
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$39
III. TOTAL APPROPRIATIONS REQUEST, 2000	9	\$1,229

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
NINE MINORITY EMPLOYEES

The FY'00 request includes full funding for the nine statutory positions assigned this office. A cost of living assumption has been applied to FY'00.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the prorated FY'00 Cost of Living Adjustment.

Training and Program Development—Majority

SCHEDULE A

HOUSE OF REPRESENTATIVES TRAINING AND PROGRAM DEVELOPMENT - MAJORITY BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....				\$290		\$290		
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total				\$290		\$290		

SCHEDULE B

HOUSE OF REPRESENTATIVES
TRAINING AND PROGRAM DEVELOPMENT - MAJORITY
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total												

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TRAINING AND PROGRAM DEVELOPMENT - MAJORITY		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999		\$290
BUDGET BASE, 2000		\$290
A. MANDATORY CHANGES		
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATIONS REQUEST, 2000		\$290

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
TRAINING AND PROGRAM DEVELOPMENT - MAJORITY

Pursuant to Section 103 in the FY'99 Legislative Branch Appropriations Act, an account has been established for the purposes of carrying out training and program development activities of the Republican Conference and the Democratic Steering and Policy Committee. The FY 2000 funding request of \$290,000 for Training and Program Development - Majority is the same amount enacted in FY 1999.

Training and Program Development—Minority

SCHEDULE A

HOUSE OF REPRESENTATIVES TRAINING AND PROGRAM DEVELOPMENT - MINORITY BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....				\$290		\$290		
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total				\$290		\$290		

HOUSE OF REPRESENTATIVES TRAINING AND PROGRAM DEVELOPMENT - MINORITY ANALYSIS OF CHANGE BY ORGANIZATION AND OBJECT CLASS

[illegible]

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TRAINING AND PROGRAM DEVELOPMENT - MINORITY		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999		\$290
BUDGET BASE, 2000		\$290
A. MANDATORY CHANGES		
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATIONS REQUEST, 2000		\$290

Explanation of Changes Shown on Schedule C

**HOUSE LEADERSHIP OFFICES
TRAINING AND PROGRAM DEVELOPMENT - MINORITY**

Pursuant to Section 103 in the FY'99 Legislative Branch Appropriations Act, an account has been established for the purposes of carrying out training and program development activities of the Republican Conference and the Democratic Steering and Policy Committee. The FY 2000 funding request of \$290,000 for Training and Program Development - Minority is the same amount enacted in FY 1999.

Total—House Leadership Offices

SCHEDULE A

HOUSE OF REPRESENTATIVES TOTAL LEADERSHIP OFFICES BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	156	\$10,686	171	\$12,010	171	\$12,468		\$458
12 Personnel Benefits.....		\$55		\$55		\$55		
13 Benefits to Former Personnel.....								
21 Travel.....		\$48		\$24		\$24		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$25		\$37		\$37		
24 Printing and Reproduction.....		\$19		\$32		\$32		
25 Other Services.....		\$9		\$599		\$599		
26 Supplies and Materials.....		\$368		\$360		\$360		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	156	\$11,210	171	\$13,117	171	\$13,575		\$458

SCHEDULE B

HOUSE OF REPRESENTATIVES
TOTAL LEADERSHIP OFFICES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$458										\$458
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$458										\$458

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TOTAL LEADERSHIP OFFICES		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	171	\$13,117
BUDGET BASE, 2000	171	\$13,117
A. MANDATORY CHANGES		\$458
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$52
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$406
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$458
III. TOTAL APPROPRIATIONS REQUEST, 2000	171	\$13,575

MEMBERS' REPRESENTATIONAL ALLOWANCES

SCHEDULE A

HOUSE OF REPRESENTATIVES
MEMBERS' REPRESENTATIONAL ALLOWANCE
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	7,117	\$263,790	7,120	\$274,600	7,120	\$285,810		\$11,210
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$12,545		\$13,192		\$13,334		\$142
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$57,024		\$52,785		\$68,514		\$15,729
24 Printing and Reproduction.....		\$11,868		\$5,998		\$12,615		\$6,617
25 Other Services.....		\$1,871		\$1,968		\$1,989		\$21
26 Supplies and Materials.....		\$9,651		\$10,149		\$10,258		\$109
31 Equipment.....		\$26,138		\$28,311		\$28,883		\$572
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	7,117	\$382,886	7,120	\$387,003	7,120	\$421,403		\$34,400

SCHEDULE B

HOUSE OF REPRESENTATIVES
MEMBERS' REPRESENTATIONAL ALLOWANCE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization		\$11,210										\$11,210
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				\$142								\$142
22 Transportation of Things				\$344								\$15,729
23 Rent, Communications, Utilities				\$21								\$6,617
24 Printing and Reproduction				\$109								\$21
25 Other Services				\$297								\$109
26 Supplies and Materials												\$572
31 Equipment										\$275		
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$11,210		\$913				\$22,002		\$275		\$34,400

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION MEMBERS' REPRESENTATIONAL ALLOWANCE		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	7,120	\$385,279
Adjustment to Appropriation		\$1,724
BUDGET BASE, 2000	7,120	\$387,003
A. MANDATORY CHANGES		\$11,210
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$2,080
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$9,130
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$913
1. TRAVEL		\$142
2. RENT, COMMUNICATIONS		\$344
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$21
5. SUPPLIES		\$109
6. EQUIPMENT		\$297
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$22,277
1. LEGISLATION		
2. WORKLOAD		\$22,002
a. TRAVEL		
b. RENT, COMMUNICATIONS		\$15,385
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		\$6,617
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		\$275
a. REPLACEMENT AND UPGRADE		\$275
II. NET INCREASE/DECREASE REQUESTED		\$34,400
III. TOTAL APPROPRIATIONS REQUEST, 2000	7,120	\$421,403

Explanation of Changes Shown on Schedule C

MEMBERS' REPRESENTATIONAL ALLOWANCES

The Members' Representational Allowance combines three former separate Member allowances, Clerk Hire, Official Expenses of Members and Official Mail Costs, into one allowance. Section 314 of Public Law 104-53, effective September 1, 1995 authorizes the Committee on House Oversight to combine the Official Expense Allowance, Clerk Hire Allowance and Official Mail Allowance into a single allowance known as the "Members' Representational Allowance."

The FY'00 request is \$421,403,000 and supports Member spending for the final quarter of the first session of the 106th Congress as well as the first three-quarters of the second session of the 106th Congress.

The FY'00 request is an increase of \$34,399,750 or 8.89% over the amount funded in fiscal 1999. Amounts funded in fiscal 1999 include a reprogram of \$1,724,250 approved by the Subcommittee on Legislative Branch Appropriations on December 18, 1998. These reprogrammed amounts attributed to policy changes for district office telephone line charges and increases on maintenance charges for selected computer and office equipment.

Mandatory Pay and Related Changes:

The personnel estimate of \$285,100,000 is an increase of \$11,210,000 or 4.08% over the amount estimated for FY'99 of \$274,600,000. This increase is due to the annualization of the FY'99 COLA (.775%) and the prorated January 2000 COLA (3.3%).

Price Level Changes:

This category represents the estimated increase in costs for goods and services, otherwise known as inflation. The Office of Management and Budget has estimated a 3.1% inflation factor for FY 2000.

Program Type Changes:

A \$6,617,000 increase from the FY '99 funding is in the area of printing costs. This significant increase is due to the second session traditional increase in usage.

The FY'00 Official Mail funding request of \$35,000,000 is 30% less than the current official mail authorization as established by the Committee on House Oversight. Committee Order #42, adopted by the Committee on House Oversight on July 30, 1998 removes the limits for the amount available within the Members' Representational Allowance for franked mail with respect to a session of Congress.

COMMITTEE EMPLOYEES

Standing Committees, Special and Select

HOUSE OF REPRESENTATIVES STANDING COMMITTEES, SPECIAL AND SELECT BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	1,080	\$74,207	1,088	\$79,555	1,088	\$86,115		\$6,560
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$594		\$615		\$631		\$16
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$724		\$749		\$769		\$20
24 Printing and Reproduction.....		\$49		\$51		\$53		\$2
25 Other Services.....		\$2,326		\$2,409		\$2,472		\$63
26 Supplies and Materials.....		\$1,312		\$1,360		\$1,394		\$34
31 Equipment.....		\$4,831		\$5,004		\$5,136		\$132
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	1,080	\$84,043	1,088	\$89,743	1,088	\$96,570		\$6,827

SCHEDULE B

HOUSE OF REPRESENTATIVES
STANDING COMMITTEES, SPECIAL AND SELECT
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$6,560										\$6,560
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				\$16								\$16
22 Transportation of Things												
23 Rent, Communications, Utilities				\$20								\$20
24 Printing and Reproduction				\$2								\$2
25 Other Services				\$63								\$63
26 Supplies and Materials				\$34								\$34
31 Equipment				\$132								\$132
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$6,560		\$267								\$6,827

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION STANDING COMMITTEES, SPECIAL AND SELECT		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	1,088	\$89,743
BUDGET BASE, 2000	1,088	\$89,743
A. MANDATORY CHANGES		\$6,560
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$617
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$3,297
8. FY '00 COST OF LIVING ADJUSTMENT		\$2,646
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$267
1. TRAVEL		\$16
2. RENT, COMMUNICATIONS		\$20
3. PRINTING AND REPRODUCTION		\$2
4. OTHER SERVICES		\$63
5. SUPPLIES		\$34
6. EQUIPMENT		\$132
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$6,827
III. TOTAL APPROPRIATIONS REQUEST, 2000	1,088	\$96,570

Explanation of Changes Shown on Schedule C

STANDING COMMITTEES, SPECIAL AND SELECT

This account funds for all committee personnel and non-personnel expenses, with the exception of the Committee on Appropriations, estimated to be incurred during the fiscal year. The FY'00 request is \$96,570,000. This request is an increase of \$6,827,000 or 7.61% over the amount enacted in fiscal 1999.

The FY'00 request supports Committee spending for the final quarter of the first session of the 106th Congress as well as the first three-quarters of the second session of the 106th Congress. The biennial funding resolution, produced by the Committee on House Oversight, will be established in the first quarter of the 106th first session.

Mandatory Pay and Related Changes:

Personnel increases of \$6,560,000 are attributed to the annualization of the FY'99 Cost of Living Adjustment, a prorated 4.4% FY'00 Cost of Living Adjustment and meritorious increases.

Price Level Changes:

Price level increases are attributed to inflation.

COMMITTEE ON APPROPRIATIONS

SCHEDULE A

HOUSE OF REPRESENTATIVES COMMITTEE ON APPROPRIATIONS BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	144	\$12,963	148	\$13,900	148	\$15,300		\$1,400
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$623		\$800		\$800		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$55		\$54		\$117		\$63
24 Printing and Reproduction.....		\$		\$1		\$1		
25 Other Services.....		\$3,816		\$4,358		\$5,199		\$841
26 Supplies and Materials.....		\$73		\$84		\$88		\$4
31 Equipment.....		\$1,608		\$176		\$750		\$574
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	144	\$19,138	148	\$19,373	148	\$22,255		\$2,882

SCHEDULE B

HOUSE OF REPRESENTATIVES
COMMITTEE ON APPROPRIATIONS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$1,400								\$1,400
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										\$63
23 Rent, Communications, Utilities										\$841
24 Printing and Reproduction										\$4
25 Other Services										\$574
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims/Indemnities										
Total		\$1,400						\$908	\$574	\$2,882

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMMITTEE ON APPROPRIATIONS		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	148	\$19,373
BUDGET BASE, 2000	148	\$19,373
A. MANDATORY CHANGES		\$1,400
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$108
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$790
8. FY '00 COST OF LIVING ADJUSTMENT		\$462
9. FY '00 OVERTIME PAY		\$40
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$1,482
1. LEGISLATION		
2. WORKLOAD		\$908
a. TRAVEL		
b. RENT, COMMUNICATIONS		\$63
c. SUPPLIES		\$4
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		\$841
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		\$574
a. REPLACEMENT AND UPGRADE		\$574
II. NET INCREASE/DECREASE REQUESTED		\$2,882
III. TOTAL APPROPRIATIONS REQUEST, 2000	148	\$22,255

Explanation of Changes Shown on Schedule C

COMMITTEE ON APPROPRIATIONS

The Committee request for FY'00 is \$22,255,000. This represents an increase of \$2,882,000 or 14.87% over fiscal 1999.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment, prorated FY'00 Cost of Living Adjustment, FY'00 meritorious increases, and overtime pay.

Program Type Changes:

An increase of \$841,000 is attributed to the increased need for contractual services. An increase of \$574,000 is attributed to the increased need for additional equipment. Remaining increases of \$67,000 are attributed to the increased need for telephone services and supplies.

SALARIES, OFFICERS AND EMPLOYEES

Office of the Clerk

HOUSE OF REPRESENTATIVES
OFFICE OF THE CLERK
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	228	\$9,896	265	\$11,664	265	\$12,143		\$479
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$16		\$35		\$35		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$92		\$108		\$106		-\$2
24 Printing and Reproduction.....		\$2		\$4		\$4		
25 Other Services.....		\$3,066		\$2,738		\$2,743		\$5
26 Supplies and Materials.....		\$212		\$211		\$213		\$2
31 Equipment.....		\$624		\$605		\$387		-\$18
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	228	\$13,908	265	\$15,365	265	\$15,831		\$466

SCHEDULE B

HOUSE OF REPRESENTATIVES
OFFICE OF THE CLERK
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$479										\$479
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				\$2								\$2
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$479		\$2								\$466

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE CLERK		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	265	\$15,365
BUDGET BASE, 2000	265	\$15,365
A. MANDATORY CHANGES		\$479
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		-\$384
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$87
5. FY '00 LONGEVITY INCREASES		\$119
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$119
8. FY '00 COST OF LIVING ADJUSTMENT		\$375
9. FY '00 OVERTIME PAY		\$125
10. FY '00 TEMPORARY POSITIONS		\$38
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$2
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		\$2
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		-\$15
1. LEGISLATION		
2. WORKLOAD		\$3
a. TRAVEL		
b. RENT, COMMUNICATIONS		-\$2
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		\$5
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		-\$18
a. REPLACEMENT AND UPGRADE		-\$18
II. NET INCREASE/DECREASE REQUESTED		\$466
III. TOTAL APPROPRIATIONS REQUEST, 2000	265	\$15,831

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE CLERK

For salaries and expenses for the Office of the Clerk, \$15,831,000. This is an increase of \$466,000 or 3.03% over the Fiscal year 1999 enacted amount.

The Clerk of the House, among other responsibilities, is responsible for managing Administrative funds included in the budget which pay for Stenographic Reporting (\$500,000); Closed Captioning (\$692,000); newspaper subscriptions (\$74,000); and Document Management System (\$1,500,000).

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment, a base adjustment, FY'00 longevity increases, FY'00 meritorious increases, the prorated FY'00 Cost of Living Adjustment, FY'00 overtime and FY'00 temporary positions.

Price Level Changes:

Price Level Changes are attributed to inflation.

Program Type Changes:

Rent, Communications and Utilities: The decrease is based upon actual usage.

Other Services: The increase is due to curriculum related training for the House Pages and teachers.

Equipment: The decrease in this area reflects the one time purchase of equipment items, which will not be purchased again in FY'00.

Office of the Sergeant at Arms

SCHEDULE A

HOUSE OF REPRESENTATIVES
OFFICE OF THE SERGEANT AT ARMS
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	79	\$3,013	82	\$3,193	82	\$3,451		\$258
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$17		\$20		\$45		\$25
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$85		\$88		\$90		\$2
24 Printing and Reproduction.....		\$		\$		\$		\$
25 Other Services.....		\$155		\$71		\$73		\$2
26 Supplies and Materials.....		\$77		\$45		\$79		\$34
31 Equipment.....		\$105		\$84		\$74		-\$10
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	79	\$3,452	82	\$3,501	82	\$3,812		\$311

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE SERGEANT AT ARMS		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	82	\$3,501
BUDGET BASE, 2000	82	\$3,501
A. MANDATORY CHANGES		\$258
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		\$64
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$24
5. FY '00 LONGEVITY INCREASES		\$33
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$33
8. FY '00 COST OF LIVING ADJUSTMENT		\$104
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$4
1. TRAVEL		
2. RENT, COMMUNICATIONS		\$2
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$2
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$49
1. LEGISLATION		
2. WORKLOAD		\$59
a. TRAVEL		\$25
b. RENT, COMMUNICATIONS		
c. SUPPLIES		\$34
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		-\$10
a. REPLACEMENT AND UPGRADE		-\$10
II. NET INCREASE/DECREASE REQUESTED		\$311
III. TOTAL APPROPRIATIONS REQUEST, 2000	82	\$3,812

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE SERGEANT AT ARMS

For salaries and expenses of the Offices of the Sergeant at Arms, \$3,812,000. This is an increase of \$311,000 or 8.8% over the amount provided in fiscal 1999.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment, prorated FY'00 Cost of Living Adjustment, FY'00 longevity increases, FY'00 meritorious increases and a base adjustment.

Price Level Changes:

Price Level Changes are attributed to inflation.

Program Type Changes:

Travel: An increase in travel is attributed to the upcoming Presidential conventions, including advanced trips to designated sites.

Supplies: An increase in supplies is attributed to the purchase of pins for Members and spouses, license plates, parking hang-tags and supplies for ID Services.

Equipment: A reduction of \$10,000 is attributed to one time equipment purchases in FY'99.

Office of the Chief Administrative Officer

HOUSE OF REPRESENTATIVES
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	572	\$27,322	601	\$30,453	601	\$31,933		\$1,480
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$26		\$84		\$93		\$9
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$9,587		\$6,495		\$6,276		-\$219
24 Printing and Reproduction.....		\$5		\$9		\$13		\$4
25 Other Services.....		\$5,130		\$12,429		\$11,189		-\$1,240
26 Supplies and Materials.....		\$1,393		\$732		\$853		\$121
31 Equipment.....		\$11,721		\$12,866		\$10,283		-\$2,583
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Sub-total, funds required	572	\$55,183	601	\$63,068	601	\$60,640		-\$2,428
Less Reimbursements		-\$2,578		-\$1,208		-\$528		\$680
Total	572	\$52,605	601	\$61,860	601	\$60,112		-\$1,748

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	601	\$57,211
Adjustment to Appropriation		\$4,649
BUDGET BASE, 2000	601	\$61,860
A. MANDATORY CHANGES		\$1,480
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		-\$158
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$236
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$1,034
9. FY '00 OVERTIME PAY		\$111
10. FY '00 TEMPORARY POSITIONS		\$128
11. FY '00 PERSONNEL BENEFITS		
12. HIR INFORMATION TECHNOLOGY INCREASE		\$129
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		-\$3,908
1. LEGISLATION		
2. WORKLOAD		-\$1,325
a. TRAVEL		\$9
b. RENT, COMMUNICATIONS		-\$219
c. SUPPLIES		\$121
d. PRINTING AND REPRODUCTION		\$4
e. OTHER SERVICES		-\$1,240
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		-\$2,583
a. REPLACEMENT AND UPGRADE		-\$2,583
H.I.R. Reimbursement differential		\$680
II. NET INCREASE/DECREASE REQUESTED		-\$1,748
III. TOTAL APPROPRIATIONS REQUEST, 2000	601	\$60,112

Explanation of Changes Shown On Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

The mission of the Chief Administrative Officer is to provide excellent and efficient service to the U.S. House of Representatives. We are a proactive, professional team focused on the evolving needs and concerns of Members and the House Community at large.

For salaries and expenses of the Office of the Chief Administrative Officer, \$60,112,000. This is a decrease of \$1,747,750 under the amount enacted in fiscal 1999, adjusted for December 1998 approved reprograms and the Year 2000 emergency supplemental.

The Fiscal 2000 budget for the Office of the Chief Administrative Officer has been based and linked to a comprehensive strategic plan. The visionary elements and associated Fiscal 2000 funding requests and FTE are explained as follows:

Continuous Professional Renewal and Revitalization \$437,000; 3 FTE—A host of changes facing Congress will require CAO employees to grow, learn and expand their capabilities. The organization needs to invest in its employees so they in turn will invest in the people we serve—Members and staff.

Disciplined Resource Management--(\$ 157,000); 5 FTE—The CAO must continue to attain the highest possible value for the taxpayers dollar by ensuring the best planned and most efficient use of limited funds and available resources.

Excellent Service--\$55,242,000; 552 FTE- With continuous change in Member and staff requirements, the CAO needs to maintain an ongoing dialogue with the House community to clearly understand and anticipate their needs. The CAO must deliver products and services in a way which enables Members and staff to accomplish their duties.

Fluid Information Technology--\$2,976,000 20 FTE—The CAO needs to improve the availability of knowledge and information through technology to the point that it is similar to the common utilities of today such as electricity, gas and water. The idea is such that you flip a switch or turn a valve and it happens.

Synergistic Management--\$522,000 6 FTE- The CAO must provide management and leadership which instill a team spirit so that all CAO staff pull together to enable the House to meet its obligations.

Note: The House Galleries have submitted their budgets separate from the Strategic Planning format. In order to complete the CAO fiscal 2000 budget request, the total combined Gallery requests for funding and FTE are \$ 1,092,000 (15FTE)

MANDATORY PAY AND RELATED CHANGES:

Personnel changes are attributed to the annualization of the FY'99 Cost of Living Adjustment (COLA), FY'99 base adjustment, FY'00 prorated COLA, FY'00 overtime, FY'00 Temporary positions, and a 1% HIR Information Technology personnel factor. There are no funds requested for merits, longevity or reclassification of positions in the FY'00 budget.

PROGRAM CHANGES:**Staff Travel \$9,000**

This increase is related to the CAO's Strategic Plan to provide the CAO staff with training. The request is for staff travel within and outside the Washington Metropolitan area.

Rent, Communication & Utilities (-\$219,000)**Telephony Project (-\$300,000)**

On August 21, 1998, the Committee on House Oversight approved a change in rates from \$47.75/month/line to \$70/month/line for Member district office local telephone service, effective January 3, 1999. The Committee also approved the charges for such service to be transferred to the individual Members effective January 1999. The estimated annual impact for this service is \$1.2 million. Of this \$1.2 million, \$300,000 was included in the Fiscal 1999 budget base (after the December 1998 reprogram of \$900,000 was approved by the Subcommittee) to be used in the first quarter of fiscal 1999.

Newswire Services +\$151,000

This increase is attributable to the increased activity in newswire support and the rising costs associated with it. The newswire service is widely used by Member offices, Committees, and staff. The FY'00 budget request for this item is \$711,400.

Server Installation and Configuration -\$120,000

This reduction is due to the Fiscal 1999 funding which makes possible the access of newswire from a client server environment. Funds are not requested in Fiscal 2000.

Ceridian Usage (-\$252,000)

The joint House/Senate replacement system for the CDI (Ceridian) system will be installed by FY'00, and will no longer use the HIR system to access their data. HIR will no longer need to budget for the CDI (Ceridian) usage costs for the system which will no longer be used by the Appropriation Committee. The estimated cost in FY'99 is \$252,000.

Network Disaster Recovery +\$300,000

This program identifies areas where the House Telecommunications infrastructure is at risk to single points of failure, environmental problems, man-made disasters and other events, which could lead to failure. The plan, called the Risk Reduction Action Plan, will identify items that will require procurement activity in FY'00. This program was funded with reprogram funds in FY'98.

Other Services +\$3,487,000**FFS Operational Support +\$30,500**

The Finance office is requesting an additional \$30,500 for the annual National Business Center (previously called WASC) contract support associated with the FFS Operational support project plan. The total contract for FY'00 is \$570,000.

FFS System Application Support +\$250,000

The Finance office is requesting \$250,000 for FFS System Application Support. This application provides general support to the FFS Application System and other software services to research and modify programs and job control language to correct problems or enhance the system based on user requirements.

Financial System Replacement Needs/Requirements Analysis +\$463,000

This requested funding is for a contractor to perform a needs/requirements analysis for acquiring a new financial system for the House of Representatives.

Procurement Desktop +\$1,325,200

The Office of Procurement and Purchasing is requesting \$1,527,300 for ongoing Procurement Desktop (PD) requirements, the extension of Procurement Desktop (PD) to other House Officers, contractual training and the establishment of a pilot program for Members. This is an increase of \$1,325,200 over the amount funded in fiscal 1999.

G-3 Phone Conversion +\$1,300,000

House Information Resources is requesting \$1,300,000 for the G3 phone system conversion project. The scope of the Set Conversion Project is to convert all phones and switches in the House from the older G2 technology to the new G3 technology. This is the second phase of a three- part effort to complete the replacement and will significantly decrease maintenance costs. Lucent is expected to discontinue support for the G2 systems between 2001 and 2003.

House Postal Contract (-\$288,364)

Reduction is due to a lower contract amount (\$3,267,600), awarded to Pitney Bowes in May 1998, than budgeted in FY'99. The contract was awarded for 24 months with options of 5 one-year renewal periods.

Human Resources Training +\$200,000

The Human Resources department is requesting \$200,000 for contractual training. This funding will provide the framework to provide coordinated delivery of training and information to office staff.

Training +146,400

The CAO is requesting \$612,000 for training in FY'00. This is an increase of \$146,400 over the amount provided in FY'99, based on the CAO Strategic Vision of Continuous Professional Renewal and Revitalization. All employees within the CAO have training plans that will enhance their ability to provide better customer service and overall work performance.

Supplies, Materials +\$121,000**NCOA License Fee +\$100,000**

This amount is requested for the NCOA license from the U.S. Postal Service. This license grants the user the right to interface with the NCOA database. The Postal Service does not provide software to interface with the database.

Messaging & Application Sustainments +25,200

The majority of this increase can be attributed to the costs of tape and tape supplies for system backups, and for technical publications.

Equipment (-\$937,000)**Net expenses of Equipment (-\$2,888,000)**

House offices use this account for the purchase, lease and maintenance of DC and district office equipment. There has traditionally been a reduction in spending during the second session of a Congress. This decrease is a combination of the second term of Congress factor and a policy change approved by the Committee on House Oversight ending the CAO subsidy on the maintenance charges for selected computer and office equipment. The policy further authorized the transfer of the average amount of the subsidy directly to each Members MRA beginning January 3, 1999. A reprogram was approved December 18, 1998 which transferred 75% of the annual subsidy to the MRA account. The estimated annual impact of this subsidy is \$1,099,000. Of this \$1,099,000, \$274,750 was included in the Fiscal 1999 budget base (after the December 1998 reprogram of \$1,099,000 was approved by the Subcommittee) to be used in the first quarter of fiscal 1999.

Messaging equipment +\$250,000—This increase is requested in order to meet the growing demand of e-mail users and constituent traffic. This will allow a faster delivery and receipt of mail between Member offices and constituents.

Systems support and sustainment +\$238,000—This increase is requested due to continued mainframe operations for year 2000 contingencies and client-server systems.

Web Systems equipment +\$800,000—This increase is requested due to the required purchase of additional servers to support increased use of Members home page communications with constituents.

Network Services Support +\$63,000—This project continues to support the House's Unix based-network services including DNS, Netnews, Secure ID, and the House's network management platform.

Videoconferencing +\$70,000—This increase is requested for hardware and software upgrades for videoconferencing service to purchase multi-point conference bridge and network upgrade.

Campus Data Network +\$123,000—This increase is requested for diagnostic tools and hardware and software maintenance for House data network components including backbone, workgroups and LAN switching. The Network will ensure that all data systems of the House will effectively communicate with each other seamlessly and at a high capacity.

Modular Furniture +\$85,000

This request is to furnish the HIR data center with modular furniture.

Financial Systems Software +\$259,000

This request is for companion software required for the financial system in order to perform special projects, analyses and preparation of annual financial statements with state of the art software tools.

HIR Reimbursements +\$680,000

This amount represents a decrease in the amount of reimbursements anticipated by HIR for computer services. Loss of reimbursements from mainframe users outside the CAO results in additional request of 3 percent.

House Information Systems

U.S. House of Representatives

House Information Resources FY2000 Budget Request

EXECUTIVE SUMMARY

House Information Resources (HIR), under the Chief Administrative Officer (CAO), has developed a fiscal year 2000 budget request based on 80 technology and support projects. Each of the projects contributes to ten selected House support areas that help automate and improve House operations for *legislative, constituent services, communications, and administrative* activities. The projects are distributed under four of the five CAO strategic visions focused on improving service and technology. HIR projects provide services in ten House support areas, which are listed below as:

<i>Messaging and Scheduling</i>	<i>House Systems and Technical Support</i>
<i>Internet/Web</i>	<i>Year 2000</i>
<i>Communications</i>	<i>Mainframe Migration</i>
<i>Information Systems Security</i>	<i>New Technologies</i>
<i>Electronic Information Services</i>	<i>HIR Administration and Operations</i>

HIR is reestablishing activity under a newly approved organizational structure with priority placed on improving service and technology to the House community through carefully selected projects. HIR has traditionally been a mainframe-based organization but has made significant progress in a client-server transition to newer technologies. The House support areas presented in this budget request summarize projects that focus on improving technology service and completing mainframe migration, but done in a way that lets customer needs and feedback direct project activity.

The fiscal year 2000 HIR budget request is \$26,642,000 (including \$528,000 of reimbursement funds) for salaries, expenses, and specialized contract support, of which \$26,114,000 is requested for fiscal year 2000 appropriation. Of the appropriated amount requested, \$7,560,000 is for net expenses of telecommunications. The HIR fiscal year 2000 budget request concentrates on providing quality sustaining services to existing Information Technology (IT), and successfully completing year 2000 compliance projects. The HIR and Net Telecommunications budget increase is mostly attributed to replacement of older systems in order to migrate from mainframe-based operations and run the year 2000 contingency projects. The year 2000 contingency projects will operate until successful replacement of the newer and year 2000 compliant systems are completed. The HIR and Net Expenses of Telecommunication budgets are submitted as separate requests in the Budget Overview section.

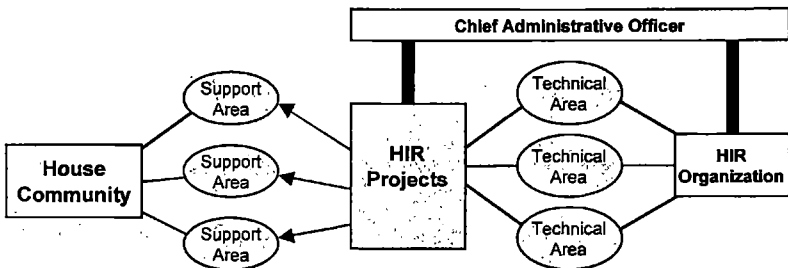
The Fluid Information Technology vision promotes "easy to use" technology for the House community and continues to be an aggressive CAO and HIR objective into year 2000. Projects are structured to help provide technology as a utility to the House community in a way that is as easy to use as electric and water utilities (*the Fluid IT concept*). Achieving this goal will take significant time and improvements to the technology infrastructure. Quality support to daily House activity will always remain a priority, but will be complemented with improvements to the technology infrastructure for the future.

Section 1

INTRODUCTION

1.1 Background

House Information Resources (HIR) operates as the information and communications technology staff of the U.S. House of Representatives. HIR conducts operations under the Chief Administrative Officer (CAO) in support of Member, Committee, and staff activity. HIR conducts technical activity and support through projects defined under the CAO strategic visions, goals, and objectives to provide excellent service to the House. The diagram below shows that projects are created to support key areas of the House and executed by HIR within technical areas best providing effective and efficient solutions. This important concept ensures that technology projects provide Members, Committees, and Staff with improved capabilities.



Supporting House Activity with Technology

This budget request document provides information in two relevant areas: (1) Cost summary of project activity by Budget Object Code (BOC) and fiscal year comparison, and (2) a detailed description of how projects provide direct support to ten House support areas. The continuing transition of HIR from mainframe-based operations to a more flexible and responsive client-server environment, with a heavy emphasis toward increased Internet/Intranet applications, will continue in year 2000. This effort will be guided by the following principles:

- **Accept and prepare for change.** Goals and procedures must be reviewed and updated continuously.
- **Listen to the customer.** They are the best indicator of how you are doing. Involve them in the process of improving current services, and developing new products and services.
- **Decentralize authority.** Lower-level managers, who are closer to the customer, need to be involved in the decision making process.
- **Hire carefully.** It all comes down to skilled and responsible people.
- **Train continuously.** Improving employee skills and abilities is crucial.
- **Control costs.** Establish measurable criteria and understand your budget.

Mainframe migration to a client-server environment follows an industry trend that has taken the Information Technology (IT) field from a mainframe environment to more flexible server-based applications. The expansion of Internet and Intranet applications has greatly increased the ease of use for computer-based automation. This industry-wide evolution, and the continuing fast paced technology changes within the IT field, requires that HIR constantly research and revise its technology focus guided by House needs.

1.2 Strategic Planning

The U.S. House of Representatives is a unique environment requiring the customization of industry technology practices to provide effective and efficient automation of House activity. Strategic planning conducted at the CAO level has provided a framework of visions, goals, and objectives to maximize support to the House and create over 100 projects within HIR that can improve House operations. CAO strategic planning is a continuous process with visions representing the core areas of CAO/HIR support to the House community. The CAO strategic plan is a five-year plan with annual updates to the visions, goals, and objectives. Projects are the basis for the HIR budget and exist within the strategic goals and objectives of the CAO. The CAO visions that have HIR projects scheduled for fiscal year 2000 are listed below:

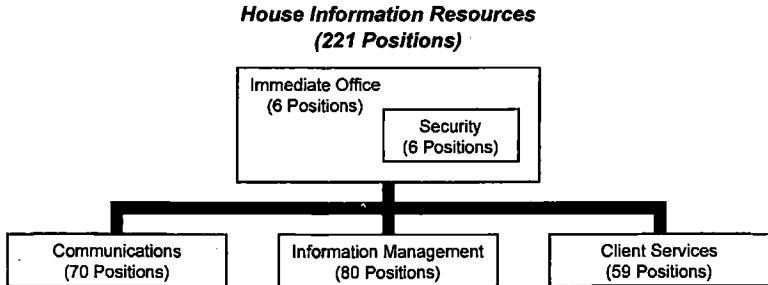
CAO Visions and HIR Funded Projects Profile				
	Excellent Service.	Fluid Information Technology.	Disciplined Resource Management.	Synergistic Management.
Number of HIR Projects	50	24	5	1
Assigned FTE	200.75	19.55	.6	.1
Sub-Totals	\$11,170,000	\$1,767,000	\$70,000	0
Mainframe/Service Reimbursement Revenue			-\$528,000	
Non-Personnel Cost Totals	\$11,170,000	\$1,767,000	-\$458,000	0

An HIR staff of 221 FTE's is proposed to conduct 80 fiscal year 2000 technical support projects with emphasis on excellent service. Remaining mainframe users in FY2000 will provide reimbursements (reduced from \$1,208 in FY99 to \$528k in FY2000) that creates a negative value under the Disciplined Resources Management vision. Fluid Information Technology shows over 19 FTE's devoted to improving and simplifying technology services to the House community.

1.3 HIR Reorganization

The Committee on House Oversight approved the HIR reorganization proposal on July 30, 1998. The proposal was based on the evolving responsibilities of HIR in response to Member needs and changing technologies. The reorganization served to (1) adjust the organizational structure to provide excellent service to Members for legacy systems transition and new technology projects, and (2) to remedy a situation where current position classifications did not support a salary structure to keep qualified personnel. The resulting organizational structure provides a flexible and responsive staff that can more quickly implement changing technologies and

improve services through a new call center. There has been an alarming increase in the number of resignations over the past several years related to opportunity and salary competition. Although the rate of resignation has been reduced by over 45% since approval of the reorganization, there have been over 40 resignations from HIR since the beginning of FY98 due to salary competition. Approved revisions to position descriptions and increased position grades will help retain and hire qualified people. The current HIR organizational structure on which the fiscal year 2000 budget is based is shown as:



The most significant change from the previous organizational structure was to combine the Integration group with the Enterprise Computing group as Information Management. The internal structure of Information Management was also revised to include the Messaging and Web Systems groups along with flexible support groups for matrix (team) operations. The telecommunications group was also moved from Client Services to Communications. Each directorate plays an important role in key functional areas for technology support. These roles are:

- The Communications directorate continues to build and maintain the network and communications backbone in the House community. Continued investment in this activity is critical and provides the basic foundation for the House community computers and phones to be able to talk to each other.
- The primary role of the Information Management (IM) directorate is to support existing systems while supporting new projects driven by evolving Member needs. The IM group focuses on making complex software easy to use and tailored to the specific automation needs of the House. This effort creates the network infrastructure providing Internet, group facsimile, email, legislative, administrative, and scheduling automation.
- Client Services provides the technical advice and guidance to keep systems and software working for the House community. Training and graphics support are also a key service capability for Client Services providing support to House offices. Client Services has also developed a new Call Center specifically designed to improve Member service and enhance the Technical Support Representative (TSR) efforts to House offices.
- Information security is also one of the priority goals to protect Member data. The Security directorate takes a proactive role in ensuring that information security concerns are addressed

during the activity of the other directorates. Security also provides quality control and specialized tracking of the configuration of all systems to eliminate security risks.

The revised HIR organizational structure is well suited to provide quality technical service to the House community with flexibility to identify and evaluate new technologies improving House operations.

Section 2**BUDGET OVERVIEW**

The HIR budget is based on the many technology projects necessary to apply information and communications technology to the House environment. House support areas have been identified to report the cost of technical activity and explain why such technical activity improves House operations. The unavoidable year 2000 problem and mainframe migration activity have created a condition of parallel operations in order to support older systems while providing new technologies such as the Internet and client server applications. HIR has adopted a structured and project-based approach to provide quality technical services, with limited budget growth, and while maintaining parallel systems. A summary of the HIR fiscal year 2000 budget request is provided in the following table:

HIR Fiscal Year 2000 Budget Request Summary			
	Personnel \$	Non-Personnel \$	Totals
HIR (less Net Telecommunications)	\$13,635,000	\$4,919,000	\$18,554,000
Net Telecommunications	Included above	\$7,560,000	\$7,560,000
Total Appropriations	\$13,635,000	\$12,479,000	\$26,114,000
Reimbursements			\$528,000
Total Request			\$26,642,000

The HIR fiscal year 2000 budget focuses on four primary objectives to; 1) provide excellent service to Members and staff, 2) implement successful year 2000 contingency and replacement systems, 3) migrate mainframe-based systems to client-server and Web-based systems, and 4) upgrade and improve technology infrastructure to provide "easy to use" fluid information technology.

2.1 Comparative Analysis 1999/2000

The fiscal year 2000 House Information Resources budget request is \$26,642,000 (including \$528,000 of reimbursement funds) for salaries, expenses, and specialized contract support, of which \$26,114,000 is requested for the fiscal year 2000 appropriation. Of the appropriated amount requested, \$7,560,000 is for net expenses of telecommunications. This section covers the HIR and Net Telecommunications budget request summarized in two tables by Budget Object Classification (BOC) and includes a two year history. Significant changes or activities are also discussed and explained.

HIR Fiscal Year Budget Comparison (excluding Net Telecommunications)

The HIR budget request includes costs for all HIR personnel (221) and non-personnel costs excluding the Net Telecommunication budget. The following table shows the HIR fiscal year 2000 budget request by BOC and the cost changes from FY98 and FY99.

House of Representatives
House Information Resources (excluding Net Telecommunications)
By Object Class

	FY 1998 Actual		FY 1999 Budget		FY 2000 Request		Net Change FY00 vs. FY99	
	FTE	Dollars “(000)”	FTE	Dollars “(000)”	FTE	Dollars “(000)”	FTE	Dollars “(000)”
11 Personnel Compensation	246	\$11,815	220	\$12,901	221	\$13,635	1	-\$734
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		\$15		\$8		\$10		\$2
22 Transportation of Things								
23 Rent, Communication, Utilities		\$1,304		\$1,534		\$950		-\$584
24 Printing and Reproduction								
25 Other Services		\$894		\$2,395		\$671		-\$1,724
26 Supplies and Materials		\$178		\$221		\$246		\$25
31 Equipment		\$3,277		\$3,489		\$3,570		\$81
32 Land and Structures								
42 Insurance Claims/Indemnities								
Sub-totals, funds required		\$17,483		\$20,548		\$19,082		-\$1,466
Less Reimbursements		-\$2,577		-\$1,208		-\$528		\$680
Total		\$14,906		\$19,340		\$18,554		-\$786

The HIR fiscal year 2000 budget request (excluding Net Telecommunications) is \$18,554,000. Specific changes in BOC totals from the previous fiscal year are summarized as follows:

Rent, Communications, Utilities**FY99 \$1,534,000 FY2000 \$950,000**

The primary reason for a reduction of \$584,000 in this category is due to completion of the mainframe migration test system to migrate Y2K non-compliant software from the mainframe to a client-server environment (\$480,000 FY99 cost). Additionally, the reduction includes elimination of an access charge requirement for the Ceridian (CDI) system used by the Appropriations Committee. The replacement system will no longer require HIR to budget for access and usage charges. Additional items in this support area include charges for telephones, newswire services, and other computer services such as IBM information network and Compuserve.

Other Services**FY99 \$2,395,000 FY2000 \$671,000**

The reduction of \$1,724,000 in this BOC category is primarily due to the completion of contracts for conversion of Y2K non-compliant systems (\$1,848,000 FY99 cost) which will not be needed in FY2000. Systems scheduled for completion of Y2K remediation in FY99 include Newswires, Federal Funding, Staff and Member Payroll, Mainframe Migration, and Y2K contractor support. A new project for FY2000 is requested (approximately \$124,000) for increased contractor support to protect information on desktop workstations throughout the House. This effort involves identifying security vulnerabilities on the desktop workstations and taking actions to prevent intrusions. Additional projects funded in this category include support to Instructor-led training for Member staff on House supported software and a variety of HIR technical training.

Equipment**FY99 \$3,489,000 FY2000 \$3,570,000**

Although there is only a net \$81,000 difference in this category, there are several Y2K program equipment costs that will not be required into year 2000. Scheduled equipment purchases for the FY99 Y2K program (not requested for FY2000) include Y2K software tools for production testing, and software to support Newswires, Federal Funding, and Staff Payroll. An additional \$1,226,000 of equipment funding is requested for parallel operations of older systems while deploying newer client-server technologies and enhancing the communications, Web, and messaging infrastructure. In FY2000, the request for messaging equipment is \$250,000 more than the FY99 budget in order to meet the growing demand of email users and constituent traffic. Systems Support and sustainment is \$238,000 greater than in FY99 because of continued mainframe operations for year 2000 contingencies and client-server systems. The Web systems funding request is \$800,000 greater than FY99 for additional servers to support Member home page communication with constituents. Additional enhancements are required to support the increasing number of Web-based applications.

Net Telecommunications Fiscal Year Budget Comparison

The HIR Net Telecommunications budget request of \$7,560,000 has been prepared in support of the mission to provide a network and communications infrastructure to meet the communications needs of all House offices. The Net Telecommunications budget request is comprised only of non-personnel costs and is submitted as a separate line item. HIR technical project execution is conducted by combining the Net Telecommunications equipment and services with HIR personnel to produce integrated systems and capabilities such as email, electronic calendars, and Internet access.

**House of Representatives
Net Expenses of Telecommunications
By Object Class**

	FY 1998 Actual		FY 1999 Budget		FY 2000 Request		Net Change FY00 vs. FY99	
	FTE	Dollars “(000)”	FTE	Dollars “(000)”	FTE	Dollars “(000)”	FTE	Dollars “(000)”
11 Personnel Compensation	NA	NA	NA	NA	NA	NA	NA	NA
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communication, Utilities		\$5,838		\$5,191		\$5,078		-\$113
24 Printing and Reproduction								0
25 Other Services		0		\$43		\$1,300		\$1,257
26 Supplies and Materials								0
31 Equipment		\$2,415		\$996		\$1,182		\$186
32 Land and Structures								
42 Insurance Claims/Indemnities								
Sub-totals, funds required		\$8,253		\$6,230		\$7,560		\$1,330
Less Reimbursements		0		0		0		0
Total		\$8,253		\$6,230		\$7,560		\$1,330

Infrastructure and communication needs of House offices include a state-of-the-art telephone system for the House campus, long distance and local telephone services, cellular phone services and voice mail systems. The data communication infrastructure includes Member District Office communications, a multi-media campus backbone network, network interfaces that provide for networking to other Legislative branch agencies and the Internet which provides for world wide WEB access. Other data communication infrastructure includes Committee and Leadership local area networking, a secure remote access facility and upgraded House wiring to allow for higher speed communication.

The Net Telecommunication budget is expended through three key areas of Wide Area Networks, Campus Networks, and Voice and Video. The continued support and maintenance of existing telecommunication systems and equipment is a recurring annual expense in order to retain a communications service or capability. Wide Area Networks represents a telecommunications area that spans a large geographic area and requires commercial phone services to establish network connectivity. ISDN hardware and software, frame relay services, and leased lines are examples of commercial phone services needed to achieve network connectivity. Campus Networks represents a telecommunications area for localized network support of the House community. This localized network consists of complex communications equipment such as switches, routers, hubs, concentrators, and fiber/copper wiring. Voice and Video represents a telecommunications area that provides the House with full telephone and voice mail services as well as video conferencing capabilities. The telephone and PBX system is maintained at the House and provides specialized phones services. Following is a table that illustrates the differences between the 1998, 1999 and proposed 2000 Net Telecommunications budgets within the three categories outlined above:

Principle Areas	FY '98	FY '99	FY '00
Voice and Video	\$3,400,000	\$2,551,000	\$3,516,000
Wide Area Networking	\$3,339,000	\$2,607,000	\$3,078,000
Campus Networking	\$1,514,000	\$1,072,000	\$966,000
Total Net Telecommunications	\$8,253,000	\$6,230,000	\$7,560,000

The distribution and explanation of the requested Net Telecommunications budget request of \$7,560,000 is outlined in the following BOC areas below:

Rent, Communications, Utilities

FY99 \$5,191,000 FY2000 \$5,078,000

The Committee on House Oversight approved a policy change in 1998 which became effective on January 4, 1999. This policy change passes on the full cost of district line charges to Members which reduces the Net Telecommunications budget by \$300,000 from FY99 due to the overlap of calendar and fiscal years. Inflation of approximately 5% in other RCU cost areas, when combined with the \$300,000 decrease, produces an overall decrease of \$113,000 for RCU costs. Frame relay communications services comprise \$2,900,000 of RCU costs with additional expenses for ISDN services and other leased lines. Telephony (PBX) maintenance requirements are met by using Lucent contract maintenance services and is requested for \$2,050,000. The MONIES financial system maintenance has a projected increase and is requested at \$52,5000.

Other Services**FY99 \$43,000****FY2000 \$1,300,000**

The increase of \$1,257,000 from FY99 is due to the second phase of the G3 phone network upgrade. The G3 project upgrades the G2 system by replacing phone handsets and the older G2 telephone switches. The G2 system will no longer be supported by the phone company into year 2001-2002 and will become far too expensive to operate and maintain. The first phase of this upgrade was conducted with reprogramming funds in 1999 causing the comparison increase. Phase three of the G3 conversion project is projected into fiscal year 2001.

Equipment**FY99 \$996,000****FY2000 \$1,182,000**

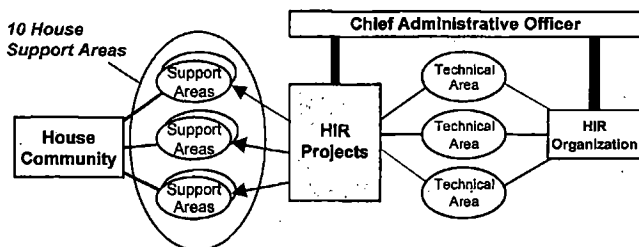
The increase of \$186,000 for equipment compared to FY99 is primarily due to upgrade costs for LAN switching technology. LAN switching provides a faster and more reliable way for Member and Committee offices to connect to the various servers and access data, email, and Web services. In FY2000, Net Telecomm is requesting increases in sustainment projects as follows: \$123,000 more in Campus Data Networking, \$63,000 more in Network Services Support, and \$70,000 in Videoconferencing. Those increases are offset by the projects that will not be continued into FY2000 which includes such projects as the ISDN initiative.

2.2 House Support Areas

The House support areas represent key areas that HIR identified through the strategic planning process and provides technical and consultation services to the House community. The ten support areas were selected to provide technical service to the Member and Committee functional areas of *Legislation, Constituent Services, Communications, and Administration*. Each House support area has one or more technical support projects and represents the HIR fiscal year 2000 goals. These support areas are listed and summarized as follows:

Messaging and Scheduling
Internet/Web
Communications
Information Systems Security
Electronic Information Services

House Systems and Technical Support
Year 2000
Mainframe Migration
New Technologies
HIR Administration and Operations



Messaging and Scheduling: This support area provides automation of critical daily functions to pass messages, documents, and information within the House environment and globally. In addition, automation of calendar and scheduling functions are provided with the ability to coordinate schedules over the House computer network. This area provides capabilities to the

entire House community and enhances the ability of a Member to communicate with constituents in ways that never before existed.

Internet/Web: A tremendous growth area and important capability for Members to communicate with constituents such as Web page and posting of pertinent information. HIR will continue to assess Web technologies and help apply these technologies in the House environment. This support area also provides the foundation for making the "Easy-to-Use" concept of fluid information technology a reality.

Communications: This support area provides a critical infrastructure for multiple types of electronic communications at ever increasing speeds and distances. This support area is not the same as the Net Telecommunications budget but represents the combining of many projects that support House communications. The necessity of this area is analogous to our highway infrastructure throughout the DC area. The goal is to avoid electronic traffic jams and maintain fast and reliable communications. Communications is one of the four Member and Committee functional areas meaning that this support area provides direct support to the Members by providing the network and communications backbone that supports transfer of electronic information.

Information Systems Security: Members have expressed significant concern about safeguarding their electronic information. The information security area provides both capabilities and support for Members to safeguard their electronic data. Capabilities include virus protection software and applications that protect against internal or external (e.g. Internet) intrusion into the House networks, including the sub-networks in each Member and Committee office.

Electronic Information Services: Electronic information is available in a number of different forms, such as Newswires, and play a key support role to the legislative process. Electronic information is provided to Members by delivering all relevant news articles on any particular topic as reported by the Worlds' news organizations. Member Offices use Federal Funding Services as an important constituent service. By having a readily searchable Internet based information service, Members and their staff may easily identify the amount of funds received within the Congressional District or to other geographical entities within their State. The investment for funding electronic information is comparable to paying for electricity into a place of business.

House Systems and Technical Support: This support area addresses the need to maintain the hardware and software, maintenance/technical support contracts, technical support personnel, and staff training to ensure non-stop, up-to-date computer application services for the House. In addition it includes the ability to deliver and coordinate direct services to Members, and provide consultation on information technology purchases, installation, and support delivery of mission critical systems and applications to the House.

Year 2000: A dedicated support area to ensure mission critical applications and other key information technology capabilities will function properly on January 1, 2000. This support area is the highest priority for HIR and is structured to provide uninterrupted service to Members. The CAO has completed a full assessment of the current state of HIR and CAO information

technology capabilities. An overarching year 2000 (Y2K) program plan tracks daily activity and progress on Y2K projects and is closely coordinated with Y2K testing and mainframe migration efforts.

Mainframe Migration: Mainframe migration is a support area that requires complete identification of all mission critical and other related mainframe applications. The primary effort is to find acceptable client-server replacement systems for mainframe applications and eliminate mainframe operations while providing flexible and distributed client-server solutions. This process helps the House community take advantage of existing industry software and avoid costly software development.

New Technologies: The rapid advancement of new technologies offers an opportunity to the House community to improve the daily operations of House activity. This support area is devoted to assessing the potential advantages of new technologies related to specific House needs. Pilot projects, technology evaluations, and demonstrations are key areas to help promote the use of new technologies.

HIR Administration and Operations: HIR must conduct some level of internal administration and operations to remain a competent technical staff ready to perform services for the House community. The development of operating procedures, budget preparations, audit coordination, HIR equipment purchases, SDLC methodologies, and technology reviews are examples of necessary organizational functions. Training must be carefully identified to ensure efficient funding of staff training to support the House community.

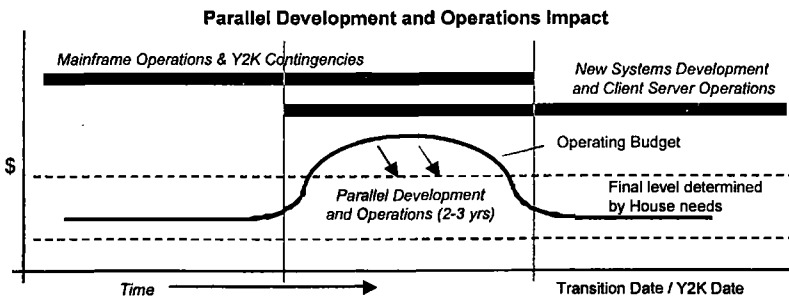
2.3 Mainframe Reimbursements

Several external agencies have been purchasing services on the mainframe computer in order to help reduce mainframe operating costs. The services include general data processing and National Change of Address (NCOA) processing. The mainframe migration process gradually reduces the amount of reimbursements due to the decrease in external mainframe users. There is a 56% projected decrease in the amount of reimbursement funding used to support House technology projects which causes a 3.6% effective reduction to the appropriations request for the combined HIR and Net Telecommunications budget. Some limited internal reimbursements have existed over the past years for service to Members as well as graphics services provided throughout the year. The table below summarizes the reimbursement history:

HIR Reimbursement History				
	FY 1997	FY 1998	FY 1999 Estimated	FY 2000 Estimated
Total Reimbursements Authorized	6,000,000	4,037,000	1,208,000	528,000
General Accounting Office (GAO)	1,595,721	1,440,017	552,136	0
Congressional Budget Office (CBO)	775,872	775,949	388,100	478,000
Medical Pmt Assess Comm (MedPAC)	349,500	349,500	177,000	0
National Change of Address Services (NCOA)	198,950	20,300	0	0
Internal Customers	250,375	90,764	90,764	50,000
Total Reimbursements	\$3,170,418	\$2,676,530	\$1,208,000	\$528,000
Percent Change from Previous Year		-16%	-55%	-56%

2.4 Parallel Operations

Many of the existing House software systems are mainframe-based and written without considering the year 2000 date problem. There continues to be a dedicated mainframe migration effort to transition to client server operation and use existing industry software to support House activity. To support this transition, there are over 30 year 2000 projects that include contingency projects designed to keep critical systems running beyond year 2000. Contingency projects keep critical systems, such as the Legislative Information Management System (LIMS) and Financial Management System (FMS), operating into year 2000 and provide the necessary time to implement replacement systems. This causes a situation of parallel operations by running older systems while developing and implementing newer replacement systems. Running redundant systems also increases sustainment requirements and causes a surge (spike) in the operating budget. The following diagram shows the effect of parallel operations on an operating budget.



The beginning of the bulge in the operating budget line indicates the sum of all efforts to develop and operate new or replacement systems while the older systems are operated and maintained. This redundant effort is required in order to continue to provide services to the House while the new or replacement systems are put into operation. The most significant impact of this situation is that there are fewer resources (people) and funding available to explore and purchase newer technology to improve Member automation and services. The development of client-server systems will provide more flexibility for House needs but will require costs to be spread out over the House community. The desired number, capabilities, and features of the new systems will determine the eventual infrastructure cost and will be determined by House needs and budgetary constraints.

Section 3**PERSONNEL**

The current HIR organization is composed of Immediate Office staff and four directorates consisting of Communication, Information Management, Client Services, and Security. Each directorate manages a fixed number of FTEs, grouped by Branches, to conduct technology service projects to support House needs. Projects are supported by combining skills from the various Branches which promotes synergy and the ability to accomplish more with fewer FTEs. This revised approach, as approved in the 1998 HIR reorganization, provides the flexibility needed to evaluate and implement rapidly changing technology benefiting House operations.

3.1 Staffing Level Request

A total of 221 FTEs are requested for fiscal year 2000 at an annual cost of \$13,635,000 to provide technical service and support to the House community. This is an internal CAO transfer of one FTE and \$735,000 or 5.7% over the FY99 personnel budget. There are no funds included in the FY2000 personnel budget request for merits, longevities, or reclassification of positions. A separate 1% Information Technology salary adjustment is proposed for the personnel budget baseline and is explained in sub-section 3.3. The FTEs are distributed among the Immediate Office (I/O), Communications (Comms), Information Management (IM), Client Services (CS), and Security to provide matrix support to the ten House support areas through projects. The distribution of FTEs over the support areas by Directorates is shown below:

FTE Distribution by Support Areas						
House Support Areas	Totals	I/O	Comms	IM	CS	Security
Messaging & Scheduling	16.3		2.9	13.4		
Internet/Web	17.7		1.5	16.2		
Communications	60.2		60.2			
Information Systems Security	5.7		.4			5.3
Electronic Information Services	14.5		2.1	12.1		.3
House Systems & Technical Support	59.0			17.3	41.7	
Year 2000	9.7	.3	.2	5.9	3.0	.3
Mainframe Migration	13.9	.8		13.1		
New Technologies	14.9	1.3	2.7		10.9	
HIR Administration & Operations	9.1	3.6		2.0	3.4	.1
Totals	221	6	70	80	59	6

3.2 Historical FTE Use

The FTE use over the past years has declined with the FTE authorized level. The two support areas receiving the most FTE support are Communications and House Systems and Technical Support. The communications infrastructure and technical service to Member and Committee offices is a high priority within the CAO and HIR. Internet/Web, Messaging, and New Technologies also receive a high level of FTE

HIR FTE Usage by Fiscal Year		
Year	Authorized	Used
1994	254	252
1995	275	262
1996	273	229
1997	270	237
1998	246	215
1999	220	
2000	221	

support to ensure the House is equipped with advanced and reliable communications and automation support.

3.3 Information Technology Salary Adjustment

The information technology age has created a very competitive environment for hiring qualified technical personnel. The average salary for information technology people, especially in areas such as web, networks, and communications, has increased significantly up to 3-6%. The result of excluding merits and longevity funding for fiscal years 1998 and 1999 caused a lower personnel budget baseline going into the following fiscal years. The impact of a lower baseline is the inability to pay for the merits, longevity, and promotions from the preceding year. Withholding merits and longevity funding from the fiscal year 2000 personnel budget, combined with the substantial increase in technology salaries, will make it extremely difficult to hire and retain qualified personnel without some type of baseline salary adjustment. A 1% adjustment to the HIR baseline personnel budget is proposed in order to hire and retain qualified technical personnel. The impact of not addressing this problem immediately is shown by the above resignation figures indicating an alarming increase over the past several years. The figures represent resignations for other opportunities, such as increased salary, and exclude retirements or terminations.

HIR Resignations by Fiscal Year (excluding retirements & terminations)	
Year	Resignations
1996	21
1997	41
1998	44

Several industry studies were used to assess the changes in technology salaries and the potential impact to staff retention. The first study, the "Mercer Report," included 1996 surveys for *Information Systems Compensation* and *Information Technology Leadership Compensation*. The Mercer Report is based on data submitted by 880 organizations with over 100,000 individual salary rates. A second Mercer Report survey was also used (*Information Technology Leadership Compensation*) for client/server and leading edge organizations. The survey focus is on PC/mainframe dominant and client/server environments. The second study, the "Haft Report," contained a 1998 survey for information systems salaries and industry trends in the latest growth areas for information technology. The Haft report is a salary compensation report for information technology salaries by a major recruiting consulting firm. HIR used the 1998 Haft report for telecommunications and information systems positions for comparison of organizations ranging from 150 to 250 people in the North East/Mid-Atlantic region. The overwhelming theme projected from these surveys is that information technology positions are experiencing rapid growth in both opportunity and salary.

Section 4**HOUSE SUPPORT AREAS BUDGET ANALYSIS**

The House support areas provide a summary of technical project activity benefiting House operations. The ten support areas were selected to provide service to the Member and Committee functional areas of *Legislation, Constituent Services, Communications, and Administration*. Each House support area has one or more technical projects providing support and it is not unusual for a project to support multiple areas. The table below shows a summary of project costs for HIR and Net Telecommunications as they relate to the ten House support areas:

House Support Area Cost Summary	
House Support Area	Cost of Related Projects in FY00
Messaging and Scheduling	\$545,000
Internet/Web	\$955,000
Communications	\$7,563,000
Information Systems Security	\$153,000
Electronic Information Services	\$493,000
House Systems and Technical Support	\$1,789,000
Year 2000	\$196,000
Mainframe Migration	\$708,000
New Technologies	\$149,000
HIR Administration and Operations	\$456,000
Total	\$13,007,000
Less Mainframe/Services Reimbursements	-\$528,000
Total Non-Personnel Request	\$12,479,000

Each House support area is further broken down into six cost groups consisting of travel, contracts, training, equipment, RCU (Rent, Communications, Utilities), and supplies & materials. The cost groups are a summary of cost data that most directly contributes to the indicated support area. The total cost of each support area is also provided in each section that describes a House support area. The cost groups show the distribution of the non-personnel budget across the ten support areas with the total cost of all ten House support areas representing the total non-personnel budget prior to subtracting mainframe reimbursements.

4.1 Messaging and Scheduling

Equipment	RCU	Contracts	Training	Travel	Supplies
\$491,000	0	0	\$28,000	\$2,000	\$24,000
Messaging and Scheduling Support Area Cost - \$545,000					

The House Messaging System serves as the centralized backbone for the electronic messaging needs of the U.S. House of Representatives and has been in place since July 1996. This includes all areas of design, maintenance and support of the infrastructure that provides email, scheduling, email-to-fax service, directory services, encryption and digital signatures to approximately 10,000 users. The House Messaging System has been identified by the House community as

mission critical and indispensable to the daily operation of their office and their effectiveness in communicating with their constituents. Statistics show that the House Messaging System is currently processing approximately 6 million mail and schedule transactions per month, roughly equivalent to 18 million pages of text per month, and as high as a million transactions per day during peak national events.

The messaging system is an advanced client-server system requiring numerous specialized computer servers with software systems designed for round the clock operation and non-interruptible service. This system, through operating systems licenses, is able to support over 11,500 mailboxes for the Congress and to further support 124 Congressional offices with email-to-Fax service processing over 94,000 fax pages per month. As such, these servers require obligations for software licenses and technical support agreements in the equipment category. These software licenses and technical support agreements with leading Information Technology companies ensure that the House receives the most up-to-date software upgrades and continuous technical advice on the latest developments in messaging systems. These funds also provide the House with up-to-date technology in automated performance monitoring for rapid response and repair of systems problems, Internet mail, and "email to fax" capabilities for reliable communications with constituents. Spare parts are also required such as computer processors, hard drives and network components to preclude any interruptions to service in the event of hardware failures. A specified amount for training and supplies is identified to support upcoming technical changes and replacement parts.

Infrastructure upgrades of the messaging system are scheduled in FY99 with \$1,922,000 of FY98 reprogramming. This upgrade effort, coordinated with Microsoft engineering support, provides the necessary core system upgrade to handle increased message and scheduling loading. The enhanced core system will also help support software upgrades for Windows NT and Outlook to increase the efficiency and performance of the messaging system.

Equipment – Messaging and Scheduling

The messaging servers require annual funding of licenses for upgrades to operating system and application software. Software maintenance agreements or continuing support services comprise most of the funding requested for the equipment costs such as Microsoft Premier (\$95k), Interstar Technologies (\$77k), and other utility software. The Microsoft Windows NT operating system and Outlook messaging and calendar software are core parts of the messaging and scheduling support area costs for equipment.

Training & Travel – Messaging and Scheduling

The oversight of a 10,000-customer base electronic messaging system requires highly trained hardware and software engineers. The training and travel funding request will enable House Messaging engineers to prepare for messaging operating system software upgrades. The operating systems software of a client server is the backbone upon which all other specialized software must perform. Continuous improvements and upgrades are the industry standard. House engineers must be adept at all upcoming technical changes and improvements to insure excellent service.

Supplies and Materials – Messaging and Scheduling:

Messaging engineers require technical publications for on-the-job training and understanding of the latest industry advancements in messaging systems. Engineers also maintain a supply of digital replacement tapes to back up complex software in the event of a system failure. Digital tapes wear out with use over a period of time and will not reliably record data for disaster recovery. Therefore, a supply of new digital tapes must be kept on hand as replacements.

4.2 Internet/Web

Equipment	RCU	Contracts	Training	Travel	Supplies
\$892,000	0	\$24,000	\$37,000	\$2,000	0
<i>Internet/Web Support Area Cost - \$955,000</i>					

The Web area (Internet/Intranet) is the fastest growing area of information technology. The House Internet staff hosts 454 Web sites in support of the Members and received as many as 40,000,000 hits per month from the public. The importance of the House presence on the Internet continues to accelerate as more and more constituents connect to the Web seeking information about their Representative's legislative activities and views on issues concerning them. An increasing number of Congressional web sites are providing constituents a means of voicing their opinions through on-line surveys. Web-based applications such as "Write Your Representative" help constituents identify and contact their Representatives while at the same time protect Congressional offices from being flooded with non-constituent messages. The Web systems at the House are a series of centrally operated and controlled servers that connect through the House network and messaging system to the House's Intranet (internal and protected on the House Campus) and to the World Wide Web.

Enhanced Web systems capabilities and system upgrades are scheduled for FY99 using FY98 reprogramming funds. The advanced Web system upgrade will provide a core Web system supporting development, test, and production activities and will reduce the burden on Member and Committee offices in establishing and maintaining Web-based capabilities. The Internet/Web Support areas requests FY2000 funding in the following areas:

Equipment – Internet/Web

The interest and visibility of Congressional Web sites requires that the security, performance, and functionality of the House Web servers be maintained at the highest quality. Funding is requested to maintain the hardware and associated software, much like the House Messaging Systems, the House Internet Web systems is operated on a series of advanced servers. Further investments in web server hardware and software will be required to replace obsolete equipment, implement work load balancing, and provide solutions for improving availability of information. These efforts will maximize dependability and performance and keep up with Member and Committee office demands for increased web host resources.

Training & Travel – Internet/Web

Maintaining expertise in rapidly evolving technologies and concepts is a continual requirement and challenge, because current knowledge and experience is vital to providing high quality, proactive technical support to the House community. Training classes in client-server and web-

related architecture and technologies include server administration, security systems administration, database management, new versions of operating systems, network security & management, and advanced web site development tools.

Contracts – Internet/Web

During periods of high demand support from commercial web site developers is required to continue to provide Member and Committee offices with acceptable turn-around for web site updates or to assist technical staff in planning and implementing advanced web technologies.

4.3 Communications

Equipment	RCU	Contracts	Training	Travel	Supplies
\$942,000	\$5,170,000	\$1,381,000	\$68,000	\$2,000	0
Communications Support Area Cost - \$7,563,000					

The Communications support area represents the combining of many HIR and Net Telecommunication projects to provide an integrated communications system. The communications support area costs are shown in the above table and do not directly correspond to the Net Telecommunications budget request since many projects are interrelated. The detailed BOC explanation of the Net Telecommunications budget request line item is outlined in the Budget Overview section following the Net Telecommunications table in the Comparative Analysis 1999/2000 sub-section.

Upgrades to the House office wire infrastructure are continuing through FY99 and funded through FY98 reprogramming. The office wire infrastructure upgrade is a category 5 wiring project that provides increased capability to transmit increased amounts data from the communications backbone to each House office such as multi-media, video teleconferencing, and remote training.

The majority of costs in the communications support area are comprised of RCU and contract costs for maintenance contracts and telecommunications services such as frame relay and other line charges. The Communications support area provides for the Members' complete access to all voice and data systems in support of legislative and constituents' services. All projects providing support to the communications area can generally be categorized into three principal areas: Wide Area Networking, Campus Networking, and Voice and Video Systems.

Wide Area Networks

The Wide Area Network provides Members electronic connectivity throughout the Nation. In this way, Members' District offices are interconnected to their Washington office and have access to all the sources of information that are available in their Washington office, such as email, scheduling, common shared electronic files, newswire information and the wealth of information available via the Internet. A remote secure telephone dial-in capability allows Members and congressional staff ubiquitous access to all information normally available from their office Personal Computer (email, Correspondence Management System, files, newswires) at any location in the world with a phone line and a laptop or PC. A contract for Member office Flagship services (more than 600 current Member District offices subscribed), Internet service

for the House, and remote Intranet access services, provides these capabilities. This contract ensures that continuous maintenance and upgrades to this backbone for worldwide electronic technology are sustained.

Campus Networks

The Campus Network is a complex and advanced system of electronic switches, wiring, software, and specialized equipment to ensure that all voice and data systems of House Campus buildings are able to rapidly and seamlessly communicate with each other at extremely high speed and capacity. This network is the enabler of all electronic information systems in the House. The internal network operations of the House are of such complexity and continuous demand that preparations are continually underway for upgrade and improvements without which the system would collapse under the expanding demand. The FY2000 budget request includes the necessary campus network system maintenance contracts to provide for dependable operation and rapid response to any failure sustained in the network environment. New equipment purchases are also required to sustain and enhance this fundamental system in an electronic environment.

Voice and Video Systems

The Voice and Video category includes projects which support sustainment activities for the House PBX (telephone) and voice mail systems, Member and Committee video conferencing activities, House (Capitol) operators, Telecommunications billing and Telecommunications customer support. This category requires contract and equipment funding for the maintenance of all of the phone systems of the House. The G3 telephone network upgrade project is a large portion of contract related cost for the Voice & Video area.

4.4 Information Systems Security

Equipment	RCU	Contracts	Training	Travel	Supplies
\$86,000	0	\$60,000	\$7,000	0	0
Information Systems Security Support Area Cost - \$153,000					

Security has acquired an expanded role as the House has increased access of data to more users. Where Security had been primarily a logical and physical access administration function, its role has been redefined and it has become the provider of information security to the House of Representatives. The wider availability of House services through the Web has also provided more openings for unauthorized access. Security has taken an active role in preventing unauthorized access and in detecting attempts to circumvent the procedures in place.

The need for an increased security presence has necessitated the purchase of hardware, software, and contractor assistance to support the security initiatives. This is reflected in the increased FY2000 expenditures for security tools and contractor support, which are essential if HIR is to provide the data security and network security that the House requires.

Communications plays a role in providing network security through servers that identify users and restrict what they can do. In addition, Communications provides the network security for Members and House employees who access systems from remote locations.

Equipment – Information Systems Security

Includes support for servers that authenticate users accessing the House Internet systems, and for tools (such as the Secure-ID cards for secure remote usage. Costs also include software and equipment for intrusion detection systems necessary to safeguard Member data and software to wipe and verify Member data.

Contracts – Information Systems Security

Includes contractor support for installed security hardware and software and actions necessary to reduce the vulnerability of Member and Committee desktop workstations..

4.5 Electronic Information Services

Equipment	RCU	Contracts	Training	Travel	Supplies
\$232,000	\$230,000	0	\$25,000	\$1,000	\$5,000
<i>Electronic Information Services Support Area Cost - \$493,000</i>					

The transmission of world & local news and information regarding the distribution of federal funding is delivered electronically by HIR to 10,000 Congressional customers via a subscribed data transfer from various worldwide news and information organizations to a House based integrated client server system. The contracts for subscriptions to the full-release version of Associated Press News Service, Reuters, Dow Financial Reports, Wall Street Journal, Frontrunner News service and Federal Grants and Funding are funded here. HIR maintains the Hardware and software systems to provide this reporting service to the Members in a fully integrated WEB based system. Specialized Congressional services, like an Internet-based White House and Capitol Tour Ticket exchange system, are maintained in this support area. The Newswires provide an important aspect of Legislative service to the Members by delivering all relevant news articles on any particular topic as reported by the Worlds' news organizations.

Member Offices use Federal Funding Services as an important constituent service. By having a readily searchable Internet based information service, Members and their staff may easily identify the amount of funds received within the Congressional District or to other geographical entities within their State. Members use available grant information to assist constituents in finding sources of possible funding for various projects in their District. Committees sometimes use awarded Federal Funding data to research the patterns and trends of spending characteristic of various Federal agencies or of a particular program. A report wizard feature allows Member staff to do some of their own tailored reports. Member offices rely on this information for their newsletters, speeches, press releases, etc.

In lieu of a BOC breakdown, the following table shows the costs for FY99 and the projections for FY 2000 of various electronic information services. Parts of these costs are accounted for in other support areas such as mainframe migration or Y2K initiatives but the full contract cost is listed below:

VENDOR	CONTRACT	FY1999 \$ (Actual)	FY2000 \$ (Est.)	Description
Associated Press	AP Newswire	\$234,141	\$241,000	AP Newswire Stories. Most popular House information service
National Journal	Site License for Cloakroom Web Application	132,000	136,000	House-wide Web site license Second most popular service
Reuters NewMedia	Reuter Newswire(s)	92,880	95,600	Reuters Newswire Stories
Dow-Jones	DowVision Newswire	80,724	82,615	15 news services (incl. NY Times, Wall Street Journal, Financial, etc.)
Federal Document Clearing House	FDCH Transcripts (Newswire)	19,096	19,650	Committee transcripts & talk shows. Timely excerpts
NewsEdge	Web Newswire Delivery Software	Reprog. FY98	85,000	Web Delivery Software for Newswires on Intranet
Eagle Eye, Inc.	Web Federal Funding Intranet Application & Grants/Contracts data	Reprog. FY98	50,000	Web Delivery Software for Federal Funding on Intranet Grants/Contracts data by Cong. District. Quarterly data received on CD-ROM.
AOL/PLS	CD-ROM Software Support	1,500	1,544	To generate the 1-off for CD-ROM
Total		\$560,341	\$711,409	

4.6 House Systems and Technical Support

Equipment	RCU	Contracts	Training	Travel	Supplies
\$1,417,000	\$31,000	\$129,000	\$98,000	\$2,000	\$122,000
House Systems and Technical Support Area Cost - \$1,789,000					

Costs for this support area primarily come from the direct Member and Committee support provided by HIR's Client Services staff, and the Information Management Directorate efforts to maintain systems (mainframe and client-server) and applications that support existing or new services. Direct information technology support to Member Offices, Committees, House offices and their staffs is provided through the projects within the four branches of Client Services, including:

Technical Support Representatives, who serve as the initial point of contact for HIR developed and supported information technology services, and provides HIR support interface. These TSRs assist with the delivery and coordination of all HIR services, and consult on information technology purchases, installation and sustainment throughout the House.

Engineering Support Branch, which staffs a Call Center with highly qualified engineers, and provides Tier II support with a liaison to TSRs and to the System Integrators and Vendors that support delivery of systems and applications to the House. The engineering support staff and call center operations cost over \$80,000 annually.

The Learning Center, staffed with information technology and applications software knowledgeable professionals who deliver specialized training to Member Office and to District Office staff. Training is presented in standard classroom settings and via the Intranet to Member staffs in DC and district offices. Training includes sessions on office applications, operating systems, system administration, and CAO services available to House staff. Contractor augmentation for instruction, new learning technologies, and classroom equipment costs over \$400,000 annually.

The Graphics Branch is a team of visual communicators, graphic artists, and project managers who design and produce an assortment of visual communications. The products include brochures, charts, flyers, forms, manuals, posters, and signs. The Visual Communication Center, located in the O'Neill HOB, provides graphic services to House Members, Committees, Officers, and Staff.

Continuing support of mainframe services also contributes to these costs. Because many legislative and administrative functions are still supported on the mainframe, and are supported by technical staff, hardware and software costs make up a significant amount of the charges for this support area.

Equipment – House Systems and Technical Support

Charges include the cost of continuing mainframe hardware and software to support existing services, and charges to bring newer client server technology to the House. Because support must be provided in both the mainframe and client server environments, "Equipment" costs are a significant charge in FY2000. The maintenance and software costs for FY2000 Y2K contingency operations on the mainframe, and the various licenses and server/training equipment, are requested at \$1,400,000 for continued support.

RCU – House Systems and Technical Support

Includes costs for disaster recovery materials and connection to electronic services such as the IBM information system.

Contracts – House Systems and Technical Support

The majority of the cost in this area is for contractor-provided training for House staff. The frequency of training provided to House offices requires contractor augmentation for much of the actual day-to-day training services. The computer data center also has specialized contract services for cleaning and maintenance.

Training – House Systems and Technical Support

The staff tasked with direct support of Member and Committee offices need training in the newest versions of the software used in the offices, to support the offices that need new versions running to support their vendor-provided software, and to assist those offices migrating to the new software. Staff, who provide support for mainframe-based services, need training on the newer systems to enable them to migrate their skills to the new technology.

Supplies – House Systems and Technical Support

Both the mainframe and the client server systems require bulk paper and printer supplies, which comprise a majority of the costs in this area. Tapes for system backups are also an annual cost due to the wearing out of digital tapes with use over time.

4.7 Year 2000

Equipment	RCU	Contracts	Training	Travel	Supplies
\$2,000	\$171,000	0	\$19,000	\$1,000	\$3,000
<i>Year 2000 Support Area Cost - \$196,000</i>					

The year 2000 support area represents a summary of project activity that completes the HIR role in year 2000 testing and implementation of House systems. The Y2K program manager is funded from Y2K supplemental funds and when combined with the Y2K support area funding of \$196,000 yields a total fiscal year 2000 Y2K effort of \$326,000.

Equipment – Year 2000

To validate that HIR applications are year 2000 compliant, code changes were made to HIR applications. The House purchased and implemented software to assist in this validation. These funds provide for software licenses and technical support agreements to support the purchased software. These agreements assure that HIR receives all current upgrade releases to the software as well as the technical support needed to continue its use.

RCU – Year 2000

One of the Y2K initiatives involves making newswire services compliant for year 2000 through a Web-based conversion project. RCU costs relate to a portion of the newswire costs associated with the conversion project to provide Members, Committees, and House offices with Web-based access to Y2K compliant newswire services.

Training & Travel – Year 2000

The implementation of remediated code and the wrap-up of year 2000 projects require additional training for the people involved. This training and travel will better equip the team to both wind down the year 2000 testing and continue the sustainment of the applications that were remediated.

Supplies and Materials – Year 2000

The year 2000 team requires technical publications to further supplement their knowledge base. These publications will assist in on-the-job training that may be required to support HIR applications throughout the year 2000. Also required are different forms of media (8mm tapes, 9trk tapes, floppies, etc) used to archive or baseline HIR applications.

4.8 Mainframe Migration

Equipment	RCU	Contracts	Training	Travel	Supplies
\$411,000	\$210,000	\$3,000	\$41,000	0	\$43,000
<i>Mainframe Migration Support Area Cost - \$708,000</i>					

HIR began planning for the replacement of House mission critical legacy systems in 1997 and designated a Mainframe Migration Task Force (MFMTF) and a Mainframe Migration Implementation Team (MFMIT) in April of 1998. HIR expects to analyze, re-implement, and

transition to replacement systems over a one to three year period (Y2K contingencies are expected to run in FY2000). While replacing the legacy systems is difficult, HIR's objective is to exploit client server technology in order to migrate the mission critical legacy systems in a useful, meaningful, and timely fashion by demonstrating proven option on a test platform.

Replacement systems, to the extent possible, will be Commercial-Off-The-Shelf (COTS) and incorporate best practice business standards. These systems will use a client/server software model and run on small and mid-size computing platforms. HIR recognizes that some custom integration will be necessary to handle special processes that are unique to the House, such as Legislative Information Management System (LIMS) requirements. Modifications to COTS systems will be conducted with a combination of HIR staff and specialized contractor support for the House-enhanced versions of the various systems.

The migration process is proceeding in several phases in accordance with OIG recommendations and the replacement plan of each system. Replacement systems will be selected based on their ability to meet the mission requirements of the CAO, Members, Committees, and staff.

Equipment – Mainframe Migration

Migration of the mission critical legacy applications from the mainframe processor creates an environment of integrated information systems, internal and external interfaces, support services, new computing platforms, and telecommunications that are designed to support the House's core business processes. The purchase of replacement applications developed for microcomputer and mid-size hardware and software will cause core business processes to be distributed across multiple servers. To benefit from this distribution and gain information technology compatibility, as well as the ability to communicate and share information enterprise wide, the purchase of equipment such as servers, and communications devices are requested in this budget.

RCU – Mainframe Migration

The mainframe migration effort also includes migration of mainframe bases electronic information such as newswire services. Portions of projects for newswire service costs and Web-based conversion of the newswire service are included in the RCU costs. Additional costs are included in the RCU BOC for development of disaster recovery services during migration from mainframe operations to a client-server environment.

Contracts – Mainframe Migration

The contract amount listed provides for the residual maintenance of the mainframe equipment until its ultimate replacement. This continued maintenance is necessary to support Y2K contingency programs during the fielding of their replacement systems.

Training and Travel – Mainframe Migration

Moving legacy applications into a client server operation, requires skilled hardware and software engineers. The training and travel identified will enable HIR staff to prepare for assuming the responsibility for migrated software and to support selected hardware. HIR staff must be adept at all upcoming technical changes to the applications, operating system, and hardware platforms in order to assure continuing excellent service.

Supplies and Materials – Mainframe Migration

HIR staff moving to new support roles will require technical publications for on-the-job training and understanding of the new client server hardware and soft. Expendable supplies such as magnetic tape for backing up systems, and printer consumables are required for routine operation of the migrated systems. Therefore, a supply of replacements for such items must be kept available.

4.9 New Technologies

Equipment	RCU	Contracts	Training	Travel	Supplies
\$131,000	0	0	\$14,000	0	\$4,000
<i>New Technologies Support Area Cost - \$149,000</i>					

The New Technologies support area is dedicated to explore relevant new technologies that can help improve the automation or technical support of House activities. HIR has developed an Information Technology Strategic Plan to help guide efforts to investigate new technologies that are based on House business processes and House needs. There are rapid advancements in messaging and Internet solutions that will be evaluated for possible insertion into the House environment. There are several projects scheduled for fiscal year 2000 that involve only personnel costs in order to assess and recommend if further investment of effort and funding will be beneficial to the House. These assessment projects include video teleconferencing reengineering and combining voice and data over high speed (e.g. ATM) communications. There are also initiatives to explore upgrades to communications switching technologies, wireless data networks, information security advances, and distance learning capabilities.

Equipment – New Technologies

Equipment costs associated with new technologies will include enhancements to diagnostic and maintenance software to improve reliability and performance of the House network. A small pilot program and equipment suite will help test distance learning technology and the ability to improve training to district offices.

Supplies – New Technologies

The Gartner Group technology services will be used to help assess technology advances and their relevance to the House environment prior to committing funding and test efforts.

4.10 HIR Administration and Operations

Equipment	RCU	Contracts	Training	Travel	Supplies
\$148,000	\$217,000	\$37,000	\$10,000	\$1,000	\$43,000
<i>HIR Administration and Operations Support Area Cost - \$456,000</i>					

HIR provides high-level management and co-ordination of critical projects, such as Y2K and Mainframe Migration. Strategic planning efforts and SDLC (System Development Life Cycle) projects are also managed through the Immediate Office. All budgeting and reprogramming projects are part of this area, with support from all of the HIR directorates. Although most of the

projects within the HIR Immediate Office are included in this support area, parts of projects from all directorates are included as well.

In addition to the funding for the tasks associated with managing the critical technology efforts at HIR, there are administrative costs in support of all directorates within HIR. This includes the cost for staff telephone use, replacement PC's, printers, and other desktop equipment. The mainframe and technical service reimbursements that HIR receives, which are added to the fiscal year appropriation to determine spending limits, need to be subtracted from the total budget for funding purposes and are identified within the Immediate Office as a single project.

Equipment – HIR Administration and Operations

This includes the consolidated HIR-wide charges for copier, facsimile, pager, computer, printer and other office machine assets and maintenance costs, paid via funds transfer to Office Systems Management (OSM). Site license charges for some of the House-wide products are included in this cost, as well as the cost for replacement equipment used by HIR staff.

RCU – HIR Administration and Operations

This largest cost group within this support area includes telephone service for the entire organization, which covers monthly line charges (hardlines and softlines), modem lines, Audix (voice mailboxes), cellular phone charges, and long-distance charges. FY2000 telephone costs were based on historical use and a detailed review of existing phone equipment in order to reduce costs and remove unnecessary phone services.

Supplies – HIR Administration and Operations

This funding request is consolidated HIR-wide; paid by funds transfer to Office Supply Service. The FY2000 estimate is based on historical use. In order to continue to provide superior support to the House community, technical magazine subscriptions and user manuals for supported software are needed for HIR staff. Subscriptions provide updated information needed by HIR staff to keep current with software and technology advancements. This FY2000 estimate is based on FY99 subscription costs and a review of needed material compared to current support areas.

Office of the Inspector General

SCHEDULE A

HOUSE OF REPRESENTATIVES
OFFICE OF INSPECTOR GENERAL
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	21	\$1,591	21	\$1,752	21	\$1,881		\$129
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$6		\$5		\$5		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$15		\$15		\$15		
24 Printing and Reproduction.....		\$						
25 Other Services.....		\$2,517		\$2,133		\$2,133		
26 Supplies and Materials.....		\$21		\$25		\$25		
31 Equipment.....		\$29		\$23		\$23		
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	21	\$4,181	21	\$3,953	21	\$4,082		\$129

SCHEDULE B

HOUSE OF REPRESENTATIVES
OFFICE OF INSPECTOR GENERAL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$129										\$129
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$129										\$129

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF INSPECTOR GENERAL		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	21	\$3,953
BUDGET BASE, 2000	21	\$3,953
A. MANDATORY CHANGES		\$129
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		\$20
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$14
5. FY '00 LONGEVITY INCREASES		\$18
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$18
8. FY '00 COST OF LIVING ADJUSTMENT		\$59
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$129
III. TOTAL APPROPRIATIONS REQUEST, 2000	21	\$4,082

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF INSPECTOR GENERAL

For salaries and expenses of the Offices of Inspector General, \$4,082,000. This is an increase of \$129,000 or 3.26% over the amount provided in fiscal 1999.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment, prorated FY'00 Cost of Living Adjustment, FY'00 longevity increases, a base adjustment and FY'00 meritorious increases.

Office of the General Counsel

HOUSE OF REPRESENTATIVES
OFFICE OF GENERAL COUNSEL
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	7	\$564	9	\$727	9	\$772		\$45
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$2		\$9		\$9		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$7		\$9		\$9		
24 Printing and Reproduction.....		\$				\$1		\$1
25 Other Services.....		\$2		\$18		\$18		
26 Supplies and Materials.....		\$16		\$18		\$18		
31 Equipment.....		\$72		\$59		\$13		-\$46
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	7	\$664	9	\$840	9	\$840		

**HOUSE OF REPRESENTATIVES
OFFICE OF GENERAL COUNSEL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS**

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SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF GENERAL COUNSEL		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	9	\$840
BUDGET BASE, 2000	9	\$840
A. MANDATORY CHANGES		\$45
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$6
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$15
8. FY '00 COST OF LIVING ADJUSTMENT		\$24
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		-\$45
1. LEGISLATION		
2. WORKLOAD		\$1
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		\$1
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		-\$46
a. REPLACEMENT AND UPGRADE		-\$46
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATIONS REQUEST, 2000	9	\$840

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF GENERAL COUNSEL

For salaries and expenses of the Offices of General Counsel, \$840,000. This is the same amount enacted in fiscal 1999.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment, prorated FY'00 Cost of Living Adjustment and FY'00 meritorious increases.

Program Type Changes:

The decrease in equipment is attributed to one time purchases in FY'99. There is also an increase of \$1,000 for an anticipated need in printing expenses.

Office of the Chaplain

HOUSE OF REPRESENTATIVES
OFFICE OF THE CHAPLAIN
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	1	\$132	1	\$133	1	\$137		\$4
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	1	\$132	1	\$133	1	\$137		\$4

**HOUSE OF REPRESENTATIVES
OFFICE OF THE CHAPLAIN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS**

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
		FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization			\$4								\$4
11 Personnel Compensation											
12 Personnel Benefits											
13 Benefits to Former Personnel											
21 Travel											
22 Transportation of Things											
23 Rent, Communications, Utilities											
24 Printing and Reproduction											
25 Other Services											
26 Supplies and Materials											
31 Equipment											
32 Land and Structures											
42 Insurance Claims/Indemnities											
Total			\$4								\$4

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE CHAPLAIN		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	1	\$133
BUDGET BASE, 2000	1	\$133
A. MANDATORY CHANGES		\$4
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$4
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$4
III. TOTAL APPROPRIATIONS REQUEST, 2000	1	\$137

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE CHAPLAIN

For personnel compensation for the Office of the Chaplain, \$137,000. This is an increase of \$4,000 over the amount provided in fiscal 1999.

Mandatory Pay and Related Changes:

Personnel increases are attributed to prorated FY'00 Cost of Living Adjustment.

Office of the Parliamentarian

HOUSE OF REPRESENTATIVES
OFFICE OF THE PARLIAMENTARIAN
BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	7	\$708	7	\$774	7	\$826		\$52
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$6		\$6		\$6		
24 Printing and Reproduction.....								
25 Other Services.....		\$81		\$104		\$104		
26 Supplies and Materials.....		\$7		\$7		\$7		
31 Equipment.....		\$16		\$13		\$18		\$5
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	7	\$818	7	\$904	7	\$961		\$57

SCHEDULE B

HOUSE OF REPRESENTATIVES
OFFICE OF THE PARLIAMENTARIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$52										\$52
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures										\$5		\$5
42 Insurance Claims/Indemnities												
Total		\$52								\$5		\$57

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE PARLIAMENTARIAN		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	7	\$904
BUDGET BASE, 2000	7	\$904
A. MANDATORY CHANGES		\$52
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$6
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$20
8. FY '00 COST OF LIVING ADJUSTMENT		\$26
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$5
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		\$5
a. REPLACEMENT AND UPGRADE		\$5
II. NET INCREASE/DECREASE REQUESTED		\$57
III. TOTAL APPROPRIATIONS REQUEST, 2000	7	\$961

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE PARLIAMENTARIAN

For salaries and expenses of the Office of the Parliamentarian (excluding the Compilation of Precedents), \$961,000. This is an increase of \$57,000 or 6.3% over the amount provided in fiscal 1999.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment, prorated FY'00 Cost of Living Adjustment, and FY'00 meritorious increases.

Program Type Changes:

The increase of \$5,000 in equipment is attributed to the need for computer upgrades and a scanner.

Compilation of Precedents

HOUSE OF REPRESENTATIVES COMPILATION OF THE PRECEDENTS BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	2	\$166	3	\$202	3	\$211		\$9
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	2	\$166	3	\$202	3	\$211		\$9

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMPILATION OF THE PRECEDENTS		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	3	\$202
BUDGET BASE, 2000	3	\$202
A. MANDATORY CHANGES		\$9
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$2
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$7
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$9
III. TOTAL APPROPRIATIONS REQUEST, 2000	3	\$211

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
COMPILATION OF PRECEDENTS

For salaries and expenses of the Office of the Compilation of Precedents, \$211,000. This is an increase of \$9,000 over the amount provided in fiscal 1999.

Mandatory Pay and Related Changes:

Personnel changes are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Total—Office of the Parliamentarian

SCHEDULE A

HOUSE OF REPRESENTATIVES TOTAL - OFFICE OF THE PARLIAMENTARIAN BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	9	\$874	10	\$976	10	\$1,037		\$61
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$6		\$6		\$6		
24 Printing and Reproduction.....								
25 Other Services.....		\$81		\$104		\$104		
26 Supplies and Materials.....		\$7		\$7		\$7		
31 Equipment.....		\$16		\$13		\$18		\$5
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	9	\$984	10	\$1,106	10	\$1,172		\$66

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TOTAL - OFFICE OF THE PARLIAMENTARIAN		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	10	\$1,106
BUDGET BASE, 2000	10	\$1,106
A. MANDATORY CHANGES		\$61
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$8
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$20
8. FY '00 COST OF LIVING ADJUSTMENT		\$33
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$5
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		\$5
a. REPLACEMENT AND UPGRADE		\$5
II. NET INCREASE/DECREASE REQUESTED		\$66
III. TOTAL APPROPRIATIONS REQUEST, 2000	10	\$1,172

Office of the Law Revision Counsel

SCHEDULE A

HOUSE OF REPRESENTATIVES
OFFICE OF LAW REVISION COUNSEL
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	18	\$1,598	18	\$1,692	18	\$1,795		\$103
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....				\$2		\$2		
22 Transportation of Things.....		\$2		\$4		\$4		
23 Rent, Communications, Utilities.....		\$						
24 Printing and Reproduction.....		\$50		\$50		\$75		\$25
25 Other Services.....		\$30		\$31		\$33		\$2
26 Supplies and Materials.....		\$128		\$133		\$136		\$3
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	18	\$1,808	18	\$1,912	18	\$2,045		\$133

SCHEDULE B

HOUSE OF REPRESENTATIVES
OFFICE OF LAW REVISION COUNSEL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

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PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$103										\$103
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services				\$3						\$22		\$25
26 Supplies and Materials				\$3						\$2		\$2
31 Equipment												\$3
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$103		\$6				\$24				\$133

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF LAW REVISION COUNSEL		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	18	\$1,912
BUDGET BASE, 2000	18	\$1,912
A. MANDATORY CHANGES		\$103
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$13
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$34
8. FY '00 COST OF LIVING ADJUSTMENT		\$56
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$6
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$3
5. SUPPLIES		
6. EQUIPMENT		\$3
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$24
1. LEGISLATION		
2. WORKLOAD		\$24
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		\$2
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		\$22
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$133
III. TOTAL APPROPRIATIONS REQUEST, 2000	18	\$2,045

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE LAW REVISION COUNSEL

For salaries and expenses of the Office of the Law Revision Counsel, \$2,045,000. This is an increase of \$133,000 or 6.95% over the amount provided in fiscal 1999.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment, prorated FY'00 Cost of Living Adjustment and FY'00 meritorious increases.

Price Level Changes:

Price Level Changes are attributed to inflation.

Program Type Changes:

Other Services: Increases are attributable to contractual expenses to West Group which provides editorial assistance for specific areas of copy presentation for the United States Code. The price is determined by a contract negotiated to cover through the year 2000 edition of the U.S. Code. An additional \$20,000 increase is attributable for contracts for technical computer support, which has been previously provided by the office staff. With the office reorganization consolidating all computer functions into one position, the Law Revision Counsel anticipates having to rely more on contracting for technical support.

Office of the Legislative Counsel

HOUSE OF REPRESENTATIVES
OFFICE OF LEGISLATIVE COUNSEL
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	48	\$4,478	51	\$4,760	51	\$4,955		\$195
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$1		\$2		\$2		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$16		\$20		\$20		
24 Printing and Reproduction.....								
25 Other Services.....		\$		\$6		\$6		
26 Supplies and Materials.....		\$61		\$64		\$64		
31 Equipment.....		\$181		\$128		\$38		-\$90
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	48	\$4,738	51	\$4,980	51	\$5,085		\$105

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF LEGISLATIVE COUNSEL		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	51	\$4,980
BUDGET BASE, 2000	51	\$4,980
A. MANDATORY CHANGES		\$195
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$37
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$158
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		-\$90
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		-\$90
a. REPLACEMENT AND UPGRADE		-\$90
II. NET INCREASE/DECREASE REQUESTED		\$105
III. TOTAL APPROPRIATIONS REQUEST, 2000	51	\$5,085

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE LEGISLATIVE COUNSEL

For salaries and expenses of the Office of the Legislative Counsel, \$5,085,000. This is an increase of \$105,000 or 2.1% over the amount provided in fiscal 1999.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and the prorated FY'00 Cost of Living Adjustment.

Program Type Changes:

The decrease in equipment is attributable to the one time purchase of equipment items in FY'99.

Corrections Calendar Office

SCHEDULE A

HOUSE OF REPRESENTATIVES CORRECTIONS CALENDAR OFFICE BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	11	\$708	12	\$799	12	\$829		\$30
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	11	\$708	12	\$799	12	\$829		\$30

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION CORRECTIONS CALENDAR OFFICE		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	12	\$799
BUDGET BASE, 2000	12	\$799
A. MANDATORY CHANGES		\$30
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$3
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$27
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$30
III. TOTAL APPROPRIATIONS REQUEST, 2000	12	\$829

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
CORRECTIONS CALENDAR OFFICE

The FY'00 Corrections Calendar Office request includes funds for statutory authorizations and a lump sum authorization. The lump sum authorization may be used to pay for personnel and non-personnel costs associated with daily official duties.

The FY'00 request for this office is based on full funding of the authorizations previously mentioned. Cost of living assumptions have been applied to FY'00 for both the statutory and lump sum categories.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment, and the prorated FY'00 Cost of Living Adjustment.

Total—Other Authorized Employees

SCHEDULE A

HOUSE OF REPRESENTATIVES TOTAL - OTHER AUTHORIZED EMPLOYEES BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	7	\$498	2	\$191	5	\$371	3	\$180
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....		\$1						
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$72				\$134		\$134
24 Printing and Reproduction.....		\$				\$19		\$19
25 Other Services.....								
26 Supplies and Materials.....		\$4				\$44		\$44
31 Equipment.....		\$5				\$120		\$120
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	7	\$580	2	\$191	5	\$688	3	\$497

SCHEDULE B

HOUSE OF REPRESENTATIVES
TOTAL - OTHER AUTHORIZED EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$14					3	\$166		3
12 Personnel Benefits										\$180
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications, Utilities								\$134		\$134
24 Printing and Reproduction								\$19		\$19
25 Other Services								\$44		\$44
26 Supplies and Materials										
31 Equipment									\$120	\$120
32 Land and Structures										
42 Insurance Claims/Indemnities										
Total		\$14					3	\$363		\$497

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TOTAL - OTHER AUTHORIZED EMPLOYEES		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	2	\$191
BUDGET BASE, 2000	2	\$191
A. MANDATORY CHANGES		\$14
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		\$2
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$1
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$5
8. FY '00 COST OF LIVING ADJUSTMENT		\$6
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	3	\$483
1. LEGISLATION		
2. WORKLOAD	3	\$363
a. TRAVEL		
b. RENT, COMMUNICATIONS		\$134
c. SUPPLIES		\$44
d. PRINTING AND REPRODUCTION		\$19
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES	3	\$166
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		\$120
a. REPLACEMENT AND UPGRADE		\$120
II. NET INCREASE/DECREASE REQUESTED	3	\$497
III. TOTAL APPROPRIATIONS REQUEST, 2000	5	\$688

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OTHER AUTHORIZED EMPLOYEES

For salaries and expenses of Other Authorized Employees, \$688,000. This is an increase of \$497,000 over the amount provided in fiscal 1999. Included in this account are personnel funds for Technical Assistants to the Attending Physician as well as personnel and nonpersonnel funds for the Office of Former Speaker.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment, the prorated FY'00 Cost of Living Adjustment, a base adjustment, and FY'00 meritorious increases.

Program Type Changes:

Personnel and nonpersonnel increases are attributed to the Office of Former Speaker.

Total—SALARIES, OFFICERS AND EMPLOYEES

SCHEDULE A

HOUSE OF REPRESENTATIVES SALARIES, OFFICERS AND EMPLOYEES - TOTAL BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	1,001	\$50,675	1,072	\$56,340	1,075	\$59,304	3	\$2,964
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$69		\$157		\$191		\$34
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$9,883		\$6,745		\$6,660		-\$85
24 Printing and Reproduction.....		\$9		\$13		\$37		\$24
25 Other Services.....		\$11,001		\$17,550		\$16,342		-\$1,208
26 Supplies and Materials.....		\$1,821		\$1,132		\$1,335		\$203
31 Equipment.....		\$12,881		\$13,911		\$11,292		-\$2,619
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Sub-total, funds required	1,001	\$86,338	1,072	\$95,848	1,075	\$95,161	3	-\$687
Less Reimbursements		-\$2,578		-\$1,208		-\$528		\$680
Total	1,001	\$83,760	1,072	\$94,640	1,075	\$94,633	3	-\$7

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SALARIES, OFFICERS AND EMPLOYEES - TOTAL		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	1,072	\$89,991
Adjustment to Appropriation		\$4,649
BUDGET BASE, 2000	1,072	\$94,640
A. MANDATORY CHANGES		\$2,798
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		-\$456
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$429
5. FY '00 LONGEVITY INCREASES		\$170
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$244
8. FY '00 COST OF LIVING ADJUSTMENT		\$1,880
9. FY '00 OVERTIME PAY		\$236
10. FY '00 TEMPORARY POSITIONS		\$166
11. FY '00 PERSONNEL BENEFITS		
12. HIR INFORMATION TECHNOLOGY INCREASE		\$129
B. PRICE LEVEL CHANGES		\$12
1. TRAVEL		
2. RENT, COMMUNICATIONS		\$2
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$5
5. SUPPLIES		\$2
6. EQUIPMENT		\$3
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	3	-\$3,497
1. LEGISLATION		
2. WORKLOAD	3	-\$875
a. TRAVEL		\$34
b. RENT, COMMUNICATIONS		-\$87
c. SUPPLIES		\$201
d. PRINTING AND REPRODUCTION		\$24
e. OTHER SERVICES		-\$1,213
f. STAFF LEVEL CHANGES	3	\$166
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		-\$2,622
a. REPLACEMENT AND UPGRADE		-\$2,622
H.I.R. Reimbursement differential		\$680
II. NET INCREASE/DECREASE REQUESTED	3	-\$7
III. TOTAL APPROPRIATIONS REQUEST, 2000	1,075	\$94,633

ALLOWANCES AND EXPENSES

Supplies, Materials, Administrative Costs and Federal Tort Claims

SCHEDULE A

HOUSE OF REPRESENTATIVES A&E - SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$6						
22 Transportation of Things.....				\$35		\$36		\$1
23 Rent, Communications, Utilities.....		\$318		\$322		\$332		\$10
24 Printing and Reproduction.....		\$29		\$8		\$8		\$
25 Other Services.....		\$545		\$400		\$412		\$12
26 Supplies and Materials.....		\$213		\$250		\$258		\$8
31 Equipment.....		\$1,066		\$1,510		\$1,557		\$47
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....		\$12		\$50		\$52		\$2
Total		\$2,189		\$2,575		\$2,655		\$80

SCHEDULE B

HOUSE OF REPRESENTATIVES
A&E - SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization										
11 Personnel Compensation										
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things				\$1						\$1
23 Rent, Communications, Utilities				\$10						\$10
24 Printing and Reproduction				\$12						\$12
25 Other Services				\$8						\$8
26 Supplies and Materials				\$47						\$47
31 Equipment										
32 Land and Structures				\$2						\$2
42 Insurance Claims/Indemnities										
Total				\$80						\$80

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION A&E - SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999		\$2,575
BUDGET BASE, 2000		\$2,575
A. MANDATORY CHANGES		
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$80
1. TRAVEL		\$1
2. RENT, COMMUNICATIONS		\$10
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$12
5. SUPPLIES		\$8
6. EQUIPMENT		\$47
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		\$2
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$80
III. TOTAL APPROPRIATIONS REQUEST, 2000		\$2,655

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND
FEDERAL TORT CLAIMS

This account is used for general administrative items not funded elsewhere for House operations in addition to equipment, supplies and telephones for certain offices. The FY'00 request is \$2,655,000. This is an increase of \$80,000 over the FY'99 amount enacted.

Price Level Changes:

Price Level Changes are attributed to a 3.1% inflation factor.

Official Mail for Committees, Administrative and Legislative Offices

SCHEDULE A

HOUSE OF REPRESENTATIVES ALLOWANCES AND EXPENSES - OFFICIAL MAIL (NON-MEMBERS) BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....				\$410		\$410		
24 Printing and Reproduction.....		\$330						
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total		\$330		\$410		\$410		

PROGRAM TYPE CHANGES

[illegible]

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION ALLOWANCES AND EXPENSES - OFFICIAL MAIL (NON-MEMBERS)		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999		\$410
BUDGET BASE, 2000		\$410
A. MANDATORY CHANGES		
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATIONS REQUEST, 2000		\$410

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
OFFICIAL MAIL (NON-MEMBERS)

This account was established at the same time the three component parts of the MRA were consolidated into one allowance in September 1998. Previously, there was one Official Mail account for the House. It became necessary to break out the Member mail from the non-Member mail account.

This account pays for the official frank for non-Member offices. Examples of items, which are charged to this account, include the monthly payroll statement disbursed to each employee and open season information.

The FY '00 funding for this account is \$410,000. This is the same amount enacted for FY '99.

Government Contributions

SCHEDULE A

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES - GOVERNMENT CONTRIBUTIONS
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total		\$114,680		\$132,832		\$132,333		-\$499

SCHEDULE B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES - GOVERNMENT CONTRIBUTIONS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization										
11 Personnel Compensation:										
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications, Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims/Indemnities										
Total		-\$546						\$47		-\$499

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION ALLOWANCES AND EXPENSES - GOVERNMENT CONTRIBUTIONS		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999		\$132,832
BUDGET BASE, 2000		\$132,832
A. MANDATORY CHANGES		-\$546
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		-\$8,204
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$948
5. FY '00 LONGEVITY INCREASES		\$48
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$1,233
8. FY '00 COST OF LIVING ADJUSTMENT		\$4,188
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		\$47
11. FY '00 PERSONNEL BENEFITS		\$1,194
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$47
1. LEGISLATION		
2. WORKLOAD		\$47
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		\$47
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		-\$499
III. TOTAL APPROPRIATIONS REQUEST, 2000		\$132,333

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
GOVERNMENT CONTRIBUTIONS

The funds for this account are used to pay the Government's (House) share of various employees programs as outlined below. For every dollar paid to a House employee in FY'98 the House paid 27.48 cents for benefits. The FY'00 budget estimate includes 28.48 cents in benefit costs for every personnel dollar estimated to be earned.

FERS/FICA/CSRS:

FERS and FICA were deemed mandatory coverage for employees hired after January 1, 1984. Effective October 1, 1994, the government contribution for FERS was reduced from 18.8% of gross pay to 16.9 percent. Effective October 1, 1997, the agency contribution was further reduced to 15.4 for Congressional employees. The latest reduction was made as a result of a new set of economic assumptions adopted for the calculation of the normal cost of FERS by the Board of Actuaries. Normal cost is an estimate of the percentage of pay, which must be contributed for a typical group of new employees over their careers in order to pay for their FERS basic benefits upon retirement.

The Government matching portion of FICA remains at 6.2% of gross pay. The maximum taxable wage base is adjusted annually. In 1997, the taxable wage base was \$65,400. In 1998, the taxable wage base is \$68,400.

Due to mandatory FERS coverage for new employees, the number of CSRS employees is decreasing each year. As of September 1997, there were 1,273 enrolled in the CSRS plan. As of September 1998, there were 1,196 enrolled in the same plan, a 6% reduction under the participation level one-year earlier. Some returning employees with a break in federal service of less than 366 days are eligible to return under CSRS. If an employee's break in service is greater than 366 days, they have 5 years of federal service and have not taken a refund of their deposit; they are eligible for the CSR-offset system. On August 5, 1997, the President signed into law Public Law 105-33, "The Balanced Budget Act of 1997". The legislation contains provisions, which temporarily changes the agency contribution rate for the Civil Service Retirement System (CSRS). Effective October 1, 1997, the agency contribution rate for Congressional employees went from 7.5% to 9.01, more than a 20 percent increase. The agency contribution rate will revert to 7.5% in October 2002.

MEDICARE:

The government contribution for Medicare is currently 1.45% of gross pay and is not subject to a maximum taxable wage base. All employees have been subject to withholdings for Medicare since January 1, 1983.

THRIFT SAVINGS PLAN (TSP):

The percentage of government contributions to the Thrift Savings Plan continues to grow as employee's shift to the FERS retirement program and are therefore eligible to receive matching government contributions up to a certain limit, unlike those participating in the TSP who are covered under CSRS. FERS employees automatically receive 1% of their gross pay once they become eligible to contribute to TSP, even if they elect not to contribute to the plan. The FY '00 budget estimate for the House share of this program is \$14,125,000. This is \$2,505,000 more than estimated for FY'99.

HEALTH BENEFITS:

As a percentage of total employees, the number of employees enrolled has remained fairly constant. The FY'00 budget of \$20,814,000 is based on this constancy factor.

LIFE INSURANCE:

The cost of Basic Life for active employees is based on the Basic Life Amount. The employee pays two-thirds of the total cost and the government pays one-third. The employee pays the total cost of additional optional insurance. The FY'00 budget of \$743,000 is \$36,000 greater than the FY'99 amount.

UNEMPLOYMENT/WORKERS COMPENSATION:

The FY'00 budget of \$2,564,000 includes a known FY'00 workers compensation bill of \$1,821,000.

Miscellaneous Items

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES - MISCELLANEOUS ITEMS
BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....		\$599		\$500		\$500		
21 Travel.....		\$85		\$96		\$96		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....		\$67		\$55		\$80		\$25
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total		\$751		\$651		\$676		\$25

SCHEDULE B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES - MISCELLANEOUS ITEMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY/ AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization										
11 Personnel Compensation										
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications, Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials						\$25				\$25
31 Equipment										
32 Land and Structures										
42 Insurance Claims/Indemnities										
Total						\$25				\$25

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION ALLOWANCES AND EXPENSES - MISCELLANEOUS ITEMS		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999		\$651
BUDGET BASE, 2000		\$651
A. MANDATORY CHANGES		
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$25
1. LEGISLATION		\$25
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$25
III. TOTAL APPROPRIATIONS REQUEST, 2000		\$676

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
MISCELLANEOUS ITEMS

This category funds for House autos, gratuities to beneficiaries of deceased staff and Interparliamentary receptions. A total of \$676,000 is requested for fiscal 2000. This is an increase of \$25,000 over the amount enacted for fiscal 1999.

House Autos: This item includes purchase, exchange, maintenance, repair and operation of House motor vehicles. The FY '00 request of \$96,000 is the same amount enacted in FY'99.

Gratuities to Heirs of Deceased Employees: This category funds and pays gratuities to the heirs of deceased House employees. The FY '00 request of \$500,000 is the same amount enacted in FY'99.

Interparliamentary Receptions: This category originated on June 29, 1961 when House Resolution 348 was passed. The purpose of this resolution was "to enable the House of Representatives more properly to discharge and coordinate its activities and responsibilities in connection with participation in various interparliamentary institutions and to facilitate the interchange and reception in the United States of members of foreign legislative bodies and permanent officials of foreign government." The funds provided to carry out the provisions set forth in the Resolution were amended to the current authorized level of \$80,000 and made permanent law in P.L. 105-275, the FY 1999 Legislative Branch Appropriations Act. The FY'00 request is the authorized level of \$80,000, which reflects an increase of \$25,000 over the amount enacted in FY'99.

Total—ALLOWANCES AND EXPENSES

SCHEDULE A

HOUSE OF REPRESENTATIVES TOTAL ALLOWANCES AND EXPENSES BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....		\$114,680		\$132,832		\$132,333		-\$499
12 Personnel Benefits.....		\$599		\$500		\$500		\$0
13 Benefits to Former Personnel.....		\$91		\$96		\$96		\$1
21 Travel.....				\$35		\$36		\$10
22 Transportation of Things.....				\$732		\$742		\$10
23 Rent, Communications, Utilities.....		\$648		\$8		\$8		\$0
24 Printing and Reproduction.....		\$29		\$455		\$492		\$37
25 Other Services.....		\$612		\$250		\$258		\$8
26 Supplies and Materials.....		\$213		\$1,510		\$1,557		\$47
31 Equipment.....		\$1,066						
32 Land and Structures.....		\$12		\$50		\$52		\$2
42 Insurance Claims/Indemnities.....								
Total		\$117,950		\$136,468		\$136,074		-\$394

**HOUSE OF REPRESENTATIVES
TOTAL ALLOWANCES AND EXPENSES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS**

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SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TOTAL ALLOWANCES AND EXPENSES		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999		\$136,468
BUDGET BASE, 2000		\$136,468
A. MANDATORY CHANGES		-\$546
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		-\$8,204
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$948
5. FY '00 LONGEVITY INCREASES		\$48
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		\$1,233
8. FY '00 COST OF LIVING ADJUSTMENT		\$4,188
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		\$47
11. FY '00 PERSONNEL BENEFITS		\$1,194
B. PRICE LEVEL CHANGES		\$80
1. TRAVEL		\$1
2. RENT, COMMUNICATIONS		\$10
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$12
5. SUPPLIES		\$8
6. EQUIPMENT		\$47
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		\$2
C. PROGRAM TYPE CHANGES		\$72
1. LEGISLATION		\$25
2. WORKLOAD		\$47
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		\$47
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		-\$394
III. TOTAL APPROPRIATIONS REQUEST, 2000		\$136,074

HOUSE CHILD CARE CENTER

SCHEDULE A

HOUSE OF REPRESENTATIVES
HOUSE CHILD CARE CENTER
BY OBJECT CLASS

	FY 1998		FY 1999		FY 2000		Net Change	
	Actual		Enacted		Estimate		FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	17	\$443	18	\$537	18	\$578		\$41
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....				\$1		\$1		\$
24 Printing and Reproduction.....				\$9		\$2		-\$7
25 Other Services.....		\$3		\$30		\$18		-\$12
26 Supplies and Materials.....		\$14		\$4				-\$4
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	17	\$460	18	\$580	18	\$598		\$18

SCHEDULE B

HOUSE OF REPRESENTATIVES
HOUSE CHILD CARE CENTER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$41								\$41
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications, Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims/Indemnities										
Total		\$41								\$18

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE CHILD CARE CENTER		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999		\$580
BUDGET BASE, 2000		\$580
A. MANDATORY CHANGES		\$41
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$41
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		-\$23
1. LEGISLATION		
2. WORKLOAD		-\$19
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		-\$12
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		-\$7
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		-\$4
a. REPLACEMENT AND UPGRADE		-\$4
II. NET INCREASE/DECREASE REQUESTED		\$18
III. TOTAL APPROPRIATIONS REQUEST, 2000		\$598

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
HOUSE CHILD CARE CENTER

For salaries and expenses of the House Child Care Center, \$598,000. This is an increase of \$18,000 over the fiscal 1999 budget. There are no House appropriated funds, which contribute to the sustaining activities of the House Child Care Center (HCCC). The HCCC pays for personnel and nonpersonnel expenses with funds received from tuition and application fees. The House does, however, budget for and use appropriated funds for the government contributions of HCCC employees.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the prorated FY'00 Cost of Living Adjustment.

Program Type Changes:

Reductions in the area of Other Services, Supplies and Equipment reflect a more accurate representation of need based on prior usage.

JOINT ECONOMIC COMMITTEE

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CHAIRMAN
THOMAS W. EYHO, KANSAS
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CHRISTOPHER FREEMAN,
EXECUTIVE DIRECTOR

Congress of the United States
JOINT ECONOMIC COMMITTEE
(CREATED PURSUANT TO SEC. 861 OF PUBLIC LAW 104, 78TH CONGRESS)
Washington, DC 20510-6602

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CHARLES S. ROSS, VIRGINIA

December 14, 1998

The Honorable James T. Walsh
Chairman
Subcommittee on Legislative Branch
Committee on Appropriations
H-147 The Capitol
Washington, DC 20515

Dear Mr. Chairman:

I am pleased to submit to the Legislative Branch Appropriations Subcommittee the budget request of the Joint Economic Committee for Fiscal Year 2000. Senator Connie Mack will chair the Committee during the 106th Congress and this budget request is my best judgement of the resources he will need to continue the important work of the Committee for the fiscal year beginning October 1999.

While the Committee seeks no additional increase in staff positions, it does request a modest increase to fund the cost of living adjustments and agency contributions in the amount of \$104,000. As a result, the budget request is \$3,200,000.

Thank you very much for your consideration.

Sincerely,


Jim Saxton
Chairman

SCHEDULE A

**JOINT ECONOMIC COMMITTEE
SUMMARY
BY ORGANIZATION AND BY OBJECT CLASS**

CATEGORIES	FY98 ACTUAL		FY99 ESTIMATE		FY2000 ESTIMATE		NET CHANGE 99/2000	
	Staff	Dollars (\$000)	Staff	Dollars (\$000)	Staff	Dollars (\$000)	Staff	Dollars (\$000)
1. Breakdown by Organization Joint Economic Committee	38	2,665	38	3,096	38	3,200	---	104
2. Breakdown by Object Class:								
Personnel Compensation	38	1,954	38	2,320	38	2,402		
Reimbursable Detail/WAE		46						
Personnel Benefits		503		626		648		
Communications (Telephone)		8		12		12		
Other services (Contracts, Hearings, Subscriptions, Travel, Petty Cash)		142		126		126		
Stationery		12		12		12		
TOTAL	38	2,665	38	3,096	38	3,200	---	104

SCHEDULE B
FISCAL YEAR 2000

JOINT ECONOMIC COMMITTEE
ANALYSIS OF CHANGE TO BUDGET BASE BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		WORKLOAD		TOTAL CHANGES	
	Staff	Dollars (\$000)	Staff	Dollars (\$000)	Staff	Dollars (\$000)	Staff	Dollars (\$000)
1. Breakdown by Organization Joint Economic Committee	----	104	----	----	----	----	----	104
2. Breakdown by Object Class Personnel Compensation Personnel Benefits	----	82 22	----	----	----	----	----	82 22
TOTAL	----	104	----	----	----	----	----	104

SCHEDULE C
FISCAL YEAR 2000

JOINT ECONOMIC COMMITTEE
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Appropriation, FY 1999	38	\$3,096
	FY 2000 BUDGET REQUEST	
	STAFF	AMOUNT (\$000)
I Adjustments to Base		
A. Mandatory Pay, Related Costs		
1. Promotions, Merit Increases		22
2. Agency Contributions		15
3. Annualization of COLA(FY99)		67
4. Budget Year COLA		
B. Price Level Changes		
1. Miscellaneous Expenses		
C. Program Type Changes		
1. Legislation		
2. Workload		
a. Increase in Staff		
3. Equipment		
II Net Increase/Decrease Requested	—	104
III TOTAL FY 2000 BUDGET REQUEST	38	\$3,200

SCHEDULE D
FISCAL YEAR 2000

JOINT ECONOMIC COMMITTEE
SUMMARY OF COMMITTEE REQUEST
FY 2000 BUDGET REQUEST

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Appropriation, FY1999	38	\$3,096
PROPOSED CHANGES FOR FY 2000	FY 2000 BUDGET REQUEST	
	STAFF	AMOUNT
A. Mandatory Pay, Related Costs		
1. Agency Contributions		22
2. Annualization of COLA(FY99)		15
3. Budget Year COLA		67
B. Price Level Changes (Miscellaneous)		
C. Program Type Changes		
1. Legislation		
2. Workload		
3. Equipment		
TOTAL PROPOSED CHANGES		104
FY 2000 BUDGET REQUEST	38	\$3,200

JOINT COMMITTEE ON TAXATION

Congress of the United States

JOINT COMMITTEE ON TAXATION

Washington, DC 20515-6453

JAN 21 1999

Honorable Charles H. Taylor
 Subcommittee on Legislative
 Committee on Appropriations
 U.S. House of Representatives
 Washington, D.C. 20515

Dear Mr. Chairman:

This letter relates to the fiscal year 2000 appropriation request for the Joint Committee on Taxation (the "Joint Committee").

Key points relating to the appropriation request are as follows:

- The Joint Committee is requesting an appropriation for fiscal year 2000 of \$6,256,000, an increase over the fiscal year 1999 appropriation of \$290,600. This represents a 4.87% increase over the fiscal year 1999 appropriation. \$223,000 of this amount will be allocated to cost-of-living increases for personnel expenses and the remaining \$67,600 will be allocated to proposed increases in nonpersonnel expenses.
- The Joint Committee's appropriation for fiscal year 1999 of \$5,965,400 is less than the \$6,019,000 appropriated to the Joint Committee for fiscal year 1995. Despite this reduction in the Joint Committee's appropriation, increased responsibilities have been assigned to the Joint Committee under the Internal Revenue Service Restructuring and Reform Act of 1998 (the "IRS Reform Act"). The Joint Committee estimated during consideration of the IRS Reform Act that these additional responsibilities would require approximately \$290,000 of additional staff resources annually.
- The Joint Committee is requesting an additional 1.5 FTEs for fiscal year 2000 to hire additional staff economists. These economists will assist in the preparation of revenue estimates so that the Joint Committee is able to respond to more Member requests. In addition, the additional FTEs will enable the Joint Committee to devote more staff resources to the effort to develop macroeconomic estimating capability.

Additional details relating to this appropriation request are provided below.

Congress of the United States

JOINT COMMITTEE ON TAXATION

Washington, DC 20515-6453

A. Summary of Fiscal Year 2000 Appropriation Request

The following summarizes the Joint Committee's appropriation request for fiscal year 2000:

<u>Personnel Compensation:</u>	\$5,656,000
<u>Nonpersonnel Funding:</u>	
Travel	12,000
Rent, communications, and utilities	33,000
Printing	0
Other services	29,000
Supplies and materials	154,000
Equipment	<u>277,000</u>
Total fiscal year 2000 request:	\$6,256,000

B. Details of Fiscal Year 2000 Appropriation Request

1. Personnel Expenses

Cost-of-living.—A 3.3 percent cost-of-living adjustment for calendar year 1999 and a 4.4 percent cost-of-living adjustment for calendar year 2000 are requested. This request would increase the appropriation for personnel expenses for fiscal year 2000 by \$223,000 over the fiscal year 1999 appropriation.

Additional FTEs.—An increase of 1.5 additional FTEs is requested for the Joint Committee for fiscal year 2000. These additional FTEs would be used to hire additional Joint Committee staff economists to assist in the preparation of revenue estimates to respond to Member requests. These additional FTEs would not only enable the Joint Committee to respond to more Member requests, but would also allow the Joint Committee to devote additional resources to the effort to develop the capability to incorporate macroeconomic effects in Joint Committee revenue estimates for major tax legislation.

Further, increased responsibilities have been assigned to the Joint Committee as a result of the Internal Revenue Service Restructuring and Reform Act of 1998 (the "IRS Reform Act"). Under the IRS Reform Act, the Joint Committee is required to prepare a complexity analysis of all revenue provisions of widespread applicability to individuals and small businesses. In addition, the IRS Reform Act requires the Joint Committee to provide staffing and an annual report in connection with annual joint hearings of six Congressional committees on the

Congress of the United States

JOINT COMMITTEE ON TAXATION

Washington, DC 20315-6453

operations of the Internal Revenue Service. These hearings will occur during calendar years 1999 through 2003. Finally, the IRS Reform Act mandated that the Joint Committee conduct a study of the present-law protections relating to disclosure of tax returns and tax return information. This study is due January 22, 2000, which will require the Joint Committee to expend personnel resources on this effort during a portion of fiscal year 2000. These additional responsibilities will place a significant drain on the personnel resources of the Joint Committee. During consideration of the IRS Reform Act, the Joint Committee estimated that these added responsibilities would require approximately \$290,000 of personnel resources per year.

No additional appropriation is requested to fund these additional FTEs. The FTEs can be funded out of the requested personnel appropriation through reclassification of certain Joint Committee positions and the replacement of departing higher paid employees with entry level professional staff.

If the Subcommittee approves these additional FTE's, the Joint Committee's staffing level of 65 FTEs would be less than the level of FTE's authorized for the Joint Committee in any fiscal year between 1980 and 1996.

2. Nonpersonnel Expenses

In general.--An increase of \$67,600 is requested for fiscal year 2000 relative to the fiscal year 1999 appropriation. In addition, the Joint Committee's expenses in various categories have been reallocated to reflect more accurately the actual expenses that are anticipated in these categories.

Rent, communications, and utilities.--The Joint Committee request proposes to reallocate \$55,000 from this category to other categories for fiscal year 2000. The amount requested in this category for fiscal year 2000 represents an accurate estimate of the actual expenses that the Joint Committee will incur.

Other services.--It is requested that \$29,000 be reallocated to this category from other categories for fiscal year 2000. The increase in this category is attributable to projected increased needs of the Joint Committee to secure consulting services in connection with the efforts to develop macroeconomic estimating capabilities. This project requires substantial resources. In addition to the work of Joint Committee staff, it is necessary for the Joint Committee to contract with macroeconomic forecasting firms to assist in the development of economic models that will permit the calculation of such macroeconomic effects.

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Further, the needs of the Members for immediate responses to requests for revenue estimates and the substantial volume of requests that the Joint Committee staff receives each year places limitations on the ability of the Joint Committee staff to perform certain work necessary for the preparation of revenue estimates. To perform efficiently, the Joint Committee staff has found it necessary to contract from time to time with certain private sector organizations to do work that the Joint Committee staff does not have the time or the resources to do otherwise.

Finally, the Joint Committee may find it necessary during fiscal year 2000 to contract for consultant services in connection with Joint Committee plans to update its document tracking system software and hardware; this project is discussed more fully in the equipment category below.

Supplies and materials.—It is requested that \$24,000 be reallocated to this category from other categories for fiscal year 2000. The requested increase in this category is attributable to the cost of purchasing new on-line information resources for the use of the Joint Committee professional staff. It is essential that the Joint Committee staff have available the most sophisticated research tools available for tax professionals. This expense ensures that the Joint Committee staff has access to the same resources that private sector tax lawyers and economists utilize on a daily basis. The amount requested for fiscal year 2000 in this category reflects a relatively modest increase over the actual expenses for fiscal year 1998; the amount allocated to this category for fiscal year 1999 is below anticipated actual expenses.

Equipment.—An increase of \$69,600 is requested for fiscal year 2000 over fiscal year 1999 for the purchases of new equipment. Anticipated expenses in this category include \$60,000 for hardware and software maintenance; \$50,000 for Xerox maintenance and usage costs; and \$150,000 for the purchase of document scanners, CD-ROM writers, and other storage for expansions of the Joint Committee's document tracking system.

In 1994, the Joint Committee implemented a computerized data base to track Member requests. The Joint Committee hopes to begin upgrades to this data base system during fiscal 1999 that will lead to the purchase of computer hardware (such as scanners) and software during fiscal year 2000 to implement these upgrades. Once the upgrades are complete, the Joint Committee will have the capability of maintaining a complete electronic record of each request received from a Member of Congress and to determine at any time the status of such request.

The purchase of equipment represents the single largest item of nonpersonnel expenses for the Joint Committee. The large volume of documents that the Joint Committee is required to produce during the legislative process requires the use of sophisticated and technologically advanced computer and reproduction equipment. The Joint Committee staff finds it necessary to

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upgrade computer software, hardware, and reproduction machines frequently to ensure that Members receive adequate service.

C. Review of Joint Committee on Taxation Operations During Calendar Year 1998

Attachments A through E provide a summary of the activity of the Joint Committee staff for calendar year 1998. This included work on Committee and Conference Reports (Statements of Managers) for the revenue-related legislation considered by the House Committee on Ways and Means and/or the Senate Committee on Finance and conference action on revenue-related legislation. A list of these committee and conference reports is contained in Attachment A.

Tax legislative reports

Tax legislative reports worked on by the Joint Committee staff relating to legislation enacted in 1998 included:

- Extension and modification of Highway Trust Fund tax provisions (revenue title in H.R. 2400, Transportation Equity Act for the 21st Century).
- Internal Revenue Service Restructuring and Reform Act of 1998 (H.R. 2676), which included major revisions of numerous IRS administration, taxpayer compliance and taxpayer rights provisions, revenue offsets, and technical corrections to recent tax legislation.
- Tax and Trade Relief Extension Act of 1998 (revenue provisions of H.R. 4328, the Omnibus Consolidated and Emergency Supplemental Appropriations Act, 1999).
- Internet Tax Freedom Act (S. 442 as reported by the Finance Committee, included in the conference report for H.R. 4328).

The Joint Committee staff also worked on several other reports on tax legislation considered by the tax-writing committees in 1998 but not enacted. These included the following areas of tax legislation (also listed in Attachment A):

- H.R. 1432 (revenue-offset provision relating to the employer deduction for severance pay in the African Growth and Opportunity Act), which was passed by the House.

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- H.R. 3249 (Federal Retirement Coverage Corrections Act), which was passed by the House.
- H.R. 4250 (revenue-offset provisions in the Patient Protection Act of 1998), which was passed by the House.
- H.R. 4579 (Tax Relief Act of 1998), which was passed by the House.
- H.R. 4738 (Extension of Expiring Provisions and Other Tax Relief), which was passed by the House.
- S. 1133 (Parent and Student Savings Account Plus Act), which was reported by the Finance Committee and passed by the Senate as an amendment to H.R. 2646 (see below).
- H.R. 2646 (Education Savings and School Excellence Act of 1998), the conference report for which was passed by the House and the Senate in 1998 but vetoed by the President.
- S. 1415 (Tobacco Settlement), which was reported by the Finance Committee and considered by the Senate.

ICT staff publications

In addition to its work on committee and conference reports, the Joint Committee staff published 82 documents during 1998, including pamphlets and other documents prepared for committee hearings and markups and conference action (see Attachment B). Included in these documents was the General Explanation of Tax Legislation Enacted in 1998, a 320-page comprehensive explanation of tax legislation enacted in 1998, and also a Summary of Revenue Provisions Contained in Legislation Enacted During the 105th Congress.

The 1998 staff publications included the Joint Committee staff's annual report on estimates of Federal tax expenditures (for fiscal years 1999-2003). Other publications included a staff study on tax amnesty proposals, analysis of proposals for restructuring of the Internal Revenue Service, analysis of individual effective-marginal tax rates, proposals to reduce the marriage tax penalty, revenue provisions contained in the President's fiscal year 1999 budget, and issues relating to estate and gift taxes, the individual alternative minimum tax, capital gains, tax incentives for savings, tax provisions relating to health care and qualified pension plans, and tax complexity for small business.

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JCT staff investigations and refund review

During 1998, the Joint Committee staff continued its investigation (started in 1997) of whether the Internal Revenue Service's ("IRS") selection of tax-exempt organizations (Code secs. 501(c)(3) and 501(c)(4)) and individuals associated with such organizations for audit has been politically motivated, including an analysis of the selection of such tax-exempt organizations for audit for reasons related to their alleged political or lobbying activities. This investigation represents an important exercise of the Joint Committee's statutorily prescribed duty of oversight of the administration of the Federal tax system.

An on-going, statutorily mandated function of the Joint Committee is the review of IRS refunds or credits of income tax, estate and gift tax, or any tax on public charities, foundations, pension plans, or real estate investment trusts in excess of \$1,000,000. The Joint Committee staff reviews and reports on such refund cases and makes comments or recommendations with respect to the proposal refund case to the IRS. The Joint Committee is moving from a calendar year to fiscal year reporting of refund activity. Therefore, statistics for 1998 contained in Attachment E are presented for the period January through September. During this period of 1998, the Joint Committee refund staff reviewed 439 cases involving \$4.8 billion in proposed refunds. The Joint Committee staff raised concerns in 55 cases (or approximately 12.9 percent of the cases). Errors identified by the Joint Committee staff produced a net reduction in refunds of \$20.4 million in 1998, as compared to \$14.3 million in 1997. The average annual reduction in refunds for the last 8 years is \$11.1 million.

Revenue estimates and related analysis

Attachments C and D show data relating to the Joint Committee's revenue estimating activity for calendar year 1998. The Joint Committee received 2,729 requests for revenue estimates during 1998, the largest number of requests ever received in a single year. These requests represent a 32 percent increase in the number of requests over 1997. The Joint Committee staff disposed of 85 percent of the requests received.

Since 1985, when data on revenue estimate requests was first compiled, the number of requests received annually has increased by 684 percent.

D. Anticipated Workload of the Joint Committee on Taxation for Calendar Year 1999

During 1999, the Joint Committee's workload will be at least equivalent to what it has been in the past several years. The Joint Committee will be extensively involved in legislative proposals to provide broad-based tax relief to the American taxpayers, expiring tax provisions,

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and social security reform. The Joint Committee staff will (1) develop legislative proposals, (2) assist in the drafting of such proposals, (3) provide revenue estimates for numerous legislative options and amendments, (4) prepare markup documents and committee reports, and (5) provide additional economic analysis to the Members.

In addition to this anticipated legislative activity, beginning in 1999, the Joint Committee will assume new responsibilities under the IRS Reform Act. The Joint Committee staff is now required to prepare a complexity analysis for inclusion in Committee and Conference reports for all revenue legislation. In addition, the Joint Committee staff is required under the IRS Reform Act to conduct two studies during 1999. The first study relates to the present-law system of penalties and interest and is required to be completed by July 22, 1999. The second study relates to the rules governing disclosure of tax return information and is due by January 22, 2000. Finally, the Joint Committee is required to prepare materials for the use of the Congress in connection with joint hearings relating to the operations of the Internal Revenue Service that will occur during calendar years 1999-2003. These additional responsibilities will require significant staff resources.

E. Summary

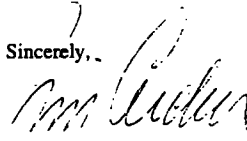
Mr. Chairman, I hope that you will approve the appropriation request of the Joint Committee on Taxation. I believe that this request is the minimum amount necessary to fund the operations of the Joint Committee during fiscal year 2000. These resources will not only fund the day-to-day operations of the Joint Committee staff, but will also be used to continue our efforts to develop macroeconomic estimating capabilities and to perform the additional responsibilities of the Joint Committee mandated by the IRS Reform Act. If the requested funding is not provided, then difficult decisions will be required concerning what staff activities can and should be funded. I hope that this Subcommittee will not force the Joint Committee to make these decisions.

Mr. Chairman, I recognize fully the budgetary constraints that make your work so difficult. At the same time, I hope that you will appreciate the important role the Joint Committee on Taxation plays in the analysis and development of tax legislation. I firmly believe that the nonpartisan technical tax experts on the Joint Committee staff provide a service to the Congress that is not and cannot be duplicated by any other Congressional office. Their work every year proves this.

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I respectfully urge the Members of the Subcommittee to respond favorably to the Joint Committee's funding request for fiscal year 2000.

Sincerely,

A handwritten signature in dark ink, appearing to read "Bill Archer", written over a light blue horizontal line.

Bill Archer
Joint Committee on Taxation

ATTACHMENT A:

**1998 Tax-Related Legislative Reports Worked
on by the Staff of the Joint Committee on Taxation**

A. Tax Committee Report Explanations

1. H.R. 1432 (African Growth and Opportunity Act). H. Rept. 105-423, Part 2. (House Ways and Means Committee report on revenue provision for the bill relating to employer deduction for severance pay).
2. H.R. 2400 (Surface Transportation Revenue Act of 1998). H. Rept. 105-467, Part 3. (House Ways and Means Committee report on extension and modification of Highway Trust Fund tax provisions).
3. H.R. 2676 (Internal Revenue Service Restructuring and Reform Act of 1998). S. Rept 105-174. (Senate Finance Committee report on IRS restructuring provisions and tax technical corrections).
4. H.R. 3249 (Federal Retirement Coverage Corrections Act). H. Rept. 105-625, Part 2. (House Ways and Means Committee report on the bill).
5. H.R. 4250 (Patient Protection Act of 1998). Technical explanation of tax provisions for House Floor consideration of the bill (see JCX-56-98).
6. H.R. 4579 (Tax Relief Act of 1998). H. Rept. 105-739. (House Ways and Means Committee report on tax reduction and tax technical corrections provisions).
7. H.R. 4738 (Extension of Expiring Provisions and Other Tax Relief). H. Rept. 105-817. (House Ways and Means Committee report on extension of expiring tax provisions, revenue offsets, and tax technical corrections).
8. S. 442 (Internet Tax Freedom Act). S. Rept. 105-276. (Finance Committee report on amendment to the bill).
9. S. 1133 (Parent and Student Savings Account Plus Act). S. Rept. 105-164. (Senate Finance Committee report on education savings accounts, other education-related tax provisions, and revenue offsets).
10. S. 1415 (Tobacco Settlement). No official report. (Technical explanation of Finance Committee amendment to the bill).

B. Tax-Related Conference Report Explanations

1. H.R. 2400 (Transportation Equity Act for the 21st Century). H. Rept. 105-550. (Conference report on the revenue provisions of the bill).
2. H.R. 2646 (Education Savings and School Excellence Act of 1998). H. Rept. 105-577. (Conference report on the bill).
3. H.R. 4328 (Tax and Trade Relief Extension Act of 1998). H. Rept. 105-825 (Division J of Omnibus Consolidated and Emergency Supplemental Appropriations Act, 1999). (Conference report on revenue provisions of the bill).

**ATTACHMENT B:
1998 JOINT COMMITTEE ON TAXATION DOCUMENTS**

JCS-98 DOCUMENTS

- JCS-1-98 Description And Analysis Of Proposals Relating To The Recommendations Of The National Commission On Restructuring The Internal Revenue Service, S.1096, And H.R.2676 As Passed By The House Scheduled for Public Hearings Before the Senate Committee on Finance Beginning on January 28, 1998
January 23, 1998
- JCS-2-98 Tax Amnesty
January 30, 1998
- JCS-3-98 Present Law And Analysis Relating To Individual Effective Marginal Tax Rates Scheduled for a Public Hearing by the House Committee on Ways and Means on February 4, 1998
February 3, 1998
- JCS-4-98 Description Of Revenue Provisions Contained In The President's Fiscal Year 1999 Budget Proposal
February 24, 1998
- JCS-5-98 Comparison Of Provisions Of H.R.2676 Relating To IRS Restructuring And Reform As Passed By The House And The Senate
May 18, 1998
- JCS-6-98 General Explanation Of Tax Legislation Enacted In 1998
November 24, 1998
- JCS-7-98 Estimates Of Federal Tax Expenditures For Fiscal Years 1999-2003
December 14, 1998

JCX-98 DOCUMENTS

- JCX-1-98 Present Law And Background Relating To Proposals To Reduce The Marriage Tax Penalty Scheduled for a Public Hearing Before the House Committee on Ways and Means on January 28, 1998
January 27, 1998
- JCX-2-98 Present Law And Background Relating To Estate And Gift Taxes Scheduled for a Public Hearing Before the House Committee on Ways and Means on January 28, 1998
January 27, 1998
- JCX-3-98 Present Law And Issues Relating To The Individual Alternative Minimum Tax ("AMT") Scheduled for a Hearing Before the House Committee on Ways and Means on February 4, 1998
February 2, 1998
- JCX-4-98 Present Law And Background Relating To Taxation Of Capital Gains Scheduled for a Public Hearing Before the House Committee on Ways and Means on February 12, 1998
February 6, 1998
- JCX-5-98 Description Of Chairman's Mark Of An Amendment To S.1133 ("Parent And Student Savings Account Plus Act") Scheduled for Markup by the Senate Committee on Finance on February 10, 1998
February 6, 1998
- JCX-6-98 Present Law And Background Relating To Tax Treatment Of "Innocent Spouses" Scheduled for a Public Hearing Before the Senate Committee on Finance on February 11, 1998
February 9, 1998
- JCX-7-98 Description Of Modifications To Chairman's Mark Of An Amendment To S.1133 ("Parent And Student Savings Account Plus Act") Scheduled for Markup by the Senate Committee on Finance on February 10, 1998
February 10, 1998
- JCX-8-98 Estimated Revenue Effects Of Chairman's Mark With Modifications Of An Amendment In The Nature Of A Substitute To S.1133. The "Parent And Student Savings Account Plus Act"
February 10, 1998

- JCX-9-98 Description Of Revised Modifications To Chairman's Mark Of An Amendment To S.1133 ("Parent And Student Savings Account Plus Act") Scheduled for Markup by the Senate Committee on Finance on February 10, 1998
February 10, 1998
- JCX-10-98 Estimated Revenue Effects Of A Revised Chairman's Mark With Modifications Of An Amendment In The Nature Of A Substitute To S.1133. The "Parent And Student Savings Account Plus Act"
February 10, 1998
- JCX-11-98 Present Law And Background Relating To Tax Incentives For Savings Scheduled for a Public Hearing Before the House Committee on Ways and Means on February 12, 1998
February 11, 1998
- JCX-12-98 Description Of Revenue Provision In Chairman's Amendment In The Nature Of A Substitute To H.R.1432, The "African Growth And Opportunity Act" Scheduled for Markup by the House Committee on Ways and Means on February 25, 1998
February 23, 1998
- JCX-13-98 Estimated Revenue Effects Of A Chairman's Amendment In The Nature Of A Substitute To H.R.1432, The "African Growth And Opportunity Act"
February 23, 1998
- JCX-14-98 Estimated Budget Effects Of The Revenue Provisions Contained In The President's Fiscal Year 1999 Budget Proposal
February 24, 1998
- JCX-15-98 Chairman's Amendment Relating To Extension Of Highway Trust Fund Excise Taxes And Related Trust Fund Provisions (Revenue Title To H.R.2400)
March 25, 1998
- JCX-16-98 Estimated Budget Effects Of A Chairman's Amendment Relating To An Extension Of Highway Trust Fund Excise Taxes And Related Trust Fund Provisions (Revenue Title To H.R.2400) On March 26, 1998
March 25, 1998
- JCX-17-98 Description Of Senate Finance Committee Chairman's Mark Relating To Reform And Restructuring Of The Internal Revenue Service Scheduled for Markup by the Senate Committee on Finance on March 31, 1998
March 26, 1998

- JCX-18-98 Description Of Senate Finance Committee Chairman's Mark Of Tax Technical Corrections Provisions Scheduled for Markup by the Senate Committee on Finance on March 31, 1998
March 26, 1998
- JCX-19-98 Estimated Revenue Effects Of The Senate Finance Committee Chairman's Mark Relating To Reform And Restructuring Of The Internal Revenue Service (5-year numbers)
March 27, 1998
- JCX-20-98 Estimated Revenue Effects Of The Senate Finance Committee Chairman's Mark Relating To Reform And Restructuring Of The Internal Revenue Service (10-year numbers)
March 27, 1998
- JCX-21-98 Description Of Modifications To Senate Finance Committee Chairman's Mark Relating To Reform And Restructuring Of The Internal Revenue Service And Tax Technical Corrections Provisions Scheduled for Markup by the Senate Committee on Finance on March 31, 1998
March 31, 1998
- JCX-22-98 Estimated Revenue Effects Of The Senate Finance Committee Chairman's Mark, With Modifications, Relating To Reform And Restructuring Of The Internal Revenue Service
March 31, 1998
- JCX-23-98 Description Of Additional Modifications To Senate Finance Committee Chairman's Mark Relating To Reform And Restructuring Of The Internal Revenue Service And Tax Technical Corrections Provisions
March 31, 1998
- JCX-24-98 Description Of Accepted Amendments To Senate Finance Committee Chairman's Mark Relating To Reform And Restructuring Of The Internal Revenue Service And Tax Technical Corrections Provisions, As Modified
March 31, 1998

- JCX-25-98 Estimated Revenue Effects Of Reform And Restructuring Of The Internal Revenue Service As Ordered To Be Reported By The Senate Committee On Finance On March 31, 1998
April 1, 1998
- JCX-26-98 Present Law And Background On Federal Tax Provisions Relating To Health Care Scheduled for a Public Hearing Before the Subcommittee on Oversight of the House Committee on Ways and Means on April 23, 1998
April 22, 1998
- JCX-27-98 Comparison Of Transportation Revenue And Related Provisions Of H.R.2400, As Passed By The House And The Senate
April 27, 1998
- JCX-28-98 Comparison Of The Estimated Budget Effects Of Transportation Revenue And Related Provisions Of H.R.2400, As Passed By The House And The Senate
April 27, 1998
- JCX-29-98 Estimated Budget Effects Of S.1133, The Parent And Student Savings Account Plus Act." As Passed By The Senate On April 23, 1998
May 4, 1998
- JCX-30-98 Overview Of Present-Law Tax Rules Relating To Qualified Pension Plans Scheduled for a Public Hearing Before the Subcommittee on Oversight of the House Committee on Ways and Means on May 5, 1998
May 4, 1998
- JCX-31-98 Description Of Roth Financing Amendment To The "Internal Revenue Service Restructuring And Reform Act Of 1998" As Reported By The Senate Committee On Finance
May 5, 1998
- JCX-32-98 Estimated Revenue Effects Of H.R.2676, The "Internal Revenue Service Restructuring And Reform Act Of 1998," As Reported By The Senate Committee On Finance And Modified By The Roth Financing Amendment
May 5, 1998
- JCX-33-98 Comparison Of Revenue Provisions Of H.R.2646 Relating To Certain Education Savings Tax Incentives As Passed By The House And The Senate
May 11, 1998
- JCX-34-98 Comparison Of The Estimated Budget Effects Of The Revenue Provisions Of H.R.2646, As Passed By The House And The Senate
May 11, 1998

- JCX-35-98 Description Of Present Law And Proposals Relating To Tobacco Tax And Trust Fund And Other Provisions Scheduled for Consideration by the Senate Committee on Finance on May 14, 1998
May 14, 1998
- JCX-36-98 Estimated Revenue Effects Of A Chairman's Mark For Senate Finance Committee Markup Of S.1415 On May 14, 1998
May 14, 1998
- JCX-37-98 Errata--"Description Of Present Law And Proposals Relating To Tobacco Tax And Trust Fund And Other Provisions
May 14, 1998
- JCX-38-98 Estimated Revenue Effects Of An Amendment To S.1415. As Agreed To By The Senate Committee On Finance On May 14, 1998
May 14, 1998
- JCX-39-98 Comparison Of Tax Technical Corrections Contained In H.R.2676 As Passed By The House And The Senate
May 18, 1998
- JCX-40-98 Distributional Effects Of S.1415. As Reported By The Senate Committee On Commerce, Science, And Transportation
May 18, 1998
- JCX-41-98 Distributional Effects Of An Amendment To S.1415 As Reported By The Senate Committee On Finance
May 18, 1998
- JCX-42-98 Estimated Revenue Effects Of H.R.2676. The "Internal Revenue Service Restructuring And Reform Act Of 1998." As Passed By The Senate On May 7, 1998
May 20, 1998
- JCX-43-98 Estimated Budget Effects Of The Conference Agreement Relating To The Transportation Revenue And Trust Fund Provisions Of H.R.2400 (Title IX)
May 22, 1998
- JCX-44-98 Comparison Of The Estimated Budget Effects Of H.R.2676. The "Internal Revenue Service Restructuring And Reform Act Of 1998." As Passed By The House And The Senate
May 28, 1998

- JCX-45-98 Description And Analysis Of Revenue-Related Provisions Of S.1415 Relating To National Tobacco Policy As Modified By The Manager's Amendment
June 3, 1998
- JCX-46-98 Estimated Budget Effects Of The Conference Agreement On The Revenue Provisions Of H.R.2646
June 16, 1998
- JCX-47-98 Disclosure Report For Public Inspection Pursuant To Internal Revenue Code Section 6103(p)(3)(C) For Calendar Year 1997
June 16, 1998
- JCX-48-98 Description Of Possible Proposals Relating To The Individual Alternative Minimum Tax ("AMT") Scheduled for a Public Hearing Before the Subcommittee on Oversight of the House Committee on Ways and Means on June 23, 1998
June 22, 1998
- JCX-49-98 Description Of Possible Proposals To Reduce Tax Complexity For Small Business Scheduled for a Public Hearing Before the House Committee on Ways and Means on June 23, 1998
June 22, 1998
- JCX-50-98R Summary Of The Conference Agreement On H.R.2676, The Internal Revenue Service Restructuring And Reform Act Of 1998
June 24, 1998
- JCX-51-98 Estimated Budget Effects Of Titles I-VIII Of The Conference Agreement Relating To H.R.2676, The "Internal Revenue Service Restructuring And Reform Act Of 1998"
June 24, 1998
- JCX-52-98 Description Of Revenue And Social Security Provisions Included In The Chairman's Amendment In The Nature Of A Substitute To H.R.3249, The "Federal Retirement Coverage Corrections Act"
June 24, 1998
- JCX-53R-98 Listing Of Expiring Tax Provisions, 1998-2007
June 30, 1998
- JCX-54-98 Description Of Revenue Provisions To Be Considered In Connection With A Markup Of Trade Matters Scheduled for Markup by the Senate Committee on Finance on July 21, 1998
July 20, 1998

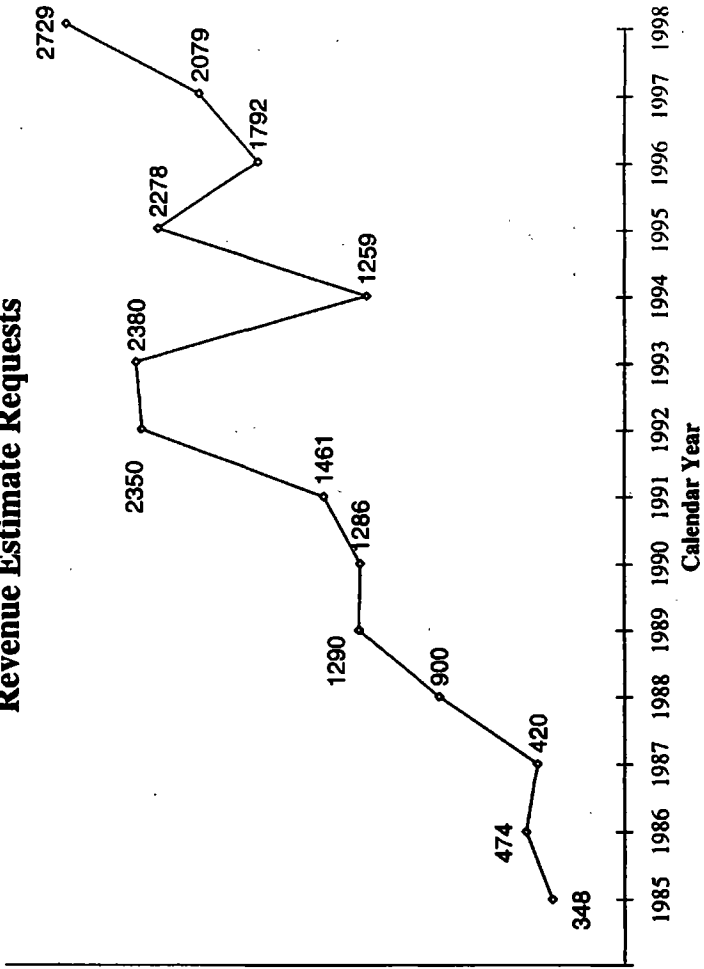
- JCX-55-98 Estimated Budget Effects Of Revenue And Trade Provisions To Be Considered In Connection With A Markup Of Trade Matters Scheduled For Markup By The Senate Committee On Finance On July 21, 1998
July 21, 1998
- JCX-56-98 Description Of Revenue Offsets For Medical Savings Account Provisions Contained In H.R.4250. The "Patient Protection Act Of 1998"
July 23, 1998
- JCX-57-98 Estimated Budget Effects Of Medical Savings Account Provisions In H.R.4250. The "Patient Protection Act Of 1998." And Revenue-Offset Provisions Of An Amendment To Be Offered To The Bill
July 23, 1998
- JCX-58-98 Description Of S.442. The "Internet Tax Freedom Act." And A Proposed Chairman's Amendment In The Nature Of A Substitute Scheduled for Markup by the Senate Committee on Finance on July 28, 1998
July 24, 1998
- JCX-59-98 Background And Present Law Relating To Funding Mechanisms Of The "E-Rate" Telecommunications Program
July 31, 1998
- JCX-60-98 Description Of Major Provisions Contained In The "Taxpayer Relief Act Of 1998" Scheduled for a Markup by the House Committee on Ways and Means on September 17, 1998
September 15, 1998
- JCX-61-98 Description Of Tax Technical Corrections In The "Taxpayer Relief Act Of 1998" Scheduled for Markup by the House Committee on Ways and Means on September 17, 1998
September 15, 1998
- JCX-62-98 Estimated Budget Effects Of The "Taxpayer Relief Act Of 1998"
September 15, 1998
- JCX-63-98 Distributional Effects Of The "Taxpayer Relief Act Of 1998"
September 15, 1998
- JCX-64-98 Description Of An Amendment In The Nature Of A Substitute To The Provisions Contained In H.R.4579. The "Taxpayer Relief Act Of 1998" Scheduled for a Markup by the House Committee on Ways and Means on September 17, 1998
September 17, 1998

- JCX-65-98 Estimated Budget Effects Of An Amendment In The Nature Of A Substitute To H.R.4579, The "Taxpayer Relief Act Of 1998"
September 17, 1998
- JCX-66-98 Description Of Provisions In H.R.4738 Scheduled for Markup Before the House Committee on Ways and Means on October 9, 1998
October 9, 1998
- JCX-67-98 Description Of Tax Technical Corrections Contained In H.R. 4738 Scheduled for Markup Before the House Committee on Ways and Means on October 9, 1998
October 9, 1998
- JCX-68-98R Estimated Revenue Effects Of H.R.4738 Scheduled for Markup by the Committee on Ways and Means on October 9, 1998
October 9, 1998
- JCX-69-98 Description Of An Amendment In The Nature Of A Substitute To The Provisions In H.R.4738 Scheduled for a Markup by the House Committee on Ways and Means on October 9, 1998
October 9, 1998
- JCX-70R-98 Description Of Provisions In S.2622, The Tax Relief Extension Act Of 1998
October 10, 1998
- JCX-71-98R Estimated Revenue Effects Of S.2622, The "Tax Relief Extension Act Of 1998"
October 10, 1998
- JCX-72-98 Estimated Budget Effects Of H.R.4738, As Passed By The House Of Representatives On October 12, 1998
October 13, 1998
- JCX-73-98 Estimated Budget Effects Of Tax And Trade Provisions Of H.R.4328, The "Omnibus Consolidated And Emergency Supplemental Appropriations Act, 1999"
October 20, 1998
- JCX-74-98 Summary Of Expiring Tax And Trade Provisions And Other Revenue Provisions Contained In H.R.4328, The Omnibus Consolidated And Emergency Supplemental Appropriations Act, 1999
October 20, 1998
- JCX-75-98 Summary Of Revenue Provisions Contained In Legislation Enacted During The 105th Congress
November 19, 1998

Attachment C

Joint Committee on Taxation

Revenue Estimate Requests



ATTACHMENT D

105TH CONGRESS REQUEST DATA (AS OF JANUARY 13, 1999) [1]

Requestors	Requests Received	Requests Closed	Percent Closed
Ways & Means Committee			
Republicans.....	1036	887	85.6%
Democrats.....	368	318	86.4%
Senate Finance Committee			
Republicans.....	1205	1042	86.5%
Democrats.....	800	693	86.6%
Non Ways & Means Committee			
Republicans.....	403	359	89.1%
Democrats/Independent.....	182	152	83.5%
Non Senate Finance Committee			
Republicans.....	462	387	83.8%
Democrats.....	484	387	80.0%
Others.....	50	48	96.0%
TOTAL.....	4,990	4,273	85.6%
Joint Committee on Taxation			

[1] Totals include both revenue and non-revenue requests.

ATTACHMENT E:

Congress of the United States
 JOINT COMMITTEE ON TAXATION
 Washington, DC 20515-6453

October 29, 1998

MEMORANDUM

TO: Chief of Staff, Joint Committee on Taxation

FROM: Senior Refund Counsel *Norman J. Brand*

SUBJECT: Refund Section--Operations Report January 1-September 30, 1998¹

This is a report on the more significant developments in this Office during this period.

SUMMARY

Volume - Refund Cases—439 reports were received during this period. The total dollar amount of refunds was \$4,836,746,304.

<u>Reports Received</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>
Examination Division	425	375	457	334
Appeals Division	132	101	124	92
Department of Justice	20	25	18	12
Chief Counsel	<u>2</u>	<u>5</u>	<u>3</u>	<u>1</u>
	579	506	602	439
Concerns*	79	104	88	58

* Includes 12 post review deficiency cases for 1995, 16 for 1996, 4 for 1997 and 3 for 1998.

¹ Pursuant to our discussions, our report will now be on a fiscal year ended September 30. This transition period will be a short nine-month period.

Post Review - The Service reports 64 large deficiency cases to us on an annual basis. During this reporting period, we received 44 of these cases and wrote 3 concerns.

Other Action -

- (1) We transmitted for consideration of legislative action 7 issues that arose in various cases.
- (2) We transmitted memoranda suggesting the Service reconsider its position in two areas, and one memorandum alerting them to an issue of industry importance.

Exhibits and Appendices provide detailed information on most of the foregoing.

Errors identified by us in 1998 and prior years, and settled in 1998 produced a net reduction in refunds of \$20.4 million. The average annual reduction for the last 8 years is \$11.1 million. Such corrections also reduced ATNOLCF's, \$46 million, AMFTC's \$9 million, and regular tax credits \$4.5 million. In addition, one joint committee reporter informed us of savings of \$600,000 from corrections made before the case was submitted to us, that resulted from memoranda we had written in an earlier case.

We hope that in spite of our decreased staffing we are satisfactorily accomplishing our assigned portion of the Committee's mission and meeting your expectations. We look forward to a productive, challenging year.

EXHIBIT I

**REPORTS TO JC AS REQUIRED
BY IRS CODE SECTION 6405**

From 01-01-98 through 09-30-98

<u>Month</u>	<u>No. of Cases Received</u>	<u>Cumulative Total</u>	<u>Cumulative Monthly Average</u>	<u>Dollar Receipts</u>	<u>Cumulative Dollar Receipts</u>
January	37	37	37	\$347,022,310	\$347,022,310
February	48	85	42	458,508,696	805,531,006
March	62	147	49	776,532,808	1,582,063,814
April	43	190	47	305,529,092	1,887,592,906
May	53	243	48	354,459,118	2,242,052,024
June	54	297	49	1,293,518,368	3,535,570,392
July	62	359	51	766,793,099	4,302,363,491
August	35	394	49	190,355,756	4,492,719,247
September	45	439	48	\$344,027,057	\$4,836,746,304

**JOINT COMMITTEE CASES RECEIVED IN
BY TYPES OF TAXPAYER AND SOURCE**

From 01-01-98 through 09-30-98

<u>Types of Taxpayers</u>			<u>Source of Reports</u>		
Individuals	23	5.24%	Examination	334	76.08%
Estates	7	1.59%	Appeals	92	20.96%
Trusts	1	0.23%	Justice	12	2.73%
Corporations	<u>408</u>	<u>92.94%</u>	Tax Court	<u>1</u>	<u>0.23%</u>
Total	439	100.00%	Total	439	100.00%

**JOINT COMMITTEE
MONTHLY RECEIPTS - REFUND REPORTS
FROM EXAMINATION AND APPEALS**

From 01-01-98 through 09-30-98

<u>Month</u>	<u>Examination</u>	<u>Cumulative</u>	<u>Appeals</u>	<u>Cumulative</u>
January	22	22	13	13
February	39	61	8	21
March	51	112	9	30
April	36	148	6	36
May	41	189	12	48
June	43	232	9	57
July	39	271	20	77
August	28	299	7	84
September	35	334	8	92

1998 JOINT COMMITTEE ON TAXATION CONCERNS*
ON REFUND REPORTS FROM IRS

No. of Concerns Issued		Total No. of Concerns Issued	% of Total Concerns Issued	
<u>EX</u>	<u>AP</u>		<u>EX</u>	<u>AP</u>
40	15	55	<u>73%</u>	<u>27%</u>
			100%	

<u>Total Reports Received</u>	
<u>EX</u>	<u>AP</u>
<u>334</u>	<u>92</u>
426	

* Number of Concerns does not include 3 on deficiency cases.

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	61	\$5,112	64	\$5,433	65	\$5,656	2	\$223
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$15		\$12		\$12		
22 Transportation of Things.....		\$30		\$88		\$33		-\$55
23 Rent, Communications, Utilities.....		\$11		\$95		\$124		\$29
24 Printing and Reproduction.....		\$19		\$130		\$154		\$24
25 Other Services.....		\$138		\$207		\$277		\$70
26 Supplies and Materials.....		\$419						
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	61	\$5,734	64	\$5,965	65	\$6,256	2	\$291

SCHEDULE B

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$223					2				2	\$223
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$223					2			\$70	2	\$291

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION JOINT COMMITTEE ON TAXATION		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	64	\$5,965
BUDGET BASE, 2000	64	\$5,965
A. MANDATORY CHANGES		\$223
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$42
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$181
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	2	\$68
1. LEGISLATION		
2. WORKLOAD	2	-\$2
a. TRAVEL		
b. RENT, COMMUNICATIONS		-\$55
c. SUPPLIES		\$24
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		\$29
f. STAFF LEVEL CHANGES	2	
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		\$70
a. REPLACEMENT AND UPGRADE		\$70
II. NET INCREASE/DECREASE REQUESTED	2	\$291
III. TOTAL APPROPRIATIONS REQUEST, 2000	65	\$6,256

Explanation of Changes Shown on Schedule C

JOINT COMMITTEE ON TAXATION

For salaries and expenses of the Joint Committee on Taxation, \$6,256,000. This is an increase of \$291,000 or 4.88% over the amount appropriated in fiscal 1999.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment and prorated FY'00 Cost of Living Adjustment.

Program Type Changes:

RCU: The reduction reflects a one-time payment made in FY'99 for an upgrade of service.

Supplies: The increase is primarily attributed to the increased need for publications and reference materials. Costs related to on-line information resources including Tax Notes, BNA and Lexis have increased.

Other Services: The increase is primarily attributed to the contractual services needed for updating the Request Tracking System which scans and stores images of original requests and responses to requests, and for development of other electronic archiving capabilities.

Equipment: The increase is attributed to the need for equipment related to the upgrade of the Request Tracking System mentioned above.

Staff Level Changes: The Joint Committee on Taxation requests 1.5 additional FTEs for fiscal year 2000. These FTEs would be used to increase the number of economists employed by the Joint Committee on Taxation in order to improve the response to Member requests for revenue estimates and increase the number of Joint Committee economists devoted to the development of macroeconomic estimating capabilities. No additional appropriation is requested for these FTEs; the hiring of these employees would be accomplished through a reallocation of personnel funds among various functions.

OFFICE OF THE ATTENDING PHYSICIAN

HOUSE OF REPRESENTATIVES
OFFICE OF THE ATTENDING PHYSICIAN
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	13	\$972	13	\$972	15	\$1,092	2	\$120
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$7		\$7		\$12		\$5
22 Transportation of Things.....						\$14		\$1
23 Rent, Communications, Utilities.....		\$13		\$13				
24 Printing and Reproduction.....								
25 Other Services.....		\$7		\$7		\$12		\$5
26 Supplies and Materials.....		\$172		\$232		\$300		\$68
31 Equipment.....		\$95		\$184		\$462		\$278
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	13	\$1,266	13	\$1,415	15	\$1,892	2	\$477

SCHEDULE B

HOUSE OF REPRESENTATIVES
OFFICE OF THE ATTENDING PHYSICIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORELOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$10					2				2	\$10
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things								\$5				\$5
23 Rent, Communications, Utilities								\$1				\$1
24 Printing and Reproduction												
25 Other Services								\$5				\$5
26 Supplies and Materials								\$68				\$68
31 Equipment												
32 Land and Structures									\$278			\$278
42 Insurance Claims/Indemnities												
Reimbursements to the Navy		\$110										\$110
Total		\$120					2	\$79		\$278	2	\$477

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE ATTENDING PHYSICIAN		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	13	\$1,415
BUDGET BASE, 2000	13	\$1,415
A. MANDATORY CHANGES		\$120
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 ALLOWANCES		\$10
12. REIMBURSEMENT TO THE NAVY		\$110
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	2	\$357
1. LEGISLATION		
2. WORKLOAD	2	\$79
a. TRAVEL		\$5
b. RENT, COMMUNICATIONS		\$1
c. SUPPLIES		\$68
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		\$5
f. STAFF LEVEL CHANGES	2	
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		\$278
a. REPLACEMENT AND UPGRADE		\$278
II. NET INCREASE/DECREASE REQUESTED	2	\$477
III. TOTAL APPROPRIATIONS REQUEST, 2000	15	\$1,892

Explanation of Changes Shown on Schedule C

OFFICE OF THE ATTENDING PHYSICIAN

For medical supplies, equipment and contingent expenses of the emergency rooms and for the Attending Physician and his Assistants, \$1,892,000. This is an increase of \$477,000 over the amount appropriated in fiscal 1999.

Mandatory Changes:

Reimbursements to the Navy: The increase of \$110,000 reflects the personnel needs of two additional positions. These positions are required due to the expanded role of the Attending Physician to include Special Counter Terrorism operations, and at the request of the U.S. Capitol Police to enable the Attending Physician to better deploy staff when needed without compromising the ability to provide quality service.

Allowances: Each additional position will be requesting an allowance of \$400 per month, as the current assistants are provided. The rounded increase is an additional \$10,000 in allowances for the two additional positions.

Program Type Changes:

Travel and Other Services: Increases of \$5,000 in each area of travel and other services are attributable to the need for additional training and the travel costs associated with the training. The training is now required for the entire staff of the Attending Physician.

RCU: The increase of \$1,000 is attributable to the upgrading of telephone service.

Supplies: The increase of \$68,000 is attributable to increased purchases of pharmaceuticals to combat chemical and biological agents and increase other pharmaceutical and medical supplies such as liquid nitrogen, oxygen therapy and reagents. Amounts are also requested for new uniforms. Approximately 90% of the staff in the Attending Physician's office will turn over in FY'00.

Equipment: The increase of \$278,000 is attributable to replacement purchases of required medical equipment that are at the end of service life, (Sigmoidoscope Endoscopic Unit, Traction Machine, Ventilator and exam tables). Additional amounts are needed for software and hardware due to obsolescent and incompatibility of the current system. The medical software is unstable and no longer reliable. The computer hardware will be needed in order to operate the new software.

CAPITOL POLICE BOARD

PHONE 225-2454



UNITED STATES CAPITOL POLICE BOARD

H124 The Capitol
WASHINGTON, DC 20515-6634

WILSON LIVINGOOD, Chairman
JAMES W. ZIGLAR, Member
ALAN M. HANTMAN, Member

December 17, 1998

Honorable James T. Walsh
Chairman
Subcommittee on Legislative Appropriations
H-147 Capitol
Washington, D.C. 20515-6025

Dear Mr. Chairman:

The Capitol Police Board estimates for fiscal year 2000 with our letter of explanation are enclosed.

Should you have any questions, please do not hesitate to contact me or Chief Gary Abrecht. Thank you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Wilson Livingood".

Wilson Livingood
Chairman
Capitol Police Board

WL:GLAjbh

UNITED STATES CAPITOL POLICE

Fiscal Year 2000 Budget Request

Fiscal Year 1999 Appropriation	Fiscal Year 2000 Appropriation Request	Fiscal Year 2000 Increase
\$83,081,000	\$90,187,000	\$7,106,000

The annual budget for the United States Capitol Police is comprised of funding for the salaries of officers, members and employees, and a general expenses account for administrative and capital asset requirements. The total estimate for fiscal year 2000 is \$90,187,000. This is an increase of \$7,106,000 over amounts appropriated in fiscal year 1999. In addition, the Capitol Police are responsible for the design, installation and maintenance of security systems for the Capitol grounds and buildings. This responsibility has recently been expanded to include the Library of Congress. This responsibility is carried out under the direction of the House Committee on Oversight and the Senate Committee on Rules and Administration as well as the House and Senate Appropriations Committees. In addition to annual funds, the Capitol Police administer a Security Enhancements fund and a Physical Security fund in which amounts are designated for specific initiatives in accordance with the above approval process. Funds in these accounts remain available until expended, and coordination of initiatives is accomplished through a Memorandum of Understanding between the United States Capitol Police, the Architect of the Capitol and the Library of Congress.

The tragic shootings of July 24, 1998 shocked and saddened the Congressional community and the nation. In response, the Capitol Police Board commissioned several internal and external studies to identify weaknesses and propose improvements for the protection of members, buildings and grounds, and the public. Upon review of the findings, the Congress appropriated \$106 million to address the security concerns of the Capitol buildings and grounds. The Capitol Police Board is currently preparing a priority implementation plan for the approval of the authorizing and appropriations committees. Additionally, Phase II of the three-phase implementation of physical security systems upgrades and replacements is progressing on schedule.

Salaries

The fiscal year 2000 budget request for Salaries is \$81,197,000, an increase over fiscal year 1999 of \$4,353,000. This amount is requested to fund 1,251 FTE, which is the same level as FY 99. This amount will also sustain the revised longevity rates, and the differentials for Sunday, holiday and evening shifts that were approved by the authorizing and appropriations committees in FY 99. The Capitol Police Board would again like to express its appreciation as well as that of the sworn officers for the support of the committees for these initiatives.

The requested increase for Salaries is to cover the cost of the anticipated CY 2000 COLA and comparability pay increases, annualization of the CY 1999 COLA, and the associated costs of personnel benefits.

General Expenses

The total request for General Expenses is \$8,990,000 which represents an increase of \$2,753,000 over fiscal year 1999. Major elements of the Board's request include:

- Training

The constantly changing environment and complexity of security and information technology requires the workforce to be thoroughly trained on the most recent developments in these areas. The efficiency and thoroughness of the workforce is dependent on the education it receives. Also, in order for members to maintain mandatory certification requirements, they must complete continuing education and certification courses.

Based upon a managerial review, the USCP will also be taking major initiatives to streamline procedures and improve the effectiveness and efficiency of the operation. In order to accomplish these goals, the workforce must receive current training related to their duties.

- Cross-Servicing Agreements

* **National Finance Center:** The Department currently administers its payroll through the Department of Agriculture. The current fiscal year will be the first year in which the House and Senate payrolls will be administered entirely through the NFC. Coupled with the approved changes which provide for both payrolls to be administered under identical regulations, the improved reporting and payroll administration has benefited management as well as employee morale. The FY 2000 request includes funds to continue our agreement with the NFC.

* **General Accounting Office:** The Capitol Police Office of Financial Management has been pursuing a cross-servicing agreement with the General Accounting Office to migrate to the GAO accounting system. System testing is nearing completion and GAO is 85% certain that it will be able to accommodate the Capitol Police under a cross-servicing agreement. The current antiquated system in use by the Capitol Police is inadequate and has been a concern of the Capitol Police Board and the committees. The GAO has estimated that the cost of this agreement would be \$191,000. If approved, the Capitol Police would migrate to the GAO accounting system at the outset of fiscal year 2000.

* **Senate Sergeant at Arms:** The Capitol Police currently receives support for computer and telecommunications functions from the Senate Sergeant at Arms. For the past several years there has been discussion among the Board and committees as to whether the management and accountability for these functions would be better served by having the Capitol Police budget for and administer these functions. The estimated cost of these functions for fiscal year 2000 is estimated at \$1,761,000 and has been included in our request.

- Life-cycle Replacement

Funds are requested in the fiscal year 2000 request to fully fund the replacement schedules for security systems, vehicles and equipment. It is the position of the Capitol Police Board that two essential elements for a law enforcement agency are well-trained personnel and a well-equipped force. Through reprogramming and other funding restrictions in the past several

years, the department has been unable to adhere to the replacement schedule in many areas. The funds requested will allow for a normal life-cycle replacement of security systems, weapons, vehicles and other equipment.

Requested increases and explanation of changes are itemized and included in the schedules that follow.

Salaries Budget

<u>Fiscal 1999</u>	<u>Fiscal 2000</u>	<u>Increase</u>
\$76,844,000	\$81,197,000	\$4,353,000

Mandatory Pay and Related Changes - \$4,353,000

Agency Contributions for Employee Benefits - \$217,000.

Annualization of CY 99 COLA - \$ 414,000. This amount is included at the COLA rate of 2.3% for three months for the COLA increase, effective on January 1, 1999.

Projected CY 00 COLA - \$2,135,000. Estimated at the rate of 4.3% for the pay raise scheduled for January, 2000 and the related personnel benefits.

Projected CY 00 Comparability Increase - \$250,000. Estimated at the rate of .5% for nine months for the increase scheduled for January, 2000, and the related personnel benefits.

Base Pay Adjustment - \$1,338,000. A base pay adjustment has been included to fully support 1,251 FTE.

General Expenses Budget

<u>Fiscal 1999</u>	<u>Fiscal 2000</u>	<u>Increase</u>
\$6,237,000	\$8,990,000	\$2,753,000

The General Expenses Budget request for FY 2000 is \$8,840,000. The following is an overview of the General Expenses budget by object class:

<u>Transportation of Persons</u>		
<u>Fiscal 1999</u>	<u>Fiscal 2000</u>	<u>Increase</u>
\$550,000	\$754,000	\$204,000

This object class includes airfare, car rental, mileage, tolls, per diem, and other expenses incidental to official travel by employees of the Department. These travel expenses are related to protective details, transporting employees to and from the Federal Law Enforcement Training Center (FLETC) for recruit and other specialized training, as well as other developmental training that is not held at FLETC or in the DC area. It also includes costs associated with other travel related to official business such as investigations, ceremonial functions, competitions, etc.

For fiscal year 2000 an increase is requested to cover costs associated with details assigned to the national political nominating conventions. Additionally, funds are requested for travel associated with department-wide training initiatives.

<u>Transportation of Things</u>		
<u>Fiscal 1999</u>	<u>Fiscal 2000</u>	<u>Increase</u>
\$5,000	\$5,000	\$0

This object class includes freight costs incurred when parts, uniforms, or materials must be sent to another location (e.g., our liaison office at FLETC), when equipment is shipped to a repair facility, when items of evidence must be sent to another site for analysis or investigation, shipment of household goods for officers assigned to FLETC, etc. Funds contained in this object class cover any transportation costs except regular mail services and travel and per diem costs.

<u>Rent, Communications, and Utilities</u>		
<u>Fiscal 1999</u>	<u>Fiscal 2000</u>	<u>Increase</u>
\$138,000	\$159,000	\$21,000

This object class provides funds for the lease and rental of equipment and services such as law enforcement computer files, automated research services, and photocopying machines. It also includes funds for US Postage, commercial long distance telephone service, and monthly mobile phones expenses. The estimated increase reflects the recent level of costs for these functions.

	Other Services	
Fiscal 1999	Fiscal 2000	Increase
\$3,079,000	\$4,552,000	\$1,473,000

This object class includes all services not specifically covered by any other object class. It encompasses such things as repairs and alterations to equipment, maintenance contracts, tuition and registration fees for training programs, conferences, seminars, etc., uniform alterations, and professional services such as recruit physicals, forensic services, stenographic services, veterinary care, psychological evaluations, and employee assistance program.

The request includes continued funding for the NFC contract for payroll services. Finalization of the conversion of the Senate payroll occurred on March 1, 1998 at which time the consolidation of Senate and House payrolls was accomplished.

Increases

- Cross-Servicing Agreement - GAO

An amount is requested to enter into a cross-servicing agreement with the General Accounting Service for use of the GAO accounting system. This arrangement is estimated to cost \$200,000 for the agreement and related training and will require amended appropriation language to authorize disbursements by the United States Capitol Police.

- Senate Sergeant at Arms/Computer and Telecommunications

The amount of \$1,761,000 is requested for reimbursement to the Office of the Senate Sergeant at Arms for computer and telecommunications services. This budget has traditionally been maintained by the Senate Sergeant at Arms.

- Tuition for Officers and Civilians

The increase of \$88,000 reflects the Capitol Police Board's assessment that the agency must keep pace with technological advances, as well as changes mandated by the Congressional Accountability Act. The total request is the minimum required to raise the per employee cost to the range of other federal law enforcement agencies.

- Promotional Exam

The amount of \$200,000 is requested to have an outside contractor administer the bi-annual promotional exam.

- Medical and Physical Standards

The amount of \$150,000 is requested for the development of medical and physical standards and for start-up costs associated with remedial training programs.

- Net decreases in other estimates - (\$926,000)

Supplies and Materials

Fiscal 1999	Fiscal 2000	Increase
\$1,000,000	\$1,342,000	\$342,000

This object class includes charges for commodities, whether acquired by formal contract or other form of purchase, that are ordinarily consumed or expended within one year after they are put into use. It contains items such as weapon parts, photographic supplies, K-9 supplies, automotive maintenance supplies, electronic supplies, office supplies, publications, uniforms and accessories, ammunition and explosives, and other miscellaneous supplies. The requested increase is to cover costs of ammunition, K-9 supplies, operational supplies and general inflationary increases in miscellaneous supplies.

Capital Assets

Fiscal 1999	Fiscal 2000	Increase
\$1,465,000	\$2,178,000	\$713,000

This object class provides for the purchase of equipment that has a normal life expectancy of a year or more after being put into use, without material impairment of its physical condition, and has a unit cost of at least one hundred dollars. Included in this object class are weapons, vehicles, photographic equipment, automotive maintenance equipment, electronic equipment, investigative equipment, etc.

Increases

- **Life-cycle Replacement of Physical Security equipment and systems**

Funding in the amount of \$463,000 is requested to restore a full replacement schedule for various systems and equipment related to the Physical Security Program, including metal detectors, x-ray machines, cameras and monitors, alarm systems, etc.

- **Life-cycle Replacement of Vehicles**

The planned replacement of vehicles has fallen behind schedule in the past several years due to the need to reprogram budgeted funds for other purposes. The requested increase is to catch up with the replacement schedule. The \$168,000 increase will allow the for the restoration of the planned replacement schedule of the department's fleet of vehicles.

- **Life Cycle Replacement of Specialty and Electronic Equipment**

The amount of \$77,000 is requested to upgrade, replace and acquire equipment utilizing technological advances to replace equipment that has reached the end of its normal life-cycle.

Capitol Police

Joint

U.S. CAPITOL POLICE BY APPROPRIATION AND OBJECT CLASS									
	FY 98		FY 99		FY 00		NET CHANGE		
	STAFF	ACTUAL	STAFF	ESTIMATE	STAFF	ESTIMATE	STAFF	99/00	
	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	
1. Breakdown by Appropriation:									
U.S. Capitol Police									
Salaries:									
House	596	34,118	596	37,037	596	38,847	0	1,810	
Transfer from General Expenses		300							
Senate	859	38,837	855	38,807	855	42,350	0	2,543	
Transfer to General Expenses		-190							
Transfer from General Expenses		200							
Total Salaries	1,255	71,265	1,251	76,844	1,251	81,197	0	4,353	
General Expenses:									
Transfer from Salaries		3,089		6,237		8,990		2,753	
Total General Expenses		3,289		6,237		8,990		2,753	
2. Breakdown by Object Class:									
11 Personnel Compensation		56,872		62,275		66,318		4,043	
12 Personnel Benefits		14,393		14,569		14,879		310	
21 Transportation of Persons		465		550		754		204	
22 Transportation of Things		5		5		5		0	
23 Rent Comm., & Utilities		76		138		159		21	
25 Other Services		1,499		3,079		4,552		1,473	
28 Supplies & Materials		976		1,000		1,342		342	
31 Capital Assets		288		1,465		2,178		713	
TOTAL		74,554		83,081		90,187		7,106	

Schedule C - Joint (Salaries)

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, 1999	1,251	76,844
Budget Base, 2000	1,251	76,844

257

I. Adjustments to Base

2000 Request	
Staff	Amount (\$000)
	4,353

A. Mandatory Pay and Related Costs

1. Federal Employees Retirement System (FERS), CSRS & Health Benefits
2. Projected FY 00 COLA
3. Annualization of FY 99 COLA
4. FY 00 Comparability Pay Increase
5. Adjustments to Base Salaries

	217
	2,135
	414
	249
	1,338

B. Price Level Changes

	0
--	---

Schedule C - Joint Salaries (continued)

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	2000 Request	
	Staff	Amount (\$000)
I. Adjustments to Base (continued)		
C. Program Type Changes		
1. Legislation		
2. Workload		
a. Personnel Compensation & Benefits		
3. Equipment		
II. Net Increase/Decrease Requested		4,353
III. Total Appropriation Request, 2000:	1,251	81,197

U.S. CAPITOL POLICE

Summary of Agency Request
FY 2000 Budget Request

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, 1999	1,251	76,844
Budget Base, 2000	1,251	76,844
Proposed Changes for FY2000		
Mandatory Pay and Related Costs		4,353
Price Level Changes		
Program Type Changes		
Legislation		
Workload		
Equipment		
Total Proposed Changes	0	4,353
FY 2000 Budget Request	1,251	81,197
Includes overtime currently estimated at \$4,000,000 and employee benefits at approximately \$14,880,000.		

UNITED STATES CAPITOL POLICE
Fiscal Year 2000
EXPLANATION OF CHANGES SHOWN ON SCHEDULE D - Joint Salaries
(Dollars in thousands)

A. Mandatory Changes	Amount
1. Personnel Benefits	217
Increase in employer contributions to FEGLI, CSRS, FERS, Thrift Plan and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; for increases resulting from annualization of and greater participation in the FERS retirement system; and annualization of rate changes in the Federal Employees Health Benefits Program.	
2. Projected 2000 Cost of Living Increase	2,135
Anticipated pay increase of 3.8% effective January, 2000.	
3. Annualization of the 1999 Cost of Living Increase.	414
Three month annualization of the January, 1999 cost of living increase.	
4. Projected 2000 Comparability Pay Increase	249
Anticipated January 2000 Comparability Pay Increase of 0.5%	
5. Adjustment to Base Compensation	1,338

Schedule D - (General Expenses)

U.S. CAPITOL POLICE

Summary of Agency Request
FY 2000 Budget Request

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, 1999		6,237
Budget Base, 2000		6,237
Proposed Changes for FY 2000		
Mandatory Pay and Related Costs		
Price Level Changes		93
Program Type Changes		
Legislation		
Workload		805
Equipment		1855
Total Proposed Changes		2,753
FY 2000 Budget Request		8,990

U.S. CAPITOL POLICE - JOINT PERSONNEL SUMMARY

	1998	1999	2000
	Actual	Estimate	Estimate
Chief	1	1	1
Assistant Chief	1	1	1
Deputy Chief	3	3	3
Inspector	8	8	8
Captain	15	15	15
Lieutenant	37	37	37
Sergeant/Special Tech. .	135	135	135
Detective	45	45	45
Technician/K-9	51	51	51
Officer	781	781	781
Non-Sworn Personnel . . .	222	222	222

Average salary/FTE	\$42,129	\$46,583	\$49,826
Number of FTE's	1,255	1,251	1,251
Number of FTE's Authorized	1,299	1,299	1,299

*Includes overtime currently estimated at \$4,000,000 and employee benefits at approximately \$14,880,000.

Capitol Police

Salaries—House

U.S. CAPITOL POLICE									
BY APPROPRIATION AND OBJECT CLASS									
	FY 98		FY 99		FY00		NET CHANGE		
	STAFF	ACTUAL	STAFF	ESTIMATE	STAFF	ESTIMATE	STAFF	STAFF	98/00
	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	DOLLARS
		(\$000)		(\$000)		(\$000)			(\$000)
1. Breakdown by Appropriation:									
U.S. Capitol Police									
Salaries:									
House	596	34,118	596	37,037	596	38,847	0	1,810	
Transfer from General Expenses	300								
Total	596	34,418	596	37,037	596	38,847	0	1,810	
General Expenses:									
Transfer from Salaries		3,099		6,237		8,990		2,753	
Total		190							
		3,289		6,237		8,990		2,753	
2. Breakdown by Object Class:									
11 Personnel Compensation		27,498		29,971		31,745		1,774	
12 Personnel Benefits		6,920		7,066		7,102		36	
TOTAL	596	34,418	596	37,037	596	38,847	0	1,810	

Personnel Compensation in FY00 reflects overtime estimate of \$2,000,000.

Schedule B - HOUSE

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

Program Type Changes											
MANDATORY PAY AND RELATED COSTS			PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		NET TOTAL CHANGES
STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Organization:											
U.S. CAPITOL POLICE											
2. Breakdown by Object Class:											
11 Personnel Compensation	1,773										1,773
12 Personnel Benefits	37										37
21 Transportation of Persons			24				180				204
22 Transportation of Things											0
23 Rent, Comm., & Utilities			21								21
25 Other Services			10				352		1,111		1,473
26 Supplies & Materials			38				273		31		342
31 Equipment									713		713
TOTAL	1,810	93	0	805	1,855						4,563

Schedule C - House (Salaries)

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, 1999	596	37,037
Budget Base, 2000	596	37,037

265

I. Adjustments to Base

	2000 Request
Staff	Amount (\$000)
	1,810

A. Mandatory Pay and Related Costs

1. Federal Employees Retirement System (FERS), CSRS & Health Benefits
2. Projected FY00 COLA
3. Annualization of FY 99 COLA
4. FY 00 Comparability Pay Increase
5. Adjustments to Base Salaries

	36
	1,019
	199
	118
	438
	0

B. Price Level Changes

Schedule C - House Salaries (continued)

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	2000 Request	Amount (\$000)
I. Adjustments to Base (continued)		
C. Program Type Changes		0
1. Legislation		
2. Workload		
a. Personnel Compensation & Benefits		
3. Equipment		
II. Net Increase/Decrease Requested		1,810
III. Total Appropriation Request, 2000	596	38,847

Schedule D1 - House (Salaries)

U.S. CAPITOL POLICE

Summary of Agency Request
FY 2000 Budget Request

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, 1999	596	37,037
Budget Base, 2000	596	37,037
Proposed Changes for FY 2000		
Mandatory Pay and Related Costs		1,810
Price Level Changes		
Program Type Changes		
Legislation		
Workload		
Equipment		
Total Proposed Changes	0	1,810
FY 2000 Budget Request	596	38,847

Includes overtime currently estimated at \$2,000,000 and employee benefits at approximately \$7,103,000.

UNITED STATES CAPITOL POLICE

Fiscal Year 2000

EXPLANATION OF CHANGES SHOWN ON SCHEDULE D - House Salaries
(Dollars in thousands)

A. Mandatory Changes	Amount
1. Personnel Benefits	36
Increase in employer contributions to FEGLI, CSRS, FERS, Thrift Plan and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; for increases resulting from annualization of and greater participation in the FERS retirement system; and annualization of rate changes in the Federal Employees Health Benefits Program.	
2. Projected 2000 Cost of Living Increase Anticipated pay increase of 3.8% effective January, 2000.	1,019
3. Annualization of the 1999 Cost of Living Increase. Three month annualization of the January, 1999 cost of living increase.	199
4. Projected 2000 Comparability Pay Increase Anticipated January 2000 Comparability Pay Increase of 0.5%	118
5. Adjustment to Base Compensation	438

U.S. CAPITOL POLICE - HOUSE PERSONNEL SUMMARY

	1998		1999		2000	
	Actual		Estimate		Estimate	
Chief	1		1		1	
Assistant Chief						
Deputy Chief	2		2		2	
Inspector	4		4		4	
Captain	8		8		8	
Lieutenant	20		20		20	
Sergeant/Special Tech. .	68		68		68	
Detective	18		18		18	
Technician/K-9	26		26		26	
Officer	360		360		360	
Non-Sworn Personnel . . .	130		130		130	
Average salary/FTE	\$42,782		\$46,629		\$49,921	
Number of FTE's	596		596		596	
Number of FTE's Authorized	637		637		637	

*Includes overtime currently estimated at \$2,000,000 and employee benefits at approximately \$7,102,000.

Capitol Police Salaries—Senate

U.S. CAPITOL POLICE BY APPROPRIATION AND OBJECT CLASS									
	FY 98 ACTUAL			FY 99 ESTIMATE			FY 00 ESTIMATE		NET CHANGE 98/00
	STAFF FTE	DOLLARS (\$000)		STAFF FTE	DOLLARS (\$000)		STAFF FTE	DOLLARS (\$000)	
1. Breakdown by Appropriation:									
U.S. Capitol Police Salaries:									
Senate	659	36,837		655	39,807		655	42,350	0
Transfer to General Expenses		-190							2,543
Transfer from General Expenses		200							
Revised Total	659	36,847		655	39,807		655	42,350	0
2. Breakdown by Object Class:									
11 Personnel Compensation		29,374			32,200			34,573	2,373
12 Personnel Benefits		7,473			7,607			7,777	170
TOTAL	659	36,847		655	39,807		655	42,350	0
Personnel Compensation in FY 00 reflects overtime estimate of \$2,000,000.									

Schedule B - SENATE

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

Program Type Changes													
MANDATORY PAY AND RELATED COSTS			PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		NET TOTAL CHANGES		
STAFF	DOLLARS	STAFF	DOLLARS	STAFF	DOLLARS	STAFF	DOLLARS	STAFF	DOLLARS	STAFF	DOLLARS	STAFF	DOLLARS
	(\$000)		(\$000)		(\$000)		(\$000)		(\$000)		(\$000)		(\$000)
1. Breakdown by Organization:													
U.S. CAPITOL POLICE													
2. Breakdown by Object Class:													
11 Personnel Compensation	2,373											2,373	
12 Personnel Benefits	170											170	
21 Transportation of Persons													
22 Transportation of Things													
23 Rent, Comm., & Utilities													
25 Other Services													
26 Supplies & Materials													
31 Equipment													
TOTAL	2,543	0	0	0	0	0	0	0	0	0	0	2,543	

Schedule C - Senate

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, 1999	655	39,807
Budget Base, 2000	655	39,807

I. Adjustments to Base

	2000 Request	
	Staff	Amount (\$000)
A. Mandatory Pay and Related Costs		2,543

1. Federal Employees Retirement System (FERS), CSRS & Health Benefits
2. Projected FY00 COLA
3. Annualization of FY 99 COLA
4. FY 00 Comparability Pay Increase
5. Adjustments to Base Salaries

170
1,116
215
132
910

B. Price Level Changes

0

Schedule C - Senate (continued)

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	2000 Request
Staff	Amount (\$000)

I. Adjustments to Base (continued)

C. Program Type Changes

1. Legislation

0

2. Workload

a. Personnel Compensation & Benefits

3. Equipment

II. Net Increase/Decrease Requested

2,543

III. Total Appropriation Request, 2000

655

42,350

Schedule D2 - Senate (Salaries)

U.S. CAPITOL POLICE

Summary of Agency Request
FY 2000 Budget Request

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, 1999	655	39,807
Budget Base, 2000	655	39,807
Proposed Changes for FY 2000		
Mandatory Pay and Related Costs		2,543
Price Level Changes		
Program Type Changes		
Legislation		
Workload		
Equipment		
Total Proposed Changes	0	2,543
FY 2000 Budget Request	655	42,350

Includes overtime currently estimated at \$2,000,000 and employee benefits at approximately \$7,777,000.

UNITED STATES CAPITOL POLICE

Fiscal Year 2000

EXPLANATION OF CHANGES SHOWN ON SCHEDULE D2 - Senate Salaries
(Dollars in thousands)

A. Mandatory Changes	Amount
1. Personnel Benefits	170
Increase in employer contributions to FEGLI, CSRS, FERS, Thrift Plan and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; for increases resulting from annualization of and greater participation in the FERS retirement system; and annualization of rate changes in the Federal Employees Health Benefits Program.	
2. Projected 2000 Cost of Living Increase Anticipated pay increase of 3.1% effective January, 2000.	1,116
3. Annualization of the 1999 Cost of Living Increase. Three month annualization of the January, 1999 cost of living increase.	215
4. Projected 2000 Comparability Pay Increase Anticipated January 2000 Comparability Pay Increase of 0.5%	132
5. Adjustment to Base Compensation	910

U.S. CAPITOL POLICE - SENATE PERSONNEL SUMMARY

	1998		1999		2000	
	Actual		Estimate		Estimate	
Chief						
Assistant Chief	1		1		1	
Deputy Chief	1		1		1	
Inspector	4		4		4	
Captain	7		7		7	
Lieutenant	17		17		17	
Sergeant/Special Tech. .	67		67		67	
Detective.	27		27		27	
Technician/K-9	25		25		25	
Officer	421		421		421	
Non-Sworn Personnel ...	92		92		92	
Average salary/FTE	\$41,539		\$46,107		\$49,739	
Number of FTE's	659		655		655	
Number of FTE's Authorized	662		662		662	

*Includes overtime currently estimated at \$2,000,000 and employee benefits at approximately \$7,777,000.

Capitol Police
General Expenses

Schedule D - (General Expenses)

U.S. CAPITOL POLICE

Summary of Agency Request
FY 2000 Budget Request

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, 1999		6,237
Budget Base, 2000		6,237
Proposed Changes for FY 2000		
Mandatory Pay and Related Costs		
Price Level Changes		93
Program Type Changes		
Legislation		
Workload		805
Equipment		1855
Total Proposed Changes		2,753
FY 2000 Budget Request		8,990

UNITED STATES CAPITOL POLICE

Fiscal Year 2000

EXPLANATION OF CHANGES SHOWN ON SCHEDULE D2 - General Expenses
(Dollars in thousands)

A. Program Type Changes		Amount
1. Price Level Changes		
A. Travel		
Requested to cover inflationary increases at a rate of 4.4%		24
B. Rent, Communications and Utilities		
Inflationary increase at 4.4%		21
C. Other Services		
Inflationary increase requested for certain categories of purchase.		10
D. Supplies and Materials		
The requested increase is to cover inflationary increases associated with the costs of fuel, oil, uniforms and operational supplies.		38
2. Workload		
A. Travel		
The requested increase is to cover cost associated with the national political nominating conventions as well as travel incurred for training.		180
B. Other Services		
1. Tuition		85
2. Medical and Physical Standards		149
3. Promotional Exam		200
4. Labor Relations and Personnel Seminars		100
5. Telecommunications Services		554
6. Net Offsets		(736)
C. Supplies		273
1. Ammunition		206
2. K-9 Supplies		27
3. Office Supplies		13
4. Other		27
3. Equipment		
A. Other Services		
1. Computer Services		1,107
B. Supplies		
1. Life-cycle Replacements - Vehicles		168
2. Life-cycle Replacements - Physical Security		463
3. Specialty Equipment		57
4. Other		24
C. Capitol Assets		713
1. Life-cycle Replacements - Vehicles		168
2. Life-cycle Replacements - Physical Security		463
3. Specialty Equipment		57
4. Other		24

CAPITOL GUIDE SERVICE AND SPECIAL SERVICE OFFICE

HOUSE OF REPRESENTATIVES
CAPITOL GUIDE SERVICE AND SPECIAL SERVICES OFFICE
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....	52	\$1,513	52	\$1,642	55	\$1,828	3	\$186
12 Personnel Benefits.....		\$440		\$496		\$552		\$56
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....		\$21		\$31		\$31		
26 Supplies and Materials.....		\$17		\$26		\$35		\$9
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total	52	\$1,991	52	\$2,195	55	\$2,446	3	\$251

SCHEDULE B

HOUSE OF REPRESENTATIVES
CAPITOL GUIDE SERVICE AND SPECIAL SERVICES OFFICE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$186									3	\$186
12 Personnel Benefits		\$56										\$56
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things							3					
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials								\$9				\$9
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total		\$242					3	\$9			3	\$251

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION CAPITOL GUIDE SERVICE AND SPECIAL SERVICES OFFICE		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999	52	\$2,195
BUDGET BASE, 2000	52	\$2,195
A. MANDATORY CHANGES		\$242
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		\$122
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		\$13
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		\$51
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		\$56
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	3	\$9
1. LEGISLATION		
2. WORKLOAD	3	\$9
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		\$9
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES	3	
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	3	\$251
III. TOTAL APPROPRIATIONS REQUEST, 2000	55	\$2,446

Explanation of Changes Shown on Schedule C

CAPITOL GUIDE SERVICE AND SPECIAL SERVICES OFFICE

For salaries and expenses of the Capitol Guide Service and Special Services Office, \$2,446,000. This is an increase of \$251,000 over the amount appropriated in fiscal 1999.

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY'99 Cost of Living Adjustment, a base adjustment, and prorated FY'00 Cost of Living Adjustment. An increase of \$56,000 is attributed to agency contributions.

Program Type Changes:

An increase of \$9,000 is attributable to the increased need for office supplies.

STATEMENTS OF APPROPRIATIONS

HOUSE OF REPRESENTATIVES
STATEMENTS OF APPROPRIATIONS
BY OBJECT CLASS

	FY 1998 Actual		FY 1999 Enacted		FY 2000 Estimate		Net Change FY 00 vs. FY 99	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....				\$30		\$30		
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total				\$30		\$30		\$30

SCHEDULE B

HOUSE OF REPRESENTATIVES
STATEMENTS OF APPROPRIATIONS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"	FTE	Dollars "(000)"
Breakdown by Organization												
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications, Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims/Indemnities												
Total												

SCHEDULE C

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION STATEMENTS OF APPROPRIATIONS		
	CALCULATION OF BASE	
	FTE	AMOUNT (\$000)
APPROPRIATION, 1999		\$30
BUDGET BASE, 2000		\$30
A. MANDATORY CHANGES		
1. FY '99 LONGEVITIES ANNUALIZED		
2. FULL FUNDING OF THE AUTHORIZATION		
3. BASE ADJUSTMENT		
4. FY '99 COST OF LIVING ADJUSTMENT ANNUALIZED		
5. FY '00 LONGEVITY INCREASES		
6. FY '00 RECLASSIFICATIONS		
7. FY '00 MERITORIOUS INCREASES		
8. FY '00 COST OF LIVING ADJUSTMENT		
9. FY '00 OVERTIME PAY		
10. FY '00 TEMPORARY POSITIONS		
11. FY '00 PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. PRINTING AND REPRODUCTION		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
g. INSURANCE CLAIMS/INDEMNITIES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATIONS REQUEST, 2000		\$30

Explanation of Changes Shown on Schedule C

STATEMENTS OF APPROPRIATIONS

The funding request of \$30,000 for this account is the same as that enacted in fiscal year 1999.

OFFICE OF COMPLIANCE



December 15, 1998

The Honorable James T. Walsh
 Chairman, Subcommittee on
 Legislative
 Committee on Appropriations
 U.S. House of Representatives
 Washington, D.C. 20515

Dear Mr. Chairman:

The Office of Compliance hereby transmits its budget estimate of \$2,076,000 for fiscal year 2000 operations, for the Salaries and Expenses appropriation. Included is a budget justification with an overview of our authority and responsibilities, descriptions of the primary functions of the Office of Compliance, our major accomplishments of FY 1998, and plans for the remainder of FY 1999 and FY 2000.

As you are aware, in previous fiscal years the Office has requested that the legislative branch appropriations act include language authorizing an appropriation that was established by section 415 of the Congressional Accountability Act. This appropriation has been authorized in sections 312, 305, 309, and 305 of the Legislative Branch Appropriations Acts of 1996, 1997, 1998, and 1999, respectively. These sections appropriate "such sums as may be necessary" for awards and settlements under the CAA. I am requesting that this section also be included in the FY 2000 appropriations bill.

Included with this submission is a copy of the Office of the General Counsel's report on compliance with safety and health standards in legislative facilities. This report includes sensitive information that, for the health and safety of those in the Congress, should not be made public. For this reason, I respectfully request that this report have limited distribution.

In light of the importance of the mission of the Office of Compliance and our continuing efforts to minimize both staffing and non-personal services costs, I respectfully request your favorable consideration of the Office of Compliance's budget submission for FY 2000.

Sincerely,

Ricky Silberman
 Executive Director



OFFICE OF COMPLIANCE

OVERVIEW OF FISCAL YEAR 2000 BUDGET REQUEST

The Office of Compliance is requesting \$2,076,000 for fiscal year 2000 operations, a 0.5 percent decrease from the agency's fiscal year 1999 appropriation with no increase in staff. The decrease includes:

- funding for 17 full-time equivalent positions (FTEs);
- funding for a 4.4 percent cost of living increase for Office staff; and
- a reduction in other services, primarily for the services of hearing officers and mediators, which is largely offset by an increase in charges for interagency agreements for administrative services.

As in prior years, this budget request is based on the assumption that the Office of Compliance will remain co-located with the Library of Congress. Further, this budget request takes into account that GAO and Library employees are newly covered under certain Congressional Accountability Act provisions in FY 1999. However, should Congress decide that the GPO, GAO and/or the Library are to fall under the purview of the Office of Compliance more comprehensively than they do at present, additional funding and staffing will be required.

OVERVIEW OF THE OFFICE OF COMPLIANCE'S AUTHORITY AND RESPONSIBILITIES

The Congressional Accountability Act of 1995 (CAA) established an independent Office of Compliance ("Office") in the federal legislative branch to administer and enforce the provisions of the CAA. In general, the CAA applies the rights and protections of eleven labor and employment statutes to covered employees within the legislative branch: the Fair Labor Standards Act of 1938, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, the Age Discrimination in Employment Act of 1967, the Family and Medical Leave Act of 1993, the Occupational Safety and Health Act of 1970, chapter 71 of title 5 of the U.S. Code (relating to federal service labor-management relations), the Employee Polygraph Protection Act of 1988, the Worker Adjustment and Retraining Notification Act, the Rehabilitation Act of 1973, and chapter 43 of title 38 of the U.S. Code (relating to veterans' employment and reemployment).

On January 23, 1996, most provisions of the law took effect, covering the House of Representatives, the Senate, the Capitol Guide Service, the Capitol Police, the Congressional Budget Office, the Office of the Architect of the Capitol, the Office of the Attending Physician, the Office of Compliance, and their employees. Additional provisions were applied on October 1, 1996 (labor management) and January 1, 1997 (OSHA and ADA public access). The section of the CAA relating to safety and health was applied to the Library of Congress (Library) and the General Accounting Office (GAO) on December 30, 1997.

Under the CAA, the Office is charged with establishing and administering alternative dispute resolution procedures, including adjudicative hearings and appeals, for covered legislative branch employees who allege violations of certain sections of the Act. The Office of the General Counsel enforces the sections of the CAA dealing with unfair labor practices, safety and health, and disability access. This includes investigation and prosecution of claims under these sections, and periodic inspections to ensure both health and safety, as well as disability access compliance. Additionally, the Office provides education and information to Members of Congress, other employing offices, and employees of the legislative branch.

The primary functions and processes of the Office are presented below, along with major accomplishments of FY 1998, and plans for FY 1999 and FY 2000.

DISPUTE RESOLUTION

Requests for Information, Counseling, and Mediation

The Office provides legislative branch employees with a neutral, confidential, and efficient process for resolving disputes arising under the CAA. Employees and employing offices may, at any time, seek informal advice and information on the procedures of the Office and the rights, protections, and responsibilities afforded under the CAA and the substantive rules. The Office responds to all inquiries on a confidential basis, and tracks both the number and the nature of the inquiries.

Under the CAA, employees must request counseling and mediation under the auspices of the Office of Compliance before filing a formal complaint. The Office provides counseling and mediation in a neutral, confidential setting. During the 30-day counseling period, the counselor evaluates the alleged violation, advises the employee of his or her rights and responsibilities under the CAA, and facilitates resolution of the problem. If the counseling does not resolve the employee's concerns, the Office provides neutral, trained mediators to assist the parties in resolving the dispute. The period for mediation is generally 30 days, but may be extended at the request of the parties.

Adjudication

After counseling and mediation, if the dispute remains unresolved, the employee may choose either to pursue the claim through the adjudicative hearing process under the auspices of the Office, or file suit in Federal District Court. An employee who elects the adjudicative procedures of the Office files a formal complaint with the Office. The Executive Director appoints an independent Hearing Officer to consider the case and render a written decision, which may be appealed to the Office's Board of Directors. The Board of Directors issues written decisions, which may then be appealed to the U.S. Court of Appeals for the Federal Circuit. The administrative hearing process offers speedier resolution and confidentiality, while offering the same remedies as civil action.

FY 1997 - FY 1998 Comparison

	<i>Calls for Information</i>	<i>Requests for Counseling</i>	<i>Requests for Mediation</i>
FY 1997	1,716	165	158
FY 1998	961	68	56

Accomplishments in FY 1998

Dispute Resolution Process: FY 1998 was the second full fiscal year of the Office's administration and enforcement of the CAA, including the operation of the alternative dispute resolution process. The vast majority of workplace disputes continue to be resolved by the Office of Compliance prior to litigation or adjudication. During the past fiscal year, a total of 961 calls for information were made to the Office directly, or to the Office's information line. In FY 1998, a total of 68 formal counseling requests were filed. Of the cases filed in FY 1997, 6 cases were pending in counseling as of October 1, 1997. A total of 56 requests for mediation were received in FY 1998. Of the 106 cases that either were pending in counseling or mediation at the start of fiscal year 1998, or were received as new requests for counseling, 60 were resolved during, or were not pursued past, this stage of the alternative dispute resolution process.

A total of 4 complaints were pending awaiting hearings or hearing officer decisions on October 1, 1997, and 8 new complaints were filed during FY 1998. Three hearing officer decisions were issued, and eight cases were either settled or withdrawn after being assigned to a hearing officer. At the beginning of FY 1998, three appeals of hearing officer decisions were pending before the Board and one additional appeal was filed during the fiscal year. Board decisions were issued in all four cases.

Counseling

Pending in counseling on 10/1/97		6
Counseling requests received		68
Closed during or after counseling but before mediation (Total = 13)	Settled:	0
	No further action taken:	13
Pending in counseling on 10/1/98		5

Mediation

Pending in mediation on 10/1/97		32
Pending in open period for filing complaint on 10/1/97		14
Mediation requests received		56
Closed during or after mediation (Total = 70 -- 1 case settled after District Court suit was filed)	Settled:	37
	No further action taken:	24
	District court suit filed:	10
Complaints filed after mediation ended for OC admin. hearings		8
Mediation period recently ended (period open for filing complaint)		15
Pending in mediation on 10/1/98		9

Complaints and Hearings

Complaints pending on 10/1/97	4
Complaints filed	8
Hearing officer decisions issued	3
Resolved without hearing officer decision (settled or dismissed/withdrawn)	8
Pending on 10/1/98	1

Board Action

Appeals pending on 10/1/97	3
Appeals filed	1
Board decisions issued	4
Pending on appeal on 10/1/98	0

Representation Cases: In FY 1998, two petitions were filed by labor organizations seeking to represent employees. One pre-election investigatory hearing was held on a petition which had been filed in FY 1997. Based on the record developed during that pre-election investigatory hearing, the Board issued a Decision and Direction of Election.

One election was conducted, in which the petitioning labor organization failed to achieve a majority vote. However, the Board set the election aside, based upon a finding that the employing office committed objectionable conduct that interfered with the election. A rerun election was ordered, but the labor organization withdrew its petition before the scheduled rerun election.

The Board also issued a decision clarifying the composition of a previously certified unit. Two cases were pending at the end of FY 1998, i.e., two representation petitions seeking to organize units of approximately 25 employees and approximately 19 employees, respectively.

Plans for FY 1999 and FY 2000

In FY 1999, the Office may be receiving negotiability appeals, as new collective bargaining agreements are negotiated. As parties begin to bargain, disputes sometimes arise as to an employing office's duty to bargain over a proposal. If an employing office declares a proposal non-negotiable, the labor organization may petition the Board for review, and the Board will issue a decision in the matter.

In FY 1999, an additional Board function will be to review arbitrators' awards after the collective bargaining agreements are in place. Either party to an arbitrator's award can file an exception to the award claiming that the award is deficient under section 220 of the CAA, and the Board will make a determination on the matter.

Additional matters that the Board must treat are similar to those which the Federal Services Impasses Panel of the FLRA handles, i.e., to resolve impasses when they occur. One request for impasse resolution was filed with the Board in FY 1998. Thereafter, the parties resolved their dispute without Board intervention and the request was withdrawn.

The Board may determine impasses in one of several ways, at their discretion, including, but not limited to the use of mediators, use of Board members as arbitrators, or holding hearings. This Office does not anticipate that additional funding will be required for these functions.

INSPECTIONS, TECHNICAL ASSISTANCE AND INVESTIGATIONS

Occupational Safety and Health

Periodic Inspection: The CAA requires the General Counsel of the Office of Compliance to inspect facilities in the legislative branch for compliance with safety and health standards at least once each Congress, and report the findings to Congress. The first such mandatory inspection took place during the 105th Congress, a two-year period ending in December, 1998.

Approximately 20 million square feet of space are included in the inspections, including such operations as the Capitol Power Plant, and numerous carpentry, paint finishing and metal shops. Questionnaires survey the safety and health conditions of more than 1000 District offices throughout the country. Employing offices are informed of any deficiencies identified, so that hazards can be corrected.

Requests for Safety and Health Inspections: The CAA's safety and health provisions give covered employees the right to request inspections of possibly hazardous conditions in work areas. When a request for inspection is received, the General Counsel initiates an investigation. A copy of the request is forwarded to the employing office and the employing office is asked to provide information concerning the condition. In some cases, the action taken by the employing office in response to this letter resolves the problem while, in others, an on-site investigation by the Office of the General Counsel is needed to assess the situation. After conducting this investigation, the Office of the General Counsel sends a detailed report to the employing office which describes the conditions found, reports the results of any tests performed, and explains any steps that may be needed to remedy the problem.

In the event that the employing office responsible for abating a condition that violates an OSHA standard is unable to correct the problem within a specified time, the OGC inspects and issues citations and/or notifications, as appropriate. If, after issuing a citation, the General Counsel determines that a violation has not been corrected, the General Counsel may file a complaint with the Office which is submitted to a hearing officer. To date, all citations have been abated voluntarily, without complaint and hearing procedures.

Technical Assistance: Like OSHA, the OGC has the responsibility for providing compliance assistance to employing offices and covered employees. The OGC also provides consensus standards and interpretations of OSHA standards to employing offices upon request, as well as information about proposed OSHA regulations that impact their operations. In addition, the OGC assists in the development of programs to reduce occupational injuries in legislative branch agencies that have high lost-time injury and illness rates.

Accomplishments in FY 1998

During FY 1998, the OGC completed its inspection of legislative facilities, and prepared and submitted its report to the 105th Congress, as mandated in section 215 of the CAA. The report, a copy of which is attached, contains a detailed comprehensive examination of employee health and safety hazards on Capitol Hill, and identifies more than 100 hazardous conditions found by the inspectors that did not comply with safety and health standards. Nearly all of these hazards have now been fully abated.

However, serious hazards or potential hazards persist, including inadequate emergency planning, the absence of an effective safety program to address the very high rate of injuries experienced by employees of the Architect of the Capitol, and the high concentration of Legionella bacteria in the Capitol Power Plant's cooling towers. The OGC is monitoring the remedial action that is being taken in connection with these problems.

The discovery of Legionella and the subsequent efforts to eliminate or minimize its presence, and to assure that employees were advised of the appropriate precautions, required a substantial commitment of time and resources by the OGC. Additionally, in light of the specialized nature of the issues, the OGC retained a nationally-recognized expert in the control of Legionella in water cooling towers. As a result of the expert's survey, a number of technical design and engineering recommendations were made that were calculated to reduce the level of contamination. The extensive participation of OGC personnel on this problem is attributable entirely to the demands of a time-consuming investigation.

The investigation of two other serious safety and health hazards also required significant time and resources. In March 1998, citations were issued because of hazards created by the improper storage and use of hundreds of gallons of flammable liquids at six different locations in Capitol buildings, including over 700 gallons of flammable and combustible liquids, some in open containers in close proximity to sources of ignition, in the basement of the Russell Senate Office Building. In May 1998, citations were issued for unsafe conditions in the trash sorting and recycling areas in the Rayburn and Cannon House Office Buildings that exposed employees to severe injuries, including crushing injuries from large pieces of equipment used to bale and compact trash that lacked adequate guards and safety devices. These conditions were all corrected after the citations were issued.

Plans for FY 1999 and 2000

Since January 1, 1998, both the Library and GAO have been covered by the safety and health provisions in the CAA. This added about 5.5 million square feet of space that are required to be in compliance with the safety and health standards, and increased the number of employees covered by the safety and health provisions by 8,300 to 28,000, for an increase of 40 percent. Periodic inspections for the report to the 106th Congress will, as required, begin in the summer of 1999.

The number of requests for inspections is likely to be significantly higher in FY 1999 and 2000, if current trends continue. Twenty-eight requests for safety and health inspections were received in FY 1998, as compared to the 15 received in the last nine months of FY 1997. In addition, as of January 1, 1998, the 8,300 additional employees of the Library and GAO were permanently added to the pool of potential complainants. OGC also intends, in FY 1999, to initiate additional efforts to ensure that employing offices adopt comprehensive new safety programs calculated to promote workplace safety and reduce injuries.

For the past two years, the Office has made use of the full-time services of a detailee provided under an interagency agreement with the Occupational Safety and Health Agency. OSHA has also facilitated and funded activities including water and air sample testing, and provided technical equipment for the use of the Office. If this assistance were no longer available to the OGC, we would need an additional FTE position and funding to continue to perform these mission critical functions.

Public Services and Accommodations under the Americans with Disabilities Act

Inspections: Pursuant to section 210 of the CAA, the Office of the General Counsel conducts inspections at least once each Congress to determine compliance with the rights and protections against discrimination in the provision of public services and accommodations established by the Americans with Disability Act. The inspection cycle is similar to the cycle for the safety and health inspections described above. However, since only public areas, and not those areas used exclusively by employees, are subject to this provision of the CAA, less space is inspected – an estimated 8 million square feet rather than the 20 million square feet inspected for safety and health.

Technical Assistance: The CAA directs the OGC to provide employing offices with technical advice to assist them in complying with disability access requirements. In addition, the OGC routinely answers questions from Congressional offices on disability access laws.

Accomplishments in FY 1998

In FY 1998, the OGC received one request for inspection and 12 requests for technical assistance regarding disability access requirements. These included questions such as: the wording that should be used in notices for town meetings about accommodations available for individuals with disabilities, the type of auxiliary aids that Congressional offices are required to make available upon request, and whether disability access laws require that district offices in inaccessible buildings relocate. OGC also conducted, as required, a comprehensive inspection of facilities and prepared and submitted a report on accessibility issues to the Congress.

The OGC also prepared and distributed materials explaining the disability access requirements that typically apply to Congress offices and the public services and activities they undertake. This information is also published on the Office of Compliance web page

(www.compliance.gov). The OGC also investigated a charge of discrimination filed against a Congressional office pursuant to Section 210(d).

Plans for FY 1999 and 2000

Funding to administer and enforce the disability access provision of the CAA is expected to remain at roughly its current level in FY 1999 and 2000. In FY 1997 and 1998, considerable assistance was received from the Department of Justice and the Access Board. If this assistance were no longer available to the OGC, it is estimated that an additional 150 consulting hours at roughly \$80 per hour would be necessary to fulfill the mandatory functions.

Unfair Labor Practices

The General Counsel is responsible for receiving and investigating allegations of unfair labor practices filed under section 220 of the CAA, and for filing and prosecuting complaints of unfair labor practices.

Accomplishments in FY 1998

Twenty-nine charges of unfair labor practices were submitted to the OGC for investigation during the fiscal year, as compared to 10 charges filed in FY 1997. The OGC also received three requests for assistance or information about labor-management relations issues covered by section 220. By the end of the fiscal year, 23 of the 28 charges had been resolved and all of the requests had been answered.

Plans for FY 1999 and 2000

The OGC's unfair labor practice workload will likely increase significantly in FY 1999. As bargaining proceeds within the bargaining units created to date, and efforts to unionize other employees get underway, it is likely that the number of unfair labor practice charges submitted will increase.

Additionally, during FY 1997, none of the charges filed proceeded to the complaint and hearing stage, either because the parties resolved the problem and the charge was withdrawn, or because the General Counsel determined after investigation that the evidence was insufficient to warrant the filing of a complaint on behalf of the charging party. Although the policy of encouraging settlement prior to the filing of a complaint will continue, there will likely be cases in which settlement cannot be achieved and the General Counsel's investigation results in a determination that the filing of a complaint is warranted. In this event, the Executive Director will assign a hearing officer, and the expenses of a hearing will be incurred, including hearing officer time and court reporter charges. During FY 1998, in fact, one unfair labor practice complaint was authorized by the General Counsel, but the charged party entered a voluntary settlement agreement with the General Counsel before the hearing took place.

EDUCATION AND INFORMATION

Under the CAA, the Office of Compliance provides education and information to Congress, other employing offices of the legislative branch, and covered employees. In order to fulfill its mandate to inform covered employees and employing offices of their rights, protections and responsibilities under the CAA, the education and information program distributes written materials and publications, conducts briefings, maintains a web site on the Internet and provides counseling, referrals, and information to employees and employing offices on an individual basis.

Accomplishments in FY 1998

The second annual report, presenting statistics on the use of the Office of Compliance, was submitted to Congress on January 1, 1998. The report covers the period from January 1, 1997 to December 31, 1997.

The *CAAnews*, a newsletter published quarterly and containing updated information on the CAA and the Office of Compliance, was mailed to the residences of 20,000 covered employees throughout the year.

Briefings were presented twice a month by the Office to new Senate employees in order to familiarize them with the CAA and the Office of Compliance. Regularly scheduled monthly briefing were conducted for House employing office senior staff. These briefings have focused on specific areas of the CAA, including Office of Compliance dispute resolution procedures, the mediation process, the Fair Labor Standards Act, and the Family and Medical Leave Act.

The Office of Compliance world wide web site disseminates information via the Internet. The website (www.compliance.gov), located on a Government Printing Office (GPO) server and accessible via GPO's Access system, is updated on an ongoing basis. It currently includes the 400 page *Guide to the Congressional Accountability Act* manual, employee rights and protections brochures, regulations promulgated by the Board of Directors, decisions by the Board, and information on ADA public access and accommodations and OSHA compliance.

On a monthly basis, the Office mailed its two rights and protection brochures to all new covered employees. In addition, posters notifying employees of upcoming elections were produced.

An interactive telephone information line provided statistics on the number of calls received by category and directed callers to recorded information (this data was included in the annual report to Congress), or to an Office staff member who discussed claims and provided resource referrals.

Plans for FY 1999 and FY 2000

The Office will prepare, publish and distribute written materials to meet its Congressional mandate to "educate and inform" newly covered employees, including, if appropriate, employees of GAO and the Library. The materials will include the *Guide to the Congressional Accountability Act* resource manual, informational posters, and quarterly newsletters.

The *Guide to the Congressional Accountability Act* manual will be distributed to new members of the 106th Congress and updated as needed. Throughout the year, new employees covered under the CAA will be mailed employee rights and protections brochures.

The *CAAnews*, with additional information on the CAA and the Office of Compliance, will continue to be published on a quarterly basis and mailed to covered employees' residences.

In fulfilling its statutory responsibilities, the education and information program will continue to update, reprint and distribute existing materials and produce new publications, fact sheets, posters and updates for more than 28,000 covered employees and employing offices.

PROMULGATION OF REGULATIONS

The CAA requires the Executive Director, subject to Board approval, to adopt rules governing the procedures of the Office. The CAA further requires the Board to adopt, subject to Congressional approval, substantive regulations implementing sections of the CAA that apply rights and protections of the Fair Labor Standards Act, the Family and Medical Leave Act, the Employee Polygraph Protection Act, the Worker Adjustment and Retraining Notification Act, Titles II and III of the Americans with Disabilities Act, the Occupational Safety and Health Act, and the Federal Service Labor-Management Relations Statute.

The regulations for the implementation of OSHA and Titles II and III of the ADA were adopted by the Board in December, 1996, and submitted to the House and Senate for approval.

Accomplishments in FY 1998

The Board adopted amendments to extend those provisions of its substantive regulations that implement the CAA sections which became applicable to GAO and the Library, and submitted these amendments to the House and Senate for approval.

Amendments to the procedural rules to include GAO and the Library were also developed, and the Notice of Proposed Rulemaking was signed by the Executive Director on September 30 and published for comment in the Congressional Record on October 1, 1997. Final amendments to the procedural rules were issued on February 12, 1998, to provide for coverage of GAO and the Library under the existing rules regarding occupational safety and health and *ex parte* communications. As to procedures to be used regarding claims alleging violations of sections 204-207 of the CAA at the Library and GAO, the Executive Director published a supplementary Notice of Proposed Rulemaking on January 28, 1998. In light of questions raised by the comments received in response to the supplementary Notice, on May 13, 1998, the Executive Director published a notice announcing her decision to terminate this rulemaking.

Plans for FY 1999 and FY 2000

The Board's substantive regulations will be periodically reviewed and updated to take into account any amendments made to the executive agency regulations on which the Board's regulations are based. In the first such update, signed on October 31, 1997, the Board adopted amendments to update its regulations implementing section 215 (Occupational Safety and Health).

Further, if Congress amends the CAA to expand the Office's responsibilities with respect to GAO, the Library, and/or GPO, amendments to the Board's substantive regulations and to the Executive Director's procedural rules will be needed. The nature, extent, and timing of these amendments would depend on the terms of the statutory amendments by which the Office's expanded responsibilities are established.

STUDIES AND REPORTS

Section 102(b)(2) of the CAA requires the Board to submit a report to Congress on the applicability to the legislative branch of any employment laws not made applicable by the CAA, beginning on December 31, 1996, and every two years thereafter.

Sections 210(f)(2) and 215(e)(2) of the CAA require the General Counsel of the Office to submit, at least once every Congress, a report to Congress and the Office of the Architect of the Capitol containing the results of the periodic inspections required by the CAA. This report, discussed in the **Inspections, Technical Assistance, and Investigations** section above, must also outline the steps necessary to remedy a violation, describe the consequences of each violation, and estimate the cost and time needed to correct the violation.

Accomplishments in FY 1998

The first 102(b) report was submitted to Congress in FY 1997. The Board is now preparing the second biennial report under section 102(b). This second report will update the first report by reviewing amendments to the U.S. Code since the first report was prepared. It will also examine the degree to which current employment and public disability access laws apply to the legislative branch, and make recommendations as to whether provisions of those laws that do not apply should be made applicable. Finally, the report will analyze options for coverage under the employment and public safety laws at GAO, GPO, and the Library, and make recommendations. Research and the initial drafting of the report was accomplished in FY 1998, and it will be issued by December 31, 1998.

Plans for FY 1999 and FY 2000

As required by the CAA, the Board will prepare a section 102(b) report again starting in the second half of 1999, for submission on January 1, 2001. As part of subsequent biennial studies, the Board may consider whether to focus in depth on one or several categories of laws that do not now apply to the legislative branch, and make recommendations to Congress to apply additional laws to the legislative branch.

The reports required by sections 210(f)(2) and 215(e)(2) of the CAA will be submitted by the General Counsel, at least once every Congress, to Congress and the Office of the Architect of the Capitol; these reports will contain the results of the periodic inspections required by the CAA.

ADMINISTRATIVE AND FINANCIAL IMPROVEMENTS

Accomplishments in FY 1998

In FY 1998, the Office assessed, and renovated or replaced all data and communications systems to achieve year 2000 compliance. All mission critical systems were inventoried, and their component hardware and software assessed for date dependency and year 2000 compliance. When necessary, software upgrades and/or patches were procured and installed to avert potential problems. Personal computers were tested using NSTL's YMARK 2000 program, and upgraded or replaced if necessary.

A new Compaq server, equipped with RADE technology (i.e., technology by which data files are redundantly stored on multiple hard drives), was installed for the local area network. The Novell network operating system was upgraded to Version 4.11 for Small Businesses. Personal computers were upgraded to Windows 95, with the pertinent Y2K patches applied. An upgrade to the reporting software for the voice mail system was installed and tested. Upgrades for data software were procured and installed. Tests to identify interoperability issues have been initiated.

External interfaces with the Library, the National Finance Center, and the Government Printing Office (which maintains our web site on a server) have been evaluated, and no problems are anticipated. The Office is concerned about its telecommunications systems, however, as we believe our vendors have conducted inadequate testing of their own, and seem to be relying on their own component vendors' certifications. For this reason, the Office will be procuring a few cell phones early in FY 2000 as a major component of its contingency planning to safeguard against a failure of this most critical system. We have provided comprehensive reports on our progress in this endeavor to the Y2K team of the General Accounting Office.

In partnership with the Library's Financial Services Division, the Office produced its first auditable consolidated financial statement using FY 1997 data. The statement is based on the standard general ledger. This agreement is an important step toward the Office's implementation of the Vision, Goals and Strategies of the Legislative Branch Financial Managers Council.

The Office entered into an interagency agreement with the Department of Health and Human Services, Federal Occupational Health to establish and operate an employee assistance program for Office employees, in accordance with P.L. 79-658 and P.L. 99-750. Office employees may request counseling under this program, or be referred to it by their supervisor. The program also offers health and wellness training.

The Office's website (www.compliance.gov) was commended in several informal surveys, including a recent one by the Lycos search engine site, for its simplicity and ease of use, and by Members of Congress and their staffs, for its comprehensiveness. The site received approximately 20,300 "hits" in FY 1998.

Plans for FY 1999 and FY 2000

Starting in March, 1999, the Office will contract directly with the National Finance Center to provide payroll services, instead of using the Library as a liaison for these services. This is projected to save the agency at least \$10,000 per year in administrative costs.

The Office has just selected Citigroup to provide SmartCard services under the new GSA contract, by means of an add-on task order with the Department of Veterans' Affairs. In spring of this year, the agency will upgrade to CitiDirect, the SmartCard system's web-based, real-time system. Implementation and training are planned for February or March of 1999.

The Office's employee manual will be revised to incorporate additional information, including the Office's flexiplace, travel and e-mail policies and procedures.

AWARDS AND SETTLEMENTS APPROPRIATION

Section 415 of the CAA established "an account of the Office in the Treasury of the United States for the payment of awards and settlements . . . under this Act," and further authorized to be appropriated "such sums as may be necessary to pay such awards and settlements." Section 415 stipulated that awards and settlements under the CAA should only be paid from that account, which is to be separate from the operating expenses account of the Office of Compliance established under section 305 of the CAA. The Executive Director approves all such awards.

The Legislative Branch Appropriations Acts of 1996 through 1999 have appropriated funds for awards and settlements under the CAA. Section 305 of the FY 1999 appropriation bill contained the following language, which we request be included in each year's legislative branch appropriation bill:

Such sums as may be necessary are appropriated to the account described in subsection (a) of section 415 of Public Law 104-1 to pay awards and settlements as authorized under such subsection.

Awards and settlements are paid by means of a streamlined disbursement process designed to stringently safeguard the confidentiality of the settlements and the parties involved. In fact, only one non-Office employee (who has signed a confidentiality agreement) has access to information about claimants.

In FY 1998, a total of \$103,180 was awarded and disbursed under 16 settlements made under section 415 of the CAA, as compared to \$39,429 in FY 1997 under six settlements. In the first two months of FY 1999, a total of \$9,500 has been awarded and disbursed under one settlement.

THE OFFICE OF COMPLIANCE'S BUDGET REQUEST FOR FY 2000

The Office of Compliance's FY 2000 budget request of \$2,076,000 reflects a \$10,000 (-0.5%) decrease from the FY 1999 appropriation of \$2,086,000.

Staffing levels are projected at the same level as in FY 1999, as the current staff levels are adequate to meet the workload described in this justification. However, the Office of the General Counsel has been using the services of a detailee from the Occupational Safety and Health Agency. Should OSHA discontinue this arrangement, we would need an additional FTE position and funding to continue to perform these mission critical functions. Additional staff could also be required should Congress decide to expand the coverage of employment and safety laws in the CAA for employees of the General Accounting Office, the Government Printing Office, and the Library of Congress. Additional requirements, if necessary, will be addressed in a supplemental request for funding.

Increases in personal services are requested in amounts of \$30,000 and \$10,400, respectively, for employee salaries and benefits. This includes a 4.4 percent increase for staff, which is commensurate with the increases proposed for other federal government employees. In the event that an increase is authorized for executive schedule employees, the Office is also requesting a two percent increase for four statutory appointees whose salaries are linked under the CAA to the executive schedule, section 5316 of title 5 of the United States Code.

In FY 2000, a decrease of \$46,000 is requested in other services for hearings and mediations, based on our current use of these services. We anticipate that the costs of these services will approximate the FY 1998 actual costs, unless increased authority is conferred upon the Office by Congress. This decrease is largely offset by an increase in charges for our interagency agreement for administrative services.

For the past two fiscal years, the Library has provided the Office with administrative services provided under an interagency agreement. The services provided under the IAG include disbursing, payroll, security, and cleaning services. The Library has informed the Office that charges for these services will increase by \$33,500 in FY 1999, largely in payroll and cleaning costs.

In order to reduce this increased cost, starting in March, 1999, the Office will contract directly with the National Finance Center to provide payroll services, instead of using the Library's services as a middleman. This measure will thus reduce the cost for these services by \$10,000 in FY 2000. In FY 2000, a net increase of \$24,000 is therefore requested for funding of the IAG with the Library.

A decrease of \$16,000, or 50 percent, is requested in printing and reproduction, due primarily to the Office's use of the services of the Government Printing Office. Expenditures in this object class are projected to be less in FY 2000 than in the current fiscal year because they

are higher when a new Congress is provided with Office publications, including the *Guide to the Congressional Accountability Act* resource manual.

An increase of \$13,000 is requested for phone lines and maintenance, based on FY 1998 actual expenditures. Actual costs were higher than anticipated in FY 1998 because the agency had erroneously been undercharged for phone charges under the GSA WITS contract in prior years.

A decrease of \$7,000 in travel, based on FY 1998 actual expenditures, is largely offset by an increase of \$5,000 based on an anticipated increase in Board travel. Three new Board members will be appointed by Congress during FY 1999, and the terms of the Chair of the Board and the fifth Board member expire in FY 2000. We anticipate increased travel for meetings for the new Board.

Central filing systems have been established and paper flow procedures streamlined. For these reasons, we anticipate a net decrease of \$13,000 in supplies. In addition, a decrease of \$12,000 is requested for equipment in FY 2000, as our year 2000 compliance goals will have been fulfilled with appropriate hardware and software upgrades by then. However, a small increase of \$2,000 is requested in FY 2000 for charges for cell phones.

A note we have mentioned in previous requests bears repetition here. Since its inception, the Office has been located in the Adams building of the Library of Congress. Pursuant to an agreement with the Library, the space was expanded to accommodate our initial operations. On the basis of this occupancy, no additional funding for moving expenses, rent, utilities, or system and phone wiring has been included in this request. If the Office is required to relocate in FY 2000, additional funding will be sought in a supplemental request.

The following pages are comprised of Schedules A, B, C, and an explanation of the changes included in Schedule C.

Schedule A

**OFFICE OF COMPLIANCE
BY OBJECT CLASS**

	FY 98 ACTUAL		FY 99 ESTIMATE		FY 00 ESTIMATE		NET CHANGE FY 99 - FY 00	
	STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)
11 Personnel Compensation	19	1,189	17	1,196	17	1,226	0	30
12 Personnel Benefits		276		296		306		10
13 Benefits to Former Personnel								0
21 Travel		9		16		14		(2)
22 Transportation of Things		0		0		0		0
23 Rent, Communications and Utilities		68		55		70		15
24 Printing and Reproduction		10		32		16		(16)
25 Other Services		329		400		378		(22)
26 Supplies and Materials		31		48		35		(13)
31 Equipment		31		43		31		(12)
32 Land and Structures								0
42 Insurance Claims and Indemnities								0
Total	19	1,953	17	2,086	17	2,076	0	(10)

Note: Columns and rows may not add due to rounding.

Schedule B

OFFICE OF COMPLIANCE

ANALYSIS OF CHANGE

By Organization and by Object Class

	PROGRAM TYPE CHANGES										TOTAL CHANGES	
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)	
Breakdown by Organization												
11 Personnel Compensation	30									0	30	
12 Personnel Benefits	10										10	
13 Benefits to Former Personnel											0	
21 Travel				(7)				5			(2)	
22 Transportation of Things											0	
23 Rent, Communications and Utilities				13						2**	15	
24 Printing and Reproduction									(16)		(16)	
25 Other Services				24				(46)			(22)	
26 Supplies and Materials				1				(14)			(13)	
31 Equipment										(12)	(12)	
32 Land and Structures											0	
42 Insurance Claims and Indemnities											0	
Total	40			41				(81)		(10)	0	
											(10)	

Note: Columns and rows may not add due to rounding.

Schedule C

OFFICE OF COMPLIANCE
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, 1999	17	2,086
Budget Base, 1999	17	2,086
	2000 Request	
	Staff	Amount (\$000)
I. Adjustments to Base		
A. Mandatory Changes		40
1. FY 99 Unfunded Positions		
2. FY 99 Longevities Annualized		
3. FY 99 Cost of Living Annualized		
4. Full Funding of the Authorization		
5. FY 00 Longevity Increases		
6. FY 00 Reclassifications		
7. FY 00 Meritorious Increases		
8. FY 00 Cost of Living Adjustment		30
9. FY 00 Overtime Pay		
10. FY 00 Temporary Positions		
11. FY 00 Personnel Benefits		10
B. Price Level Changes		31
1. Travel		(7)
2. Transportation of Things		
3. Rent, Communications, and Utilities		13
4. Printing and Reproduction		
5. Other Services		24
6. Supplies and Materials		1
C. Program Type Changes		
1. Legislation	*	*
2. Workload		(71)
A. Travel		5
B. Printing and Reproduction		(16)
C. Other Services		(46)
D. Supplies and Materials		(14)
3. Equipment, Maint, Repairs, Etc.		
A. Transportation of Things		**
B. Rent, Communications and Utilities		**
C. Equipment		(10)
II. Net Increase/Decrease Requested		(10)
III. Total Appropriation Request, 2000	17	2076

Note: Columns may not add due to rounding.

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C:

For salaries and expenses for the Office of Compliance, \$2,076,000. This is a decrease of \$10,000 from the FY 1999 appropriation of \$2,086,000.

Mandatory Pay and Related Changes:

Personnel increases of \$30,000 are attributed to a projected cost of living adjustment of 4.4 percent of staff salaries, and a two percent increase for statutory appointees whose salaries are determined by the executive schedule under section 5316 of title 5 of the United States Code, should such an increase be authorized.

An increase of \$10,000 is requested in personnel benefits, based on the increase in salaries.

Price Level Changes:

In other services, an increase of \$24,000 is requested for interagency agreements for administrative services with the Library of Congress and the National Finance Center.

In rent, communications and utilities, an increase of \$13,000 is requested for phone lines and maintenance, based on FY 1998 actual expenditures.

A decrease of \$7,000 is requested in travel, based on FY 1998 actual expenditures

An increase of \$1,000 is requested for office supplies, due to inflation factors.

Program Type Changes:**Legislation:**

* Additional staff may be required if Congress decides that GPO, GAO, and/or the Library of Congress are to fall under the purview of the Congressional Accountability Act, more so than they do presently. (The LOC and the GAO are covered by the safety and health provisions of the CAA.) No such staffing increase was included in this request.

Workload:

A decrease of \$46,000 is requested in other services for hearings and mediations, based on FY 1998 actual use of these services.

A decrease of \$16,000 is requested in printing and reproduction. Expenditures in this object class are projected to be less in FY 2000 than in the current fiscal year because they decrease in a year in which no new Congress is seated.

An decrease of \$14,000 is requested in supplies and materials, based on FY 1998 actual expenditures.

An increase of \$5,000 is requested in travel, based on an anticipated increase in Board travel subsequent to the appointment of three new members.

Equipment, Alterations, Maintenance, Repairs, etc.:

A decrease of \$12,000 is requested for equipment, based on FY 1998 actual expenditures.

An increase of \$2,000 is requested in rent, communications and utilities in FY 2000 for charges for cell phones.

** Although no additional funding is requested for FY 2000 for transportation of things, additional funds will be requested for this purpose in a supplemental request, in the event that the Office of Compliance vacates the Library of Congress during this fiscal year.

** Although no additional funding is requested for FY 2000 for rent, communications and utilities, additional funds will be requested for this purpose in a supplemental request, in the event that the Office of Compliance vacates the Library of Congress during this fiscal year.

OFFICE OF COMPLIANCE

Salaries and Expenses

Program and Financing (in millions of dollars)

Identification code 09-1600-0-1-801	1998 actual	1999 est.	2000 est.
Obligations by program activity:			
10 00 Total new obligations	2	2	2
Budgetary resources available for obligation:			
22 00 New budget authority (gross)	2	2	2
23 95 Total new obligations	-2	-2	-2
New budget authority (gross), detail:			
40 00 Appropriation	2	2	2
Change in unpaid obligations:			
73 10 Total new obligations	2	2	2
73 20 Total outlays (gross)	-2	-2	-2
Outlays (gross), detail:			
86 50 Outlays from new current authority	2	2	2
New budget authority and outlays:			
89 00 Budget authority	2	2	2
90 00 Outlays	2	2	2

The Congressional Accountability Act of 1995 (CAA) established an independent Office of Compliance to apply the rights and protections of the following eleven labor and employment statutes to covered employees within the legislative branch: the Fair Labor Standards Act of 1938, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, the Age Discrimination in Employment Act of 1967, the Family and Medical Leave Act of 1993, the Occupational Safety and Health Act of 1970, chapter 71 of title 5 of the U.S. Code (relating to Federal service labor-management relations), the Employee Polygraph Protection Act of 1988, the Worker Adjustment and Retraining Notification Act, the Rehabilitation Act of 1973, and chapter 43 of title 38 of the U.S. Code (relating to veterans' employment and reemployment).

The Office provides employees with an independent, neutral dispute resolution process, as an alternative to the court system, through which they may pursue claims under the laws applied by the CAA. The Office is headed by a five-member Board of Directors who are appointed jointly by the House and Senate majority and minority leadership.

Object Classification (in millions of dollars)

Identification code 09-1600-0-1-801	1998 actual	1999 est.	2000 est.
11.1 Direct obligations: Personnel compensation: Full-time permanent	1	1	1
99.5 Below reporting threshold	1	1	1
99 9 Total new obligations	2	2	2

Personnel Summary

Identification code 09-1600-0-1-801	1998 actual	1999 est.	2000 est.
1011 Total compensable workyears, Exempt full-time equivalent employment	19	17	17

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

THE CONGRESSIONAL BUDGET OFFICE
Justification of Estimates of Appropriations for
Fiscal Year 2000

**CONGRESSIONAL BUDGET OFFICE
OVERVIEW OF FISCAL YEAR 2000 BUDGET REQUEST**

The Congressional Budget Office (CBO) is requesting \$26,821,000 for its operations in fiscal year 2000, a 4.5 percent increase over the agency's fiscal year 1999 appropriation, with no increase in staff. This budget request reflects a 6 percent increase in personnel spending that is partially offset by a 9 percent drop in spending for automated data processing (ADP), updates to computer systems, and purchases of data. Administrative spending increases by 2 percent in this budget, less than inflation. Specifically, this fiscal year 2000 request:

- o Funds 232 full-time-equivalent positions (FTEs);
- o Provides a 4.4 percent across-the-board pay adjustment and merit increases costing 2.0 percent of CBO's total pay base;
- o Includes language that would grant the Director the authority to pay employees lump-sum bonuses to reward extraordinary performance and enhance recruitment;
- o Contains a 9 percent reduction in spending for ADP, computer systems, data, and model development due in part to the transfer of several mainframe applications to a less expensive service provider and in part to a small drop in the anticipated demand for system updates; and
- o Supports a workload of 15 studies and mandated reports, 21 papers and memorandums, and almost 2,000 legislative cost estimates and mandate cost statements. In addition to these visible work products, the number of informal requests for immediate analytical assistance to the Congress continues to grow.

This request is designed to allow CBO to maintain its current workload. We continue to be concerned about our ability to offer the salaries and benefits needed to attract and retain employees in today's tight labor market. We believe that a bonus program is critical to improving our competitiveness with other federal employers and with the non-government employers with whom CBO competes for professional and management talent.

OVERVIEW OF CBO'S ROLE

The Congressional Budget Act of 1974 established CBO as a nonpartisan Congressional support agency. Its mandate is to be analytically precise, professional, and nonpartisan in providing the Congress with information on matters of budgetary and fiscal policy.

In addition to the work products specified in the act (including scorekeeping, five-year cost estimates of reported bills, and five-year projections of new budget authority, outlays, and revenues), the Congressional Budget Office has three principal statutory tasks: to provide information to the two Budget Committees on all matters within their jurisdiction and such further reports "as may be necessary and appropriate"; to provide information to the appropriating and tax committees on request; and, on request of any other committees, to provide information compiled for the budget, tax, and appropriating committees plus, "to the extent practicable," additional requested information.

The Budget Enforcement Act of 1990 assigned CBO additional statutory tasks, which the Balanced Budget Act of 1997 extended through 2002. Three times a year, CBO must report whether a sequestration of budgetary resources will be necessary to adhere to the caps on discretionary appropriations or to the pay-as-you-go requirement for legislation that deals with direct spending or receipts. Also, as soon as practicable after the Congress completes action on an appropriation bill or on any legislation affecting direct spending or receipts, CBO must provide the Office of Management and Budget with a cost estimate. The Director of CBO is also responsible for alerting the Congress to a recession or downturn in the economy that might warrant a suspension of the current budget procedures.

The Unfunded Mandates Reform Act of 1995 imposed three additional duties on the Congressional Budget Office. First, CBO is required to analyze all new, reported legislation and prepare expanded cost estimates (called cost statements) for bills that impose mandates on state and local governments that would entail direct compliance costs of more than \$50 million in any year. The agency must do the same for bills that impose mandates on the private sector that would require more than \$100 million a year in direct costs to implement (with exceptions for certain types of mandates, such as legislation enforcing constitutional rights or prohibitions against discrimination). Second, upon request, CBO must help committees analyze the budgetary or financial impact of legislation affecting state and local governments or the private sector, including benefits and macroeconomic effects. Third, also upon request, CBO must undertake studies of legislative proposals containing federal mandates on either the public or private sector.

CBO'S ACCOMPLISHMENTS DURING FISCAL YEAR 1998

During fiscal year 1998, CBO continued its primary task of supporting the Congress in developing a budget resolution and in formulating and enacting spending and authorizing legislation. In addition to the priority given to sustaining a balanced federal budget, legislative initiatives with a significant impact on the CBO workload included transportation reauthorization, the proposed tobacco settlement, patients' rights proposals, long-term options for the Social Security system, fundamental tax reform, military compensation, and a comparison of federal and private-sector employee benefits.

The Congress continued to debate changes to the budget process that could have a major impact on the federal budget, all of which require CBO's input. As noted above, the Unfunded Mandates Reform Act, which took effect on January 1, 1996, placed significant new requirements on CBO. The agency continues to provide the estimates required by that law in a timely manner.

As requested by the House Committee on Appropriations, CBO prepared a five-part report on its estimating and forecasting procedures and their accuracy. This review covered a comparison of outlay estimates with actual expenditures for all appropriation accounts; a comparison of estimates of tax revenues (and their underlying assumptions) with actual revenues resulting from changes in federal tax law going back to 1978; a detailed explanation of discrepancies in estimates of the budget deficit or surplus for the past five years; a detailed explanation of all economic models used by CBO to prepare its estimates; and a detailed description of CBO's guidelines for creating, reviewing, and disseminating its analyses. That report was submitted to the Congressional leadership and the budget, financing, and appropriations committees in July 1998.

During calendar year 1998, CBO's Budget Analysis Division prepared close to 700 formal cost estimates and even more informal estimates for legislative proposals. Legislative efforts with a significant budgetary impact included the Transportation Equity Act for the 21st Century, restructuring and reform of the Internal Revenue Service, reform of higher education, defense authorization, reducing tobacco consumption, and emergency supplemental appropriations. The division prepared outlay estimates for appropriation bills, from subcommittee markup through conference agreements, and reviewed all reported bills and legislative proposals for possible intergovernmental mandates. The division also compiled all of its outlay estimates for appropriation bills for fiscal years 1993 through 1997 and compared them with the actual expenditures. That information was included in the five-part report requested by the House Committee on Appropriations.

In addition to providing the Congress with regular analyses and projections of the U.S. economy, the Macroeconomic Analysis Division prepared reports and testimony on subjects that included long-term budgetary pressures, the potential macroeconomic effects of the Economic Growth Act of 1998, and the privatization of Social Security. The division also prepared a report describing all of the economic models it uses to develop its macroeconomic estimates for the House Committee on Appropriations.

Along with its regular revenue scorekeeping reports and revenue cost estimates, the Tax Analysis Division published studies on fundamental tax reform, policy changes affecting spending for low-income families not receiving cash welfare, and federal tax liabilities by income category and family type. The division also prepared a report on projecting federal tax revenues and the effect of changes in tax law for the House Committee on Appropriations. In response to the larger-than-estimated growth in federal revenues, the division devoted significant resources to analyzing the unforeseen revenue surge and to determining what portion was a permanent rather than a temporary change.

CBO's four program divisions—Natural Resources and Commerce, Health and Human Resources, National Security, and Special Studies—continued to assist the Congress in focusing its

debate by organizing and presenting analyses and testimonies that outlined the programmatic and budgetary effects of numerous policy options and alternatives. The subjects of those analyses included the budgetary effects of reforming natural disaster insurance, the budgetary and policy implications of selling power generation and transmission assets, reauthorization of Superfund, competition in the automated teller machine (ATM) market, the long-term economic effects of federal spending on infrastructure, and the innovative financing of highways.

Extensive support also continued on a broad range of health policy topics and human resource proposals, including the legislative proposals to reduce tobacco consumption (especially among teenagers), proposals to expand patients' rights, the effects of proposals to reform Medicare and Medicaid, ways to finance Medicare over the long term as the baby-boom generation retires, the distributional issues raised by the Social Security Advisory Council's proposals to reform Social Security, and the effects of federal spending for education and training on the productivity of the U.S. workforce.

Among the defense budget issues analyzed by CBO in fiscal year 1998 were retail activities at military bases, national and theater missile defenses, tactical aviation programs, unmanned aerial vehicle programs, and base closures and realignment.

General government and budget process issues that were addressed in the past year included the line-item veto, capital budgeting, the budgetary treatment of mandated retirement contributions, a comparison of federal and private-sector benefits, federally guaranteed student loans, and the dollar coin.

In fulfilling the requirements of the Unfunded Mandates Reform Act, the program divisions completed about 520 private-sector mandate statements in calendar year 1998. Overall, about 70 statements found that the bill contained a private-sector mandate as defined by the act, and about 19 percent of those mandates were judged to cause a private-sector cost in excess of the threshold value of \$100 million in any of the first five years the bill would be in effect.

On the electronic front, the agency continued its efforts to upgrade its network infrastructure to improve speed, reliability, and security. Specifically, CBO improved the functionality of its World Wide Web site. Visitors to the site's "Cost Estimates" section can now search for bills that have a pay-as-you-go impact and search for cost estimates by budget function. In addition, the ListServer feature now automatically notifies subscribers when a relevant cost estimate is posted. As requested by the House Committee on Appropriations, the CBO site includes an index of the agency's work since 1975.

During fiscal year 1998, CBO significantly increased the resources devoted to addressing the so-called year 2000 (Y2K) problem. The agency identified 11 systems that are critical to its mission. Of those systems, eight were renovated. Final testing will be completed by March 1999. In addition, all CBO staff were asked to test and certify the Y2K status of their individual computer systems and associated applications by December 15, 1998.

CBO also introduced an Intranet to help disseminate information and improve communication among staff members. In addition, the Intranet provides centralized access to the House Intranet, several subscription information sources, and online software technical assistance.

CHANGES IN CBO'S SPENDING PLANS FOR FISCAL YEARS 1998 AND 1999

CBO's actual spending in fiscal year 1998 showed significant variances (defined as the greater of \$100,000 or 10 percent) from its spending plan in just three areas. Printing costs were \$155,000 below the planned amount, primarily the result of publishing five fewer studies than originally anticipated. Spending for other services was \$294,000 (15 percent) below the budgeted amount because of a 20 percent drop in the demand for updates to ADP systems and data. Finally, spending for ADP hardware and software was 12 percent (\$104,000) below the budgeted amount because two large projects—wiring the network and upgrading the collection management system in the CBO library—were completed for less than their estimated costs.

The fiscal year 1999 estimate presented here has no significant variance from CBO's original request in any area.

CBO'S GOALS FOR FISCAL YEAR 2000

A major focus of CBO's work during fiscal year 2000 will be to provide analytic support and technical assistance to the Congress as it prepares legislation for the fiscal year 2001 budget. Those efforts will include developing short-term economic forecasts and medium-term economic assumptions, 10-year baseline budget projections, cost estimates for authorization and direct spending legislation, outlay estimates for appropriation bills, and analytic studies of policy issues of particular concern to the Congress.

Long-term budgetary pressures, especially those facing Social Security, Medicare, and Medicaid, are expected to be a major concern of the 106th Congress in fiscal year 2000. Those issues, and understanding the economic forces affecting the financial markets and international trade, will set the agenda and priorities for CBO's analytic work during the year. The agency will continue to review its estimating results with the goal of improving the accuracy of its estimates. CBO will also continue to make its methodology available to the widest possible audience.

CBO expects a continuing interest in the Congress for information on the cost of federal mandates affecting state and local governments and the private sector. Legislation is likely to be introduced during 1999 to apply new procedural constraints on the consideration of private-sector mandates in the Congress and to expand the type of cost information that CBO provides for such mandates. If that legislation is enacted, CBO's goal will be to provide the required information in a timely manner with its existing resources.

Schedule A

Congressional Budget Office
Summary
by Organization and Object Class

CATEGORIES	FY 1998 ACTUAL		FY 1999 ESTIMATE		FY 2000 REQUEST		NET CHANGE FY 1999/FY2000	
	STAFF (FTEs)	DOLLARS (000s)	STAFF (FTEs)	DOLLARS (000s)	STAFF (FTEs)	DOLLARS (000s)	STAFF (FTEs)	DOLLARS (000s)
1. Breakdown by Organization:								
Office of the Director	6	692	6	721	6	743	0	22
Budget Analysis Division	74	7,083	76	7,666	76	8,074	0	408
Macroeconomic Analysis Division	22	2,187	24	2,432	24	2,567	0	135
Tax Analysis Division	17	1,780	16	1,726	16	1,787	0	61
Program Divisions (Natural Resources, Health & Human Resources, National Security, and Special Studies)	68	6,977	74	7,810	74	8,176	0	266
Administration and Information Division	32	4,589	36	5,216	36	5,474	0	257
Total	219	23,308	232	25,671	232	26,821	0	1,150
2. Breakdown by Object Class:								
11 Personnel Compensation		15,916		17,372		18,342		870
12 Personnel Benefits		4,023		4,455		4,769		314
13 Benefits to Former Personnel		8		10		10		0
21 Travel		83		120		120		0
22 Transportation of Things		0		1		1		0
23 Rent, Communications, and Utilities		266		355		367		12
24 Printing and Reproduction		134		233		241		8
25 Other Services		1,681		2,010		1,838		(172)
28 Supplies and Materials		247		272		300		28
31 Equipment		919		843		833		(10)
32 Land and Structures		0		0		0		0
42 Insurance Claims and Indemnities		0		0		0		0
Total		23,308		25,671		26,821		1,150

Note: Columns and rows may not add up to totals because of rounding.

Schedule B

Congressional Budget Office
Analysis of Change to Budget Base
by Organization and Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES					TOTAL CHANGES	
				LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS MAINTENANCE REPAIRS, ETC.		
	STAFF (FTEs)	DOLLARS (000s)	DOLLARS (000s)	STAFF (FTEs)	DOLLARS (000s)	STAFF (FTEs)	DOLLARS (000s)	DOLLARS (000s)	STAFF (FTEs)	DOLLARS (000s)
1. Breakdown by Organization:										
Office of the Director	0	22	0	0	0	0	0	0	0	22
Budget Analysis Division	0	435	0	0	0	(15)	(15)	(12)	0	408
Macroeconomic Analysis Division	0	126	2	0	0	0	0	7	0	135
Tax Analysis Division	0	91	(30)	0	0	0	0	0	0	61
Program Divisions: (Natural Resources, Health and Human Resources, National Security, and Special Studies)	0	386	(70)	0	0	(50)	(50)	0	0	286
Administration and Information Division	0	223	81	0	0	(23)	(23)	(24)	0	257
Total	0	1,284	(17)	0	0	0	(88)	(28)	0	1,160
2. Breakdown by Object Class:										
11 Personnel Compensation		970	0	0	0	0	0	0		970
12 Personnel Benefits		314	0	0	0	0	0	0		314
13 Benefits to Former Personnel		0	0	0	0	0	0	0		0
21 Travel		0	0	0	0	0	0	0		0
22 Transportation of Things		0	0	0	0	0	0	0		0
23 Rent, Communications, and Utilities		0	11	0	0	1	0	0		12
24 Printing and Reproduction		0	8	0	0	0	0	0		8
25 Other Services		0	(75)	0	0	(97)	(97)	0		(172)
26 Supplies and Materials		0	19	0	0	9	9	0		28
31 Equipment		0	19	0	0	0	0	(28)		(10)
32 Land and Structures		0	0	0	0	0	0	0		0
42 Insurance Claims and Indemnities		0	0	0	0	0	0	0		0
Total	0	1,284	(17)	0	0	0	(88)	(28)	0	1,160

Note: Columns and rows may not add up to totals because of rounding.

Schedule C

Congressional Budget Office
Summary
Detailed Analysis of Change by Organization

Appropriation, 1999
Plus: Supplemental for pay
Minus: Nonrecurring costs
Budget Base, 1999

Calculation of Base	
FTEs	Dollars (000s)
232	25,671
0	0
0	0
232	25,671
2000 Request	
FTEs	Dollars (000s)
0	1,284
A. Mandatory Changes	
1. Merit increases and related benefits	218
2. FY 2000 Across-the-board adjustment of 4.4%	713
3. Annualization of prior year pay raises and turnover	255
4. Changes in benefit costs	99
B. Price Level Changes	(17)
1. GPO printing price increase of 3.4%	8
2. Administrative contract increases of 5.5%	8
3. ADP timesharing price changes	(93)
4. Subscriptions price increase of 10%	17
5. Equipment price increases	19
6. Miscellaneous price increases	23
C. Program Type Changes	
1. Legislation	0
2. Workload	(88)
a. Reduced systems, data, and model development needs	(70)
b. Miscellaneous workload changes	(18)
3. Equipment, Alterations, Maint., Repairs, etc.	(29)
a. Reduction in spending for office equipment	(30)
b. Changes in ADP hardware and software spending	1
II. Net Increase/(Decrease) Requested	0
III. Total Appropriation Request, 2000	232
	26,821

Note: Columns and rows may not add up to totals because of rounding.

CONGRESSIONAL BUDGET OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY CHANGES	Staff	Dollars (000s)
1. Merit increases and related benefits Merit pay increases are budgeted at 2.0% of base salaries.		218
2. FY 2000 Across-the-board adjustment Funding for a projected 4.4% across-the-board pay adjustment in January 2000.		713
3. Annualization of FY 1999 pay increases and other personnel actions. Annualization of the FY 1999 merit increases, turnover effects, and January 1999 ECI adjustment of 3.1%.		255
4. Miscellaneous changes in benefit costs Includes changes in agency costs for employee health insurance, pension, Social Security, and overtime.		99
B. PRICE LEVEL CHANGES	Staff	Dollars (000s)
1. GPO printing price increase of 3.4% GPO has projected that printing costs will increase by 3.4%. GPO contracts for the printing of all CBO reports and studies.		8
2. Administrative contract increases of 5.5% The price increase for administrative services provided by the Library of Congress and the NFC is based primarily on the expected increases in employment costs, which is the major component in these contracts.		8
3. ADP timesharing price changes This net price decrease, averaging 8.5%, reflects the transfer of mainframe applications to a less expensive service provider.		(93)
4. Periodical subscriptions price increase of 10.5% This price increase is based on information from major vendors.		17
5. Equipment price increases These price increases are based on information from major vendors and average just over 2%.		19
6. Miscellaneous price increases Includes increases for telecommunications, equipment repair, and other miscellaneous contractual services that are based on information provided by major vendors.		23
C. PROGRAM TYPE CHANGES	Staff	Dollars (000s)
1. Legislation	0	0
2. Workload	Staff	Dollars (000s)
2a. Reduced need for ADP systems, data, and model development Spending for these projects is often dependent on the availability of data and changes in legislative programs.		(70)
2b. Miscellaneous workload changes Miscellaneous offsetting workload changes involving storage and mailing, periodical subscriptions, ADP timesharing, and temporary staffing.		(18)
3. Equipment, Alterations, Maintenance, Repairs, etc.	Staff	Dollars (000s)
3a. Reduction in spending for office equipment Plans call for the replacement of one less copier in FY2000 than in FY1999		(30)
3b. Changes in ADP hardware and software spending Net increase in spending for ADP hardware and software upgrades.		1

Congressional Budget Office
Summary of Agency Request
FY 2000 Budget Request

	Staff	Amount
Calculation of Base		
Appropriation, 1999	232	\$25,671,000
Supplemental for pay		0
Nonrecurring costs		0
Budget Base, 1999	232	\$25,671,000
Proposed Changes for FY 2000		
Mandatory Pay and Related Costs		1,284,000
Price Level Changes		(17,000)
Program Type Changes		
Legislation		0
Workload		(88,000)
Equipment, Alterations, Maintenance, Repairs, etc.		(29,000)
Total Proposed Changes	0	\$1,150,000
FY 2000 Budget Request	232	\$26,821,000

CONGRESSIONAL BUDGET OFFICE PRODUCTS

PRODUCTS	FY1998 (actual)	FY1999 (est.)	% change 1998-1999	FY2000 (est.)	% change 1999-2000
Current Status Reports	50	50	0%	50	0%
Appropriation Bill Cost Estimates	160	160	0%	160	0%
Other Federal Bill Cost Estimates (a)	678	700	3%	700	0%
State & Local Bill Cost Estimates (a)	539	550	2%	550	0%
Private-Sector Unfunded Mandates Ests. (a)	524	550	5%	550	0%
Baseline Budget Projections	2	2	0%	2	0%
Program Analysis Reports	25	30	20%	30	0%
Economic Forecast (b)	2	2	0%	2	0%
Spending and Revenue Options Report	0	1	100%	1	0%
Analysis of the President's Budget	1	1	0%	1	0%
Other Mandated Reports	5	2	-60%	2	0%
Congressional Testimony	17	17	0%	17	0%
Sequestration Report	3	3	0%	3	0%
Total Work Products	2006	2068	3%	2068	0%

(a) Cost estimates and unfunded mandates estimates are tracked on a calendar year basis.

(b) Includes a comprehensive forecast prepared twice a year, plus the quarterly reviews required by the Balanced Budget and Emergency Deficit Control Act of 1985

CONGRESSIONAL BUDGET OFFICE WORKLOAD

Total CBO Products

	FY1998 (actual)	FY1999 (est.)	FY2000 (est.)
Projects pending from prior years	47	36	31
Projects started during the FY	1995	2063	2068
Total projects pending during the FY	2042	2099	2099
Projects completed/terminated during the FY the FY	2006	2068	2068
Projects in progress at the end of the FY	36	31	31

CBO's WORKLOAD CONTINUED

Mandated Products with Regular Due Dates:

	FY1998 (actual)	FY1999 (est.)	FY2000 (est.)
Mandated projects in progress at the beginning of the FY	0	1	1
Projects legally mandated for the FY	1964	2021	2021
Mandated projects started during the FY	1965	2021	2021
Mandated projects completed during the FY	1964	2021	2021
Mandated projects in progress at the end of the FY	1	1	1

Products In Response to Congressional Requests:

	FY1998 (actual)	FY1999 (est.)	FY2000 (est.)
Requested projects in progress at the beginning of the FY	47	35	30
Projects requested during the FY	30	42	47
Requested projects started during the FY	30	42	47
Requested projects completed/terminated during the FY	42	47	47
Requested projects in progress at the end of the FY	35	30	30

The above tables quantify CBO's main work products. CBO also performs a large number of less formal tasks that are harder to tabulate. In recent years, the number of these less formal requests from Congress for CBO assistance has been growing. As a result, the number of informal responses to Congressional requests—in the form of staff memorandums, letters, or telephone responses—has increased significantly, as has the time needed to satisfy those requests.

CBO's Direct and Indirect Employment

Classification	Number of Employees			Dollars (000's)		
	FY1998	FY1999E	FY2000E	FY1998	FY1999E	FY2000E
Direct Employment:						
11.1 Full-Time Permanent (FTEs)	202	212	212	15,290	16,686	17,607
11.3 Other Than Full-Time Permanent	17	20	20	622	676	725
Total full-time equivalent positions	219	232	232	15,911	17,362	18,332
25.0 Other Services (Contracts for on-site personal services)*	2	2	2	91	101	89

* Includes employees whose services are obtained under contract with an individual or an organization and who are performing on-site services (in agency workspace) for six months or more during a 12-month period.

Object Class 25.0 Service Contracts (Indirect Employment)

Type of service provided under contract	Number of Contracts			Dollars (000's)		
	1998	1999Est.	2000Est.	1998	1999Est.	2000Est.
ADP	31	35	35	1,091	1,105	1,002
Systems, data & model development	14	25	20	92	375	305
Administrative services	2	2	2	140	146	154
Maintenance and repair	17	20	25	92	100	103
Graphic arts	2	2	2	8	15	10
Storage and mailing	1	1	1	39	32	38
Training	115	120	120	82	95	96
Miscellaneous	29	27	27	47	41	42
TOTAL	211	232	232	1,590	1,909	1,749

Note: Columns and rows may not add up to totals because of rounding.

STAFFING AND ORGANIZATIONAL CHANGES

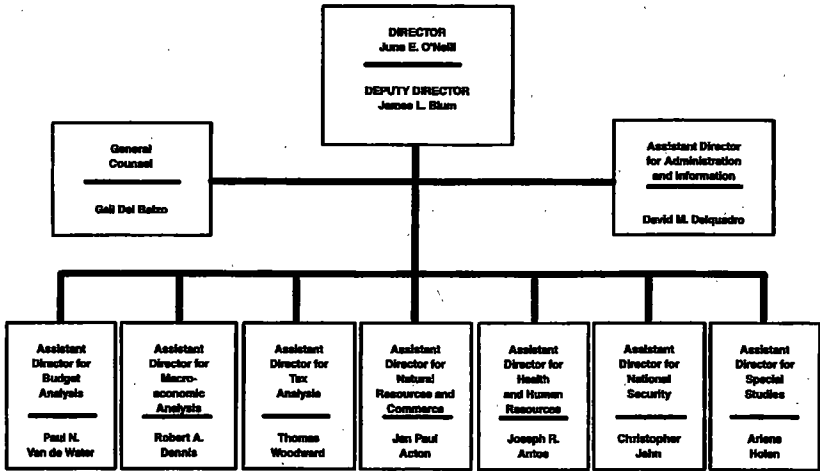
In 1998, three new Assistant Directors joined the CBO executive staff. On February 24, 1998, Christopher Jehn was named Assistant Director for National Security. Chris is a well-known defense expert and manager who most recently served as the Executive Director for the National Defense Panel. He has worked for the Center for Naval Analyses and for the Institute for Defense Analyses, served as the Assistant Secretary of Defense for Force Management and Personnel, and was Senior Vice President for ICF Kaiser International, Inc. He pursued his doctoral studies in economics at the University of Chicago.

On March 3, 1998, David M. Delquadro was selected to be the new Assistant Director for Administration and Information. David began his federal career as a management intern at the Environmental Protection Agency. He joined CBO in 1975 as a program analyst for employee compensation issues and served as CBO Personnel Officer starting in 1989. He earned an M.A. in economics from the University of California at Berkeley.

And on October 26, 1998, G. Thomas Woodward joined CBO as the new Assistant Director for Tax Analysis. Tom has spent the past 16 years at the Congressional Research Service, where he specialized in fiscal, monetary, and macroeconomic issues. He was most recently head of the Income, Finance, and Housing Section of the CRS Economics Division. Tom has also served as chief economist for the minority staff of the House Committee on the Budget and as an economist with the General Accounting Office. He has a master's and a doctoral degree in economics from Brown University.

The fiscal year 2000 budget request does not assume any changes in the staffing level of the Congressional Budget Office. However, June E. O'Neill has announced that she will not seek a second four-year term as Director of the agency. She plans to depart at the end of January 1999 after she presents CBO's new economic and budget baseline to the Congress. Until a new Director is appointed, the Deputy Director will serve as the Acting Director.

Congressional Budget Office



THE OFFICE OF THE DIRECTOR

The Office of the Director includes the CBO Director, Deputy Director, General Counsel, and supporting staff. The office is responsible for overall management of CBO and for seeing that all duties of the organization (as specified by the Congressional Budget and Impoundment Control Act of 1974) are performed effectively and in the manner most useful to the Congress. The office is also responsible for advising the Congress on a wide range of topics related to the budget process.

The General Counsel performs all legal work for CBO, interpreting applicable statutes, analyzing proposed legislation, and reviewing procurement actions.

Schedule A1

Congressional Budget Office
Office of the Director
Summary
by Object Class

CATEGORIES	FY 1998 ACTUAL (\$000s)	FY 1999 ESTIMATE (\$000s)	FY 2000 REQUEST (\$000s)	NET CHANGE FY1999/FY2000 (\$000s)
Breakdown by Object Class:				
11 Personnel Compensation	561	554	572	18
12 Personnel Benefits	103	102	106	4
13 Benefits to Former Personnel	0	0	0	0
21 Travel	15	26	26	0
22 Transportation of Things	0	0	0	0
23 Rent, Communications, and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	13	28	28	0
26 Supplies and Materials	0	0	0	0
31 Equipment	0	11	11	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	692	721	743	22

Note: Columns and rows may not add up to totals because of roundin

Schedule B1

Congressional Budget Office
Office of the Director
Analysis of Change to Budget Base
By Object Class

BREAKDOWN BY OBJECT CLASS	MANDATORY PAY AND RELATED COSTS (\$000s)	PRICE LEVEL CHANGES (\$000s)	PROGRAM TYPE CHANGES			TOTAL CHANGES (\$000s)
			LEGISLATION (\$000s)	WORKLOAD (\$000s)	EQUIPMENT ALTERATIONS MAINTENANCE REPAIRS, ETC. (\$000s)	
11 Personnel Compensation	18	0	0	0	0	18
12 Personnel Benefits	4	0	0	0	0	4
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications, and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	0	0	0	0	0
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	22	0	0	0	0	22

Note: Columns and rows may not add up to totals because of rounding.

Schedule C1

Congressional Budget Office
Office of the Director
Detailed Analysis of Change by Organization

Appropriation, 1999
Plus: Supplemental for pay
Minus: Nonrecurring costs
Budget Base, 1999

Calculation of Base	
FTEs	Dollars (000s)
6	721
	0
	0
6	721
2000 Request	
FTEs	Dollars (000s)
0	22
	1
	21
	(1)
	2
	0
	0
	0
	0
	0
	0
	0
0	0
	0
	0
	0
	0
	0
0	22
6	743

I. Adjustments to Base

A. Mandatory Changes

1. Merit increases and related benefits
2. FY 2000 Across-the-board adjustment of 4.4%
3. Annualization of prior year pay raises and turnover
4. Changes in benefit costs

B. Price Level Changes

1. GPO printing price increase of 3.4%
2. Administrative contract increases of 5.5%
3. ADP timesharing price changes
4. Subscriptions price increase of 10%
5. Equipment price increases
6. Miscellaneous price increases

C. Program Type Changes

1. Legislation
2. Workload
 - a. Reduced systems, data, and model development needs
 - b. Miscellaneous workload changes
3. Equipment, Alterations, Maint., Repairs, etc.
 - a. Reduction in spending for office equipment
 - b. Changes in ADP hardware and software spending

II. Net Increase/(Decrease) Requested

III. Total Appropriation Request, 2000

Note: Columns and rows may not add up to totals because of rounding.

CONGRESSIONAL BUDGET OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE OFFICE OF THE DIRECTOR		
A. MANDATORY CHANGES	Staff	Dollars (000s)
1. Merit increases and related benefits Merit pay increases are budgeted at 2.0% of base salaries.		1
2. FY 2000 Across-the-board adjustment Funding for a projected 4.4% across-the-board pay adjustment in January 2000.		21
3. Annualization of FY 1999 pay increases and other personnel actions. Annualization of the FY 1999 merit increases, turnover effects, and January 1999 ECI adjustment of 3.1%.		(1)
4. Miscellaneous changes in benefit costs Includes changes in agency costs for employee health insurance, pension, Social Security, and overtime.		2
B. PRICE LEVEL CHANGES	Staff	Dollars (000s)
1. GPO printing price increase of 3.4% GPO has projected that printing costs will increase by 3.4%. GPO contracts for the printing of all CBO reports and studies.		0
2. Administrative contract increases of 5.5% The price increase for administrative services provided by the Library of Congress and the NFC is based primarily on the expected increases in employment costs, which is the major component in these contracts.		0
3. ADP timesharing price changes This net price decrease, averaging 8.5%, reflects the transfer of mainframe applications to a less expensive service provider.		0
4. Periodical subscriptions price increase of 10.5% This price increase is based on information from major vendors.		0
5. Equipment price increases These price increases are based on information from major vendors and average just over 2%.		0
6. Miscellaneous price increases Includes increases for telecommunications, equipment repair, and other miscellaneous contractual services that are based on information provided by major vendors.		0
C. PROGRAM TYPE CHANGES	Staff	Dollars (000s)
1. Legislation	0	0
2. Workload	Staff	Dollars (000s)
2a. Reduced need for ADP systems, data, and model development Spending for these projects is often dependent on the availability of data and changes in legislative programs.		0
2b. Miscellaneous workload changes Miscellaneous offsetting workload changes involving storage and mailing, periodical subscriptions, ADP timesharing, and temporary staffing.		0
3. Equipment, Alterations, Maintenance, Repairs, etc.	Staff	Dollars (000s)
3a. Reduction in spending for office equipment Plans call for the replacement of one less copier in FY2000 than in FY1999		0
3b. Changes in ADP hardware and software spending Net increase in spending for ADP hardware and software upgrades.		0

Staffing of the Office of the Director

The CBO Director is appointed for a four-year renewable term by the Speaker of the House and President Pro Tempore of the Senate, after they have considered the recommendations of both Committees on the Budget. The Deputy Director and the General Counsel are appointed by the Director.

The fiscal year 2000 request contains no provision for a change in the staffing level of the division. However, June E. O'Neill has announced that she will not seek a second term as Director of the agency. She plans to depart at the end of January 1999 after she presents CBO's new economic and budget baseline to the Congress. Until a new Director is appointed, the Deputy Director will serve as the Acting Director.

Classification	Number of Employees			Dollars (000's)		
	FY1998	FY1999E	FY2000E	FY1998	FY1999E	FY2000E
Direct Employment:						
11.1 Full-Time Permanent (FTEs)	6	6	6	553	544	562
11.3 Other Than Full-Time Permanent	0	0	0	8	10	10
Total full-time equivalent positions	6	6	6	561	554	572
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	0	0	0

* Includes employees whose services are obtained under contract with an individual or an organization and who are performing on-site services (in agency workspace) for six months or more during a 12-month period.

Note: Columns and rows may not add up to totals because of rounding.

THE BUDGET ANALYSIS DIVISION

The Budget Analysis Division, which is CBO's largest unit, develops cost estimates and spending projections. It maintains current tabulations of Congressional spending actions (scorekeeping), prepares cost estimates for bills reported by authorizing committees, prepares outlay estimates for appropriation bills and for other legislation providing new budget authority, projects budget authority and outlays for the coming 10 years under current policies, and estimates the costs of federal mandates on state, local, and tribal governments. The division also prepares many cost estimates for possible amendments, legislative proposals, or spending options as requested by the Budget and Appropriations Committees, other committees of the Congress, and individual Members.

The Budget Analysis Division analyzes the spending estimates submitted by the Administration and prepares an annual report to the Appropriations Committees on the President's budget. As part of that analysis, it provides the Budget, Appropriations, and authorizing committees with detailed computer runs comparing the baseline budget projections, the President's budget, and the CBO reestimate of the budget.

The division prepares much of CBO's annual report on the economic and budget outlook and contributes estimates to other CBO reports, including the budget reduction options report and policy studies undertaken by other divisions. It is also responsible for the three annual sequestration reports required by the Balanced Budget and Emergency Deficit Control Act.

ACCOMPLISHMENTS OF THE BUDGET ANALYSIS DIVISION IN FISCAL YEAR 1998

The Budget Analysis Division prepared close to 700 formal cost estimates during calendar year 1998 and even more informal estimates for proposals or options being considered by the Congress. Legislation with a significant budgetary impact included the Transportation Equity Act for the 21st Century, the Internal Revenue Service Restructuring and Reform Act, the Higher Education Amendments of 1998, the Strom Thurmond National Defense Authorization Act, and the Omnibus Consolidated and Emergency Supplemental Appropriations Act. In addition, the Congress considered but did not enact bills relating to tobacco, health insurance, and financial services. All formal cost estimates completed in 1998 were posted on CBO's World Wide Web site, which allows users to find cost estimates for a particular committee, bill number, subject area, or budget function and to identify all estimates with a pay-as-you-go impact. The staff of the division met frequently with committee staff to brief them on cost estimates and other budgetary topics. The division also helped the Budget Committees develop a Congressional budget resolution for fiscal year 1999.

The division prepared outlay estimates for appropriation bills for fiscal years 1998 and 1999 at all stages of the legislative process, beginning with subcommittee markups and ending with conference agreements. The State and Local Government Cost Estimates Unit reviewed reported bills and other legislative proposals to determine whether they contained intergovernmental mandates as defined in the Unfunded Mandates Reform Act. In 64 cases, the unit determined that the legislation included one or more intergovernmental mandates and estimated their cost.

At the direction of the House Committee on Appropriations, the division compiled its outlay estimates for the appropriation bills covering fiscal years 1993 through 1997 and compared them, account by account, with actual outlays in those years. In aggregate over the five-year period, CBO's estimates of outlays for appropriation bills have been almost identical to the actual totals—coming within 0.1 percent of discretionary outlays during that period. The yearly estimates have been off, in one direction or another, by an average of less than 0.4 percent.

The division prepared a number of statements for testimony by the CBO Director and Deputy Director before Congressional committees during the past year on subjects including the economic and budget outlook and the Unfunded Mandates Reform Act. Division staff testified on four occasions before Congressional committees.

PRIORITIES FOR THE BUDGET ANALYSIS DIVISION IN FISCAL YEAR 2000

The primary objective of the Budget Analysis Division during fiscal year 2000 will be to provide technical assistance and analytical support to the Congress in its work on the fiscal year 2001 budget. That effort will include the preparation of baseline budget projections, cost estimates for authorization and direct spending legislation, and outlay estimates for appropriation bills. As always, the division's major priorities will be determined by the Congressional agenda. The division will continue to assist the Budget Committees and the Congress as a whole in their efforts to set short-run spending priorities and deal with long-term budgetary pressures, especially those facing Social Security, Medicare, and Medicaid.

MAJOR PRODUCTS OF THE BUDGET ANALYSIS DIVISION IN FISCAL YEAR 1998

The division produces hundreds of written cost estimates throughout the year, presenting the impact of legislation on both the federal budget and the budgets of state, local, and tribal governments. In fiscal year 1998, the Budget Analysis Division also prepared or played a major role in preparing the following products:

Budget Projection Reports

The Economic and Budget Outlook: Fiscal Years 1999-2008 (January 1998)

The Economic and Budget Outlook: An Update (August 1998)

Other Reports and Documents

Final Sequestration Report for Fiscal Year 1998 (November 1997)

Budgetary Implications of the Balanced Budget Act of 1997 (December 1997)

Sequestration Preview Report for Fiscal Year 1999 (January 1998)

An Assessment of the Unfunded Mandates Reform Act in 1997 (February 1998)

An Analysis of the President's Budgetary Proposals for Fiscal Year 1999 (March 1998)

Estimated Budgetary Impacts of Alternative Levels of Strategic Forces (March 1998)

Sequestration Update Report for Fiscal Year 1999 (August 1998)

Estimated Budgetary Effects of Alternatives for Producing Tritium (August 1998)

Policy Changes Affecting Mandatory Spending for Low-Income Families Not Receiving Cash Welfare (September 1998)

Improving Russia's Access to Early-Warning Information: Preliminary Results (September 1998)

Early-Warning Report on legislation with peculiar spending or financing provisions (frequently during the year)

Current Status Report on PAYGO Legislation (periodically during the year)

Current Level Report on budgetary effects of legislation that the Congress has enacted or sent to the President (frequently during the year)

Congressional Testimony by Division Staff

Paul N. Van de Water, House Committee on Government Reform and Oversight (on the proposed FERS open season), November 5, 1997

Paul N. Van de Water, House Committee on the Budget (on budget projections and baselines), April 1, 1998

Theresa A. Gullo, House Committee on the Budget (on how states budget and plan for emergencies), June 23, 1998

Paul N. Van de Water, Senate Committee on Finance (on the Work Incentives Improvement Act), July 29, 1998

Schedule A1

Congressional Budget Office
Budget Analysis Division
Summary
by Object Class

CATEGORIES	FY 1998 ACTUAL (\$000s)	FY 1999 ESTIMATE (\$000s)	FY 2000 REQUEST (\$000s)	NET CHANGE FY1999/FY2000 (\$000s)
Breakdown by Object Class:				
11 Personnel Compensation	5,149	5,534	5,876	342
12 Personnel Benefits	1,302	1,420	1,513	93
13 Benefits to Former Personnel	0	0	0	0
21 Travel	19	24	24	0
22 Transportation of Things	0	0	0	0
23 Rent, Communications, and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	548	589	574	(15)
26 Supplies and Materials	0	0	0	0
31 Equipment	65	99	87	(12)
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	7,083	7,666	8,074	408

Note: Columns and rows may not add up to totals because of rounding

Schedule B1

Congressional Budget Office
Budget Analysis Division
Analysis of Change to Budget Base
By Object Class

BREAKDOWN BY OBJECT CLASS	MANDATORY PAY AND RELATED COSTS (\$000s)	PRICE LEVEL CHANGES (\$000s)	PROGRAM TYPE CHANGES			TOTAL CHANGES (\$000s)
			LEGISLATION (\$000s)	WORKLOAD (\$000s)	EQUIPMENT ALTERATIONS MAINTENANCE REPAIRS, ETC. (\$000s)	
11 Personnel Compensation	342	0	0	0	0	342
12 Personnel Benefits	93	0	0	0	0	93
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications, and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	0	0	(15)	0	(15)
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	(12)	(12)
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	435	0	0	(15)	(12)	408

Note: Columns and rows may not add up to totals because of rounding.

Schedule C1

Congressional Budget Office
Budget Analysis Division
Detailed Analysis of Change by Organization

Appropriation, 1999
Plus: Supplemental for pay
Minus: Nonrecurring costs
Budget Base, 1999

Calculation of Base	
FTEs	Dollars (000s)
76	7,666
0	0
0	0
76	7,666
2000 Request	
FTEs	Dollars (000s)
0	435
A. Mandatory Changes	
1. Merit increases and related benefits	83
2. FY 2000 Across-the-board adjustment of 4.4%	228
3. Annualization of prior year pay raises and turnover	108
4. Changes in benefit costs	16
B. Price Level Changes	0
1. GPO printing price increase of 3.4%	0
2. Administrative contract increases of 5.5%	0
3. ADP timesharing price changes	0
4. Subscriptions price increase of 10%	0
5. Equipment price increases	0
6. Miscellaneous price increases	0
C. Program Type Changes	
1. Legislation	0
2. Workload	(15)
a. Reduced systems, data, and model development needs	0
b. Miscellaneous workload changes	(15)
3. Equipment, Alterations, Maint., Repairs, etc.	(12)
a. Reduction in spending for office equipment	0
b. Changes in ADP hardware and software spending	(12)
II. Net Increase/(Decrease) Requested	0
	408
III. Total Appropriation Request, 2000	76
	8,074

Note: Columns and rows may not add up to totals because of rounding.

CONGRESSIONAL BUDGET OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE BUDGET ANALYSIS DIVISION		
A. MANDATORY CHANGES	Staff	Dollars (000s)
1. Merit increases and related benefits Merit pay increases are budgeted at 2.0% of base salaries.		83
2. FY 2000 Across-the-board adjustment Funding for a projected 4.4% across-the-board pay adjustment in January 2000.		228
3. Annualization of FY 1999 pay increases and other personnel actions. Annualization of the FY 1999 merit increases, turnover effects, and January 1999 ECI adjustment of 3.1%.		108
4. Miscellaneous changes in benefit costs Includes changes in agency costs for employee health insurance, pension, Social Security, and overtime.		16
B. PRICE LEVEL CHANGES	Staff	Dollars (000s)
1. GPO printing price increase of 3.4% GPO has projected that printing costs will increase by 3.4%. GPO contracts for the printing of all CBO reports and studies.		0
2. Administrative contract increases of 5.5% The price increase for administrative services provided by the Library of Congress and the NFC is based primarily on the expected increases in employment costs, which is the major component in these contracts.		0
3. ADP timesharing price changes This net price decrease, averaging 8.5%, reflects the transfer of mainframe applications to a less expensive service provider.		0
4. Periodical subscriptions price increase of 10.5% This price increase is based on information from major vendors.		0
5. Equipment price increases These price increases are based on information from major vendors and average just over 2%.		0
6. Miscellaneous price increases Includes increases for telecommunications, equipment repair, and other miscellaneous contractual services that are based on information provided by major vendors.		0
C. PROGRAM TYPE CHANGES	Staff	Dollars (000s)
1. Legislation	0	0
2. Workload	Staff	Dollars (000s)
2a. Reduced need for ADP systems, data, and model development Spending for these projects is often dependent on the availability of data and changes in legislative programs.		0
2b. Miscellaneous workload changes Miscellaneous offsetting workload changes involving storage and mailing, periodical subscriptions, ADP timesharing, and temporary staffing.		(15)
3. Equipment, Alterations, Maintenance, Repairs, etc.	Staff	Dollars (000s)
3a. Reduction in spending for office equipment Plans call for the replacement of one less copier in FY2000 than in FY1999		0
3b. Changes in ADP hardware and software spending Decrease of 12% in spending for ADP hardware and software upgrades.		(12)

Staffing of the Budget Analysis Division

The fiscal year 2000 request contains no provision for a change in the staffing level of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1998	FY1999E	FY2000E	FY1998	FY1999E	FY2000E
Direct Employment:						
11.1 Full-Time Permanent (FTEs)	72	74	74	5,094	5,470	5,807
11.3 Other Than Full-Time Permanent	2	2	2	55	63	68
Total full-time equivalent positions	74	76	76	5,149	5,533	5,875
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	0	0	0

* Includes employees whose services are obtained under contract with an individual or an organization and who are performing on-site services (in agency workspace) for six months or more during a 12-month period.

Note: Columns and rows may not add up to totals because of rounding.

THE MACROECONOMIC ANALYSIS DIVISION

The Macroeconomic Analysis Division analyzes the U.S. economy, prepares projections of future economic conditions, and studies how that future could be affected by different economic developments or policies. The economic projections serve both Budget Committees in developing the concurrent resolutions on the budget and the entire Congress as it considers and passes the budget. The division's analyses focus on such issues as inflation, employment, production, incomes, international economic affairs, and financial markets as well as the interaction of those issues with the federal budget. Although CBO does not have its own large-scale economic model, its forecasts and analyses are based on information from the major economic models and other forecasting services that are available commercially and in the academic world, along with the advice of a distinguished panel of advisers who represent a wide spectrum of economic views.

ACCOMPLISHMENTS OF THE MACROECONOMIC ANALYSIS DIVISION IN FISCAL YEAR 1998

In fiscal year 1998, the Macroeconomic Analysis Division provided regular economic forecasts and detailed analyses of the state of the economy and the Administration's economic forecast to the House and Senate Budget Committees as well as to other Congressional committees.

The division prepared a number of major reports, testimonies, and letters to Members of Congress on subjects that included long-term budgetary pressures and privatization of Social Security. It also completed a substantial amount of technical economic analysis that is aimed at increasing economists' understanding of the issues surrounding Social Security reform.

PRIORITIES FOR THE MACROECONOMIC ANALYSIS DIVISION IN FISCAL YEAR 2000

The division's main priority for fiscal year 2000 will continue to be that of providing authoritative views of the economic outlook for the Budget Committees (as explicitly mandated by the Balanced Budget Act) and conducting analyses of important policy issues for those and other committees.

In the light of the recent turmoil in international and domestic financial markets, the division will continue to focus resources on issues related to financial markets and international trade. Social Security reform is likely to remain at the forefront of policy interest, and the division will continue to devote a substantial amount of time to analyzing the effects of privatizing Social Security on capital formation and growth.

MAJOR PRODUCTS OF THE MACROECONOMIC ANALYSIS DIVISION IN FISCAL YEAR 1998

The division's products include a macroeconomic forecast prepared twice yearly, studies of specific economic issues requested by Congressional committees, and regular economic analyses in support of the budgetary analyses prepared by other CBO divisions.

Schedule A1

Congressional Budget Office
Macroeconomic Analysis Division
Summary
by Object Class

CATEGORIES	FY 1998 ACTUAL (\$000s)	FY 1999 ESTIMATE (\$000s)	FY 2000 REQUEST (\$000s)	NET CHANGE FY1999/FY2000 (\$000s)
Breakdown by Object Class:				
11 Personnel Compensation	1,877	1,857	1,955	98
12 Personnel Benefits	422	481	509	28
13 Benefits to Former Personnel	0	0	0	0
21 Travel	12	10	10	0
22 Transportation of Things	0	0	0	0
23 Rent, Communications, and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	22	28	29	1
26 Supplies and Materials	0	0	0	0
31 Equipment	54	56	64	8
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	2,187	2,432	2,567	135

Note: Columns and rows may not add up to totals because of roundin

Schedule B1

Congressional Budget Office
Macroeconomic Analysis Division
Analysis of Change to Budget Base
By Object Class

BREAKDOWN BY OBJECT CLASS	MANDATORY PAY AND RELATED COSTS (\$000s)	PRICE LEVEL CHANGES (\$000s)	PROGRAM TYPE CHANGES			TOTAL CHANGES (\$000s)
			LEGISLATION (\$000s)	WORKLOAD (\$000s)	EQUIPMENT ALTERATIONS MAINTENANCE REPAIRS, ETC. (\$000s)	
11 Personnel Compensation	98	0	0	0	0	98
12 Personnel Benefits	28	0	0	0	0	28
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications, and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	1	0	0	0	1
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	1	0	0	7	8
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	126	2	0	0	7	135

Note: Columns and rows may not add up to totals because of rounding.

Appropriation, 1999
 Plus: Supplemental for pay
 Minus: Nonrecurring costs
 Budget Base, 1999

Calculation of Base	
FTEs	Dollars (000s)
24	2,432
0	0
0	0
24	2,432
2000 Request	
FTEs	Dollars (000s)
0	126
	14
	76
	30
	5
	2
	0
	0
	1
	0
	1
	0
0	0
	0
	0
	7
	0
	7
0	135
24	2,567

Note: Columns and rows may not add up to totals because of rounding.

CONGRESSIONAL BUDGET OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE MACROECONOMIC ANALYSIS DIVISION		
A. MANDATORY CHANGES	Staff	Dollars (000s)
1. Merit increases and related benefits Merit pay increases are budgeted at 2.0% of base salaries.		14
2. FY 2000 Across-the-board adjustment Funding for a projected 4.4% across-the-board pay adjustment in January 2000.		76
3. Annualization of FY 1999 pay increases and other personnel actions. Annualization of the FY 1999 merit increases, turnover effects, and January 1999 ECI adjustment of 3.1%.		30
4. Miscellaneous changes in benefit costs Includes changes in agency costs for employee health insurance, pension, Social Security, and overtime.		5
B. PRICE LEVEL CHANGES	Staff	Dollars (000s)
1. GPO printing price increase of 3.4% GPO has projected that printing costs will increase by 3.4%. GPO contracts for the printing of all CBO reports and studies.		0
2. Administrative contract increases of 5.5% The price increase for administrative services provided by the Library of Congress and the NFC is based primarily on the expected increases in employment costs, which is the major component in these contracts.		0
3. ADP timesharing price changes This price increase, averaging 3.8%, is based on information from major vendors.		1
4. Periodical subscriptions price increase of 10.5% This price increase is based on information from major vendors.		0
5. Equipment price increases These price increases are based on information from major vendors and average 1.6%.		1
6. Miscellaneous price increases Includes increases for telecommunications, equipment repair, and other miscellaneous contractual services that are based on information provided by major vendors.		0
C. PROGRAM TYPE CHANGES	Staff	Dollars (000s)
1. Legislation	0	0
2. Workload	Staff	Dollars (000s)
2a. Reduced need for ADP systems, data, and model development Spending for these projects is often dependent on the availability of data and changes in legislative programs.		0
2b. Miscellaneous workload changes Miscellaneous offsetting workload changes involving storage and mailing, periodical subscriptions, ADP timesharing, and temporary staffing.		0
3. Equipment, Alterations, Maintenance, Repairs, etc.	Staff	Dollars (000s)
3a. Reduction in spending for office equipment Plans call for the replacement of one less copier in FY2000 than in FY1999		0
3b. Changes in ADP hardware and software spending Increase of 12.5% in spending for ADP hardware and software upgrades.		7

Staffing of the Macroeconomic Analysis Division

The fiscal year 2000 request contains no provision for a change in the staffing level of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1998	FY1999E	FY2000E	FY1998	FY1999E	FY2000E
Direct Employment:						
11.1 Full-Time Permanent (FTEs)	19	20	20	1,570	1,751	1,840
11.3 Other Than Full-Time Permanent	3	4	4	106	104	113
Total full-time equivalent positions	22	24	24	1,676	1,855	1,953
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	0	0	0

* Includes employees whose services are obtained under contract with an individual or an organization and who are performing on-site services (in agency workspace) for six months or more during a 12-month period.

Note: Columns and rows may not add up to totals because of rounding.

THE TAX ANALYSIS DIVISION

The Tax Analysis Division is responsible for providing baseline projections of tax receipts for CBO's 10-year budget projections; estimating the budgetary effects of legislation dealing with customs duties, fees, and penalties; studying tax expenditures; analyzing the effects of changes in tax law on the economy and taxpayers' behavior; and estimating the distribution of federal taxes among taxpayers. Work under way focuses on consumption taxes, environmental taxes, the economic effects of tax-based incentives to save and invest, and, more generally, the effects of taxes on economic activity and taxpayers' behavior.

ACCOMPLISHMENTS OF THE TAX ANALYSIS DIVISION IN FISCAL YEAR 1998

In fiscal year 1998, the division prepared CBO's baseline revenue estimates and responded to requests from Congressional staff for a wide range of background material on revenue estimates and other tax matters. It provided cost estimates of all trade-related bills with significant effects on revenues. In cooperation with the Budget Analysis Division, the Tax Analysis Division maintained the bill-by-bill Congressional scorekeeping system for all legislation with budgetary effects reported out of committee.

PRIORITIES FOR THE TAX ANALYSIS DIVISION DURING FISCAL YEAR 2000

The Tax Analysis Division will continue to have two main priorities in fiscal year 2000: providing CBO baseline revenue projections to the Congress and (in cooperation with the Joint Committee on Taxation) preparing the analyses requested by the Congress on tax-related issues. The division will also continue to work with the Joint Committee on Taxation and the Department of the Treasury to develop and implement new methods for estimating the effects of recently enacted tax legislation on receipts. In addition, the division will continue to prepare studies and papers about tax issues of interest to the Congress.

MAJOR PRODUCTS OF THE TAX ANALYSIS DIVISION IN FISCAL YEAR 1998

Along with its contributions to CBO's reports on the economic and budget outlook during fiscal year 1998, the division produced or contributed to the following studies, papers, and memorandums:

Two Papers on Fundamental Tax Reform (October 1997)

Estimates of Federal Tax Liabilities for Individuals and Families by Income Category and Family Type for 1995 and 1999 (May 1998)

Climate Change and the Federal Budget (August 1998)

Policy Changes Affecting Mandatory Spending for Low-Income Families Not Receiving Cash Welfare (September 1998)

Projecting Federal Tax Revenues and the Effect of Changes in Tax Law (issued with the five-part report to the House Committee on Appropriations and released separately in December 1998).

The division also provided a large number of other policy-related materials and budget-related estimates for Congressional staff.

Schedule A1

Congressional Budget Office
Tax Analysis Division
Summary
by Object Class

CATEGORIES	FY 1998 ACTUAL (\$000s)	FY 1999 ESTIMATE (\$000s)	FY 2000 REQUEST (\$000s)	NET CHANGE FY1999/FY2000 (\$000s)
Breakdown by Object Class:				
11 Personnel Compensation	1,300	1,255	1,325	70
12 Personnel Benefits	354	359	380	21
13 Benefits to Former Personnel	0	0	0	0
21 Travel	8	8	8	0
22 Transportation of Things	0	0	0	0
23 Rent, Communications, and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	85	76	46	(30)
26 Supplies and Materials	0	0	0	0
31 Equipment	32	28	28	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	1,780	1,726	1,787	61

Note: Columns and rows may not add up to totals because of roundin

Schedule B1

Congressional Budget Office
Tax Analysis Division
Analysis of Change to Budget Base
By Object Class

BREAKDOWN BY OBJECT CLASS	MANDATORY PAY AND RELATED COSTS (\$200s)	PRICE LEVEL CHANGES (\$200s)	PROGRAM TYPE CHANGES			TOTAL CHANGES (\$200s)
			LEGISLATION (\$200s)	WORKLOAD (\$200s)	EQUIPMENT ALTERATIONS MAINTENANCE REPAIRS, ETC. (\$200s)	
11 Personnel Compensation	70	0	0	0	0	70
12 Personnel Benefits	21	0	0	0	0	21
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications, and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	(30)	0	0	0	(30)
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	91	(30)	0	0	0	61

Note: Columns and rows may not add up to totals because of rounding.

Schedule C1

Congressional Budget Office
Tax Analysis Division
Detailed Analysis of Change by Organization

Appropriation, 1999

Plus: Supplemental for pay

Minus: Nonrecurring costs

Budget Base, 1999

Calculation of Base		
	FTEs	Dollars (000s)
	16	1,726
	0	0
	0	0
	16	1,726
2000 Request		
	FTEs	Dollars (000s)
I. Adjustments to Base	0	91
A. Mandatory Changes		
1. Merit increases and related benefits		18
2. FY 2000 Across-the-board adjustment of 4.4%		53
3. Annualization of prior year pay raises and turnover		17
4. Changes in benefit costs		4
B. Price Level Changes		(30)
1. GPO printing price increase of 3.4%		0
2. Administrative contract increases of 5.5%		0
3. ADP timesharing price changes		(30)
4. Subscriptions price increase of 10%		0
5. Equipment price increases		0
6. Miscellaneous price increases		0
C. Program Type Changes		
1. Legislation	0	0
2. Workload		0
a. Reduced systems, data, and model development needs		0
b. Miscellaneous workload changes		0
3. Equipment, Alterations, Maint., Repairs, etc.		0
a. Reduction in spending for office equipment		0
b. Changes in ADP hardware and software spending		0
II. Net Increase/(Decrease) Requested	0	61
III. Total Appropriation Request, 2000	16	1,787

Note: Columns and rows may not add up to totals because of rounding.

CONGRESSIONAL BUDGET OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE TAX ANALYSIS DIVISION		
A. MANDATORY CHANGES	Staff	Dollars (000s)
1. Merit increases and related benefits Merit pay increases are budgeted at 2.0% of base salaries.		18
2. FY 2000 Across-the-board adjustment Funding for a projected 4.4% across-the-board pay adjustment in January 2000.		53
3. Annualization of FY 1999 pay increases and other personnel actions. Annualization of the FY 1999 merit increases, turnover effects, and January 1999 ECI adjustment of 3.1%.		17
4. Miscellaneous changes in benefit costs Includes changes in agency costs for employee health insurance, pension, Social Security, and overtime.		4
B. PRICE LEVEL CHANGES	Staff	Dollars (000s)
1. GPO printing price increase of 3.4% GPO has projected that printing costs will increase by 3.4%. GPO contracts for the printing of all CBO reports and studies.		0
2. Administrative contract increases of 5.5% The price increase for administrative services provided by the Library of Congress and the NFC is based primarily on the expected increases in employment costs, which is the major component in these contracts.		0
3. ADP timesharing price changes This net price decrease, averaging 41%, reflects the transfer of mainframe applications to a less expensive service provider.		(30)
4. Periodical subscriptions price increase of 10.5% This price increase is based on information from major vendors.		0
5. Equipment price increases These price increases are based on information from major vendors and average just over 2%.		0
6. Miscellaneous price increases Includes increases for telecommunications, equipment repair, and other miscellaneous contractual services that are based on information provided by major vendors.		0
C. PROGRAM TYPE CHANGES	Staff	Dollars (000s)
1. Legislation	0	0
2. Workload	Staff	Dollars (000s)
2a. Reduced need for ADP systems, data, and model development Spending for these projects is often dependent on the availability of data and changes in legislative programs.		0
2b. Miscellaneous workload changes Miscellaneous offsetting workload changes involving storage and mailing, periodical subscriptions, ADP timesharing, and temporary staffing.		0
3. Equipment, Alterations, Maintenance, Repairs, etc.	Staff	Dollars (000s)
3a. Reduction in spending for office equipment Plans call for the replacement of one less copier in FY2000 than in FY1999		0
3b. Changes in ADP hardware and software spending Net increase in spending for ADP hardware and software upgrades.		0

Staffing of the Tax Analysis Division

On October 26, 1998, G. Thomas Woodward joined CBO as the new Assistant Director for Tax Analysis. Tom has spent the last 18 years at the Congressional Research Service where he specialized in fiscal, monetary, and macroeconomic issues. He was most recently head of the Income, Finance, and Housing Section of the CRS Economics Division. Tom has also served as chief economist for the House Committee on the Budget, and as an economist with the General Accounting Office. He has a master's and a doctoral degree in economics from Brown University.

The fiscal year 2000 request contains no provision for a change in the staffing level of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1998	FY1999E	FY2000E	FY1998	FY1999E	FY2000E
Direct Employment:						
11.1 Full-Time Permanent (FTEs)	15	15	15	1,163	1,216	1,282
11.3 Other Than Full-Time Permanent	3	1	1	137	38	42
Total full-time equivalent positions	17	16	16	1,300	1,254	1,324
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	0	0	0

* Includes employees whose services are obtained under contract with an individual or an organization and who are performing on-site services (in agency workspace) for six months or more during a 12-month period.

Note: Columns and rows may not add up to totals because of rounding.

THE PROGRAM DIVISIONS

CBO's four program divisions—Natural Resources and Commerce, Health and Human Resources, National Security, and Special Studies—respond to requests from almost every Congressional committee for analyses of issues and options. Those analyses enable the Congress to forecast the consequences of legislation before it is enacted. CBO's responses include formal and informal estimates of the costs of a program and the effects on program participants, short-term policy analyses of specific provisions of proposed legislation, testimony at Congressional hearings, and longer-term analyses of broad issue areas that may result in published reports.

In addition, all of the program divisions provide information and analyses essential to the budgetary and bill cost estimates prepared by the Budget Analysis, Macroeconomic Analysis, and Tax Analysis Divisions. Program analysts also write many of the sections of CBO's annual report on options for reducing federal spending.

Natural Resources and Commerce Division: This division serves the Congress on issues relating to agriculture, energy and natural resources, the environment, financial institutions, industry and trade, public works infrastructure, telecommunications and information policy, research and development (R&D), technology, and the general functioning of private market activities. It also examines the potential impact on the private sector of federal mandates and regulations in those subject areas.

Health and Human Resources Division: This division provides analyses of program and budget issues in the areas of health, income security, education, employment and training, housing, and social services. It also examines the potential impact on the private sector of proposed federal mandates in those subject areas.

National Security Division: This division's analyses examine issues and legislation concerning military manpower, general-purpose and strategic forces, operation and maintenance, and other programs related to national defense. The division also addresses questions related to international security and veterans' affairs.

Special Studies Division: This division analyzes issues related to federal personnel; general government; the administration of justice; budget process, concepts, and accounting; federal financial operations and management; and federal credit policies, including government-sponsored enterprises, loans, guarantees, insurance, and contingent liabilities. It also examines the potential impact on the private sector of federal mandates in legislation reported by several Congressional committees.

ACCOMPLISHMENTS OF THE PROGRAM DIVISIONS IN FISCAL YEAR 1998

The accomplishments of the program divisions include the following:

Natural Resources and Commerce Division

During fiscal year 1998, this division provided information in many forms to the committees with jurisdiction in its program areas. The division also coordinated with and provided input to other CBO divisions in their support of the Congress. Furthermore, it prepared a substantial number of private-sector mandate statements.

Specific Studies and Assistance

- o Agriculture: Consulted frequently with staff of the Senate Committee on Agriculture on federal crop insurance and other farm issues.
- o Disaster Assistance: Worked with other CBO staff to analyze budgetary and private-sector effects of reforming natural disaster insurance. Briefed and consulted with staff of the House Committee on the Budget, the House Committee on Transportation and Infrastructure, and the House Committee on Banking and Financial Services.
- o Energy: Prepared a study on the budgetary and policy implications of selling power generation and transmission assets that now belong to the federal government for the House Committee on the Budget (issued in November 1997). Briefed staff of the House Committee on Resources on federal power issues. Briefed staff of the House Committee on Commerce on issues relating to electricity restructuring—particularly the role of the independent service operator and spot markets for electricity. Prepared a memorandum on electricity deregulation and stranded costs for the House Committee on Commerce (issued in October 1998).
- o Environment: Prepared a study on which level of government is best suited to administer various programs that protect the environment for the Senate Committee on Environment and Public Works (issued in November 1997). Briefed the Senate Committee on the Budget and issued a report on federal spending programs and tax policies that relate to climate change. Briefed the staff of the House Committee on Resources on the use of the contingent valuation method to measure environmental costs and benefits. Prepared a paper on the Environmental Protection Agency's proposed methods of cutting emissions of nitrogen oxides for the House Committee on Commerce (issued in June 1998). Assisted the Superfund reauthorization work of the Senate Committee on Environment and Public Works, the House Committee on

Commerce, and the House Committee on Transportation and Infrastructure by analyzing the cost of maintaining a given rate of cleanup activity under various reauthorization proposals.

- o **Financial Institutions:** Prepared a study on competition in the market for automated teller machines and ATM services for the Senate Committee on Banking (issued in July 1998). Presented testimony before the Senate Committee on Banking regarding ATM charges and competition in the industry in July 1998. Prepared an extensive private-sector mandate cost analysis of a bill to modernize regulation of the financial services industry. Ongoing work supports CBO's estimates of the deposit insurance funds.
- o **Industry Studies:** Prepared a study on the effects of generic drugs on pharmaceutical pricing for the Senate Committee on the Budget (issued in July 1997). Supported CBO analyses of the budgetary effects of proposed changes in the patent period and regulation of pharmaceuticals. Briefed the Senate Committee on the Budget regarding pricing and supply conditions in the pharmaceutical industry.
- o **Natural Resources:** Consulted with staff of the House Committee on Resources regarding the economic and budgetary effects of reducing royalties on oil and gas taken from federal lands. Briefed staff of the Senate Committee on Governmental Affairs on an analysis of proposals to reform current court-administered procedures for compensating owners of land that is devalued because of government regulatory actions. The CBO study analyzing these so-called regulatory takings will be released in late December 1998.
- o **Public Investment, Including Transportation:** Prepared a study on the long-term economic effects of federal spending on infrastructure and other investments for the Senate Committee on the Budget (issued in June 1998). Prepared a study on innovative financing of highways for the Senate Committee on Environment and Public Works (issued in January 1998). Ongoing work supports budgetary analysis of transportation issues (such as the solvency of Amtrak) and provides more in-depth analysis of innovative approaches to financing highways. Updated CBO's database on federal and state spending on public infrastructure and drafted a report on the subject.
- o **Regulatory Policy and Unfunded Mandates:** Prepared a paper on the second-year experience of CBO in carrying out the Unfunded Mandates Reform Act (issued in February 1998). Prepared testimony for several committees on CBO's activities under the Unfunded Mandates Reform Act and legislative proposals to expand the mandate statements (see next section). Assisted several Members and staff with issues relating to the implementation of the Unfunded Mandates Reform Act and helped analyze the implications of expanding those provisions in a number of ways.

- o Research and Development and Science: Provided support to the House Budget Committee in examining the budget and program of the National Aeronautics and Space Administration as well as the weather satellites of the National Oceanic and Atmospheric Administration. Ongoing work focuses on the role of R&D spending in reducing the deficit.
- o Telecommunications and Spectrum Policy: Prepared a study on federal subsidies of advanced telecommunications for schools, libraries, and health care providers (issued in January 1998). Ongoing analysis examines alternative fees that may be applied for use of the electromagnetic spectrum, including fees applied to governmental users (requested by the Senate Committee on the Budget and scheduled for release in fiscal year 1999).
- o Trade, Competitiveness, and International Policy: Prepared a study on the uses of antidumping actions by the United States and other countries at the request of the House Committee on Ways and Means (issued in June 1998). Analyzed the effects on the U.S. economy of trade sanctions at the request of the House Committee on International Relations. The division delivered testimony on the effects of trade sanctions before that committee in June 1998 and expects to issue the results of the analysis early in fiscal year 1999.

Private-Sector Mandate Cost Reviews and Statements

The division's analysts read every bill that may affect natural resources and commerce subject areas and, if the bill appears to contain a private-sector mandate, analyze the potential cost. In all, the division completed private-sector mandate statements for about 320 of the roughly 520 pieces of legislation that the program divisions reviewed in calendar year 1998 and analyzed several additional pieces of legislation that did not proceed to formal consideration on the floor of one of the Houses. Overall, about 40 statements prepared by the division found that a bill contained a private-sector mandate as defined by the act.

The division prepared testimony for the House Committee on Rules on CBO's activities under the Unfunded Mandates Reform Act and legislative proposals to expand the mandate statements. Jim Blum, CBO's Deputy Director, delivered the testimony in October 1997. Related testimony was presented to the Senate Committee on the Budget in February 1998 and to the Senate Committee on Governmental Affairs in June 1998.

Health and Human Resources Division

In fiscal year 1998, the division undertook a number of activities to assist the Congress as it considered major legislative proposals in the areas of health policy and human resource policy. In

addition, the division analyzed the impact on the private sector of about 60 bills and other legislative proposals being considered by the Congress.

Health Policy

The major focal points for the division's health policy agenda in 1998 were legislative proposals to reduce tobacco consumption, especially among teenagers; initiatives to expand protection for people enrolled in managed care and other types of health plans; and approaches to resolving the financing crisis in Medicare. The division's staff provided extensive technical assistance to Congressional staff and the Budget Analysis Division in these and other areas. Specifically:

- o The Health and Human Resources Division analyzed the budgetary and other policy implications of a variety of proposals that would impose restrictions on the manufacture, promotion, and sale of tobacco products, including requiring substantial payments from tobacco manufacturers to the federal government. The staff provided detailed analyses of the impact of such provisions on the incidence of teen smoking, the total consumption of cigarettes, and the net payments that might be expected as consumption patterns adjust to the rising price of cigarettes. They also worked closely with the Joint Committee on Taxation in estimating the federal savings and other effects of those proposals.
- o The division's staff led the CBO team that estimated the budgetary and health policy effects of patients' rights proposals and the costs that the federal mandates in those proposals would impose on the private sector. The proposals would provide members of health plans and insured individuals with new rights to obtain certain health services and would impose new requirements on health plans and health insurance issuers to be more accountable for the quality of care. The staff provided extensive consultation to the Congress on the impact of alternative provisions, including mechanisms to allow patients to appeal decisions made by their health plans regarding payment for services and the elimination of the exemption from state liability laws for health plans subject to ERISA (the Employee Retirement Income Security Act).
- o The staff analyzed the federal savings and other policy implications of a variety of Medicare proposals, including alternative approaches for redesigning cost sharing in Medicare's fee-for-service sector, modification of Medicare's benefits to include prescription drugs, and prefunding approaches for longer-term Medicare reform. Some of that work was in support of the National Bipartisan Commission on the Future of Medicare. The staff also assessed the likely effects on Medicare beneficiaries and health plans of the changes in Medicare's risk-based sector resulting from the Balanced Budget Act.
- o The division's staff provided technical assistance to Hill staff and others on the implementation of the State Children's Health Insurance Program. An analysis reviewed how the program might work, how many children might gain coverage,

and the responses of the states. Assistance was also provided on allocation formulas to distribute federal funding among the states.

- o The division produced several formal products in the health area. Topics included Medicare's financing problems over the long term with the retirement of the baby-boom generation, options for expanding health insurance coverage through Medicare buy-ins, proposals to subsidize health insurance for the unemployed, expanding health insurance coverage for children under the State Children's Health Insurance Program, and analysis of the proposed tobacco settlement. Staff also produced estimates of the potential private-sector impact of mandates arising from proposed legislation affecting patients' rights and the tobacco industry.

Human Resource Policy

The division also made significant contributions to the work of Congressional staff and the Budget Analysis Division on a number of human resource topics.

- o Division staff provided technical assistance in analyzing several proposals in the income security area. Topics included the likely consequences of raising the age of earliest eligibility in Social Security, distributional issues raised by the Social Security Advisory Council's proposals to reform Social Security, the budgetary impact of proposals to alter benefit and revenue provisions of the unemployment insurance program, and the future premium income of the Pension Benefit Guaranty Corporation.
- o The division's staff analyzed several education and labor-market topics, including the effects of federal spending for education and training on the productivity of the U.S. workforce, the use of market-based mechanisms to reduce the cost of loans in the federal student loan program, the costs and effects of proposed changes in the Pell Grant program, and the economic impact of increasing the federal minimum wage.
- o Formal products in the human resource area dealt with the economic effects of federal spending in education and training, the use of auctions to reduce the cost of the Federal Family Education Loan program, ways to slow the long-term growth in Social Security spending, and private-sector mandate statements for bills and other proposals in several human resource areas, including workplace regulation, labor/management relations, education, welfare, and social services.

National Security Division

In fiscal year 1998, the National Security Division provided information on budget issues relating to defense and veterans' affairs to various Congressional committees and subcommittees, especially the Budget, Armed Services/National Security, Foreign Relations/International Relations, and Veterans Affairs' Committees. Some of the division's work involved informal assistance. For example, members of the division supported Congressional staff in assessing proposals about national and theater missile defenses, tactical aviation programs, military compensation, and environmental programs. They also reviewed bills dealing with national security, international affairs, and veterans' benefits for the presence of private-sector mandates.

In 1998, a division representative testified on the retail activities of the Department of Defense before the Morale, Welfare, and Recreation Panel of the House Committee on National Security. The division completed a number of written studies and papers, including an analysis of the costs and benefits of retail activities at military bases, a review of unmanned aerial vehicle programs, an analysis of Advanced Concept Technology Demonstration programs, and a review of an Administration report on base closures and realignment.

Special Studies Division

In fiscal year 1998, the division provided information to various Congressional committees on budget process, accounting, federal statistics, and personnel issues. In addition, it worked collaboratively with other Congressional support and executive branch agencies.

The division took the lead in preparing testimony on the line-item veto, budgeting for insurance, and budgeting for emergency spending, and in preparing statements for the President's Commission to Study Capital Budgeting and a conference on Appraising Fannie Mae and Freddie Mac. It also prepared private-sector mandate statements.

In addition, the division wrote reports, analyses, and memorandums on unauthorized appropriations and expiring authorizations, a comparison of federal and private-sector employee benefits, trends in federal employment, volatility in appropriations, government-sponsored enterprises, budgeting for contingencies, the treatment of software in the national income and product accounts, the budgetary treatment of mandated retirement contributions made by employees and employers, the dollar coin, employee benefits in the national accounts, federally guaranteed student loans, and the line-item veto.

The Special Studies Division also provided staff assistance to the Federal Accounting Standards Advisory Board, the General Accounting Office, and the Congressional Research Service.

PRIORITIES FOR THE PROGRAM DIVISIONS IN FISCAL YEAR 2000

Priorities for the program divisions for fiscal year 2000 include the following:

Natural Resources and Commerce Division

The division will continue to meet the requests of committees and to support other CBO divisions in the subject areas it has covered in the past, although the relative emphasis on various topics may change. It also expects the workload under the provisions of the Unfunded Mandates Reform Act to continue to be demanding. Specifically, the division will examine all legislation to see whether it contains a private-sector mandate. If so, it will analyze the expected private-sector costs for all areas under the division's purview.

The division expects that the Congress will place increased emphasis on knowing the likely costs and benefits associated with legislation and accompanying regulations. In particular, it may request more information about the potential effects of reduced federal activity in some areas—with the possibility that, in some instances, the activity will shift to other government entities or to the private sector and that, in other instances, the activity may decline or be eliminated. A number of governmental activities may be considered for privatization or for sale (as in the case of auctioning licenses at the Federal Communications Commission or ending federal ownership of facilities that generate electric power). The division expects to supply analyses of the efficiency changes of such proposals as well as their potential effects on the federal budget.

Health and Human Resources Division

During fiscal year 2000, the division will continue to provide analytic support to Congressional committees and other CBO divisions on issues of immediate legislative and budgetary concern. Social Security reform is likely to continue to be a major focus of the Congress, and the division expects to analyze a variety of specific provisions in proposed reform packages. Topics are likely to include aspects of both retirement and disability policy, interactions between proposed changes in Social Security and the Supplemental Security Income program, and interactions between Social Security and private pensions. Similarly, the division's health policy agenda will have as one focus long-term Medicare reforms. Topics are likely to include the prefunding of Medicare, restructuring Medicare cost sharing and modifying the role of Medigap insurance to promote the efficient use of resources, the use of the Federal Employees Health Benefit Program as a model for Medicare reform, and options for broader access to coverage and services (such as prescription drugs and long-term care services). Another health policy focal point is likely to be additional efforts to expand coverage of the uninsured and those with inadequate insurance. Other areas of focus in the division are expected to include an examination of the effects of state welfare reform initiatives as data on the results of those policies become more plentiful; the effectiveness of federal education and training policies in improving the productivity of the workforce; and the costs and other effects on the private sector of proposed federal legislation in the division's areas of expertise.

National Security Division

The division expects no change in fiscal year 2000 to its basic mission: supplying high-quality, timely information on budget issues relating to defense and veterans' affairs at the request of Congressional committees of jurisdiction. The division will continue to analyze options that can improve the efficiency and effectiveness of defense programs within overall fiscal constraints. Ongoing work about the adequacy of funding for the Defense Department's plans, military compensation and benefits, peace operations, nuclear weapons safeguards, and the extension of federal employee health benefits to military retirees and dependents will be completed. New studies will include analyses in the areas of military retirement, the military health care system, and alliance relations and burdensharing.

Special Studies Division

For fiscal year 2000, the division will continue to provide the Congress with information on allocating and controlling federal resources. Studies and reports will focus on budget process reform, compensation of federal civilian employees, the financing of federal pensions, the administration of justice, government-sponsored enterprises, the budgetary effects of coin and currency, supplemental appropriations, financial reporting by federal agencies, unauthorized appropriations and expiring authorizations, costs and other effects on the private sector of proposed legislation, and the federally guaranteed student loan program.

MAJOR PRODUCTS OF THE PROGRAM DIVISIONS

See the section on "Accomplishments of the Program Divisions in Fiscal Year 1998."

Schedule A1

Congressional Budget Office
Program Divisions (a)
Summary
by Object Class

CATEGORIES	FY 1998 ACTUAL (\$000s)	FY 1999 ESTIMATE (\$000s)	FY 2000 REQUEST (\$000s)	NET CHANGE FY1999/FY2000 (\$000s)
Breakdown by Object Class:				
11 Personnel Compensation	5,325	5,900	6,204	304
12 Personnel Benefits	1,309	1,473	1,555	82
13 Benefits to Former Personnel	0	0	0	0
21 Travel	37	47	47	0
22 Transportation of Things	0	0	0	0
23 Rent, Communications, and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	230	393	273	(120)
26 Supplies and Materials	0	0	0	0
31 Equipment	76	97	97	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	6,977	7,910	8,176	266

Note: Columns and rows may not add up to totals because of rounding.

(a) Includes the Natural Resources Division, the Health and Human Resources Division, the National Security Division, and the Special Studies Division.

Schedule B1

Congressional Budget Office
Program Divisions (a)
Analysis of Change to Budget Base
By Object Class

BREAKDOWN BY OBJECT CLASS	MANDATORY PAY AND RELATED COSTS (\$000s)	PRICE LEVEL CHANGES (\$000s)	PROGRAM TYPE CHANGES			TOTAL CHANGES (\$000s)
			LEGISLATION (\$000s)	WORKLOAD (\$000s)	EQUIPMENT ALTERATIONS MAINTENANCE REPAIRS, ETC. (\$000s)	
11 Personnel Compensation	304	0	0	0	0	304
12 Personnel Benefits	82	0	0	0	0	82
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications, and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	(70)	0	(50)	0	(120)
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	386	(70)	0	(50)	0	266

Note: Columns and rows may not add up to totals because of rounding.

(a) Includes the Natural Resources Division, the Health and Human Resources Division, the National Security Division, and the Special Studies Division.

Schedule C1

Congressional Budget Office
Program Divisions (a)
Detailed Analysis of Change by Organization

Appropriation, 1999
Plus: Supplemental for pay
Minus: Nonrecurring costs
Budget Base, 1999

Calculation of Base	
FTEs	Dollars (000s)
74	7,910
0	0
0	0
74	7,910
2000 Request	
FTEs	Dollars (000s)
0	386
	65
	240
	65
	17
	(70)
	0
	0
	(70)
	0
	0
	0
	0
	0
0	0
	(50)
	(50)
	0
	0
	0
0	266
74	8,176

I. Adjustments to Base

A. Mandatory Changes

1. Merit increases and related benefits
2. FY 2000 Across-the-board adjustment of 4.4%
3. Annualization of prior year pay raises and turnover
4. Changes in benefit costs

B. Price Level Changes

1. GPO printing price increase of 3.4%
2. Administrative contract increases of 5.5%
3. ADP timesharing price changes
4. Subscriptions price increase of 10%
5. Equipment price increases
6. Miscellaneous price increases

C. Program Type Changes

1. Legislation
2. Workload
 - a. Reduced systems, data, and model development needs
 - b. Miscellaneous workload changes
3. Equipment, Alterations, Maint., Repairs, etc.
 - a. Reduction in spending for office equipment
 - b. Changes in ADP hardware and software spending

II. Net Increase/(Decrease) Requested

III. Total Appropriation Request, 2000

Note: Columns and rows may not add up to totals because of rounding.

(a) Includes Natural Resources, Health & Human Resources,
National Security, and Special Studies.

CONGRESSIONAL BUDGET OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE PROGRAM DIVISIONS		
A. MANDATORY CHANGES	Staff	Dollars (000s)
1. Merit increases and related benefits Merit pay increases are budgeted at 2.0% of base salaries.		65
2. FY 2000 Across-the-board adjustment Funding for a projected 4.4% across-the-board pay adjustment in January 2000.		240
3. Annualization of FY 1999 pay increases and other personnel actions. Annualization of the FY 1999 merit increases, turnover effects, and January 1999 ECI adjustment of 3.1%.		65
4. Miscellaneous changes in benefit costs Includes changes in agency costs for employee health insurance, pension, Social Security, and overtime.		17
B. PRICE LEVEL CHANGES	Staff	Dollars (000s)
1. GPO printing price increase of 3.4% GPO has projected that printing costs will increase by 3.4%. GPO contracts for the printing of all CBO reports and studies.		0
2. Administrative contract increases of 5.5% The price increase for administrative services provided by the Library of Congress and the NFC is based primarily on the expected increases in employment costs, which is the major component in these contracts.		0
3. ADP timesharing price changes This net price decrease, averaging 41%, reflects the transfer of mainframe applications to a less expensive service provider.		(70)
4. Periodical subscriptions price increase of 10.5% This price increase is based on information from major vendors.		0
5. Equipment price increases These price increases are based on information from major vendors and average just over 2%.		0
6. Miscellaneous price increases Includes increases for telecommunications, equipment repair, and other miscellaneous contractual services that are based on information provided by major vendors.		0
C. PROGRAM TYPE CHANGES	Staff	Dollars (000s)
1. Legislation	0	0
2. Workload	Staff	Dollars (000s)
2a. Reduced need for ADP systems, data, and model development Spending for these projects is often dependent on the availability of data and changes in legislative programs.		(50)
2b. Miscellaneous workload changes Miscellaneous offsetting workload changes involving storage and mailing, periodical subscriptions, ADP timesharing, and temporary staffing.		0
3. Equipment, Alterations, Maintenance, Repairs, etc.	Staff	Dollars (000s)
3a. Reduction in spending for office equipment Plans call for the replacement of one less copier in FY2000 than in FY1999		0
3b. Changes in ADP hardware and software spending Net increase in spending for ADP hardware and software upgrades.		0

Staffing of the Program Divisions

On February 24, 1998, Christopher Jehn was named Assistant Director for National Security. Chris is a well-known defense expert and manager who most recently served as the Executive Director for the National Defense Panel. He has worked for the Center for Naval Analyses and for the Institute for Defense Analyses, served as the Assistant Secretary of Defense for Force Management and Personnel, and was Senior Vice President for ICF Kaiser International Inc. He pursued his doctoral studies in economics at the University of Chicago.

The fiscal year 2000 request contains no provision for a change in the staffing level of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1998	FY1999E	FY2000E	FY1998	FY1999E	FY2000E
Direct Employment:						
11.1 Full-Time Permanent (FTEs)	62	66	66	5,137	5,646	5,928
11.3 Other Than Full-Time Permanent	6	8	8	188	250	272
Total full-time equivalent positions	68	74	74	5,323	5,896	6,200
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	0	0	0

* Includes employees whose services are obtained under contract with an individual or an organization and who are performing on-site services (in agency workspace) for six months or more during a 12-month period.

Note: Columns and rows may not add up to totals because of rounding.

THE ADMINISTRATION AND INFORMATION DIVISION

The CBO support function is centered in the Administration and Information Division (AID). It handles communications with the Congress, state and local governments, nongovernmental organizations, the news media, and the public. The division is also responsible for all aspects of editing, producing, and distributing CBO's work products.

In addition, the division provides all central administrative support services for CBO, including personnel, financial management, ADP, contracting and procurement, library services, facilities management, and coordination with other Congressional support agencies.

ACCOMPLISHMENTS OF THE ADMINISTRATION AND INFORMATION DIVISION IN FISCAL YEAR 1998

CBO launched a World Wide Web site (<http://www.cbo.gov>) in September 1997. Responding to suggestions from Budget Committee staff, CBO made several improvements in the functionality of its Web site. It expanded the "Cost Estimates" section, thus enabling visitors to search for bills that have a pay-as-you-go impact. In addition, since mid-November 1998, visitors can search for cost estimates by budget function as well as by subject and bill number. Finally, the ListServer feature was enhanced to notify subscribers interested in a particular budget function when a relevant cost estimate is posted.

At the end of the fiscal year, CBO's Web site contained almost 1,000 documents, including reports, studies, papers, memorandums, testimony, unfunded mandate cost statements, and federal bill cost estimates. The site also features special analyses such as the Monthly Budget Review and the Current Status of Discretionary Appropriations reports. CBO's first priority is to publish on the Web site all of the material it is currently producing. As time and resources permit, earlier documents are being added to the site. At the request of the House Committee on Appropriations, the site now includes an index of the agency's work since 1975.

Designing, developing, implementing, and maintaining a Web site requires a commitment of considerable resources. CBO is operating its Web server in-house, which has required it to purchase (or lease) the hardware, software, and Internet connection. In addition, CBO must devote two FTE employees to operate, maintain, and further develop the site.

In fiscal year 1998, CBO devoted a significant amount of resources to upgrading its computer network. That effort included replacing all of the network wiring, moving the network servers to a central location, completely replacing the tape backup and disaster recovery systems, and creating in-house access to the Internet. As a result, the agency can now take advantage of emerging software and hardware improvements and boost employee productivity. CBO has also significantly improved the security of agency data and computer systems.

PRIORITIES FOR THE ADMINISTRATION
AND INFORMATION DIVISION IN FISCAL YEAR 2000

A significant goal of AID for fiscal year 2000 is to improve the tools available to the agency for recruiting and retaining the employees needed to fulfill the agency's mission. Maintaining that workforce has become increasingly difficult over the past few years. Congressional compensation has continued to fall behind that in the private sector and other parts of the federal government, and salary compression has increased with the freeze in the Executive Schedule pay rates. With this budget request, CBO is proposing language that would grant the Director the authority to pay lump-sum performance and recruitment bonuses. All of the legislative and executive agencies that CBO competes with for employees can pay that type of bonus, and CBO believes that having the authority to do so is essential to its ability to attract and retain employees. Furthermore, in order to relieve the growing salary compression, the agency has asked the Budget Committees to raise the pay rates of the CBO Director and Deputy Director by one level each. That change, if enacted as an amendment to Title II of the Congressional Budget and Impoundment Control Act of 1974, would take effect after the new CBO Director is appointed.

Operating a public Web site has made CBO more aware of the opportunities that Internet technologies afford for sharing information across computer platforms. That can be particularly useful in an organization such as CBO, whose basic currency is information and whose staff members use a wide variety of computers and applications to generate that information. The ability to standardize and share administrative information and functions electronically is another aspect of Internet technologies that CBO might benefit from using. As a result, the agency intends to expand the Intranet capability that was established in fiscal year 1998. The agency hopes that additional development will yield significant benefits for internal operations as well as enhance the services that the agency provides to the Congress.

Schedule C1

Congressional Budget Office
Administration and Information Division
Detailed Analysis of Change by Organization

Appropriation, 1999
Plus: Supplemental for pay
Minus: Nonrecurring costs
Budget Base, 1999

I. Adjustments to Base

A. Mandatory Changes

1. Merit increases and related benefits
2. FY 2000 Across-the-board adjustment of 4.4%
3. Annualization of prior year pay raises and turnover
4. Changes in benefit costs

B. Price Level Changes

1. GPO printing price increase of 3.4%
2. Administrative contract increases of 5.5%
3. ADP timesharing price changes
4. Subscriptions price increase of 10%
5. Equipment price increases
6. Miscellaneous price increases

C. Program Type Changes

1. Legislation
2. Workload
 - a. Reduced systems, data, and model development needs
 - b. Miscellaneous workload changes
3. Equipment, Alterations, Maint., Repairs, etc.
 - a. Reduction in spending for office equipment
 - b. Changes in ADP hardware and software spending

II. Net Increase/(Decrease) Requested

III. Total Appropriation Request, 2000

Calculation of Base	
FTEs	Dollars (000s)
36	5,216
0	0
0	0
36	5,216
2000 Request	
FTEs	Dollars (000s)
0	223
	37
	95
	37
	55
	81
	8
	8
	6
	17
	18
	23
0	0
	(23)
0	(20)
	(3)
	(24)
	(30)
	6
0	257
36	5,474

Note: Columns and rows may not add up to totals because of rounding.

Schedule B1

Congressional Budget Office
Administration and Information Division
Analysis of Change to Budget Base
By Object Class

BREAKDOWN BY OBJECT CLASS	MANDATORY PAY AND RELATED COSTS (\$000s)	PRICE LEVEL CHANGES (\$000s)	PROGRAM TYPE CHANGES			TOTAL CHANGES (\$000s)
			LEGISLATION (\$000s)	WORKLOAD (\$000s)	EQUIPMENT ALTERATIONS MAINTENANCE REPAIRS, ETC. (\$000s)	
11 Personnel Compensation	137	0	0	0	0	137
12 Personnel Benefits	86	0	0	0	0	86
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications, and Utilities	0	11	0	1	0	12
24 Printing and Reproduction	0	8	0	0	0	8
25 Other Services	0	24	0	(32)	0	(8)
26 Supplies and Materials	0	19	0	9	0	28
31 Equipment	0	18	0	0	(24)	(6)
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	223	81	0	(23)	(24)	257

Note: Columns and rows may not add up to totals because of rounding.

Schedule A1

Congressional Budget Office
Administration and Information Division
Summary
by Object Class

CATEGORIES	FY 1998 ACTUAL (\$000s)	FY 1999 ESTIMATE (\$000s)	FY 2000 REQUEST (\$000s)	NET CHANGE FY1999/FY2000 (\$000s)
Breakdown by Object Class:				
11 Personnel Compensation	1,903	2,272	2,410	137
12 Personnel Benefits	533	620	708	88
13 Benefits to Former Personnel	8	10	10	0
21 Travel	2	5	5	0
22 Transportation of Things	0	1	1	0
23 Rent, Communications, and Utilities	286	355	367	12
24 Printing and Reproduction	134	233	241	8
25 Other Services	783	896	888	(8)
26 Supplies and Materials	247	272	300	28
31 Equipment	692	552	546	(6)
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	4,589	5,216	5,474	257

Note: Columns and rows may not add up to totals because of rounding.

CONGRESSIONAL BUDGET OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE ADMINISTRATION AND INFORMATION DIVISION		
A. MANDATORY CHANGES	Staff	Dollars (000s)
1. Merit increases and related benefits Merit pay increases are budgeted at 2.0% of base salaries.		37
2. FY 2000 Across-the-board adjustment Funding for a projected 4.4% across-the-board pay adjustment in January 2000.		95
3. Annualization of FY 1999 pay increases and other personnel actions. Annualization of the FY 1999 merit increases, turnover effects, and January 1999 ECI adjustment of 3.1%.		37
4. Miscellaneous changes in benefit costs Includes changes in agency costs for employee health insurance, pension, Social Security, and overtime.		55
B. PRICE LEVEL CHANGES	Staff	Dollars (000s)
1. GPO printing price increase of 3.4% GPO has projected that printing costs will increase by 3.4%. GPO contracts for the printing of all CBO reports and studies.		8
2. Administrative contract increases of 5.5% The price increase for administrative services provided by the Library of Congress and the NFC is based primarily on the expected increases in employment costs, which is the major component in these contracts.		8
3. ADP timesharing price changes This price increase, averaging 2.5%, is based on information from major vendors.		6
4. Periodical subscriptions price increase of 10.5% This price increase is based on information from major vendors.		17
5. Equipment price increases These price increases are based on information from major vendors and average 4.5%.		18
6. Miscellaneous price increases Includes increases for telecommunications, equipment repair, and other miscellaneous contractual services that are based on information provided by major vendors.		23
C. PROGRAM TYPE CHANGES	Staff	Dollars (000s)
1. Legislation	0	0
2. Workload	Staff	Dollars (000s)
2a. Reduced need for ADP systems, data, and model development Spending for these projects is often dependent on the availability of data and changes in legislative programs.		(20)
2b. Miscellaneous workload changes Miscellaneous offsetting workload changes involving storage and mailing, periodical subscriptions, ADP timesharing, and temporary staffing.		(3)
3. Equipment, Alterations, Maintenance, Repairs, etc.	Staff	Dollars (000s)
3a. Reduction in spending for office equipment Plans call for the replacement of one less copier in FY2000 than in FY1999		(30)
3b. Changes in ADP hardware and software spending Net increase of 1.5% in spending for ADP hardware and software upgrades.		6

Staffing of the Administration and Information Division

On March 3, 1998, David M. Delquadro was selected to be the new Assistant Director for Administration and Information. David joined CBO in 1975 as a program analyst for employee compensation issues and had served as CBO Personnel Officer since 1989. He earned an M.A. in economics from the University of California at Berkeley.

The fiscal year 2000 request contains no provision for a change in the staffing level of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1998	FY1999E	FY2000E	FY1998	FY1999E	FY2000E
Direct Employment:						
11.1 Full-Time Permanent (FTEs)	28	31	31	1,773	2,059	2,188
11.3 Other Than Full-Time Permanent	4	5	5	129	211	220
Total full-time equivalent positions	32	36	36	1,902	2,270	2,408
25.0 Other Services (Contracts for on-site personal services)*	2	2	2	91	101	89

* Includes employees whose services are obtained under contract with an individual or an organization and who are performing on-site services (in agency workspace) for six months or more during a 12-month period.

Note: Columns and rows may not add up to totals because of rounding.

Congressional Budget Office
10-Year Quantitative Data
(Not adjusted for inflation)
(Thousands of dollars)

ITEM	1991	1992	1993	1994	1995	1996	1997	1998	1999E	2000E
11.1 FULL-TIME PERM. POSITIONS	12363	13443	13896	13971	13813	14728	15160	15289.5	16686	17607
11.3 OTHER THAN FULL-TIME PERM.	164	190	285	62	121	184	484	622	676	725
11.5 OTHER PERSONNEL COMP.	0	1	2	1	1	4	3	5	10	10
TOTAL PERSONNEL COMP.	12527	13634	14184	14034	13936	14927	15646	15916	17372	18342
12.1 PERSONNEL BENEFITS	3088	3622	3681	3819	3618	3918	4036	4023	4455	4769
13.0 BENEFITS FOR FORMER PERS.	10	2	10	1	5	10	10	8	10	10
21.0 TRAVEL AND TRAN. OF PERSONS	65	80	72	71	77	88	98	93	120	120
22.0 TRANS. OF THINGS	1	0	0	1	0	1	0	0	1	1
23.0 COMMUN. UTILITIES & REPT	311	357	382	371	291	311	319	286	355	367
24.0 PRINTING AND REPRODUCTION	427	501	372	216	197	152	247	134	233	241
25.0 OTHER SERVICES	2597	2759	2398	2305	2197	2208	1630	1681	2010	1838
26.0 SUPPLIES AND MATERIALS	322	323	356	306	288	212	221	247	272	300
31.0 EQUIPMENT	526	517	533	534	509	671	856	919	843	833
32.0 LAND & STRUCTURES	0	0	0	0	0	0	0	0	0	0
41.0 GRANTS, SUBSIDIES & CONTRIB.	0	0	0	0	0	0	0	0	0	0
42.0 INSURANCE CLAIMS & INDEM.	0	0	0	0	0	0	0	0	0	0
TOTAL OBLIGATIONS	19883	21816	21994	21659	21118	22499	23063	23308	25671	26821
NUMBER OF PRODUCTS	1468	1604	1231	1400	1237	2278	1861	2006	2068	2068
FTEs/FULL-TIME PERM. POSITIONS	214	218	220	218	214	227	227	219	232	232
OPERATING FULL-TIME EQUIVALENTS	182	185	186	184	179	191	189	182	190	190
SUPPORT FULL-TIME EQUIVALENTS	32	33	34	35	35	36	38	37	42	42
PRODUCTS PER FULL-TIME EQUIVALENT	7	7	6	6	6	10	8	9	9	9

Note: Columns and rows may not add up to totals because of rounding.

**OBJECT CLASS SUMMARY AND EXPLANATION,
FISCAL YEAR 2000**

11.1 Full-Time Permanent Positions (\$17,607,000)

Regular salaries and wages paid or to be paid to civilian full-time permanent employees and other payments that are part of the employees' basic rate of pay. These funds will be used to fund 212 full-time permanent staff-years. The increase of \$921,000 includes \$165,000 for budget-year merit pay increases, \$199,000 for the annualization of the current-year pay actions and turnover, and \$557,000 for a 4.4 percent across-the-board pay adjustment in January 2000.

11.3 Other Than Full-Time Permanent (\$725,000)

This category covers positions not designated as full-time permanent and includes intermittent and temporary employment. These funds will be used to fund 20 full-time-equivalent staff-years. CBO will use this type of employee for its Panel of Economic Advisers and other consultants (\$10,000), interns (\$92,000), temporary administrative support (\$213,000), and research assistants with temporary assignments (\$410,000).

11.5 Other Personnel Compensation (\$10,000)

This category includes overtime payments to CBO support staff who are eligible under the Fair Labor Standards Act.

12.1 Personnel Benefits (\$4,769,000)

These funds will be used to cover CBO's share of the costs of employee health and life insurance, retirement, Federal Insurance Contribution Act taxes, Medicare, death benefits, public transportation subsidy, and workers' compensation.

13.0 Benefits for Former Personnel (\$10,000)

These funds will be used for unemployment compensation.

21.0 Travel and Transportation of Persons (\$120,000)

These funds will be used to cover the travel expenses for full-time staff, the CBO Panel of Economic Advisers and other intermittent consultants, and potential employees.

22.0 Transportation of Things (\$1,000)

These funds will be used for freight charges usually associated with the shipment of equipment for repair.

23.3 Communications, Utilities, and Miscellaneous Charges (\$367,000)

This category covers the cost of postal and courier services (\$178,000), telephone and telecommunications services (\$145,000), copier leasing (\$29,000), and miscellaneous leasing (\$15,000).

24.0 Printing and Reproduction (\$241,000)

These funds will cover reimbursing the Government Printing Office for printing CBO reports, studies, and miscellaneous forms.

25.0 Other Services (\$1,838,000)

This category includes charges for contractual services not otherwise classified. These funds will pay for commercial ADP timesharing services (\$359,000), interagency ADP timesharing (\$643,000), interagency administrative agreements (\$154,000), contracts for systems, data, and model development (\$305,000), miscellaneous services (\$282,000), and training (\$95,000).

26.0 Supplies and Materials (\$300,000)

Funds in this category will pay for office supplies (\$100,000) and subscriptions for periodicals (\$200,000).

31.0 Equipment (\$833,000)

This category includes charges for property having a period of service of more than a year. These funds are for books and microfilm for the permanent collection of the CBO library (\$79,000), office equipment (\$62,000), ADP software (\$198,000), and ADP hardware (\$494,000).

CONGRESSIONAL BUDGET OFFICE

Salaries and Expenses

Program and Financing (in millions of dollars)

Identification code 08-0100-0-1-801	1998 actual	1999 est	2000 est
Obligations by program activity:			
10 00 Total new obligations	23	26	27
Budgetary resources available for obligation:			
22 00 New budget authority (gross)	25	26	27
23 95 Total new obligations	-23	-26	-27
23 98 Unobligated balance expiring	-1		
New budget authority (gross), detail:			
40 00 Appropriation	25	26	27
Changes in unpaid obligations:			
72 40 Unpaid obligations, start of year			
start of year	2	2	2
73 10 Total new obligations	23	26	27
73 20 Total outlays (gross)	-23	-26	-27
74 40 Unpaid obligations, end of year			
end of year	2	2	2
Outlays (gross), detail:			
86 90 Outlays from new current authority	21	24	25
86 93 Outlays from current balances	2	2	2
87 00 Total outlays (gross)	23	26	27
Net budget authority and outlays:			
89 00 Budget authority	25	26	27
90 00 Outlays	23	26	27

The Congressional Budget Office was created by Title II of the Congressional Budget and Impoundment Control Act of 1974 (2 U.S.C. 601 et seq.) to provide assistance to Congress in fulfilling its responsibilities to ensure effective congressional control over the budgetary process; to determine each year the appropriate level of Federal revenues and expenditures; and to establish national budget priorities.

Object Classification (in millions of dollars)

Identification code 08-0100-0-1-801	1998 actual	1999 est	2000 est
Personnel compensation			
11 1 Full-time permanent	15	17	18
11 3 Other than full-time permanent	1	1	1
11 9 Total personnel compensation	16	18	19
12 1 Civilian personnel benefits	4	4	5
25 2 Other services	1	1	1
25 3 Purchases of goods and services from Government accounts	1	1	1
31 0 Equipment	1	1	1
99 0 Subtotal, direct obligations	23	25	27
99 5 Below reporting threshold		1	
99 9 Total new obligations	23	26	27

Personnel Summary

Identification code 08-0100-0-1-801	1998 actual	1999 est	2000 est
1011 Total compensable workyears, Exempt Full-time equivalent employment	219	232	232

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL



ESTIMATES 2000

ARCHITECT OF THE CAPITOL

(383)

LEGISLATIVE BRANCH APPROPRIATIONS
ARCHITECT OF THE CAPITOL
JUSTIFICATIONS OF ESTIMATES OF APPROPRIATIONS, FISCAL YEAR 2000

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OFFICE OF THE ARCHITECT OF THE CAPITOL

FISCAL YEAR 2000 BUDGET REQUEST

GENERAL STATEMENT

GENERAL STATEMENT
APPROPRIATIONS AND ESTIMATES UNDER THE ARCHITECT OF THE CAPITOL

GENERAL MISSION STATEMENT

The Architect of the Capitol, acting as an agent of the Congress, is in charge of the structural and mechanical care of the Capitol and of making arrangements with the proper authorities for ceremonies held in the building and on the grounds; he is also charged with the care and repair of works of art in the Capitol under the direction of the Joint Committee on the Library. He is responsible for the care, maintenance, and improvement of the Capitol Grounds, including approximately 222 acres of landscaping, parks, streets, and parking. The Architect also has responsibility for the structural and mechanical care of the Library of Congress Buildings and its grounds comprising approximately 24 acres. In addition, the Architect has responsibility for the structural and mechanical care of the United States Supreme Court Building and its grounds comprising approximately eight acres. Permanent authority for the care and maintenance of the U.S. Capitol Building is provided by the Act of August 15, 1876 (19 Stat. 147; 40 U.S.C. 162-163). This act has been amended as required to provide for the care and maintenance of additional buildings and grounds. Subject to the provisions of Sec. 122 of Public Law 103-110, the Architect also has responsibility for 100 acres at Ft. Meade for long term storage needs for the Library of Congress and the Legislative branch.

Subject to the approval of the Senate Committee on Rules and Administration as to matters of general policy, the Architect is similarly charged with the structural, mechanical, and domestic care and maintenance of the Senate Office Buildings, including the maintenance and operation of the mechanical, electrical, and electronic equipment and the Senate subways. He is also responsible for the operation of the Senate restaurants.

Under the direction of the House Office Building Commission, the Architect is responsible for the structural, mechanical, and domestic care and maintenance of the House Office Buildings, including the maintenance and operation of mechanical, electrical, and electronic equipment and the House subways.

The Architect is also charged with the care, maintenance, and operation of the Capitol Power Plant, which supplies steam for

General Statement

Fiscal Year 2000 Budget Estimate

heating and chilled water for cooling the Capitol, the Senate and House Office Buildings, the Library of Congress buildings, and other buildings.

Under the direction of the Joint Committee on the Library, the Architect serves as Acting Director of the United States Botanic Garden.

The Architect of the Capitol is also charged with the planning and construction of such additional buildings as are committed to his care by Congress. He serves by law as a member of the Capitol Police Board, the Capitol Guide Board, the District of Columbia Zoning Commission, and the Advisory Council on Historic Preservation. He is also a member of the National Capital Memorial Commission, and he serves as Coordinator of Civil Defense for the Capitol Complex.

The traditional core mission of the agency has been to provide for the Congress, on a neutral, bicameral and non-partisan basis, professional expertise and advice relating to preserving and enhancing the environment of the Capitol Complex and operating and maintaining the infrastructure supporting the Congress, other Legislative Branch support entities and the Supreme Court. In so doing, the agency has utilized available architectural, engineering and professional expertise, on staff and through consultants, in order to provide the Congress with the most appropriate, timely and cost effective recommendations. The agency has managed trades and services personnel who are charged with ensuring that the building systems operate efficiently and reliably in support of Congressional activities. The agency also has administered a wide variety of contracts for building design, construction and maintenance.

The Capitol Grounds and many of the buildings in the Capitol Complex are national treasures and require intimate knowledge and significant forethought for their preservation as their functions and systems are modified to meet changing needs. For example, the U.S. Capitol -- "the people's building" -- is a unique combination of national capitol, museum, office building, ceremonial site, meeting center and tourist attraction. Of course, its architectural design, decorative arts and historical significance must all be carefully considered before undertaking any work or implementing any structural or other physical changes to the building.

Critical to achieving the office's mission is the preservation of institutional knowledge that has accrued in the agency. The value of the long-term role of the Architect as an advocate for the Capitol Complex environment was recognized by the Congress when it

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established ten-year renewable terms for Architect appointments. Such an advocacy role is no less appropriate for the core professional and trades staff. The merit of maintaining a long-term view for preserving, protecting and improving the complex is self-evident; to the credit of the agency, Congressional activities have never been interrupted by failure of any major building system.

Another benefit of the neutral, bicameral role of the Architect of the Capitol is the ability to provide technical and professional coordination in connection with "joint" activities. Over the years, the role of the agency has become broader as a result. There are now functions and activities, such as transportation services and telecommunications, as well as Inaugural and Rotunda ceremonies and other events of political and social significance, that must be coordinated or logistically supported by the Architect, that are often not recognized as being within the scope of the agency's professional, architectural, engineering and facilities management role.

The role of the agency in providing these services extends back over 200 years, predating the removal of the Congress itself to Washington and the building of the Capitol. During these years, the ongoing and ever-changing institution of the Congress has been served by an agency that has responded to changing Congressional needs, yet maintained a neutral and continuous role in preserving the Congressional infrastructure.

FISCAL YEAR 2000 BUDGET SUMMARY

The Office of the Architect of the Capitol, in its fiscal year 1998 budget presentation, began the process of identifying the necessary organizational, operational and program development changes which are essential to achieving the office's mission while incorporating best business practices -- for all its organizational disciplines -- and while anticipating current and future client requests. Critical to achieving the office's mission is the preservation of the institutional knowledge that has accrued in the agency. The office must reinvest in itself to preserve the skills and knowledge of the core professional and trade staffs. The agency re-engineering efforts were recognized in fiscal year 1999 with approval in the 1999 Legislative Branch Appropriations Act of language that will enable to agency to proceed with its re-engineering efforts.

Just as the last two budget cycles have reinvested in the Capitol Complex -- in the preservation of the national treasures entrusted to the Architect's care -- the fiscal year 2000 budget continues its reinvestment and expands these requests into reinvestment into the

General Statement

Fiscal Year 2000 Budget Estimate

infrastructure of the office, intensifies life safety efforts throughout the campus, and increases agency-wide development and adoption of best business practice applications to meeting mission requirements. The fiscal year 1999 budget linked the core values of the office -- as defined through a Strategic Planning initiative -- to the operating and capital budgets. The fiscal year 2000 request strengthens that linkage with the incorporation of the knowledge gained from industry bench marking activities and cross-jurisdictional reengineering efforts.

In fiscal year 2000 the budget is presented again as an Operating Budget and a Capital Budget. With respect to the Operating Budget for fiscal year 2000, the Architect of the Capitol is requesting no increases in Full Time Equivalent (FTE) staff. Modest increases for mandatory pay items and some annual maintenance costs totaling \$16,217,000, or 10.7% above fiscal year 1999 operating costs. These increases are described in the following operating budget summary and detailed and justified in the Schedule C's and Operating Allotment narratives. The Capital Budget request includes a decrease of \$29,854,000 under the capital budget funding appropriated for fiscal year 1999.

The requested appropriations for all activities under the Architect of the Capitol totals \$287,273,000, which is a \$13,637,000 decrease from the fiscal year 1999 level of \$300,910,000. The Architect is also requesting the same level of FTE for all AOC operations, totaling 2,012. Over the past eight fiscal years FTE have been reduced by over 16%.

FISCAL YEAR 2000 OPERATING BUDGET

For fiscal year 2000, a 10.7 percent increase of \$16,217,000 is requested for operating costs for all appropriations. The Operating Budget is comprised of all costs associated with the daily care, maintenance and operation of the facilities under the jurisdiction of the Architect of the Capitol. The increase of \$16,217,000 is comprised of \$5,335,000 for mandatory pay items, \$1,511,000 for price level increases, of which \$1,018,000 is to meet the rising cost of utilities; \$4,400,000 for payment of water and sewer services to the District of Columbia via the U. S. Department of Treasury, as mandated by Public Law 101-168, approved November 21, 1989, as amended; \$230,000 to implement an agency-wide uniform program in the House Office Buildings, the final jurisdiction under the Architect of the Capitol to participate in the uniform program; and a net increase of \$3,914,000 for items related to workload increases.

General Statement

Fiscal Year 2000 Budget Estimate

In terms of a more accurate picture of ongoing operating budget requirements, if the amount of \$4,400,000 for water and sewer services which results from a 42% increase effected in April, 1997, is reduced from the requested operating budget, the revised increase of \$11,817,000 represents only a 7.8 percent increase over the same operations level for fiscal year 1999.

FISCAL YEAR 2000 FIVE YEAR CAPITAL BUDGET

The fiscal year 2000 capital budget is presented again as a five year plan. The basis for this five year budget plan is comprehensive agency-wide planning and coordination of all cyclical maintenance projects and building system enhancements in a thorough, systematic and programmed manner. All of the agency's clients were involved in this planning process as well. On the House side, these included the Sergeant at Arms, the Chief Administrative Officer and the Clerk of the House. On the Senate, side these included the Sergeant at Arms and the Secretary of the Senate. The U.S. Capitol Police provided a detailed outline of their needs. The Librarian of Congress was also extensively involved in developing the five year capital budget needs for that agency.

The objective of the five year Capital Budget is to identify all projects, including those generated from within the agency as well as those identified by clients, which require funding during fiscal years 2000 through 2004. Using all the information collected during this process, a five-year Capital Budget has been prepared based on currently identified needs. Using the five year capital budget plan, the Congress will be able to make financial judgments on capital improvements based on an informed evaluation of present and future cost implications and with the assurance that the agency has undertaken a rigorous examination of all related needs, both internal and those of the agency's clients. Further, it will provide the Congress with a present and future view of various programmatic and financial needs.

The Capital Budget has also been prepared with the intent of requesting planning and design funding well in advance of large renovation or construction projects. In most cases, there will be a one year gap between design and construction funding requests. This time permits necessary planning steps to take place and coordination between all involved parties. The time is also necessary for completing design, and the development of sound cost estimates based on actual design from which a budget request can be justified. This may initially delay some construction and renovation projects because only design funding is requested in fiscal year 2000. However, the value of having final design and firm cost estimates for justifying construction and renovation funding outweighs the

delay.

In past years, cyclical maintenance was stressed as being an investment in the Capitol Complex. Funds expended for this purpose have been more than repaid through improving the functionality of the buildings and extending the life of the buildings and building systems. The higher costs of new construction or larger expenditures associated with major replacement programs have been avoided because of the ongoing cyclical maintenance program.

In fiscal year 2000, the priority placed by the Architect of the Capitol on Life Safety issues is reflected in the number and types of projects brought forward. A comparison to the previous five year plans will indicate an acceleration of activities in this area. It also will show an increase in the number of projects requested in this categorization. While typically Life Safety previously referred to Fire Safety, this budget presentation is broadened to include Occupational Health and Safety issues as well. It is not enough however to create a safe working and visiting environment -- it is essential to maintain it as well and for the first time, the budget reflects this need.

A second significant area of increase in the capital budget is in the arena of Information Technology. This area, as planned, must support both the day to day activities of the office while meeting the challenges of the future. Requests in this area begin the reinvestment for the agency in its own technology infrastructure which it has not previously done. A review of previous budgets will indicate a "maintenance" of technology -- with little if any budget funding increases for keeping up with industry and technology standards. It is essential that this reinvestment occur to adequately support those initiatives approved in previous budgets and to provide this agency with the ability to enhance programs and systems without technological limitations.

A total of 209 projects have been identified requiring the following funding levels: 138 projects are identified for funding in fiscal year 2000 totaling \$118,907,000; further required funding for these projects and 70 other projects will be requested in four out years including fiscal year 2001 totaling \$149,509,000; fiscal year 2002 totaling \$66,257,000; fiscal year 2003 totaling \$114,509,000; and fiscal year 2004 totaling \$41,376,000. To complete all projects initiated during the five year period \$66,205,000 will be required during fiscal years 2005 - 2009.

It is also important to note that funding levels for the five years reflect a fairly steady funding requirement, averaging \$98

General Statement

Fiscal Year 2000 Budget Estimate

million. This means that deferring projects requested in fiscal year 2000 adds to the funding requirement for fiscal year 2001, and spreads other requirements further and further into the outyears - these requirements do not simply disappear.

In preparing and presenting a five year Capital Budget again, the Architect's office is aware that the total funding represented in the request over five years is substantial. However, the current request is in line with the amount of \$111,936,000 that was projected last year as the fiscal year 2000 capital requirements.

EXPLANATION OF AOC PRIORITIES AND CATEGORIES

The fiscal year 2000 budget request for the Architect of the Capitol has been prioritized as directed by the House and Senate Committees on Appropriations. The requested items have been identified by the following priority levels: 1-A, 1-B, 1-C, and 2-A, 2-B, and so on through 3-C at the lowest end of the priority scale. These priorities have been further categorized as Life Safety, ADA, Security, Cyclical Maintenance, Improvement, and Technology - Management Systems. When a particular project category has been requested to meet specific client needs, the category will note "client." When a particular project category has been initiated by this office, it is noted "AOC." A more detailed explanation of these categories follows.

Life Safety:

These are programs essential for complying with the Occupational Safety and Health Act, environmental and hazardous material protection, fire code compliance, and other regulatory matters affecting the general health and welfare of building occupants. Passage of the Congressional Accountability Act in particular has placed significant emphasis on ensuring that the Capitol complex is free of hazards to the Members, Senators, staff and visitors.

ADA:

These are programs essential for complying with the Americans with Disabilities Act of 1990. Passage of the Congressional Accountability Act has reinforced the resolve to ensure that the Capitol complex is free of barriers to the Members, Senators, staff and visitors.

Security:

These are programs to meet the needs created by increased terrorist activity throughout the world. As a result there is a heightened sensitivity toward threats to security at the Capitol complex. In addition there are security needs to protect property such as the collections at the Library of Congress.

Cyclical Maintenance:

Several of the buildings in the Capitol complex are reaching an age and condition that imply major renovation or replacement of building systems. Various improvements are recommended to assure that these building systems continue to provide service to occupants.

Improvement:

Technology is changing far more rapidly than existing building infrastructures can support and adapt to. This is especially true in the rapidly expanding area of telecommunications, but there is a corollary effect that is felt in any building system that uses any sort of electronic technology for operation or support. These are programs that reflect either the replacement of existing building systems to generate a significant operational improvement or benefit, or the installation of a new type of technology or system to create such an improvement or benefit.

Technology - Management Systems:

These are programs that reflect the internal (AOC) use of computer applications and telecommunications systems to improve the efficiency and effectiveness of operations.

There are some project requests that are comprised of a combination of these categories. When this occurs to any significant degree, both categories are listed with the category of greater emphases listed first.

COMPENSATION OF EMPLOYEES UNDER ARCHITECT

To carry out his assigned duties in the Legislative Branch, the Architect has 2.012 Full Time Equivalent (FTE) employees under his jurisdiction during fiscal year 1999, and that level is the same for fiscal year 2000. Employees are authorized to be compensated under the Wage-Board system, the General Schedule of the Classification Act and statutory rates. Of our annual operating budget, the cost of personnel compensation and benefits constitutes approximately 62 percent of the total for fiscal year 2000.

MANDATORY ITEMS

Each year, increases are required for "Mandatory" items. These amounts are detailed under the "mandatory" category in each appropriation's Schedule C.

Mandatory items are costs related to personnel compensation and benefits that are established, regulated or modified by law. A summary of these items and their statutory authority is provided below for reference purposes.

Personnel Compensation

Wage-Board within-grade increases, authorized by 5 U.S.C. 5102c (7), 5102 (d), 5341-5349.

Within-grade salary advancements and other changes for "GS" employees, authorized by 5 U.S.C. 5331-5336.

Overtime, Holiday, Sunday Premium, and Hazardous Duty Differential pay authorized by 5 U.S.C. 5544-5546.

Night Differential pay authorized by 5 U.S.C. 5343, 5545.

Personnel Benefits

Payment to Employees' Health Benefits Fund, authorized by 5 U.S.C. 8906.

Contribution to Retirement Fund, authorized by 5 U.S.C. 8334.

Payment to Employees' Compensation Fund, authorized by 5 U.S.C. 8147.

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Payment to Employees' Life Insurance Fund, authorized by 5 U.S.C. 8708.

Payment to Medicare Fund, authorized by Public Law 97-248.

Payment to Unemployment Trust Fund, authorized by Public Law 96-499.

Contribution to Federal Employees' Retirement System, authorized by 5 U.S.C. 8423 and Thrift Savings Plan authorized by 5 U.S.C. 8432.

Costs associated with the Federal Employees Pay Comparability Act of 1990 are factored into the annual cost of living adjustments as provided by the Office of Management and Budget. This Act adopted the concept of locality-based pay, and requires that locality specific salary adjustments be made for Federal white collar workers paid under the General Schedule in each wage area where overall Federal salary rates are estimated to be more than 13 percent below nonfederal salary rates for comparable jobs in the same area. These salary adjustments began in January 1994.

WAGE-BOARD SYSTEM

The employees covered by this pay system are those engaged in recognized trades and crafts and in skilled and unskilled manual labor occupations. Employees compensated under the Wage-Board system constitute approximately 80 percent of our total permanent staff. Employees under the Architect engaged in such work have been compensated under the Wage-Board System since 1955. Their compensation is presently governed by sections 5341-5349 and 5544-5548 of title 5 of the United States Code, which require that "rates of pay of prevailing rate employees shall be fixed and adjusted from time to time as nearly as is consistent with the public interest in accordance with prevailing rates."

Each year, wage surveys of private industry throughout the Washington Metropolitan area are conducted by major government agencies, designated by the Office of Personnel Management. Based on such surveys, appropriate wage schedules and rates for prevailing rate employees are normally established. Heads of agencies are then required to apply the new wage schedules and rates to their prevailing rate employees. Under the provisions of Public Law 92-392, new rates must be placed in effect not later than the first day of the first pay period which begins on or after the 45th day, excluding Saturdays and Sundays, following the date the wage survey is ordered to be made.

GS. 10

The present Wage-Board System, under which the Architect of the Capitol operates, is authorized and governed by Public Law 92-392. That Act vests the Architect of the Capitol with authority to utilize the Federal Wage System established by that law for Wage-Board employees, to such extent as the Architect deems feasible. In the interest of equity and sound administration the Architect of the Capitol has continued to follow, generally, the uniform Federal Wage System as established by Public Law 92-392.

EXPLANATION OF BUDGET FORMAT

Each Appropriation begins with a Mission Statement to state the purpose for which the appropriations are requested. This replaces the old "Objectives Statement". The Mission Statement explains the general purposes of the functions for which resources are provided in the appropriation request.

Following the Mission Statement are three summary schedules which have appeared in previous years - A through C. Schedule A summarizes the budget request by FTE and object class and indicate the net change for fiscal years 1998 through 2000. Schedule B summarizes the net changes by various activities (mandatory pay changes, price level changes, etc.). Schedule C is a detailed analysis of changes within the activities listed in Schedule B.

Following the summary schedules are a brief statement and a summary table on the Operating Budget, and then the Operating Budget narratives. These narratives describe the purpose of all operating allotments funded in each appropriation. When changes have been requested for fiscal year 2000 for these allotments, the amount and justification for those changes appear in *italics*.

The Operating Budget is followed by the Capital Budget. A brief narrative introduces the Capital Budget and a table summarizes the five year capital budget. The table has been sorted in order to begin with projects funded in the budget base followed by new projects for which funding is requested in the fiscal year 2000 budget. These projects are further sub-sorted by category - (Life Safety, ADA, etc.). A detailed explanation of the project priorities is provided elsewhere in the General Statement. The capital budget projects for fiscal years 2001 through 2004 are sorted in similar manner. Narrative descriptions of these capital projects follow in the same order as they appear in the summary table.

General Statement

Fiscal Year 2000 Budget Estimate

Following the Capital Budget narratives is a table summarizing all projects funded with prior year "No Year" monies and related narrative descriptions. The table and narratives include total cost estimate, completion date, and other information.

ARCHITECT OF THE CAPITOL
OPERATING AND CAPITAL BUDGET
(in thousands of dollars)

	FY 1998	FY 1999	FY 2000	CHANGE
OPERATING BUDGET				
Capitol Buildings	29,977	32,938	39,391	6,453
Capitol Grounds	4,966	5,126	5,378	252
Senate Office Buildings	37,063	37,884	39,828	1,944
House Office Buildings	28,906	30,115	31,607	1,492
Capitol Power Plant 1/	32,382	32,529	38,318	5,789
Library Buildings & Grounds	9,063	9,505	10,466	961
Botanic Garden	3,016	3,052	3,378	326
Congressional Cemetery	0	1,000	0	-1,000
Capitol Visitors Center	0	0	0	0
Total, Operating Budget	145,373	152,149	168,366	16,217
CAPITAL BUDGET				
Capitol Buildings	14,500	10,745	48,190	37,445
Capitol Grounds	20,150	920	615	-305
Senate Office Buildings	14,958	16,260	31,564	15,304
House Office Buildings	7,704	12,024	21,782	9,758
Capitol Power Plant 1/	1,550	5,645	6,757	1,112
Library Buildings & Grounds	2,510	3,167	9,405	6,238
Botanic Garden			594	594
Congressional Cemetery			0	0
Capitol Visitors Center		100,000		-100,000
Total, Capital Budget	61,372	148,761	118,907	-29,854
OPERATING AND CAPITAL BUDGET				
Capitol Buildings	44,477	43,683	87,581	43,898
Capitol Grounds	25,116	6,046	5,993	-53
Senate Office Buildings	52,021	54,144	71,392	17,248
House Office Buildings	36,610	42,139	53,380	11,250
Capitol Power Plant 1/	33,932	38,174	45,075	6,901
Library Buildings & Grounds	11,573	12,672	19,871	7,199
Botanic Garden	3,016	3,052	3,972	920
Congressional Cemetery		1,000		-1,000
Capitol Visitors Center		100,000		-100,000
Total	206,745	300,910	287,273	-13,637

1/ Excludes reimbursements for steam and chilled water.

ARCHITECT OF THE CAPITOL
OPERATING AND CAPITAL BUDGET
 Excluding Senate items
 (In thousands of dollars)

	FY 1998	FY 1999	FY 2000	CHANGE
OPERATING BUDGET				
Capitol Buildings	29,977	32,938	39,391	6,453
Capitol Grounds	4,966	5,126	5,378	252
House Office Buildings	28,906	30,115	31,607	1,492
Capitol Power Plant 1/	32,382	32,529	38,318	5,789
Library Buildings & Grounds	9,063	9,505	10,466	961
Botanic Garden	3,016	3,052	3,378	326
Congressional Cemetery	0	1,000	0	-1,000
Capitol Visitors Center	0	0	0	0
Total, Operating Budget	108,310	114,265	128,538	14,273
CAPITAL BUDGET				
Capitol Buildings	14,500	10,745	48,190	37,445
Capitol Grounds	20,150	920	615	-305
House Office Buildings	7,704	12,024	21,782	9,758
Capitol Power Plant 1/	1,550	5,645	6,757	1,112
Library Buildings & Grounds	2,510	3,167	9,405	6,238
Botanic Garden	0	0	594	594
Congressional Cemetery	0	0	0	0
Capitol Visitors Center	0	100,000	0	-100,000
Total, Capital Budget	46,414	132,501	87,343	-45,158
OPERATING AND CAPITAL BUDGET				
Capitol Buildings	44,477	43,683	87,581	43,898
Capitol Grounds	25,116	6,046	5,993	-53
House Office Buildings	36,610	42,139	53,389	11,250
Capitol Power Plant 1/	33,932	38,174	45,075	6,901
Library Buildings & Grounds	11,573	12,672	19,871	7,199
Botanic Garden	3,016	3,052	3,972	920
Congressional Cemetery	0	1,000	0	-1,000
Capitol Visitors Center	0	100,000	0	-100,000
Total	154,724	246,766	215,881	-30,885

1/ Excludes reimbursements for steam and chilled water.

GS. 14

Schedule A

ARCHITECT OF THE CAPITOL

SUMMARY

BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 98*		FY 99		FY 00		NET CHANGE 00/99	
	FTE	DOLLARS (000)	FTE	ESTIMATE DOLLARS (000)	FTE	ESTIMATE DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity:								
Capitol Buildings	388	35,509	388	43,683	388	87,581		43,898
Capitol Grounds	75	4,479	75	6,046	75	5,993		-53
Senate Office Buildings	609	35,253	609	54,144	609	71,392		17,248
House Office Buildings	649	30,150	649	42,139	649	53,389		11,250
Capitol Power Plant **	97	31,658	97	38,174	97	45,075		6,901
Library Buildings and Grounds, S & M Care	144	12,114	144	12,672	144	19,871		7,199
Botanic Garden								920
Congressional Cemetery	50	30,978	50	3,052	50	3,972		-1,000
Capitol Visitors Center				100,000				-100,000
Total **	2,012	180,141	2,012	300,910	2,012	287,273		-13,637
2. Breakdown by Object Class								
11 Personnel Compensation		64,944		73,883		78,295		4,412
12 Personnel Benefits		17,231		20,328		22,078		1,750
13 Benefits to Former Personnel		240		500		500		
21 Travel		9		3		3		
22 Transportation of Things								
23 Rent, Communications and Utilities		32,339		31,535		38,380		6,845
24 Printing and Reproduction								
25 Other Services		57,940		64,114		138,657		74,543
26 Supplies and Materials		4,985		7,357		6,890		-467
31 Equipment		2,422		2,165		2,440		275
32 Land and Structures		25		100,025		30		-99,995
41 Grants, Subsidies, & Contributions		6		1,000				-1,000
42 Insurance Claims and Indemnities		6						
Total **		180,147		300,910		287,273		-13,637

* All appropriations include Obligations from Prior Year "No Year" Authority.

** Excludes actual reimbursements for furnishing steam and chilled water of \$4,000,000 in FY 1998 and estimated reimbursements of \$4,000,000 in FY 1999 and FY 2000.

GS.15

ARCHITECT OF THE CAPITOL
SUMMARY
BY ACTIVITY AND OBJECT CLASS
(EXCLUDING SENATE OFFICE BUILDINGS)

CATEGORIES	FY 98*		FY 99		FY 00		NET CHANGE 00/99	
	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity:								
Capitol Buildings	388	35,509	388	43,683	388	87,581		43,898
Capitol Grounds	75	4,479	75	6,046	75	5,993		-53
House Office Buildings	649	30,150	649	42,139	649	53,389		11,250
Capitol Power Plant**	97	31,658	97	38,174	97	45,075		6,901
Library Buildings and Grounds, S & M Care	144	12,114	144	12,672	144	19,871		7,199
Botanic Garden	50	30,978	50	3,052	50	3,972		920
Congressional Cemetery				1,000				-1,000
Capitol Visitors Center				100,000				-100,000
Total **	1,403	144,888	1,403	246,766	1,403	215,881		-30,885
2. Breakdown by Object Class								
11 Personnel Compensation		47,150		52,992		56,316		3,324
12 Personnel Benefits		13,079		15,307		16,604		1,297
13 Benefits to Former Personnel		240		500		500		
21 Travel		9		3		3		
22 Transportation of Things								
23 Rent, Communications and Utilities		25,600		24,510		31,058		6,548
24 Printing and Reproduction								
25 Other Services		53,699		45,573		104,555		58,982
26 Supplies and Materials		4,154		6,265		5,798		-467
31 Equipment		926		591		1,017		426
32 Land and Structures		25		100,025		30		-99,995
41 Grants, Subsidies, & Contributions		6		1,000				-1,000
42 Insurance Claims and Indemnities		6						
Total **		144,894		246,766		215,881		-30,885

* All appropriations include Obligations from Prior Year "No Year" Authority.

** Excludes actual reimbursements for furnishing steam and chilled water of \$4,000,000 in FY 1998 and estimated reimbursements of \$4,000,000 in FY 1999 and FY 2000.

Schedule B

ARCHITECT OF THE CAPITOL
SUMMARY
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORY	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGE		
	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.				
					FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)			FTE
1. Breakdown by Activity:													
Capitol Buildings		1,761		15					4,677		37,445		43,898
Capitol Grounds		239		13							-305		-53
Senate Office Buildings		1,541		317				86	-180		15,304		17,248
House Office Buildings		1,595		77							9,758		11,250
Capitol Power Plant		319		1,070		4,400					1,112		6,901
Library Buildings & Grounds, S&MC		539		19					403		6,238		7,199
Botanic Garden		168							158		594		920
Congressional Cemetery						-1,000							-1,000
Capitol Visitors Center				1,511		3,400			5,144		-100,000		-100,000
Total		6,162									-29,854		-13,637
2. Breakdown By Object Class													
11 Personnel Compensation		4,412											4,412
12 Personnel Benefits		1,750											1,750
13 Benefits to Former Personnel													
21 Travel													
22 Transportation of Things													
23 Rent, Communication & Utilities				1,320		4,400			1,125				6,845
24 Printing and Reproduction													
25 Other Services				99					4,408		70,036		74,543
26 Supplies and Materials				51					-518				-467
31 Equipment				36					129		110		275
32 Land and Structures				5							-100,000		-99,995
41 Grants and Subsidies						-1,000							-1,000
42 Insurance Claims and Indemnities													
Total		6,162		1,511		3,400			5,144		-29,854		-13,637

ARCHITECT OF THE CAPITOL
SUMMARY
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS
(Excluding Senate Office Buildings)

CATEGORY	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)
1. Breakdown by Activity:										
Capitol Buildings		1,761		15				37,445		43,898
Capitol Grounds		239		13				-305		-53
House Office Buildings		1,595		77		4,400		9,758		11,250
Capitol Power Plant		319		1,070				1,112		6,901
Library Buildings & Grounds, S&MC		539		19				6,238		7,199
Botanic Garden		168						594		920
Congressional Cemetery						-1,000		-100,000		-1,000
Capitol Visitors Center						3,400		-45,158		-30,885
Total		4,621		1,194				5,058		
2. Breakdown By Object Class										
11 Personnel Compensation		3,324								3,324
12 Personnel Benefits		1,297								1,297
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things				1,023		4,400		1,125		6,548
23 Rent, Communication & Utilities								4,322		58,982
24 Printing and Reproduction				99				-518		-467
25 Other Services				51				54,561		426
26 Supplies and Materials				16				281		-99,995
31 Equipment				5				-100,000		-1,000
32 Land and Structures						-1,000				
41 Grants and Subsidies										
42 Insurance Claims and Indemnities										
Total		4,621		1,194		3,400		5,058		-30,885

ARCHITECT OF THE CAPITOL

Capitol Buildings

Salaries and Expenses

OFFICE OF THE ARCHITECT OF THE CAPITOL

FISCAL YEAR 2000 BUDGET REQUEST

**CAPITOL BUILDINGS
SALARIES AND EXPENSES**

CAPITOL BUILDINGS SALARIES AND EXPENSES MISSION STATEMENT

Office of the Architect of the Capitol

The Office of the Architect of the Capitol traces its origins to the "Residence Act of 1790" that authorized the construction of a Capitol Building, as well as the White House. The Residence Act gave the President the authority to name a Commission to oversee construction of the Capitol. From that time, a Commissioner or Board of Commissioners, named by the President, had responsibility for additions and renovations to as well as the care of the Capitol Building and its grounds until 1867. In 1867, the concept of having a Commissioner or Board of Commissioners was abandoned, and the Congress transferred those duties to the "Architect of the Capitol Extension." That officer's position had been created in 1851 for the sole purpose of providing architectural services for the enlargement of the Capitol. When these duties were expanded to include the care of the entire building and its grounds, the word "Extension" was dropped from the title. Since 1867, responsibilities for both maintenance and architectural services have been vested in one congressional officer, the "Architect of the Capitol."

Permanent authority for the care and maintenance of the Capitol is provided by the Act of August 15, 1876 (19 Stat. 147; 40 U.S.C. 162-163). This act has been amended as required to provide for the care and maintenance of additional buildings and grounds. The Architect of the Capitol, acting as an agent of the Congress, is in charge of the structural and mechanical care of the Capitol and for making arrangements with the proper authorities for ceremonies held in the building and on the grounds; he is also charged with the care and repair of all works of art in the Capitol, under the direction of the Joint Committee on the Library. He is responsible for the care, maintenance, and improvement of the Capitol Grounds, including 221.6 acres of landscaping, parks, streets, and parking; he has responsibility for the structural and mechanical care of the Library of Congress Buildings and the United States Supreme Court Building and Thurgood Marshall Federal Judiciary Building, and the grounds around those buildings as well; and is also responsible for the warehouse facility at Fort Meade Maryland.

Subject to the approval of the Senate Committee on Rules and Administration as to matters of general policy, the Architect is similarly charged with the structural, mechanical, and domestic care and maintenance of the Senate Office Buildings, including the maintenance and operation of the mechanical, electrical, and electronic equipment and the Senate subways. He is also responsible for

Capitol Buildings Salaries and Expenses

Fiscal Year 2000 Budget Estimate

the maintenance, care and operation of the Senate Employees' Child Care Center and the Senate Page School - Webster Hall. Operation of the Senate restaurants is also carried out under the general oversight of the Senate Committee on Rules and Administration.

Under the direction of the House Office Building Commission, the Architect is responsible for the structural, mechanical, and domestic care and maintenance of the House Office Buildings, including the maintenance and operation of mechanical, electrical, and electronic equipment and subway system.

He is also charged with the care, maintenance, and operation of the Capitol Power Plant, which supplies steam for heating and chilled water for cooling the Capitol, the Senate and House Office Buildings, the Library of Congress buildings, and other buildings.

Under the direction of the Joint Committee on the Library, the Architect serves as Acting Director of the United States Botanic Garden.

The Architect of the Capitol is also charged with the planning and construction of such additional buildings as are committed to his care by Congress. He serves by law as a member of the Capitol Police Board, the Capitol Guide Board, the District of Columbia Zoning Commission, and the Advisory Council on Historic Preservation. He is also a member of the Art Advisory Committee to the Washington Metropolitan Transit Authority, the National Capital Memorial Commission, and the National Institute for the Conservation of Cultural Property, and he serves as Coordinator of Civil Defense for the Capitol Complex.

The Architect of the Capitol is assisted directly by the Assistant Architect of the Capitol, Administrative Assistant, Budget Officer, General Counsel, Executive Officer, the Inspector General and Director of Human Resources, who serve as an ad hoc senior policy committee to assist him in policy determination. These individuals head the major divisions that comprise the Central Office of the Architect of the Capitol; they are responsible for the efficient management and operation of the office's various programs and activities. These include architectural and engineering design, construction management, and property management; they involve such diverse concerns as art, photography, and real estate planning and development. Other areas of management, such as legal, human resources, procurement, and budgeting, accounting and financial analysis, are centrally administered as well. The functions of these offices and their activities for fiscal year 2000 are described below.

Assistant Architect of the Capitol

The Assistant Architect collaborates with the Architect in the management and direction of the functions of the Office of the Architect of the Capitol. The Assistant Architect is the principal advisor to the Architect in matters of architectural design of new buildings and renovations and improvements to existing buildings. The Assistant Architect, by law, serves as the Acting Architect of the Capitol in the absence of the Architect. The Architecture Division, Engineering Division, Construction Management Division, and the Technical Support Section are supervised by the Assistant Architect.

Administrative Assistant

The Administrative Assistant is responsible to the Architect of the Capitol for the direction, management, and operation of the Human Resources Management; Information Resources Management; the Equal Employment Opportunity and Conciliation Programs Office; Employment Assistant Programs Office; the Office of the Curator; and the general business affairs of the Office of the Architect of the Capitol. In addition, he serves as spokesperson for the Architect's office, and represents the Architect with members and staff of the Congress.

Budget Officer

The Budget Officer is responsible for the overall formulation, preparation, presentation, justification, and execution of the Architect's budget. The Accounting Division and its responsibilities are also under the Budget Officer. Additionally, the Budget Officer serves as the agency Chief Financial Officer. To meet these responsibilities, the Budget Officer develops and administers budgetary and financial management policy for the Office of the Architect of the Capitol. The Budget Officer also provides advice and assistance on budgetary and financial matters to the Architect and to top management officials.

General Counsel

The Office of the General Counsel provides the Architect of the Capitol with legal services and advice concerning all functions

Capitol Buildings Salaries and Expenses

Fiscal Year 2000 Budget Estimate

of the agency. These functions may be divided into two broad categories: the performance of duties made the responsibility of the Architect of the Capitol by law and general internal agency administrative functions. In addition, the General Counsel represents the Architect of the Capitol in congressional and administrative hearings and other legal proceedings, where appropriate. When necessary, the General Counsel arranges for representation of the agency in judicial proceedings by attorneys of the Department of Justice, with the General Counsel acting as agency liaison. In certain administrative proceedings, the General Counsel arranges for representation of the agency by outside, private counsel on a contractual basis.

Executive Officer

The Executive Officer collaborates with the Architect of the Capitol in the direction and accomplishment of the functions of the Office through coordination of other offices and the management of major or special projects as designated by the Architect. Included among these are the Procurement Division, Occupational Health and Life Safety, Office Services, the Flag Office, and management responsibility of the U.S. Botanic Garden. She also serves as the liaison for the Architect with the Director of Food Service on matters concerning the Senate Restaurants.

Inspector General

The Inspector General conducts independent and objective audits and investigations of program and operations within the agency. The goals of these audits and investigations are to promote economy, effectiveness and efficiency, and to prevent and detect fraud, waste and abuse. The Inspector General also reviews and makes recommendations regarding existing and proposed agency procedures, policies and regulations. Finally the Inspector General keeps the Architect of the Capitol fully and currently informed of any problems relating to programs and operations.

Director, Human Resources Division

The Director of Human Resources provides policy and program advice and guidance to the Architect and other senior staff members in the broad fields of human resources management, organizational development, employee development, labor-management

relations and workforce utilization.

Capitol Buildings Operations and Maintenance
Supervising Engineer, United States Capitol Building

These appropriated funds provide for the structural and mechanical care of the Capitol; miscellaneous improvements; operation of the mechanical equipment; domestic care of the central portion and most of the areas on the House side; care of Statuary Hall on the House side; and the care of Works of Art in the Capitol; maintenance and operation of the electrical transformer stations in the Capitol group of buildings; and maintenance of the grounds lighting systems. The Architect performs his duties under authority of the Act of August 15, 1876 (19 Stat. 147).

A maintenance force spread over day and night shifts as required, is needed for the care of this building with its 16 ½ acres of floor area; the House and Senate Chambers, the Old Senate and Supreme Court Chambers, the Dome, Rotunda, Crypt, 540 rooms occupied as offices, Committee and storage rooms, restaurants and other areas, including extensive corridors; with its extensive mechanical equipment, such as air conditioning systems with over 2,000 pieces of equipment; the electrical transformer stations with their switchboards, switchgear transformers and other equipment; 28 elevators, 3 lifts, 4 kitchen conveyors, 4 escalators, 1 dumbwaiter; approximately 700 plumbing fixtures and piping; Dome floodlighting and bird repelling systems, including about 70,000 feet of high tension cable; legislative bell and buzzer systems; extensive electronic equipment including the voting system in House Chamber; a speech reinforcement system in the House Chamber; a speech reinforcement system in the Senate Chamber; electric light fixtures and wiring.

FISCAL YEAR 2000 BUDGET AND FTE SUMMARY

	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Operating Budget	\$29,977,000	\$32,938,000	\$39,391,000
Capital Budget	14,500,000	10,745,000	48,190,000
Total	\$44,477,000	\$43,683,000	\$87,581,000
FTE	388	388	388

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 98* ACTUAL		FY 99 ESTIMATE		FY 00 ESTIMATE		NET CHANGE 00/99	
	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity:								
Capitol Buildings	388	35,509	388	43,683	388	87,581		43,898
Total	388	35,509	388	43,683	388	87,581		43,898
2. Breakdown by Object Class								
11 Personnel Compensation		14,605		16,884		18,161		1,277
12 Personnel Benefits		5,970		7,107		7,591		484
13 Benefits to Former Personnel		240		500		500		
21 Travel		7		1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		767		809		990		181
24 Printing and Reproduction								
25 Other Services		12,936		17,563		59,164		41,599
26 Supplies and Materials		470		605		700		95
31 Equipment		512		212		474		262
32 Land and Structures								
42 Insurance Claims and Indemnities		2						
Total		35,509		43,683		87,581		43,898

* Includes Obligations from Prior Year "No Year" Authority.

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORY	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGE	
	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		DOLLARS (\$000)	FTE
					FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)		
I. Breakdown by Activity:												
Capitol Buildings		1,761			15				4,677		37,445	
Total		1,761			15				4,677		37,445	
43,898												43,898
2. Breakdown By Object Class												
11 Personnel Compensation		1,277										1,277
12 Personnel Benefits		484										484
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communication & Utilities					5				176			181
24 Printing and Reproduction												
25 Other Services					5				4,299		37,295	41,599
26 Supplies and Materials					3				92		150	95
31 Equipment					2				110			262
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		1,761			15				4,677		37,445	
43,898												43,898

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Buildings
Detailed Analysis of Change by Appropriation

Appropriation, 1999

Minus Nonrecurring Items:

1. EEO Support Services
2. Modifications to South Capitol Street Warehouse
3. Compliance Issues, P/S Capitol Street Warehouse
4. Design, Emergency Operations for HVAC Systems, Capitol
5. Install Snow Melt System on Roof
6. Study/Design, Emergency Exit Directional Door Signs
7. Election Year Moving Costs
8. Analysis, Outside Air Intake Tunnels
9. Replace Electrical Wiring, S-215 & Stair by S-344
10. Completion of K-9 Facility
11. Capitol Complex Integrated Security
12. Complex-wide Fire & Emergency Management System
13. Design, Senate Chambers Improvements
14. Provide Infrastructure for Security Installations
15. Computer, Telecommunications, & Electrical Support
16. Study, Upgrade Building Systems
17. Upgrade Cable Television System
18. Design, USCP Security Systems
19. Computer-Aided Facility Management (CAFM)

Total, Nonrecurring Items

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. January, 1999 Cost of Living Annualization
2. January, 2000 Cost of Living Adjustment
3. January, 2000 Wage Rate Increase
4. Within-grades and Other Pay Changes
5. Retirement Increases
6. Contributions to Health Benefit Funds
7. Worker's Compensation
8. Cash Awards
9. Temporary Pay

Calculation of Base	
Est. FTE	Amount (\$000)
388	43,683
	(20)
	(150)
	(50)
	(100)
	(250)
	(25)
	(150)
	(50)
	(25)
	(50)
	(475)
	(425)
	(500)
	(250)
	(300)
	(500)
	(1,000)
	(1,000)
	(50)
...	(5,370)
2000 Request	
Est. FTE	Amount (\$000)
...	1,761
	117
	418
	373
	315
	88
	137
	93
	165
	55

CB.9

Schedule C (Continued)

ARCHITECT OF THE CAPITOL
Capitol Buildings
Detailed Analysis of Change by Appropriation
(Continued)

I. Adjustments to Base (Continued)

B. Price Level Changes

1. Postage and Metered Mail
2. Equipment Repairs/Maintenance
3. Insect & Pest Control
4. Replace & Improve, House Restaurant
5. Replace & Improve, Senate Restaurant
6. Supplies and Materials

C. Program Type Changes

1. Legislation

2. Workload

- a. Communications
- b. Painting Services
- c. Elevator Services
- d. Rent/Maintain Office Equipment
- e. Safety Engineering Operations & Maintenance
- f. Information Resources Management
- g. Hazardous Materials Abatement
- h. EMCS Operations & Maintenance
- i. IDS Cost Estimating Services Contract
- j. Training
- k. Architectural & Engineering Services, CMD
- l. Professional Services, Inspector General
- m. Professional Services, General Counsel
- n. Professional Services, Employment Counsel
- o. Professional Services, HR Hearing Officer
- p. Professional Services, HR Policy Development
- q. Painting, HVAC, and Electrical Supplies
- r. Office Supplies and Stationery
- s. Annual Office & Support Equipment
- t. Fire Alarm Systems Testing & Maintenance

3. Equipment, Alterations, Maintenance

- a. Replace Construction Vehicles
- b. Design, Upgrade Kitchen Exhaust Systems
- c. Building Automation System, EMCS

2000 Request	
Est. FTE	Amount (\$000)
...	15
	5
	4
	1
	1
	1
	3
...	...
...	4,847
	176
	210
	30
	52
	35
	2,765
	145
	19
	10
	18
	200
	100
	175
	200
	50
	400
	73
	19
	110
	60
...	42,645
	150
	60
	95

Schedule C (Continued)

ARCHITECT OF THE CAPITOL
Capitol Buildings
Detailed Analysis of Change by Appropriation
(Continued)

I. Adjustments to Base (Continued)

3. Equipment, Alterations, Maintenance (Continued)

2000 Request	
Est. FTE	Amount (\$000)
d. Elevator Recabling	100
e. Replace Structural Support for Chandelier, East Front Stairs	50
f. Painting of Exterior Woodwork & West Front, Capitol	300
g. HRMD Systems Development	3,600
h. Master Plan Development	100
i. Fire Alarm System for ADA Compliance	110
j. Financial Management System (FMS)	2,650
k. Rehabilitate Dome	28,000
l. Replace House Chamber Sound Reinforcement System	930
m. Implementation of AOCNET	1,260
n. Install Smoke Detectors/Fire Alarm	200
o. Upgrade Unsafe Mechanical Equipment Walkways and Ladders	225
p. Replace/Upgrade Kitchen Fire Suppression System	500
q. Replace Exit Doors for Emergency Egress/Security	750
r. Security Project Support, AOC	550
s. Design, Legislative Call System and Clocks	200
t. Study, House Chamber Relighting	100
u. Design, Upgrade A/C, East Front, Capitol	140
v. Design, High Voltage Switchgear & Cables	175
w. Energy Survey, Capitol Complex	2,000
x. Study, House Chambers Improvements	300
y. Inaugural Support Services	100

II. Net Increase/Decrease Requested

... 43,898

III. Total Appropriation Request, 2000

388 87,581

OPERATING BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The Operating Budget for this appropriation is comprised of all costs associated with the daily care, maintenance and operation of the facilities and activities under the jurisdiction of the Architect of the Capitol. The budget justification for the Operating Budget includes a summary schedule explanatory statement and the associated schedule, followed by the Operating Allotment narratives. The narratives describe the purpose of all operating allotments funded in this appropriation. When changes have been requested for fiscal year 2000, the amount and justification for those changes appear in *italics*.

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all annual operating budget allotments. This narrative is supported by a table that includes the following data: the allotment code number (Object Code), allotment title (Item), and the last funding level before that allotment was increased or decreased to the fiscal year 1998 level (Allotment before FY 98). A two-column designation follows that indicates in the first column a letter code whether that amount was initiated (I), the year changed to the fiscal year 1998 level (C), has been continued at that base amount since 1990 (B), or a reorganization of funding allotments has taken place (R). The second column will indicate for those allotments that have changed before fiscal year 1998 the year of that change. The next several columns will indicate funding levels for fiscal years 1998, 1999 and 2000, as well as the obligations for fiscal year 1998. In accordance with sound financial management practice, these allotments are reviewed and adjusted to reflect changing needs. Increases that cannot be absorbed from other operating areas are requested through the budget process. For fiscal year 2000, price level increases are requested for some operating allotments in the "Capitol Buildings" appropriation, and funding is requested for several work load increases.

OPERATING BUDGET HISTORY

OBJECT CODE	ITEM	ALLOTMENT BEFORE FY 98	B	BASE SINCE FY 1990		FY 1998 ALLOTMENT	FY 1998 OBLIGATIONS	FY 1999 ALLOTMENT	FY 2000 REQUEST
			C	YEAR CHANGED TO 98 LEVEL					
			I	INITIATED					
			R	REORG					
APPROPRIATION: CAPITOL BUILDINGS									
11	PERSONNEL COMPENSATION	\$15,210,000	C	1998		\$15,793,000	\$14,605,000	\$16,884,000	\$18,161,000
12	PERSONNEL BENEFITS	6,205,000	C	1998		6,397,000	5,970,000	7,107,000	7,591,000
13	UNEMPLOYMENT COMPENSATION	1,000,000	C	1997		500,000	240,000	500,000	500,000
21	TRAVEL	600	B	1990		600	7,000	600	1,000
RENT, COMM. & UTILITIES									
2301	COMMUNICATIONS	94,000	C	1998		94,000	232,000	124,000	300,000
2302	POSTAGE AND METERED MAIL	23,000	C	1997		31,000	30,000	35,000	40,000
2303	RENTAL OF WAREHOUSE SPACE	831,000	C	1996		650,000	504,000	650,000	650,000
CAPITOL BUILDINGS - OTHER SERVICES									
2501	HEATING & VENTILATION SERVICES	51,000	C	1996		47,000	78,000	47,000	47,000
250101	ANNUAL PAINTING SERVICES	255,000	C	1996		235,000	255,000	250,000	460,000
250102	ELECTRICAL SERVICES	10,000	R	1998		10,000	5,000	10,000	10,000
250103	ELEVATOR SERVICES	55,000	C	1996		50,000	47,000	10,000	40,000
250104	MASONRY SERVICES	53,000	R	1998		53,000	31,000	53,000	53,000
250105	PLUMBING SERVICES	18,000	R	1998		30,000	22,000	18,000	18,000
250106	CARPENTRY SERVICES	30,000	R	1998		30,000	30,000	30,000	30,000
250107	SHEET METAL SERVICES	16,000	R	1998		16,000	32,000	16,000	16,000
250108	LABOR SERVICES	10,000	R	1998		4,000		10,000	10,000
250109	EQUIPMENT REPAIRS/MAINTENANCE	4,000	R	1998		4,000		4,000	8,000
250110	MISCELLANEOUS	6,000	R	1998		6,000	16,000	6,000	6,000
250111									
RENT/MAINTAIN OFFICE EQUIPMENT									
2510	CURATOR SERVICES	92,000	C	1998		87,000	83,000	87,000	87,000
2511	SAFETY ENGINEERING OPERATIONS	241,000	C	1998		266,000	257,000	299,000	334,000
2512	MAINTENANCE OF ELECTRONIC SYS	1,183,000	C	1998		1,183,000	1,122,000	1,183,000	1,183,000
2513	INFORMATION RESOURCES MANAGEMENT	1,272,000	B	1990		1,450,000	2,312,000	1,985,000	4,750,000
2514									

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OPERATING BUDGET NARRATIVE DESCRIPTIONS

Personnel Compensation
Increase Requested:

\$18,161,000
\$1,277,000

This allotment provides for salaries and wages paid directly to employees including paid leave and lump sum annual leave payments upon separation. This allotment also provides for compensation above basic rates including overtime, holiday pay, Sunday pay, night work differential, supervisory differential, and hazardous duty pay. *The increase consists of cost of living adjustments (COLA's) for fiscal year 2000 including the annualization of the January, 1999 COLA for general schedule employees; the COLA for general schedule employees in January, 2000; and the October, 1999 COLA for wage-board employees; and within-grade increases and other pay adjustments.*

Personnel Benefits
Increase Requested:

\$7,591,000
\$484,000

This allotment provides for personnel benefits for employees including contributions for retirement to the Civil Service Retirement System, the Federal Employees Retirement System, Social Security, and Medicare. Also included are agency contributions to the Federal Employees Health Benefits Program (FEHBP), the Federal Employees Group Life Insurance (FEGLI), chargeback costs of the Worker's Compensation Program, and subsidies paid to employees for commuting costs. *The increase for fiscal year 1999 is attributable to increased costs of agency contributions for employees health benefits and retirement funds and chargeback costs for the Worker's Compensation Program.*

Unemployment Compensation

\$500,000

This allotment includes funding for benefits due to former employees in the form of agency payments to unemployment compensation programs.

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Travel

Increase Requested:

\$1,000
\$400

This allotment provides reimbursement to employees for travel expenses related to their official duties. *The requested increase is a rounding function.*

Communications

Increase Requested:

\$300,000
\$176,000

This allotment provides for communications services including local and long distance telephone service for the central offices of the Architect of the Capitol. *The requested increase is based on costs for expanded usage. The Architect's office has expanded its use of mobile communications equipment to be more responsive to its clients. This has resulted in better and faster service to the Congress and a more effective utilization of staff resources.*

Postage and Metered Mail

Increase Requested:

\$40,000
\$5,000

This amount is needed for all postage and mail costs incurred by the Office of the Architect of the Capitol. *The requested increase is based on costs for current usage.*

Rental of Warehouse Space

\$650,000

Funding is requested for the rental of warehouse space at the South Capitol Street warehouse.

Capitol Buildings Other Services

Note: During fiscal year 1998, a review of the operating allotments for the U.S. Capitol Superintendent's Office was undertaken. The

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result of that review was a realignment of the maintenance accounts to reflect the organizational structure of the Superintendent's maintenance forces. The realignment was made effective October 1, 1998. No additional funds were required during fiscal year 1999 as a result of this realignment; existing allocations were distributed in a more logical, functional manner by maintenance shop function. The realignment will better track costs by activity and the responsible organizational unit.

For fiscal year 2000, where changes to operational allotments are requested, the changes and the justification for those changes appear in *italics*.

Heating and Ventilation Services

\$47,000

This allotment provides for the maintenance of all of the air conditioning equipment in the Capitol, and includes such items as filters, oil, grease, cleaning equipment, tools, paint and refrigerant for the air conditioning equipment. Maintenance is also performed on kitchen ducts, hoods, and other parts of the kitchen exhaust systems in the House and Senate Restaurants in the Capitol; cooling and heating coil replacements; and repair of refrigeration machines and other appurtenant equipment.

**Annual Painting Services
Increase Requested:**

**\$460,000
\$210,000**

Funds are provided for painting all public and other spaces in the Capitol Building. Funds are used for the purchase of painting materials and the hiring of temporary labor when necessary. *The increase is requested based on the current workload. A recent survey was completed that provides a cyclical repainting schedule for all public spaces within the Capitol. The requested increase will assure that these spaces are kept in appropriate appearance befitting the United States Capitol.*

Electrical Services

\$10,000

This allotment provides for maintenance and upkeep of the electrical systems within the building.

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Elevator Maintenance and Repairs **\$40,000**
Increase Requested: **\$30,000**

This allotment provides for the maintenance and upkeep of the 28 elevators, 2 sidewalk lifts, one lift servicing the flag flying operation, 4 kitchen conveyors, 4 escalators, and 1 dumb-waiter in the Capitol Building, including such items as hoisting cables, repair and replacement parts, lubricants, oil, grease, tools and cleaning fluids. *An increase of \$30,000 is requested to provide for annual testing and inspection.*

Masonry Services **\$53,000**

This allotment provides for maintenance and repair of the stone and brickwork within the Capitol Building.

Plumbing Services **\$18,000**

This allotment provides for necessary plumbing services to maintain the water supply and waste lines, and restroom and kitchen plumbing fixtures throughout the building.

Carpentry Services **\$30,000**

The allotment provides for necessary carpentry and woodworking support for the Capitol.

Sheet Metal Services **\$16,000**

This allotment provides for maintenance and repair of ductwork, door closures, and other sheet metal support for the Capitol.

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Labor Services

\$10,000

This allotment provides for the erection of large scaffolding, cleaning of certain special wood floors, and other labor support for the Capitol.

Equipment Repairs and Maintenance

\$8,000
\$4,000

Increase Requested:

This allotment provides for the maintenance and repair of equipment such as the forklift and other equipment for the Capitol. *The increase of \$4,000 is required to meet rising costs.*

Miscellaneous

\$6,000

This allotment provides necessary funding for support services required by various divisions within the Capitol Building for unforeseen events.

Rental and Maintenance of Office Equipment

\$124,000
\$52,000

Increase Requested:

This allotment is used for contractual services and maintenance contracts and other costs necessary to support copier, facsimile, and reproduction machines, typewriters, and other non-computer type office equipment. *The requested increase of \$52,000 is needed to support current service agreements and rental costs for office equipment.*

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Curator Services (two items)

Repairs, Works of Art

The funds for repairs to works of art have been carefully managed so that they have been expended for works of art high in priority because of their condition and/or their prominent location. The funds have been allocated among works of art of a variety of media, balancing the needs of works on the House and Senate sides of the Capitol as much as possible. The conservation program has progressed according to priorities established during a condition survey made in 1985 and in conjunction with the needs of the Congress. The Capitol collection consists of a wide range of works representing American styles and themes, including over 800 paintings, sculptures, and decorative objects and 300 gilded picture and mirror frames. These works are being carefully preserved with the most up-to-date professional conservation principles and techniques. Without regular care, a work of art can decay gradually over the years to the point that it can be beyond repair. Because the Capitol is a working building without the protected environment of a museum, visited by millions of tourists every year, the potential for deterioration and damage and the need for vigilance is significant.

The works in critical condition and a majority of those in immediate need of attention have been conserved over the past decade, and great progress has been made on those deemed to need immediate attention. The scope of the program has been broadened to include historic photographs. Since its organization in 1989, the Architect has also provided support services for the House Fine Arts Board. A condition survey has been made of the committee chairmen portraits, and a number of portraits most in need of repair have been conserved. A condition survey has also been made of the National Statuary Hall collection, and needed conservation has been identified.

Display Cases, Crypt

Funding for display cases in the crypt area is provided for the attractive and frequently-viewed displays in the eight floor cases which detail the construction of the Capitol and selected subjects relating to its history and art. The cases are updated as needed and new exhibits are added as appropriate. Overall, the cases have served the intended function of providing a succinct overview of the history of the Capitol for staff and visitor orientation. The funds have also been used for rotating exhibits in the wall cases and the more three-dimensional exhibits in the two large cases on the north and south of the room.

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Safety Engineering Operations and Maintenance

\$334,000
\$35,000

Increase Requested:

Funds are provided under this allotment for the following activities.

Asbestos Monitoring

Funds are utilized to monitor asbestos abatement, and asbestos operations and maintenance activities.

Hazardous Waste Disposal and Control

Funds are utilized to properly dispose of hazardous and regulated wastes generated on the Capitol Complex. In addition, materials used to control hazardous materials are purchased from this fund.

Safety Publications

Funds are utilized to provide the most current technical and compliance references available to staff and Members. In addition, funds are used to provide the most current general and technical occupational safety and health information to personnel.

Safety Operations

Funds are utilized to support the operations of the Division. Examples are: specialized supplies for instrumentation; testing and sampling supplies; laboratory services for other than asbestos sampling; personal protective equipment; and contracts for other special services.

Personnel Medical Surveillance

Funds are utilized to purchase yearly physicals for personnel who work with, or are exposed to, hazardous substances. For target occupations, the physicals also help establish that newly hired personnel are hired in good health, and that personnel who retire or leave the Office go in good physical condition.

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Underground Tank Monitoring

Funds are utilized for the purpose of checking underground storage tanks for leakage, conducting periodic pressure tests, and meeting local and Federal regulatory guidelines. This is a maintenance item to monitor those tanks that have been upgraded or replaced.

Contractual Services for Safety Personnel

Fund are utilized for hiring specialists in specific safety areas when the need arises.

The requested increase of \$35,000 is needed to provide additional funds for asbestos monitoring, medical surveillance programs and the use of additional contract support for these programs.

Maintenance of Electronic Systems

\$1,183,000

This allotment provides for Maintenance of Electronic Systems throughout the Capitol Complex. There are several components of the electronic systems including the congressional head end for the cable system; radio communications and paging systems, the legislative clock and call systems, and hearing room audio systems. Additionally, the Library of Congress has added significantly to their electronic security systems during the renovation and restoration projects in the Jefferson and Adams Buildings and these are supported by this allotment.

Information Resources Management

Increase Requested:

\$4,750,000

\$2,765,000

Funds are provided under this allotment for the operations and maintenance of the Architect's information resources management systems. Information Resources Management (IRM) efforts are presently focused on continuing the implementation of AOCNET (funded in the Capital Budget), migrating the network environment, and administering AOCNET. AOCNET is the agency network through which the majority of computer applications are distributed and shared among agency users. The AOCNET has greatly facilitated work productivity gains, and has led to increased accuracy and reduced time in responding to agency and congressional

administrative needs.

The agency has been operating a Unisys mainframe environment for over twenty years. The hosted legacy applications were used mostly to process accounting and inventory data and provided interfaces with external applications such as Payroll through the National Finance Center. As part of the agency's Year 2000 (Y2K) strategy, the accounting, inventory and payroll functions were migrated from the Unisys to an IBM AS/400 client server host to achieve a quick, inexpensive Y2K fix. This approach was made with the knowledge that it was an interim step that would continue to provide the agency with necessary administrative functions but in a Y2K-compliant environment.

Full AOCNET system redesign, as part of the agency-wide Business Process Re-engineering (BPR) effort, is being incorporated into the agency's strategic direction. There are several agency-wide applications now being implemented or planned to be implemented. Computer-Aided Facility Management (CAFM) is being implemented throughout the agency at this time. Funds are also being requested in fiscal year 2000 to implement a new Financial Management System (FMS) that meets all current Federal standards and requirements. Also, the agency is requesting funds in fiscal year 2000 to acquire and implement a Human Resources Information System (HRIS), and there are also Project Management and Cost Tracking requirements being developed. All of these strategic efforts required that the agency's information technology environment be evaluated to assure that it can support these systems which are essential for the agency to carry out its support role for the Congress.

Many operating system environments were considered for the hosting of the agency's new integrated financial, human and facility management systems. Unix was chosen for its ability to "scale" up to growing demands and for its high reliability. In order to implement agency-wide core systems, the computing environment needs to be able to grow in a relatively painless manner. Unix accommodates the need and is used very often in support of enterprise-level applications both in the public and private sector. While Unix certainly provides the needed capabilities, the selection of Oracle as the database environment "marries" the two high-end client/server pieces. The Oracle software is supported by each of the enterprise applications the agency is planning to install over the next few years: FMS, CAFM, HRIS, procurement and inventory. Each of these application partitions are central to effective management and will be an essential method of tracking resources, projects, work requests, and financial information. Several vendors offer application suites that incorporate many of the mentioned applications. These products are called Enterprise Resource Planning

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(ERP) systems and are most frequently hosted on Unix/Oracle combinations. Additionally, by relying on Oracle, the agency can train IRM staff to support one database environment while ensuring the best available programmatic solution for the AOC.

While the agency's present operating system, Windows NT Server, is making significant strides toward hosting enterprise-level applications, Unix is still the superior host as indicated by a recent trade journal article stating, "...for raw performance, there's still no comparison: The top Unix benchmark numbers are all three to five times faster than the best NT numbers ...". Reliability issues are also skewed away from NT solutions and toward Unix.

The AOC plan is to acquire the needed hardware and software in fiscal years 1999 and 2000. The AOC's Information Resources Management Office will implement the basic Unix/Oracle environment by January 2000. During the remainder of fiscal year 2000 IRM will complete the implementation of the initial Unix/Oracle environment and begin to transfer current applications to this environment. In the out years IRM will expand this environment for the Computer-Aided Facilities, and the new Financial and Human Resources management systems.

Costs in IRM will increase dramatically in fiscal year 2000 due to increased operating expenses, implementation of a new (Unix) operating system and (Oracle) database environment and support for the implementation of the CAFM system. Below is a breakdown of those needs.

Hardware (\$1,362,000)

During fiscal year 2000 the total count of PCs in the agency is expected to reach 900. Given the relatively short life span of computer technology, a program to upgrade agency PCs on a rolling basis every four years will be implemented. Accordingly, upgrading 225 PCs each year at a cost of \$400,000 is required. Another \$50,000 is needed for new employees and contractors for a total of \$450,000.

\$100,000 is needed for peripheral equipment such as monitors, hard drives, video and network adapters, memory modules and other parts needed for upgrades and remedial repair.

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In addition to stable client platforms, IRM is deploying file servers configured to withstand most disk drive failures. IRM is migrating away from a decentralized server implementation to a more centralized scheme that includes server mirroring (redundancy) and easier administration. The file servers will cost approximately \$185,000.

Near-line Storage is a backup system which will support the ever increasing amounts of data at AOC. That cost will total \$130,000.

A network monitoring center will be built within IRM to properly monitor and administer AOCNET. This will provide AOC with needed information on network "up" time and performance. The cost is approximately \$15,000.

A new Internet firewall server and software for increased security and functionality are required. Firewall software and additional hardware will cost \$20,000.

Intra/Extra/Inter-net services are needed to provide point to point connection with outside resources, \$12,000.

The AOC has made a strategic IT decision to create a Unix operating systems/Oracle database environment to support enterprise-wide information systems. To fully implement this environment an additional Unix platform and an additional Oracle database server will need to be purchased at an estimated \$300,000. Also, another server should be purchased at a cost of \$100,000 to be used for system development. This is a total of \$400,000.

Finally to support the CAFM implementation \$50,000 will be required for hardware upgrades.

Software (\$317,000)

The cost of licenses for office automation products such as MS Office, GroupWise and Word Perfect is estimated at \$50,000.

The cost of file server product licenses for web security, electronic messaging, management tools etc., \$120,000.

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Communications hardware and software to implement Disaster Recovery at AOC. \$12,000.

Correspondence management COTS software for AOC to track and archive documents is estimated at \$25,000.

The cost of the Oracle data base software is estimated to be \$110,000 for fiscal year 2000.

Miscellaneous (\$170,000)

\$75,000 will be needed for training of IRM staff to implement and support the Unix operating system and the Oracle database environments.

Training in the new enterprise-wide systems will be required. This includes CAFM, FMS and HRIS. The cost of training for each of the systems will cost \$10,000 for a total of \$30,000.

Without the ability to test new communications equipment and new applications and the bandwidth they require, the agency will always be in a reactionary mode of operation. As new applications are deployed without knowing the bandwidth needs, IRM is unsure if the accessibility of the application will be adequate to all network users. The result at this time is large unplanned procurement and crisis deployment. A testing lab, if properly equipped and used, would provide the necessary information and time to pro-actively plan and evaluate new equipment and applications. The cost is \$50,000 for test lab software, hubs, routers, and switches.

Communications and other miscellaneous needs are estimated at \$15,000 for fiscal year 2000.

Service/Maintenance (\$861,000)

\$250,000 is requested for supplies such as diskettes, printer cartridges etc. and for the repair and maintenance of hardware.

\$10,000 is requested to provide software and hardware service and maintenance for the AS/400 in support of the CAS system.

\$105,000 for the service and maintenance of the Unix operating system and the Oracle database software. This includes

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upgrades as well.

\$100,000 for the service and maintenance, including upgrades, of the CAFM software.

\$100,000 is required for the service and maintenance of the hardware and software to support AOCNET.

The CAD system was initially deployed in the agency during 1986. The system is central to the mission of AOC and is an active node within AOCNET. Users are given read only access on a wide basis which allows them to utilize the substantial library of drawings hosted on the system. CAD is also critical to CAFM for the AOC-wide work management application and the space management application for the Senate Rules committee. \$196,000 is needed to maintain and administer this application.

Contractor Support (\$2,040,000)

\$1,890,000 will be needed in fiscal year 2000 for IRM: technical support (\$1,050,000), CAS (\$165,000), Helpdesk (\$300,000), Applications branch (\$100,000), Senate Restaurants (\$125,000) and other efforts.

\$100,000 is required for contractor assistance in the implementation of the new Unix/Oracle environment.

\$50,000 will be needed for supporting CAFM in the area of system enhancements.

An increase of \$2,765,000 is requested to meet the aforementioned additional IRM requirements in fiscal year 2000.

Vehicle Maintenance

\$1,000

This allotment is used to maintain the office vehicle authorized by law.

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Insect and Pest Control
Increase Requested: **\$8,000**
 \$1,000

This allotment provides for comprehensive pest control program throughout the Capitol Building via contract. *The requested inflationary increase is to meet rising costs.*

Maintenance and Repairs, Lighting Systems, Capitol Grounds
\$110,000

This annual operating allotment is used to maintain street and parking lot lights, Grounds lighting, including lights on the East and West lawns of the Capitol as well as maintaining the Dome lights on the Capitol roof. This includes cleaning the diffusers, relamping as well as changing ballasts and old wiring as necessary. A secondary function is to remove and replace street light poles damaged by accidents, and to paint the light poles on a cyclical basis.

Maintenance of Hydraulic Barriers
\$12,000

Funds are provided annually for the maintenance and upkeep of the several hydraulic barriers now in place for security purposes throughout the Capitol complex.

Exterior Pointing and Caulking
\$54,000

The preventive maintenance program for exterior pointing and caulking was established in fiscal year 1982. The purpose of the program is to provide routine annual maintenance, including power washing, to the exterior stonework and other masonry to avoid costly repairs and building damage.

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Hazardous Materials Abatement

Increase Requested:

\$250,000
\$145,000

Asbestos containing materials in the Capitol Building are encapsulated or removed as necessary during the normal course of routine maintenance work or when renovation work is performed within rooms in the building. Additionally, lead-based paint is encountered during many of these activities and must be abated in accordance with regulations. *The requested increase of \$145,000 is to meet rising costs due to the new standards required by OSHA and the Office of Compliance related to procedures for monitoring and abating lead-based paint.*

**OEEO/Conciliation Programs Support
Decrease Requested:**

\$120,000
(\$20,000)

In 1994 the AOC established the Office of Equal Employment Opportunity, and in fiscal year 1998, added the function of Office of Conciliation Programs. This office has been charged with significant responsibilities in carrying out the provisions of the AOC Human Resources Act, Sec. 312 of Public Law 103-283.

In order to carry out the provisions of the Act and meet related responsibilities, the AOC/OEEO has embarked upon an ambitious program to improve the human resources programs and policies under which AOC employees operate. Specifically, the AOC/OEEO seeks to assure that all employees, as well as applicants for positions within the office, receive fair and equitable treatment in the work place. In addition to staffing, there is a need to provide funding for outside support.

It is estimated that a decrease of \$20,000 can be made to the budget base in this account.

NFC Payroll Systems

\$300,000

This allotment provides funding for the reimbursement of the Department of Agriculture National Finance Center for processing the Architect's payroll.

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Telecommunications Support, Capitol Complex

\$70,000

These funds provide for outside contractual assistance and administrative support to carry out the provisions of Sec. 305, which was made permanent in the Legislative Branch Appropriations Act, 1993. Under the so-called "Sec. 305" directive, the Architect of the Capitol is to coordinate the planning for data and telecommunications networking within the Legislative Branch. There is presently no staff person assigned to these responsibilities on a full time basis. Therefore, these funds are used to supplement the support effort as necessary.

Telecommunications Network Management

\$100,000

In accordance with Section 305 of the Legislative Branch Appropriations Act, 1993, the AOC is directed to coordinate the planning for data and telecommunications networking within the Legislative Branch. Funds are provided under the allotment "Telecommunications Support, Capitol Complex" to supplement overall support needs on a contractual basis. As a component of this activity, the Legislative Branch Telecommunications Network (LBTN) team proposed and implemented the development of a local telecommunications network or "superhighway" for the Legislative Branch. This network functions as a Legislative Branch utility and the LBTN Team has recommended that its implementation be coordinated by the AOC. The House, Senate and the Legislative Branch agencies have implemented their portions of this network within their local communities of interest as part of their ongoing telecommunications systems operations.

This allotment funds the consolidation and coordination effort for the entire Legislative Branch by providing appropriate network management for the data interconnections between Legislative Branch entities that are now fully connected and to support network enhancement required as existing applications are expanded or new applications or other shared resources are introduced to the network. These activities ensure that all interconnection and network management activities are completed throughout the Legislative Branch complex and provide for essential network applications as recommended by the LBTN Team and approved by the appropriate committees of jurisdiction.

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Substation Equipment and Repairs

\$15,000

This annual operating allotment is to maintain and test network protectors, main electrical switchgears, substations, switchboards and associated relays and circuit breakers for the House and Senate Office Buildings, the Capitol, the Capitol Power Plant and the Library of Congress Buildings. The testing and the maintenance of the circuit breakers is performed periodically to meet the testing requirements of the local electrical utility company.

**EMCS Operations and Maintenance
Increase Requested:**

**\$57,000
\$19,000**

This allotment provides for the operations and maintenance of the energy management and controls systems (EMCS) in the Capitol complex. It has provided for maintenance and service contracts, as well as scheduled replacement of system components based on manufacturer recommendations.

All remaining warranties on the energy management and control system have expired and there is an increased amount of operating equipment, because of expansion of the system, which will require manufacturer-recommended scheduled maintenance. The requested increase is to meet increased workload requirements.

Waste Recycling Program

\$10,000

The Senate and House of Representatives directed the Architect of the Capitol to develop and implement an expanded recycling program to determine the costs and benefits of separating recyclable materials at their source. The pilot initiative for the expanded recycling program was funded for fiscal years 1989 and 1990 from existing resources. The current program has been expanded to include all offices within the Capitol Complex. These funds are required to continue the comprehensive recycling program for the Capitol Building. Items to be procured include recycling containers, scales and associated support and promotional materials.

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Cost Estimating Services
Increase Requested:

\$90,000
\$10,000

As a result of the increase in the number and complexity of projects a need for additional resources was identified for estimating the cost of proposed work. Contracting, on an indefinite quantity (IDQ) basis, with firms specializing in estimating is a cost effective way of meeting the fluctuating demand in this area without adding full time equivalent staff. This funding provides better estimates for budget requests and other work requested or proposed by both clients and the AOC. *The requested increase is to meet increased workload requirements.*

Legislative Branch Warehouse Complex, Ft. Meade

\$400,000

Funds in the amount of \$400,000 are provided for the operation and maintenance of the existing landscaping and structures located at the site which has been transferred to the Architect of the Capitol from the Department of the Army at Ft. Meade, MD. This property was transferred to provide a location for the long term storage and warehouse needs of the Library of Congress and the Legislative Branch. Funds are required to reimburse the Army for services provided by them such as fire protection, security, landscaping services, snow removal, and pest control. Funds are also required for the repair and renovation of facilities that the Architect determines are useful for storage needs. Funds are also required to provide for ongoing site development planning necessary to survey the area, ascertain which areas are suitable for building the Library book storage facility, plan future storage areas, etc.

Miscellaneous Improvements

\$400,000

This allotment provides for the variety of miscellaneous improvement projects to be accomplished as requested by Members, Officers, committees, and support organizations throughout the Capitol Building. Projects on the House side of the Capitol costing over \$1,000 are approved by the Speaker, and projects on the Senate side of the Capitol costing over \$5,000 are approved by the Senate Committee on Rules and Administration and the Committee on Appropriations.

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Contingent Expenses

\$100,000

This allotment was formerly a separate appropriation under the Architect of the Capitol. In fiscal year 1998, it was transferred to the "Capitol Buildings Salaries and Expenses" appropriation. An appropriation for "Contingent Expenses" has been provided annually since 1956 to enable the Architect to make surveys and studies, and to meet unforeseen expenses in connection with activities under the care of the Architect of the Capitol.

**Training
Increase Requested:**

**\$316,000
\$18,000**

This allotment is used to train Capitol Buildings and central staff employees in programs such as prevention of sexual harassment, understanding employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office provides supervisory, technical skills and staff development training and sponsors basic educational skills training.

The requested increase of \$18,000 in fiscal year 2000 is to meet increased workload demands.

**Election Year Moving Costs
Decrease Requested:**

**\$0
(\$150,000)**

Funding was appropriated in fiscal year 1999 for temporary labor to accommodate any moves or space reassignments that may arise due to the election year. This allotment is not required in fiscal year 2000.

**Architectural and Engineering Services
Increase Requested:**

**\$550,000
\$200,000**

As a result of the increase in the number and complexity of capital projects additional resources are needed for preparation of

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**Capitol Buildings Salaries and Expenses
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conceptual designs, performance of design studies, architectural and engineering analyses and other services on projects. This funding will provide for contractual staff rather than full time equivalent staff to provide better project scopes and design detail for budget requests and other work requested or proposed by both clients and the AOC. *The requested increase is to meet increased workload demands.*

**Professional Services Support - Policy Development Support - HRMD
New Operating Allotment**

\$400,000

Funding in the amount of \$400,000 is requested for a new operating allotment to support the hire of contractor support to aid in the development of modern human resources management policies. Although much progress has been made in meeting the provisions of the AOC Human Resources Act of 1995, there is still much work and refinement required to achieve the agency's goals in human resources. Further, the arrival of unions within the agency as a result of the Congressional Accountability Act requires that constant attention must be placed on human resources policies to assure that they reflect modern approaches and consistency throughout the agency. Specifically, there are several areas that are planned to be addressed during fiscal year 2000.

The agency needs to complete a position and classification review of laborer and custodial positions to evaluate the work they perform and determine their proper title, series and grade. This effort is necessary because of the number of complaints received from these employees regarding the accuracy of their job descriptions and the appropriate level of pay. A review of all of these positions conducted by classification experts outside of the AOC would have the benefit of addressing this issue in a timely manner and would provide the added benefit of having an independent assessment of these positions.

The AOC also needs an operational Performance Evaluation System. The system that is currently in place is dysfunctional and needs quite a bit of work to revamp and re-implement. Although quite a bit of preparatory work to begin a systems overhaul has been accomplished, additional expertise is required to make needed process and operational changes. The agency needs a functioning system that will focus on improving individual and organizational performance, improving supervisor and employee communications, recognizing good performance, and addressing poor performance.

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The agency also intends to conduct a review of its Construction Management Division to address a variety of position and organizational issues that will require a position, organizational and management review. Based on the press of existing workload, contractual assistance is needed to perform this review.

The agency does not have a current, comprehensive leave policy. As a result, different jurisdictions have a variety of operational practices that are not necessarily followed in other jurisdictions. This results in different practices, and different ways of handling leave and time and attendance. A uniform leave policy is required that is followed throughout the AOC. In order to develop the necessary policies and procedures the assistance of staff with expertise in this area is needed, and it can be obtained with contractual assistance.

The existing Discipline Policy is outdated and needs a lot of work to re-vamp. A number of quick fixes have been made to streamline the procedures and operating processes, but the complete policy needs to be redone. In order to develop the necessary policies and procedures the assistance of staff with expertise in this area is needed, and it can be obtained with contractual assistance.

**Contractual Services for Hearing Officers
New Operating Allotment**

\$50,000

In an effort to streamline the AOC's conduct and discipline process and provide a more timely and cost effective process for managing conduct and discipline cases, an amount of \$50,000 is requested as a new operating allotment to procure the services of a Hearing Officer. The role of the Hearing Officers, mandated by current conduct and discipline process, previously had been carried out by AOC Superintendents and managers. Based on work schedules and other conflicts, the agency has been facing a prolonged period of time from the time a disciplinary case was referred for review to the time managers were able to complete the hearing and issue a report. By contracting this work out, the agency will be able to address conduct and discipline cases in a more timely manner, and the agency will have an added benefit of having an "outside" third party serve as an independent reviewer of proposed disciplinary actions. These significant improvements accelerate the disposition of disciplinary actions which benefits both employees and the agency. The added benefit of having independent review of these cases avoids any potential for a conflict of interest to arise between a manager, a subordinate supervisor, and an employee involved in disciplinary actions.

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**Professional Services Support for Inspector General Support
New Operating Allotment**

\$100,000

This request is for funds to enhance and supplement the office of the Inspector General audit and consultant services activities and responsibilities. In recent years changes in Architect of the Capitol operations and business practices have been adopted, planned or contemplated to increase operational efficiency and effectiveness.

The \$100,000 is requested to augment the office of the Inspector General's increased workload related to the many Architect of the Capitol improvement initiatives from revising outdated procedures to upgrading both financial and performance-based management systems. In order to ensure that sound internal and process controls are in place, as well as compliance with applicable laws and regulations, audit involvement is required during the change process as supplemented by outside experts. The planned new Financial Management System (FMS), the Computer-Aided Facility Management (CAFM) System as well as the Computer Applications Specialists (CAS) System are management improvement initiatives including strategic plan performance outcomes. When added to the existing operational systems, these will totally impact the Architect of the Capitol operational environment well into the 21st Century. These efforts have geometrically expanded Inspector General audit coverage requirements and the ability to ensure that agency goals and objectives are achieved in a cost efficient manner with effectiveness to prevent and/or minimize fraud, waste and abuse and the loss of Government resources.

**Professional Services Support for Office of Employment Counsel
New Operating Allotment**

\$200,000

In 1997 the Architect created the Office of Employment Counsel (the OEC) to provide legal advice and counsel to the Agency concerning matters affecting AOC employees, particularly matters in affecting AOC personnel and those arising under the Congressional Accountability Act of 1995, exclusive of labor-management relations issues.

Beginning in 1996 the administrative and judicial procedures under the Congressional Accountability Act of 1995 (the CAA) have afforded all AOC employees a means by which to get their allegations of unlawful employment practices heard in a comprehensive legal

framework. Those allegations might be based on charges of discrimination, retaliation, or violations of other workplace rights and protections afforded by the 11 statutes that the CAA made applicable to employing offices. The administrative process begins with counseling, proceeds through mediation, and enters the formal, adversarial phase when the employee either files a formal complaint or a civil action in Federal Court. The AOC Office of Employment Counsel, the designated representative of the AOC, is first called to participate in the process in the mediation stage. The period for mediation may be extended, by joint request of the parties (the employee and the AOC), until both parties have had an opportunity to fully discuss the outstanding issues.

If there is no mediated settlement, the litigation process begins. After an employee files a formal complaint in the Office of Compliance, the OEC has 15 days to answer the complaint and must answer and propound discovery requests and prepare a defense within 60 days from the date of filing of the formal complaint. In this litigation, the OEC often must be able to focus solely on the subject case, and that case alone for these weeks before the hearing. After the hearing, depending on the outcome, there is the potential for two or more levels of appellate review before the Office of Compliance Board of Directors, the Federal Circuit Court of Appeals, and, ultimately, the Supreme Court.

The volume of business generated by other areas under the purview of the OEC precludes our office from being able to provide the AOC with legal representation in every instance in which a formal complaint is filed. In the two years since the Office of Compliance has been open for business, the number of contacts initiated by AOC employees has steadily increased. That trend is expected to continue given the pattern of heightened employee consciousness to legal rights and the greater utilization of such processes that typically follows the enactment of civil rights legislation like the CAA. Increased utilization will also likely be generated by labor unions promoting the use of the process by employees to make up for the current absence of a contractual grievance-arbitration process. Moreover, pending petitions for representation elections in two new employee units will only add to that usage.

On this basis, it is requested that a new operating allotment in the amount of \$200,000 be established to provide for the contracting of legal services with private firms for the litigation of Office of Compliance cases from initial filing of formal complaints through the appeals process. These projected needs are based on Office of Compliance-related caseloads and expenses incurred in the two fiscal years that Office has been in operation.

Fiscal Year 2000 Budget Estimate

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Professional Services Support for Office of General Counsel
New Operating Allotment \$175,000

This request for \$175,000 is for a new operating allotment for professional services support, which includes legal contract support for environmental, labor-management, and other specialty issues.

This is a request based on fiscal year 1998 costs, in recognition of the potential need for contracting out legal services to supplement the current staff of three attorneys in the Office of General Counsel. The request is based on an environmental issue that has arisen at Poplar Point. The Environmental Protection Agency (EPA) has alleged that land formerly occupied by a number of parties, including the U.S. Botanic Garden, was contaminated prior to transfer to the jurisdiction of the Department of the Interior. Part of the site was occupied by a tree nursery operated by the District of Columbia; the site was initially under the jurisdiction of the Department of the Interior, and the Department of the Navy occupied a portion of the site. The Washington Metropolitan Transit Authority also conducted operations on the site for a period of time. Although the agency does not have any idea of what liability may arise for contamination of that site, due to the fact that EPA and the District of Columbia have not made any decisions about the extent of the remediation required and the differing liability of the many parties who conducted activities on the site, it is prudent to continue to retain outside legal counsel experienced in these environmental issues to represent the interests of the agency and ultimately the Congress. This includes the employment of a technical environmental firm to assess the contamination and suggest approaches to supplement the defense of our position.

The remainder of the budget request is for outside assistance with labor-management and other issues. Currently there is only one attorney with labor-management experience to provide these services in-house. Contractual services of an experienced labor-management consultant have been retained to assist the agency in the myriad issues related to organizing and contract negotiation issues. Although we intend to fill an additional position in the future, there are currently two more unions seeking to represent units of AOC employees, with the potential for a significant number of additional organizing efforts. It is therefore necessary to budget for additional contract assistance for labor-management issues that may arise in fiscal year 2000.

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Fire Alarm System Testing and Maintenance
New Operating Allotment

\$60,000

Funds are requested for a new annual allotment to support the contractual testing of fire and smoke alarm systems. This testing must be performed annually to meet fire and life safety codes.

Supplies and Materials
Increase Requested :

\$700,000
\$94,600

This allotment provides for all maintenance supplies for the care of the Capitol Building. In addition to these maintenance oriented items, office supplies for the central administrative offices, supplies for the Office of the Sanitarian, and uniforms and safety apparel for the Capitol Superintendent's staff are included in this allotment.

Of the requested increase, \$72,400 is to provide additional heating and ventilating shop supplies and electric light bulbs for relamping the Capitol Dome; \$19,000 is required for additional central office requirements; and \$3,200 is required to meet rising costs in miscellaneous and sanitary supplies.

Annual Equipment (two items)

Annual Shop Equipment

\$75,000

This allotment provides for purchase and replacement of hand tools and major equipment for the various maintenance shops and offices in the Capitol. Many of the maintenance shops are in need of up to date equipment that is safe, reliable and efficient. This allotment provides sufficient funds for the timely replacement of old or obsolete equipment, as well as new equipment with more efficient technology.

**Capitol Buildings Salaries and Expenses
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**Annual Office and Support Equipment
Increase Requested:**

**\$150,000
\$110,000**

This allotment is used for the equipment needs of central office staff. The requested increase is to meet the current cost of replacing equipment. The requested increase will eliminate the past practice of requesting specific funding for replacement of more expensive equipment such as that required by the Records Management and Photography Branches.

**Replace and Improve House Restaurant Facilities
Requested Increase:**

**\$31,000
\$1,000**

This allotment provides for the replacement of worn and deteriorated equipment and for improvements and additional equipment for the House Restaurant facilities. The requested increase of \$1,000 is to meet rising costs.

**Replace and Improve Senate Restaurant Facilities
Requested Increase:**

**\$68,000
\$1,000**

This allotment provides for the replacement of worn and deteriorated equipment and for improvements and additional equipment for the Senate Restaurant facilities. The requested increase of \$1,000 is to meet rising costs.

CAPITAL BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The objective of the five year Capital Budget is to identify all projects, including those generated from within the agency as well as those identified by clients, which would require funding in this appropriation during fiscal years 2000 through 2004. Using all the information collected during this process, a five-year Capital Budget has been prepared based on currently identified needs. This narrative introduces the Capital Budget and a table summarizes the five year capital budget. The table has been sorted in order to begin with projects funded in the budget base followed by new projects for which funding is requested in the fiscal year 2000 budget. These projects are further sub-sorted by categories. A detailed explanation of the project priorities is provided in the General Statement. The Capital Budget projects for fiscal years 2001 through 2004 are sorted in similar manner. Narrative descriptions of these capital projects follow in the same order as they appear in the summary table. Following the Capital Budget narratives is a table summarizing all projects funded with prior year "No Year" monies and related narrative descriptions. The table and narratives include total cost estimate, completion date, and other information.

ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PROJECT FUNDING REQUIREMENTS

PAGE	CATEGORY	PROJECTS	FY 1999 APPR	DESIGN STUDY	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005 ESTIMATE	FY 2006 ESTIMATE	TOTAL ESTIMATE	TYPE OF FUNDS	PRIORITY
CAPITOL BUILDINGS														
PROJECTS IN THE FY 1999 BASE														
CB.46	Life Safety	Installation of Smoke Detector/Fire Alarms, CB	400,000		600,000	600,000	600,000	600,000	600,000	3,200,000	1,600,000	4,800,000	NY	1-A, Base/Inc
CB.47	Life Safety	Fire Alarm System Upgrade for ADA Compliance	150,000		260,000	260,000	300,000	300,000	300,000	1,200,000	300,000	820,000	NY	1-A, Base/Inc
CB.48	ADA	ADA Requirements CB	300,000		300,000	300,000	300,000	300,000	300,000	1,200,000	1,800,000	3,000,000	NY	1-A, Base
CB.49	Security	Provide 24 Hour Security Inspections	750,000		500,000	500,000	500,000	500,000	500,000	2,400,000	240,000	480,000	NY	1-B, Base
CB.50	Cyber Mgmt - Intranet	Replace Sound Systems, Com & Hearing Aids	120,000		120,000	120,000	200,000	200,000	200,000	1,000,000	400,000	1,400,000	Annual	1-A, Base
CB.51	Cyber Mgmt	Conservation of Wall Paintings	200,000		200,000	200,000	200,000	200,000	200,000	1,200,000	2,300,000	3,500,000	NY	1-B, Base
CB.52	Cyber Mgmt	Replacement of Maroon Tile	400,000		400,000	400,000	400,000	400,000	400,000	1,600,000	3,500,000	5,100,000	NY	1-B, Base
CB.53	Cyber Mgmt	Electrical/Plumbing Modernization Program	400,000		400,000	400,000	400,000	400,000	400,000	1,600,000	3,500,000	5,100,000	NY	1-B, Base
CB.54	Cyber Mgmt	Plumbing Renovation	400,000		400,000	400,000	400,000	400,000	400,000	1,600,000	3,500,000	5,100,000	NY	1-B, Base
CB.55	Cyber Mgmt	Roofing Repair, Amend House & Stair Chambers	160,000		160,000	160,000	160,000	160,000	160,000	640,000	160,000	800,000	Annual	2-A, Base
CB.56	Cyber Mgmt	Provide Steam Humidification	210,000		210,000	210,000	210,000	210,000	210,000	840,000	210,000	1,050,000	NY	2-A, Base
CB.57	Cyber Mgmt	Clearing of Historical Architectural Surfaces	115,000		115,000	115,000	115,000	115,000	115,000	460,000	115,000	575,000	NY	2-A, Base
CB.58	Cyber Mgmt	Replace House Chamber Sound Reinforcement System	400,000		400,000	400,000	400,000	400,000	400,000	1,600,000	400,000	2,000,000	NY	2-A, Base
CB.59	Cyber Mgmt	Implementations of AOCNET	1,200,000		1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	4,800,000	1,200,000	6,000,000	NY	1-A, Base/Inc
CB.60	Cyber Mgmt	Financial Management System (FMS)	600,000		600,000	600,000	600,000	600,000	600,000	2,400,000	600,000	3,000,000	NY	1-A, Base/Inc
CB.61	Cyber Mgmt	Update Electrical System Drawings on CAD	60,000		60,000	60,000	60,000	60,000	60,000	240,000	60,000	300,000	Annual	1-A, Base/Inc
CB.62	Cyber Mgmt	CAD Mechanical Drawings	60,000		60,000	60,000	60,000	60,000	60,000	240,000	60,000	300,000	Annual	1-A, Base/Inc
CB.63	Cyber Mgmt	Compass Aided Facility Management (CAFM)	400,000		400,000	400,000	400,000	400,000	400,000	1,600,000	400,000	2,000,000	NY	1-A, Base/Inc
CB.64	Cyber Mgmt	Compass, Ticks, and Electrical Support	600,000		600,000	600,000	600,000	600,000	600,000	2,400,000	600,000	3,000,000	NY	1-A, Base/Inc
NEW PROJECTS FOR BUDGET CONSIDERATION														
CB.65	Life Safety	Upgrade Kitchen Exhaust Systems		\$	60,000		375,000			435,000		435,000	Annual	1-B
CB.66	Life Safety	Upgrade Unifit Mechanical Equity Walkways and Ladders			225,000					225,000		225,000	NY	1-B
CB.67	Life Safety	Replace/Upgrade Kitchen Fire Suppression Systems			500,000					500,000		500,000	Annual	1-B
CB.68	Life Safety	Replace Exit Doors for Emergency Egress & Security			750,000					750,000		750,000	NY	1-A
CB.69	Security	Security Project Support for AOC			500,000		550,000		550,000	2,500,000		2,500,000	Annual	1-B
CB.70	Cyber Mgmt - Intranet	Replace Legislative Call Systems and Clerks		D	200,000		1,150,000			1,350,000		1,350,000	NY	1-B
CB.71	Cyber Mgmt	Redesign/Re-Design			200,000		2,000,000			2,200,000		2,200,000	Annual	2-B
CB.72	Cyber Mgmt	Upgrade Air Conditioning - East Front, Capital		D	140,000		2,250,000			2,390,000		2,390,000	NY	1-A
CB.73	Cyber Mgmt	Building Automation Systems for Capital Complex (BAS)		S	95,000		500,000		2,000,000	2,590,000		2,590,000	Annual	2-A
CB.74	Cyber Mgmt	Electrical Renovation			100,000		100,000			200,000		200,000	Annual	2-A
CB.75	Cyber Mgmt	Replace Structural Support Chandeliers, E House Stairs			90,000		90,000			180,000		180,000	Annual	1-B
CB.76	Cyber Mgmt	Replace Construction Vehicles			150,000		150,000			300,000		300,000	Annual	2-A
CB.77	Cyber Mgmt	Replace High Voltage SWGR & Cables, Capital Complex		D	175,000		500,000		500,000	1,175,000		1,175,000	Annual	2-B

Priority: 1 - Critical, 2 - High, Desirable, 3 - Desirable (A - highest in Category)

Study (S) = conceptual development; Design (D) = working drawings, specification, and estimate development

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ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PROJECT FUNDING REQUIREMENTS

PAGE	CATEGORY	PROJECTS	FY 1999 APPR	DESIGN STUDY	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005	ADDITIONAL FUNDING REQUIRED	FUNDING THIS ESTIMATE FY 1999	TOTAL ESTIMATE AND FUTURE FUNDS	TYPE OF FUNDS	PRIORITY
CB 72	Cyclical Maint	Painting of Exterior Woodwork and West Front of Capitol			360,000						300,000		300,000	Actual	2-A
CB 73	Tech/Maint Sys	HRMIS - Systems Development			3,600,000	800,000	800,000	800,000	800,000		6,800,000		6,800,000	NY	2-B
CB 73	Tech/Maint Sys	Master Plan Development			100,000						100,000		100,000	NY	2-A
CB 74	Improvement - AOC	Energy Survey of Capitol Complex			2,000,000						2,000,000		2,000,000	NY	2-B
CB 75	Improvement - Client	House Chamber Improvement		S	300,000	1,500,000	15,000,000				16,800,000		16,800,000	NY	1-C
CB 76	Improvement - Client	Inaugural Support Services			100,000						100,000		100,000	NY	1-B
CB 76	Improvement - Client	House Chamber Redesign		S/D	100,000						100,000		100,000	Actual	1-C
FUTURE PROJECTS															
CB 77	Life Safety	Roof Fall Protection			650,000						650,000		650,000		
CB 77	Life Safety	Install Emergency Signs, Lighting & Safety Areas			2,000,000						2,000,000		2,000,000		
CB 77	Security	Chemical & Explosive Storage Facility			664,000						664,000		664,000		
CB 78	Security	USCP Command Center			800,000			8,000,000			8,800,000		8,800,000		
CB 78	Security	Support Facilities for Additional USCP	100,000		1,250,000						1,250,000		1,250,000		
CB 79	Security	Emergency Operations for HVAC Systems, Capital			4,968,000						4,968,000		4,968,000		
CB 79	Security	Off-Site Delivery/Storage Center, USCP			8,455,000						8,455,000		8,455,000		
CB 79	Cycl Maint - Inpmnt	Upgrade Building Systems, Capital			350,000		350,000			350,000			350,000		
CB 80	Cycl Maint - Inpmnt	Replace Dining Systems Serving E. Front Offices	500,000		4,000,000		90,000	5,000,000	5,000,000	40,000,000			54,000,000		
CB 81	Cycl Maint	Replace Cast Iron Lamp Posts and Railings			35,000		116,000	420,000	90,000		211,000		211,000		
CB 81	Cycl Maint	Analysis & Renovation of Outside Air Intake Tunnels			121,000		200,000				747,000		747,000		
CB 81	Cycl Maint	Repair to East Front Breasts Doors			250,000						400,000		400,000		
CB 82	Cycl Maint	Exterior Stone Preservation Plan			766,000		2,130,000	2,105,000	810,000	750,000	320,000		450,000		
CB 82	Cycl Maint	Replace Windows, Capital			1,600,000		1,600,000	1,600,000	1,600,000	1,600,000	8,000,000		6,561,000		
CB 83	Tech/Maint Sys	Architectural Drawings & Photography Data Base Network			80,000						80,000		80,000		
CB 83	Improvement - AOC	Review Lighting for Energy Conservation			50,000		350,000				300,000		300,000		
CB 83	Improvement - Client	Improve Lighting, Biennial Corridor			45,000						45,000		45,000		
CB 84	Improvement - Client	Upgrade Capitol Administrative Facility, DC Village			50,000		400,000				450,000		450,000		
CB 84	Improvement - Client	Vehicle Maintenance Facility, USCP			310,000		1,710,000				1,960,000		1,960,000		
CB 84	Improvement - Client	Upgrade the Cable Television System	1,000,000		4,500,000		4,500,000	4,500,000	4,500,000	1,000,000		1,100,000	20,100,000		
CB 85	Improvement - Client	Training Facility, USCP			10,000,000						10,000,000		10,000,000		
CB 86	Improvement - Client	Senate Chamber Improvements	500,000				15,000,000				15,000,000		15,000,000		
TOTAL CAPITOL BUILDINGS															
			8,235,000		48,190,000	55,850,000	35,811,000	46,575,000	17,740,000	44,665,000	248,150,000		281,705,000		

Priority: 1 - Critical, 2 - Highly Desirable, 3 - Desirable (A - highest in Category)
Study (S) = conceptual development, Design (D) = working drawings, specifications, and estimate development

Fiscal Year 2000 Budget Estimal

Capitol Buildings Salaries and Expenses

CAPITAL BUDGET PROJECTS FUNDED IN THE BASE

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all ongoing capital projects funded in the budget base. This narrative information is supported by a financial summary statement. The detailed financial, scheduling and cost information that is provided for ongoing projects includes a project title, the year funds were first appropriated (or reprogrammed) for the project, the total estimated cost of the project, the total amount funded through fiscal year 1999, the amount that is required to be appropriated to complete the project, the total amount funded in the budget base for fiscal year 2000, the expended, obligated, unobligated and unliquidated balances as of October 1, 1998, and when applicable the estimated date for project completion.

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ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITAL PROJECTS FUNDED IN THE BASE

YEAR FIRST APPROP.	NOTE	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	ADDITIONAL FUNDING REQUIRED	AMOUNT IN FY 2000 BASE	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED 10/1/98	UNLIQUIDATED 10/1/98
CAPITOL BUILDINGS									
1996	1	4,800,000	1,600,000	3,200,000	400,000	1,090,057	1,114,479	485,521	24,422
1998	1	820,000	300,000	520,000	130,000	0	145,000	155,000	145,000
1994	1	3,000,000	1,800,000	1,200,000	300,000	345,995	484,547	1,399,866	138,552
1996	1	3,000,000	1,500,000	1,500,000	750,000	467,099	655,862	844,138	188,762
1998	1	480,000	240,000	240,000	120,000	0	28,171	211,829	28,171
1997	1, 2	1,400,000	400,000	1,000,000	200,000	0	0	200,000	0
1996	1	3,505,000	2,300,000	1,205,000	200,000	1,511,421	1,985,101	314,899	473,680
1993	1	5,400,000	3,800,000	1,600,000	400,000	1,167,761	2,050,761	1,749,239	883,000
1993	1	4,750,000	3,500,000	1,200,000	400,000	3,056,909	3,099,284	450,716	42,375
1999	2	800,000	160,000	640,000	160,000	0	0	160,000	0
1999	2	420,000	210,000	210,000	210,000	0	0	210,000	0
1999	2	345,000	115,000	230,000	115,000	0	0	115,000	0
1997	2, 3	2,400,000	1,200,000	1,200,000	270,000	74,471	560,000	560,000	370,000
1996	1	6,020,000	1,600,000	4,420,000	400,000	1,086,971	1,198,060	401,940	111,089
1998	1	6,900,000	1,300,000	5,600,000	650,000	452,498	555,720	744,280	103,222
1999	2	300,000	60,000	240,000	60,000	0	0	60,000	0
1999	2	240,000	60,000	180,000	60,000	0	0	60,000	0
1998	1, 2, 3	1,450,000	1,390,000	1,050,000	400,000	289,816	934,354	400,000	644,538
1998		2,700,000	900,000	1,800,000	900,000	0	0	900,000	0

Notes:

- 1 - Funding thru FY 1999 provided over a multi-year period.
- 2 - Funding provided on an annual basis.
- 3 - Initial funds provided by a reprogramming.

CAPITAL BUDGET PROJECTS FUNDED IN THE BASE
NARRATIVE DESCRIPTIONS

Installation of Smoke Detectors/Fire Alarms

Increase Requested:

\$600,000
\$200,000

Category: Life Safety

Priority: 1-A

This project will provide the labor and miscellaneous materials needed to install and commission the building-wide early warning smoke detection and fire alarm evacuation system procured under an earlier appropriation. An additional \$3,200,000 will be required to completely install this project. The work of this project will install the panels, the necessary wire and conduit to connect them and the necessary wire, conduit and smoke detectors to make the system fully operational. Funding made available in fiscal years 1996 through 1998 will allow for the installation of the fire panels, the required multi-plex loop throughout the building and installation of smoke detectors throughout the Basement Floor. The work in the building will require channeling of plaster walls for the installation of fire alarm system wire, patching of the plaster and repainting the walls/ceilings as required. In order to properly perform this work, each space will be surveyed by a team of experts to ensure that the smoke detectors are installed in the proper place, with a minimum of destruction to the existing historical finishes.

Given the historically significant and architecturally sensitive nature of the Capitol and its contents, any fire, no matter how small has the potential to cause irreparable damage to one of the Nation's most important structures. In a more immediate sense, a fire in the Capitol could disrupt deliberation by either body of the Congress. In fact, a fire in the House Restaurant kitchen in 1980 caused the House of Representatives to suspend business for the remainder of the day. Also, the voice reproduction capability of this system can be used for other emergency management functions besides fire evacuation. It should be noted that funds are being requested separately for a new but related project for the installation of visual signals and other equipment as required by the Americans with Disabilities Act. Funding in the amount of \$600,000 is requested on a "No Year" basis to remain in the base through fiscal year 2004. In fiscal year 2005 a reduced amount of \$200,000 is anticipated to be required. *Additional funds in the amount of \$200,000 are requested over the current base amount of \$400,000 for fiscal years 2000 through 2004 to expand the overall scope to property address this need within the Capitol, and to accelerate the completion of this critical program.*

Fiscal Year 2000 Budget Estimate

Capitol Buildings Salaries and Expenses
Capital Budget Projects Funded in the Base

Fire Alarm System Upgrade for ADA Compliance

\$260,000
\$110,000

Increase Requested:

Category: Life Safety

Priority: 1-A

Funding in the amount of \$260,000 is requested over the next two fiscal years to provide for upgrade of the fire alarm system, including visual signaling devices and other equipment, for compliance with the Americans with Disabilities Act and the Congressional Accountability Act. Due to the significant impact device installation will have on historically sensitive areas funds totaling \$820,000 is being requested on a "No Year" basis over a five year period. *The requested increase of \$110,000 over the \$150,000 currently in the base is to accelerate the completion of this critical program.*

ADA Requirements

\$300,000

Category: ADA

Priority: 1-A

Following passage of the Americans with Disabilities Act (ADA), the Architect of the Capitol established a program to identify, address and solve accessibility issues in the Capitol Complex. As the first activity of the ADA Accessibility Program, the U.S. Capitol was surveyed in 1992 and data from the survey became the basis for evaluating the level of effort required to eliminate barriers to accessibility throughout the complex. Beginning in fiscal year 1994, funding was requested and appropriated for modifications to the buildings and grounds to achieve full accessibility in compliance with the ADA. The funding request took into account the expectations that not all of the identified accessibility problems would require building modifications and that some of the needed modifications would be addressed within the scope of separately-approved special projects such as the Elevator Modernization Program.

During the ensuing years, several design and construction projects have been undertaken and accessibility has improved throughout the complex. The identification of additional accessibility problems and guidance to priorities for attending to them are provided by AOC staff experts, by the Office of Compliance that is presently conducting a second round of inspections of appropriate facilities, and by Members, staff members and visitors to the complex who request assistance with particular accessibility problems.

Specific Work in the U.S. Capitol

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Capitol Buildings Salaries and Expenses
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Fiscal Year 2000 Budget Estimate

The work involves design and construction projects to modify elements of the Capitol to ensure that persons with disabilities have access to the building and its public areas and services. The priorities for this work are generally compatible with priorities established by the Americans with Disabilities Act (ADA): 1) building entrances; 2) public toilet rooms (water closets, toilet stalls, urinals, lavatories and mirrors, etc.); and 3) interior paths of travel to most essential public areas and services (ramps, stairs, platform lifts, elevators, protruding objects, ground and floor surfaces, signage, doors and doorways, alarms, etc.). Priorities for this work are also provided by the Office of Compliance that was created by the Congress to inspect the Capitol Complex and to ensure compliance with the ADA. As a result of the office's findings that have provided substantial guidance to the Architect of the Capitol, the level and intensity of design and construction activity by the Architect's workforces and outside consultants and contractors have increased.

Current priorities for the use of previously appropriated and fiscal year 2000 funds are as follows: the final design, fabrication and installation of ADA compliant wayfinding and informational signs throughout the Capitol, including the basement/terrace level associated with the subway/tunnel network; the completion of modifications to the south portico entrance; the reconstruction of the five public toilet rooms on the first floor of the Capitol (the principal toilet rooms used by the thousands of tourists/visitors each day; the installation of abatements to protruding objects in the public spaces of the Capitol; the correction of improperly installed features of the otherwise ADA-compliant toilet rooms that were added on the terrace level during the Courtyard Infill Project; and the design and modification of toilet rooms in leadership suites throughout the building.

The wayfinding and informational signage program is a Capitol Complex-wide effort. Early design phases are underway. Specifically, a consultant is involved with the first two design phases that are comprehensive, addressing all needs across the complex. Phase 1 is Planning and Programming. Phase 2 is Schematic Design. The scope for continued funding includes:

- (1) the fabrication and installation of ADA compliant wayfinding and informational signs throughout the Capitol, including the basement/terrace level associated with the subway/tunnel network;
- (2) the fabrication and installation of ADA compliant informational signs regarding the building and its artwork and statuary;
- (3) the preparation of camera-ready artwork for a pocket-size printed pamphlet that can be handed out to visitors, that provides directions to the historic spaces and other significant elements inside of the U.S. Capitol and reinforcement and further explanation of the overall environmental graphics/wayfinding system in the Capitol;

Capitol Buildings Salaries and Expenses
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- (4) the preparation of camera-ready artwork for an overall Graphic Standards Manual for the continuing use of the AOC in addressing future changes to signage;
- (5) design fees for Phase 3 (Design Development), Phase 4 (Construction Documentation) and Phase 5 (Fabrication and Installation) for the wayfinding and informational signs; and
- (6) design fees for the preparation of camera-ready artwork for the pamphlet and Graphic Standards Manual.

These funds are provided on a "No Year" basis.

Provide Infrastructure for Security Installations

Decrease Requested:

Category: Security

\$500,000
(\$250,000)

Priority: 1-A

The planning, design, acquisition and installation of security modifications are now the responsibility of the U.S. Capitol Police. However, the infrastructure to accommodate the installation of security systems is still the responsibility of the Architect of the Capitol. The work for which this funding request is made includes providing and installing various hardware to accommodate the security equipment, such as new door hardware, providing wall and floor penetrations, installation of conduits and other cable paths, and required patching and repairs following such installations. This program carries forward the funding that was originally made available in Chapter 4 of the Omnibus Appropriations Act, 1997.

This budget estimate is based on a "No Year" appropriation for material and labor to accommodate work that is anticipated during a period of aggressive security upgrades. *Based on known plans, funding of \$500,000 will be required in fiscal year 2000.*

Replace Sound Reinforcement Systems, Committee & Hearing Rooms

Category: Cyclical Maintenance - Improvement

\$120,000
Priority: 1-B

Funding was appropriated beginning in fiscal year 1998 to begin a replacement of 12 committee and meeting room sound systems in the Capitol Building. It is planned to replace 3 systems per year at a cost of \$120,000 per year through fiscal year 2001.

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Fiscal Year 2000 Budget Estimate

Capitol Buildings Salaries and Expenses
Capital Budget Projects Funded in the Base

The upgrade of the Capitol Building sound systems is part of broader plan to replace and upgrade the sound systems throughout the Capitol Complex which are deteriorating and do not meet the needs of an expanding communication age. These funds are requested on a "No Year" basis.

Conservation of Wall Paintings

Category: Cyclical Maintenance

\$200,000

Priority: 1-A

On the Senate side, all of the murals in the Brumidi Corridors are gradually being conserved through a multi year conservation program. Studies carried out in the Brumidi Corridors led to a ten year plan for the restoration of the walls based on a study completed in 1993. In fiscal year 1996, the pilot project for restoring the walls of the Brumidi Corridors was performed. For practical reasons, mainly to keep costs reasonable, the plan calls for different levels of work. The plain borders, now a murky green, will be repainted to their original sandstone color by in-house forces. The birds, animals, flowers, and classical motifs and *traverse l'oeil* moldings will be given conservation treatment to remove overpaint and restore the original designs painted under Brumidi's direction. This plan does not include the ceilings, which will need to be addressed separately.

In the first year, conservation was carried out on one wall in the Patent Corridor, and the repainting of the plain borders was studied. In fiscal year 1998 conservation of the murals in the Patent Corridor was completed. Funds in the amount of \$100,000 were in the base beginning in fiscal year 1997 and for each of the nine subsequent years to complete the restoration of the Brumidi Corridor walls.

Other valuable wall paintings on both the House and Senate sides of the Capitol are also in need of conservation without undue delay. For fiscal year 1999, an additional \$100,000 was appropriated to continue the successful program begun in 1985 of conserving historic wall paintings in the Capitol. This amount will remain in the base to address wall painting conservation throughout the Capitol. Priorities in the scheduling of projects are based on the studies made in 1981 and 1982 by a respected conservator, which have been updated by recent inspections and studies.

Replacement of Minton Tile

\$200,000

Category: Cyclical Maintenance

Priority: 1-B

The existing Minton floor tiles were manufactured and installed throughout the Capitol in the mid-nineteenth century. Because most of these tiles have endured almost daily wear for 130 years, some tiles in heavily traveled areas have worn to the extent that the decorative design has become unrecognizable, and the tiles themselves are badly cupped, creating an uneven floor surface. A program was begun in fiscal year 1982 and funded at \$1.5 million to replace these tiles. Tiles have been installed for the areas designated as Phases I and II. Tiles have been received and are awaiting installation for the areas designated as Phases III and IV. The tiles have been ordered for Phase V, VI and VII areas, but have not yet been received. All tiles for these phases will be replaced under this portion of the program. We are projecting to install Phase IV C during spring recess and Phase III Part 1 during the summer recess.

Additional funds were requested in fiscal year 1996 to begin a ten year program to replace other deteriorated areas. The fiscal year 1996 purchase order designated Phase V-C, is comprised of tile located in the House Third floor corridor. The fiscal year 1998 Minton Tile allotment provided for the completion of the procurement of the tile necessary for the House third floor corridor and started the ordering of tile for the Senate second floor corridor (Phase V-D). Given the nature of the time required to order and fabricate the tile, each of the proposed allotments has been split between the purchase of tile and installation.

The installation cost represents approximately 15% of the total estimate over ten years but varies year to year based on the inventory of new tile on hand and the amount of salvaged tile that can be reused. It is hoped that 20% of the original Minton Tile can be salvaged for reuse. As each phase of new Minton Tile is set, the salvaged tile will be inventoried and then scheduled for re-installation in adjacent areas where the tile is heavily worn but does not require wholesale replacement or for individual replacement of damaged tiles.

Each future phase is scheduled to include the placement of a tile order upon the availability of funding, an 18 month period for tile fabrication, shipment, receipt, inspection, inventory and pattern mockup, and a 12 month period for tile installation. The cost of each projected phase has been escalated from a fiscal year 1996 base. The total cost of the six proposed future phases (to be funded in six annual increments) is \$1,205,000. The average cost per year is approximately \$200,000, which is the basis for an annualized

Fiscal Year 2000 Budget Estimate

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budget request. Funds are appropriated on a "No Year" basis.

Elevator/Escalator Modernization Program

Category: Cyclical Maintenance

\$400,000

Priority: 1-B

The complete elevator modernization program is expected to cost approximately \$5,400,000. The program will encompass 100% of the 28 elevators and 4 escalators in the Capitol and will consist of seven phases of which phases one and two are complete and phase three is underway. Two (2) elevators and the four (4) escalators have been modernized, which represent approximately 19% of all units. A contract for phase three elevators H4 - 8 using the current funding will represent an additional 34% of all units and is expected to be complete by October 2000. This complete program at the current level and frequency of funding is expected to run through fiscal year 2003 with actual construction estimated to be complete in fiscal year 2008. Funds are appropriated on a "No Year" basis.

Plumbing Renovations

Category: Cyclical Maintenance

\$400,000

Priority: 1-B

This project involves renovations to the plumbing system in the Capitol Building, including replacement of the plumbing mains in the basement, adding new vents in the system, replacement of deteriorated piping throughout the building and installation of new branch piping to individual rooms. The replacement of the mains in the basement is complete and included loops for vent, domestic hot and cold water, fire sprinkler and drainage. Work on replacing the deteriorated risers and branch piping throughout the building is ongoing and is being scheduled to minimize disruptions to Members, staff and the public. The original project estimate was \$2,898,000 and was based on a study prepared by a consultant. However, the consultant was unable to investigate the condition of all the existing piping without having to cut into walls/ceilings/floors. As the work has progressed, more deteriorated piping has been encountered than was originally estimated by the consultant. Based on the conditions encountered to date and our ability to access the existing piping for inspection, the current estimate to complete the renovation of all of the plumbing systems in the Capitol Building is \$4,750,000, provided that funding is received as outlined in the AOC's propose five year budget plan. If full funding is provided as outlined in this plan, the work should be completed in 2003. Funding is provided on a "No Year" basis.

Fiscal Year 2000 Budget EstimateCapital Buildings Salaries and Expenses
Capital Budget Projects Funded in the Base**Roofing Repair around House and Senate Chambers****\$160,000**

Priority: 2-A

Category: Cyclical Maintenance

The flat seam copper roofing around the outer perimeters of the House and Senate Chambers is badly deteriorated. Replacement of the roofing should be undertaken to avoid costly damage due to water leakages. Replacement would be accomplished with new flat seam soldered 20 oz. weight new copper. The new roof is expected to last over 75 years. The total cost of this roof replacement is \$800,000 of which \$670,000 is for the roof itself, \$100,000 for gutters and \$30,000 for a new exhaust system for the emergency diesel generator. The work will be performed in-house labor supplemented by temporary labor over a period of 5 years starting with the most critical areas first. Funds were provided in fiscal year 1999 for the first increment of this program. It is planned to leave the \$160,000 in the base through fiscal year 2003.

\$210,000

Priority: 2-A

Provide Steam Humidification
 Category: Cyclical Maintenance

Twelve of the air handling systems installed in the United States Capitol from the 1930's through the 1970's are provided with water sprays on the cooling coils to provide humidification. While these systems have adequately performed their required functions, due to their age the associated spray water tanks are leaking and in need of repair and/or replacement. In addition, these system are extremely manpower intensive to maintain. It is therefore proposed that these spray coil humidifiers be replaced with steam humidifiers along with the associated new controls, piping, and repair of existing tanks as required. Work will be done with in-house personnel supplemented with temporary labor. Humidifier installation costs are estimated at \$35,000 per unit for each of the twelve units. Funding for this project was appropriated on a "No Year" basis in fiscal year 1999 and it will remain in the base for fiscal year 2000.

\$115,000

Priority: 2-B

Cleaning of Historical Architectural Surfaces
 Category: Cyclical Maintenance

During the construction of the House and Senate wings in the 1850s, beautiful architectural elements and finishes were created for the interior of the Capitol. Systematic specialized cleaning and as-needed conservation is required for the beautiful architectural

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elements. Much of this work can be performed efficiently by in-house crews, under the guidance of a conservator or other expert where appropriate. A goal will be to treat various areas in a more holistic manner, so that the various types of surfaces (including decorative painting and works of art) in one area will be given focused attention.

The architectural bronze includes the four ornate bronze railings on the Members' staircases, called the Brumidi Staircases after the artist who provided the design for them. The original patina on these railings was revealed and protected by the cleaning and coating performed by a conservator in the 1980's. The sculpted railings are maintained by dusting and periodic waxing, but with time they will need to be surface cleaned and recoated. Bronze capitals around the grand marble staircases, now almost black with grime, are in need of careful cleaning to uncover their original patina.

The wings include a significant amount of marble making up columns, walls, and staircases, as well as baseboards. Although attention has been paid to a number of the marble surfaces, a more intensive and systematic program is needed to ensure that the marble is safely and consistently cleaned.

One of the most unusual historic architectural surfaces in the Capitol is *scagliola*, an imitation marble created in the 1850s by specialists in mixing plaster, marble dust, and pigments. Over the years, damaged areas have been touched up with paint. Much of the *scagliola* is now covered with a brownish layer of discolored coatings and grime. A systematic cleaning and restoration of previously modified areas will restore the *scagliola* to its original beauty.

This work will be managed by the Capitol Superintendent with the Curator playing an advisory role. Funds in the amount of \$115,000 were appropriated in fiscal year 1999 to begin the work, and these funds will remain in the base for fiscal years 2000 and 2001 to complete the work.

Fiscal Year 2000 Budget EstimateCapitol Buildings Salaries and Expenses
Capital Budget Projects Funded in the Base**Replace House Chamber Sound Reinforcement System****\$1,200,000****\$930,000**

Priority: 1-A

Increase Requested:

Category: Cyclical Maintenance - Client

The equipment comprising the House Chamber Sound System dates back to 1974. Given the twenty year life expectancy of the electronic equipment, the House Chamber Sound System is two years beyond its useful life. The aging effect of the equipment has caused a deterioration, diminishing the quality of the sound, the volume and the ability to produce clear, audible and feedback free reinforcement. The component parts that make up the line-amplifiers, pre-amplifiers and the summing amplifiers are no longer available. It is not possible to repair these units. Many of the other signal processing devices are also unique and share the same obsolete status. A failure would be catastrophic to the functioning of the legislative process in the House Chamber. Normal wear has deteriorated the intelligibility of the 708 installed loudspeakers to the point that the spoken word is often difficult to understand. When the sound operators attempt to raise the volume of the spoken word, the worn out loudspeakers often fall short of what is needed.

This project will replace the existing obsolete sound system with a new state-of-the-art sound system providing the level of enhanced performance and reliability that will serve the Congress well for many years. The project has proceeded as directed in the House Report accompanying the fiscal year 1997 appropriations bill, under the supervision of the Director of Engineering, Electronics Engineering Division, and will be divided into three phases. The Chief Administrative Officer of the House and the Clerk of the House will be involved in all three phases.

- Phase I: Conceptual Study with Recommendations - Complete
- Phase II: Detailed Design and Bid Document - Pending Final Approval
- Phase III: Implement Construction and Complete Project - Pending Final Design

The total cost of this project, based on the Phase I study completion, is estimated at \$2,400,000, of which \$1,200,000 was appropriated in fiscal years 1998 and 1999. In fiscal year 1997 \$70,000 was reprogrammed under a separate project, for the study and schematic review of the sound system. These funds are requested on a "No Year" basis.

CB.55

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Implementation of AOCNET

Increase Requested: **\$1,660,000**
\$1,260,000
 Category: Technology / Management Systems Priority: 1-A

In 1991 the Architect of the Capitol's 5-year Information Resources Management (IRM) plan called for improving agency-wide information systems and implementing an agency-wide communications network called AOCNET. Specifically the plan called for the review of all agency legacy systems and AOC-wide data sharing via AOCNET. In fiscal year 1996 funds were requested and appropriated to begin this process. IRM is overseeing the re-engineering all legacy information systems. IRM also plans to complete the implementation of AOCNET and improve current connections in previously wired buildings to improve durability, capability, and performance.

Initially, AOCNET's fiber backbone must be upgraded in order to provide for greater reliability, availability and performance. The installation of additional single mode fiber will be installed providing a fiber interface to each jurisdiction. Single mode fiber is necessary to support current communications technology over a distance of 5km. To complete the single mode fiber backbone will require the following fiber runs: 1) FHOB to RHOB to CB to RSOB to HSOB; 2) FHOB to LHOB to CPP; and 3) CPP to LOC to USSC to HSOB.

In addition, an redundant information resource center location has been identified in the Hart Building. This facility will eliminate single points of failure for AOCNET by giving AoC communications, file server, database and Internet redundancy and provide increased bandwidth to the desktop. Creation of this redundant site is critical to maintaining full reliability and service of the AOC's administrative systems. Hardware for the Hart facility will be required to complete this project.

Finally, with the single mode backbone in place, the agency will be in a position to properly support enterprise-wide systems such as CAFM, FMS, HRIS, etc. Additionally, multimedia applications (video conference etc.) will also be practical supporting the great demand for bandwidth. ATM, GIGABIT Ethernet and other high speed technologies will support real time communication.

These funds are requested on a "No Year" basis.

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Financial Management System (FMS)
Increase Requested: \$3,300,000
 \$2,650,000
Category: Technology - Management Systems Priority: 1-A

The Financial Management System (FMS) project is an effort to acquire and implement a Joint Financial Management Improvement Program (JFMIP) compliant financial system. In fiscal year 1998 the AOC adopted the Vision Statement of the Legislative Branch Financial Manager's Council (LBFMC). The AOC has tried to ensure that its own long term financial management vision moves the agency into the future of solid financial management and improvement in concert with the other LBFMC members.

In pursuing a JFMIP-compliant FMS, during fiscal year 1998 and the beginning of fiscal year 1999, the AOC developed and refined FMS requirements from three perspectives. First, the AOC's specific accounting, budget, and other financial capability required from a Core Financial System were defined. Second, the financial requirements of AOC's "non-financial" operational areas including inventory management, procurement processing, facility management, and project tracking were incorporated. Finally, consideration was given to the existing and planned AOC automation environment, including the agency's overall Information Technology (IT) environment requirements (as projected by the AOC's Information Resources Management area) and the projected FMS impact of several AOC enterprise system efforts such as those related to a Computer-Aided Facility Management (CAFM) System, a Project Planning and Management System, and a Human Resources Information System (HRIS). To assure that all such requirements are consistent with LBFMC goals and strategic directions, the AOC has consulted closely with the General Accounting Office (GAO), which has provided staff assistance for this effort, and the Library of Congress (LOC) regarding an improved financial management system for the AOC.

Funds are requested in the amount of \$3,300,000 for the acquisition of software and implementation costs for a Core Financial System to help address the above requirements and needs of the AOC. This acquisition cost estimate is based on the current General Services Administration (GSA) Federal Management System Software (FMSS) Schedule of JFMIP-approved vendors. The implementation cost estimate is based on actual implementation costs for other Federal agencies, including Legislative Branch efforts, and covers implementation tasks required to fully implement a Core Financial Management System encompassing Funds Control, Budget Reporting, and Standard General Ledger. In addition, this cost figure includes necessary contractor support for user acceptance testing,

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software configuration and set-up, any necessary external interface development, technical system support, data conversion, reports development, user procedure documentation, and user training.

Purchasing, Accounts Payable, and Inventory functionality will be added in the future. The total implementation cost is currently estimated to \$6.9 million. These funds are requested on a "No Year" basis.

Update Electrical System Drawings on CAD
Category: Technology - Management Systems

\$60,000
Priority: 1-C

This project involves updating electrical Computer-Aided Design (CAD) system plans for the Capitol complex to show basement plans, electrical services, switchboards, risers as well as incorporate extensive renovated areas where renovations have been completed. The present Electrical CAD drawings are incomplete and are therefore of limited use. The work will be performed by contract with the guidance of the Technical Support Services with assistance from Electrical Engineering Division. The total estimate of \$300,000 is based on an estimate of the amount of time required to research and input the required data into the CAD system. Work shall be performed under the supervision of the Electrical Engineering Division. Funds in the amount of \$60,000 were appropriated in fiscal year 1999 to begin the work and will remain in the base for each of the next four fiscal years to accomplish this program.

CAD Mechanical Database
Category: Technology - Management Systems

\$60,000
Priority: 1-C

This project involves updating mechanical Computer-Aided Design (CAD) system plans for the Capitol complex. To date mechanical data has been entered for most of the occupied spaces through the complex, but little data has been entered for the central systems and equipment located in mechanical equipment rooms, etc. Entry of this data will provide information which can be used and which will be more accessible and can provide input for facility management uses as well.

The total estimate of \$240,000 is based on an estimate of the amount of time required to research and input the required data into the CAD system. Funds in the amount of \$60,000 were appropriated in fiscal year 1999 to begin the work and will remain in the

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base for the next three fiscal years to accomplish this program.

Computer-Aided Facility Management (CAFM)

\$350,000
(\$50,000)

Decrease Requested:

Category: Technology - Management Systems

Priority: 1-A

Computer-Aided Facility Management (CAFM) will upgrade, improve, and enhance the management of all facilities operations and maintenance through the use of software and hardware systems designed specifically to optimize facilities management. Current systems in use within the Architect of the Capitol (AOC) include work order systems and Computer Aided Design (CAD).

This will include procurement and implementation of a system or systems that will incorporate desired elements or modules that will focus on work management which includes preventive maintenance, predictive maintenance and a work order system; management of assets by tracking repairs versus preventive maintenance and deferred maintenance; space planning; project costing; condition assessment; and manpower management including scheduling and work leveling. It is crucial to establish a database of information in this process to support and link to all of the elements of facilities management as described.

The process of defining a detailed needs assessment is currently underway using a nationally known expert in this field. CAFM will provide quality control and work performance and measurement data. A fundamental basis of this system will be the implementation of a quality control system to ensure that the Congress's facilities management needs are met in a timely and efficient manner.

Implementation is planned over a period of years to ensure proper training of facilities staff, a period to pilot each phase and a period to evaluate the modules. The purpose of this plan is to have some assurance that the process does not fail because a given sector or module did not perform as anticipated. The order of priority of implementation of each module will be defined by the needs assessment which is currently underway.

It is also crucial that this system work in conjunction with the Financial Management System (FMS) in terms of labor tracking.

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work order and project costing and other areas. The integration of these processes will ensure that data will not have to be collected or entered multiple times, and that singular capture of labor and material data will benefit both the facility management function as well as accounting, budget and personnel functions.

Benefits of this system will include better maintenance scheduling; better tracking of activities projects, and programs; more consistent and better records regarding deferred maintenance; more accurate assessments of equipment conditions; more accurate and better reporting capabilities; the ability to merge maintenance activities onto various levels of CAD drawings; and better tracking of assets.

The total estimated cost of this system is \$1,450,000, of which \$350,000 is requested in fiscal year 2000 to remain in the base through fiscal year 2002. These funds are requested on a "No Year" basis.

Conduit, Pathways and Telecommunications Closet Upgrades for Computer Installations

\$600,000
(\$300,000)

Decrease Requested:

Category: Improvement - Client

Priority: 1-B

Based on current and projected demands for increased capability of the telecommunications, CCTV and electrical systems, as well as ongoing programs for the installation of life safety (fire protection) systems and advanced security systems in the U.S. Capitol Building, a project to provide for the systematic and coordinated upgrade of these important systems is proposed. With the exception of the work completed several years ago for the infill of the West Front Courtyards, major comprehensive upgrades of the building's wiring systems has only just begun and is anticipated to continue for several years. Emphasis is also being placed on this work as a result of the requirement to remove cabling from underneath carpet and wiring that has not been installed to meet code. *Based on planned work by the Chief Administrative Officer it is estimated that \$300,000 will be required in fiscal year 2000 to provide conduit and pathways for computer installations on the House Side of the Capitol.*

Likewise Senate Telecommunications is planning an upgrade to their communications network to provide higher speed communications at each workstation in the Capitol. This will require modifications in the existing telecommunications closets

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throughout the building. These modifications will include the installation of additional dedicated power circuits, upgrading of the existing cooling and ventilation systems, and where existing closets are not of adequate size, the creation of additional telecommunications closet space. *It is estimated that \$300,000 will be required in fiscal year 2000 to meet the plans of the Senate Sergeant at Arms.*

This funding is requested on a "No Year" basis. It is estimated that a similar level of work will be occurring in fiscal years 2001 and 2002.

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CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2000

Study, Upgrade Kitchen Exhaust Systems
Category: Life Safety

\$60,000
Priority: 1-B

During two recent upgrades of food service facilities in the House Office Buildings, it was apparent that the existing kitchen exhaust systems were not adequately fire protected to meet current life safety standards. In these instances, the fans and ductwork were not covered with UL Rated systems that would maintain their integrity during a grease fire. In addition, in some cases there were balancing dampers in the air stream. This could contribute to grease build-up in the ductwork which could ultimately result in a grease fire. Based on the vintage of other food service facilities throughout Capitol complex, it is assumed that this problem exists elsewhere.

An amount of \$60,000 is requested in fiscal year 2000 to review and evaluate upgrading exhaust systems in the Capitol complex to comply with current life safety standards. Installation funds are estimated at \$375,000 and will be requested in fiscal year 2002.

Upgrade Mechanical Equipment Walkways and Ladders

Category: Life Safety

\$225,000
Priority: 1-B

There are a large number of unsafe walkways/ladders located within the Capitol Building that need to be upgraded to meet OSHA safety standards. Some examples include both fresh air tunnels where they enter the building. The current ladders are at odd angles and do not completely reach the proper height. Other examples include an unsafe catwalk constructed of old wooden boards at the old Number 1 air handler, and unsafe or too steep ladders. These funds are requested on a "No Year".

Replace Upgrade Kitchen Fire Suppression Systems

Category: Life Safety

\$500,000
Priority: 1-B

Funding in the amount of \$500,000 is requested to replace the fixed fire suppression systems protecting the cooking surfaces in the kitchens of the Capitol. The existing fire suppression systems utilize a dry chemical extinguishing agent which is not effective

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in suppressing fires involving the cooking oils now used in the kitchens. It is anticipated that the National Fire Protection Association consensus committee responsible for this kitchen fire suppression system standard will be withdrawing it from the list of National Fire Codes since this equipment will no longer be approved by the Nationally Recognized Testing Laboratories (NRTL).

This project will include the complete removal and replacement of all existing kitchen fire suppression systems in the Capitol kitchens that do not meet the most current fire codes and do not contain the appropriate fire suppression agent for the hazards now encountered in the kitchens and other food preparation areas, such as carry-out restaurants. Additionally, the automatic shut-off of power to the cooking equipment in the event of a fire suppression systems activation will also be accomplished as part of this project, in accordance with fire code requirements.

The estimate is based on the costs associated with the complete replacement, testing and certification of the fire suppression system that was installed on the food serving/preparation line and in the kitchen of the Longworth House Office Building food court.

Replace Exit Doors for Emergency Egress and Security

\$750,000

Category: Life Safety

Priority: 1-A

This project is requested to respond to the need to create proper, code compliant exits from the U. S. Capitol that do not compromise the need for proper physical security. The designs are currently being prepared in conjunction with the Physical Security Division of the U.S. Capitol Police. The requested funding is for the construction of these doors, which are currently under design. The cost anticipates that special attention will be paid to respecting the monumental character and obvious historic significance of the building. Given the combination of life safety and security, this project has a very high priority. These funds are requested on a "No Year" basis.

Security Project Support

\$550,000

Category: Security

Priority: 1-B

In the Omnibus Consolidated and Emergency Supplemental and Appropriations Act, 1999, Public Law 105-277, approved

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October 21, 1998, funding was provided to the Capitol Police Board to carry out security measures for the Capitol complex. Among these measures, funding was provided for a variety of capital improvement projects to be designed and constructed by the Architect of Capitol.

These funds are being requested to provide staffing support for these critical projects. The level of effort that the security program entails is greater than existing staffing can oversee with the current workload. Therefore it is proposed to hire temporary staff to manage this work. Among the needs are mechanical, electrical, structural and civil engineering skills, architectural skills, CAD technical skills, and contracting office staff to oversee the design and construction contracts.

These funds would remain in the base for the duration of the security program implementation.

Design, Replace Legislative Call System and Clocks

\$200,000

Category: Cyclical Maintenance - Improvement

Priority: 2-B

Funding in the amount of \$150,000 has been provided to perform the Conceptual Design Engineering and Specification Phase to plan the replacement/upgrade of the Legislative Call Systems. Funding in the amount of \$200,000 is requested in fiscal year 2000 on a "No Year" basis for actual design of the new system.

The House and Senate Legislative Call systems are carrier current systems which distribute signals to the 5000 Legislative Call bells and lights via the electric power system, throughout the Capitol Complex. The carrier current system is also used to provide time correction signals to thousands of clocks.

These systems are 30 years old and have deteriorated due to age. Except for the Hart Senate Office Building system, which was installed in 1982, all the other building legislative call systems were installed during the 1960s. In order to maintain the reliability of the systems, the controls and the generating equipment should be replaced.

Based on presently known costs, it is estimated that a total of \$2,300,000 may be required for replacement costs. Once the

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design is complete, however, firm cost estimates will be available for future budget requests. It is anticipated that funds will be requested in fiscal years 2001 and 2002 for replacement of the system.

Rehabilitate Dome

\$28,000,000

Category: Cyclical Maintenance

Priority: 1-A

In 1990, the Architect of the Capitol contracted with a firm that specializes in water infiltration, Hoffmann Architects, to conduct a study of water penetration through the Capitol Dome. The consultant's final report indicated that there were numerous openings and joints which allowed water to enter the Dome and that at times the original drainage system was overwhelmed by heavy rains. The consultant recommended a complete renovation of the Dome with removal of paint, inspection and repair of plates and plate joints, the addition of interior backup drainage systems, and the design of systems to aid maintenance of the dome.

Funding was provided in fiscal years 1993 and 1994 to improve maintenance of the drainage system and to provide the recommended interior backup drainage. This project was completed in 1994 while additional investigative and design work was ordered related to the remaining findings of the original study.

Early in 1997, during the course of developing the design documents for this work, it was determined that adjacent spaces would be influenced by the repairs and that means of access and protection for the work would likely extend into areas where no work was planned. The consultant was directed to create a Master Plan for the Dome that would plan maintenance, repair, modification and restoration work for all systems, spaces and finishes from the floor of the Rotunda to the top of the Statue of Freedom as well as those areas immediately adjacent that would be affected by the work. The consultant was also directed to complete a series of pilot projects to inform the construction planning and cost estimating processes. The pilot projects were to test paint removal techniques and abatement procedures as well as to test approaches to addressing the cast iron problems and to clarify how that work should be accomplished and what it would cost. A budget of \$250,000 was approved through a reprogramming action at the end of fiscal year 1997 to carry out the pilot testing and master planning efforts. To be certain that all associated issues are considered in the master plan, one of the nation's most prominent structural engineering firms was tasked to develop a three-dimensional computer model to analyze the dome structure and its movements and stresses under a variety of conditions.

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Funding in the amount of \$7,500,000 was subsequently provided in Public Law 105-174, the 1998 Supplemental Appropriations and Rescissions Act, in recognition of the project's importance and urgency. The original scope of work included removal of chipping and hazardous lead containing paint from interstitial surfaces (between the inner and outer shells) and exterior of the dome; repair of over 200 defects, cracks and joint failures in the dome's cast iron plates and gutters; repainting of all cleaned surfaces using a contemporary non-hazardous paint system, and replacement of the aging bird control system. In 1997, it was determined that the scope of work should be expanded to include needed work in interior spaces and external roof areas that under any circumstances would be affected and disrupted by the principal project. The most notable addition to the scope of work was the removal of lead containing paint and decorative repainting of the interior surfaces and features of the inner shell in the Rotunda. The preparation of a master plan for the dome project was ordered in addition to a series of pilot projects. The pilot projects were designed to explore various methods of addressing the cast iron defects -- from welding to recasting and replacement -- and various paint removal and abatement methods and related containment and personnel protection procedures. Also, it was deemed prudent to conduct a complete structural analysis of the dome to confirm that more serious structural problems were not present and in part responsible for the cast iron plate failures.

An early decision was made with regard to construction phasing. It was recognized that the identification of all cast iron defects could not be completed until the multiple coats of old paint were removed, and as a result the full scope of work and total cost of the project could not be accurately determined until some portion of the work was undertaken. Consequently, the consultant team and AOC concluded that it would be prudent and informative to divide the construction into two phases. Phase one construction, for which the \$7.5 million was appropriated, will focus on the removal of lead containing paint from the interstitial space between the inner and outer shells and phase two construction will encompass the remainder of the work. Undertaken in this fashion, phase one construction will provide the opportunity to inventory and document all cast iron defects and any other problems needing attention while all cast iron surfaces are free of paint. This will lead to the final determination of the full scope of work and cost for phase two construction.

All advance preparations for phase one construction have been completed. The pilot projects have been completed, as have a) a mechanical and electrical survey to determine work that should be undertaken during phase one of construction and further evaluations and design work needed in preparation for phase two construction; b) the structural analysis that found the structural design and condition of the dome "exceptional"; and c) a metallurgical report that has identified the composition of various types of cast iron that can be found in dome elements. An interim master plan was completed in the Fall of 1998. It details the scope of phase one

construction work and identifies additional studies and design work to be undertaken during phase one in preparation for phase two construction. The additional studies and discoveries from phase one construction will affect the final scope of work for phase two construction documents and related final project costs. The additional studies will address electrical and mechanical improvements, lighting enhancements, life safety considerations on the tour route, cast iron conditions at the Boilerplate and under Cupola ribs, historic paint colors in the Rotunda, and other issues pertinent to phase two construction.

The contract for phase one construction will be awarded in December 1998 and the work will be completed in May 2000. During phase one work, additional studies and design work will continue in preparation for phase two construction that will begin immediately after the completion of phase one. The total project will be completed in April 2003. Because the estimated date for the award of a contract for phase two construction is 15 May 2000, all associated funding must be available for obligation at that time to avoid delay in beginning and completing phase two work that is essential to the protection of the outer dome from further moisture penetration, corrosion and damage. Accordingly, the request for fiscal year 2000 funds is based upon the total estimated cost of phase two construction. It must be emphasized that the AOC and its consultant team anticipate that additional cast iron damage and other potential unforeseen problems will be discovered during phase one construction. Although the cost estimate for phase two construction has made provision for this, the order of magnitude cannot be known until phase one work is well underway and as a consequence, it is anticipated that additional funding will be required in fiscal year 2001 to enable completion of the project.

The risk of delaying phase two work is additional damage to cast iron elements of the dome and considerably higher costs for its repair and rehabilitation.

The scope includes completion of all studies and design work for phase two construction, and the construction project itself. The project consists of the following:

- removal of lead containing paint from all remaining dome surfaces;
- repair or replacement of all cast iron dome plates and gutters that have defects, cracks and joint failures;
- repacking of all exterior joints with a contemporary caulking system;
- repainting of all cleaned and repaired surfaces using a contemporary non-hazardous paint system, including the decorative

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repainting of the features of the inner shell in the Rotunda;
replacement of the bird control system;
installation of life safety improvements throughout the dome; and
completion of a variety of roofing, electrical, mechanical and lighting improvements.

An independent cost consultant has been involved with the project since the beginning of the pilot projects that were undertaken to help the AOC and consultant team better understand the scope of work, extent of work required and anticipated costs associated with this unique project. The estimate is the work of this project subconsultant, DMS International, with input and oversight from the prime consultant and the AOC. The estimate for phase one construction has proven accurate in that the two lowest bidders to undertake the work are slightly below the estimate. The present estimate for phase two construction is based upon all known conditions at the time of its preparation and includes the best judgments of the entire team regarding the anticipated costs of elements of the project that have not been fully detailed and designed at this point in time and the possible costs associated with additional work that may be uncovered during phase one construction. This estimate totals \$27,936,000, and is comprised of exterior work in the amount of \$14,360,000 (paint removal, cast iron repairs, repainting and recaulking, bird control system replacement and cleaning and repointing of interior surfaces supporting masonry/stone wall); interior work in the amount of \$7,370,000 (paint removal, repair and repainting of interior surfaces of the Rotunda, gutter and PVC replacement, and boilerplate level abatement); and additional scope items in the amount of \$6,206,000 (renovation of interior spiral stair and grand stair; paint removal and repainting of skirt walkway; replacement of skirt area copper roofs, substrates, gutter troughs and downspouts; replacement of tinning shop; improvements to catwalk systems; refurbishment of floor and stair treads at First Visitor's Gallery; additional specific cast iron repairs/recasting; and various electrical and HVAC improvements including the addition of a fire alarm system in the dome and Rotunda, an emergency power lighting system in the dome, and an interstitial space HVAC dehumidification system). To reiterate, it is anticipated that the discovery of additional cast iron damage during phase one construction will necessitate additional funding in fiscal year 2001 to enable completion of all aspects of the project. The AOC Five Year Capital Budget carries a fiscal year 2001 estimate of \$2,000,000 for this additional work.

Therefore, in order to proceed with this important project, funding in the amount of \$28,000,000 is requested on a "No Year" basis.

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\$140,000
Priority: 2-A

Design, Upgrade Air Conditioning - East Front, Capitol
Category: Cyclical Maintenance

The major air conditioning systems serving the East Front of the U.S. Capitol were installed during original construction of the East Front which was completed approximately 30 years ago. During the ensuing time periods, various additions and modifications to the systems in the East Front of the Capitol have been implemented. While these systems have in general served their function well, due to age and the ever increasing demands upon them resulting from the increases in occupancy and equipment in the areas served, these systems should be upgraded/rehabilitated.

This project envisions the replacement of all five major air handling units which serve the East Front of the Capitol. In addition to replacement of the air handling units, the dual duct boxes which control air flow to each individual space need to be upgraded along with their associated controls to improve their controllability and energy efficiency.

Design work is being performed by a consulting engineer during fiscal year 1999, and these funds are requested to complete that design effort. Construction funding is planned to be requested beginning in fiscal year 2001. At the present time, estimates for the actual construction work total approximately \$4,500,000. Once design work is completed, firm cost estimates can be made upon which to base a funding request in fiscal year 2001.

\$95,000
Priority: 2-A

Study, Building Automation System for Capitol Complex (EMCS)
Category: Cyclical Maintenance

The installation of the current Energy Management and Control System (EMCS) began in 1987 and today is a 10,000+ point system controlling and monitoring mission critical equipment throughout the Capitol Complex. Landis and Staefa, the manufacturer of the current EMCS has announced that the system is no longer being manufactured and support and spare parts availability will only continue through 2003. As technology of Building Automation Systems (BAS) has dramatically changed since 1987 (rendering this system technologically obsolete), the demands placed on the system (including monitoring, controlling requirements, data collection and reporting requirements, number of users, HVAC fire and security interaction, number of buildings, etc.) have increased.

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Consideration must be given to planning the replacement of the existing system with a system utilizing current technology which can offer greater user flexibility, longer term parts availability and continued manufacturer support. A new Building Automation System Master Plan needs to be developed to ensure a smooth, timely and efficient migration to current technology and to ensure once this migration is completed that this system will meet the current and future requirements to allow the AOC to manage the operation of the Complex and reduce the energy required to operate.

These funds are requested to hire a consultant to perform a survey of the existing Building Automation System (the EMCS), perform a needs analysis based on current operation of the U.S. Capitol Complex and other connected off-campus buildings, and develop a master plan for system replacement which will include funding estimates, staffing requirements, preventive maintenance and calibration tracking requirements, project schedule, etc. Upon completion of the needs analysis a design for the replacement Building Automation System will be developed for the buildings under the supervision of the AOC with funds to be requested in fiscal year 2002.

Beginning in fiscal year 2003 funds will be requested to begin the EMCS replacement.

Elevator Recabling

Category: Cyclical Maintenance

\$100,000

Priority: 1-B

The elevators in the Capitol Building are old and due for modernization. However, until these elevators are modernized, extensive maintenance to include recabling, certification, and overhaul of the generators is required to keep them operable.

Replace Structural Support, Chandelier, East House Stairs

Category: Cyclical Maintenance

\$50,000

Priority: 2-A

The steel support for this chandelier is exposed to outside elements and has been in place for approximately 40 years. Even though it has been maintained by painting, the steel is in need of replacement. The steel support is rusting and could fail, causing damage to the historic, irreplaceable chandeliers. The estimated cost for this work is \$50,000.

CB.70

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Replace Construction Vehicles

\$150,000

Category: Cyclical Maintenance

Priority: 2-B

The Construction Management Division operates a fleet of sixteen (16) vehicles for purposes of transporting construction materials, supplies and equipment from suppliers or storage facilities to construction projects and return as well as occasional transport of workmen to, from, and between projects. These vehicles range in size from light duty pickup trucks to a tandem dump truck. The age of this fleet of vehicles ranges from two years old to nearly twenty years old with the major portion being mid-range.

It is just a matter of time until this fleet, with exception of the 1992 Ford Tandem Dump Truck and the 1995 Chevrolet S-10 Pickup on lease from GSA will, due to age and condition, have to be totally replaced to provide modern, safe, and dependable vehicles to perform assigned projects. It is the intent to return the leased vehicle to GSA, replace it and fourteen (14) of the remaining fifteen (15) vehicles with a units of similar characteristics or capabilities which will best fit the Division's needs at the time of purchase; i.e., a van may be replaced with a pickup truck or vice versa. At this time pricing is based upon replacing each unit in-kind; i.e., van with van, etc. The current plan calls for replacing the vehicles over a three year period beginning in fiscal year 2000.

Design, Replace High Voltage Switchgear & Cables, Capitol Complex

\$175,000

Category: Cyclical Maintenance

Priority: 2-B

The existing incoming service switchgear and high voltage cables are almost 50 years old. Based on their age, they need to be replaced or retrofitted with more up to date vacuum-type breakers. The typical life of cable and switchgear is 40 - 50 years, and despite a rigorous maintenance program, the systems serving the Capitol complex have outlived their normal life span. In addition, the present cables need to be updated to meet current National Electric Code requirements, and increased short circuit current capability in case of a fault.

Funds in the amount of \$175,000 are requested to develop contract drawings by an engineering firm to determine the best method to replace or retrofit the incoming high voltage system with the least disturbance to building occupants. More accurate cost estimates will be available when the design is completed. Once the design is undertaken, an invitation for bids will be issued, with

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construction being performed by a contractor. Replacement costs are presently estimated at approximately \$2,000,000, and would be requested in increments of \$500,000 annually beginning in fiscal year 2002.

Paint Exterior Woodwork and West Central Front, U.S. Capitol

\$300,000
 Priority: 2-A

Category: Cyclical Maintenance

The exterior of the Capitol Building, including the windows, has not been painted in over 8 years. To prepare for the Inauguration in 2000, a cyclical maintenance effort, to include preservation of wood from weathering, will be completed in fiscal year 2000. This project includes repainting the stone on the central portion of the West Front. This cyclical maintenance painting should be accomplished once every 5 years. Future budget requests will reflect this painting cycle.

Human Resources Management Division - Systems Development

\$3,600,000
 Priority: 2-B

Category: Technology/Management Systems

The AOC has minimal Human Resources Information System (HRIS) capabilities. The generation of needed day-to-day business information and reports for managing the Agency are largely lacking; many time-consuming manual processes should be automated; existing operating systems should be providing easier data access not only the human resources staff, but to Agency program managers.

In times of tight resources and increased need for readily available, accurate, information, it is imperative to have an HRIS that is responsive to Agency management needs and that can provide timely, reliable data and information for response to AOC management and Committee requests for program information; employee requests for personal information, and the public's request for operational information. The AOC's current systems capability provide a very limited capacity to meet these needs and they provide no capacity to automate time-consuming manual processes that occupy time and effort of supervisors, administrative staff, and the Human Resources Staff in administering day to day personnel transactions.

These funds are requested on a "No Year" basis for the acquisition of an HRIS system similar to those utilized throughout the government today. Implementation costs also have been included in this request. It is anticipated that \$800,000 will be required in

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fiscal years 2001 through 2004 to support and enhance this installation.

Master Plan Development

Category: Technology/Management Systems

\$100,000

Priority: 2-A

Funding in the amount of \$100,000 is requested to begin a review of several planning issues that affect the entire Capitol complex. The last time this effort was undertaken was in the late 1970s and early 1980s. There are significant changes to the assumptions that served as the foundation for the 1981 Master Plan. A review of that plan and its recommendations is necessary at this time to provide the Congress with guidance on matters such as campus parking, local transportation issues, utility infrastructure, long term usage of buildings now being used in appropriately, and how planned construction for security measures and the Capitol Visitor Center relates to the campus.

The 1981 Master Plan focussed on developing guidance largely for future office building development. In 1998 it is apparent that future development will not focus on pure office space. Today, technology has served to fulfil the staffing functions that previously were performed by space-occupying people. Conversely, the ubiquitous use of technology today requires different needs that the current built environment is being modified to accommodate. Other space usage issues have arisen. In 1981, the long term use of the O'Neill House Office Building, and the building now occupied as the U.S. Capitol Police Headquarters Building was not envisioned. And although staffing has not reached the population envisioned in 1981, there is a need to review the needs for transportation and parking on a campus basis. Further, the new focus on security issues at the present level was never addressed in the 1981 Master Plan. Although the Master Plan served as basic guidance for design of the Perimeter Security Plan and the Capitol Visitor Center, their relationship to the existing buildings and their use by Members, staff and visitors must be reviewed.

It is proposed to develop a panel of experts in these areas to develop a scope for a master planning effort. Funds for that effort would be requested in a future fiscal year.

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Conduct Energy Survey of Capitol Complex
Category: Improvement - AOC

\$2,000,000
Priority: 2-B

Sec. 310 of the Legislative Branch Appropriations Act, 1999 requires the AOC to develop an implement a cost-effective energy conservation strategy and achieve a net reduction of 20 percent in energy consumption compared to fiscal year 1991 levels by October 2005. The section also requires an energy survey of all congressional buildings. This request will provide the required survey.

Many opportunities for saving energy and water exist throughout the U.S. Capitol Complex. In fact, many of these projects would pay for themselves in a short amount of time; however, identifying these opportunities and incorporating them into ongoing replacement and/or repair projects remains a challenge. By implementing these projects, not only would the U. S. Capitol Complex become more efficient (use the resources needed - no more, no less), but it also would be able to meet the energy goals proposed by the House. During the past several years, the AOC has undertaken numerous energy conserving projects including replacement of existing motors with high efficiency motors, installation of electronic variable speed drives, installation of double pane windows, and most recently the replacement of over 160,000 fluorescent light tubes along with their associated ballasts with more efficient tubes and ballasts. This project will expand the scope of previous efforts and provide financial justification for prioritizing future energy conservation projects.

It is proposed to hire a qualified consultant to develop a protocol and methodology for use in surveying the U. S. Capitol Complex for energy savings opportunities, to survey the U. S. Capitol Complex, and to provide a report and an electronic database of energy conservation opportunities and implementation requirements. This database shall include fields such as life-cycle-cost methods, cost, payback period, projected project cost, and projected energy and water savings for each project identified. This database can be used to prioritize energy and water savings opportunities and can also assist in rapidly incorporating these projects into ongoing replacements and/or repairs.

Funding is requested on a "No Year" basis for this survey.

CB.74

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Study for House Chamber Improvements

\$300,000
Priority: 1-C

Category: Improvement - Client

The Architect of the Capitol has received expressions of interest that a study be conducted to investigate the possibility of restoring the House Chamber (Chamber) of the House of Representatives in the United States Capitol while modernizing its support systems. To provide the Leadership of the United States House of Representatives (House) with more information upon which to base a decision as to whether or not to proceed with a full design and construction process, such a study would be initiated to produce a conceptual design approach, a prospective project schedule and an anticipated cost range for the ultimate construction of the work.

The intent of any restoration and modernization effort would be to recreate, insofar as is practicable, the original Thomas U. Walter design for the Chamber (1853-57), the character of which was significantly altered in 1949 by virtue of the present design by Harbeson, Hough, Livingston & Larson, associate architects, Francis Sullivan, consulting architect, and David Lynn, Architect of the Capitol. During this renovation the building systems were updated to the post-war standards of the time.

Of critical importance is the present need to upgrade the engineered systems of the Chamber, including primarily heating, ventilating and air conditioning, fire protection and life safety, ADA support infrastructure, and security systems. Of secondary importance are telecommunications and lighting systems to meet the current and future needs of the House, and to improve the functionality of the Chamber and associated spaces. Those needs would be sensitively blended with Walter's design. Particular emphasis would be placed on recreating the original color scheme, materials and details gleaned from historic documents and other sources. Solutions to modern requirements would be incorporated into the restoration program.

The initial funding in fiscal year 2000 is for the performance of a study which would outline all design requirements and issues, describe a conceptual approach to the resolution and integration of the functional requirements into the historic restoration design, describe the anticipated design and construction strategy and schedule for the project, and provide an order-of-magnitude cost range for the design and construction phases to follow.

Funds in the amount of \$300,000 are requested in fiscal year 2000 on a "No Year" basis to begin the preliminary design and

CB.75

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needs study. Estimates are based on a similar program currently underway regarding the Senate Chamber. It is estimated that \$1.5 million will be needed for design and \$15 million for construction.

Inaugural Support Services

\$100,000

Category: Improvement - Client

Priority: 1-B

Funding for preparation of the Presidential Inauguration is received at the beginning of the fiscal year in which the Inaugural is to occur. This is not far enough in advance to allow for thorough and appropriate design of all the systems required for the Inauguration, such as the sound systems. It is proposed that funding be allowed in the year before the Inauguration to allow these design functions to occur in a more timely manner. If this funding is provided in fiscal year 2000, the amount required for design functions to be provided to the Architect of the Capitol at the beginning of fiscal year 2001 will be greatly reduced. In addition, it is hoped that one result of this more timely advance planning will be a reduction in the actual cost of the systems and infrastructure to be provided for the 2001 Inauguration.

This funding is requested on a "No Year" basis.

Study/Design, House Chamber Relighting

\$100,000

Category: Improvement - Client

Priority: 1-C

There is a need to upgrade the outdated lighting in the House Chamber to better support televised proceedings, as well as to provide adequate lighting levels for the Members, staff and visitors to the Chamber. To fully explore the technology options available to meet these needs, it is proposed that a technical and requirements study be conducted in fiscal year 2000 at an estimated cost of \$100,000. The study would include the following key items: a) evaluate user needs b) develop user and technical requirements and c) prepare specifications and bidding documents. Following the review of that study by House Officers and oversight funds would be requested to carry out the improvement project.

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2001

Roof Fall Protection

\$650,000

Category: Life Safety

The Capitol Building is not in compliance with OSHA Standard, sub-part M1926 "Fall Protection". To correct these conditions funding is requested to engage consultants to survey, program, design and document fall protection systems for the Capitol. Fall protection construction funds, estimated at \$650,000, would be requested in fiscal year 2001.

OSHA standards require fall protection for all horizontal and vertical surfaces 6 feet or more above adjacent surfaces (roofs and walls). Trades most frequently requiring fall protection include roofers, HVAC technicians, plumbers, stone masons, carpenters, window washers and birdproofing performing regularly scheduled maintenance programs and emergency services.

Install Emergency Signs, Lighting and Safety Areas

\$2,000,000

Category: Life Safety

Funding will be requested in fiscal year 2001 to provide emergency signs, lighting and safety areas throughout the Capitol complex. This project involves correcting life safety (red) exit signs and adding additional emergency lights in restrooms and other inappropriately lit egress areas. An amount of \$80,000 was reprogrammed for design of this project. Once estimates are available funding will be requested in the appropriate appropriation.

Chemical & Explosive Storage Facility, D.C. Village

\$664,000

Category: Security

The U.S. Capitol Police have requested that the AOC provide a new chemical and explosives storage facility at their Canine Facility. Work will improve the existing explosives storage area, including building safety berms, providing lighting and power, providing security and fencing. Design funding was provided in the 1998 Emergency Supplemental and Rescissions Act, Public Law

Capitol Buildings Salaries and Expenses

Capital Budget Projects Beginning in Fiscal Year 2001

Fiscal Year 2000 Budget Estimate

105-174. The Capitol Police Board has agreed with this project.

U.S. Capitol Police Command Center

\$800,000

Category: Security

Funds will be requested in fiscal year 2001 to design the improvements to the U. S. Capitol Police Command Center. Construction funds will be requested in fiscal year 2003. The intent of this program is to provide enhanced coordinated security. The Capitol Police Board has agreed with this project.

Support Facilities for Additional U.S. Capitol Police

\$1,250,000

Category: Security

Funding was provided in the 1998 Emergency Supplemental and Rescissions Act, Public Law 105-174, for the U.S. Capitol Police to hire additional administrative and support personnel (a well as uniformed officers). These funds are requested to provide space renovations to facilities throughout the Capitol complex, to modify and expand office areas, locker facilities, roll call areas, and the like to accommodate new Capitol Police staffing. The estimate is based on the addition of 30+ administrative support personnel and additional officers. The Capitol Police Board has agreed with this project.

Emergency Operations for HVAC Systems, Capitol

\$4,968,000

Category: Security

As required for proper ventilation of the Capitol during normal operation, the heating, ventilating and air conditioning systems introduce outside air into the occupied spaces within the building. During emergency situations, however this ventilation air could introduce noxious or toxic gases into the building. Funding was provided to design a system which upon receiving an indication that a noxious or toxic gas had been introduced into the building ventilation system would place the system in a mode of operation to stop introduction of the gas into the building and then exhaust the gas from the building.

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A preliminary construction estimate of \$4,968,000 has been made to implement the emergency operation of the heating, ventilating and air conditioning systems in the Capitol. Actual design, to be accomplished with fiscal year 1999 funding in the amount of \$100,000, will provide firm estimates. The Capitol Police Board has agreed with this project.

\$8,455,000

Off-Site Delivery/Screening Center, U.S. Capitol Police

Category: Security - Client

The U.S. Capitol Police have requested that funds be included in fiscal year 2001 for the construction of a new Off-Site Delivery and Screening Center. Construction estimates, presently estimated at approximately \$8,455,000, will be requested once firm design and cost estimates are completed. The Capitol Police Board has agreed with this project. Design funding was provided in the 1998 Emergency Supplemental and Rescissions Act, Public Law 105-174.

\$350,000

Restore Shutters and Upgrade Lighting

Category: Cyclical Maintenance - Improvement

This project will restore the wooden shutters and install lighting improvements in about 300 windows in the Capitol. Many requests have been received to make the existing interior shutters operational and to improve the lighting in the window wells. After many years and coats of paint, most of the shutters are not operational. The total cost for this project is currently estimated at \$1,750,000.

\$4,000,000

Upgrade Building Systems, Capitol Building

Category: Cyclical Maintenance - Improvement

Based on current and projected demands for increased capability of the telecommunications and electrical systems as well as ongoing programs for the installation of fire protection systems and advanced security systems in the U.S. Capitol Building, a project to provide for the systematic and coordinated upgrade of these important systems has begun. With the exception of the work completed several years ago for the infill of the West Front Courtyards, no major comprehensive upgrades of the building systems have occurred.

CB.79

Capitol Buildings Salaries and Expenses
Capital Budget Projects Beginning in Fiscal Year 2001

Fiscal Year 2000 Budget Estimate

It is proposed that a design program to provide specific design solutions for upgrades to major systems and infrastructure in the building be undertaken in fiscal year 2001. A preliminary study was funded in fiscal year 1999. This project involves installation of new telecommunication and power distribution systems, evaluation, modification or replacement of various air conditioning systems, coordination of the installation of a smoke detection and sprinkler system, and alterations to the toilet rooms taking advantage of the new plumbing system that is currently being installed. Additionally, space for new telecommunications closets will be developed to support the increased demand for this type of utilitarian space. Development and implementation of the security system upgrades will be closely coordinated with the U.S. Capitol Police's Physical Security Division.

The monumental nature of the building as well as the architecturally sensitive aspects of many of the spaces will require close coordination with art and room restoration/renovation programs funded under separate allotments. As spaces are made available for restoration and modernization, the designs resulting for the first phase of this project for system upgrades will be implemented in an efficient and comprehensive manner.

Replace Dimming Systems Serving East Front Offices

Category: Cyclical Maintenance

\$35,000

There are four rooms in the East Front of the Capitol which have dimmer systems controlling their lighting. These systems are over forty years old and spare parts are no longer available making repairs expensive and time consuming. It is proposed to replace these systems with new dimming systems.

The design will be overseen by the Electrical Engineering Division and construction will be performed by in-house electricians. Funds in the amount of \$35,000 will be requested in fiscal year 2001 to design the project, and replacement funding will follow in subsequent years.

Fiscal Year 2000 Budget EstimateCapitol Buildings Salaries and Expenses
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\$121,000

Restore Cast Iron Lamp Posts and Railings

Category: Cyclical Maintenance

Based on a survey conducted by an outside architectural firm, all of the cast iron lamp posts and metal railing on the West Front of the U.S. Capitol are in need of repair. The cost to complete this work is estimated at \$747,000, which will be requested in annual increments over several fiscal years beginning in fiscal year 2001.

\$200,000

Analysis and Renovation of Outside Air Intake Tunnels

Category: Cyclical Maintenance

There are two large air intake tunnels beneath the surface of the west lawn of the Capitol. These tunnels, which are approximately 10 feet in diameter, provide outside air for ventilation to various portions of the building. They are currently over 100 years old. While there have been various superficial repairs performed over the years, there has never been a complete renovation of these tunnels. They are currently leaking and if not renovated will deteriorate to the condition that their stability will become questionable.

Funds were reprogrammed in fiscal year 1998 to hire a consultant to perform a survey and make recommendations regarding renovations to the tunnels to ensure their continued satisfactory performance. Based on this study a design will be prepared for renovation of the tunnels. The renovation work will be done with temporary labor or a contractor depending on the proposed revisions. Funding will be requested in fiscal years 2001 and 2002 for this work. Although there is no design yet, it is estimated that each outside air intake tunnel will require approximately \$200,000 to renovate. Firm cost estimates will be provided once the design is undertaken, and will form the basis for the future funding request.

\$250,000

Repairs to East Front Bronze Doors

Category: Cyclical Maintenance

A preliminary evaluation was done to identify problems with the working mechanisms of the three historic bronze doors at the

CB.81

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Fiscal Year 2000 Budget Estimate

Capital Budget Projects Beginning in Fiscal Year 2001

second floor entrances under the East Front porticos leading to the House Chamber, the Rotunda and the Senate Chamber. The Rotunda doors are very heavy and weigh approximately 14,000 lbs. and cannot be closed fully, and therefore, have to be removed either by a crane or by some other special lifting devices for repair. No work has been performed on the doors since they were originally installed in 1961. All the doors need to be removed to work on them including the repairs to the underlying structure and surrounding masonry work holding the doors in place. Funding was provided in fiscal year 1998 for a specialist/consultant to survey the condition of these doors and assess the extent of damage and to estimate the cost to repair/restore them to their original condition. It is currently estimated that \$250,000 will be required to make the necessary repairs.

Exterior Stone Preservation Plan

\$766,000

Category: Cyclical Maintenance

These funds will be requested over a multi-year period for measures to preserve and repair the carved marble elements on the exterior of the U.S. Capitol. The carved marble elements include the three sculptured pediments and two over door reliefs and hundreds of fluted Corinthian columns, brackets, and various moldings and rosettes. These elements are rapidly eroding because of weathering and air pollution. Some pieces are so thin that they are breaking off; these include leaves and volutes on column capitals and brackets and fingers and details on figures.

A detailed survey and assessment of the three sculptured pediments has been conducted by a conservator. Additionally, a survey was taken to assess the condition of all other exterior architectural fixtures and elements. This request is based on those surveys. The project is estimated at \$6.6 million.

Replace Windows, U.S. Capitol Building

\$1,600,000

Category: Cyclical Maintenance

Many of the exterior windows in the Capitol are the original wood windows which were fabricated and installed as the construction of the building took place. It is typical for the old wooden windows (many of which are over 100 years old) to be in very poor condition. The passage of time and exposure to the elements has caused many of the windows to fall into disrepair. For decades,

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most of the windows have been intentionally caulked and painted shut so they could not be opened. This was done to help with heating and cooling, to aid with security, and also because it was the most expedient thing to do with windows in not very good condition. Funding will be requested beginning in fiscal year 2001 to begin a program for replacement of these windows. The window replacement project is estimated at \$8 million.

Architectural Drawings and Photography Data Base Network

Category: Technology/Management Systems

\$80,000

Funds will be requested to support technical document management of the drawing and photography databases in order to network them so that they can be searched directly by AOC staff throughout the agency. This has been a long-term goal of the Curator's Office, and staff throughout the agency have expressed interest in having access to the information. The goal is to have images as well as indexing information immediately accessible; images would be included for the photographs and works of art, with drawings scanned on demand because of information storage considerations. Over 100,000 architectural and engineering drawings are included in the database developed by the Records Management Branch. There are over 70,000 photographs indexed by the Photography Branch. In addition, the Curator's Office has compiled information on over 1,000 works of art.

Rewire Lighting for Energy Management

Category: Improvement - AOC

\$50,000

Existing lighting in corridors and other areas are left on 24 hours a day and should be controlled to be "off" during non office hours and at night. It is proposed that a study/survey and design be done by a consultant in fiscal year 2001. Funding for the work will be requested in fiscal year 2003.

Upgrade Lighting, Brumidi Corridor

Category: Improvement - Client

\$45,000

This project will replace lighting in the elaborately decorated Brumidi Corridors that are currently undergoing restoration in a

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ten-phase project. Currently, ten times as much light shines on the walls, on which beautiful original colors and details are being uncovered. In addition to enhancing the aesthetic experience of the corridors, a new lighting system would be chosen to enhance the preservation of the murals and to improve energy efficiency.

Upgrade Canine Administrative Facility, D.C. Village

Category: Improvement - Client

\$50,000

This project consists of the preparation of design documents by a consulting Architect for the anticipated renovation of the existing canine building that was formerly occupied by the Metropolitan Police Department's Canine Unit. Renovation is required to bring the facility into code compliance so it can be occupied to meet the program needs of the U.S. Capitol Police. The canine facility now under construction eliminates the need to house dogs in the old building and allows for the conversion of the entire building into occupiable space. The Capitol Police Board has agreed with this project.

Vehicle Maintenance Facility, U.S. Capitol Police

Category: Improvement - Client

\$210,000

The U.S. Capitol Police have requested that funds be requested to be funded in fiscal year 2001 for the proposed design and relocation of the Vehicle Maintenance Facility. Construction funds would be requested based on the design, but is presently estimated at approximately \$1,750,000. The Capitol Police Board has agreed with this project.

Upgrade Cable Television System

Category: Improvement - Client

\$4,500,000

Funds were provided in fiscal year 1999 to develop specific engineering designs for this project. Overall preliminary project estimates are \$18 to \$20 million depending on the desired level of complexity of the expansion and the technology utilized.

Capitol Buildings Salaries and Expenses

Capital Budget Projects Beginning in Fiscal Year 2001

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Training Facility, U.S. Capitol Police

\$10,000,000

Category: Improvement - Client

The U.S. Capitol Police have requested that funds be requested in fiscal year 2001 for a proposed new Training Facility. The master plan should determine how best to address this critical problem. The master plan will address both the indoor training facility requirements, as well as the acquisition of exterior training areas for conducting Vehicle Pursuit and Evasive Tactics, Motorbike, Bicycle Patrol, Civil Disturbance Unit, Ceremonial Unit, Officer Safety and Survival, Dignitary Protection, Motorcade Movement and Security, Physical Conditioning, and Defensive Tactics training. Storage facilities for training aids will also be required. It is currently estimated that \$10 million would be required if a new facility is constructed on existing property. The Capitol Police Board has agreed with this project.

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2002

Senate Chamber Improvements

\$15,000,000

Category: Improvement - Client

In response to various expressions of interest regarding restoration of the Senate Chamber in the United States Capitol, the Architect of the Capitol contracted with the consulting firm of Beyer Blinder Belle to perform a Study and Report on Systems Modernization and Restoration to develop a conceptual design approach to upgrading of the Chamber. This study will provide the Leadership of the United States Senate with more information upon which to base a decision as to whether or not to proceed with a full design and construction process, a prospective project schedule and an anticipated cost range for the ultimate construction of the work. Design funds were approved in fiscal year 1999 to carry out such specific renovation design as the Senate Committee on Rules and Administration approves. Construction funds will be requested in fiscal year 2002 based on such design.

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all projects funded in prior fiscal years. These narratives are supported by a financial summary statement that includes the following data: detailed financial, scheduling and cost information are provided for ongoing projects including an account code, project title, the year funds were first appropriated for the project, the total estimated cost, the total amount funded through fiscal year 1999, the obligated, unobligated and unliquidated balances as of October 1, 1998, and the estimated date for project completion.

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITOL BUDGET PROJECTS WITH PRIOR YEAR FUNDING

PAGE	PROJECTS	YEAR FIRST APPROP.	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED 10/1/98	UNLIQUIDATED 10/1/98	ESTIMATED DATE OF COMPLETION
CAPITOL BUILDINGS									
CB-89	Management of the ESCO Project	1997 R	71,145	71,145	71,145	71,145	0	0	1998
CB-89	Reconditioning of Various AC Sys Cap. Bldg.	1984 *	1,850,000	1,850,000	1,828,941	1,830,209	19,791	1,268	1999
CB-89	Alterations to Room H-140 Cap. Bldg.	1985	300,000	300,000	0	0	300,000	0	pending
CB-89	Program for Energy Conservation Capitol Bldg.	1985 *	325,000	325,000	326,918	326,918	(1,918)	0	1998
CB-89	PCB Transformers & Cable	1986 *	11,967,000	11,967,000	10,055,010	11,100,200	866,800	1,045,191	2000
CB-90	Alterations to Senate Library, 4th Floor	1988 R	188,000	188,000	167,771	175,710	12,291	7,938	pending
CB-90	House Monumental Steps, East Front	1989 *	3,343,000	3,343,000	3,232,453	3,232,453	110,547	0	1998
CB-90	Retrofit Energy Efficient Lighting System	1992 */R	928,922	928,922	911,190	923,265	5,657	10,075	1998
CB-91	Replace & Upgrade Underground Storage Tanks	1997	900,000	900,000	244,432	392,666	507,234	148,233	1999
CB-91	Convert & Maintain Ft. Meade Facility	1994 R	2,797,000	2,797,000	480,873	480,873	2,316,127	0	1998
CB-92	Replace Roofing, Senate Wing, East Front	1996 *	243,615	243,615	236,017	236,017	7,598	0	1998
CB-92	Legislative Branch Warehouse Complex, Ft. Meade	1996 R	900,000	900,000	715,078	812,326	87,674	97,248	1999
CB-92	Design for House Chamber Audio System	1997 R	70,000	70,000	64,716	64,800	5,200	84	1999
CB-92	Replace/Install Witness Timers in Comm. Rms.	1998	125,000	125,000	1,581	1,381	123,420	0	1999
CB-93	Electrical Renovations to Senate Kitchen	1998	75,000	75,000	0	2,406	72,594	2,406	1998
CB-93	Renovation of Canine Facility, D.C. Village	1998	200,000	200,000	0	0	200,000	0	1998
CB-93	Complex Wide Fire & Emergency Management System	1998	475,000	475,000	0	50,000	425,000	50,000	2000
CB-93	Improve Lighting for Senate Chamber	1998	800,000	800,000	0	0	800,000	0	pending
CB-94	Compliance Issues, P/S Capitol Street Warehouse	1998	100,000	100,000	1,581	1,581	98,420	0	1999
CB-95	Study, Upgrade Building Systems, Capitol	1999	500,000	500,000	0	0	500,000	0	2000
CB-95	Design, Upgrade Cable TV System	1999	1,000,000	1,000,000	0	0	1,000,000	0	2000
CB-95	Design, Police Security Items	1999	1,000,000	1,000,000	0	0	1,000,000	0	2000

* - Funding thru FY 1999 provided over a multi-year period.

R - Initial funds provided by a reprogramming in the year indicated in the column Fiscal Year First Appropriated.

CB-88

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING
NARRATIVE DESCRIPTIONS

Management of ESCO Project

This project provided funding for the Construction Management Division to coordinate and inspect the installation of energy efficient lighting performed under an ESCO contractor. The installation of all new lights was completed in 1998. This project will closed out.

Reconditioning Various A/C Systems, Capitol Building

This project involves the renovation/replacement of twenty air conditioning systems in the United States Capitol. Sixteen of the systems have been completed and the remaining 4 units should be completed in 1999.

Alterations to Room H-140, Capitol Building

This work is presently waiting further direction from the client.

Program for Energy Conservation, Capitol Building

This project principally involves the installation of the Energy Management and Control System (EMCS) which will, when complete, provide for centralized monitoring and control of the majority of the air handling equipment in the Capitol. This project was completed in fiscal year 1998 and will be closed out.

Replacement of PCB Transformers

This is a mandated program by EPA to reclassify and/or remove and dispose of the secondary voltage network transformers

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containing polychlorinated biphenyl (PCBs) located within buildings or in sidewalks next to the buildings. There are a total of 109 transformers scheduled to be removed and disposed of as per EPA guidelines under this program. This program is divided into three groups:

- Group I - RHOB, JMMB and FHOB. Total 36 transformers - completed.
- Group II - Capitol, LHOB and Senate Garage. Total 22 transformers - completed.
- Group III - RSOB, CHOB (18 transformers - completed)
- JAB, TJB (18 transformers - essentially completed - to be closed out)
- DSOB and Senate Garage (15 transformers - project under construction)

This allotment supports consultant's contractual services, the actual replacement costs for the transformers, and in house personnel involved with the review and management of this project. Some of these projects need to be coordinated with other electrical and communication improvement projects. All projects are expected to be completed in 2000.

Alterations to Senate Library, Fourth Floor

This project is awaiting the relocation of the Senate Library to the basement areas assigned in the Senate Office Buildings. Work is anticipated to begin during fiscal year 1999 is pending further direction of the client..

House Monumental Stairs, East Front

The project is complete and will be closed out.

Retrofit Energy Efficient Lighting System

This project involves the retrofitting of all existing inefficient lamps and ballast to a more efficient lighting system through third party financing. The scope of the project is to remove all existing T12 fluorescent tubes, core and coil type ballast and PCB ballasts

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and replace with T8 lamps, hybrid/electronic ballasts and install motion sensors to control lighting in public restrooms. In return, the contractor will receive payments, for seven years, based on the guaranteed annual cost savings resulting from the installed energy conservation measures. The project was completed in fiscal year 1998 and will be closed out.

Replace and Upgrade Underground Storage Tanks

Underground storage tanks contain regulated petroleum substances, which typically in the Capitol complex include motor fuels and fuel oils. Based on the survey performed, there are eight underground storage tanks that are active, including the fuel oil storage tank that was built specifically for the Capitol Power Plant. In addition, there are twelve underground storage tanks that are inactive. With the exception of the Power Plant tank, the active underground storage tanks must be upgraded or replaced. Of the twelve inactive underground storage tanks, five must be closed and certified. The remaining seven inactive underground storage tanks have already been closed, but they must be tested to ensure complete compliance with closure regulations.

In addition to this upgrading and replacement program, there will be a need for long term monitoring of the active underground storage tanks. The monitoring will be performed by a mixture of electronic sensors, automatic warning systems, and visual inspections. The upgrading and replacement program will be completed in 1999.

Convert and Maintain Ft. Meade Facility

These funds were made available for operation, and upgrade of the Ft. Meade long term storage facility. Some of these funds were reprogrammed and will be used to supplement available funding for the construction of a storage facilities for the Library of Congress.

Replace Roofing, Senate Wing, East Front

This is a two year program to replace the copper flat-seamed roofing on the Senate Wing, East Front. The work was completed in 1998 and the project will be closed out.

Fiscal Year 2000 Budget Estimate

Capitol Buildings Salaries and Expenses
Capital Budget Projects Funded with Prior Year Funding

Legislative Branch Warehouse Complex, Ft. Meade

This project provided for the operation and maintenance of the existing landscaping and structures located at the site which has been transferred to the Architect of the Capitol from the Department of the Army at Ft. Meade, MD. This property was transferred to provide a location for the long term storage and warehouse needs of the Library of Congress and the Legislative Branch. Funds are required to reimburse the Army for services provided by them such as fire protection, security, landscaping services, snow removal, and pest control. Funds are also required for the repair and renovation of facilities that the Architect determines are useful for storage needs. Funds are also required to provide for ongoing site development planning necessary to survey the area, ascertain which areas are suitable for building the Library book storage facility, plan future storage areas, etc. Because this is an ongoing program, funding was requested on an annual basis starting in fiscal year 1998.

Design for House Chamber Audio System

House Report 104-657 accompanying H.R. 3754, the Legislative Branch Appropriations Bill, 1997 directed the Architect to undertake, in consultation with and with assistance from the Chief Administrative Officer and the Clerk of the House, the design for a modern audio system for the chamber of the House of Representatives. Funds in the amount of \$70,000 were reprogrammed in order to accomplish this goal. A consultant has been chosen and is working on the design. The design will be completed in 1999. Funding to replace the Chamber audio system was appropriated under another project in the fiscal years 1998 and 1999 capital budgets. Additional installation funds in the amount of \$1,200,000 are being requested in fiscal year 2000.

Replace/Install Witness Timers in Committee Hearing Rooms

This project, which was funded in fiscal year 1998, provided for the replacement and installation of witness timers in approximately 100 committee rooms. The installation should be complete in 1999.

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Capital Budget Projects Funded with Prior Year Funding

Fiscal Year 2000 Budget Estimate

Electrical Renovations Senate Kitchen

This project, which was funded in fiscal year 1998, provides for the replacement of corroded conduit and deteriorated wiring in the Senate kitchen. This work was completed in the Fall of 1998 and the project will be closed out.

Renovation of Canine Facility, U.S. Capitol Police

The U.S. Capitol Police requested that the former District of Columbia Metropolitan Police Canine Facility be renovated. Because of the prohibitive cost of renovating the old building, a new kennel facility is being constructed. It is scheduled to be complete in 1998.

Complex Wide Fire and Emergency Management System

Funding in the amount of \$50,000 was appropriated in fiscal year 1998 to design the interconnectivity and operability of the various fire detection, alarm and suppression systems within the Capitol Complex and to provide accurate, up-to-date information to the various Fire Department units which may be dispatched to assist during an emergency within the various Capitol Complex buildings. This system will be interconnected to the existing fire alarm evacuation systems and circuits to allow complex-wide communication and information dissemination to occupants and emergency responders. This project includes system integration as well as communication capability for both the responders and building occupants, and incident commander interface capability with on-site technical expertise. Installation funds in the amount of \$425,000 appropriated in fiscal year 1999. This work will proceed during fiscal year 2000.

Improve Lighting for Senate Chamber

In response to various expressions of interest regarding restoration of the Senate Chamber in the United States Capitol, the Architect of the Capitol contracted with the consulting firm of Beyer Blinder Belle to perform a Study and Report on Systems Modernization and Restoration to develop a conceptual design approach to upgrading of the Chamber. This study will provide the

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Leadership of the United States Senate (Senate) with more information upon which to base a decision as to whether or not to proceed with a full design and construction process, and include a conceptual design, a prospective project schedule and an anticipated cost range for the ultimate construction of the work.

There is a need to upgrade the lighting, as well as the engineered systems of the Chamber, including primarily heating, ventilating and air conditioning, fire protection and life safety, ADA support infrastructure, security systems, and telecommunications systems to meet the current and future needs of the Senate, and to improve the functionality of the Chamber and associated spaces. Solutions to modern requirements would be incorporated into the restoration program. A total of \$800,000 was appropriated in fiscal years 1998 and 1999 for the design of, or any improvements to the Chamber that the Senate Committee Rules and Administration may approve. It is currently estimated that \$15 million would be required for a complete renovation project.

Compliance Issues, South Capitol Street Warehouse

There is currently approximately 72,000 square feet which is rented by Architect of the Capitol which includes warehouse space for the Architect of the Capitol, warehouse and work space for the Construction Branch, and the Capitol Police Offsite Delivery Center. The lease requires the lessor to furnish to the government and maintain in good operating condition during the lease mechanical, heating (but not cooling), electrical, water, and sewer systems; if existing systems must be modified to accommodate government requirements, such modifications to the systems shall be construed to be Tenant Improvements and shall be at government expense.

Current usage requires that modifications be made to provide proper air conditioning and ventilation for the offices, heat and ventilation for on the loading docks, housing of the dogs that are used at the offsite delivery point, heating and ventilating for adequate indoor air quality in the warehouse areas, exhaust of fumes from the battery chargers, egress requirements for the occupied areas, installation of a sprinkler system for the warehouse, improved truck docks, a new high efficiency lighting system, and an additional loading dock. This work will be completed in fiscal year 1999.

Study for Upgrading Building Systems, Capitol Building

Funding was appropriated in fiscal year 1999 for a conceptual design for a program to provide upgrades to major systems and infrastructure in the building. This project involves installation of new telecommunication and power distribution systems, evaluation, modification or replacement of various air conditioning systems, coordination of the installation of a smoke detection and sprinkler system, and alterations to the toilet rooms taking advantage of the new plumbing system that is currently being installed. Additionally, space for new telecommunications closets will be developed to support the increased demand for this type of utilitarian space. Development and implementation of the security system upgrades will be closely coordinated with the U.S. Capitol Police's Physical Security Division. The conceptual design will begin in fiscal year 1999. The study phase should be completed in 2000.

Design to Upgrade Cable Television System

Funds were appropriated in fiscal year 1999 to begin a design to upgrade the existing analog cable television system to a digital system. During fiscal year 1997 the Senate Committee on Rules and Administration requested that the AOC begin a project to upgrade the cable television system. In accordance with the Senate request that the House be consulted on this project, the AOC discussed the proposal with the Committee on House Oversight and received a letter of concurrence on April 17, 1997. During fiscal year 1997 an initial "Concepts" engineering study was awarded. This study determined both system user requirements, and the various technologies available to provide for those needs. The funding appropriated in fiscal year 1999 will provide for more specific designs and this phase should be completed in 2000.

Design, Police Security Items

An amount of \$1,000,000 was provided in the fiscal year 1999 appropriations bill for design funds for security projects. These funds were provided for projects that received prior approval of the appropriate committees of the House and Senate for additional security design plans for the police. The AOC was directed to work jointly with an individual appointed by the Police Board in defining the scope of work and implementation of a master plan. The design should be completed in 2000.

ARCHITECT OF THE CAPITOL

Capitol Buildings

Salaries and Expenses

Program and Financing (in millions of dollars)

Identification code 01-0105-0-1-801	1998 actual	1999 est.	2000 est.
Obligations by program activity:			
10.00 Total new obligations	35	50	67
Budgetary resources available for obligation:			
21.40 Unobligated balance available, start of year:	6	17	11
22.00 New budget authority (gross)	44	44	88
22.22 Unobligated balance transferred from other accounts	3		
23.90 Total budgetary resources available for obligation	53	61	99
23.95 Total new obligations	-35	-50	-67
23.98 Unobligated balance expiring	-1		
24.40 Unobligated balance available, end of year	17	11	32
New budget authority (gross), detail:			
40.00 Appropriation	44	44	88
Change in unpaid obligations:			
72.40 Unpaid obligations, start of year. Obligated balance, start of year	10	10	4
73.10 Total new obligations	35	50	67
73.20 Total outlays (gross)	-35	-56	-66
74.40 Unpaid obligations, end of year. Obligated balance, end of year	10	4	5
Outlays (gross), detail:			
86.90 Outlays from new current authority	28	38	53
86.93 Outlays from current balances	7	20	14
87.00 Total outlays (gross)	35	56	66
Net budget authority and outlays:			
89.00 Budget authority	44	44	88
90.00 Outlays	35	56	66

Included in this presentation are "Contingent expenses" and "Alterations and improvements, buildings and grounds, to provide facilities for the physically handicapped," and "West central front of the Capitol".

Object Classification (in millions of dollars)

Identification code 01-0105-0-1-801	1998 actual	1999 est.	2000 est.
Personnel compensation:			
11.1 Full-time permanent	13	16	17
11.5 Other personnel compensation	1	1	1
11.9 Total personnel compensation	14	17	18
12.1 Civilian personnel benefits	6	7	7
13.0 Benefits for former personnel		1	1
23.2 Rental payments to others	1	1	1
25.4 Operation and maintenance of facilities	13	23	39
26.0 Supplies and materials	1		1
31.0 Equipment	1		
99.9 Total new obligations	35	50	67

Personnel Summary

Identification code 01-0105-0-1-801	1998 actual	1999 est.	2000 est.
1011 Total compensable workyears. Exempt Full-time equivalent employment	388	388	388

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

Capitol Buildings

Salaries and Expenses

CAPITOL BUILDINGS SALARIES AND EXPENSES OBJECT CLASSIFICATION [In thousands of dollars]

Item	1998 actual	1999 estimate	2000 estimate
25.4 Operation and maintenance of facilities:			
General annual repairs and alterations	124	454	698
Elevator maintenance and repairs	47		
Annual painting	255		
Maintenance, air-conditioning system	73		
Advertising	2		
Insect and pest control	7		8
Miscellaneous improvements	209	591	400
Maintenance and rental of office and computer equipment	75	72	124
Substation equipment and repairs	14	15	15
Maintenance and repair, lighting system, grounds and floodlighting dome of Capitol	109	110	110
Repairs, works of art	74	87	87
Conservation of wall paintings	98	200	200
OSHA modifications	42		
Safety engineering operations and maintenance	117	299	334
Exterior painting and caulking	44	54	54
Display cases in crypt	9		
Hazardous materials abatement	150	105	250
IDQ cost estimating services contract	65	80	90
Office vehicle		1	1
OEE/OPEP support	73	140	120
Maintenance of hydraulic barriers	3	12	12
Telecommunications support, Capitol complex	66	70	70
Financial management system (FMS)	100	400	
EMCS operations and maintenance	38	38	57
Consultant services for HRMD	190		
Study/Design install emergency signs & lighting	80		
Design roof fall protection	67		
Waste recycling program	2	10	10
Design, repairs to east front bronze doors	18		
Replace 6 west front lower terrace windows	142		
NFC payroll system	269	300	300
Contractual services for safety personnel	140		
Telecommunications network management	43	100	100
Senate & House restaurant repair		14	
Install cable tray & ceiling e. front	131		
Maintenance of electronics systems, Capitol complex	1,123	1,183	1,183
Rental of trailer, USCP canine facility	3		
Office services van rental	3		
IDQ EEO professional legal services	75		
Room H-235 general renovations	66		
Room H-235, hazardous materials abatement	22		
Professional service contract, amends OPM downsize	20		
CMD project management	9		
Professional services, audit project support			
Hearing officers, human resources	50		
Contract specialist services	89		
Hazardous materials abatement, S-311	13		
General renovations, rm., S-311	21		
Development of materials order contract	12		
Employee recognition reception	5		
Cross servicing arrangement with VA	3		
Egress doors—life safety nodes	20		
Update electrical system drawings on CAD		60	60
Cleaning of historical architectural surfaces		115	115
Modifications to P/So, Capitol Street warehouse		150	
CAD mechanical database		60	60
Emergency operations, HVAC system		100	
Install snow melt system on roof		250	
Roofing repair around House & Senate chambers		160	160
Emergency exit directional door signs		25	
Election year moves		150	
Architectural & engineering services, CMD		350	350
Study/Design remov. of outside air intake tunnels		50	
Replace wiring room S-215 and stair by S-344		25	
Legislative branch warehouse complex, Ft. Meade	200	400	400

ARCHITECT OF THE CAPITOL

Capitol Buildings

Salaries and Expenses—continued

CAPITOL BUILDINGS—Continued

SALARIES AND EXPENSES

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1998 actual	1999 estimate	2000 estimate
Computer-aided facility mgt. (CAFM)	934	400	
Evaluation of IDQ proposals	19		
Capitol complex integrated security program		475	
Chimney cleaning, House & Senate	14		
Professional services/labor issues	2		
Organizational development consultant	35		
Online catalog services, HVAC & other equipment	7		
Design fire pump	10		
Security evaluation	3		
Rewire/relampng of fresh air intake tunnel	9		
Replace Senate restaurant dish conveyor	98		
Contingent expenses	67	100	100
Training	304	298	316
Information resources management	2,605	1,985	4,750
Design, upgrade kitchen exhausts systems			60
Replace/upgrade kitchen fire suppression systems			500
Study, House chamber relighting			100
Building automation sys for Capitol Complex (EMCS)			95
Elevator cabing			100
Replace structural support chandelier, east house stairs			50
Painting of exterior woodwork & w. etrl frnt of Capitol			300
HRMD policy development support			400
Hearing officer contract			50
Professional services support			100
Professional services support, employment counsel			200
Professional services support, general counsel			175
Fire alarm testing & maintenance			60
Completion of K-9 facility, D.C. Village		250	
Replace House chamber sound reinforcement system	560	440	200
Complex-wide fire & emergency management system	50	425	
Fire alarm system upgrade for ADA compliance	145	155	260
Financial management system (FMS)	556	344	2,300
Replace sound reinforcement systems, Committee & hearing rooms	28	162	170
Rehabilitate Capitol dome	455	2,545	10,000
Senate chamber improvements		500	300
Replace/install witness timers in Committee rooms	125		
Compliance issues, P/So, Capitol Street warehouse	2	148	
Electrical renovations to Senate kitchen	2	73	
Replace Minton tile	131	265	150
Management of the ESCO project	17		
Recondition various A/C systems	6	20	
Provide infrastructure for security installations	472	644	400
Alterations to room H-140			
Program for energy conservation	41	(2)	
Replacement of PCB transformers & cable	(409)	467	400
Conduit, paths & closets for computer & event rm cabling		400	600
Upgrade building systems, Capitol		400	100
Provide steam humidification		210	60
Upgrade cable television system		500	500
Design, police security items		200	800
Alterations to Senate library, 4th floor	41	12	
House monumental steps, east front	12	110	
Retrofit energy efficient lighting system	(6)	6	
Perform five pilot repair projects, dome	18	4	
Elevator/escalator modernization program	(13)	1,349	400
Plumbing renovations, Capitol building	388	451	400
ADA requirements	264	60	1,250
Replace & upgrade underground storage tanks	170	507	
Convert & maintain Ft. Meade facility	6	2,316	
Implementation of AOCNET	438	402	1,660
Installation of smoke detectors/fire alarm	388	486	600
Replace roofing, Senate wing, east front		8	

ARCHITECT OF THE CAPITOL

Capitol Buildings

Salaries and Expenses—continued

CAPITOL BUILDINGS—Continued

SALARIES AND EXPENSES

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1998 actual	1999 estimate	2000 estimate
Legislative Branch warehouse complex, Ft. Meade	292	88	
Correction of various OSHA deficiencies	36		
Extension to the coffee shop area, House-side, Capitol	2		
Design for a modern audio system, House chamber		5	
Reimbursable costs—Inaugural		(21)	
Unallotted balances		13	
Upgrade unsafe mechanical equip walkways and ladders			125
Replace exit doors for emerg egress & security ...			450
Security project support for AOC			450
Computer-aided facility management			350
Design, upgrade A/C east front, capitol			140
Design/Replace high voltage switchgear & cables			175
Master plan development			100
HRMD—Systems development			600
Conduct energy survey of Capitol Complex			2,000
Study, House chamber improvements			300
Inaugural support services			100
Design/Replace legislative call systems & clocks			200
Total, other services	12,936	23,437	38,464

ARCHITECT OF THE CAPITOL

Capitol Grounds

OFFICE OF THE ARCHITECT OF THE CAPITOL

FISCAL YEAR 2000 BUDGET REQUEST

CAPITOL GROUNDS

CAPITOL GROUNDS MISSION STATEMENT

The Architect of the Capitol is charged by law with the care and maintenance of the Capitol Grounds and with any changes and improvements made to them. The Capitol Grounds, as defined by 40 U.S.C. 193a, are comprised of approximately 222 acres on which the Capitol, Senate and House Office Buildings and the Capitol Power Plant reside. This area includes lawns, parks, trees, landscaping, horticultural display beds, plazas, terraces, reflecting pools, courtyards, child care center playgrounds, and atria; these areas are equipped with fountains, drinking fountains, outdoor seating, decorative stone retaining walls, lighting, an irrigation systems, streets, sidewalks, and parking areas which are all maintained under this appropriation. The Capitol Grounds are maintained collaboratively by five in-house crews: the Gardening Division, the Plumbing Branch, the Tree Care Branch, the Masonry Branch, and the Trash and Materials Handling Branch.

The Office of the Landscape Architect also has in its charge two additional crews: the Automotive Branch, which maintains and repairs all official vehicles, vehicular equipment, and grounds equipment of the Architect of the Capitol; and the Truck and Shuttle Operators Branch, which operates and maintains certain of the Architect of the Capitol trucks, as well as the shuttle buses that provide transportation between the legislative buildings for Members and officers of Congress and their staffs. Further, during fiscal year 1998, as part of the ongoing overall agency re-engineering efforts, the Senior Landscape Architect was given oversight responsibility for the Library of Congress and Supreme Court grounds crews. This change in management has led to a consolidated approach to grounds design, management and maintenance. Greater efficiency, crew support and economies are being realized as a result of this consolidation effort.

For many years, the Capitol Grounds comprised only the area known as Capitol Square, lying between Independence Avenue and Constitution Avenue and First Street East and First Street West and totaling 58.8 acres. Additional property was added for the Cannon, Longworth and Rayburn House Office Buildings, the Russell and Dirksen Senate Office Buildings, and the Capitol Power Plant bringing the Capitol Grounds to approximately 169 acres as of 1970. Since 1970 an additional 53 acres have been added which include additional streets, the Hart Senate Office Building and Ford House Office Building sites, the former GSA Coal Yard located at 42 Eye Street, S.E., and several other small parcels which have expanded the Capitol Grounds force's responsibilities to maintain a total of approximately 222 acres.

Capitol GroundsFiscal Year 2000 Budget Estimate

In addition to horticultural and arboricultural planting and maintenance procedures, the Capitol Grounds crews routinely sweep and wash down exterior steps and sweep parking areas and streets, plant bulbs and annual flowers, remove leaves in autumn, salt and sand streets and sidewalks in preparation for snow and ice accumulations, remove snow and ice, and clean storm drains. The Capitol Grounds employees also repair and sharpen their gardening tools, and perform routine repair and preventive maintenance on their equipment. Daily or weekly refuse removal from the legislative buildings is the responsibility of a private contractor. In recent years, certain areas that were previously planted with annual flowers have been planted with perennial flowers.

The Capitol Grounds staff also coordinate maintenance and improvements projects with other Federal agencies, the District of Columbia government, and private sector contractors whose work adjacent to or near the properties under the jurisdiction of the Architect requires scheduling coordination with Capitol Grounds personnel. Such projects include infrastructure repairs and modifications, street paving, signage, and restriping traffic lanes and parking spaces.

The Architect performs his duties under authority of the Acts of August 15, 1876 (19 Stat. 147), March 4, 1929 (45 Stat. 1694), and July 31, 1946 (60 Stat. 718), as amended by the Act of October 20, 1967 (81 Stat. 275) and the Act of December 24, 1973 (87 Stat. 825-830).

FISCAL YEAR 2000 BUDGET AND FTE SUMMARY

	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Operating Budget	\$4,966,000	\$5,126,000	\$ 5,378,000
Capital Budget	20,150,000	920,000	615,000
Total	\$25,116,000	\$6,046,000	\$5,993,000
FTE	75	75	75

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

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CATEGORIES	FY 98*		FY 99		FY 00		NET CHANGE 00/99	
	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity:								
Capitol Grounds	75	4,479	75	6,046	75	5,993		-53
Total	75	4,479	75	6,046	75	5,993		-53
2. Breakdown by Object Class								
11 Personnel Compensation		2,661		3,145		3,315		170
12 Personnel Benefits		604		712		781		69
13 Benefits to Former Personnel								
21 Travel		1						
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services		1,036		2,011		1,634		-377
26 Supplies and Materials		130		167		177		10
31 Equipment		47		11		86		75
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		4,479		6,046		5,993		-53

* Includes Obligations from Prior Year "No Year" Authority.

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORY	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES				EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGE	
	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	LEGISLATION		WORKLOAD		FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)
					FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)				
1. Breakdown by Activity:												
Capitol Grounds		239		13						-305		-53
Total		239		13						-305		-53
2. Breakdown By Object Class												
11 Personnel Compensation		170										170
12 Personnel Benefits		69										69
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communication & Utilities												
24 Printing and Reproduction												
25 Other Services				3						-380		-377
26 Supplies and Materials				10						75		10
31 Equipment												75
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		239		13						-305		-53

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Grounds
Detailed Analysis of Change by Appropriation

Appropriation, 1999

Minus Nonrecurring Items:

1. Maintenance of Outdoor Sculptures
2. Wayfinding Signage
3. Refurbishment of Taft Memorial Carillon
4. Install New Irrigation & Plantings, RHOB West Courtyard
5. ADA Ramps, House & Senate Terraces

Total, Nonrecurring Items

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. January, 1999 Cost of Living Annualization
2. January, 2000 Cost of Living Adjustment
3. January, 2000 Wage Rate Increase
4. Within-grades and Other Pay Changes
5. Retirement Increases
6. Contributions to Health Benefit Funds

B. Price Level Changes

1. Motor and Hand Mower Repairs
2. Supplies and Materials

C. Program Type Changes

1. Legislation
2. Workload

Calculation of Base	
Est. FTE	Amount (\$000)
75	6,046
	(25)
	(130)
	(130)
	(50)
	(500)
...	(835)
2000 Request	
Est. FTE	Amount (\$000)
...	239
	2
	11
	159
	29
	8
	30
...	13
	3
	10
...	...
...	...

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Schedule C (Continued)

ARCHITECT OF THE CAPITOL
Capitol Grounds
Detailed Analysis of Change by Appropriation
(Continued)

I. Adjustments to Base (Continued)

- 3. Equipment, Alterations, Maintenance
 - a. Replace Dump Truck
 - b. ADA Requirements
 - c. Design, Reconstruct Delaware Avenue, SW
 - d. Design, Renovate Streetlights

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 2000

2000 Request	
Est. FTE	Amount (\$000)
...	530
	75
	305
	50
	100
...	(53)
75	5,993

OPERATING BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The Operating Budget for this appropriation is comprised of all costs associated with the daily care, maintenance and operation of the facilities and activities under the jurisdiction of the Architect of the Capitol. The budget justification for the Operating Budget includes a summary schedule explanatory statement and the associated schedule, followed by the Operating Allotment narratives. The narratives describe the purpose of all operating allotments funded in this appropriation. When changes have been requested for fiscal year 2000, the amount and justification for those changes appear in *italics*.

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all annual operating budget allotments. This narrative is supported by a table that includes the following data: the allotment code number (Object Code), allotment title (Item), and the last funding level before that allotment was increased or decreased to the fiscal year 1998 level (Allotment before FY 98). A two-column designation follows that indicates in the first column a letter code whether that amount was initiated (I), the year changed to the fiscal year 1998 level (C), or has been continued at that base amount (B) since 1990. The second column will indicate for those allotments that have changed before fiscal year 1998 the year of that change. The next several columns will indicate funding levels for fiscal years 1998, 1999 and 2000, as well as the obligations for fiscal year 1998. In accordance with sound financial management practice, these allotments are reviewed and adjusted to reflect changing needs. Increases that cannot be absorbed from other operating areas are requested through the budget process. For fiscal year 2000, price level increases have been requested for several maintenance items.

OPERATING BUDGET HISTORY

OBJECT CODE	ITEM	ALLOTMENT BEFORE FY 98	B	BASE SINCE FY 1990		FY 1998 ALLOTMENT	FY 1998 OBLIGATIONS	FY 1999 ALLOTMENT	FY 2000 REQUEST
				C	YEAR CHANGED TO 98 LEVEL				
				1	INITIATED				

APPROPRIATION: CAPITOL GROUNDS

11	PERSONNEL COMPENSATION	\$2,801,000	C	1998		\$2,945,000	\$2,661,000	\$3,145,000	\$3,315,000
12	PERSONNEL BENEFITS	633,000	C	1998		670,000	604,000	712,000	781,000
	OTHER SERVICES								
2501	GENERAL ANNUAL REPAIRS	31,000	C	1995		40,000	38,000	41,000	41,000
2507	INSECT AND PEST CONTROL	6,500	C	1994		7,000	4,000	7,000	7,000
2509	MISC IMPROVEMENTS	10,000	B	1990		20,000		20,000	20,000
2517	EXTERIOR POINTING AND CAULKING	52,000	C	1996		42,000	39,000	42,000	42,000
2520	MOTOR TRUCK AND TRACTOR REPAIRS	15,000	B	1990		15,000	20,000	15,000	15,000
2521	MOTOR AND HAND MOWER REPAIRS	6,000	B	1990		6,000	11,000	6,000	9,000
2522	SNOW REMOVAL	20,000	B	1990		30,000	2,000	30,000	30,000
2523	WASTE PAPER DISPOSAL	180,000	C	1997		80,000		80,000	80,000
2524	REPAIR STREETS, CURBS, PAVED AREAS	32,000	B	1990		32,000	26,000	33,000	33,000
2525	MTCE, TAFT MEMORIAL	5,000	B	1990		5,000	3,000	5,000	5,000
2527	ANNUAL MTCE, CONCRETE PAVERS	20,000	B	1990		20,000	18,000	20,000	20,000
2528	FEE, DISP OF SOLID WASTE (CONTRACTUAL)	560,000	C	1995		600,000	144,000	500,000	500,000
2529	MAINTENANCE OF SHUTTLE VANS	9,000	C	1996		5,000	4,000	5,000	5,000
2532	DISPOSAL OF BULK WASTE	47,000	C	1992		78,000	45,000	78,000	78,000
2533	MTCE, MANUAL BOLLARDS & SECURITY EQUIP		I	1989		8,000		8,000	8,000
2535	REPLC SIDEWALKS AT VARIOUS LOCATIONS	235,000	C	1997		70,000	10,579	70,000	70,000
2536	REPLC BITUMINOUS PAVING	160,000	C	1997		100,000	44,032	80,000	80,000
2591	TRAINING	18,000	C	1996		51,000	23,000	51,000	51,000
26	SUPPLIES AND MATERIALS	126,000	C	1997		131,000	130,000	167,000	177,000
3101	EQUIPMENT ANNUAL	8,000	B	1990		11,000	47,000	11,000	11,000

CG.8

OPERATING BUDGET NARRATIVE DESCRIPTIONS

**Personnel Compensation
Increase Requested:**

\$3,315,000
\$170,000

This allotment provides for salaries and wages paid directly to employees including paid leave and lump sum annual leave payments upon separation. This allotment also provides for compensation above basic rates including overtime, holiday pay, Sunday pay, night work differential, supervisory differential, and hazardous duty pay. *The increase consists of cost of living adjustments (COLA's) for fiscal year 2000 including the annualization of the January, 1999 COLA for general schedule employees; the COLA for general schedule employees in January, 2000; and the October, 1999 COLA for wage-board employees; and within-grade increases and other pay adjustments.*

**Personnel Benefits
Increase Requested:**

\$781,000
\$69,000

This allotment provides for personnel benefits for employees including contributions for retirement to the Civil Service Retirement System, the Federal Employees Retirement System, Social Security, and Medicare. Also included are agency contributions to the Federal Employees Health Benefits Program (FEHBP), the Federal Employees Group Life Insurance (FEGLI), and subsidies paid to employees for commuting costs. *The increase for fiscal year 2000 is attributable to increased costs of agency contributions for employees health benefits and retirement funds.*

General Annual Repairs

\$41,000

This allotment provides funding for the routine maintenance and repairs for catch basins, manhole frames and covers, underground sprinkler systems, drain lines and sewers, fountains and pools, and other miscellaneous work.

Insect and Pest Control

\$7,000

This allotment provides funding for rodent control under contract on the Capitol Grounds.

**Capitol Grounds
Operating Budget**

Fiscal Year 2000 Budget Estimate

Miscellaneous Improvements

\$20,000

This allotment provides funding for necessary unscheduled maintenance and small renovation projects.

Exterior Pointing and Caulking

\$42,000

The preventive maintenance program for exterior pointing and caulking was established in fiscal year 1982. The purpose of the program is to provide routine maintenance to stonework and other masonry throughout the grounds to avoid costly emergency repair work.

Motor Truck and Tractor Repairs

\$15,000

This allotment provides for ongoing repairs to heavy trucks, loading equipment and specialty machines used for outdoor maintenance and construction projects. Funding is also provided for repairs to attachments used for seasonal activities such as leaf pickup and snow removal.

Motor and Hand Mower Repairs

\$9,000

\$3,000

Increase Requested:

This allotment provides for small engine repairs and a wide variety of gas powered equipment such as hand mowers, leaf blowers, vacuums, chain saws, etc. *The requested inflationary increase of \$3,000 is to meet rising costs.*

Snow Removal

\$30,000

This allotment provides for removal of snow from Capitol Grounds. Snow removal supplies such as chemical melting compounds and sand are purchased from this account as well as minor equipment such as shovels. In addition, contractual snow removal services are allotted to this account.

**Capitol Grounds
Operating Budget**

Fiscal Year 2000 Budget Estimate

Waste Paper Disposal

\$80,000

The purpose of this allotment is to support the cost of disposing waste paper generated by the Office Waste Recycling Program.

The Architect of the Capitol must either pay a general disposal contractor a fee for disposal of solid waste through land filling, or pay a recycling contractor a fee for collection and disposal of waste paper through recycling. In recent years, the Architect of the Capitol has been able to dispose of recyclable paper through a recycling contractor. The cost of disposing recyclable materials is significantly less than land filling these paper items. It is therefore less costly to continue the Office Waste Recycling Program as currently in place, and pay a recycling contractor to remove and dispose of the materials. As the recycling market changes, this annual amount may rise or fall, and adjustments will be made accordingly in future fiscal year budget requests.

Repair Streets, Curbs and Paved Areas

\$33,000

This allotment provides for repairs of potholes, depressions, and cracks in streets maintained by the Architect on the Capitol Grounds. It is also used for realigning and repairing street curbs that have settled, been damaged, or misaligned. These funds are also used for repairs to the eleven parking lots on the Capitol Grounds.

Maintenance Taft Memorial

\$5,000

This allotment provides for routine cleaning of the Memorial, minor cosmetic repairs, and the maintenance of the chimes.

Annual Maintenance, Concrete Pavers

\$20,000

This allotment provides for resetting or replacing the charcoal- and pink-colored pavers of which the Olmsted walks on the West Front are constructed. This allotment also provides for replacing concrete pavers on the Capitol terraces.

Disposal of Solid Waste (Contractual)

\$500,000

This work is performed under contract, and involves the removal of solid non-recyclable waste from buildings in the Capitol

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**Capitol Grounds
Operating Budget**

Fiscal Year 2000 Budget Estimate

Complex. These include the Capitol, the House and Senate Office Buildings, and the Capitol Power Plant. The solid waste stream includes food waste, non-recyclable paper products, and other waste materials.

Maintenance of Shuttle Vans

\$5,000

This allotment provides for the ongoing maintenance of the shuttle vans. Such repairs include replacing or repairing brakes, tires, transmissions, the lifts provided for persons with physical disabilities, and other such items that are subject to continuous and heavy wear.

Disposal of Bulk Waste

\$78,000

These items arise from ongoing maintenance and renovation work and include broken furniture and equipment, renovation rubble, trash removal from the Capitol Grounds, and any waste not produced in an ordinary office situation which is recycled or removed under contract. Disposal fees for bulk waste are set by the District.

Maintenance of Manual Bollards and Security Equipment

\$8,000

This allotment provides for the repair and upkeep of the manually operated security bollards and planters on Capitol Grounds. Funds are required for connecting stanchions and ropes, grease, locks and replacement parts.

Replace Sidewalks at Various Locations

\$70,000

This allotment provides for contractual replacement of the exposed aggregate sidewalks on the Capitol Grounds.

Replace Bituminous Paving at Various Locations

\$80,000

This allotment provides for contractual replacement of street and parking lot asphalt paving.

**Capitol Grounds
Operating Budget**

Fiscal Year 2000 Budget Estimate

Training

\$51,000

This allotment is used to train Capitol Grounds employees in technical areas related to the employees job and in programs such as prevention of sexual harassment, understanding employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office provides supervisory, technical skills and staff development training and sponsors basic educational skills training.

Supplies and Materials

Increase Requested:

\$177,000

\$10,000

Supplies and Materials provides funding for the various items procured for the maintenance and upkeep of the Capitol Grounds. These items include grass seed, fertilizers, and providing for new trees and plantings not supplied by the Botanic Garden. *Inflationary increases totaling \$3,000 are requested for supplies, and an additional \$7,000 is requested for bulbs and plant materials.*

Funding is also provided under this allotment for uniforms and safety apparel for Grounds employees.

Equipment, Annual

\$11,000

This allotment provides for the purchase of new equipment on an annual basis. These funds allow for the purchase of such items as power and hand mowers, and truck and tractor equipment. These items are necessary for the upkeep of the Capitol Grounds.

Capitol Grounds

Fiscal Year 2000 Budget Estimate

CAPITAL BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The objective of the five year Capital Budget is to identify all projects, including those generated from within the agency as well as those identified by clients, which would require funding in this appropriation during fiscal years 2000 through 2004. Using all the information collected during this process, a five-year Capital Budget has been prepared based on currently identified needs. This narrative introduces the Capital Budget and a table summarizes the five year capital budget. The table has been sorted in order to begin with projects funded in the budget base followed by new projects for which funding is requested in the fiscal year 2000 budget. These projects are further sub-sorted by category. A detailed explanation of the project priorities is provided in the General Statement. The Capital Budget projects for fiscal years 2001 through 2004 are sorted in similar manner. Narrative descriptions of these capital projects follow in the same order as they appear in the summary table. Following the Capital Budget narratives is a table summarizing all projects funded with prior year "No Year" monies and related narrative descriptions. The table and narratives include total cost estimate, completion date, and other information.

ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PROJECT FUNDING REQUIREMENTS

PAGE	CATEGORY	PROJECTS	FY 1999 APPR	DESIGN STUDY	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005 FY 2009	ADDITIONAL FUNDING REQUIRED	FUNDING THRU FY 1999	TOTAL ESTIMATE PAST AND FUTURE FUNDS	TYPE	PRIORITY
CAPITOL GROUNDS															
PROJECTS IN THE FY 1999 BASE															
CG.18	ADA	ADA Requirements CG	25,000		330,000	25,000	25,000	25,000			485,000	150,000	535,000	NY	1-A, Baseline
CG.20	Tech/Mass Sys	CAD Database Development - Sta Utilities & Grounds	60,000		60,000	60,000	60,000				180,000	60,000	240,000	Annual	1-C, Base
NEW PROJECTS FOR BUDGET CONSIDERATION															
CG.21	Circular Maint	Replace Dump Truck		D	75,000						75,000		75,000	Annual	2-A
CG.21	Circular Maint	Reconstruct Delaware Avenue SW		D	50,000		300,000				350,000		350,000	Annual	3-B
CG.21	Improvement - AOC	Restoration to Former DC Streetlights		D	100,000	100,000	100,000	100,000	100,000	200,000	700,000		700,000	Annual	3-B
FUTURE PROJECTS															
CG.23	Circular Maint	Restoration of Summer House			80,000						80,000		80,000		
CG.23	Circular Maint	Replace, Ammend and Expand Irrigation System			80,000			300,000	300,000		680,000		680,000		
CG.25	Circular Maint	Maintenance of Outdoor Sculpture: Garfield					20,000				20,000	25,000	45,000		
TOTAL CAPITOL GROUNDS			85,000		615,000	345,000	525,000	425,000	400,000	200,000	2,490,000	235,000	2,725,000		

CG.15

Priority: 1 - Critical, 2 - Highly Desirable, 3 - Desirable (A - Highest in Category)
Study (S) - conceptual development; Design (D) - working drawings, specification, and estimate development

Capitol GroundsFiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS FUNDED IN THE BASE

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all ongoing capital projects funded in the budget base. This narrative information is supported by a financial summary statement. The detailed financial, scheduling and cost information that is provided for ongoing projects includes a project title, the year funds were first appropriated (or reprogrammed) for the project, the total estimated cost of the project, the total amount funded through fiscal year 1999, the amount that is required to be appropriated to complete the project, the total amount funded in the budget base for fiscal year 2000, the expended, obligated, unobligated and unliquidated balances as of October 1, 1998, and when applicable the estimated date for project completion.

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITAL PROJECTS FUNDED IN THE BASE

PROJECTS	YEAR FIRST APPROP. NOTE	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	ADDITIONAL FUNDING REQUIRED	AMOUNT IN FY 2000 BASE	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED 10/1/98	UNLIQUIDATED 10/1/98
CAPITOL GROUNDS									
ADA Requirements, CG	1994 1	555,000	150,000	405,000	25,000	72,974	124,574	25,026	52,000
CAD Database Development - Site Utilities & Grounds	1999 2	240,000	60,000	180,000	60,000	0	0	60,000	0

Notes:
1 - Funding thru FY 1999 provided over a multi-year period.
2 - Funding provided on an annual basis.

Capitol Grounds

Fiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS FUNDED IN THE BASE
NARRATIVE DESCRIPTIONS

ADA Requirements
Increase Requested:
Category: ADA

\$330,000
\$305,000
Priority: 1-A

Priorities for the use of previously appropriated and fiscal year 2000 funds on the Capitol Grounds include the continuation of the long-standing program of creating and repairing curb ramps and the production and installation of a system of directional signs that indicate the locations of accessible entrances to all buildings in the complex. Toward the latter issue, temporary signs have been installed throughout the complex. Funds are provided on a "No Year" basis.

This request for a one-time increase in Capitol Grounds funds to meet ADA requirements is intended to address 1) the serious need for repair and replacement of old curb ramps and requirement for additional curb ramps where they do not exist; and 2) the need for vastly improved wayfinding and ADA-compliant signage and special instructions for individuals with disabilities throughout the Capitol Grounds.

Curb ramps, required by the Americans with Disabilities Act, have been installed in over 400 locations throughout the Capitol Grounds. Many of the ramps were installed early in the 1980s to meet requirements of the Architectural Barriers Act of the 1970s, and many additional ramps were installed following the passage of the ADA in 1990. A number of the older ramps are in need of repair or full replacement. This has been called to the Architect's attention through letters from visitors and reports from the Office of Compliance. Also, there remain some locations where the curb ramps have not been installed and should be. For example, earlier this year in response to a request from two Senators, seven such ramps were added on the Senate side of the East Plaza and at the base of the Rotunda monumental staircase where visitors often collect for photo opportunities. At present, the requirements of the ADA are not being met in this respect. The AOC risks citation by the Office of Compliance.

Present signage on the grounds does not satisfy requirements of the Americans with Disabilities Act. In fiscal year 1998, the AOC selected and contracted with a respected signage consultant to address this problem. The selected firm is in the process of evaluating signage needs throughout the complex and preparing specific designs that will be fabricated and installed under this program. This program is needed for compliance with the law and to improve the experience of all visitors to the United States Capitol Complex.

Without this element of the program, the AOC also risks citation by the Office of Compliance.

With regard to curb ramps, the requested funding will provide the opportunity to bid the work to an outside contractor on a cost efficient basis for work on between 70 and 90 curb ramp locations that have been identified by survey as requiring attention.

The signage program is part of a Capitol Complex-wide effort. As indicated, design work is underway. Specifically, the consultant is involved with the first two design phases that are comprehensive, addressing all needs across the complex. Phase 1 is Planning and Programming. Phase 2 is Schematic Design. The fiscal 1999 budget included funding for the fabrication and installation of "You Are Here" signs or "kiosks" that are to be placed at selected locations at the periphery and interior of the complex, aimed at providing pedestrians essential information, the substance and form of which will be ADA compliant, as the visitors approach and move through the complex. The scope for the funding provided under this request includes:

- (1) the fabrication and installation of a secondary tier of external directional signs that indicate the names of the buildings, the location of accessible and other entrances, and the kinds of services and aids available;
- (2) the preparation of camera-ready artwork for a pocket-size printed pamphlet that can be handed out to visitors, that provides orientation and guidance to the Capitol Complex and its buildings and grounds, guidance to the accessible entrances to all buildings and other pertinent information for visitors with disabilities, and reinforcement and further explanation of the overall environmental graphics/wayfinding system throughout the complex;
- (3) design fees associated with overseeing the fabrication and installation of the signage; and
- (4) design fees for the preparation of camera-ready artwork for the pamphlet.

The estimate for curb ramp work is \$200,000 and for the signage, \$130,000. The low bid for construction of the seven curb ramps installed earlier this year amounted to an average cost per ramp of approximately \$3,000. This cost included the use of expensive Belgian granite blocks for the ramps because of their location on the East Plaza. It is anticipated that the average cost for ramps throughout the Capitol Complex will be somewhat less due to the specification of a simpler finish material and the larger quantity basis for the anticipated bid. Based upon the survey of needs, it has been determined that the \$200,000 will go far toward eliminating the backlog of curb ramp needs and bring the Capitol Grounds into compliance with the ADA in this respect.

Although the four signage design phases are in progress, the signage consultant has based its estimates for the fabrication and

Capitol Grounds

Capital Budget Projects Funded in the Base

Fiscal Year 2000 Budget Estimate

installation costs on the firm's experience with countless other clients with similar signage programs. Because of the life safety and ADA compliance ramifications of the project, this budget request is being submitted at this time rather than following the completion of the design work. The estimate includes \$105,000 for the fabrication and installation of the remainder of the wayfinding and informational signage, \$15,000 for design fees associated with oversight of the fabrication and installation process; and \$10,000 for the preparation of camera-ready artwork for the pamphlet on the Capitol Complex.

CAD Database Development, Site Utilities and Grounds

\$60,000

Priority: 1-C

Category: Technology - Management Systems

Funding in the amount of \$60,000 was appropriated in fiscal year 1999 to begin a four year program to hire a qualified contract employee to input data into the Computer-Aided Design (CAD) system related to existing underground utilities throughout the Capitol complex. Once this data is input and consolidated in a CAD database it will be more accessible and usable than it is currently. This accessibility of information is critical to support the emergency preparedness program for the Capitol complex.

The total estimate of \$240,000 for this project is based on an estimate of the amount of time required to research and input the required data into the CAD system. This project is scheduled to remain in the budget base for fiscal years 2000, 2001, and 2002.

Capitol GroundsFiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2000

Replace Dump Truck

\$75,000
Priority: 2-A

Category: Cyclical Maintenance

Funds are requested to purchase one double-axle dump truck. The agency has a high demand for hauling various heavy loads that are not applicable to existing hauling contracts. The current six-wheel dump truck does not have sufficient load capacity to handle the needs. Therefore, a double-axle truck with heavier springs and ten wheels is requested to provide for this hauling.

Design to Reconstruct Delaware Avenue, S.W.

\$50,000
Priority: 3-B

Category: Cyclical Maintenance

Over the past five years this street has been sinking severely. Tiber Creek runs beneath this area, so it is very likely that the sub-base is marshy and unstable. Also, a continuous succession of delivery trucks are parked on this street until they can be unloaded at the Rayburn Building loading dock. There is a concern for safety, as the street may eventually cave in.

It is recommended that a thorough engineering design study be done in fiscal year 2000 at an estimated cost of \$50,000 to thoroughly investigate what will be required to stabilize the street. Construction funding would then be requested in the year 2002. It is currently estimated that approximately \$300,000 would be required for construction. That estimate will be refined once the actual extent of the destabilization is known, and the cost of stabilization efforts and repaving is determined through the design effort.

Design for Renovation to Former D.C. Streetlights

\$100,000
Priority: 2-B

Category: Improvement - AOC

At the present time, approximately 700 street light poles serve the street lights under the jurisdiction of the Architect. Over the years, the street lights serving the Capitol Grounds have been controlled/owned by different entities (AOC, PEPCO and the District of Columbia Government). Many existing poles which were owned by PEPCO were purchased by the AOC to provide uniformity of style and type of luminaires and type of the light source. The AOC developed a master plan to replace poles in poor conditions, and rewired and revise service to serve the lights from the nearest building. In order to continue to provide proper maintenance to all of the poles serving the streets under the AOC jurisdiction, 221 poles are being transferred from the District of Columbia Department

Capitol GroundsCapital Budget Projects Beginning in Fiscal Year 2000Fiscal Year 2000 Budget Estimate

of Public Works and it is proposed to modernize the street lights for uniformity (replace cobra head poles), better illumination, and proper maintenance to improve the safety of the public. The total work is estimated at \$700,000.

The cost estimate is based on previous experience when the AOC purchased 215 poles from PEPCO.

Capitol Grounds**Fiscal Year 2000 Budget Estimate****CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2001****Restoration of Summer House****\$80,000**

Category: Cyclical Maintenance

The summer house (grotto), located on the northwest portion of Capitol Square, is constructed of brick, terra cotta tiles, flagstone, and ornamental ironwork. There is a multi-pool fountain in the center, in addition to naturalistically-arranged stone over which water flows in the grotto. Moisture-loving plantings such as hardy orchids and ferns are nestled among the stones. The grotto is viewed through an ornate oval ironwork grate on the east side of the summer house.

The structure was designed for Frederick Law Olmsted by an English-born architect in the 1880's. Though the structure is small, its design and craftsmanship are highly significant, architecturally and historically. Future generations of visitors, like those of the present and the past century, will marvel at the beauty of this gem. The multiple patterns of brick are extremely complicated, and repointing and resetting of bricks, flagstone, and terra cotta tiles should be done by a mason who is a restoration expert.

The estimated cost for the restoration is \$80,000, which will be requested in fiscal year 2001.

Replace, Automate and Expand Irrigation System**\$80,000**

Category: Cyclical Maintenance

The existing underground irrigation system that serves the Capitol Grounds needs to be replaced. It dates back to the 1930s and several components of it are no longer manufactured. Capitol grounds plumbers frequently have to create makeshift parts. Further, the system is operated manually. This requires that two plumbers work off-hour shifts to turn manual valves on and off. They work six nights a week during the warm months. The two plumbers alternately work a five-night and six-night week.

In the spring and fall, as well as some parts of the summer, the night plumbers provide water for newly-planted masses of bedding plants. Night watering is necessary to avoid wetting pedestrians and cars with partially opened windows. Night watering is also done to avoid scorching of foliage, which results when watering is done during hot, sunny hours.

Capitol Grounds

Capital Budget Projects Beginning in Fiscal Year 2001

Fiscal Year 2000 Budget Estimate

A new automated system that can be electronically programmed to come on and off at night should be installed. More sophisticated systems are equipped with sensors to prevent the system from coming on if the soil is moist, or if it is raining. This investment in technology would eliminate the need to pay night differential wages and overtime for a sixth night of watering each week, and allow the two plumbers to work on service and repair needs of the system during the day shift in addition to the potential water savings.

A new underground irrigation system would need to be installed by a private contractor. Such an undertaking would not be feasible for the existing plumbing staff. Funding will be requested in fiscal year 2001 in the amount of \$80,000 for design work. beginning in fiscal year 2001. The total cost of the replacement is estimated to be \$600,000, to be appropriated over two fiscal years beginning in fiscal year 2003. This phased approach will reduce the funding impact in each fiscal year, and enable discrete portions of the irrigation system to be installed on an area by area basis.

Capitol Grounds

Fiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2002

Maintenance of Outdoor Sculpture: Garfield Statue
Category: Cyclical Maintenance

\$20,000

Funds in the amount of \$20,000 will be requested in fiscal year 2002 when the Garfield Monument, that has been regularly washed and waxed, will need reapplication of a protective coating.

Capitol Grounds**Fiscal Year 2000 Budget Estimate****CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING**

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all projects funded in prior fiscal years. These narratives are supported by a financial summary statement that includes the following data: detailed financial, scheduling and cost information are provided for ongoing projects including an account code, project title, the year funds were first appropriated for the project, the total estimated cost, the total amount funded through fiscal year 1999, the obligated, unobligated and unliquidated balances as of October 1, 1998, and the estimated date for project completion.

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITOL BUDGET PROJECTS WITH PRIOR YEAR FUNDING

PAGE	PROJECTS	YEAR FIRST APPROP.	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED UNLIQUIDATED 10/1/98	ESTIMATED DATE OF COMPLETION
CAPITOL GROUNDS								
CG.28	Conversion of Sq. 764 to Green Park Area	1978	375,000	375,000	318,463	318,463	56,537	0
CG.28	Replace Mid. & Pa. Ave. Walkways	1983	2,240,000	2,240,000	2,201,517	2,236,861	3,139	35,344
CG.28	Purchase of Outdoor Poles & Luminaires	1997 R	60,600	60,600	0	21,847	38,753	21,847
CG.28	Upgrade Street Lighting, Capitol Complex	1993	400,000	400,000	335,766	338,393	61,607	2,627
CG.29	Design Security Horseshoe, HSOJB	1998	125,000	125,000	0	0	125,000	0
CG.29	Capitol Square & Senate Grounds Security	1998	19,960,000	19,960,000	0	165,000	19,795,000	165,000
CG.30	ADA Handicapped Ramps, II & S. Terraces	1999	500,000	500,000	0	0	500,000	0

R - Initial funds provided by a reprogramming in the year indicated in the column Fiscal Year First Appropriated.

CG.27

Capitol GroundsFiscal Year 2000 Budget EstimateCAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING
NARRATIVE DESCRIPTIONS**Conversion of Square 764 to Green Park Area**

These funds were appropriated to convert the former Providence Hospital site to a green park area pending the development of a Page School and Dorm. The remaining balance is utilized for occasional repairs to the sidewalks and street lighting, mowing, plantings, maintenance and other minor improvements.

Replace and Upgrade Maryland and Pennsylvania Avenue Walkways, West Front

These funds were appropriated to replace the pavers on the broad walkways and the structural subsurface underneath. Although the work has been completed for some years now, a pending claim against the paver manufacturer remains unsettled. Final resolution of this claim is pending. The project will be closed out once there is final resolution.

Purchase of Outdoor Poles and Luminaires

This project provides for the installation of lighting of Senate parking lots Nos. 11 and 12. Procurement of the poles and fixtures is in progress and is being installed by in-house forces. The work will be completed in fiscal year 1999.

Upgrade Street Lighting, Capitol Complex

This project consists of replacement of existing incandescent and mercury vapor lamps with metal halide lamps throughout the Capitol Complex including replacing nonstandard size poles and cobra head luminaires to match the existing style, replacing existing poles on Independence Avenue to coordinate with the Interagency Streetscape Manual, providing new electrical feeds to serve poles from individual buildings, and improve lighting in parking lots. This project is to be accomplished in phases and expected to be completed in 1999.

Design for Security Improvements, Hart Building Horseshoe Entrance (Second Street, N.E.)

There is currently no permanent physical vehicle barrier at the main entrance to the Hart Senate Office Building on 2nd Street, N.E. In addition, it is proposed that traffic control measures be provided on the drive to the main building entrance. It is proposed that architecturally appropriate concrete reinforced bollards be installed along the building side of the entrance driveway to the building. This would allow use of the current drive by Senators and escorted motorcades but would prevent a vehicle from crashing into the building. A design will be prepared with the funding provided in fiscal year 1998. Construction funding for this work has been included as part of the Capitol Square and Senate Grounds Perimeter Security project, which was funded in Public Law 105-174, the 1998 Supplemental Appropriations and Rescissions Act.

Capitol Square and Senate Office Buildings Perimeter Security

The Capitol Police Board charged the Security Task Force with developing options for improving the perimeter security of Capitol Square and the Senate Office Buildings. The selected option incorporates the best available technology, blending with the existing historic Frederick Law Olmsted landscape design. This scheme provides for an appropriate and cost effective coupling of the security improvements and the security concepts and criteria employed in the design of the proposed Capitol Visitor Center.

The qualities of the recommended scheme are as follows:

- Temporary concrete pipe and planter elements would be replaced with ornamental bollards
- The driveways would be refitted with card activated exit only gates and hydraulic barriers to deter vehicular entry at those points while allowing the continuance of the current parking situation as an electronically controlled condition
- Access at East Capitol Street would be modified to include the placement of a high impact vehicular barrier and the addition of a guardhouse at this location to mitigate the potential of damage from vehicles moving unobstructed up the straight path of East Capitol Street. This configuration will be further modified when the proposed construction of the Capitol Visitor Center is implemented

Capitol Grounds
Capital Budget Projects Funded with Prior Year Funding

Fiscal Year 2000 Budget Estimate

- The North and South Entrances to Capitol Square would be modified by removing all the existing unsightly concrete planter pot barriers and replacing hydraulic barriers with improved barrier systems. These areas would be modified with the addition of landscaped islands and roundabouts which would be treated as extensions of the Olmsted landscape.

Design and construction funding for this work was included in Public Law 105-174, the 1998 Supplemental Appropriations and Rescissions Act. Of the total \$20,000,000 appropriated, an amount of \$40,000 has been transferred to the U.S. Capitol Police for design of electronic elements of the project. Approximately \$3 million will be dedicated to the Senate Office Buildings' Perimeter Security including the Hart Senate Office Building's Second Street Entrance. These funds are appropriated on a "No Year" basis.

ADA Ramps, House and Senate Terraces

Funds were appropriated to replace the temporary wooden ramps located on the House and Senate Terraces surrounding the Capitol Building. The existing unsightly wooden ramps had deteriorated to the point that they required replacement. The unsightly wooden ramps will be replaced with a permanent solution constructed of appropriate stone materials and with a design befitting the monumental, aesthetic and historic character of the building. This work should be completed in 1999.

ARCHITECT OF THE CAPITOL

Capitol Grounds

Program and Financing (in millions of dollars)

Identification code 01-0108-0-1-801		1998 actual	1999 est.	2000 est.
Obligations by program activity:				
10 00	Total new obligations	4	7	15
Budgetary resources available for obligation:				
21 40	Unobligated balance available, start of year		20	19
22 00	New budget authority (gross)	25	6	6
23 90	Total budgetary resources available for obligation	25	26	25
23 95	Total new obligations	-4	-7	-15
24 40	Unobligated balance available, end of year	20	19	10
New budget authority (gross), detail:				
40 00	Appropriation	5	6	6
40 15	Appropriation (emergency)	20		
43 00	Appropriation (total)	25	6	6
Change in unpaid obligations:				
72 40	Unpaid obligations, start of year. Obligated balance: start of year	1	1	1
73 10	Total New obligations	4	7	15
73 20	Total outlays (gross)	-4	-7	-15
74 40	Unpaid obligations, end of year. Obligated balance: end of year	1	1	1
Outlays (gross), detail:				
86 90	Outlays from new current authority	4	5	2
86 93	Outlays from current balances			11
87 00	Total outlays (gross)	4	7	15
Net budget authority and outlays:				
89 00	Budget authority	25	6	6
90 00	Outlays	4	7	15

Object Classification (in millions of dollars)

Identification code 01-0108-0-1-801		1998 actual	1999 est.	2000 est.
11 1	Personnel compensation, Full-time permanent	2	3	3
12 1	Civilian personnel benefits	1	1	1
25 2	Other services	1	3	11
99 9	Total new obligations	4	7	15

Personnel Summary

Identification code 01-0108-0-1-801		1998 actual	1999 est.	2000 est.
10 11	Total compensable workyears: Exempt Full-time equivalent employment	75	75	75

R. CERVENKA

JAN 23 1999

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

Capitol Grounds—continued

CAPITOL GROUNDS
OBJECT CLASSIFICATION
(In thousands of dollars)

Item	1998 actual	1999 estimate	2000 estimate
25.4 Operation and maintenance of facilities:			
General annual repairs	38	41	41
Insect and pest control	4	7	7
Miscellaneous improvements	42	55	20
Exterior pointing and caulking	39	42	42
Motor truck and tractor repairs	20	15	15
Motor and hand mower repairs	11	6	9
Snow removal	2	30	30
Removal of waste paper		80	80
Repairs to streets, sidewalks, curbs, and other areas	26	33	33
Maintenance, Taft memorial	3	5	5
Annual maintenance, concrete pavers, Capitol terraces	18	20	20
Fee, disposal of solid waste (contractual)	144	500	500
Maintenance of shuttle vans	4	5	5
Disposal of bulk waste	45	78	78
Maintenance of manual bollards and security equipment		8	8
Replace sidewalks at various locations	60	80	70
Replace bituminous paving at various locations		180	80
Performances on the Capitol grounds	9		
Maintenance of outdoor sculptures		25	
CAD database development—site utilities		60	60
Wayfinding signage		130	
Refurbishment of Taft memorial carillon		130	
New irrigation & plantings, RHOB W courtyard		50	
Training	24	51	51
Maintenance of old Providence Hospital site		6	50
Permittee security plan	165	795	9,000
Replacement of MD & PA Ave. walkways		3	
Replace series street lighting system, N.E. & N.W. quad	38	1	
Modifications to street lighting, Capitol complex		62	
ADA requirements	76	25	130
Fee, disposal of solid waste	200	55	40
Security Horseshoe, HSOB	110	15	
Renovate & restore RSOB courtyard		40	
Master plan for road and sidewalks		55	
ADA handicapped ramps, H. & S. terraces		150	350
Unallotted balances		23	
Design, reconstruct Delaware Ave S.W.			50
Design, renovate streetlights			100
Total, other services	1,036	2,861	10,874

ARCHITECT OF THE CAPITOL

Senate Office Buildings

OFFICE OF THE ARCHITECT OF THE CAPITOL

FISCAL YEAR 2000 BUDGET REQUEST

SENATE OFFICE BUILDINGS

SENATE OFFICE BUILDINGS MISSION STATEMENT

The Architect of the Capitol is charged by law with the structural, mechanical, and domestic care of the Senate Office Buildings (Russell, Dirksen, Hart, leased space at Postal Square, Capitol Police Headquarters, and the Senate Garage), including operation of the mechanical equipment. The Architect is also responsible for the care, repair, and purchase of furniture and furnishings. (Furniture and furnishings for the Senate side of the Capitol are under the jurisdiction of the Senate Sergeant-at-Arms.) The Architect is responsible for the heating, air conditioning, and lighting of the Senate Office Buildings as well as for all construction, structural improvements, and changes. The Architect is also responsible for the maintenance and operation of the subway transportation systems between the Senate Office Buildings and the Capitol and for the garages in Dirksen, and Hart, and the Senate Garage.

The Architect performs his duties related to maintenance and operations of the Senate Office Buildings under the Act of June 8, 1942, as amended, subject to the approval of the Senate Committee on Rules and Administration in matters of general policy. From 1910 to 1942, the Architect performed such duties under the authority of a resolution adopted by the Senate Committee on Rules on February 18, 1910. Commencing with construction of the original three wings of the Russell Senate Office Building (1905-09), all construction work in connection with the Senate Office Buildings has been performed by the Architect under the direction of the Senate Office Building Commission.

The Superintendent of the Senate Office Buildings, under the direction of the Architect of the Capitol, is responsible for the day-to-day structural, mechanical, and domestic care of the Senate Office Buildings complex, including the operation of the following divisions: Air Conditioning, Cleaning (Night), Day Labor, Electrical, Elevator, Furniture, Garage, Inventory Management, Masonry, Painting and Finishing, Pipefitting-Plumbing, Sheet Metal, Subway, Upholstery, and Wood Crafting. The Superintendent is also responsible for the operation of the Senate Gymnasium.

The Russell Office Building contains approximately 425 offices and committee rooms, together with storage rooms, shops, electrical transformer stations, and subway, and was occupied March 5, 1909, with the exception of the First Street Wing which was added and occupied in 1931-33. The Dirksen Office Building contains approximately 500 offices and committee rooms, together with storage rooms, shops, cafeteria, auditorium and telephone exchange, and was accepted for beneficial occupancy October 15, 1958.

Senate Office Buildings

Fiscal Year 2000 Budget Estimate

The Old Building was designated as the "Richard Brevard Russell Office Building" and the New Building as the "Everett McKinley Dirksen Office Building" by Senate Resolution 296, 92nd Congress, agreed to October 11, 1972. Senate Resolution 525, 94th Congress, stipulated that upon completion, the extension to the Dirksen Building be known as the "Philip A. Hart Office Building." The Hart Office Building, which was fully occupied in 1983, houses fifty Senators and committees. Senate Resolution 295, 96th Congress, made technical changes in the names of the buildings by adding the word "Senate" prior to "Office."

The 2000 appropriation request also provides for the structural, mechanical, and domestic care of the former Immigration Building located at 119 D Street, N.E., acquired by the Government in April 1974, and domestic care under contract of portions of Postal Square, which was leased beginning in fiscal year 1993. In addition, the Daniel Webster Senate Page Residence was authorized to be acquired and renovated for that purpose by Public Law 102-330, approved August 3, 1992, and so named in accordance with S. Res. 176, which passed the Senate November 24, 1993.

The Architect performs his duties in connection with the Russell Senate Office Building under authority of the Act of June 8, 1942 (56 Stat. 343); in connection with the Dirksen Senate Office Building under authority of the Act of June 25, 1948 (62 Stat. 1029); and in connection with the former Immigration Building, under authority of the Act of June 8, 1974 (88 Stat. 206); in connection with the Hart Senate Office Building under authority of the Act of October 31, 1972 (86 Stat. 1510), in connection with the Senate Garage under authority of Public Law 97-276 (96 Stat. 1186), in connection with leased space at Postal Square under authority of Sec. 107 of Public Law 101-520 (104 Stat. 2254), and in connection with the Daniel Webster Senate Page Residence under authority of Public Law 102-330, as amended.

FISCAL YEAR 2000 BUDGET AND FTE SUMMARY

	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Operating Budget	\$37,063,000	\$37,884,000	\$39,828,000
Capital Budget	14,938,000	16,260,000	31,564,000
Total	\$52,021,000	\$54,144,000	\$71,392,000
FTE	609	609	609

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 98*		FY 99		FY 00		NET CHANGE 00/99	
	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity:								
Senate Office Buildings	609	35,253	609	54,144	609	71,392		17,248
Total	609	35,253	609	54,144	609	71,392		17,248
2. Breakdown by Object Class								
11 Personnel Compensation		17,794		20,891		21,979		1,088
12 Personnel Benefits		4,152		5,021		5,474		453
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things		6,739		7,025		7,322		297
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services		4,241		18,541		34,102		15,561
26 Supplies and Materials		831		1,092		1,092		
31 Equipment		1,496		1,574		1,423		-151
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		35,253		54,144		71,392		17,248

* Includes Obligations from Prior Year "No Year" Authority.

SB. 4

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORY	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGE	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)
1. Breakdown by Activity: Senate Office Buildings		1,541		317				86		15,304		17,248
Total		1,541		317				86		15,304		17,248
2. Breakdown By Object Class 11 Personnel Compensation 12 Personnel Benefits 13 Benefits to Former Personnel 21 Travel 22 Transportation of Things 23 Rent, Communication & Utilities 24 Printing and Reproduction 25 Other Services 26 Supplies and Materials 31 Equipment 32 Land and Structures 42 Insurance Claims and Indemnities		1,088 453		297				86		15,475 -171		1,088 453 297 15,561 -151
Total		1,541		317				86		15,304		17,248

Schedule C

ARCHITECT OF THE CAPITOL
Senate Office Buildings
Detailed Analysis of Change by Appropriation

Appropriation, 1999

Minus Nonrecurring Items:

1. Election Year Moving Costs	(250)
2. Design, Roof Fall Protection	(93)
3. Exterior Painting, RSOB	(160)
4. Renovate Sundry Shop, DSOB	(75)
5. Install Storm Windows, Police Headquarters	(168)
6. Upgrade Emergency Fire Comm Systems, HSOB	(130)
7. Replace Roof/Add Fall Protection, Webster Hall	(232)
8. Upgrade CCTV & Paging to Subway	(153)
9. Emergency Exit Directional Door Signs	(70)
10. Replace Roof/Add Fall Protection, Police Hdq.	(350)
11. Garage Equipment	(54)
12. Furniture for Information Tech Resources Center	(30)
13. Purchase of Furniture	(130)
14. Modernize 12 Elevators, HSOB	(490)
15. Elevator Modernization, DSOB	(425)
16. Expansion of Senate Garage	(400)
17. Upgrade & Expand Telecommunications Closets	(260)
18. Construct Shower Facility, DSOB	(500)
19. Electrical System Renovations & Modernization	(2,550)
20. Plumbing Renovations, RSOB	(80)

Total, Nonrecurring Items

...

(6,600)

2000 Request

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. January, 1999 Cost of Living Annualization
2. January, 2000 Cost of Living Adjustment
3. January, 2000 Wage Rate Increase
4. Within-grades and Other Pay Changes
5. Retirement Increases
6. Contributions to Health Benefit Funds

B. Price Level Changes

1. Lease of Postal Square
2. Annual Machinery, Tools & Misc.

C. Program Type Changes

1. Legislation

Calculation of Base	
Est. FTE	Amount (\$000)
609	54,144
	(250)
	(93)
	(160)
	(75)
	(168)
	(130)
	(232)
	(153)
	(70)
	(350)
	(54)
	(30)
	(130)
	(490)
	(425)
	(400)
	(260)
	(500)
	(2,550)
	(80)
...	(6,600)
2000 Request	
Est. FTE	Amount (\$000)
...	1,541
	54
	195
	862
	179
	50
	201
...	317
	297
	20
...	...

SB.6

Schedule C (Continued)

ARCHITECT OF THE CAPITOL
Senate Office Buildings
Detailed Analysis of Change by Appropriation
(Continued)

I. Adjustments to Base (Continued)

2000 Request	
Est. FTE	Amount (\$000)
...	336
	100
	46
	40
	150
...	21,654
	43
	596
	100
	275
	150
	150
	50
	30
	55
	90
	420
	55
	475
	9,500
	1,200
	200
	780
	165
	250
	6,000
	500
	570
...	17,248
609	71,392

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 2000

OPERATING BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The Operating Budget for this appropriation is comprised of all costs associated with the daily care, maintenance and operation of the facilities and activities under the jurisdiction of the Architect of the Capitol. The budget justification for the Operating Budget includes a summary schedule explanatory statement and the associated schedule, followed by the Operating Allotment narratives. The narratives describe the purpose of all operating allotments funded in this appropriation. When changes have been requested for fiscal year 2000, the amount and justification for those changes appear in *italics*.

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all annual operating budget allotments. This narrative is supported by a table that includes the following data: the allotment code number (Object Code), allotment title (Item), and the last funding level before that allotment was increased or decreased to the fiscal year 1998 level (Allotment before FY 98). A two-column designation follows that indicates in the first column a letter code whether that amount was initiated (I), the year changed to the fiscal year 1998 level (C), or has been continued at that base amount (B) since 1990. The second column will indicate for those allotments that have changed before fiscal year 1998 the year of that change. The next several columns will indicate funding levels for fiscal years 1998, 1999 and 2000, as well as the obligations for fiscal year 1998. In accordance with sound financial management practice, these allotments are reviewed and adjusted to reflect changing needs. Increases that cannot be absorbed from other operating areas are requested through the budget process.

OPERATING BUDGET HISTORY

OBJECT CODE	ITEM	ALLOTMENT BEFORE FY 98	B	BASE SINCE FY 1990		FY 1998 ALLOTMENT	FY 1998 OBLIGATIONS	FY 1999 ALLOTMENT	FY 2000 REQUEST
				C	'YEAR CHANGED TO 98 LEVEL				
APPROPRIATION: SENATE OFFICE BUILDINGS									
11	PERSONNEL COMPENSATION	\$18,992,000	C	1998		\$19,615,000	\$17,795,000	\$20,390,000	\$21,478,000
12	PERSONNEL BENEFITS	4,027,000	C	1998		4,501,000	4,152,000	4,902,000	5,355,000
23	RENT, COMMUNICATIONS & UTILITIES	6,943,000	C	1998		6,777,000	6,739,000	7,025,000	7,322,000
OTHER SERVICES									
2501	GEN ANNUAL REPAIRS & ALTERATIONS	109,000	C	1996		105,000	179,000	65,000	166,000
2502	ELEVATOR REPAIRS & IMPROVEMENTS	89,000	C	1996		87,000	83,000	87,000	87,000
2503	ANNUAL PAINTING	250,000	C	1996		245,000	192,000	245,000	245,000
2504	MTCE A/C SYSTEM	120,000	C	1997		115,000	94,000	115,000	115,000
2505	WINDOW WASHING SERVICES		I	1999				40,000	40,000
2506	MTCE & REPAIRS SUBWAY TRANSP	26,000	C	1992		34,000	84,000	34,000	80,000
2507	INSECT & PEST CONTROL	15,000	C	1997		8,000	5,000	8,000	8,000
2509	MISC IMPROVEMENTS	100,000	C	1992		200,000	134,000	200,000	200,000
2517	EXTERIOR POINTING & CAULKING	169,000	C	1996		100,000	97,000	103,000	103,000
2530	FURNITURE REPAIRS	135,000	C	1996		130,000	130,000	130,000	130,000
2531	LAUNDRY	35,000	C	1997		22,000	15,000	22,000	22,000
2533	INVENTORY OF FURNITURE & FURNISHINGS	80,000	C	1996		75,000	90,000	90,000	90,000
2534	MTCE OF ARCHITECTURAL SURFACES	50,000	C	1997		45,000	32,000	55,000	55,000
2535	HAZARDOUS MATERIALS ABATEMENT	267,000	C	1998		257,000	248,000	257,000	257,000
2536	MAINTAIN & REPAIR SEN REST EQUIP	25,000	B	1990		25,000	24,000	25,000	25,000
2547	CONTRACTUAL MAINTNCE OF ELEVATORS	150,000	C	1997		80,000	97,365	80,000	120,000
2553	WASTE RECYCLING PROGRAM		I	1991		40,000	10,000	40,000	40,000
2554	CLEANING OF CHILD CARE CENTER		I	1999				65,000	65,000
2555	SENATE RESTAURANT AUDIT		I	1999				75,000	75,000
2561	CLEANING OF WEBSTER HALL		I	1997		52,000	24,000	52,000	52,000
2591	TRAINING	80,000	C	1996		333,000	234,000	333,000	333,000
2591	BIANNUAL ELECTION YEAR MOVING COSTS	454,000	C	1997				250,000	150,000
NEW	FIRE ALARMS SYS TESTING & MAINTENANCE		I	2000					

OPERATING BUDGET HISTORY

OBJECT CODE	ITEM	ALLOTMENT BEFORE FY 98	B	BASE SINCE FY 1990		FY 1998 ALLOTMENT	FY 1998 OBLIGATIONS	FY 1999 ALLOTMENT	FY 2000 REQUEST
				C	YEAR CHANGED TO # LEVEL				
26	SUPPLIES AND MATERIALS	1,048,000	C	1998		1,058,000	831,000	1,086,000	1,086,000
	EQUIPMENT								
3102	ANNUAL RUGS & FLOOR COVERINGS	305,000	C	1996		300,000	290,000	300,000	300,000
3103	ANNUAL MACHINERY, TOOLS & MISC	82,000	C	1996		80,000	119,000	80,000	100,000
3104	ANNUAL FURNITURE & FURNISHINGS	825,000	C	1996		810,000	823,000	860,000	860,000
3130	REPLC & IMPROVE SENATE RESTAURANT FAC	91,000	C	1996		90,000	58,000	120,000	120,000
45	SENATE RESTAURANT	1,757,000	C	1998		1,433,000		750,000	750,000
	(11 - Personnel Compensation)	(915,000)				(906,000)		(301,000)	(301,000)
	(12 - Personnel Benefits)	(216,000)				(221,000)		(119,000)	(119,000)
	(25 - Other Services)	(248,000)				(248,000)		(124,000)	(124,000)
	(26 - Supplies and Materials)	(378,000)				(112,000)		(6,000)	(6,000)

OPERATING BUDGET NARRATIVE DESCRIPTIONS

**Personnel Compensation
Increase Requested:****\$21,478,000**
\$1,088,000

This allotment provides for salaries and wages paid directly to employees including paid leave and lump sum annual leave payments upon separation. This allotment also provides for compensation above basic rates including overtime, holiday pay, Sunday pay, night work differential, supervisory differential, and hazardous duty pay. *The increase consists of cost of living adjustments (COLA's) for fiscal year 2000 including the annualization of the January, 1999 COLA for general schedule employees; the COLA for general schedule employees in January, 2000; and the October, 1999 COLA for wage-board employees; and within-grade increases and other pay adjustments.*

**Personnel Benefits
Increase Requested:****\$5,355,000**
\$453,000

This allotment provides for personnel benefits for employees including contributions for retirement to the Civil Service Retirement System, the Federal Employees Retirement System, Social Security, and Medicare. Also included are agency contributions to the Federal Employees Health Benefits Program (FEHBP), the Federal Employees Group Life Insurance (FEGLI), and subsidies paid to employees for commuting costs. *The increase for fiscal year 2000 is attributable to increased costs of agency contributions for employees health benefits and retirement funds.*

**Lease of Postal Square
Increase Requested:****\$7,322,000**
\$297,000

This amount is required to reimburse the General Services Administration (GSA) for the 140,000 square feet of space leased at the Postal Square facility. It includes the base rent, overtime utility costs, and the cost of custodial services. *The requested increase is needed for base rent as determined by GSA (\$296,000) and overtime utility costs (\$1,000).*

**Senate Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

**General Annual Repairs
Increase Requested:**

\$165,000
\$100,000

This allotment provides for the repair and/or servicing of equipment and systems by outside vendors/contractors for all divisions. This includes fork lift trucks, pallet jacks, roll-up doors, fire alarm systems, and locksmith services. It is also used to procure sheet metal and masonry supplies and materials for those divisions for their on-going maintenance and repair activity. *The requested increase reflects workload increases in this allotment.*

Elevator Repairs and Improvements

\$87,000

This allotment covers the parts, supplies and materials related to the maintenance and repair of all elevator and escalators (50 total).

Annual Painting

\$245,000

This allotment covers the procurement of supplies and painting equipment as well as temporary labor to perform maintenance painting throughout the complex.

Maintenance and Repair, A/C Systems

\$115,000

This allotment provides the necessary parts, supplies and materials to maintain all heating, ventilating and air conditioning systems; control systems; refrigerated coolers, freezers and equipment; plus refrigerated drinking water systems throughout the Senate Office Buildings complex.

Window Washing Services

\$40,000

This allotment is used for contractual window washing services.

**Senate Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

**Maintenance and Repair, Subway System
*Increase Requested:***

**\$80,000
\$46,000**

This covers the parts, supplies and materials to maintain and repair the Senate subway systems. *The requested increase reflects workload increases in this allotment.*

Insect and Pest Control

\$8,000

This provides for the comprehensive pest control program throughout the Senate Office Buildings via contract.

Miscellaneous Improvements

\$200,000

This provides for the accomplishment of various improvement projects in a current fiscal year as approved by the Committee on Rules and Administration and the Committee on Appropriations. These are accomplished by contract, by the Construction Branch, by the Senate Superintendent with in-house labor, by the Senate Superintendent with temporary labor or through job order contracting.

Exterior Pointing and Caulking

\$103,000

This work is annual maintenance work on the stone facades of the Senate Office Buildings. This includes water washing, caulking, pointing, stone repair, etc. This work is considered on-going, and it is performed by the Construction Branch through a centralized division.

Furniture Repairs

\$130,000

This allotment provides all routine materials, supplies and parts, including fabrics and leather for upholstery. It also includes chair parts. Items are provided for the Upholstery and Woodcrafting Divisions.

SB.13

**Senate Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

Laundry Services

\$22,000

This provides for laundry services for linens, towels, etc., on a contractual basis. It also includes the laundering of mops and rags plus the dry cleaning of draperies.

Inventory of Furniture and Furnishings

\$90,000

This provides for an annual inventory of furniture and furnishings on a contractual basis. This is also used to support hardware and software efforts to continue to make improvements to the inventory system. The annual inventory has been directed by the Committee on Rules and the Appropriations Committee.

Maintenance of Architectural Surfaces

\$55,000

This provides for the repair and refinishing of the institutional architectural surfaces such as bronze, marble, etc. This allotment provides for this work on an on-going basis and is generally accomplished via contract.

Hazardous Materials Abatement

\$257,000

This account was initially created to cover the asbestos abatement effort in the Senate Office Buildings as needed. This effort was expanded to provide for a full Operating and Maintenance Program (O & M) to provide for expanded testing and sampling of asbestos, with necessary abatement. The allotment supports temporary labor for abatement plus sampling, testing, inspection and reporting via contract with certified industrial hygienists. This allotment also provides for the testing for lead in domestic water systems and other lead abatement activities.

Maintenance and Repair, Senate Restaurants

\$25,000

This provides the necessary funds to procure parts for the repair of Senate Restaurant equipment.

SB.14

**Senate Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

Contractual Maintenance of Elevators

\$120,000

Increase Requested:

\$40,000

This account provides for the contractual maintenance of elevators in the Senate Office Buildings including work done under contract, major rewinding of generators and hoist motors, enhancement of elevator monitoring equipment, etc. *The requested increase of \$40,000 is needed for contractual maintenance and testing.*

Waste Recycling Program

\$40,000

This provides for the operation of the waste recycling program. The allotment is used to procure recycling bins, liners, and other items needed to support this program.

Contractual Cleaning of the Senate Employees Child Care Center

\$65,000

The new Senate Child Care Center will open during the summer of 1999. Funds are provided for cleaning and custodial services under contract.

Senate Restaurant Audit

\$75,000

Funds are provided to reimburse the General Accounting Office for its annual audit of the Senate Restaurant system. The annual audit is performed under the general direction of the Senate Committee on Rules and Administration.

Contractual Cleaning of Webster Hall

\$52,000

This allotment funds the contractual cleaning of the Webster Hall Page Dormitory and School.

Senate Office Buildings
Operating Budget

Fiscal Year 2000 Budget Estimate

Training

\$333,000

This allotment is used to train Senate Office Buildings employees in programs such as safety, office automation, prevention of sexual harassment, understanding employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office provides supervisory, technical skills and staff development training and sponsors basic educational skills training.

**Election Year Moving Costs
Decrease Requested:**

**\$0
(\$250,000)**

Funding was provided in fiscal year 1999 for Senate election year moves.

**Fire Alarm System Testing and Maintenance
New Operating Allotment**

\$150,000

Funds are requested for a new annual allotment to support the contractual testing of fire and smoke alarm systems. This testing must be performed annually to meet fire and life safety codes.

Supplies and Materials

\$1,086,000

This allotment is used for the following requirements.

Electrical

This provides all maintenance and "support" items for the Electrical Division in support of the maintenance, repair and miscellaneous improvements to all electrical power distribution systems and fire alarm systems in the Senate Office Buildings. This also includes electrical support services and items that directly support the day-to-day activities of the Senate Restaurant, the Service Department, Telecommunications, the Senate Computer Center, etc.

**Senate Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

Cleaning	This is used for the procurement of mops, spray cleaners, bleach, soap powder, water softener, strippers and floor finishes, cleaning tools, dusters, rags, etc.
Carpentry	This is used to procure lumber, nails, screws, ceiling tile, glue, insulation, wallboard, etc.
Plumbing	This is used to procure all items related to the maintenance of plumbing and hot water/steam heating systems plus toilet room equipment maintenance.
Hardware	This is used to procure locks, keys, door closers, door handles, etc.
Electric Light Bulbs	This is used to procure all light bulbs and tubes.
Gasoline	This is used to procure gasoline for four Senate Office Buildings vehicles.
Toilet	This is used to procure cleaning supplies directly related to bathroom cleaning plus items stocked in the toilet rooms including toilet tissue, paper towels, deodorizers, bath towels, etc.
Miscellaneous	This is used for a wide variety of items including stationary supplies, fax paper, toner cartridges, engraving stock for the sign shop, rubber hoses, shovels, flags for the buildings, etc.
Uniforms	These funds are to continue the employee uniform program.
Safety Apparel	As required by regulations safety apparel is provided to those employees whose jobs expose them to potential risk of injury.

**Senate Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

Annual Rugs and Floor Coverings

\$300,000

This covers the procurement of carpeting, carpet tile, vinyl tile, etc.

**Annual Machinery and Tools
Increase Requested:**

**\$100,000
\$20,000**

This is used to procure equipment and tools for all divisions. Items typically include vacuum cleaners, scrubbers, hand tools, dollies, trash trucks, appliance hand trucks, pallet jacks, etc.. *The requested increase reflects current services costs for this allotment.*

Annual Furniture and Furnishings

\$860,000

This is used to procure all furniture and furnishings authorized for the Senate Office Buildings. This also includes contract upholstery and drapery work.

Replace and Improve Senate Restaurants

\$120,000

This allotment is used by the Senate Restaurant to accommodate procurement to provide for improvements in the Restaurants during each annual period.

Senate Restaurants

\$750,000

This allotment provides for administrative positions for the Senate Restaurants and amounts for miscellaneous operating costs. According to language included in the Legislative Branch Appropriations Act for fiscal year 1998, amounts appropriated will be transferred to the Senate Restaurant Revolving fund at the beginning of each fiscal year.

**Senate Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

Personnel Compensation

\$501,000

This allotment provides for salaries and wages paid directly to employees including paid leave and lump sum annual leave payments upon separation. This allotment also provides for compensation above basic rates including overtime, holiday pay, Sunday pay, night work differential, supervisory differential, and hazardous duty pay.

Personnel Benefits

\$119,000

This allotment provides for personnel benefits for employees including contributions for retirement to the Civil Service Retirement System, the Federal Employees Retirement System, Social Security, and Medicare. Also included are agency contributions to the Federal Employees Health Benefits Program (FEHBP), the Federal Employees Group Life Insurance (FEGLI), and subsidies paid to employees for commuting costs.

Other Services

\$124,000

This allotment is used for the following requirements:

Laundry Services

This provides for commercial laundry services for all table linens for both the Capitol (Dining Rooms and Catering) and Senate Office Buildings (Buffet and Catering).

Miscellaneous Services

This provides for the maintenance of the point-of-sale cash register systems, merchandising and marketing consultant services, dietitian services on an as needed basis, and the maintenance of the administrative computer net work.

Supplies and Materials

\$6,000

This allotment is used for the following requirements:

**Senate Office Buildings
Operating Budget**

Miscellaneous Supplies

This is used for the procurement of special project and display materials, office and copier supplies and other general support items.

Fiscal Year 2000 Budget Estimate

CAPITAL BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The objective of the five year Capital Budget is to identify all projects, including those generated from within the agency as well as those identified by clients, which would require funding in this appropriation during fiscal years 2000 through 2004. Using all the information collected during this process, a five-year Capital Budget has been prepared based on currently identified needs. This narrative introduces the Capital Budget and a table summarizes the five year capital budget. The table has been sorted in order to begin with projects funded in the budget base followed by new projects for which funding is requested in the fiscal year 2000 budget. These projects are further sub-sorted by category. A detailed explanation of the project priorities is provided in the General Statement. The Capital Budget projects for fiscal years 2001 through 2004 are sorted in similar manner. Narrative descriptions of these capital projects follow in the same order as they appear in the summary table. Following the Capital Budget narratives is a table summarizing all projects funded with prior year "No Year" monies and related narrative descriptions. The table and narratives include total cost estimate, completion date, and other information.

ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PAGE	CATEGORY	PROJECTS	FY 1999 APPR.	DESIGN STUDY	PROJECT FUNDING REQUIREMENTS							TOTAL ESTIMATE PAST AND FUTURE FUNDS	TYPE	PRIORITY	
					FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005 FY 2009	ADDITIONAL FUNDING THRU FY 1999 REQUIRED				
SENATE OFFICE BUILDINGS															
PROJECTS IN THE FY 1999 BASE															
SB.25	Life Safety	Fire Alarm System Upgrade for ADA, RSC08 & HSC08	150,000		150,000						150,000	300,000	450,000	NY	1-B, Base
SB.26	ADA	ADA Requirements, SC08's	300,000		300,000	300,000	300,000	300,000			1,500,000	1,500,000	3,000,000	NY	1-A, Base
SB.27	ADA - Cy'l Maint	Plumbing Renovations, RSC08	400,000		370,000						370,000	3,270,000	3,570,000	NY	1-B, Base/Disc
SB.28	Cy'l Maint - Improv	Renovate Mechanical, Telecom & Restrooms, DSC08	8,500,000		18,000,000	18,000,000					35,000,000	18,200,000	54,200,000	NY	1-B, Base/Disc
SB.29	Cy'l Maint	Roofing Repairs, RSC08 & DSC08	100,000		100,000						100,000	1,000,000	1,100,000	NY	1-B, Base
SB.30	Cy'l Maint - Improv	Modemize 12 Elevators, RSC08	750,000		260,000						260,000	1,300,000	1,560,000	NY	1-B, Base/Disc
SB.31	Cy'l Maint	Replace 34 Combustion Sump Systems	380,000		280,000	280,000	280,000	240,000			1,080,000	280,000	1,360,000	NY	2-B, Base
NEW PROJECTS FOR BUDGET CONSIDERATION															
SB.32	Life Safety	Replace Exit Doors for Emergency Egress & Security			596,000						596,000		596,000	Annual	1-B
SB.33	Life Safety	Replace/Upgrade Kitchen Fire Suppression Systems			200,000						200,000		200,000	Annual	1-A
SB.33	ADA - Cy'l Maint	Renovate Toilet Rooms (ADA), DSC08			1,200,000	1,200,000					2,400,000		2,400,000	NY	2-A
SB.34	Security	Secure Aisle and Basement Areas, DSC08			100,000						100,000		100,000	Annual	2-B
SB.34	Cy'l Maint	Elevator Modernization, RSC08			700,000						700,000	1,569,877	2,149,877	NY	1-B
SB.35	Cy'l Maint	Replace Master Key System, R, H, & D SC08's			271,600						271,600		271,600	Annual	2-B
SB.36	Cy'l Maint	Repair Noise Control Curtains, DSC08			150,000	150,000					300,000		300,000	Annual	2-B
SB.36	Cy'l Maint	Replace HVAC Units in RSC08 & Pass in HSC08			150,000						150,000		150,000	Annual	2-B
SB.37	Cy'l Maint	Repair Landing Deck, RSC08			300,000						300,000		300,000	Annual	2-B
SB.38	Cy'l Maint	Elevator Upgrades, DSC08			165,000						165,000		165,000	NY	2-B
SB.38	Cy'l Maint	Modernize Elevator, WH			165,000						165,000		165,000	Annual	1-C
SB.39	Cy'l Maint	Replace Basement Dish Machine & Pot Washer			300,000			300,000			300,000		300,000	Annual	2-A
SB.39	Cy'l Maint	Replace Steam Boilers, RSC08			51,000						51,000		51,000	Annual	2-A
SB.40	Cy'l Maint	Improve Air Flow Distribution, DSC08			200,000						200,000		200,000	NY	2-B
SB.41	Cy'l Maint	Replace Carpet, CPH			90,000						90,000		90,000	Annual	2-A
SB.41	Cy'l Maint	Build Control System, R, H & DSC08's			400,000						400,000		400,000	Annual	2-B
SB.42	Cy'l Maint	Upgrade Restroom-Cy'l Maint			53,000						53,000		53,000	Annual	2-A
SB.42	Cy'l Maint	Renovate Sump Grates			6,000,000						6,000,000		6,000,000	Annual	2-A
SB.43	Cy'l Maint	Replace Furniture Delivery Truck			43,000						43,000		43,000	Annual	2-A
SB.43	Cy'l Maint	Replace Carpet in Public Areas, RSC08			475,000						475,000		475,000	Annual	2-A
SB.44	Improvement - Client	Relocate Restroom, Committee Hearing Rooms, DSC08			570,000						570,000		570,000	NY	1-C

Priority: 1 - Critical; 2 - Highly Desirable; 3 - Desirable (A - highest in Category)
 Study (S) - conceptual development; Design (D) - working drawings, specifications, and estimate development

ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PAGE	CATEGORY	PROJECTS	FY 1999 AFPA	PROJECT FUNDING REQUIREMENTS							FUNDING FY 1999	TOTAL ESTIMATED FY 1999 AND FUTURE	TYPE OF FUNDING	PRIORITY
				DESIGN STUDY	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005				
		FUTURE PROJECTS												
SB.45	Life Safety	Roof/Fall Protection	93,000		2,140,000						93,000	2,333,000		
SB.45	ADA - Cycl Main	Removair Toilet Rooms (ADA), HSOB			1,025,000						1,025,000	3,075,000		
SB.47	Security	Removair USCF Headquarters			625,000						625,000	625,000		
SB.47	Cyclical Maint	Repair Filled Waterproofing Over ST-71			3,000,000						3,000,000	3,100,000		
SB.47	Cyclical Maint	Repair Roof HSOB			30,000						30,000	130,000		
SB.48	Cyclical Maint	Repairs Windows/Doors, RSOB			3,500,000						3,500,000	19,000,000		
SB.49	Cyclical Maint	Repairs/Repairs Mainline Pines, RSOB			310,000						310,000	2,550,000		
SB.50	Cyclical Maint	Relief/Fall Escalators, DSOB			40,000						40,000	40,000		
SB.50	Improvement - AOC	Removair North Service, HSOB			200,000						200,000	2,000,000		
SB.50	Improvement - Client	Upgrade Electrical Systems, Senate Receiving Studio			230,000						230,000	290,000		
SB.51	Improvement - Client	Expansion of Senate Garage	400,000		1,800,000						2,200,000	24,300,000		
SB.51	Improvement - Client	Centralized Control Room Facility, Recording Studio			400,000						400,000	430,000		
SB.53	Cyclical Maint	Replace Railings & Balustrades, RSOB			800,000						800,000	880,000		
		TOTAL SENATE OFFICE BUILDINGS	10,973,000		31,564,000	43,930,000	7,270,000	79,475,000	4,316,000	5,510,000	122,379,000	28,592,877		

Priority 1 - Critical, 2 - Highly Desirable, 3 - Desirable (A - Highest in Category)
Study (S) - conceptual development; Design (D) - working drawings, specifications, and estimate development

CAPITAL BUDGET PROJECTS FUNDED IN THE BASE

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all ongoing capital projects funded in the budget base. This narrative information is supported by a financial summary statement. The detailed financial, scheduling and cost information that is provided for ongoing projects includes a project title, the year funds were first appropriated (or reprogrammed) for the project, the total estimated cost of the project, the total amount funded through fiscal year 1999, the amount that is required to be appropriated to complete the project, the total amount funded in the budget base for fiscal year 2000, the expended, obligated, unobligated and unliquidated balances as of October 1, 1998, and when applicable the estimated date for project completion.

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITAL PROJECTS FUNDED IN THE BASE

PROJECTS	YEAR FIRST APPROP.	NOTE	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	ADDITIONAL FUNDING REQUIRED	AMOUNT IN FY 2000 BASE	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED 10/1/98	UNLIQUIDATED 10/1/98
SENATE OFFICE BUILDINGS										
Fire Alarm System Upgrade for ADA, RSOB & HSOB	1998	1	450,000	300,000	150,000	150,000	1,454	146,454	153,546	145,000
ADA Requirements, SOBx	1995	1	3,000,000	1,500,000	1,500,000	300,000	645,566	754,575	745,425	109,009
Plumbing Renovations, RSOB	1993	1	3,570,000	3,250,000	320,000	400,000	2,685,281	2,696,931	533,069	11,649
Renovate Mechanical, Telecom & Restrooms, DSOB	1996	1	54,200,000	18,200,000	36,000,000	8,500,000	1,235,657	1,955,211	16,244,789	719,554
Roofing Repairs, RSOB & DSOB	1995	1	1,100,000	1,000,000	100,000	100,000	596,029	602,449	397,551	6,420
Modernize 12 Elevators, HSOB	1998	1	1,560,000	1,300,000	260,000	750,000	0	0	1,300,000	0
Replace 34 Committee Sound Systems	1999		1,360,000	280,000	1,080,000	280,000	0	0	280,000	0

Notes:

1 - Funding thru FY 1999 provided over a multi-year period.

**CAPITAL BUDGET PROJECTS FUNDED IN THE BASE
NARRATIVE DESCRIPTIONS**

Fire Alarm System Upgrade for ADA, Senate Office Buildings

Category: Life Safety

\$150,000
Priority: 1-B

Funding in the amount of \$150,000 is requested for the final funding increment to provide for upgrades to the fire alarm system, including visual signaling devices and other equipment, for compliance with the Americans with Disabilities Act and the Congressional Accountability Act in the Hart and Russell Buildings. Due to the significant work effort throughout the Senate Office Buildings, and the effect the fire alarm device installation will have on occupied public spaces and historically sensitive areas, funding is being requested over a three year period. The total cost for installing these devices throughout the Senate Office Buildings is estimated to be \$450,000. These funds are requested on a "No Year" basis. The estimate is based on locations where similar installation and equipment techniques were used.

ADA Requirements

Category: ADA

\$300,000
Priority: 1-A

Although much progress has been made over the past six years to comply with the Americans with Disabilities Act, accessibility problems remain in the Senate Office Buildings and consequently the AOC risks citation by the Office of Compliance.

The work involves design and construction projects to modify elements of the Senate Office Buildings to ensure that persons with disabilities have access to the buildings and their public areas and services. The priorities for this work are generally compatible with priorities established by the Americans with Disabilities Act (ADA): 1) building entrances; 2) public toilet rooms (water closets, toilet stalls, urinals, lavatories and mirrors, etc.); and 3) interior paths of travel to most essential public areas and services (ramps, stairs, platform lifts, elevators, protruding objects, ground and floor surfaces, signage, doors and doorways, alarms, etc.). Priorities for this work are also provided by the Office of Compliance that was created by the Congress to inspect the Capitol Complex and to ensure compliance with the ADA. As a result of the office's findings that have provided substantial guidance to the Architect of the Capitol, the level and intensity of design and construction activity by the Architect's workforces and outside consultants and contractors

Senate Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Projects Funded in the Base

have increased.

Current priorities for the use of previously appropriated and fiscal year 2000 funds are as follows:

The wayfinding and informational signage program is a Capitol Complex-wide effort. Early design phases are underway. Specifically, a consultant is involved with the first two design phases that are comprehensive, addressing all needs across the complex. Phase 1 is Planning and Programming. Phase 2 is Schematic Design. The scope for continued funding includes:

- (1) the fabrication and installation of ADA-compliant wayfinding and informational signs throughout the Senate Office Buildings, including the lower levels associated with the subway/tunnel network; and
- (2) design fees for Phase 3 (Design Development), Phase 4 (Construction Documentation) and Phase 5 (Fabrication and Installation) for the wayfinding and informational signs.

Other priorities include the evaluation, design and modification of toilet rooms in the Dirksen as a complement to the major systems renovation project in that building; the addition of special access/egress hardware at some building entrances; and other toilet room modifications as requested by individuals and committees in the Senate Office Buildings. The entire project for the Senate Office Buildings is scheduled over a ten-year period with the final increment in fiscal year 2004. These funds are appropriated on a "No Year" basis.

Plumbing Renovations - Russell Building

Decrease Requested:

\$320,000
-(\$80,000)
Priority: 1-B

Category: ADA - Cyclical Maintenance

This work will complete renovations to the Russell Building public toilet rooms, upgrade them for ADA compliance and replace all of the old piping and fixtures. This is being accomplished by Construction Branch with temporary labor. Completion is expected in fiscal year 2001. Funds are appropriated on a "No Year" basis.

Senate Office Buildings
Capital Budget Projects Funded in the Base

Fiscal Year 2000 Budget Estimate

Renovate HVAC, Electrical Telecommunications, Fire Sprinklers and Restrooms - Dirksen Building
Increase Requested: **\$18,000,000**
\$9,500,000
Category: Improvements - Cyclical Maintenance **Priority: 1-B**

This project was originally requested and approved to provide for the installation of a complete automatic fire sprinkler system within the Dirksen Senate Office Building. This would have brought the building up to the most current and stringent fire sprinkler requirements for buildings of this type and occupancy.

During initial design of the sprinkler system, a parallel process of evaluating a number of elements and systems in the Dirksen Senate Office Building was in process. The Dirksen Building is a traditional office building with permanent walls. Historically, wooden partitions and door systems have been installed to provide for office privacy on a request basis. However, the partitions installed have always been held lower than the ceiling to make sure that the operation of the heating, ventilating and air conditioning (HVAC) systems were not adversely affected. With the creation of the Office of Compliance under the Congressional Accountability Act, and the fact that the Senate is now subject to various laws that the public sector has been held accountable to, there was increased demand for full height partitioning systems to ensure privacy in confidential matters. This was explored, but it raised other concerns about maintaining the Indoor Air Quality (IAQ) in these spaces should this become a standard practice.

At approximately the same time, it was acknowledged that the Dirksen Building, which was first occupied in 1959 had HVAC systems that were nearing 40 years of age. They were in poor condition due to their use, and age and needed replacement. Committee room HVAC systems were all recently replaced but the main HVAC units had not. This presented another dilemma in terms of maintaining the mechanical systems within the building. If the HVAC units were replaced, could the new systems accommodate providing sufficient conditioned air through the new control and distribution systems so that a full height partitioning systems program could proceed.

At this time, the fire sprinkler installation project in the Dirksen Building afforded a design opportunity to address these many issues. The installation of the sprinklers was for fire protection and life safety. These became related issues to the discussion of all of the increasingly interrelated issues about HVAC, IAQ, life safety considerations, space utilization, office privacy, etc. In the particular

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Senate Office Buildings

Capital Budget Projects Funded in the Base

Fiscal Year 2000 Budget Estimate

case of designing the fire sprinklers in the suites, there was an unanswered question of where they would be located in any given room without knowing if a room would be subdivided into full height partitioned space.

Fluorescent lighting is the predominant source of lighting. The installation of partitioning systems has not worked well with full height partitions in terms of lighting maintenance. It was apparent that this needed to be an integrated concern for this program.

Interrelated questions arose regarding adequacy of the building electrical system to support the demands of an automated workplace. A Senate task force looking into future telecommunications needs for the Senate also raised issues related to the AOC's ability to wire the Dirksen Building to the same or higher standards used in the Russell Electrical and Telecommunications program. Given the various concerns, it appeared that consideration of all of the issues above should be integrated into one major program. This would provide the best opportunity to respond to these select issues on a global basis, thereby benefiting the building users and the Senate on a comprehensive basis, and reducing the potential risk of omission in the process.

With the approval of the Senate Committee on Rules and Administration, a consultant was retained to explore all of these issues. The consultant has developed a program, similar to that of the Russell renovation plan, which offers the opportunity to bring the Dirksen Building up to the state-of-the-art facility for the Senate.

The total estimated cost including partitioning systems for approximately 20% of the building is included. Additional partitioning systems will have to be budgeted for in future years. This also provides for the replacement of the existing ceiling system, replacement of all existing general HVAC system with controls, new switchgear and emergency generator, new electrical systems, raceways for all telecommunications needs, fire sprinklers, conversion of two toilet stacks (one men's and one women's) into ADA compliant facilities, etc. Funds totaling \$8,500,000 were appropriated on a "No Year" basis beginning in fiscal year 1998 and 1999. *An amount of \$18,000,000, an increase of \$9,500,000 over the base amount, is being requested to remain in the base for fiscal years 2000 and 2001 to complete the project. The increase is based on adding the First and Ground floors to the overall scope, creating swing space in the Russell Building Courtyard, additional partitions, renovations to in-suite toilet rooms, upgrading sound systems in hearing rooms, and completion of the fire and alarm system throughout the building. This phased funding and renovation approach will complete these renovations by the year 2002.*

Senate Office Buildings

Capital Budget Projects Funded in the Base

Roofing Repairs, Russell and Dirksen Buildings

Category: Cyclical Maintenance

Fiscal Year 2000 Budget Estimate

\$100,000

Priority: 1-B

A major roofing repair and replacement program for the Russell and Dirksen Buildings has been ongoing in phases since the early 1990's. A total of \$192,000 was provided for "Replace Sections of Roofing, Russell Building" in fiscal year 1990 and a total of \$210,000 for "Roof Repairs, Russell Building" in fiscal year 1992. A total of \$135,000 was provided for "Repair Sections of Roofing, Dirksen Building" in fiscal year 1991 and again in fiscal year 1992 for roofing repairs on the Dirksen Building. These intense efforts to make repairs over a period of several years resulted in the resolution of all major sources of water penetration and yielded roofing systems that were thought to be in reasonable condition.

Both Dirksen and Russell roofing systems were evaluated in fiscal year 1993 to determine the extent of additional work needed. Thermographic imaging was used to determine the areas retaining moisture, indicating the need for repair or replacement. This process consists of taking an infrared image of a section of roofing just shortly after the sun goes down. Areas that are moist or water laden tend to remain hotter longer than dry sections resulting in what appear to be hot spots or hot areas. Actual electronic photographs corresponding to each given section of roofing are then compared to the infrared image, allowing the operator to determine the condition of each section of roofing. Test sections have continued to validate the accuracy of this method of analysis. Based on the imaging technique's analysis it was discovered that there continued to be concerns regarding the fact that moisture had already penetrated the copper roofing systems and may have caused damage to the plywood underlayment or to the actual concrete decks. It was requested that \$350,000 be appropriated in fiscal year 1994 to allow this program to continue without interruption. These funds were deferred.

A multi-year project was again requested to begin in fiscal year 1995 to enable the areas previously identified to be repaired or replaced on a phased basis. Funds totaling \$500,000 were provided in fiscal years 1995, 1996 and 1998. Additional funding was deferred for fiscal year 1997. In fiscal year 1999, an amount of \$100,000 was provided on a "No Year" basis, and it was requested that this amount remain in the base for fiscal year 2000. The total estimate is based upon manpower costs experienced from work efforts realized during the earlier phases of this project. It is planned to have a consultant evaluate the copper roofing system in fiscal year 1999 to validate this program. Any changes to the present scope determined by the consultant will be reflected in future budget requests.

Senate Office Buildings

Capital Budget Projects Funded in the Base

Modernize Twelve Elevators, Hart Building

Decrease Requested:

Category: Cyclical Maintenance

Fiscal Year 2000 Budget Estimate

\$260,000

-\$490,000)

Priority: 1-B

This project is requested to enable the modernization of the twelve Hart Senate Office Building passenger elevators. In the past, it was proposed that only the control and dispatching systems be replaced to provide necessary modifications to allow more efficient operation by replacement of these old and outdated systems. However, because this request has been deferred for several years, the affected elevator cars will be approximately 18 years old by the time this program would be undertaken. The replacement cycle standard in the industry for elevator systems is for complete modernization after 15 to 20 years of service.

In addition to modernizing the cars, the control and dispatching systems will be modernized. The existing systems are a hybrid system between microprocessors and electromechanical relays of the late 1970's vintage which clearly do not allow the current elevator systems to operate with efficiencies available from today's microprocessor systems.

The total cost of this project is \$1,560,000, therefore it is requested that the "No Year" amount of \$260,000 be retained in the budget base for this fiscal year.

Replace 34 Committee Hearing Room Sound Systems

Category: Cyclical Maintenance

\$280,000

Priority: 2-B

Funding is requested to replace 34 aging sound systems in the committee rooms. The present systems range from 12 to 20 years old, and performance has deteriorated with age. Replacement of these systems will not only restore original performance, but also add features made possible by new technology developments. The project anticipates replacing about seven systems per year at an estimated average cost of \$40,000 per system. It is requested to leave the \$280,000 in the base through fiscal year 2002 and the final funding increment of \$240,000 will be provided in fiscal year 2003. Funding is requested on a "No Year" basis.

CAPITAL PROJECTS REQUESTED BEGINNING IN FISCAL YEAR 2000

Replace Exit Doors for Emergency Egress and Security
Category: Life Safety

\$596,000
Priority: 1-B

This project will replace the northwest and southwest exterior revolving entrance doors, the two exterior revolving doors entering into the driveway at the court yard on the east side, the two interior revolving doors on the east side first floor and the southeast, northeast and west entrance doors of the Russell Senate Office Building. Currently, these doors do not provide the proper means for emergency egress and lack certain security requirements. This project will replace these doors with new door systems that will provide the proper emergency egress and security glass that will conform with the U.S. Capitol Police Physical Security Division security requirements. It is anticipated that this work will be accomplished in-house with temporary labor.

The basis of this estimate is the historical estimates for replacement of doors and hardware for other projects in the Capitol and the Senate Office Buildings. The costs to replace the six revolving doors and make the necessary security modifications to these areas is \$67,000 per door for a total cost of \$400,000, and an additional \$196,000 to replace the three entrance doors with the necessary emergency egress and security modifications. The total cost of this project is \$596,000.

Replace/Upgrade Kitchen Fire Suppression Equipment
Category: Life Safety

\$200,000
Priority: 1-A

Funding in the amount of \$200,000 is requested to replace the fixed fire suppression systems protecting the cooking surfaces in the kitchens of the Senate Office Buildings. It is anticipated that the National Fire Protection Association consensus committee responsible for this kitchen fire suppression system standard will be withdrawing it from the list of National Fire Codes since this equipment will no longer be approved by the Nationally Recognized Testing Laboratories (NRTL).

The project will include the complete removal and replacement of all existing kitchen fire suppression systems in the Senate Restaurants kitchens that do not meet the most current fire codes and do not contain the appropriate fire suppression agent for the hazards now encountered in the kitchens and other food preparation areas, such as carry-out restaurants. Additionally, the automatic

Senate Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Projects Beginning in Fiscal Year 2000

shut-off of power to the cooking equipment in the event of a fire suppression system activation will also be accomplished as part of this project, in accordance with fire code requirements.

The estimate is based on the costs associated with the complete replacement, testing and certification of the fire suppression system that was recently installed on the food serving/preparation line and in the kitchen of the Longworth House Office Building food court.

Renovate Toilet Rooms, ADA, Dirksen Building

\$1,200,000
Priority: 2-A

Category: ADA

This project will renovate the public restrooms in the north and south risers in the Dirksen Senate Office Building. The center riser restrooms will be renovated as part of the Dirksen infrastructure modernization project currently underway and the basement level and SD-G50 public restrooms will be renovated under a separate project. The north and south risers are the only remaining public restrooms in the facility which do not have complete renovations planned to meet current ADA standards.

The toilet rooms do not currently meet accessibility requirements and are entered through a double door vestibule which inhibits accessibility and wastes valuable space. The original glass tile used for many of the walls is no longer available and beyond repair in many areas. These toilet rooms do not have floor drains creating the potential for serious damage from floods. This project will provide the necessary floor drains.

It is anticipated that the Construction Management Division will manage this work and the work will be performed by the Construction Branch. It is further anticipated that this work will be accomplished in conjunction with the Dirksen infrastructure modernization project. The estimate is based on past experience with the Russell Building ADA toilet room upgrade and the recently designed Hart Building ADA toilet room upgrade. These projects cost approximately \$1 - \$1.2 million per riser. Design of the project will be accomplished using current ADA funding. Therefore it is requested that \$1,200,000 be made available on a "No Year" basis in fiscal year 2000, and remain in the base for fiscal year 2001 as well to complete the project.

Senate Office Buildings**Fiscal Year 2000 Budget Estimate****Capital Budget Projects Beginning in Fiscal Year 2000****Secure Attic and Basement Areas, Dirksen Building**

Category: Security

\$100,000
Priority: 2-B

This project will secure the basement and attic areas of the Dirksen Senate Office Building, Russell Senate Office Building and the Hart Senate Office Building. Currently, there is no way to limit access to the basement and attic spaces of these buildings. The freight elevators and public stairways provide access to these areas but there is no control to insure only authorized personnel are allowed access. These areas are sensitive as the critical Heating, Ventilation, and Air Conditioning systems, electrical systems, and telecommunications equipment as well as essential utilities which support these facilities are located in these areas. The lack of access control poses a potential security risk as this critical equipment can be vandalized or sabotaged by intruders. Also, these areas serve as the storage areas for the building occupants and the lack of control poses the potential for theft. This project will construct wall and vestibules at all access points into the basement and attic spaces. It is anticipated that this work will be accomplished in-house using temporary labor.

The cost is based on an estimate performed by in house personnel of the Senate Superintendents Office. The estimated cost of the construction of the walls and vestibules is \$100,000. This project has been approved by the Capitol Police Board.

Elevator Modernization, Russell Building

Category: Cyclical Maintenance

\$780,000
Priority: 1-B

There are fourteen elevators in the Russell Senate Office Building. Funding was provided in fiscal year 1995 in the amount of \$1,400,000 for the modernization of these elevators in this building. Based on current estimates, this amount is inadequate due to inflation and the additional cost for contractual management support. This request for additional funding in fiscal year 2000 of \$780,000 on a "No Year" basis will complete the elevator modernization program in the Russell Building.

Senate Office Buildings
Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

Replace Master Key System, Senate Office Buildings
Category: Cyclical Maintenance

\$275,000
Priority: 2-B

The existing master key system used for the Senate Office Buildings has served its useful life. This key system has been in place for over 40 years and with the changing of senatorial suites and committee offices on a constant basis the master keying system has been fully expended. Additionally, the existing keying system does not use the latest technology available for security purposes. Most keys currently issued can be duplicated in most hardware stores. Any keying system used for as many years as this system has been used is surely to have been compromised. It is essential that we gain complete control over keys, master keys and grand master keys and implement further controls in the key distribution process.

It is planned to replace all existing core lock cylinders with new Schlage cylinders and to upgrade certain higher security areas including building entrances, Senators offices and secure rooms with the Schlage Primus system. All other areas will be keyed using a quad key way which does not have published key blanks. All key blanks must be obtained directly from the factory and are tightly controlled. We are assured by the Schlage representatives that this system can not be duplicated as all key blanks are factory controlled. In addition to replacing the core lock cylinders we plan to implement an automated key management system which offers a great deal of security to the key distribution process. This system requires that an employee log on to the computer system utilizing appropriate password protection in order to gain access to the security controlled key cabinets. This limits the number of employees using the key cabinets and offers enhanced accountability of the key distribution process. This enables Senate Office Buildings management to control the distribution of keys and to run an automated report at any time to determine what keys have been distributed, who distributed them and to whom they were given.

It is planned to commence work in the Russell Building and work on a floor at a time re-keying all existing doors. Work will proceed to the Dirksen Building and finally to the Hart Building. We intend to have the master keying system developed well in advance and to have the factory actually cut all of the master keys in order to save temporary labor costs on the most labor intensive portion of this effort.

Senate Office Buildings**Fiscal Year 2000 Budget Estimate****Capital Budget Projects Beginning in Fiscal Year 2000**

The cost estimate is based on price quotations from the Schlage vendor and the local distributor. The price includes a factory master keying system and all initial core cylinders will be pinned and associated keys cut at the factory saving an excessive manpower burden and allowing the transition from an old key system to a new key system to progress quicker. The total price for the Dirksen, Russell and Hart Buildings is \$216,785.50 escalated by 5% to fiscal year 2000 costs for a total of \$227,624.78. The cost of the Key Trac system is based on a price quotation for the House Office Buildings which was \$43,500.00 escalated by 5% to fiscal year 2000 costs for a total of \$45,675.00. The grand total for implementing both systems is \$275,000.00.

Repair Motor Control Centers, Hart Building**\$150,000**

Priority: 2-B

Category: Cyclical Maintenance

This project will replace thirteen motor control centers in the Hart Senate Office Building. The motor control centers provide the required electrical breakers and power to operate the motors for the mechanical equipment in the Hart Building. The electrical breakers in the motor control center have been failing due to old age and deterioration. The manufacturer of the motor control center is no longer in business, and replacement parts no longer exist. Replacement breakers must be customized to the specific motor control center. The cost of customizing the breakers is very expensive. It would be more economical to replace the entire motor control center as the cost of the customized breakers, at times, exceeds the cost of the motor control center. Additionally, spare parts cannot be stocked because the breakers must be removed from the motor control centers and shipped for customization. This complicates power outages and forces the rewiring of the electrical system to spare breakers. It is anticipated that this work will be accomplished in-house using temporary labor.

It is estimated that it would cost \$170,000 for the replacement of thirteen motor control centers and an additional \$130,000 for the installation. This would be accomplished and funded over a two year period to minimize power outages and system shut downs.

Replace HVAC Units in Russell Building and Hart Building**\$150,000**

Priority: 2-B

Category: Cyclical Maintenance

This project will replace various heating, ventilation, and air conditioning (HVAC) units in the Russell Senate Office Building

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Senate Office Buildings
Capital Budget Projects Beginning in Fiscal Year 2000
Fiscal Year 2000 Budget Estimate

and Hart Senate Office Building. The units to be replaced have poor temperature and humidity control, inefficient filtration systems, high energy consumption and do not meet current ASHRAE standards. In the Russell Building, there are four HVAC units over 50 years old in need of replacement as they have exceeded their useful life cycle. These units were not replaced as part of the HVAC modernization project performed from 1989 to 1995 as these units were not in need of replacement at the time. In the Hart Building, there are three HVAC units in need of replacement due to failure of the unit's metal parts. Efforts have been made to repair the units by welding the cracks in the failed metal parts, but additional metal failures continue, compromising the operation of the systems.

The new HVAC units will provide proper temperature and humidity control, effective filtration systems, energy efficient systems which meet current ASHRAE standards. It is anticipated this work will be accomplished in-house using temporary labor.

Estimates are based on \$40,000 for purchasing four units in the Russell Building, plus an additional \$40,000 for the installation of those units and modifications to the control systems for the Russell Building. An additional \$45,000 is estimated to be required for purchasing the Hart Building units, plus an additional \$25,000 for installation of those units.

Design, Repair Loading Dock, Russell Building

\$50,000

Category: Cyclical Maintenance

Priority: 2-B

This project will repair the deteriorated concrete and provide a hazardous material storage area in the loading dock area at the Russell Senate Office Building. The loading dock area in the northeast corner of the Russell Building is in need of repair due to the deterioration of the concrete surfaces in the ceiling areas. Currently, water seeps through the granite surface above the ceiling, causing the reinforcing steel in the ceiling to rust and expand, in turn causing the ceiling concrete surface to deteriorate. Also water seepage from the deck above is causing stalactites to form and stain the granite surfaces. It is proposed to remove the granite deck above the ceiling and provide a membrane to prevent the water seepage and staining of the concrete. The ceiling will be repaired by removing the deteriorated concrete surfaces, coating the reinforcing steel, reapplying a granite concrete surface to the ceiling and cleaning the stained granite surfaces. All work will be accomplished by AOC's Construction Management Division, Construction Branch.

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Additionally, this project will convert an existing construction material storage room into a hazardous material storage area. There is a need for additional hazardous material storage space for the Senate Office Buildings. The existing 100 square foot construction material storage room in the rear of the loading dock area will be converted to a hazardous material storage room by adding the necessary fire protection, explosion proof electrical features, and other safety measures.

It is estimated that the design for this contract will be \$50,000 and the construction will cost \$250,000 for the repairs at the loading dock area. An additional \$50,000 will be required for the conversion of the existing storage space to a hazardous material storage room.

Elevator Upgrades, Dirksen Building
Category: Cyclical Maintenance

\$165,000
Priority: 2-B

When the elevators in the Dirksen Building were renovated, the cab interiors on numbers three through 6 and 8 were not refurbished. A prototype cab interior featuring a granite surface was undertaken to determine its functionality and aesthetic appeal. Although the functionality and aesthetics were positive, it was determined not to proceed with a granite finish at that time. It is now proposed to refurbish these cab interiors. Funds in the amount of \$165,000 are requested on a "No Year" basis for this work.

Design, Modernize Elevator, Webster Hall
Category: Cyclical Maintenance

\$30,000
Priority: 1-C

This project will remove and replace the existing elevator at the Webster Hall Senate Page Dorm with a new passenger/freight elevator including new hoistway doors and all required safety items. The elevator in this building is over thirty years old. There have been no modernization or major work efforts performed on this elevator. This elevator was not originally constructed for the currently required features for passenger movement, and has no required safety features. Additionally, replacement parts are difficult to obtain and the system is outdated and inefficient. This modernization will provide a completely new elevator system with all required safety features and will be in compliance with the Americans with Disabilities Act. This project will upgrade the electric service for the elevator system.

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The project will be designed by Elevator Engineering using existing contract documents and construction will be performed by contract with contract administration by Senate Office Buildings personnel. The estimate is based upon similar modernization efforts in the Russell Senate Office Building with the cost per elevator of \$175,000 plus an additional \$75,000 in costs for removal of the existing elevator and provision of a complete new elevator cab with required modifications. An additional \$75,000 will be required for the upgrade of the electrical service for the elevator system. The estimate for the electric work was based on an estimate developed by the Engineering Division.

The design cost of \$30,000 will be required in fiscal year 2000. The balance for this project is \$325,000, and will be requested in fiscal year 2002.

Replace Senate Restaurant Dish Machine and Pot Washer

\$55,000

Priority: 2-A

Category: Cyclical Maintenance

An amount of \$55,000 is requested in fiscal year 2000 to replace restaurant equipment. The current Hobart dish machine is in constant need of repair. The downtime incurred from malfunctions is detrimental to service standards as well as the Restaurant's operation profitability. The replacement cost of the dish machine is \$30,000. In addition, \$25,000 is requested for the replacement of a pot washer which is eight years old and has a history of costly repairs.

Replace Steam Humidifiers, Hart Building

\$250,000

Priority: 2-B

Category: Cyclical Maintenance

The Hart Senate Office Building was designed in the late 1970's and the steam humidification system relied on using steam generated by the U. S. Capitol Power Plant. There are 25 HVAC units in the Hart Senate Office Building. Since that time, the use of treated water to generate steam for humidification purposes has come under review. Current practice suggests use of a steam-to-steam humidification system whereby the treating chemicals are not introduced into the occupied space. In addition to the steam generation issue, the actual occupancy of the building is much greater than the design occupancy. This has effectively increased the outside air requirements, leading to the need for additional outside air for the air handling units. The currently installed humidifiers

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are not able to treat the increased amounts of outside air to maintain humidity levels in the building.

A design for a steam-to-steam humidifier will be prepared by a consulting engineer to meet current ASHRAE and other appropriate guidelines. The installation would be done with temporary labor.

This estimate is based on a consulting engineer preparing a design to implement the replacement of the steam humidifiers. The work would be performed with temporary labor and the Construction Management Division would oversee the work. The construction and material cost is projected to approximately \$ 10,000 per unit based on similar installations in 1996-1997. To accomplish the work, an amount of \$250,000 will be required on a "No Year" basis.

Improve Air Flow Distribution, Hart Building

\$90,000

Priority: 2-A

Category: Cyclical Maintenance

Due to the high number of Indoor Air Quality (IAQ) complaints regarding the pattern of air distribution (cold drafts) throughout the building and as part of a specific response to a particular IAQ problem, the Air Distribution Performance Index (ADPI), as defined by the American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE) was calculated for a typical office space by the Air Conditioning Engineering Division. In addition to this calculation, air flow testing was performed on selected air troffers. Both the ADPI calculation and the air flow testing confirmed that the conditioned air flow pattern was not correct and validated the IAQ complaints. After another series of tests, it was found that by modifying the Directional Control Blades (DCB,) the air distribution pattern could be brought back into conformance with the ASHRAE guidelines and reduced the cold drafts in the space. Prototype blades were designed by the Air Conditioning Engineering Division and fabricated and installed in a pilot location. After completing a series of tests, this new blade design was validated and complaints were reduced in this pilot location.

Bids will be sought to fabricate new DCBs for the Air Conditioning distribution in the Hart Senate Office Building. After the contractor delivers the fabricated DCBs, they will be installed in a retrofit made by the jurisdiction supplemented by temporary labor.

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Replace Carpet, Capitol Police Headquarters
Category: Cyclical Maintenance

\$420,000
Priority: 3-C

The carpet in the Capitol Police Headquarters Building was installed in 1986 during the complete renovation of the facility. It has deteriorated rapidly due to the high volume of traffic and 24 hour per day operation of the facility. The entire facility is in need of a complete carpet replacement. It is estimated that the carpet will cost \$39.00 per square yard installed and 10,800 square yards are required for a total of \$420,000.

Design Bird Control Systems, Senate Office Buildings
Category: Cyclical Maintenance

\$55,000
Priority: 2-B

Due to the lack of a fall protection system, the Senate Office Buildings staff has been unable to adequately maintain the bird protection systems on the Hart, Dirksen and Russell Senate Office Buildings. A recent inspection found that approximately 350 linear feet of bird protection wiring is hanging from the building facades detracting from the aesthetic appearance of the buildings. In addition, considerable man-hours are expended cleaning balconies on the Russell and Hart buildings as a result of the failed bird proofing system. The news media and members of Congress use these balconies to film a variety of interviews and a functional bird protection system will aid in keeping these areas clean and presentable to the public. There are numerous broken wires and broken insulators in the Hart Senate Office Building which lead to increased bird populations and deteriorate the marble facade of the building. It is proposed that a consultant be hired to investigate the magnitude of the problem and design repairs to the bird protection systems on the Hart, Dirksen and Russell Senate Office Buildings. The consultant's scope will also include reviewing changes in bird control technology.

It is estimated that the investigation, testing and design of this system will cost approximately \$55,000. At this time, it is estimated that construction will be required in fiscal year 2002 at an estimated cost of \$450,000.

Senate Office Buildings

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Upgrade Capitol to Russell Building Subway

Category: Cyclical Maintenance

Fiscal Year 2000 Budget Estimate

\$6,000,000

Priority: 1-A

The existing subway cars that operate between the Russell Senate Office Building and the U.S. Capitol have been in service for over 35 years. Although generally they have served their intended function well, in early December 1998, one car malfunctioned and the automatic braking system appeared to fail. This apparent operational failure has led to the conclusion that the cars need replacing at the earliest possible time. Moreover, existing equipment is not equipped to serve the needs of individuals with various disabilities. It is proposed that replacement cars be provided that will operate on the existing track system, be provide better service by coordination of the two car system through electronic controller improvements, and accommodate persons with disabilities. The design process will also evaluate the potential of making the subway cars operate either with an attendant or without, similar to the new Hart-Dirksen Capitol subway system.

The new subway cars will be designed by a consultant and be constructed by a contractor. Schematic design funding was appropriated in fiscal year 1998. An amount of \$6,000,000 is requested on a "No Year" basis in fiscal year 2000 to replace the subway system and modify the Capitol and Russell subway terminuses.

Design, Renovate Senate Garage

Category: Cyclical Maintenance

\$500,000

Priority: 2-A

This project is intended to fully renovate the Senate Garage. The scope includes new waterproofing, and all work needed to bring the facility into compliance with prevailing standards for life safety, ADA, building codes, IAQ, etc. In addition, this project includes an emergency generator that will primarily serve the emergency power needs of the Russell Building.

At this time, renovation is estimated to be in the range of \$10.5 million, but firm estimates will be available once final design work is undertaken. The identified ADA non-compliance issues and regulations pertaining to the gasoline pump and tanks make this a critical project. The cost estimate is based upon the study performed by the project consultants, Einhorn, Yaffee and Prescott. Design funding in the amount of \$600,000 was appropriated on an annual basis in fiscal year 1998. An amount of \$500,000 is required on

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a "No Year" basis for design and construction documents. It is anticipated that construction funds will be requested in fiscal year 2001.

Replace Furniture Delivery Truck

Category: Cyclical Maintenance

\$43,000

Priority: 2-C

The Senate Office Building Superintendent stores furniture, supplies and materials at several satellite locations due to the limited storage space available in the Dirksen, Hart and Russell Buildings. On a typical day, 30 to 40 items of furniture are transported between the warehouses at P Street, D.C. Village and Ft. Meade and the Senate Office Buildings. In the past 6 months 140 trips have been made between these warehouses and the Senate Office Buildings. The frequency of trips virtually doubles during the bi-annual Senate move season. The existing vehicle is a 1987 GMC Model 7000 truck and it is intended to replace this truck with a new GMC Container Truck purchased from the General Services Administration (GSA). During the last five years the existing truck has been in for many repairs including leaf spring, starter, flywheel clutch, bearings, radiator, water pump, and a power steering hydro booster replacement on two occasions. It is essential that a reliable means of transporting furniture from the warehouses to the Senate Office Buildings is available on a daily basis. The existing vehicle does not offer this reliability and causes numerous customer service failures due to frequent breakdowns.

Replace Carpet in Public Areas, Hart Building

Category: Cyclical Maintenance

\$475,000

Priority: 2-A

The public area carpeting in the Hart Senate Office Building is 17 years old and has far exceeded its useful life. The total area to be carpeted is 13,500 square yards. It is proposed to achieve a complete replacement of all existing carpet tile in public spaces and roll product carpet on all stairs. The AOC will purchase the carpet and have it installed during the evening hours using a private contractor. It is estimated that there are 13,500 square yards required at \$29.00 per square yard installed and approximately \$83,500 for additional replacement carpet for stock for a grand total of \$475,000.

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Fiscal Year 2000 Budget Estimate

Relocate Rostrums, Committee Hearing Rooms, Dirksen Building

\$570,000

Category: Improvement - Client

Priority: 1-C

Funds in the amount of \$570,000 are requested to relocate the Dirksen Building Committee Hearing room rostrums. This project will relocate the existing rostrums forward approximately four feet in the Dirksen Senate Office Building. The existing rostrums do not provide for adequate staff space behind the committee members. There is not adequate space for seating and circulation space as the rostrums are currently configured. By moving the rostrums forward approximately four feet, additional staff seating and enhanced circulation behind and around the rostrum will be provided. The scope of the project includes all committee rooms in the Dirksen Building with the exception of SD-G50 and SD-106. No committee rooms in the Hart or Russell Buildings are included in the scope of this project.

Specific work includes moving the dias, constructing a ramped access to the dias, relocating all television lighting systems and adjusting all lighting systems, ceiling modifications, floor and marble finish modifications and extension of the sound reinforcing system. It is anticipated that this work will be accomplished in-house using temporary labor. The estimate is based on approximately \$37,115 per committee room. These funds are requested on a "No Year" basis.

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CAPITAL PROJECTS REQUESTED BEGINNING IN FISCAL YEAR 2001

Roof Fall Protection

\$2,140,000

Category: Life Safety

The Senate Office Buildings have been cited for noncompliance with OSHA Standard, sub-part M1926 "Fall Protection". To correct these conditions funding was provided in fiscal year 1998 to engage consultants to survey, program, design and document Fall Protection Systems for all Senate Office Buildings. Fall protection construction funds, estimated at \$2,140,000 will be requested in fiscal year 2001. Since this is a comprehensive program, construction could last three or more years. Re-roofing and Fall Protection funding for the Police Headquarters and Webster Hall are being requested separately and are not included in this request. Included in this request are Russell Senate Office Building, Dirksen Senate Office Building, and the Hart Senate Office Building.

OSHA Standards require Fall Protection for all horizontal and vertical surfaces 6 feet or more above adjacent surfaces (roofs and walls). Trades most frequently requiring Fall Protection include Roofers, HVAC Technicians, Plumbers, Stone Masons, Carpenters, Window Washers and Birdproofing performing regularly scheduled maintenance programs and emergency services.

Renovate Toilet Rooms, ADA, Hart Building

\$1,025,000

Category: ADA - Cyclical Maintenance

There are four stacks of Men's/Women's toilet rooms in the Hart Building. One of these stacks is about to start construction to fully renovate the toilet rooms and make them ADA compliant. It is proposed to completely renovate the three remaining toilet room stacks and also make them ADA compliant. This is envisioned as a three year project with one stack of Men's/Women's rooms renovated per year. The toilet renovation program commenced several years ago in the Russell Building and all toilet rooms which can incorporate ADA compliance, will be renovated to be ADA compliant. Additionally, architectural finishes were changed to make these toilet rooms more appealing, easier to clean and to bring them up to current building code standards. The advantages of this project include the following:

Existing toilet rooms in the Hart Building do not have floor drains which is considered to be a significant design oversight;

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Floods are inevitable in commercial facilities of such high populations and without floor drains, water and waste products quickly seep into the halls and floors below causing significant clean-up problems with the potential problems associated with blood-borne pathogens;

The renovation will include the conversion away from C-Fold paper products. These have consistently generated stoppages in the plumbing waste lines resulting in significant flooding problems. All toilet rooms will be converted to roll paper products and electric hand driers which are less expensive to stock and maintain;

The new toilet rooms will conform to the Senate Office Buildings standard toilet room design with marble floors and ceiling hung partitions. Ceiling hung partitions enable proper daily cleaning and maintenance of the floor surfaces;

The existing toilet rooms in the Hart Building are dark and do not have adequate fire detection devices. This project will provide the necessary fire detection devices and upgrade the interior lighting to today's standards;

The existing toilet rooms do not meet accessibility standards and it is highly desirable to convert all toilet rooms to current accessibility standards. It could require several hundred feet of travel distance if only one or two toilet rooms in the building were ADA accessible;

This project would eliminate the existing deteriorated sealant on the non-glazed ceramic wall and floor tile;

Finally, this project will correct the inadequate ventilation system in all of the public toilet rooms in the building.

It is anticipated that funding will be provided in three increments and each increment of \$1,025,000 will enable one full stack of Men's/Women's toilet rooms to be taken out of service and fully renovated in a period of less than one year. This stack will then be returned to service and the next stack of Men's/Women's toilet rooms will be fully renovated the following fiscal year. The design for this project will be funded using current ADA funding. All work will be accomplished by the AOC's Construction Management Division, Construction Branch.

The current cost estimate for renovating the S-4 Men's/Women's stack of toilet rooms is \$1,000,000. Since the design is exactly the same, it is estimated that the additional toilet rooms can be completed for \$1,025,000 each. These funds would be requested on a "No Year" basis.

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Capital Budget Projects Beginning in Fiscal Year 2001

Fiscal Year 2000 Budget Estimate

Renovate U.S. Capitol Police Headquarters
 Category: Security

\$625,000

The Master Plan for the Capitol Police will provide the location and configuration of proposed renovations to USCP Headquarters. The space redesign will include office areas and locker facilities to support additional personnel. It is estimated that \$625,000 will be requested in fiscal year 2001 for this project.

Repair Failed Waterproofing over ST-71
 Category: Cyclical Maintenance

\$3,000,000

This project seeks to repair a significant failed waterproofing problem over the Senate Recording Studio, located in room ST-71. The Recording Studio occupies a large portion of the old Russell subway tunnel, which extends from the entryway (ST-71) at the Capitol side of the subway system, to a point in the tunnel under Constitution Avenue.

The equipment and operations serviced by the Recording Studio are affected by the failure of the existing waterproofing systems. The waterproofing failures allow outside rainwater runoff to penetrate the tunnel walls and ceilings. The water drips onto the equipment inside, creating potential safety hazards and damaging the existing delicate electronic equipment. This has been a long standing problem that was intended to be resolved when construction of the Capitol Visitor's Center took place. However, the temporary drip pans that have been installed to alleviate the water damage, have not provided a reliable solution. The Senate Sergeant at Arms has again asked that this office request funds to repair the waterproofing.

Funds were provided in fiscal year 1998 to hire a waterproofing design consultant to assess the best means of resolving the leakage problem. Funding will be requested in fiscal year 2001 to repair the failed waterproofing. At this time, it is projected that the cost will be in the \$3,000,000 range for the waterproofing repairs. This cost will be refined once actual design assesses the extent of the problem and identifies appropriate solutions for resolving the waterproofing failure.

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Capital Budget Projects Beginning in Fiscal Year 2001

Repair Roof, Hart Building

\$30,000

Category: Cyclical Maintenance

This project will initiate a study to investigate the integrity of the roof system on the Hart Senate Office Building. This roof is approximately 18 years old and it is prudent to undertake a study to determine its condition and design any potential repairs to the system. It is estimated that it would require approximately \$30,000 to hire a specialized consultant to investigate the roofing system on the Hart Senate Office Building. Funding will be requested in fiscal year 2003 for the repair based on information provided in the study.

Replace Windows and Doors, Russell Building

\$3,500,000

Category: Cyclical Maintenance

The Russell Senate Office Building has approximately 600 windows/doors. It is proposed to replace all existing wood and metal windows/doors in the facility. New windows will have the following benefits.

Increased energy efficiency.

Reduction in air infiltration and contaminate infiltration due to the lack of weather stripping.

Increased security with the use of laminated tempered glass as recommended by the Physical Security Division.

Enhanced personnel safety by the use of laminated glass greatly reducing the opportunity for glass to shard.

Compliance with current building codes which require all french doors to use tempered glass.

Reduced maintenance man-hours repairing existing windows.

Enhanced long term performance by eliminating condensation problems with the existing windows.

Removal of all lead based paint on existing windows/doors.

It is proposed to replace all windows/doors using a single hung, spring tensioned, simulated divided light window with 3/8" thick tempered laminated insulated glass. Windows/doors are in need of total replacement due to severe deterioration, lack of energy efficiency and poor protection from potential security threats. Many windows are rendered totally inoperable due to their deterioration.

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It is anticipated that this would be a multi-year effort with approximately 100 windows replaced per year (one elevation at a time) for a total of five years.

A cost estimate was recently prepared for similar work on the Cannon House Office Building. This estimate indicates that on average the replacement windows cost approximately \$23,000 each for a total of \$19,000,000. This is based on working from the exterior, working at night to minimize staff inconvenience and complete removal and disposal of lead based paint.

Repair/Replace Marble Floor, Russell Building

\$510,000

Category: Cyclical Maintenance

This project will repair and replace spalled and cracked marble floors and stairways in the public walkways and clean architectural surfaces in the public areas at the Russell Senate Office Building. The public corridors on floors one through four of the Russell Building are paved with marble. This includes the main Rotunda floor on the second floor and the public walkways that border the Rotunda on the second and third floors. The marble was installed during the original construction of the building which was completed in the early 1900's. Over the years, cracking and spalling of the marble pavers have occurred and where public safety has been endangered, emergency repairs have been made. Repairs generally consist of epoxy patches which are temporary in nature. In severe areas spot removal and replacement of marble has been accomplished. In order to correct the problem, it is proposed that damaged marble pavers be replaced in several phases.

The first phase would consist of replacement of damaged marble pavers on the second and third floor of the Rotunda area, replacement of the stairs between the first floor and basement at First and C Street, and repair of the most seriously damaged areas in the corridors on the first through fourth floor. The remaining work will be phased to perform the work in the corridors one floor at a time.

Additionally, the architectural marble in the entryways and corridors have become stained from the 90 years of smoking in the public areas. These areas are in need of a thorough cleaning to bring the architectural marble surfaces back to their original condition. It is proposed to clean these surfaces in phases in conjunction with the replacement of the marble floors. All work will be accomplished

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by the AOC's Construction Management Division, Construction Branch.

The cost estimate is based on similar work performed in the Cannon House Office Building. The estimated cost for the replacement of the marble floors is \$ 27 per square foot for 90,000 square feet for a total cost of \$2,430,000. An additional \$120,000 will be required for the cleaning of the architectural surfaces.

Refurbish Escalator, Dirksen Building

\$40,000

Category: Cyclical Maintenance

The Dirksen Building has one escalator which was installed when the Hart - Dirksen - Capitol Subway was built eighteen years ago. The equipment needs minor refurbishment to replace handrails, drive chains, rollers, guides, some steps, and some of the safety equipment, to assure its continuous and safe operation. This refurbishment should place the escalator in sufficient condition to assure its continued operation for the next ten years. It is estimated that approximately \$40,000 will be required for this work.

Renovate North Servery, Dirksen Building

\$200,000

Category: Improvement - AOC

Renovations to the Senate Restaurant North Servery is planned for fiscal year 2003 at an estimated cost of \$1.8 million. It is anticipated that in addition to upgrades to restaurant equipment, this project will also improve the traffic flow and style of service thereby improving customer participation, and hence, profitability. Funding in the amount of \$200,000 will be requested in fiscal year 2001 to provide for the design of this project.

Upgrade Electrical Systems, Senate Recording Studio

\$230,000

Category: Improvement - Client

This project has been requested by the Senate Sergeant at Arms. The existing electrical system serving the Senate Recording Studio needs to be upgraded to meet the demands of the recording studio's electrical loads. A separate uninterruptible power supply

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(UPS) service was also requested to upgrade the system for clean and continuous power to the studio.

Funds in the amount of \$50,000 were provided in fiscal year 1998 for study and design. The study will define future cost estimates, which at the present time are estimated to be approximately \$230,000. These funds will be requested in the fiscal year 2001 budget. The construction documents and final cost estimates will be developed by the consultants.

Expansion of Senate Legislative Garage

\$1,800,000

Category: Improvement - Client

In fiscal year 1997 a study was completed by consultants Einhorn, Yaffee and Prescott (EYP) to analyze the structural deterioration which was occurring at the Senate Legislative Garage, principally as a result of failure of the waterproofing systems. The scope of the project also included an evaluation of other infrastructure systems in the facility to bring them into compliance with prevailing standards for life safety, ADA, building codes, indoor air quality, etc. In addition, this project includes the installation of an emergency generator which will primarily serve the Russell Senate Office Building.

In conjunction with the overall renovation project, during fiscal year 1998, the Senate requested that an evaluation be performed to determine the feasibility of expanding the garage to provide an additional 100 parking spaces. This evaluation is being performed with the design funds provided in fiscal year 1998 and cost and schedule impacts will be forwarded to the appropriate committees upon completion. Additional parking is need to replace spaces that will be displaced by the Capitol square security plan.

An amount of \$400,000 was provided in fiscal year 1999 to provide for preliminary design. The funding request in fiscal year 2001 will provide for final design and the preparation of complete construction documents. It is estimated that the expansion will cost an additional \$22,000,000 and that funding will be requested in fiscal year 2003.

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Capital Budget Projects Beginning in Fiscal Year 2001

Centralized Control Room Facility, Recording Studio

\$400,000

Category: Improvement - Client

The Senate Sergeant at Arms has requested that this office design and install a centralized control room facility for the Senate Recording Studio. This project envisions a new centralized control room connected to all Committee Rooms. This project involves finding new locations of control room and electrical closets, extending conduits to Committee Rooms, etc. Design funds in the amount of \$50,000 were appropriated in fiscal year 1998 to identify suitable locations and design alternatives. Renovation funds in the amount of \$400,000 are anticipated to be requested in fiscal year 2001.

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CAPITAL PROJECTS REQUESTED BEGINNING IN FISCAL YEAR 2002

Replace Balusters and Balustrades, Russell Building

\$880,000

Category: Cyclical Maintenance

This project would replace the deteriorated marble balusters and balustrades on the exterior of the Russell Senate Office Building. These have deteriorated due to environmental considerations in the Washington D.C. region.

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all projects funded in prior fiscal years. These narratives are supported by a financial summary statement that includes the following data: detailed financial, scheduling and cost information are provided for ongoing projects including an account code, project title, the year funds were first appropriated for the project, the total estimated cost, the total amount funded through fiscal year 1999, the obligated, unobligated and unliquidated balances as of October 1, 1998, and the estimated date for project completion.

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITOL BUDGET PROJECTS WITH PRIOR YEAR FUNDING

PAGE	PROJECTS	YEAR FIRST APPROP.	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED UNLIQUIDATED 10/1/98	ESTIMATED DATE OF COMPLETION
SENATE OFFICE BUILDINGS								
SB.56	Program for Energy Conservation SOBs	1979 *	1,060,000	1,060,000	1,040,877	1,041,137	18,663	1999
SB.56	Electrical System Renovation & Modernization, RSOB	1989	17,400,000	17,400,000	14,524,507	14,743,293	218,786	1999
SB.57	Modernize 3 Freight Elevators	1995	300,000	300,000	139,460	240,656	59,344	1999
SB.57	Frequency Inverters for VAV Fans, HSOB	1990 *	284,000	284,000	283,600	283,600	400	1998
SB.57	Special Furniture Allowance for Senators	1990 R	131,216	131,216	112,792	114,442	16,774	NA
SB.57	Renovate Committee Hearing Rooms	1991 *	5,813,000	5,813,000	5,696,758	5,712,755	100,245	2001
SB.58	Relocation of Senate Library	1993	5,400,000	5,400,000	927,028	1,581,167	3,818,833	1999
SB.58	Modernize DSOB Passenger Elevators	1993	1,066,687	1,066,687	1,056,686	1,066,686	1	1998
SB.58	Acquisition & Renovation of Senate Page Dormitory	1993	8,982,000	8,982,000	8,584,019	8,873,781	108,219	1999
SB.58	Lighting Protection, HSOB & Cap. Police HDQ Bldg.	1996 *	300,000	300,000	24,491	24,884	275,116	1999
SB.58	Renovate Toilet Rooms, ADA, HSOB	1996 *	600,000	600,000	0	0	600,000	2000
SB.58	Outside Air Flow Controls, HSOB	1998	150,000	150,000	2,285	2,285	147,715	1999
SB.59	Modernize Two Elevators (2 & 13), DSOB	1999	425,000	425,000	0	0	425,000	2001
SB.60	Upgrade & Expand Telecom. Closets	1999	260,000	260,000	0	0	260,000	2000
SB.60	Construct Shower Facility, DSOB	1999	500,000	500,000	0	0	500,000	1999
SB.60	Delaware Avenue Vestibule, RSOB	1998	160,000	160,000	0	0	160,000	1999

* - Funding thru FY 1999 provided over a multi-year period.

R - Initial funds provided by a reprogramming in the year indicated in the column Fiscal Year First Appropriated

SB.55

**CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING
NARRATIVE DESCRIPTIONS**

Program for Energy Conservation

The project principally involves the installation of the Energy Management and Control System (EMCS) which will, when complete, provide for centralized monitoring and control of the majority of the air handling equipment in all major Senate Office Buildings. The installation of the system is being performed with in house maintenance forces and is being coordinated with other on going air conditioning renovation projects. It is anticipated that it will be complete in fiscal year 1999.

Electrical and Telecommunications Systems Renovations - Russell Building

This project was begun in fiscal year 1991 and completion of currently envisioned work is forecast for 1999. This project is to provide updated electrical power and telecommunications systems throughout the Russell Senate Office Building, including new distribution and lighting panels, power distribution system and telecommunication wiring throughout the building. It thus provides a fully upgraded electrical power system. All telephone and computer wiring is being upgraded during this process; fire sprinkler and smoke detection systems are being installed; and a new fire alarm system is being installed. It is being performed by Construction Branch with temporary personnel.

The current estimated cost for the work of the project is \$17,400,000, with the final funding increment provided in fiscal year 1999. Approximately 85 % of the current scope of work is complete.

Modernize 3 Freight Elevators, Hart Building

These funds were appropriated in fiscal year 1995. The project was bid once but all bids were rejected. The project was re-bid and awarded in fiscal year 1998 and will be completed in fiscal year 1999.

Senate Office Buildings

Capital Budget Project Funded with Prior Year Funding

Frequency Inverters for VAV Fans, Hart Building

This project provided for the installation of frequency inverters on all variable air volume fans in the Hart Building and was completed in fiscal year 1998.

Special Furniture Allowance for Senators

This allotment is to fund acquisitions requested by Senators as approved by the Senate Rules Committee's Special Furniture Allowance policy.

Renovate Committee Hearing Rooms - Dirksen Building & Russell Building

This project was begun in fiscal year 1991 and involves the restoration, renovation and improvements to Senate hearing rooms in Russell and Dirksen Buildings. It is slated for completion by the end of 2001. All Dirksen Building hearing rooms have been renovated. The work is being accomplished by temporary employees under the supervision of the Senate Office Buildings. A review of the remaining rooms, which are predominately in the Russell building indicates that, in general, less work will be required in these spaces than the previously renovated Dirksen rooms. This project will be completed as the Russell Rooms become available.

Relocation of the Senate Library

This project will provide for modifications to spaces in the Russell building to accommodate the relocation of the Senate Library from the Capitol Building. Renovations in the Russell building are currently under construction and will be completed during the winter of 1999.

Senate Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Project Funded with Prior Year Funding

Modernize Dirksen Building Passenger Elevators

There are 13 elevators in the Dirksen Building. This project addressed 9 of the 13 elevators. Previous work on two elevators improved controllers and cabs, and door work has also been completed on six elevators. This phase of work began in December 1995, and was completed in fiscal year 1998.

Acquisition and Renovation, Senate Page Dorm

The acquisition and renovation of the Senate Page Residence is complete. The remaining funds were used for the new Senate Child Care Center. Bids for this project were received and a contract was awarded for construction. Because of construction delays due to unforeseen problems with mold, completion has been delayed until 1999.

Lightning Protection Systems, SOB's

This project will provide lightning protection as per Underwriter's Laboratory guidelines for the Hart Senate Office Building and the Capitol Police Headquarters Building. This program will be completed in fiscal year 1999.

Renovate Toilet Rooms - AIDA, Hart Building

There is a need to bring toilet rooms throughout the Senate Office Buildings into compliance with access for those with disabilities. Funds were requested in fiscal year 1996 to begin a program in the Hart Building for a central stack of toilet rooms to be renovated to be fully accessible. This is scheduled for completion in fiscal year 2000 or before.

Outside Air Flow Controls, Hart Building

The current heating, ventilation, and air conditioning system (HVAC) in the Hart Senate Office Building is a 1970's energy efficiency design that minimized the amount of outside air intake to increase energy efficiency. Current Indoor Air Quality (IAQ)

Senate Office Buildings
Capital Budget Project Funded with Prior Year Funding

standards require that a specified amount of outside air be added to recirculated indoor air to ensure good air quality. The system does not meet current standards and cannot provide the minimum required outside air with the current control systems. The AOC's Air Conditioning Engineering Division has indicated that modifications are possible to simultaneously optimize the energy efficiency of the system and maintain the required quantity of outside air, by modifying the controls and measuring the quantity of fresh air that is supplied to the system. This will require new hardware to control the outside air dampers and modifications to existing software to add/modify optimization algorithm. This project was funded in fiscal year 1998 and is scheduled for completion in fiscal year 1999.

Modernize Two Elevators (2 & 13), Dirksen Building

There are thirteen elevators in the Dirksen Senate Office Building. The first phase of the modernization in the Dirksen Building, which was completed in fiscal year 1994, comprised the replacement and modernization of the door equipment and the control stations for elevator numbers 1 thru 9 plus new controllers for elevators numbers 3 and 4. Phase 2, currently underway, which consists of new controllers and modernizing generator and other machine room equipment for elevator numbers 1 and 5 thru 12, will be completed in fiscal year 1998. This project was funded in fiscal year 1999 for \$425,000 on a "No Year" basis to address the modernization of freight elevator numbers 2 and 13 and is scheduled for completion in fiscal year 2001.

Upgrade and Expand Telecommunications Closets

Senate Telecommunications is planning an upgrade to their communications network to provide higher speed communications at each workstation in the Senate Office Buildings. This will require modifications in the existing telecommunications closets throughout the Senate Office Buildings. These modifications will include the installation of additional dedicated power circuits, upgrading of the existing cooling and ventilation systems, and where existing closets are not of adequate size, the creation of additional telecommunications closet space.

Senate Telecommunications will begin this upgrade in fiscal year 1998 in both Postal Square and the Hart Senate Office Building. The closets in these buildings should only require minimal modifications and it is anticipated that they can be performed utilizing existing funds.

Capital Budget Project Funded with Prior Year Funding

The current scope is not fully defined as there has not been adequate time to perform a room by room survey of the telecommunications closets. The estimate is based on expenditures of \$5,000 per closet for each of the 52 closets in the Dirksen and Russell Building. This project is scheduled for completion in fiscal year 2000.

Construct Shower Facility, DSOB

The Architect of the Capitol was directed to explore the possibility of converting space in the Dirksen Senate Office Building into a shower facility in fiscal year 1998. A preliminary layout/design was developed and a cost estimate made. Funds totaling \$500,000 were made available on a "No Year" basis for this project in fiscal year 1999. It is expected that this project will be completed in fiscal year 1999 by the Office of the Senate Superintendent with temporary craft personnel accomplishing the work.

Delaware Avenue Vestibule, Russell Building

This project will provide for the construction of a vestibule at the Delaware Avenue entrance to the Russell Building. The entrance is heavily used as a staff entrance and it also serves as an official entrance for the disabled for the Russell Building. As one enters the building at this entrance it is observed to be a relatively small space which must serve as a landing for Elevators No. 1 and No. 2 and a path for individuals going from the second floor to the first floor and vice versa. There is a weapons detector, an X ray machine, a small desk for the police office stationed there, and a wind screen to deflect the cold winter winds. This project will provide a needed vestibule to conserve the building's conditioned air during the cold winters and hot summers.

Funding was provided in fiscal year 1999 for this project and completion is anticipated in fiscal year 1999.

ARCHITECT OF THE CAPITOL

House Office Buildings

OFFICE OF THE ARCHITECT OF THE CAPITOL

FISCAL YEAR 2000 BUDGET REQUEST

HOUSE OFFICE BUILDINGS

HOUSE OFFICE BUILDINGS MISSION STATEMENT

The Architect of the Capitol, subject to the approval and direction of the House Office Buildings Commission, is responsible for the structural, mechanical, and domestic care and maintenance of the five House Office Buildings, the underground garages, and the office building at 501 First Street. This appropriation provides for the structural, mechanical, and domestic care of the Cannon, Longworth, Rayburn, O'Neill and Ford House Office Buildings, Garages, and the House Annexes, the House subways, and the operation of the mechanical equipment. The Cannon and Longworth Buildings each contain approximately 500 office and committee rooms, together with storage rooms, shops, transformer stations, and subways. The Rayburn House Office Building contains approximately 700 office and committee rooms, together with storage rooms, shops, transformer rooms, subways, and other miscellaneous facilities. The Cannon House Office Building has a 300-car garage in its courtyard; the Longworth House Office Building has a cafeteria in its courtyard; the Rayburn House Office Building has a garage in its substructure accommodating 2,400 vehicles.

The Cannon Building was occupied January 10, 1908; the Longworth Building was occupied April 20, 1933; general occupancy of Congressional suites in the Rayburn Building commenced in February 1965 and was completed in April 1965. Occupancy of Committee Rooms in the Rayburn Building commenced in March 1965 and was also completed in April 1965. The underground garages in Squares 637 and 691, accommodating 1,300 automobiles and building maintenance shops, were placed in operation in September 1967.

The O'Neill House Office Building has been remodeled and the remodeled areas have been occupied by House personnel under authority of Section 8 of Public Law 92-313 (86 Stat. 222) approved June 16, 1972. The Ford House Office Building, was made part of the House Office Buildings complex for occupancy by the House, under authority of Public Law 94-6, approved February 28, 1975. The building at 501 First Street, S.E., was acquired for use as a House Office Building pursuant to Public Law 98-367, approved July 17, 1984, and the Additional House Office Building Act of 1955 (69 Stat. 41, 42).

Under the direction of the Architect of the Capitol, the Superintendent of the House Office Buildings is responsible for the day-to-day care of the buildings, including the operation of the following shops: Carpentry, Electrical, Elevator, Industrial Equipment, Labor, Masonry, Night Cleaning, Painting, Pipefitting-Plumbing, Refrigeration and Air Conditioning, and Sheet Metal.

The Superintendent's Office maintains confidentially the combinations of Members' safes and assigns office suites, rooms, and storerooms to Members of the House. The assignment of office suites is performed under rules prescribed by the House Office Building Commission. With the assignment of an office to a Member, the Superintendent's Office coordinates the move with all other support offices that are involved, including House Information Resources, Office Equipment, Furniture Resources Center, and Office Systems Management. In addition, a variety of internal activities are scheduled, including painting, computer cabling and electrical work, lock changes, and partition removal or installation.

The Superintendent's Office makes detailed suggestions to the Architect and the House Office Building Commission with regard to space requirements, remodeling within the buildings, and changes and improvements to existing facilities.

The employees provide care for the House office buildings and garages and their mechanical equipment, which includes such items as the air conditioning systems with their extensive and complex equipment; 68 elevators, 31 escalators and 1 lift; 1 dumbwaiter, and 2 subway cars and transportation system; electric fixtures and wiring; plumbing fixtures and piping.

In the international sphere, the Congress dealt with defense policy and budget, foreign policy and regional issues, and global financial crises and the international financial system. Some highlights of this support follow.

- ◆ **Banking and Finance.** CRS economists examined a variety of banking and finance issues as the Congress considered a major overhaul of laws separating banking, securities, and commerce. Analyses were prepared on the Glass-Steagall Act, regulatory restructuring, the Community Reinvestment Act, the implications of bank-operated subsidiaries versus bank-holding companies, the potential role of functional regulation in protecting small investors, the behavior of mutual fund fees, the relationship between increased bankruptcies and credit card debt, the rationale for lifting the ban on agricultural trade options, proposed living expense allowances for chapter 13 debtors, credit union membership issues, and proposals for additional securities litigation reform.
- ◆ **Campaign Finance Reform.** CRS government analysts played a substantial role in supporting Members during floor debates on campaign finance reform in the 105th Congress, both in preparing summaries and comparisons of key legislative proposals, such as amendments to the House bipartisan freshmen bill, and in providing close support to the House and Senate throughout the debates.
- ◆ **Clean Air.** The Congress continued to be concerned with numerous air quality issues such as the implications of electric power industry restructuring, a new ozone and fine particulate standard, a New Source Performance Standard for electric power plants, and an ozone transport rule to control nitrogen oxide emissions that come from electric power plants. CRS environmental experts continually updated reports to keep the Congress abreast of regulatory actions by the Environmental Protection Agency. Related issues covered by the Service in response to congressional initiatives were regional haze, vehicle emissions control, and potential amendments to the Clean Air Act, whose authorization of appropriations expired on September 30, 1998.
- ◆ **Congressional Legal Concerns.** Following the Supreme Court's opinion invalidating the line item veto statute, CRS attorneys prepared a report summarizing the decision and analyzed for the Congress the ramifications of the statute's invalidation on items vetoed and on the Balanced Budget Act. CRS attorneys assisted the Congress with questions related to congressional powers, rules governing the House and the Senate, and constitutional separation of powers. This support included preparation of a Supreme Court brief for the House Counsel in *House of Representatives v. Department of Commerce*, which challenges the use of statistical sampling in the

LIBRARY OF CONGRESS FISCAL YEAR 2000 BUDGET REQUEST

Major Accomplishments During Fiscal Year 1998

During fiscal year 1998, the Library provided objective, timely, nonpartisan, and confidential legislative support to the Congress on a wide range of issues; improved services to the Congress and the nation through technology including dramatic increases in Internet usage and the receipt of many Internet awards (see attachment 5); reduced our uncataloged backlog by another 861,000 items; received an unqualified "clean" audit opinion on the Library's fiscal 1997 consolidated financial statements; and improved the Library's physical and collections security. Highlights of these and other major achievements are listed below:

- ▶ **Strategic Plan (1997 - 2004)** - The Library's 1997-2004 Strategic Plan identifies the mission, priorities, values, and objectives to take the Library into the 21st century (see attachment 1). Building on the plan, the Planning, Management and Evaluation Directorate (PMED) linked the plan's objectives to the budget during fiscal year 1998 by defining core processes and developing an annual program performance planning process. PMED also began to incorporate strategic planning training into Library operations. Continued integration of planning and budgeting processes will enable the Library to effect efficient management of resources. Many of the accomplishments listed in this section reflect progress in achieving Strategic Plan objectives.
- ▶ **CRS Legislative Support to Congress** - CRS assisted the Congress in dealing with the full range of its domestic and international concerns. Among the domestic issues addressed by the Congress in fiscal year 1998 were banking and finance, campaign finance reform, clean air, congressional legal concerns, education, and patient protection legislation.

THE LIBRARY OF CONGRESS

COMPARISON OF APPROPRIATIONS, STAFF, AND WORKLOAD STATISTICS

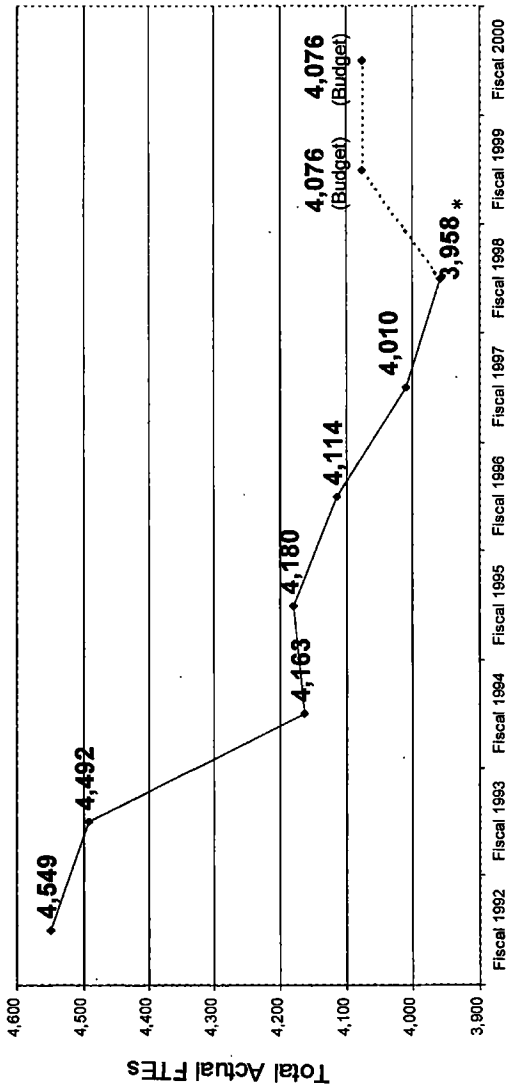
For the Fiscal years 1984, 1985, 1986, 1987, 1988 and 1989

	FY 1984	FY 1985	FY 1986	FY 1987	FY 1988	FY 1989	CHANGE 1984 - 1989	% CHANGE
LIBRARY APPROPRIATIONS - ACTUAL								
FULL-TIME EQUIVALENT (FTE) POSITIONS (Appropriated)								
SIZE OF LIBRARY COLLECTIONS								
	4,163	4,180	\$352,399,000	\$361,896,000	\$377,207,000	\$391,660,000	\$50,796,000	18.4%
	107,814,587	108,433,370	111,090,666	113,026,742	115,505,695	118,000,000	10,185,413	9.4%
WORKLOAD STATISTICS:								
Unprocessed Library Acquisitions	25,431,235	22,481,071	20,970,523	19,952,205	19,090,657	21,236,613	-4,194,653	-16.5%
GRS - Requests & Services Provides Congress	536,000	492,000	487,000	531,162	560,423	594,048	56,048	10.3%
Loans of Collections to Congress	43,465	36,368	31,026	30,708	30,614	30,500	-12,965	-29.8%
Copyright Claims Registered	530,332	609,135	850,422	669,236	658,445	660,000	49,668	9.4%
Copyright Inquiries	402,163	503,746	432,397	421,150	395,456	377,960	-24,503	-6.1%
Services to the Blind & Physically Handicapped (BPH) - Readership	777,300	772,100	776,000	764,900	769,000	773,000	-4,300	-0.6%
BPH - Books & Magazines, Total Circulated	22,566,000	22,809,400	22,608,900	22,437,500	22,600,000	22,600,000	14,000	0.1%
Print Materials Cataloged	2,327	2,328	2,569	2,691	2,755	2,480	153	6.6%
National Coordinated Cataloging Operation (NACO) - LC Contribution	279,809	276,348	289,509	288,154	274,890	212,000	-67,809	-24.2%
National Coordinated Cataloging Operation - Outside Contribution	114,333	124,911	115,714	118,054	186,515	118,000	3,967	3.2%
Exhibits, Displays, & Publications (Funded by Appropriations)	78,176	96,855	105,162	146,858	173,721	140,000	61,824	79.1%
Regular Tours	31	27	15	14	14	10	-21	-67.7%
Reference Service	28,982	47,300	47,847	56,716	73,400	80,000	50,048	167.1%
Main Reading Room & Five Other Reading Rooms Per Week	1,98,358	1,445,757	1,123,952	1,094,688	1,101,717	1,105,000	-83,358	-7.9%
Items Circulated	65	65	65	65	65	65	0	0.0%
Preservation Treatment - Original Format	2,403,002	2,293,981	2,175,075	2,070,798	2,105,278	2,110,000	-293,002	-12.2%
Mainframe Computer Transactions	288,111	339,636	274,086	369,597	368,690	345,561	57,450	19.9%
Machine Readable Cataloging (MARC) Records	152,095,306	197,218,679	204,287,492	247,691,844	270,269,005	300,000,000	147,904,694	97.7%
Internet Transactions (e.g., LOCIS, MARVEL, WORKUP-WIDE-WEB, and THOMAS public transactions)	25,090,955	26,100,651	26,320,667	27,519,078	28,093,487	28,600,000	3,509,035	14.0%
	38,422,966	62,873,807	134,418,660	345,221,228	615,149,938	600,000,000	761,577,014	1982.1%

December 1988

LIBRARY OF CONGRESS

Reading Room



* Cumulative decrease of 591 actual FTEs or 13% change from 1992 to 1998

December 1998

The Enabling Infrastructure - To accomplish its mission the Library must have an efficient and effective infrastructure.

Financial Services:

- To provide financial services (budget, accounting, disbursing and travel) to its clients and to conduct program activities, allocate resources, and ensure accountability; and
- To improve the Library's financial and legal framework, policies and procedures.

Human Resources

- To provide human resources leadership in service to the Library's internal constituency;
- To formulate and put in place a comprehensive personnel program that will significantly improve timeliness, efficiency and responsiveness to client needs; and
- To promote equal employment opportunity at the Library of Congress and facilitate resolutions of disputes fairly and quickly.

Security

- To ensure the security of Library staff, visitors, facilities, collections, and other assets.

Support Services

- To promote occupational health and safety and to provide a healthy, safe environment for staff and visitors;
- To provide facility management, space, and interior design support;
- To provide procurement and logistic support; and
- To provide records management, mail distribution, printing, and transportation services.

Technology

- To align the Library's current information technology resources with its overall priorities and develop technological architecture that will support the Library's objectives;
- To improve information technology customer satisfaction; and
- To establish and enforce information technology standards that will ensure compatibility of information technology systems.

- III.3 To provide high-quality service to users accessing the Library by telephonic, correspondence, and electronic means;
- III.4 To sustain high-quality service to users of the Library's reading rooms, research areas, and collections;
- III.5 To broaden awareness and use of the Library's special and foreign-language collections and reading rooms;
- III.6 To sustain and improve high-quality service to blind and physically handicapped patrons; and
- III.7 To develop a plan to continue the National Digital Library Program beyond the year 2000.

IV. THE FOURTH PRIORITY is to add interpretive and educational value to the basic resources of the Library in order to enhance the quality of the creative work and intellectual activity derived from these resources, and to highlight the importance of the Library to the nation's well-being and future progress.

- IV.1 To foster creative scholarship in the Library's unique collections including foreign-language and special-format materials; and
- IV.2 To promote awareness of the Library and fuller and more varied use of its resources through national and international copyright services, exhibits, concerts, publications, associations, conferences, colloquia, and other interpretive programs.

- II.3 To achieve arrearage reduction goals;
- II.4 To provide innovative and effective bibliographic, intellectual, and physical control that is appropriate, timely, and of high quality for all of the Library's collections;
- II.5 To ensure the preservation of the Library's collections for current and future use, using appropriate preservation treatment and technologies;
- II.6 To lead the development, maintenance, and dissemination (both nationally and internationally) of standards needed for: effective electronic interchange of documents and bibliographic data; preservation; and the theory and practice of cataloging; and
- II.7 To organize, sustain and make more usable the record of American creativity through copyright registration, deposit, and recordation systems.

III. THE THIRD PRIORITY of the Library of Congress is to make its collections maximally *accessible* to Congress, the U.S. government more broadly, and the public.

- III.1 To lead in the area of electronic outreach by contributing to a national digital library that provides both broad access to the Library's collections and links to other significant, publicly available information, regardless of its location and format;
- III.2 To make the Library's collections available both nationally and internationally through use of digital technology, lending, and document delivery;

LIBRARY OF CONGRESS STRATEGIC PLAN (1997-2004)

MISSION

The Library's mission is to make its resources available and useful to the Congress and the American people and to sustain and preserve a universal collection of knowledge and creativity for future generations.

VALUES

The eight values of the Library of Congress are:

Service, Quality, Effectiveness, Innovation, Fairness, Participation, Communication and Excellence.

PRIORITIES/OBJECTIVES

- | | |
|--|--|
| <p>I. THE FIRST PRIORITY of the Library of Congress is to make knowledge and creativity available to the United States Congress.</p> <p>I.1 To fulfill all Congressional mandates so well that the Congress confidently continues to rely upon the Library to meet those needs;</p> <p>I.2 To meet or exceed needs and expectations of the Congress for legislative research, analysis and information services at a level of sustained excellence; and</p> <p>I.3 To assure that the Congress is fully cognizant of the services and resources of the Library of Congress, and has ready and reliable access to them.</p> | <p>II. THE SECOND PRIORITY of the Library of Congress is to <i>preserve, secure, and sustain</i> for the present and future use of the Congress and the Nation a comprehensive record of American history and creativity and a universal collection of human knowledge.</p> <p>II.1 To develop and maintain the Library's universal collections in all formats and languages, acquiring them through copyright, gift, exchange purchase, and transfer, in the most timely and cost-effective manner to support the Library's mission;</p> <p>II.2 To ensure that the Library's collections, both physical and electronic, are appropriately secure,</p> |
|--|--|

For fiscal year 2000, we submit a budget request that will enable the Library of Congress to continue to make major contributions to the work of the Congress and to the creative life of the American people.



James H. Billington
The Librarian of Congress

to fund operating costs for the entire fiscal year based upon the master plan option that provides for the donor's ownership of the property until 2001.

People and institutions in the information world are facing historic challenges. The traditional culture of librarians and libraries is rapidly changing, and the Library of Congress is embracing change to sustain its role as a trusted leading knowledge navigator and pathfinder for America's unique system of free public access to usable information. We are making the transition from a model of simply receiving, processing, and serving primarily artifactual materials (e.g., paper books and serials, films and tapes) to a model of also receiving, processing, and serving the rapidly increasing number of materials available only in digital form. We are also making the transition from a model of primarily serving people over age 18 who travel to our reading rooms in Washington, D.C., to use our collections, to a model of serving people electronically everywhere, in person on Capitol Hill and throughout the world regardless of age — and contributing directly to K-12 education with the American Memory/National Digital Library program. The Library's proposed fiscal year 2000 budget supports the Library's mission and strategic plan, which charts our course into an increasingly electronic future. Libraries are a link in the human chain that connects what happened yesterday with what might take place tomorrow; they are the base camps for new discovery in the Information Age; they must combine both traditional and digitized materials.

By funding the Library's fiscal year 2000 budget request, the Congress would support the major transition of staff and operations that must take place to permit the Library to head into the 21st century with the major building blocks in place to provide the maximum service to the Congress and to its constituents.

- ▶ **\$3.4 million (17 percent of increase) for net growing workload increases.** Growing workload decreases of \$8.2 million are offset by growing workload increases of \$11.6 million for a net increase of \$3.4 million. Major elements of the decreases and increases include:
 - ◆ **\$4.8 million decrease** resulting from higher copyright fee receipts;
 - ◆ **\$2.25 million decrease** resulting from two no-year projects (i.e., Russian Frontiers and Lewis and Clark Bicentennial) that were funded in fiscal 1999;
 - ◆ **\$1.2 million decrease** resulting from a planned reduction in the Integrated Library System project costs;
 - ◆ **\$4.2 million increase for automation projects.** Components of the increase are: \$964,764 to incorporate the acquisition and delivery of electronic products and services into the Library's operations, which will address policy issues and operational requirements resulting from an ever-increasing amount of deposit materials submitted in electronic form and requests for electronic services; \$1.9 million to upgrade the Library's digital voice switch; \$600,000 to increase computer server storage and capacity; \$500,000 to fund disaster recovery services; and \$250,000 to support a central financial management system replacement project.
 - ◆ **\$1.6 million increase to fund a staff succession program.** Components of the increase are: \$559,052 to support the hiring of 10 additional CRS analysts to ensure the continuity of congressional services; and \$1,010,016 to support the hiring of 32 Library Services technicians to provide for the upward mobility of the most qualified technical staff into the professional ranks which are being depleted by retirements.
 - ◆ **\$1.5 million increase to fund a multi-year James Madison building workstation replacement program.** A program is needed to accelerate the replacement of workstations in the James Madison building, which are 20 years old and were installed before personal computers and ergonomics were critical factors. A similar program is nearing completion for the Thomas Jefferson and John Adams buildings, funded by the restoration and renovation account. The James Madison building must be made compatible.
 - ◆ **\$1.4 million increase for improved collections security.** Components of the increase are: \$476,378 for marking and tagging of the collections; \$466,791 for support of the reader registration program; and \$409,032 for improved security of reading rooms.
 - ◆ **\$1.1 million increase to support the Copyright registration process.** Processing routine copyright registrations is taking longer than the desired time of eight weeks, and additional resources (funded by receipts) are needed to achieve an acceptable processing time.
 - ◆ **\$1.1 million increase for the Law Library.** Funding is requested to restore research, reference, and collection services and to enhance the Global Legal Information Network.
 - ◆ **\$.3 million to provide operational funding for the National Audio-Visual Conservation Center.** The Congress approved \$219,000 for partial-year operating costs of the Center during fiscal year 1999. The increase is needed

Overview of Fiscal Year 2000 Budget Request

The Library's fiscal year 2000 request represents a net increase of \$20 million, 83 percent of which is required to meet mandatory cost changes in personnel compensation and benefits and unavoidable price-level changes in costs for existing levels of service. The requested mandatory pay increase includes a January 2000 salary increase of 4.4 percent, which must be funded to prevent further cuts in Library staff. (The Library has experienced a decline of 13 percent in actual FTEs since fiscal year 1992 -- see attachment 2 -- largely because of unfunded or only partially funded mandates for pay raises.) The Library's fiscal year 2000 budget request is consistent with its strategic plan and priorities including service to the Congress, ensuring the security of the collections and staff, and providing for a transition of the Library to more modern automated systems required for the 21st century. Major elements of the Library's budget request include:

- ▶ \$13.8 million (69 percent of increase) for mandatory pay increases. Major factors driving up the Library's payroll costs are: (1) the 4.4 percent pay raise scheduled for January 2000 (including the locality pay adjustment); (2) three months of the January 1999 3.6 percent pay raise; and (3) employee in-grade increases and reallocations.
- ▶ \$2.8 million (14 percent of increase) for price-level increases. Roughly a third of the Library's budget is for the purchase of goods and services. To maintain the purchasing power of these goods and services, the Library uses the Office of Management and Budget standard inflation factor of 2.1 percent to increase its non-personal items for inflationary price increases, except for overseas accounts and collections materials which can vary significantly from the standard rate.

- ▶ **American Creativity** - The Library manages the nation's largest, most varied, and most important archival collections -- motion pictures, sound recordings, maps, prints, photographs, manuscripts, music, and folklore -- covering a wide range of ethnic and geographic communities; provides reference assistance to researchers and the general public; conducts field research and promotes the preservation of American culture throughout the United States.
- ▶ **Preservation** - The Library develops and manages a program to preserve the diverse materials and formats in the Library's collections. The program provides a full range of prospective and retrospective preservation treatment for approximately 400,000 items a year; conducts research into new technologies; emphasizes prevention techniques including proper environmental storage and training for emergency situations; conserves and preserves materials; and reformats materials to more stable media. The Library plays a key role in developing national and international standards that support the work of federal, state, and local agencies in preserving the nation's cultural heritage.
- ▶ **Legal Information** - The Law Library of Congress supplies legal research covering more than 200 foreign jurisdictions to Congress, the Judiciary, Federal agencies, and the public -- serving 100,000 users annually.
- ▶ **Federal Library Services** - The Library coordinates services and programs on behalf of all Federal libraries and information centers, providing education and training programs and administering a cost-effective book, serial, and technical processing and database procurement program. Approximately 1,300 Federal offices participate in the program generating an estimated \$79 million in reimbursements annually. This procurement program saves Federal agencies an estimated \$5 million annually in contract cost avoidance benefits and \$12 million more in products and services discounts.
- ▶ **Reading Promotion and Outreach** - The Library promotes books, reading, and literacy through the Library's Center for the Book and its 35 affiliated State Centers for the Book and more than 50 national organizational partners and encourages knowledge and use of its collections through other outreach programs (cable TV programs, lectures, publications, conferences and symposia, exhibitions, poetry readings -- all primarily supported by private funding) and through use of the Library's home page on the WWW. The Library also gives some 75,000 surplus books annually to qualified libraries and non-profit educational institutions through its nation-wide donation program.

The Library's major accomplishments using fiscal year 1998 budget resources are presented in attachment 4, and the focus of the Library's work for fiscal 1999, in accordance with the recently enacted budget, is presented in attachment 6.

various compulsory license provisions of the copyright law and (b) adjusting the royalty rates of these license provisions. Most of the Copyright Office is funded by registration fees and authorized deductions from royalty receipts. Copies of works received through the copyright system form the core of the Library's immense Americana collections, which provide the mint record of American creativity.

- **National Library Service for the Blind and Physically Handicapped (Books for the Blind and Physically Handicapped S&E)** - The Library manages a free national reading program for more than 760,000 blind and physically handicapped people - circulating at no cost to users approximately 22.5 million items a year: audio and braille books and magazines delivered locally all over America through 140 regional and sub-regional libraries and two multistate centers.
- **Library of Congress (LC) S&E** - This appropriation funds the infrastructure support for the three major services listed above as well as a wide range of **National and Congressional Services** including:
 - ▶ **Cataloging** - The Library produces bibliographic records and related products for libraries and bibliographic utilities in all 50 states and territories - cataloging that saves America's libraries in excess of \$268 million annually (the money it would cost them if they had to catalog the books and other materials themselves).
 - ▶ **Research and Reference** - The Library makes available to scholars and other researchers vast information resources, many of which are unique, covering almost all formats, subjects, and languages - each year serving more than 500,000 readers in the 20 reading rooms in Washington open to the public and responding to nearly one million information requests a year from all over the nation. In addition, the Library responds to more than 50,000 free interlibrary loan requests from every state in the nation and to more than 30,000 requests for book loans from the Congress each year.
 - ▶ **On-line Services** - The Library provides free, on-line access, via Internet, to its automated information files which contain more than 75 million records - to Congressional offices, Federal agencies, libraries, and the public. Internet-based systems include three world-wide-web (WWW) services (THOMAS, LC-Web, and CRS-web), the Library of Congress Information System (LOCIS), and various file transfer options. These Internet-based systems now record more than 60 million transactions a month.

Funding our fiscal 2000 budget request, including provisions for mandatory pay and price-level increases, will enable the Library to sustain its basic services while accelerating the modernization of operations needed for an increasingly electronic future. In short, we hope the Congress will continue its fruitful investment in the Library as it approaches its third century of serving the nation's legislature and its constituents.

Overview of the Library of Congress

The Library of Congress programs and activities are funded by four salaries and expenses (S&E) appropriations, which support congressional services, national library services, copyright administration, and library services to blind and physically handicapped people. A separate appropriation funds furniture and furnishings. An overview of these programs and activities follows:

- **Congressional Research Service (CRS) S&E** - This appropriation funds the provision of non-partisan analytical research and information to all Members and committees of the Congress. CRS works directly and exclusively for the Congress in support of its legislative and oversight functions. By maintaining a cost-effective, shared pool of expertise, CRS provides timely and balanced analyses of legislative proposals and public policy issues through provision of reports, tailored confidential memoranda, individual consultations and briefings -- a comprehensive source of information and analysis on almost any legislatively relevant subject. CRS delivers more than 530,000 research responses and services annually; of these, approximately 138,000 are responses to requests for tailored analyses, information and research.
- **Copyright Office (CO) S&E** - The Copyright Office administers the U.S. copyright laws, provides copyright expertise to the Congress and executive branch agencies, and actively promotes international protection for intellectual property created by U.S. citizens. The office annually processes more than 640,000 claims (representing more than 760,000 works transferred to the Library) of which 550,000 claims are registered for copyright. The Office also responds annually to more than 395,000 requests for information. The Copyright Office convenes and supports Copyright Arbitration Royalty Panels (CARPs) for the purpose of (a) distributing hundreds of millions of dollars in royalties that are collected under

The Library's budget request for fiscal year 2000 — \$383.7 million in net appropriations and \$33.1 million in authority to use receipts — supports the building blocks for transition and other strategic priorities. This is a net increase of 5.5 percent over fiscal 1999. Most of this increase (\$16.6 million) is needed to fund mandatory pay raises (driven largely by the January 2000 pay raise of 4.4 percent) and unavoidable price-level increases; \$3.4 million is needed to meet critical growing workload increases (net of program decreases). The Library is not requesting an increase in its full-time equivalent (FTE) employment level of 4,076 (see attachment 2) provided in the fiscal year 1999 budget, but we are requesting funding for 82 existing FTEs in order to support critical needs (e.g., staff succession program). The Library has been unable to execute at the budgeted FTE level primarily because mandatory pay increases have not been fully funded (e.g., The Library appreciates that the Congress did fund 3 percent for the January 1999 general pay raise, but the actual increase was 3.68 percent.).

The Library will use its Bicentennial in the year 2000 less to celebrate our past than to leave a legacy for the future. We have crafted a multi-faceted Bicentennial Program almost entirely with privately raised funds "to inspire creativity in the years ahead by stimulating greater use of the Library of Congress and libraries everywhere." Bicentennial projects include sharing the Library's collections and information about the Congress electronically with Americans through the National Digital Library (NDL); obtaining new acquisitions for the Library's collections and the NDL from congressional districts through the "Local Legacies" project; and reconstituting Thomas Jefferson's original library through private donations.

In this significant endeavor, we ask the Congress to support, in this historic year, these key building blocks for the future:

- First-year production for the Integrated Library System (ILS) that will change the work patterns for more than half the Library's staff and will coordinate and make more efficient all the Library's basic functions, such as acquisitions, cataloging, research and loan services;
- Expansion of our staff succession program to include Library Services to ensure the continuity and quality of core services at a time when unprecedented numbers of staff will be retiring;
- Establishment of an Electronic Resources Information Project to design the methods, policies, and procedures for fully integrating the rising tide of electronic materials into the Library's collections and services;
- Expansion of the Global Legal Information Network (GLIN) to handle the electronic receipt of international laws from foreign countries important to the Congress and the nation;
- Expansion of the Copyright Office Electronic Registration, Recordation and Deposit System (CORDS) to improve the efficient processing of electronic materials.

Enhancement of the Legislative Information System (LIS) is also necessary to facilitate the delivery of Congressional products and services. These building blocks will give the Library the proper foundation for continuing into the next century its historic leadership role of setting bibliographic standards, saving libraries hundreds of millions of dollars by supplying them with bibliographic data, and providing free electronic access to knowledge and information to life-long learners everywhere.

LIBRARY OF CONGRESS FISCAL YEAR 2000 BUDGET REQUEST
INTRODUCTORY STATEMENT BY THE LIBRARIAN OF CONGRESS

Fiscal year 2000 is a milestone year for the Library of Congress – a Year of Great Celebration and Transition. On April 24, 2000, the Library will be 200 years old, the oldest Federal cultural institution in the country. By creating and sustaining the world's largest and most diverse collection of knowledge and mandating it to serve other libraries and the nation, the Congress of the United States has been quite simply the greatest patron of libraries in history.

The Congress has continued to support the Library's traditional services as well as its new leadership role in delivering free electronic information to the nation. The Library's Internet site now receives more than three million electronic transactions every working day. This phenomenal growth is nearly double that of the previous year.

In pursuit of its mission (see attachment 1) to make its resources available and useful to the Congress and the American people and to sustain and preserve a universal collection of knowledge and creativity, the Library has amassed an unparalleled collection of more than 115 million items, a superbly knowledgeable staff, and cost-effective networks for gathering the world's knowledge for the nation's good.

This Bicentennial fiscal year of 2000 will be a decisive one for developing integrated automated systems and initiating staff succession programs to sustain and enhance the Library's critical role as a trusted knowledge navigator for the Congress and the nation.

LIBRARY OF CONGRESS

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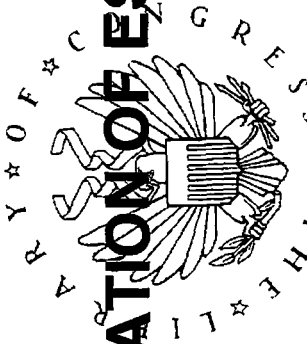
LIBRARY OF CONGRESS

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The Library of Congress

JUSTIFICATION OF ESTIMATES



Fiscal Year
Ending
September 30, 2000

December 1998

LIBRARY OF CONGRESS
Justification of Estimates

ARCHITECT OF THE CAPITOL

Capitol Visitor Center

Program and Financing (in millions of dollars)

Identification code 01-0161-0-1-801		1998 actual	1999 est	2000 est
Obligations by program activity:				
10 00	Total new obligations (object class 25.1)		3	5
Budgetary resources available for obligation:				
21 40	Unobligated balance available, start of year:			96
22 00	New budget authority (gross)		100	
23 90	Total budgetary resources available for obligation		100	96
23 95	Total new obligations		-3	-5
24 40	Unobligated balance available, end of year		96	91
New budget authority (gross), detail:				
40 15	Appropriation (emergency)		100	
Change in unpaid obligations:				
72 40	Unpaid obligations, start of year: Obligated balance			1
	start of year:			5
73 10	Total new obligations		3	5
73 20	Total outlays (gross)		-2	-4
74 40	Unpaid obligations end of year: Obligated balance,			
	end of year:		1	2
Outlays (gross), detail:				
85 90	Outlays from new current authority		2	
85 93	Outlays from current balances			4
87 00	Total outlays (gross)		2	4
Net budget authority and outlays:				
89 00	Budget authority		100	
92 00	Outlays		2	4

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

Capitol Visitor Center

Fiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING
NARRATIVE DESCRIPTIONS

Capitol Visitor Center

Since approval of the funding, staff of the Architect of the Capitol's office and the General Accounting Office have met to discuss how to coordinate the stipulation related to reviewing existing documentation and planning assumptions. The planning that supported the proposed design in 1995 design will be reviewed and a more current endorsement from the committees of jurisdiction will be sought.

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITOL BUDGET PROJECTS WITH PRIOR YEAR FUNDING

PAGE	PROJECTS	YEAR FIRST APPROP.	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED UNLIQUIDATED 10/1/98	ESTIMATED DATE OF COMPLETION
	CAPITOL VISITORS CENTER							
	Capitol Visitors Center	1999	100,000,000	100,000,000	0	0	100,000,000	0

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all projects funded in prior fiscal years. These narratives are supported by a financial summary statement that includes the following data: detailed financial, scheduling and cost information are provided for ongoing projects including an account code, project title, the year funds were first appropriated for the project, the total estimated cost, the total amount funded through fiscal year 1999, the obligated, unobligated and unliquidated balances as of October 1, 1998, and the estimated date for project completion.

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Visitors Center
Detailed Analysis of Change by Appropriation

Appropriation, 1999
Minus Nonrecurring Items:
Total, Nonrecurring Items

I. Adjustments to Base

A. Mandatory Pay and Related Costs

B. Price Level Changes

C. Program Type Changes

1. Legislation

2. Workload

3. Equipment, Alterations, Maintenance

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 2000

Calculation of Base	
Est. FTE	Amount (\$000)
...	100,000
...	(100,000)
...	(100,000)
2000 Request	
Est. FTE	Amount (\$000)
...	...
...	...
...	...
...	...
...	...
...	...
...	(100,000)
...	...

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORY	PROGRAM TYPE CHANGES												TOTAL CHANGE	
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.					
									FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)		
1. Breakdown by Activity: Capitol Visitors Center <														

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 98* ACTUAL		FY 99 ESTIMATE		FY 00 ESTIMATE		NET CHANGE 00/99	
	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity: Capitol Visitors Center				100,000				-100,000
Total				100,000				-100,000
2. Breakdown by Object Class 11 Personnel Compensation 12 Personnel Benefits 13 Benefits to Former Personnel 21 Travel 22 Transportation of Things 23 Rent, Communications and Utilities 24 Printing and Reproduction 25 Other Services 26 Supplies and Materials 31 Equipment 32 Land and Structures 42 Insurance Claims and Indemnities Total								-100,000 -100,000

* Includes Obligations from Prior Year "No Year" Authority.

Capitol Visitor Center

Fiscal Year 2000 Budget Estimate

CAPITOL VISITOR CENTER

Funding in the amount of \$100,000,000 was approved in Public Law 105-277, the Omnibus Consolidated and Emergency Supplemental and Appropriations Act, 1999, approved October 21, 1998 for development and construction of a Capitol Visitor Center. The provision made funding available for the planning, engineering, design, and construction of the Capitol Visitor Center. The provision also stipulated that development milestones be established, and approved by the Committee on Rules and Administration of the Senate, the Committee on House Oversight of the House of Representatives, the Committees on Appropriations of the House of Representatives and of the Senate, and other appropriate committees of the House of Representatives and of the Senate.

The Capitol Visitor Center will provide greater security for all persons working in or visiting the United States Capitol and to enhance the educational experience of those who have come to learn about the Capitol Building and Congress.

FISCAL YEAR 2000 BUDGET AND FTE SUMMARY

	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Operating Budget	\$0	\$0	\$0
Capital Budget	0	100,000,000	0
Total	\$0	\$100,000,000	\$0
FTE	0	0	0

ARCHITECT OF THE CAPITOL
Capitol Visitor Center

OFFICE OF THE ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000 BUDGET REQUEST
CAPITOL VISITOR CENTER

ARCHITECT OF THE CAPITOL

Congressional Cemetery

Program and Financing (in millions of dollars)			
Identification code 01-0110-0-1-801	1998 actual	1999 est	2000 est
Obligations by program activity:			
10 00 Total new obligations (object class 41 0)		1	
Budgetary resources available for obligation:			
22 00 New budget authority (gross)		1	
23 95 Total new obligations		1	
New budget authority (gross), detail:			
40 00 Appropriation		1	
Change in unpaid obligations:			
73 10 Total new obligations		1	
Net budget authority and outlays:			
89 00 Budget authority		1	
90 00 Outlays			

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

Congressional CemeteryFiscal Year 2000 Budget EstimateCAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING
NARRATIVE DESCRIPTIONSCongressional Cemetery

An appropriation of \$1,000,000 was provided in fiscal year 1999 for a grant to preserve and maintain the historic Congressional Cemetery. The funds provide for a grant to be made by the Architect of the Capitol to the National Trust for Historic Preservation, to be used for routine annual care and maintenance to the cemetery; and it will be matched by donated contributions raised by the Congressional Cemetery Association. Pursuant to an agreement with the Architect of the Capitol and the Cemetery Association, the Trust will invest the grant and matching donated funds in a restricted endowment and make distributions from the funds to the Association for routine annual care and maintenance. This agreement is being developed.

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITOL BUDGET PROJECTS WITH PRIOR YEAR FUNDING

PAGE	PROJECTS	YEAR FIRST APPROP.	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED 10/1/98	ESTIMATED DATE OF COMPLETION
	CONGRESSIONAL CEMETERY							
	Grant to Congressional Cemetery	1999	1,000,000	1,000,000	0	0	1,000,000	0

Congressional Cemetery

Fiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all projects funded in prior fiscal years. These narratives are supported by a financial summary statement that includes the following data: detailed financial, scheduling and cost information are provided for ongoing projects including an account code, project title, the year funds were first appropriated for the project, the total estimated cost, the total amount funded through fiscal year 1999, the obligated, unobligated and unliquidated balances as of October 1, 1998, and the estimated date for project completion.

Schedule C

ARCHITECT OF THE CAPITOL
Congressional Cemetery
Detailed Analysis of Change by Appropriation

Appropriation, 1999
Minus Nonrecurring Items:
Total, Nonrecurring Items

Calculation of Base	
Est. FTE	Amount (\$000)
...	1,000
...	(1,000)
...	(1,000)
2000 Request	
Est. FTE	Amount (\$000)
...	...
...	...
...	...
...	...
...	...
...	...
...	...
...	(1,000)
...	...

I. Adjustments to Base

A. Mandatory Pay and Related Costs

B. Price Level Changes

C. Program Type Changes

1. Legislation

2. Workload

3. Equipment, Alterations, Maintenance

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 2000

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORY	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGE	
	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		FTE	DOLLARS (\$000)
					FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)		
1. Breakdown by Activity: Congressional Cemetery												
						-1,000						-1,000
Total						-1,000						-1,000
2. Breakdown By Object Class												
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communication & Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
41 Grants and Subsidies						-1,000						-1,000
Total						-1,000						-1,000

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 98*		FY 99		FY 00		NET CHANGE 00/99	
	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity:								
Congressional Cemetery				1,000				-1,000
Total				1,000				-1,000
2. Breakdown by Object Class								
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
41 Grants, Subsidies, & Contributions				1,000				-1,000
Total				1,000				-1,000

* Includes Obligations from Prior Year "No Year" Authority.

Congressional CemeteryFiscal Year 2000 Budget Estimate

CONGRESSIONAL CEMETERY

An appropriation of \$1,000,000 was provided in fiscal year 1999 for a grant to preserve and maintain the historic Congressional Cemetery. The funds provide for a grant to be made by the Architect of the Capitol to the National Trust for Historic Preservation, to be used for routine annual care and maintenance to the cemetery, and it will be matched by donated contributions raised by the Congressional Cemetery Association.

FISCAL YEAR 2000 BUDGET AND FTE SUMMARY

	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Operating Budget	\$0	\$1,000,000	\$0
Capital Budget			
Total	\$0	\$1,000,000	\$0
FTE	0	0	0

ARCHITECT OF THE CAPITOL
Congressional Cemetery

OFFICE OF THE ARCHITECT OF THE CAPITOL

FISCAL YEAR 2000 BUDGET REQUEST

CONGRESSIONAL CEMETERY

ARCHITECT OF THE CAPITOL

Botanic Garden Gifts and Donations

GIFTS AND DONATIONS

Unavailable Collections (in millions of dollars)

Identification code 09-8292-0-7-801	1998 actual	1999 est	2000 est
Balance, start of year			
01 99 Balance, start of year			
Receipts			
02 01 Botanic Garden		2	6
Appropriation			
05 01 Botanic Garden Gifts and donations		-2	-6
07 99 Total balance, end of year			

Program and Financing (in millions of dollars)

Identification code 09-8292-0-7-801	1998 actual	1999 est	2000 est
Obligations by program activity:			
10 00 Total obligations (object class 25 2)		2	6
Budgetary resources available for obligation:			
22 00 New budget authority (gross)		2	6
23 95 Total new obligations		-2	-6
New budget authority (gross), detail:			
62 27 Appropriation (trust fund, indefinite)		2	6
Change in unpaid obligations:			
73 10 Total new obligations		2	6
73 20 Total outlays (gross)		-2	-6
Outlays (gross), detail:			
86 57 Outlays from new permanent authority		2	6
Net budget authority and outlays:			
85 30 Budget authority		2	6
90 00 Outlays		2	6

Pursuant to 40 U.S.C. 216c, as amended, the Architect of the Capitol, subject to the direction of the Joint Committee on the Library, is authorized to construct a National Garden and to solicit and accept certain gifts on behalf of the United States Botanic Garden for the purpose of constructing the National Garden or for the general benefit of the Botanic Garden and for the renovation of the Botanic Garden conservatory; to deposit such gift funds in the Treasury of the United States and, subject to approval in appropriations Acts, to obligate and expend such sums.

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

Botanic Garden

Salaries and Expenses

Program and Financing (in millions of dollars)

Identification code 09-0200-0-1-801		1998 actual	1999 est	2000 est
Obligations by program activity:				
10 00	Total new obligations	31	4	8
Budgetary resources available for obligation:				
21 40	Unobligated balance available, start of year	34	5	4
22 00	New budget authority (gross)	3	3	4
23 90	Total budgetary resources available for obligation	37	8	8
23 95	Total new obligations	-31	-4	-8
24 40	Unobligated balance available, end of year	5	4	
New budget authority (gross), detail:				
40 00	Appropriation	3	3	4
Change in unpaid obligations:				
72 40	Unpaid obligations, start of year: Obligated balance, start of year	1	29	20
73 10	Total new obligations	31	4	8
73 20	Total outlays (gross)	-3	-13	-28
74 40	Unpaid obligations, end of year: Obligated balance, end of year	29	20	
Outlays (gross), detail:				
85 90	Outlays from new current authority	3	3	4
85 93	Outlays from current balances		10	24
87 00	Total outlays (gross)	3	13	28
Net budget authority and outlays:				
89 00	Budget authority	3	3	4
95 00	Outlays	3	13	28

Object Classification (in millions of dollars)

Identification code 09-0200-0-1-801		1998 actual	1999 est	2000 est
11 1	Personnel compensation: Full-time permanent	2	2	2
12 1	Civilian personnel benefits		1	1
25 2	Other services	29	1	5
99 9	Total new obligations	31	4	8

Personnel Summary

Identification code 09-0200-0-1-801		1998 actual	1999 est	2000 est
1011	Total compensable workyears: Exempt Full-time equivalent employment	50	50	50

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

Botanic Garden**Fiscal Year 2000 Budget Estimate****CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING
NARRATIVE DESCRIPTIONS****Renovation to the Conservatory, Design and Construction**

An appropriation of \$2,000,000 was provided for the complete design and construction documentation phase of the Botanic Garden Conservatory renovation. This effort provided the final design and phasing plan for the renovation work, based on the preliminary work already performed by the consultant. The design effort is complete.

Based on fire and life-safety issues, as well as accessibility concerns, the Botanic Garden was closed to the public in early September 1997. Funding in the amount of \$33,500,000 was provided for the renovation in the 1997 Emergency Supplemental Appropriations Act, Public Law 105-18, approved June 12, 1997. Renovation is anticipated to begin in early December 1998 and to be completed by early September 2000. The contract for the renovation was awarded to the Clark Construction Company, Inc. on August 28, 1998 with a contract completion date of September 5, 2000.

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITOL BUDGET PROJECTS WITH PRIOR YEAR FUNDING

PAGE	PROJECTS	YEAR FIRST APPROP.	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED UNLIQUIDATED 10/1/98	ESTIMATED DATE OF COMPLETION
	BOTANIC GARDEN, SALARIES & EXPENSES							
BG.24	Renovation to the Conservatory	1994 T*	35,500,000	35,500,000	1,848,312	30,230,607	5,279,393	28,372,295 2000

* - Funding thru FY 1999 provided over a multi-year period.

R - Initial funds provided by a reprogramming in the year indicated in the column Fiscal Year First Appropriated.

T - Funding transferred from another appropriation.

BG.23

Botanic GardenFiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all projects funded in prior fiscal years. These narratives are supported by a financial summary statement that includes the following data: detailed financial, scheduling and cost information are provided for ongoing projects including an account code, project title, the year funds were first appropriated for the project, the total estimated cost, the total amount funded through fiscal year 1999, the obligated, unobligated and unliquidated balances as of October 1, 1998, and the estimated date for project completion.

Botanic Garden

Capital Budget Projects Beginning in Fiscal Year 2001

Fiscal Year 2000 Budget Estimate

Funds are requested beginning in fiscal year 2001 for replacing a 1984 GMC Step Van for a similar model vehicle at an estimated cost of \$38,000. This vehicle will be seventeen-years-old at the time of replacement. It is primarily used for the delivery and pick-up of kentia palms to buildings under the Architect of the Capitol and for Congressional events. The van is used every weekday that Congress is in session. The repair history on this vehicle is average for city-type driving: the major components that have been replaced are the clutch assembly, brake system, cooling system, elements of the suspension system, elements of the steering system, and both interior and exterior body components. While the engine and transmission have not required overhauling to date, it is recommended that replacement of this vehicle will be cost-effective and fiscally sound.

Fiscal Year 2000 Budget Estimate

Botanic Garden

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2001

Roof Fall Protection

Category: Life Safety

\$625,000

Several Capitol complex buildings have been cited for noncompliance with OSHA Standard, sub-part M1926 "Fall Protection". To correct these conditions fiscal year 1998 funding was provided to engage consultants to survey, program, design and document Fall Protection Systems for the D.C. Village Growing Facility. Fall protection construction funds currently estimated at \$625,000 will be requested for fiscal year 2001.

Vehicle Replacement

Category: Cyclical Maintenance

\$38,000

The U.S. Botanic Garden's fleet for transporting plants, gardening materials, and staff includes three vehicles recommended for replacement from fiscal year 2001 through fiscal year 2003:

Current vehicle	Replacement Year
1984 GMC Step Van	FY 2001
1988 Chev. Pick-Up	FY 2002
1991 Chev. Dump Body	FY 2003

These vehicles are normally maintained by the Garden and other jurisdictions within the Office of the Architect of the Capitol. In-house maintenance and repair capabilities support purchasing (vs. leasing) the vehicles. During each fiscal year targeted above for vehicle replacement, efforts will be made to locate and acquire surplus vehicles as an alternative to purchasing new vehicles. The condition of each vehicle will also be reevaluated prior to the replacement year to determine whether ongoing maintenance can be a viable alternative to a purchase.

Fiscal Year 2000 Budget Estimate

Botanic Garden

Conservatory and National Garden Equipment and Start Up Costs

\$225,000

Priority: 2-A

Category: Improvement - AOC

The requested funding will be necessary to acquire the equipment needed to maintain the new Conservatory and National Garden's grounds and plantings in all seasons and at the highest levels of horticultural professionalism. Included are non-recurring costs for telephone and facsimile systems in the Environmental Learning Center and Conservatory, a rain water collection system to meet the special growing requirements of carnivorous plants, non-recurring training costs for operating new equipment, and other equipment needs. The new equipment is required because the existing equipment used to maintain Bartholdi Park and adjacent grounds is insufficient to cover the additional acreage added by the National Garden.

**Botanic Garden
Capital Budget Projects Beginning in Fiscal Year 2000**

Fiscal Year 2000 Budget Estimate

of the project design. This proposal will position the Bartholdi statue and fountain for an ongoing, cyclical maintenance program that will protect this historic artwork.

Equipment Replacement at Production Facility

\$56,000

Category: Cyclical Maintenance

Priority: 3-B

This project includes replacement of the environmental control system and the construction of several concrete pads at strategic locations by the greenhouse, cold frames and pesticide building at the Production Facility. The pads will facilitate materials handling and transport. An amount of \$56,000 is requested for these items. Future funding will be requested for shade curtain replacement (useful life of seven years), and evaporative cell pad replacement (useful life of five years). All these materials are essential for the environmental conditions that promote healthy plant growth in the greenhouses.

Public Signs

\$60,000

Category: Improvement - AOC

Priority: 1-B

The total required funding of \$60,000 will cover the costs of designing, constructing and installing five stylistically coordinated, lighted, anodized aluminum identification signs as follows: 1) back of the Conservatory (corner of First St. and Independence Avenue), 2) the front of the Conservatory (at street level just off the sidewalk in front of the Conservatory along Maryland Avenue); 3 & 4) U.S. Botanic Garden institutional identification signs (at the corners of Independence and Third St. SW, and Maryland and Third St. SW), and 5) a second sign for Bartholdi Park (along Washington Ave.). This project is critical for visitor identification with the U.S. Botanic Garden and its major elements.

The estimates are based on the actual cost of the first sign of this style that is now being installed in Bartholdi Park. Four of the signs will require insignificant design work because they modify only the wording and spacing of our basic style. It is anticipated that the sign for the front of the Conservatory will be somewhat different, befitting the stature of the building, and require additional design work.

Botanic Garden
Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

Design Bartholdi Park Renovations and Improvements
Category: Cyclical Maintenance

\$100,000
Priority: 2-A

Funds in the amount of \$100,000 are requested in fiscal year 2000 for design of various renovations and improvements to Bartholdi Park to make it accessible to all visitors and aesthetically more pleasing.

The funding for actual renovations is presently estimated at \$989,000. This will complete sidewalk replacement around the perimeter of, and internal to, Bartholdi Park. The project also entails equipping the park with two to four handicap ramps in compliance with ADA and replacing the irrigation system and installing a fence. These funds would be requested in fiscal year 2001 based on actual design and cost estimates.

Design Bartholdi Fountain Renovations
Category: Cyclical Maintenance

\$53,000
Priority: 2-A

This project will complete the restoration of Bartholdi Fountain, an historic sculpture which is the centerpiece of Bartholdi Park.

The restoration and renovation of the fountain was initiated in the mid-1980s. In fiscal year 1986, paint was removed from the statue, which was subsequently repainted. In fiscal year 1992, the Construction Branch of the Architect of the Capitol replaced the fountain's basin; the allotted budget for this work was \$244,000. From fiscal year 1992 through fiscal year 1995, outside contractors or the U.S. Botanic Garden's internal staff have maintained the statue via high-pressure cleaning. In fiscal year 1996, the Construction Branch repainted the statue at a cost of \$22,000. The statue previously had received only touch-ups since the repainting ten years earlier.

The current proposal will complete the restoration via selective replacement of the marble coping, restoration of the light fixtures on the fountain and coping, upgrading the existing electrical wiring to the fountain, addressing the fountain's water circulation and filtration systems and stripping and re-coating the fountain. A total of \$53,000 is requested in fiscal year 2000 for the design, with an estimated \$482,000 to follow in fiscal year 2001 for actual restoration/renovation. The latter figure may be revised pending results

BC. 17

Botanic Garden
Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS FUNDED IN THE BASE

There are no ongoing capital projects funded in the budget base for the Botanic Garden.

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2000

Design Administrative Building Renovation & ADA

Category: Life Safety

\$100,000
Priority: 1-A

Construction of the U.S. Botanic Garden's Administration Building was completed in 1932. At that time the building was designed as a residence; today the building is used as an office complete with computers, copier, fax machine and other high technology equipment.

The Administration Building has not been renovated since its construction. This proposed project will bring the building in line with its current use by renovating/replacing the antiquated and inefficient HVAC system, as well as the mechanical, electrical, and plumbing systems. For example, the energy inefficient windows, which are leaking and/or broken, will be replaced. The project addresses life/safety issues by including installation of a sprinkler for fire protection and asbestos abatement throughout the building. (In areas such as the basement the asbestos has been encapsulated). The scope of the project also includes making the first floor of the two-floor building ADA compliant regarding ramps, doors, and the toilet room. The design and phasing of both the renovation and addition should consequently be reviewed as complementary and interdependent.

The estimated cost for designing the renovation is \$100,000 to be incurred in fiscal year 2000. The current estimated cost for the actual renovation is difficult to project since there are many design issues that must first be resolved. The final renovation cost is estimated to be in the range of \$844,000. These costs, which will be requested in fiscal year 2002, will be fully developed once actual design takes place and a final estimate is made from actual drawings and specifications.

ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PAGE	CATEGORY	PROJECTS	FY 1999 APPR	DESIGN STUDY	PROJECT FUNDING REQUIREMENTS										TOTAL ESTIMATE PAST AND FUTURE FUNDS	TYPE OF FUNDS	PRIORITY
					FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005 FY 2009	ADDITIONAL FUNDING REQUIRED	FUNDING THRU FY 1999					
BOTANIC GARDEN, SALARIES & EXPENSES																	
PROJECTS FOR BUDGET CONSIDERATION																	
BG.16	Life Safety	Administrative Building Renovations & ADA		D	100,000			844,000				944,000		944,000	Annual	1-A	
BG.17	Cycl Maint - Improv	Bartholdi Park Renovations & Improvements		D	100,000	989,000						1,089,000		1,089,000	Annual	2-A	
BG.17	Cyclical Maint	Bartholdi Pkwnale Renovations		D	53,000	482,000						535,000		535,000	Annual	2-A	
BG.18	Cyclical Maint	Equipment Replacement at Production Facility			56,000			48,000	26,000	26,000		156,000		156,000	Annual	2-B	
BG.18	Improvement - AOC	Public Signs			60,000							60,000		60,000	Annual	1-B	
BG.19	Improvement - AOC	Equipment/Start-up Conservatory & National Garden			225,000							225,000		225,000	Annual	2-A	
FUTURE PROJECTS																	
BG.20	Life Safety	Roof Fall Protection				625,000						625,000	16,000	641,000			
BG.20	Cyclical Maint	Vehicle Replacement				38,000		30,000	41,000			111,000		111,000			
TOTAL BOTANIC GARDEN					594,000	2,134,000	922,000	69,000	26,000			3,745,000	16,000	3,761,000			

Priority: 1 - Critical, 2 - Highly Desirable, 3 - Desirable (A - Highest in Category)
Study (S) - conceptual development; Design (D) - working drawings, specifications, and estimate development

BG.15

CAPITAL BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The objective of the five year Capital Budget is to identify all projects, including those generated from within the agency as well as those identified by clients, which would require funding in this appropriation during fiscal years 2000 through 2004. Using all the information collected during this process, a five-year Capital Budget has been prepared based on currently identified needs. This narrative introduces the Capital Budget and a table summarizes the five year capital budget. The table has been sorted in order to begin with projects funded in the budget base followed by new projects for which funding is requested in the fiscal year 2000 budget. These projects are further sub-sorted by category. A detailed explanation of the project priorities is provided in the General Statement. The Capital Budget projects for fiscal years 2001 through 2004 are sorted in similar manner. Narrative descriptions of these capital projects follow in the same order as they appear in the summary table. Following the Capital Budget narratives is a table summarizing all projects funded with prior year "No Year" monies and related narrative descriptions. The table and narratives include total cost estimate, completion date, and other information.

**Botanic Garden
Operating Budget**

Fiscal Year 2000 Budget Estimate

Miscellaneous Equipment

\$10,000

This allotment provides for all of the Botanic Garden's durable goods (fixed assets) with a projected life of over one year. These include transportation vehicles, gardening equipment (e.g., aerators, mowers, sprayers), irrigation equipment, furniture, office equipment (e.g., photocopiers, fax machines), tool kits and other maintenance equipment, mechanical lifts, storeroom and warehouse equipment, trash receptacles and equipment that supports the Garden's public programs (e.g., display cases, flower show props, engraving machines).

BG.13

Fiscal Year 2000 Budget Estimate**Botanic Garden
Operating Budget**

\$20,000
\$10,000

**Training
Increase Requested:**

This allotment is used to train Botanic Garden employees in technical areas related to the employee's job and in programs such as prevention of sexual harassment, understanding employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office provides supervisory, technical skills and staff development training and sponsors basic educational skills training. *Reopening the Botanic Garden Conservatory, as well as the opening of the National Garden, will increase the need for up to date training on the new mechanical, environmental educational systems and plant care for the Botanic Garden. The requested increase is to meet this need.*

\$187,000
\$50,000

**Supplies and Materials
Increase Requested:**

This allotment provides all supplies and materials for the Conservatory, the Production Facility, Bartholdi Park and the Administrative Office, including electrical supplies, plumbing supplies, flower pots and tubs, gas and oil for motor vehicles and equipment, mowers, hardware, tools, and boxes, labels and signs, fertilizers, insecticides, fungicides, scaleicides, medical and office supplies, paints, brushes, periodicals and books, and cleaning supplies. Materials needed to support public programs offered by the Botanic Garden are also charged against this allotment. Funding is also provided for uniforms and safety apparel for Botanic Garden employees. *Reopening the Botanic Garden Conservatory, as well as the opening of the National Garden, will increase the cost of supplies and materials for the Botanic Garden. The requested increase is to meet this need.*

\$10,000

Equip Growing Facility

These funds are used for purchasing equipment for the growing facility. Relocation of staff and equipment from the old Poplar Point Nursery to the replacement facility at D.C. Village took place in 1993 and 1994. New and replacement equipment is necessary in order to operate the facilities.

Botanic Garden
Operating Budget

Architect is required before these funds may be used.

Waste Disposal

\$4,000

This allotment covers costs related to the removal of solid waste from the Botanic Garden facilities.

Computer Services
Increase Requested:

\$25,000
\$21,000

This allotment covers computer services for the all U.S. Botanic Garden facilities and the entire U.S. Botanic Garden's Wide Area Network. The computer services include the control system for the new growing facility which provides electronic controls for essential building systems as well as accurate records for the plant growing programs. The maintenance cost for the control system is based on contractual costs of maintaining the system. The Wide Area Network maintenance contract provides technical support and maintenance for the present wide area network installed at the Botanic Garden. In addition to these support costs, minor replacement supplies and equipment are purchased out of this allotment. *Reopening the Botanic Garden Conservatory, as well as the opening of the National Garden's Environmental Learning Center, will increase the cost of computer services for the Botanic Garden. The requested increase is to meet this need.*

Contractual Custodial Care
Increase Requested:

\$84,000
\$68,000

Custodial services for the D.C. Village production facility are being contracted out to an outside cleaning vendor. The vendor dedicates twenty man-hours per week in providing routine janitorial services, including floor maintenance, window cleaning, trash removal, maintenance of rest rooms, and cleaning employee locker areas. *Reopening the Botanic Garden Conservatory, as well as the opening of the National Garden, will increase the cost of custodial services for the Botanic Garden. The requested increase is to meet this need.*

Fiscal Year 2000 Budget Estimate

**Botanic Garden
Operating Budget**

Transportation of Things

\$100

This allotment has been used for shipping costs when large plant stock has been transported.

**Communication Services
Increase Requested:**

**\$10,000
\$7,000**

This allotment provides for communications services including local and long distance telephone service for the Botanic Garden. *Reopening the Botanic Garden Conservatory, as well as the opening of the National Garden, will increase the cost of communications services for the Botanic Garden. The requested increase is to meet this need.*

**Postage and Metered Mail
Increase Requested:**

**\$4,000
\$2,000**

This amount is needed for all postage and mail costs incurred by the Botanic Garden. *Reopening the Botanic Garden Conservatory, as well as the opening of the National Garden, will increase the cost of mail services for the Botanic Garden. The requested increase is to meet this need.*

General Annual Repairs

\$25,000

This allotment covers the cost of annual repair and maintenance of the Conservatory, Administrative Office and Bartholdi Park as well as the new facility which has 34 greenhouses, 26,000 square feet of support facilities plus outdoor growing areas, cold frames and a lath house. It also covers the motor equipment such as trucks, tractors, front-end loader and other equipment of the Garden.

Miscellaneous Improvements

\$10,000

These funds are required to perform necessary but unscheduled maintenance and small renovation projects. Approval from the

BG.10

Fiscal Year 2000 Budget Estimate

OPERATING BUDGET NARRATIVE DESCRIPTIONS

Botanic Garden

Personnel Compensation
Increase Requested:

\$2,357,000
\$119,000

This allotment provides for salaries and wages paid directly to employees including paid leave and lump sum annual leave payments upon separation. This allotment also provides for compensation above basic rates including overtime, holiday pay, Sunday pay, night work differential, supervisory differential, and hazardous duty pay. *The increase consists of cost of living adjustments (COLA's) for fiscal year 2000 including the annualization of the January, 1999 COLA for general schedule employees; the COLA for general schedule employees in January, 2000; and the October, 1999 COLA for wage-board employees; and within-grade increases and other pay adjustments.*

Personnel Benefits
Increase Requested:

\$631,000
\$49,000

This allotment provides for personnel benefits for employees including contributions for retirement to the Civil Service Retirement System, the Federal Employees Retirement System, Social Security, and Medicare. Also included are agency contributions to the Federal Employees Health Benefits Program (FEHBP), the Federal Employees Group Life Insurance (FEGLI), chargeback costs of the Worker's Compensation Program, and subsidies paid to employees for commuting costs. *The increase for fiscal year 2000 is attributable to increased costs of agency contributions for employees health benefits and retirement funds.*

Travel

\$900

This allotment has provided funding to pay for travel costs for Botanic Garden employees. Such needs occur when staff have had to visit nurseries to examine new growing stock, and to attend meetings and conferences.

BG.9

OPERATING BUDGET HISTORY

OBJECT CODE	ITEM	ALLOTMENT BEFORE FY 98	B	BASE SINCE FY 1990		FY 1998 ALLOTMENT	FY 1998 OBLIGATIONS	FY 1999 ALLOTMENT	FY 2000 REQUEST
			C	YEAR CHANGED TO % LEVEL					
				1	INITIATED				
APPROPRIATION: BOTANIC GARDEN									
11	PERSONNEL COMPENSATION	\$2,036,000	C		1998	\$2,232,000	\$1,688,000	\$2,238,000	\$2,357,000
12	PERSONNEL BENEFITS	500,000	C		1998	572,000	473,000	582,000	631,000
21	TRAVEL	1,150	C		1998	900	600	900	900
22	TRANSPORTATION OF THINGS	50	C		1995	100		100	100
RENTS, COMMUNICATIONS & UTILITIES									
2301	COMMUNICATION SERVICES	4,000	C		1998	3,000	300	3,000	10,000
2302	PENALTY MAIL	3,000	C		1998	2,000	1,600	2,000	4,000
OTHER SERVICES									
2501	GENERAL ANNUAL REPAIRS	39,000	C		1998	25,000	54,000	25,000	25,000
2509	MISC IMPROVEMENTS	20,000	C		1998	10,000	15,000	10,000	10,000
2533	WASTE DISPOSAL	6,000	C		1998	4,000	2,000	4,000	4,000
2534	COMPUTER SERVICES	13,000	C		1998	4,000	9,000	4,000	25,000
2535	CONTRACTUAL CUSTODIAL CARE		I		1995	16,000	31,000	16,000	84,000
2591	TRAINING	37,000	C		1998	10,000	16,000	10,000	20,000
SUPPLIES AND MATERIALS									
26		151,000	C		1998	117,000	94,000	137,000	187,000
EQUIPMENT									
3193	EQUIP NEW GROWING FACILITIES	50,000	C		1998	10,000	10,000	10,000	10,000
3199	MISC EQUIPMENT	22,000	C		1998	10,000	32,000	10,000	10,000

OPERATING BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The Operating Budget for this appropriation is comprised of all costs associated with the daily care, maintenance and operation of the facilities and activities under the jurisdiction of the Architect of the Capitol. The budget justification for the Operating Budget includes a summary schedule explanatory statement and the associated schedule, followed by the Operating Allotment narratives. The narratives describe the purpose of all operating allotments funded in this appropriation. When changes have been requested for fiscal year 2000, the amount and justification for those changes appear in *italics*.

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all annual operating budget allotments. This narrative is supported by a table that includes the following data: the allotment code number (Object Code), allotment title (Item), and the last funding level before that allotment was increased or decreased to the fiscal year 1998 level (Allotment before FY 98). A two-column designation follows that indicates in the first column a letter code whether that amount was initiated (I), the year changed to the fiscal year 1998 level (C), or has been continued at that base amount (B) since 1990. The second column will indicate for those allotments that have changed before fiscal year 1998 the year of that change. The next several columns will indicate funding levels for fiscal years 1998, 1999 and 2000, as well as the obligations for fiscal year 1998. In accordance with sound financial management practice, these allotments are reviewed and adjusted to reflect changing needs. Increases that cannot be absorbed from other operating areas are requested through the budget process. For fiscal year 1999, several reduced funding levels were reflected due to the closure of the Conservatory. With the newly renovated Conservatory and the National Garden opening in fiscal year 2001, increases are necessary for operating these facilities. Increases therefore have been requested for certain operating allotments in the "Botanic Garden" appropriation.

Schedule C

ARCHITECT OF THE CAPITOL
Botanic Garden
Detailed Analysis of Change by Appropriation

Appropriation, 1999
Minus Nonrecurring Items:
Total, Nonrecurring Items

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. January, 1999 Cost of Living Annualization
2. January, 2000 Cost of Living Adjustment
3. January, 2000 Wage Rate Increase
4. Within-grades and Other Pay Changes
5. Retirement Increases
6. Contributions to Health Benefit Funds

B. Price Level Changes

C. Program Type Changes

1. Legislation

2. Workload

- a. Communications Services
- b. Penalty Mail
- c. Computer Services
- d. Contractual Custodial Care
- e. Training
- f. Supplies and Materials

3. Equipment, Alterations, Maintenance

- a. Design for Administrative Building Renov & ADA
- b. Design, Bartholdi Park Renov & Improvements
- c. Design, Bartholdi Fountain Renovations
- d. Public Signs
- e. Equipment/Start-Up, Conservatory & Natl. Garden
- f. Replace Equipment at Growing Facilities

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 2000

Calculation of Base	
Est. FTE	Amount (\$000)
50	3,052
...	...
2000 Request	
Est. FTE	Amount (\$000)
...	168
...	5
...	20
...	96
...	20
...	6
...	21
...	...
...	...
...	158
...	7
...	2
...	21
...	68
...	10
...	50
...	594
...	100
...	100
...	53
...	60
...	225
...	56
...	920
50	3,972

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORY	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES						TOTAL CHANGE	
	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)
1. Breakdown by Activity:										
Botanic Garden		168						594		920
Total		168					158	594		920
2. Breakdown By Object Class										
11 Personnel Compensation		119								119
12 Personnel Benefits		49								49
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communication & Utilities							9			9
24 Printing and Reproduction										
25 Other Services							99	538		637
26 Supplies and Materials							50			50
31 Equipment								56		56
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total		168					158	594		920

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 98*		FY 99		FY 00		NET CHANGE 00/99	
	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity:								
Botanic Garden	50	30,978	50	3,052	50	3,972		920
Total	50	30,978	50	3,052	50	3,972		920
2. Breakdown by Object Class								
11 Personnel Compensation		1,688		2,238		2,357		119
12 Personnel Benefits		473		582		631		49
13 Benefits to Former Personnel								
21 Travel		1		1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		2		5		14		9
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials		28,678		69		706		637
31 Equipment		94		137		187		50
32 Land and Structures		42		20		76		56
42 Insurance Claims and Indemnities								
Total		30,978		3,052		3,972		920

* Includes Obligations from Prior Year "No Year" Authority.

Botanic Garden

Fiscal Year 2000 Budget Estimate

ongoing at the Production Facility include growing and propagating rare and unusual plants that will be used for the Conservatory and National Garden exhibits.

FISCAL YEAR 2000 BUDGET AND FTE SUMMARY

	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Operating Budget	\$3,016,000	\$3,052,000	\$ 3,378,000
Capital Budget	_____	_____	594,000
Total	\$3,016,000	\$3,052,000	\$3,972,000
FTE	50	50	50

Botanic Garden

Fiscal Year 2000 Budget Estimate

The United States Botanic Garden is comprised of four related operations. First, the organization maintains a large public conservatory. One of the largest structures of its kind, the Conservatory, which opened in 1933, is now closed for renovation. When it reopens in the fall of 2000, it will display tropical and subtropical plants from around the world organized into beautiful elaborately themed exhibits which are designed around focal areas of interest to the public, e.g., a rainforest, a desert, and an ancient primeval forest. Two galleries will become large display halls used to orient the public to the Botanic Garden and to interpret the contributions of plants to the natural world and to human civilization.

Second, the Botanic Garden displays temperate plants in its outdoor grounds. Frederic Auguste Bartholdi Park, across Independence Avenue from the Conservatory, is a garden demonstration landscape. Just over an acre in size, the park contains many theme gardens, each of a size and scale suitable for the urban or suburban home site. The gardens illustrate design principles and display outstanding and unusual woody and perennial plants. Changing seasonal display beds feature eye-catching combinations of annuals and perennials. The focal point of the park is the historic Bartholdi Fountain, named for its creator, Frederic Auguste Bartholdi, designer of the Statue of Liberty. A second outdoor display area will be the National Garden, scheduled to open in 2000. A privately funded project, the National Garden will showcase outstanding native plants from the mid-Atlantic region and the United States, as well as a rose garden to feature the National Flower, a First Ladies Water Garden, a butterfly garden, the Senator John Heinz Environmental Learning Center, and a small amphitheater.

Third, the Botanic Garden presents a full slate and variety of public programs for adults and children about plants and their significance. Offerings include classes, special exhibits, seasonal floral displays, lecture series, informational brochures and other publications, school programs, public tours, and off-site presentations. Public programs are expected to expand with the opening of the privately funded Senator John Heinz Environmental Learning Center, the first and only facility at the Botanic Garden designed specifically for educational programming.

The fourth major responsibility of the Botanic Garden is the production of plants at, and maintenance of, the D.C. Village Production Facility. The facility includes approximately 85,000 square feet (about 2 acres) under glass and a 26,000 square-foot support facility. All of the plants used in the Conservatory and Bartholdi Park for seasonal shows, special displays, replacement or additions to the permanent display collections, and theme gardens are grown at the facility. Areas of the greenhouses are also dedicated to growing plants for the Capitol Complex, the Library of Congress, and Congressional offices and functions. Special projects now

BOTANIC GARDEN MISSION STATEMENT

The United States Botanic Garden is an institution of public education dedicated to demonstrating the aesthetic, cultural, economic, therapeutic and ecological importance of plants to the well-being of human-kind. The U.S. Botanic Garden carries out this mission by: Presenting artistic displays of plants, exhibits, and a program of educational activities; promoting botanical knowledge through the cultivation and interpreted display of a collection of plants; fostering plant conservation by acting as a repository for endangered species; and growing plants for the beautification of the Capitol complex. Uniquely situated at the heart of the U.S. government, the Botanic Garden seeks to promote the exchange of ideas and information relevant to this mission among national and international visitors and policy makers.

A botanic garden at the seat of government was the dream of several founders of the nation, including George Washington, Thomas Jefferson and James Madison and the U.S. Botanic Garden can trace its history to these early plans. The main location, at First Street and Maryland Avenue, S.W., includes the Conservatory and two acres of outside grounds. The Conservatory is the primary area for display of tropical and subtropical flora and serves as the focal point for orienting visitors to the botanic garden. Just before it closed for renovation in 1997, it was one of the most visited in the nation, attracting students, scientists, plant enthusiasts, and members of the general public. There is no charge for admission. Across Independence Avenue is Frederic Auguste Bartholdi Park, an outdoor display area. The Botanic Garden's administration building is located in the park. The three acres directly west of the Conservatory is slated to become the National Garden, a privately funded project now in the construction planning stage of development. The D.C. Village Production Facility, located just off Shepherd Parkway in Anacostia, includes 34 greenhouse bays and a large support facility with offices, outdoor growing fields, cold frames, warehouse space, and maintenance shops. This appropriation provides for the care and upkeep of the Conservatory, Administration Building, Bartholdi Park, the plant collection, the gardens and grounds, the Production Facility at D.C. Village and the new National Garden.

The Architect of the Capitol has served as Acting Director of the United States Botanic Garden since July 3, 1934. The Architect is responsible for the maintenance and operation of the garden and for any construction, changes, or improvements made to the garden. The Architect performs his duties in connection with the garden under the direction of the Joint Committee on the Library, which is charged by law with control over the garden.

ARCHITECT OF THE CAPITOL

Botanic Garden

Salaries and Expenses

OFFICE OF THE ARCHITECT OF THE CAPITOL

FISCAL YEAR 2000 BUDGET REQUEST

**BOTANIC GARDEN
SALARIES AND EXPENSES**

ARCHITECT OF THE CAPITOL

Library Buildings and Grounds—continued

Structural and Mechanical Care

LIBRARY BUILDINGS AND GROUNDS
STRUCTURAL AND MECHANICAL CARE

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1998 actual	1999 estimate	2000 estimate
25.4 Operation and maintenance of facilities:			
General annual repairs	95	101	101
Elevator repairs & improvements	38	46	142
Annual elevator repairs & improvements	43		
Maintenance, air conditioning system	161	169	169
Miscellaneous improvements	239	361	300
Replace HVAC eliminator plates, TJB & JAB		150	
Conservation of Blashfield & other murals, TJB		45	
Replace deteriorated piping, TJB		100	100
Replace conveyor controls, JMMB		100	100
Preservation environment monitoring		100	100
JMMB snow melt repair		100	100
Repair roof—east parking lot, TJB		200	
Restore decorative painting		100	100
Replace VSD meter controls		100	100
Emergency exit directional door signs		62	
Operations, A/V conservation center, Culpeper		119	
Book stack lighting control		200	200
Exterior pointing and caulking, Stone work	99	181	140
Fire alarm improvements, Coolidge	13		
Clean air distribution system, Jefferson bldg	76	124	100
Hazardous material abatement	129	155	262
Roof maintenance	12	28	20
Van for use at Special Facilities Center	3	5	4
Replace smoke detectors, JMMB	63	137	
Install additional readers	253	300	
Design, exterior security improvements	200		
Exterior security improvements, LOC		600	
Design, roof fall protection	104		
Design lightning protection, JMMB	34		
Lightning protection, JMMB			180
Replace sprinkler heads, TJB & JMMB	76	124	100
Modify exit doors for compliance, LOC	97	103	
LOC (room & partition) modifications	137	263	200
Training	93	82	80
Other services		51	150
Tenant improvements to St. Cecilia's	1	2	14
Elevator modernization, JAB	31	452	1,360
ADA requirements	69	64	500
Connect/replace electro-mechanical control system with Hill-wide E/M's, JMMB	45	131	
Roof replacement, TJB	458		
Replace electronic book conveyor system	8	132	100
Coolidge-Whitall pavilion renovations	184	61	
Renovation & restoration of TJB & JAB, LOC	248	413	490
Construct book storage module at Ft. Meade	67	611	2,000
Elevator improvements, JMMB	(26)	55	
Upgrade 60 Hertz uninterruptable power supply (UPS)	(209)	336	400
Design A/C system, NW curtain, 2nd Floor, TJB	11	9	
Replace copper on roof vertical walls, TJB	1,429	71	
Fire alarm system upgrade for ADA compliance	145	153	150
Replace sidewalks, TJB & JAB			100
Design, replace halon fire systems			90
Upgrade fire pump electric feeders			150
Replace sprinkler sys flowswitches			100
Replace/upgrade kitchen fire suppression system			175
Design add'l sprinklers, JMMB			100
Fire alarm system testing & maintenance			150
O&M Book Storage Facility, Ft. Meade			83
Book conveyor security			400
Collections security			400
Upgrading cooling of emerg generator, JMMB			350
Design, upgrade book conveyor systems, JTB & JAB			300
HVAC improvements, NW curtain, TJB			150
Audio visual conservation center, Culpeper			500
Construct book storage modules 2, 3, & 4, Ft. Meade			2,000
Total, other services	4,426	6,698	12,720

ARCHITECT OF THE CAPITOL

Library Buildings and Grounds

Structural and Mechanical Care

Program and Financing (in millions of dollars)

Identification code 01-0155-0-1-801	1998 actual	1999 est	2000 est
Obligations by program activity:			
10 00 Total new obligations	12	15	21
Budgetary resources available for obligation:			
21 40 Unobligated balance available start of year	7	7	5
22 00 New budget authority (gross)	12	13	20
23 90 Total budgetary resources available for obligation	19	20	25
23 95 Total new obligations	-12	-15	-21
24 40 Unobligated balance available end of year	7	5	4
New budget authority (gross), detail:			
40 00 Appropriation	12	13	20
Change in unpaid obligations:			
72 40 Unpaid obligations start of year Obligated balance			
start of year	7	5	1
73 10 Total new obligations	12	15	21
73 20 Total outlays (gross)	-14	-18	-21
74 40 Unpaid obligations end of year Obligated balance			
end of year	5	1	1
Outlays (gross), detail:			
86 90 Outlays from new current authority	9	10	17
86 93 Outlays from current balances	5	7	3
87 00 Total Outlays (gross)	14	18	21
Net budget authority and outlays:			
85 00 Budget authority	12	13	20
96 00 Outlays	14	18	21

Object Classification (in millions of dollars)

Identification code 01-0155-0-1-801	1998 actual	1999 est	2000 est
Personnel compensation			
11 1 Full-time permanent	5	5	5
11 5 Other personnel compensation	1	1	1
11 9 Total personnel compensation	6	6	6
12 1 Civilian personnel benefits	1	1	1
25 4 Operation and maintenance of facilities	4	7	13
26 0 Supplies and materials	1	1	1
99 9 Total new obligations	12	15	21

Personnel Summary

Identification code 01-0155-0-1-801	1998 actual	1999 est	2000 est
1011 Total compensable workyears Exempt full-time equivalent employment	144	144	144

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Funded with Prior Year Funding

Fiscal Year 2000 Budget Estimate

Elevator Improvements, Madison Building

This project is complete and will be closed out.

Upgrade 60 Htz UPS

This project was funded in fiscal year 1997. Design is being developed through a partnered venture with the vendor and the U.S. Air Force. Delivery and installation are expected to be complete in fiscal year 2000.

Design an A/C System, NW Curtain, Jefferson Building

This project provided for the design of special environmental equipment to accommodate this area for use for exhibits. The design for this project is underway and will be completed in 1999. Funding to install this system is requested in fiscal year 2000.

Replace Copper on Vertical Roof Walls, Jefferson Building

This project is complete with the exception of some punch list items, and will be closed out in fiscal year 1999.

Exterior Security Improvements, Library of Congress Buildings

The three major buildings comprising the Library of Congress are all vulnerable to terrorist attack. One serious shortcoming is that the Buildings have no protection from forced vehicular entry into underground garages or adjacent to drive up entries and loading dock facilities. To reduce this threat, barrier equipment and additional guard facilities for the operation of remotely controlled barriers would be installed to protect the buildings. Funding was appropriated in fiscal year 1999 to carry out design of this work. The design will be coordinated with the U.S. Capitol Police and the Capitol Police Board and work should be completed in 2000.

LB.44

Fiscal Year 2000 Budget Estimate

Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Funded with Prior Year Funding

Replace Electronic Book Conveyor System, Jefferson Building

Funding was initially provided in fiscal year 1995 to contract for design services for the replacement of the computerized control system for the Library of Congress book conveyor system. Funding for replacement of this system was provided in fiscal year 1996. The budget was based on design provided with funds appropriated in fiscal year 1995. The project will replace the existing computerized control equipment which uses 1970's technology, is obsolete and cannot be repaired as well as manual, mechanical systems dating to the 1930's. The replacement equipment will eliminate current concerns and further address and improve security of collections, quantity and speed of collections processing, dependability and ability to analyze system operations. The project is scheduled to be completed in 2001.

Coolidge Auditorium/Whittall Pavilion Renovations

The project is complete and will be closed out.

Renovation and Restoration of the Jefferson and Adams Buildings

Funding of \$81 million was initially provided in fiscal year 1984 for renovating and restoring the Jefferson and Adams Buildings. The majority of this work is complete. The Library is preparing layout plans for accomplishing the final office moves and all work under this project should be completed in fiscal year 2001.

Construct Book Storage Facility, Ft. Meade

Funding was initially provided in fiscal year 1994 to address the Library's need for expanded collections storage space. After review of various alternative sites, Fort Meade was selected to construct a facility that will provide secure, high-tech storage and retrieval methods and environmentally acceptable space. The project is currently being bid. The estimated completion date for this project is June 2000.

**CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING
NARRATIVE DESCRIPTIONS**

Program for Energy Conservation

Funding was initially provided in fiscal year 1980. The installation of controls for this project could not start until replacement work for the Renovation and Restoration Air Conditioning Modifications was complete. Work now is currently 65% complete and the estimated completion date is projected for fiscal year 2001.

Tenant Improvements to the Special Facilities Center

Funding was provided in fiscal year 1992 for repairs, cleaning and security of the Facility. The ground floor level was assigned for child day care which also included playground facilities. The initial child care center work has been completed. The remainder of the facility is unoccupied.

Connect/Replace Electro-Mechanical Control System, Madison Building

Funding was initially provided in fiscal year 1994 to replace the existing energy management and control system which employs 1970's technology and therefore obsolete and no longer supported by any manufacturer. The system is necessary for operation, control and monitoring of the Madison Building's environmental systems. This work is estimated to be completed in fiscal year 2000.

Replace Roof, Jefferson Building

The work is complete and the project will be closed out.

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITOL BUDGET PROJECTS WITH PRIOR YEAR FUNDING

PAGE	PROJECTS	YEAR FIRST APPROP.	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED 10/1/98	UNLIQUIDATED 10/1/98	ESTIMATED DATE OF COMPLETION
STRUCTURAL & MECHANICAL CARE, LIBRARY BUILDINGS AND GROUNDS									
LB.42	Program for Energy Conservation, LOC	1980 *	484,300	484,300	283,145	283,329	200,971	184	2001
LB.42	Tenant Improvements to Special Services Center	1992 *	1,599,900	1,599,900	1,583,636	1,583,636	16,264	0	Pending
LB.42	Replace EMC System, JMMB	1994 *	562,000	562,000	427,771	430,541	131,459	2,770	2000
LB.42	Roof Replace - Thomas Jefferson Bldg.	1994	7,000,146	7,000,146	6,999,564	7,000,599	(453)	1,035	1998
LB.43	Replace Electronic Book Conveyor System, TJB	1995 *	3,100,000	3,100,000	309,425	2,867,896	232,104	2,538,471	2001
LB.43	Coolidge Auditorium/Whitall Pavilion Renovations	1995	3,749,484	3,749,484	3,682,380	3,688,309	61,175	5,929	1998
LB.43	Renovation & Restoration of Jefferson & Adams Bldgs.	1984 T	80,991,516	80,991,516	80,136,244	80,179,021	812,495	42,777	2001
LB.43	Construct Book Storage Module at Ft. Meade	1994	3,186,000	3,186,000	541,799	574,651	2,611,349	32,852	2000
LB.44	Elevator Improvements, JMMB	1996 *	150,000	150,000	94,798	94,798	55,202	0	1997
LB.44	Upgrade 60 Hertz UPS	1997	750,000	750,000	1,845	13,875	736,125	12,030	2000
LB.44	Design an A/C System, NW Curtain, 2nd Fl, TJB	1997	60,000	60,000	42,851	51,000	9,000	8,149	1999
LB.44	Replace Copper on Vertical Walls, TJB	1998	1,500,000	1,500,000	1,295,043	1,429,243	70,757	134,201	1999
LB.44	Exterior Security Improvements, LOC	1999	200,000	200,000	0	0	200,000	0	2000

* - Funding thru FY 1999 provided over a multi-year period.
T - Funding transferred from another appropriation.

LB.41

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all projects funded in prior fiscal years. These narratives are supported by a financial summary statement that includes the following data: detailed financial, scheduling and cost information are provided for ongoing projects including an account code, project title, the year funds were first appropriated for the project, the total estimated cost, the total amount funded through fiscal year 1999, the obligated, unobligated and unliquidated balances as of October 1, 1998, and the estimated date for project completion.

Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Beginning in Fiscal Year 2002 Fiscal Year 2000 Budget Estimate

This facility will allow the Library to continue its overall plan to vacate the Landover facility before fiscal year 2006. Construction funding will be requested based on the design results. At present, an additional amount of \$6,300,000 has been projected for construction in fiscal year 2004.

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2002

Conservation of Exterior Stone Sculpture
Category: Cyclical Maintenance

\$100,000

The exterior granite sculpture on the Thomas Jefferson Building was placed in 1897. It will be examined by a conservator to determine its structural condition and any need for treatment and cost of treatment. The sculpture includes female figures representing Literature, Science, and Art by Bela Lyon Pratt in the spandrels of the Entrance Porch, nine busts of eminent men in literature in the second floor portico by Herbert Adams, Jonathan Scott Hartley, and Frederick Wellington Ruckstull, figures of children in various poses and the standing figures of a winged cherub in the keystones all modeled by William Boyd. At either end of the attic story are sculptural embellishments of the porch by Boyd. The two rounded pediment sculptures consist of a group of American eagles flanked by two seated children, the whole of which is supported on the shoulder of two Atlases. Thirty-three ethnological heads ornamenting the keystones of the first-story pavilion windows are by William Boyd and Henry Jackson Elliott. Although granite is more durable than marble, it should still be checked for deterioration.

Funds for access by scaffolding or other means will be part of the cost of any needed conservation treatment.

Design of Logistics Warehouse Facility, Ft. Meade
Category: Improvement - Client

\$630,000

The Library is requesting that funds be appropriated to begin the design and planning for a facility to house the Logistics Section of the Contracts & Logistics Division, which is presently housed on the lower level of the Landover Center Annex, leased to the Library through GSA. This section is responsible for warehousing all of the Library's furniture, equipment, and supplies. Design for this facility as a state of the art warehouse is planned for fiscal year 2002.

Fiscal Year 2000 Budget EstimateLibrary Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Beginning in Fiscal Year 2001**\$500,000****Design of Copyright Deposit Facility, Ft. Meade**
Category: Improvement - Client

The Library has requested that funds be appropriated for the planning and design for a facility to house the copyright deposits presently occupying a large portion of the Landover Center Annex, leased to the Library through GSA. Therefore, design funds in the amount of \$500,000 will be requested in fiscal year 2001. This facility will be developed as a state of the art warehouse facility, and would be constructed in fiscal year 2003. This facility will be needed in order for the Library to follow its plan to vacate the Landover-based facility before fiscal year 2006.

Construction funding in the approximate amount of \$5,000,000 will be requested for this work once design is complete. Firm estimates will be available at the completion of design and will form the basis for the construction estimates. It is anticipated that funds will be requested in fiscal year 2003.

Fiscal Year 2000 Budget Estimate

Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Beginning in Fiscal Year 2001

Conservation of Blashfield and Other Murals, Jefferson Building
 Category: Cyclical Maintenance **\$300,000**

The ceiling under the dome of the Main Reading Room in the Thomas Jefferson Building is decorated by murals painted in 1896 by Edwin Blashfield. These murals have never received conservation treatment and were not included in the renovation of the Jefferson Building. The murals were excluded from the renovation project because they were inaccessible so the condition of the murals was indeterminable. Funds were appropriated in fiscal year 1999 to fund the design and purchase of a scaffold that will give conservators access to the murals in the lantern and collar so that treatment proposals and cost estimates can be obtained. A removable modular scaffolding system, similar to that constructed for the Statue of Freedom, will be acquired for this purpose. The need to expedite this project is based on evidence of paint flaking and loss of paint material from the decorative finished areas within the dome and experience with other murals. Funding in the amount of \$300,000 is estimated to be required for conservation of the Blashfield murals. These funds will be requested in fiscal year 2001.

Repair Roof Under East Parking Lot, Jefferson Building
 Category: Cyclical Maintenance **\$1,200,000**

For a number of years leaks have allowed moisture to penetrate through the concrete structure located below the East Parking Lot of the Thomas Jefferson Building. This condition will eventually cause failure of the masonry structure. The proposed work required consists of removal of the parking area blacktop and fill material above the Cellar Area and the installation of a waterproof membrane over the top of the concrete structure to eliminate the moisture penetration. Funding in the amount of \$200,000 was provided in fiscal year 1999. However, since the request was made significant concrete spalling has occurred in the ceiling below and additions investigation work has been done. The fiscal year 1999 funding will be used for investigation of necessary repairs to waterproof the concrete structure, remedial action to halt moisture infiltration, and the preparation of developing bidding documents by a design consultant. The additional investigation of the area has led to the conclusion that some structural work is warranted to assure the long term use of the parking lot and the occupied space located below. The estimate of \$1,200,000 is based on the consultants preliminary report.

Fiscal Year 2000 Budget EstimateLibrary Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Beginning in Fiscal Year 2001

Replace Light Dimmer Systems, Madison Building
Category: Cyclical Maintenance **\$150,000**

The James Madison Memorial Building was constructed with 15 major lighting dimmer systems for control of incandescent lighting and 25 smaller dimmers for control of fluorescent lighting. The equipment is based on 1970's technology and has been obsolete for a number of years. Although the equipment can be repaired, such costs are approaching the replacement value. As a result, systems are taken out of service, or allowed to function on a less than quality basis. Two of the major systems have been replaced in the past and it is proposed with this funding to replace all the remaining systems with state-of-the-art equipment. Funds in the amount of \$150,000 will be requested in fiscal years 2001 and 2002 to accomplish this work.

Painting Interior Arches, Jefferson Building
Category: Cyclical Maintenance **\$150,000**

The eight window vaulted ceiling sections that are incorporated into the Thomas Jefferson Building Reading Room Dome have considerable deterioration of the paint and plaster which was caused by the condition of the metal roof that has recently been replaced. As a result, lead paint and plaster have become loose and must be restored to its original condition. This project will require the erection and removal of rental scaffolding, installed from the top mezzanine level, for the work to be accomplished. It is estimate that repair work in each of the eight sections can be completed in six weeks. The work will include removal of all existing lead-based paint following EPA guidelines. Necessary plaster repairs will follow with proper painting applications for completion. Seven of the sections will be identical with exception of the visitor level which must have a glass enclosure remove and replaced.

The total estimated cost for installation and removal of scaffolding is approximately \$300,000. It is requested that these funds be provided in two increments over fiscal years 2001 and 2002.

Library Buildings and Grounds, Structural and Mechanical Care **Fiscal Year 2000 Budget Estimate**

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2001

Roof Fall Protection **\$2,630,000**
 Category: Life Safety

Buildings in the Capitol complex have been cited for noncompliance with OSHA Standard, sub-part M1926 "Fall Protection". To correct these conditions funding is requested to engage consultants to survey, program, design and document fall protection systems for all Library Buildings. Fall protection construction funds, estimated at \$2,630,000, will be requested in fiscal year 2001. Since this is a comprehensive program, construction could last three or more years. Design is under contract from funds that were provided in fiscal year 1998 by a reprogramming.

OSHA Standards require Fall Protection for all horizontal and vertical surfaces 6 feet or more above adjacent surfaces (roofs and walls). Trades most frequently requiring Fall Protection include Roofers, HVAC Technicians, Plumbers, Stone Masons, Carpenters, Window Washers and Birdproofing performing regularly scheduled maintenance programs and emergency services.

Design of Screening and Holding Facility for Bulk Materials **\$500,000**
 Category: Security

The Library has requested that funds be appropriated to begin planning for a security screening and holding facility at Ft. Meade, Maryland. Funds for the design phase will be requested in fiscal year 2001, with construction to follow in fiscal year 2003. This facility would provide offsite screening and holding of materials coming to the Library, i.e., Library mail and freight, copyright deposit materials, and Exchange and Gift Division materials. The facility would also be used for screening and holding copyright deposit materials presently coming to and being housed at the Landover facility. The facility will provide the space needed to have enhanced security screening offsite for materials coming to the Library, similar to that performed at the offsite security facility used by the Capitol Police.

Firm estimates will be available at the completion of design and will form the basis for the construction estimates. These funds were requested and denied in fiscal years 1998 and 1999.

**Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Beginning in Fiscal Year 2000**

Fiscal Year 2000 Budget Estimate

The funds reflected in this "No Year" request are for construction design review and oversight. Any request for appropriated funds will not exceed a three-to-one gift-to-appropriated funds ratio.

Construct Book Storage Module Number 2, Ft. Meade

Category: Improvement - Client **\$4,000,000**
Priority: 1-B

The Library is requesting that funds be appropriated in fiscal year 2000 for a second "Harvard" type facility to be constructed to house paper based non-book materials such as manuscript containers, sheet music, prints, and photographs. Relocation of these materials will relieve overcrowding in the remaining collections of their respective areas. The Library has requested that construction take place in fiscal year 2000, with occupancy in fiscal year 2001. Future requests will occur in fiscal years 2002 and 2003 for additional book storage modules. These funds are requested on a "No Year" basis.

**Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Beginning in Fiscal Year 2000**

Fiscal Year 2000 Budget Estimate

and is requested on a "No Year" basis. Funds to implement this system integration, estimated at \$3.3 million, will be requested in fiscal year 2001.

HVAC Improvements, Northwest Curtain, Jefferson Building

Category: Improvement - Client

\$350,000

Priority: 2-A

The Second Floor Northwest Curtain of the Thomas Jefferson Building was provided with major improvement under the Renovation and Restoration project for the Library of Congress. However, the required special environmental equipment to accommodate the space for use for exhibits was not provided. To enable this space to be used consistent with Library of Congress planning will require the installation of additional air conditioning and humidity control equipment specifically designed for this space, similar to that provided for the Southwest Curtain.

The estimate is based on similar work performed in the Southwest Pavilion. Design for this project is underway funded with a reprogramming approved in fiscal year 1996. The work is anticipated to be competitively bid to a contractor. These funds are requested on a "No Year" basis. These funds were requested and denied in fiscal years 1998 and 1999.

Audio Visual Conservation Center, Culpeper, Virginia

Category: Improvement - Client

\$500,000

Priority: 1-A

The Library is working with the Architect of the Capitol and a private donor to acquire property owned by the Federal Reserve of Richmond in Culpeper, Virginia. Once the facility is acquired, the Library plans to use the existing facility for an audio visual conservation center.

Ownership of the facility is planned to be transferred to the Architect of the Capitol in fiscal year 2001. The Architect and the Library will operate the facility in a skeleton mode while initial construction improvements are being made by the private donor. These initial construction efforts will begin the process for developing the Culpeper site to properly house the Library's vast acetate and nitrate film collections now housed in Landover Center (GSA leased space) and Wright-Patterson Air Force Base (Air Force leased space).

LB.32

Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

for the Renovation and Restoration Project and the Jefferson Building roof replacement project, were cleared for reuse by fiscal year 1998. The project will replace 9,000 square yards of existing sidewalk.

The cost of sidewalk replacement is based on a contractor lump sum bid, using previous costs with similar sidewalk replacement programs on the Capitol Grounds. Funds in the amount of \$100,000 are requested in each of the next five fiscal years to accomplish this work. This project was requested and denied in fiscal years 1998 and 1999.

Lightning Protection, Madison Building

\$180,000
 Priority: 2-B

Category: Improvement - AOC

Funds in the amount of \$40,000 were reprogrammed in fiscal year 1998 to design lightning protection for the Madison Building. This project is similar to other lightning protection efforts being undertaken throughout the Capitol complex. Funding in the amount of \$180,000 is requested in fiscal year 2000 on a "No Year" basis for the installation of the system.

Design, Upgrade Book Conveyor System, Jefferson and Adams Buildings

\$300,000
 Priority: 2-C

Category: Improvement - AOC

Funding in the amount of \$3,100,000 was appropriated in fiscal year 1995 to replace the 53 obsolete computer control stations of the James Madison Memorial Building portion of the book conveyor system for the Library of Congress. This work is progressing well and will enable continued operation of the existing system and provide for future expansion of control in the Jefferson and Adams Buildings.

The scope of work for this request includes designing the replacement of 37 existing control stations, the integration of the Jefferson and Adams Buildings conveyor systems onto the Madison Building system, and the modification and replacement of portions of the mechanical equipment. The equipment serving the Jefferson and Adams Buildings is 45 years old and totally obsolete requiring the in-house manufacture of parts to keep the systems operational. The Adams Building equipment requires the integration of one vertical riser with 14 control stations onto the Madison Building system. Each building will require some structural and space rearrangement to accommodate the needed modification and replacements. Design of the integrated system is estimated to be \$300,000

Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

zone of the sprinkler system be equipped with a flow switch that indicates water flow should a sprinkler head discharge water. An alarm is generated at the LOC fire alarm control center to cause proper action to follow.

Several years after the flow switches had been installed, it was discovered the metal housing for the switch was in a state of deterioration and the cause for the switch to malfunction. Further investigation revealed that the switches were designed for a black iron pipe system and when used with copper, the metal would disintegrate. There are 250 zones that require replacement flow switches.

The total estimated cost includes purchasing replacement flow switches, temporary labor for installation and construction management services to oversee the work.

Book Conveyor System Security

\$400,000

Category: Security
Priority: 2-A

The Library of Congress has requested that increased security be provided to its collections while they are being transported on the book conveyor system. A significant risk to the collections exists when these material are in transit. The last major physical security survey of the Library identified vulnerabilities in the book conveyor system servicing the Jefferson and Adams Buildings. In addition, the Library Security Plan cites the need to secure collections material during movement or transit within the confines of the Library buildings. The proposed expansion of book conveyor security features would include electronic card reader based access to control room spaces; generation of records of all transactions and access activities; installation of security equipment for control stations; and the construction of secure enclosures for some of the stations. The requested funding will provide for a one-time system upgrade for all Library buildings. These funds are requested on "No Year" basis. This project has been approved by the Capitol Police Board.

Replace Sidewalks, Jefferson and Adams Buildings

\$100,000

Category: Cyclical Maintenance
Priority: 2-A

The sidewalks at the street curbs and throughout the grounds at the Thomas Jefferson and John Adams Buildings have deteriorated to become a safety concern for staff and the public. Walks currently restricted from use because of construction site needs

Additionally, the automatic shut-off of power to the cooking equipment in the event of a fire suppression system activation will also be accomplished as part of this project, in accordance with fire code requirements.

The estimate is based on the costs associated with the complete replacement, testing and certification of the fire suppression system that was installed on the food serving/preparation line and in the kitchen of the Longworth House Office Building food court.

Design for Installation of Additional Sprinklers, Madison Building

Category: Life Safety **\$100,000**
Priority: 1-B

Modifications to the Madison Building sprinkler system are needed to comply with fire protection codes for current and use of space in the building. Primarily, installation of additional sprinklers is required for compliance fire codes.

The Madison Building was designed in the 1970's and complied with the relevant fire protection codes of that time. Accordingly, certain areas of the building were not required to have sprinklers. Current codes require sprinkler protection in all spaces. There are several large spaces, such as the Atrium and First Floor Exhibit area, that require sprinklers to reflect the current and future use of the space. Other areas that require sprinklers include all utility closets through the building.

This request is made to provide funding in fiscal year 2000 for the design required to review all space and existing systems so that modifications can be made with subsequent request for future funding to accommodate the necessary installation work. It is estimated that funding in an approximate amount of \$300,000 will be required in fiscal year 2001 to perform the work. However, once final design is performed an accurate estimate will be prepared and form the basis for the fiscal year 2001 request.

Replace Sprinkler System Flow Switches

Category: Cyclical Maintenance **\$100,000**
Priority: 1-A

The sprinkler system flow switch replacement is necessary due to the deterioration of the original equipment. The fire sprinkler systems for the Thomas Jefferson and John Adams Buildings were provided with a copper piping system. The system requires that each

near future. Therefore, an alternate fire suppression system must be designed and provided. The Halon system located in the Jefferson Building Rare Book Stacks will need to be replaced in the future. Design solutions for this space have not yet been resolved. These funds are requested to design a replacement system for the telephone transfer switch stations and the Main Computer Center. Funds in the amount of \$400,000 will be requested to install replacement fire suppression systems in fiscal year 2002, and a reduced amount of \$200,000 will be required for fiscal year 2003 to complete the installation and dispose of the Halon in an environmentally approved manner. Once a suitable design for the Rare Book Stacks has been determined, funds will be requested to carry out that project.

Upgrade Fire Pump Electric Feeders, Library Buildings

\$150,000

Category: Life Safety

Priority: 1-A

Funding in the amount of \$150,000 will be requested to provide for the replacement of the fire pump electric feeders in the Jefferson and Adams Buildings in order to comply with the National Fire Code and the National Electric Code. In order to ensure that the fire pump electric service does not fail during a fire emergency the electric service to the fire pumps must be capable of withstanding severe fire exposure of specified duration and intensity. This upgrade will provide that assurance.

Replace and Upgrade Kitchen Fire Suppression Systems

\$175,000

Category Life Safety

Priority: 1-B

Funding in the amount of \$175,000 is requested to replace the fixed fire suppression systems protecting the cooking surfaces in the Kitchens of the Thomas Jefferson Building, John Adams Building, and the James Madison Memorial Building of the Library of Congress. The existing fire suppression systems utilize a dry chemical extinguishing agent which is not effective in suppressing fires involving the cooking oils now used in the kitchens. It is anticipated that the National Fire Protection Association consensus committee responsible for this kitchen fire suppression system standard will be withdrawing it from the list of National Fire Codes since this fire suppression system equipment will no longer be approved by the Nationally Recognized Testing Laboratories (NRTL).

The project will include the complete removal and replacement of all existing kitchen fire suppression systems in the Thomas Jefferson, John Adams and James Madison Buildings that do not meet the most current fire codes and do not contain the appropriate fire suppression agent for the hazards now encountered in the kitchens and other food preparation areas, such as carry-out restaurants.

Fiscal Year 2000 Budget EstimateLibrary Buildings and Grounds, Structural and Mechanical Care

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2000

Upgrade Cooling of Emergency Generator, Madison Building
 Category: Life Safety **\$350,000**
 Priority: 1-C

The diesel generators that serve the Madison Building's emergency power supply require an upgrade to their cooling systems. The National Electric Code requires the emergency source of power shall not be solely dependent upon municipal water supply for their cooling systems. Currently, the diesel engines of the four emergency generators in the Madison Building are cooled by chilled water from the Capitol Power Plant. In case of a failure of the PEPCO substation serving the House side of the complex including the East Chiller Plant and the Madison Building or a city-wide power failure, chilled water would not be available to cool the diesel engine. This would prevent the emergency diesel generator from starting to restore power to life safety equipment resulting in a total blackout at the Madison Building.

The total scope of this project includes design, construction, and testing of an independent, stand-alone cooling system for the four emergency generators in the Madison Building. The cooling system would provide required cooling to the generators for their full range of power operation. The cooling system would consist of air-cooled remote radiators located either inside the building with adequate air intake and exhaust arrangement or outside the building where consideration for noise and aesthetics could be addressed. Other options would be explored with considerations for the ability of the engines' jacket water pump capacity and the impact of the design on the engines' performance. The basis for this estimate includes design by a consulting engineer, materials for the new cooling system, and installation supervised by the Construction Management Division. The total amount of \$350,000 is requested on a "No Year" basis in fiscal year 2000.

Design to Replace Halon Fire Suppression Systems
 Category: Life Safety **\$90,000**
 Priority: 2-A

Halon fire suppression systems are currently installed in the telephone transfer switch stations located in each of the Library of Congress Buildings and in the Madison Building Main Computer Center. The replacement of these systems will be mandated in the

Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Funded in the Base

Fiscal Year 2000 Budget Estimate

Preservations Environmental Monitoring
Category: Improvement - Client

\$100,000
Priority: 2-A

The Library of Congress Preservation Directorate has requested that comprehensive coverage be provided on the status of temperature and humidity in collection storage areas. The information will be used to determine the effect on the collections that are attributable to environmental conditions and fluctuations. The information will be transmitted using the existing AOC Hill-wide Energy Management and Control System (EMCS).

A section of the book stacks was provided with monitors that were installed by in-house forces in 1993. This estimate provides for expansion of the monitoring to include all book stack and collection storage areas. Funding in the amount of \$100,000 was appropriated in fiscal year 1999 to begin the work, and is requested in each of the next two fiscal years to complete the project.

**Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Funded In the Base**

Fiscal Year 2000 Budget Estimate

systems that control the indoor environment necessary to protect the valuable Library collections. It is very important to proceed with this program to assure that the Library collections are not damaged due to inadequately controlled indoor environments. An amount of \$100,000 was appropriated in fiscal year 1999 and will remain in the base through fiscal year 2002 to complete the project.

Replace Convector Controls, Madison Building

\$100,000
Priority: 2-A

Category: Cyclical Maintenance

The control valves for the convector HVAC units located at the perimeter of the James Madison Memorial Building on the Sixth Floor have disintegrated. Loss of the convector control valves has caused total failure of most of the units. Funding has been provided for the purchase of the necessary replacement equipment, and is currently available. Approximately 40% of the control equipment has been installed. The installations are very labor intensive, and in order to complete these on a timely basis, additional funding is requested to hire temporary labor or contractual assistance to carry out the work. Funds in the amount of \$100,000 were appropriated in fiscal year 1999 to begin the work, and the funding in fiscal year 2000 will complete the project.

Book Stack Lighting Controls, Jefferson and Adams Buildings

\$200,000
Priority: 2-A

Category: Improvement - AOC

To eliminate past and current problems with the control of lighting in the Thomas Jefferson and John Adams Buildings book stacks, this project will provide for the replacement of the existing lighting control equipment with low voltage control relays and motion sensors. The new equipment will enable lighting to operate commensurate with the demand imposed by those using the book stacks. Further, the existing equipment is obsolete, energy inefficient and deteriorated causing replacement to be essential. This project will enable the book stack area lighting to be controlled in a similar fashion to that which was installed as part of the Renovation and Restoration Project. These funds were appropriated in fiscal year 1999 to begin the work, and are requested in each of the next two fiscal years to complete the project.

Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Funded in the Base

Fiscal Year 2000 Budget Estimate

Replace Electrical Snow Melting Equipment, Madison Building

\$100,000

Category: Cyclical Maintenance

Priority: 2-A

The existing entry stairs and landings at the four entries to the James Madison Memorial Building were provided with a copper sheathed electrical snow melting system. Due to deterioration of the copper sheathing, most of the wiring has shorted and is no longer functional. The need to keep these entries free from snow and ice is a major safety consideration during winter periods. It is proposed to replace the existing circuits with a stainless steel sheath covered conductor which will eliminate past problems. The replacement requires that all existing masonry units of granite be removed to allow the installation of the replacement cable.

The work will be accomplished through separate construction contracts for each entry based on bid document specifications. Funds to begin the program were appropriated in fiscal year 1999 and the funds requested in 2000 will complete the program.

Restore Decorative Painting, Jefferson and Adams Buildings

\$100,000

Category: Cyclical Maintenance

Priority: 2-A

The renovation and restoration of the Jefferson and Adams initiated the rehabilitation of decorative painting in certain areas of the buildings. Maintenance forces have employed some staffing for this activity. However, it is estimated that there is at least nine more years of work to complete the rehabilitation of the decorative painting. This request is to provide the second funding increment for this ten year program (funded in \$100,000 increments annually). The funds will be used to contract out for the decorative painting effort. Biannual inspections of the murals and other painted surfaces will also be conducted by a professional conservator as part of the building conservation program.

Replace Variable Speed Drives, Jefferson and Adams Buildings

\$100,000

Category: Cyclical Maintenance

Priority: 2-A

When the renovation and restoration of the Jefferson and Adams Buildings was begun in the mid-80's, replacement of 20 variable speed drive motor control units was included as part of the renovation program. The replacement equipment installed by the contractor has proven to be more costly to maintain than actual replacement costs. These control units are connected to the HVAC

LB.24

**Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Funded in the Base**

Fiscal Year 2000 Budget Estimate

Adams Fourth Floor have been purchased and are available for installation. Funds in the amount of \$100,000 are requested in each of the next three fiscal years to install replacement heads. The work will be completed in 2002.

Collections Security

Increase Requested

Category: Security

\$1,000,000

\$700,000

Priority: 1-A

The Library has requested the installation of additional card readers and detectors that are related to collections security. These installations will be undertaken by the Library's Security Office and coordinated with the U.S. Capitol Police's Physical Security Division. The devices are needed throughout the interiors of all three buildings, to correct deficient collections security. The Library's security consultants have recommended the installation of a large number of sensors and card readers, which must be accomplished in a coordinated manner. Funds in the amount of \$1,000,000 are requested on a "No Year" basis in fiscal years 2000 and 2001, and an additional amount of \$800,000 will be requested in fiscal year 2002 to complete this work. This project has been approved by the Capitol Police Board.

Replace Deteriorated Piping, Jefferson Building

Category: Cyclical Maintenance

\$100,000

Priority: 2-A

Existing piping that supplies water to the heating and cooling system serving the HVAC equipment for the Main Reading Room of the Thomas Jefferson Building has deteriorated to an unsafe and unreliable condition. Much of the piping is covered with asbestos which must be removed before replacement of the piping can start. The work is scheduled to preclude possible damage from leaking pipes and operational equipment outages. Work has been initiated using in-house forces to replace control piping and equipment in five of the eight stairwell areas of the Octagon. The funding provided by this request will replace eight of the vertical riser piping shafts and the horizontal piping located in the Cellar Level of the Octagon.

The work is scheduled to be accomplished by the Construction Management Division using temporary employees. Funds are requested in each of the next three fiscal years to replace the deteriorated piping.

**Library Buildings and Grounds, Structural and Mechanical Care
Capital Budget Projects Funded in the Base**

Fiscal Year 2000 Budget Estimate

services (ramps, stairs, platform lifts, elevators, protruding objects, ground and floor surfaces, signage, doors and doorways, alarms, etc.). Priorities for this work are also provided by key staff of the Library but not the Office of Compliance that considers the Library outside of its jurisdiction.

The current priority for the use of previously appropriated and fiscal year 2000 funds is the redesign (presently underway) and modification of major toilet stacks in the Madison Building. It is expected that resolving the accessibility problems of these toilet rooms will require much of the ADA funding. Also, the Library has asked the Architect to consider the modification of the staff entrance to the Madison Building at the corner of C and 1st Streets, S.E., near the Metro Capitol South subway stop. This will require extensive design and modification, including the addition of an automatic lift due to the significant change in elevation between the sidewalk and interior building floor level. The estimated completion of all ADA work is in fiscal year 2003. These funds are appropriated on a "No Year" basis.

Elevator/Escalator Modernization, Library Buildings

Category: Cyclical Maintenance

\$360,000

Priority: 1-A

Funding was initially provided in fiscal year 1993 to modernize the vertical transportation equipment for the Library of Congress. Thirty-eight elevators and four escalators will be either replaced or upgraded to enable continued, safe, reliable service for the Library of Congress. The estimated completion for this work will be in fiscal year 2003. These funds are appropriated on "No Year" basis.

Replace Sprinkler Heads, Library of Congress Buildings

Category: Cyclical Maintenance

\$100,000

Priority: 1-A

Due to the defective design of sprinkler heads that were installed in the three Library of Congress Buildings, it is necessary to replace all sprinkler heads with ones that will not fail and cause damage to the Library's Collections and facilities. Work started in 1990 in the Madison where approximately 10% of 18,000 heads have been purchased and replaced. The replacement of heads in the Jefferson and Adams Buildings are complete with exception of the Fourth Floor of the Adams Building. All replacement heads for the

LB.22

Library Buildings and Grounds, Structural and Mechanical Care **Fiscal Year 2000 Budget Estimate**

**CAPITAL BUDGET PROJECTS FUNDED IN THE BASE
NARRATIVE DESCRIPTIONS**

Fire Alarm System Upgrade, ADA
Category: Life Safety

\$150,000
Priority: 1-A

Funding in the amount of \$150,000 was appropriated in fiscal year 1998 to begin a program to provide for upgrade of the fire alarm system, including visual signaling devices and other equipment, for compliance with the Americans with Disabilities Act and Congressional Accountability Act. Recent changes in and clarification of ADA requirements require modification to previously installed devices as well as the addition of new equipment. Due to the significant impact device installation will have on occupied public spaces and historically sensitive areas, funding has been requested over a three year period. These funds will complete the program, and are provided on a "No Year" basis.

This estimate is based on the approximate fire alarm system costs incurred during renovation of the Thomas Jefferson and John Adams Buildings where a portion of the installation was completed to comply with ADA.

ADA Requirements
Category: ADA

\$200,000
Priority: 1-A

Funding was initially provided in fiscal year 1994 to correct deficiencies that exist in Library of Congress facilities that affect employees and visitors with disabilities. Although much progress was made in the Jefferson and Adams Buildings during the massive renovation and restoration project and in all buildings over the past six years, accessibility problems remain and consequently the AOC needs to continue with this work.

The work involves design and construction projects to modify elements of the Library of Congress buildings to ensure that persons with disabilities have access to the buildings and their public areas and services. The priorities for this work are generally compatible with priorities established by the Americans with Disabilities Act (ADA): 1) building entrances; 2) public toilet rooms (water closets, toilet stalls, urinals, lavatories and mirrors, etc.); and 3) interior paths of travel to most essential public areas and

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITAL PROJECTS FUNDED IN THE BASE

PROJECTS	YEAR FIRST APPROP.	NOTE	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	ADDITIONAL FUNDING REQUIRED	AMOUNT IN FY 2000 BASE	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED 10/1/98	UNLIQUIDATED 10/1/98
LIBRARY BUILDINGS AND GROUNDS STRUCTURAL & MECHANICAL CARE										
Fire Alarm System Upgrade for ADA Compliance	1998	1	450,000	300,000	150,000	150,000	0	145,000	155,000	145,000
ADA Requirements, LB&C's	1994	1	2,000,000	1,200,000	800,000	200,000	218,398	235,728	964,272	17,330
Elevator/Escalator Modernization, LOC Buildings	1993	1	3,940,000	2,570,000	1,440,000	360,000	707,869	707,869	1,812,131	0
Replace Sprinkler Heads, TJB & JMMB	1998	1, 2, 3	700,000	400,000	300,000	100,000	76,200	76,200	123,800	0
Collections Security	1998	1, 2, 4	3,350,000	550,000	2,800,000	300,000	0	0	300,000	0
Replace Deteriorated Piping, TJB	1999	2	400,000	100,000	300,000	100,000	0	0	100,000	0
Snow Melt Repairs, JMMB	1999	2	200,000	100,000	100,000	100,000	0	0	100,000	0
Restore Decorative Painting, TJB & JAB	1999	2	1,000,000	100,000	900,000	100,000	0	0	100,000	0
Replace VSD Motor Controls, TJB & JAB	1999	2	400,000	100,000	300,000	100,000	0	0	100,000	0
Replace Convectector Controls, JMMB	1999	2	200,000	100,000	100,000	100,000	0	0	100,000	0
Book Stack Lighting Controls, TJB & JAB	1999	2	600,000	200,000	400,000	200,000	0	0	200,000	0
Preservations Environment Monitoring	1999	2	300,000	100,000	200,000	100,000	0	0	100,000	0

Notes:

- 1 - Funding thru FY 1999 provided over a multi-year period.
- 2 - Funding provided on an annual basis.
- 3 - Funded on No Year Basis - FY 1998
- 4 - Initial Funds Provided by a Reprogramming of Annual Funds

Library Buildings and Grounds, Structural and Mechanical CareFiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS FUNDED IN THE BASE

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all ongoing No Year projects funded in the budget base. This narrative information is supported by a financial summary statement. The detailed financial, scheduling and cost information that is provided for ongoing projects includes a project title, the year funds were first appropriated (or reprogrammed) for the project, the total estimated cost of the project, the total amount funded through fiscal year 1999, the amount that is required to be appropriated to complete the project, the total amount funded in the budget base for fiscal year 2000, the expended, obligated, unobligated and unliquidated balances as of October 1, 1998, and when applicable the estimated date for project completion.

ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PAGE	CATEGORY	PROJECTS	FY 1999 APPR	DESIGN STUDY	PROJECT FUNDING REQUIREMENTS										ADDITIONAL FUNDING REQUIRED	FUNDING THRU FY 1999	TOTAL ESTIMATE PAST AND FUTURE FUNDS	TYPE OF FUNDS	PRIORITY
					FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005	FY 2009								
FUTURE PROJECTS																			
LB.34	Life Safety	Roof Fall Protection				2,630,000						2,630,000	165,000		2,795,000				
LB.34	Security	Screening/Holding Facility for Bulk Materials				500,000						5,500,000			5,500,000				
LB.35	Cyclical Maint	Replace Light Dimmed Systems, IMMB				150,000	150,000	5,000,000				300,000			300,000				
LB.35	Cyclical Maint	Painting Interior Arches, TJB				150,000	150,000					300,000			300,000				
LB.36	Cyclical Maint	Conservation of Bluefield & Other Murals, TJB		45,000		300,000						300,000	45,000		345,000				
LB.36	Cyclical Maint	Repair Roof Under East Parking Lot, TJB		200,000		1,200,000						1,200,000	200,000		1,400,000				
LB.37	Improvement - Client	Copyright Deposit Facility, Ft. Meade				500,000		5,000,000				5,500,000			5,500,000				
LB.38	Cyclical Maint	Conservation of Exterior Stone Sculpture, TJB					100,000					100,000			100,000				
LB.38	Improvement - Client	Logistics Warehouse Facility, Ft. Meade					630,000		6,300,000			6,930,000			6,930,000				
TOTAL LIBRARY BUILDINGS & GROUNDS			2,155,000	9,405,000	14,415,000	10,540,000	18,360,000	9,500,000	3,480,000	65,821,000	9,320,000			74,841,000					

Priority 1 - Cyclical, 2 - Highly Desirable, 3 - Desirable (A - highest in Category)
Study (S) = conceptual development; Design (D) = working drawings, specification, and estimate development

ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PROJECT FUNDING REQUIREMENTS

PAGE	CATEGORY	PROJECTS	FY 1999 APPR.	DESIGN STUDY	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005 FY 2009	ADDITIONAL FUNDING REQUIRED	FUNDING THRU FY 1999	TOTAL ESTIMATE PAST AND FUTURE FUNDS	TYPE OF FUNDS	PRIORITY
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LIBRARY BUILDINGS AND GROUNDS STRUCTURAL & MECHANICAL CARE

PROJECTS IN THE FY 1999 BASE

LB.21	Life Safety	Fire Alarm System Upgrade for ADA Compliance	150,000		150,000						150,000	300,000	450,000	NY	1-A, Base
LB.21	ADA	ADA Requirements, LB&C's	200,000		200,000								2,000,000	NY	1-A, Base
LB.22	Cyclical Maint	Elevator/Escalator Modernization, LOC Buildings	360,000		360,000							1,250,000	3,960,000	NY	1-A, Base
LB.22	Cyclical Maint	Replace Sprinkler Heads, LOC	100,000		100,000							2,520,000	700,000	Annual	1-A, Base
LB.23	Security - Client	Collection Security	300,000		1,000,000							400,000	3,310,000	NY	1-A, Base
LB.23	Cyclical Maint	Replace Deteriorated Piping, TTB	100,000		100,000							550,000	400,000	Annual	2-A, Base
LB.24	Cyclical Maint	Replace Electrical Snow-Melting System, JHMB	100,000		100,000							100,000	200,000	Annual	2-A, Base
LB.24	Cyclical Maint	Renew Deteriorated Paving, TTB & JAB	100,000		100,000							100,000	1,000,000	Annual	2-A, Base
LB.24	Cyclical Maint	Replace VSD Motor Controls, TTB & JAB	100,000		100,000							100,000	400,000	Annual	2-A, Base
LB.25	Improvement - Client	Replace Conveyor Controls, JHMB	100,000		100,000							100,000	200,000	Annual	2-A, Base
LB.25	Improvement - AOC	Book Stack Lighting Controls, TTB & JAB	200,000		200,000							200,000	600,000	Annual	2-A, Base
LB.26	Improvement - Client	Preservation Environment Monitoring	100,000		100,000							100,000	300,000	Annual	2-A, Base

NEW PROJECTS FOR BUDGET CONSIDERATION

LB.27	Life Safety	Upgrade Cooling of Emergency Generator, JHMB			310,000						350,000		350,000	NY	1-C
LB.27	Life Safety	Replace Main Fire System, LOC Computer Room		D	90,000								690,000	Annual	2-A
LB.28	Life Safety	Upgrade Fire Pump Electric Feeders, LOC Buildings			150,000						150,000		150,000	Annual	1-A
LB.28	Life Safety	Replace/Upgrade Kitchen Fire Suppression Systems			175,000						175,000		175,000	Annual	1-B
LB.29	Life Safety	Install Additional Sprinklers, JHMB		D	100,000						400,000		400,000	Annual	1-B
LB.29	Life Safety	Replace Sprinkler System Flow Switches			100,000						100,000		100,000	Annual	1-A
LB.30	Security - Client	Book Conveyor System Security (Internal LOC Collections)			400,000								400,000	NY	2-A
LB.30	Cyclical Maint	Replace Sidewalks, TTB & JAB			100,000						100,000		500,000	Annual	2-A
LB.31	Improvement - AOC	Lighting Protection, JHMB			180,000						180,000		180,000	Annual	2-A
LB.31	Improvement - AOC	Upgrade Book Conveyor Systems, TTB & JAB		D	300,000						3,325,000	40,000	230,000	NY	2-B
LB.32	Improvement - Client	HVAC Improvements NW Corridor, TTB			350,000						3,625,000		6,725,000	NY	2-C
LB.32	Improvement - Client	Audio Visual Conservation Center, Culpeper			500,000						350,000		350,000	NY	3-A
LB.33	Improvement - Client	Construct Book Storage Modules 2, 3, & 4 ft. Needs			4,000,000						15,500,000		15,500,000	NY	1-A
											4,250,000		12,650,000	NY	1-B

Priority: 1 - Critical, 2 - Highly Desirable, 3 - Desirable (A - highest in Category)
Study (S) = conceptual development; Design (D) = working drawings, specification, and estimate development

CAPITAL BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The objective of the five year Capital Budget is to identify all projects, including those generated from within the agency as well as those identified by clients, which would require funding in this appropriation during fiscal years 2000 through 2004. Using all the information collected during this process, a five-year Capital Budget has been prepared based on currently identified needs. This narrative introduces the Capital Budget and a table summarizes the five year capital budget. The table has been sorted in order to begin with projects funded in the budget base followed by new projects for which funding is requested in the fiscal year 2000 budget. These projects are further sub-sorted by category. A detailed explanation of the project priorities is provided in the General Statement. The Capital Budget projects for fiscal years 2001 through 2004 are sorted in similar manner. Narrative descriptions of these capital projects follow in the same order as they appear in the summary table. Following the Capital Budget narratives is a table summarizing all projects funded with prior year "No Year" monies and related narrative descriptions. The table and narratives include total cost estimate, completion date, and other information.

**Library Buildings and Grounds, Structural and Mechanical Care
Operating Budget**

Fiscal Year 2000 Budget Estimate

areas that have been used by construction trailers and staging areas for many years due to the renovation and roof replacement projects. These areas must now be maintained as grounds and funding is required for this purpose.

Snow Removal

\$5,000

This funding provides for purchase of de-icing materials and equipment for snow removal from walkways, stairs, entrance areas and parking lots. Depending on the depth of snow fall, contractor services are used to assist in the removal of snow from the Library of Congress facilities.

**Library Buildings and Grounds, Structural and Mechanical Care
Operating Budget**

Fiscal Year 2000 Budget Estimate

Of the requested increase, \$6,000 is to meet the rising cost of these materials. An additional \$50,000 is requested for the annual disposal costs for fluorescent light tubes. Due to the mercury content in the tubes, they can no longer be disposed of in the trash. Tubes are now being sent to a special recycling facility for disposal.

**Material Handling and Cleaning Equipment
Increase Requested:**

\$34,000
\$1,000

These funds are used for the purchase of supplies and materials and for the replacement of equipment for material handling and cleaning. *The requested increase is needed to meet rising costs for this work.*

**Movable Partitions
Increase Requested:**

\$75,000
\$19,000

These funds are used to purchase demountable partitions required to accommodate space modifications in the James Madison Memorial Building. *The requested increase is needed to decrease the backlog of partition modification requests.*

Tools for Use at Special Facilities Center

\$2,000

These funds are used to accommodate the special and unique maintenance requirements of the gas fired steam boiler and direct expansion air conditioning system at the Special Facilities Center. The funds are used to purchase tools and special services.

**Care of Grounds
Increase Requested:**

\$25,000
\$5,000

This allotment provides funding used for the care of grounds adjacent to Library of Congress Facilities, which include lawns, plantings, flower beds, tree trimming and pruning, and trash and leaf removal. Further, these funds provide for the purchase of supplies, tools and materials required for grounds maintenance. *The requested increase is to provide funding for care of the grounds*

Library Buildings and Grounds, Structural and Mechanical Care **Fiscal Year 2000 Budget Estimate**

Training **\$80,000**

This allotment is used to train employees in programs such as prevention of sexual harassment, understanding employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office provides supervisory, technical skills and staff development training and sponsors basic educational skills training.

Fire Alarm System Testing and Maintenance **\$150,000**
New Operating Allotment

Funds are requested for a new annual allotment to support the contractual testing of fire and smoke alarm systems. This testing must be performed annually to meet fire and life safety codes.

Operations and Maintenance, Ft. Meade Book Storage Facility **\$83,000**
New Operating Allotment

Funds are requested to operate and maintain the first book storage module for the Library of Congress. Completion is scheduled for June 2000, and thus four months funding is requested for fiscal year 2000. The structure has a very complex structural and mechanical system to maintain the temperature and humidity required for the long term storage of Library materials.

Supplies and Materials **\$618,000**
Increase Requested: **\$56,000**

This allotment provides funds for the purchase of supplies, tools, replacement parts and materials that are needed for the operation, repair and maintenance of the Library's facilities. This allotment also provides uniforms and safety apparel for Library Buildings and Grounds employees.

Library Buildings and Grounds, Structural and Mechanical Care
Operating Budget **Fiscal Year 2000 Budget Estimate**

hazardous materials (an additional \$5,000). The balance of the increase, \$100,000, is due to more aggressive treatment of lead-based paint. Lead-based paint products must continue to be abated due to flaking and disturbances brought about by minor building renovations. This is especially true in the Jefferson and Adams Buildings, where plaster surfaces require expensive removal and repair to successfully abate built-up lead-based paint.

Roof Maintenance

\$20,000

These funds are used for the purchase of supplies and materials for the repair of the Jefferson and Adams Buildings metal roofs and the Madison Building and Special Facilities Center built up roofs.

Van for Use at Special Facilities Center

\$4,000

This van is used to transport materials and personnel needed for the maintenance and operation of the Special Facilities Center Building and Grounds.

Modifications to Library of Congress Facilities

\$200,000

With the downsizing of the AOC organization resulting in reduction of permanent personnel, the Library's demand for modification to existing facilities to accommodate technological and organizational changes remains constant. Most of the modifications effect electrical, HVAC, movable partitions and plumbing systems. This constant demand of approximately 6 man-years consist of electricians, sheet metal workers, carpenters and plumbers. To augment this demand and continue to provide the Library with expected resources and services, funds were appropriated in fiscal year 1998 as a new allotment to hire contractual resources for this purpose.

LB.12

**Library Buildings and Grounds, Structural and Mechanical Care
Operating Budget**

Fiscal Year 2000 Budget Estimate

**Operation of Audio Visual Conservation Center, Culpeper, Virginia
Decrease Requested:**

**\$0
(\$119,000)**

Funds were appropriated in fiscal year 1999 to support the new Culpeper, Virginia facility that was scheduled to be transferred to the Architect of the Capitol during the year. The transfer is now expected to take place during fiscal year 2001. The budget request for fiscal year 2001 will reflect a full year operating cycle.

Exterior Caulking and Pointing

\$140,000

These funds are used for annual maintenance work on the stone and marble facades of the Library buildings. This includes washing, pointing and caulking, as well as stone repairs. This work is ongoing, and is performed by temporary skilled labor paid at Davis-Bacon wage rates.

Clean Air Distribution Duct Systems, Jefferson and Adams Buildings

\$100,000

The cleaning of air distribution duct work has been progressing for several years in the Jefferson and Adams Buildings. The condition of air handling systems to date confirms that this work is essential to comply with indoor air quality requirements. The duct cleaning is approximately 80% complete and will be completed in fiscal year 2000. The work is being accomplished through a combination of service contracts and employment of temporary laborers.

**Hazardous Materials Abatement
Increase Requested:**

**\$262,000
\$120,000**

The removal of asbestos containing materials (ACM) has been progressing for five years and is an ongoing task. Work has been scheduled to repair deteriorated ACM or when equipment repair work makes replacement mandatory. The work is accomplished consistent with OSHA and EPA regulations. The work is accomplished with temporary skilled labor paid at Davis-Bacon wage rates. Additionally, lead paint is found throughout the Library Buildings and is being abated. *The requested increase will provide \$20,000 for increased surveillance and documentation of asbestos-containing materials (\$15,000) and the ability to more aggressively abate these*

**Library Buildings and Grounds, Structural and Mechanical Care
Operating Budget**

Fiscal Year 2000 Budget Estimate

**Elevator Repairs & Improvements
Increase Requested:**

**\$142,000
\$100,000**

This allotment provides funds for the purchase of supplies, materials, tools, equipment and services for the maintenance and repair of the 70 items of elevator equipment including 1 sidewalk elevator, 1 stage lift, 6 dumbwaiters, 4 lifts and 4 escalators installed in the Library of Congress facilities. *The requested increase is needed for annual inspection and testing of elevator equipment by independent contractors.*

**Maintenance, Air Conditioning Systems
Increase Requested:**

**\$169,000
\$4,000**

Provides funds for the purchase of supplies, materials, tools, equipment and services for the maintenance and repair of more than 125 air handling supply and exhaust units, many of which provide environmental conditions that are specifically designed and operated to accommodate the Library's preservation requirements for its collections. To eliminate contaminants from the supply air for the Madison Building, a special filter media is maintained with attendant annual expenses of \$50,000 for the purchase of material.

Additionally, this account provides for the maintenance, repair, replacement and conversion of refrigeration equipment from CFC dependency for labs and cafeteria use, temperature control, direct expansion air conditioning systems for the Special Facilities Center, exhaust fan systems, and central control and monitoring system of HVAC systems. *The requested inflationary increase is needed to meet rising costs.*

Miscellaneous Improvements

\$300,000

These funds provide for the repair, replacement and improvement of Library of Congress facilities. The scope of projects exceed normal maintenance requirements but do not justify a special appropriation request. All expenditure requests are justified and then approved by the Architect of the Capitol.

Library Buildings and Grounds, Structural and Mechanical Care

Fiscal Year 2000 Budget Estimate

OPERATING BUDGET NARRATIVE DESCRIPTIONS

Personnel Compensation
Increase Requested:

\$6,625,000
\$401,000

This allotment provides for salaries and wages paid directly to employees including paid leave and lump sum annual leave payments upon separation. This allotment also provides for compensation above basic rates including overtime, holiday pay, Sunday pay, night work differential, supervisory differential, and hazardous duty pay. *The increase consists of cost of living adjustments (COLA's) for fiscal year 2000 including the annualization of the January, 1999 COLA for general schedule employees; the COLA for general schedule employees in January, 2000; and the October, 1999 COLA for wage-board employees; and within-grade increases and other pay adjustments.*

Personnel Benefits
Increase Requested:

\$1,331,000
\$138,000

This allotment provides for personnel benefits for employees including contributions for retirement to the Civil Service Retirement System, the Federal Employees Retirement System, Social Security, and Medicare. Also included are agency contributions to the Federal Employees Health Benefits Program (FEHBP), the Federal Employees Group Life Insurance (FEGLI), and subsidies paid to employees for commuting costs. *The increase for fiscal year 2000 is attributable to increased costs of agency contributions for employees health benefits and retirement funds.*

General Annual Repairs
Increase Requested:

\$101,000
\$3,000

This allotment provides funds for the purchase of supplies, tools, materials and services necessary for the maintenance, operation, repair and replacement of Library of Congress facilities. *The requested inflationary increase is needed to meet rising costs.*

LB-9

OPERATING BUDGET HISTORY

OBJECT CODE	ITEM	ALLOTMENT BEFORE FY 98	B	BASE SINCE FY 1990	FY 1998 ALLOTMENT	FY 1998 OBLIGATIONS	FY 1999 ALLOTMENT	FY 2000 REQUEST
			C	YEAR CHANGED TO 98 LEVEL				
			I	INITIATED				
APPROPRIATION: LIBRARY BUILDINGS AND GROUNDS								
11	PERSONNEL COMPENSATION	\$5,763,000	C	1998	\$6,013,000	\$5,918,000	\$6,224,000	\$6,625,000
12	PERSONNEL BENEFITS	1,055,000	C	1998	1,144,000	1,065,000	1,193,000	1,331,000
OTHER SERVICES								
2501	GENERAL ANNUAL REPAIRS	94,000	C	1998	98,000	95,000	98,000	101,000
2502	ELEVATOR REPAIRS & IMPROVEMENTS	40,000	C	1998	42,000	81,000	42,000	142,000
2504	MAINTENANCE, A/C SYSTEMS	159,000	C	1998	165,000	161,000	165,000	169,000
2509	MISC IMPROVEMENTS	150,000	C	1998	300,000	239,000	300,000	300,000
2550	OPERATION OF A/V CENTER, CULPEPER		I	1999			119,000	
2560	EXTERIOR CAULKING & POINTING	150,000	C	1996	140,000	99,000	140,000	140,000
2562	CLEAN AIR DISTRIBUTION DUCT SYS, TIB /IAB		I	1992	100,000	76,000	100,000	100,000
2563	HAZARDOUS MATERIALS ABATEMENT	100,000	C	1991	142,000	129,000	142,000	262,000
2566	ROOF MAINTENANCE		I	1991	20,000	12,000	20,000	20,000
2567	VAN, SPECIAL FACILITIES CENTER		I	1993	4,000	3,000	4,000	4,000
2580	MODIFICATIONS TO LOC FACILITIES		I	1998	200,000	137,000	200,000	200,000
2591	TRAINING	34,000	C	1996	80,000	78,000	80,000	80,000
NEW	FIRE ALARMS SYS TESTING & MAINTENANCE		I	2000				150,000
NEW	OPERATIONS/MTC BOOK STORAGE		I	2000				83,000
26	SUPPLIES AND MATERIALS	484,000	C	1998	503,000	581,000	562,000	618,000
EQUIPMENT								
3110	MATERIAL HANDLING & CLEANING EQUIP	35,000	C	1996	33,000	33,000	33,000	34,000
3121	MOVABLE PARTITIONS	55,000	C	1996	52,000	52,000	56,000	75,000
3122	TOOLS, SPECIAL FACILITIES CENTER		I	1993	2,000	2,000	2,000	2,000
3201	CARE OF GROUNDS	17,000	C	1993	20,000	25,000	20,000	25,000
3202	SNOW REMOVAL	4,000	C	1990	5,000		5,000	5,000

LB 8

OPERATING BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The Operating Budget for this appropriation is comprised of all costs associated with the daily care, maintenance and operation of the facilities and activities under the jurisdiction of the Architect of the Capitol. The budget justification for the Operating Budget includes a summary schedule explanatory statement and the associated schedule, followed by the Operating Allotment narratives. The narratives describe the purpose of all operating allotments funded in this appropriation. When changes have been requested for fiscal year 2000, the amount and justification for those changes appear in *italics*.

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all annual operating budget allotments. This narrative is supported by a table that includes the following data: the allotment code number (Object Code), allotment title (Item), and the last funding level before that allotment was increased or decreased to the fiscal year 1998 level (Allotment before FY 98). A two-column designation follows that indicates in the first column a letter code whether that amount was initiated (I), the year changed to the fiscal year 1998 level (C), or has been continued at that base amount (B) since 1990. The second column will indicate for those allotments that have changed before fiscal year 1998 the year of that change. The next several columns will indicate funding levels for fiscal years 1998, 1999 and 2000, as well as the obligations for fiscal year 1998. In accordance with sound financial management practice, these allotments are reviewed and adjusted to reflect changing needs.

Schedule C (Continued)

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Detailed Analysis of Change by Appropriation
(Continued)

I. Adjustments to Base (Continued)

C. Program Type Changes

1. Legislation

2. Workload

- a. Elevator Repairs & Improvements
- b. Hazardous Materials Abatement
- c. Fire Alarm Systems Testing & Maintenance
- d. Operation/Maintenance Book Storage Facility
- e. Disposal of Light Bulbs and Tubes
- f. Movable Partitions

3. Equipment, Alterations, Maintenance

- a. Design, Replace Halon Fire Systems
- b. Upgrade Fire Pump Electric Feeders
- c. Replace Sidewalks, TJB & JAB
- d. Replace Sprinkler System Flow Switches
- e. Replace Kitchen Fire Suppression Systems
- f. Design, Additional Sprinklers, JMMB
- g. Collections Security
- h. Upgrade Cooling of Emergency Generator, JMMB
- i. Book Conveyor System Security
- j. Lightning Protection, JMMB
- k. Design, Upgrade Book Conveyor Systems
- l. HVAC Improvements, NW Curtain, TJB
- m. Audio/Visual Conservation Center, Culpeper
- n. Construct, Book Storage Modules 2,3,4

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 2000

2000 Request	
Est. FTE	Amount (\$000)
...	...
...	522
	100
	120
	150
	83
	50
	19
...	7,495
	90
	150
	100
	100
	175
	100
	700
	350
	400
	180
	300
	350
	500
	4,000
...	7,199
144	19,871

Schedule C

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Detailed Analysis of Change by Appropriation

Calculation of Base	
Est. FTE	Amount (\$000)
144	12,672
Appropriation, 1999	
Minus Nonrecurring Items:	
1. Replace HVAC Eliminator Plates, TJB & JAB	(150)
2. Study, Conservation of Blashfield & Other Murals, TJB	(45)
3. Repair Roof Under East Parking Lot, TJB	(200)
4. Emergency Exit Directional Door Signs	(62)
5. Operations, A/V Conservation Center, Culpeper	(119)
6. Replace Smoke Detectors, JMMB	(100)
7. Design, Exterior Security Improvements	(400)
8. Modify Exit Doors for Compliance	(100)
9. Exterior Security Improvements	(200)
Total, Nonrecurring Items	(1,376)
2000 Request	
I. Adjustments to Base	
Est. FTE	Amount (\$000)
A. Mandatory Pay and Related Costs	
...	539
1. January, 1999 Cost of Living Annualization	5
2. January, 2000 Cost of Living Adjustment	20
3. January, 2000 Wage Rate Increase	322
4. Within-grades and Other Pay Changes	118
5. Retirement Increases	25
6. Contributions to Health Benefit Funds	49
B. Price Level Changes	
...	19
1. General Annual Repairs	3
2. Maintenance A/C Systems	4
3. Supplies and Materials	6
4. Material Handling and Cleaning Equipment	1
5. Care of Grounds	5

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORY	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES				TOTAL CHANGE		
	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		
					FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	
1. Breakdown by Activity:											
Library Buildings and Grounds, Structural and Mechanical Care		539		19				403		6,238	7,199
Total		539		19				403		6,238	7,199
2. Breakdown By Object Class											
11 Personnel Compensation		401									401
12 Personnel Benefits		138									138
13 Benefits to Former Personnel											
21 Travel											
22 Transportation of Things											
23 Rent, Communication & Utilities											
24 Printing and Reproduction											
25 Other Services				7						6,238	6,579
26 Supplies and Materials				6						56	56
31 Equipment				1						20	20
32 Land and Structures				5						5	5
42 Insurance Claims and Indemnities											
Total		539		19				403		6,238	7,199

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 98* ACTUAL		FY 99 ESTIMATE		FY 00 ESTIMATE		NET CHANGE 00/99	
	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity:								
Library Buildings and Grounds, Structural and Mechanical Care	144	12,114	144	12,672	144	19,871		7,199
Total	144	12,114	144	12,672	144	19,871		7,199
2. Breakdown by Object Class								
11 Personnel Compensation		5,917		6,224		6,625		401
12 Personnel Benefits		1,065		1,193		1,331		138
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services		4,426		4,577		11,156		6,579
26 Supplies and Materials		581		562		618		56
31 Equipment		100		91		111		20
32 Land and Structures		25		25		30		5
42 Insurance Claims and Indemnities								
Total		12,114		12,672		19,871		7,199

* Includes Obligations from Prior Year "No Year" Authority.

Library Buildings and Grounds, Structural and Mechanical Care**Fiscal Year 2000 Budget Estimate**

The three main library buildings contain approximately 81 acres of floor area; are equipped with book stacks and shelving containing Library collections totaling approximately 90 million items, consisting of books and pamphlets, manuscripts, and miscellaneous items, such as maps, reels of microfilm and motion pictures, volumes and pieces of music, photographs, prints, unbound newspapers, etc.; contain reading rooms, studies, office and other rooms, shops, and storage space; and are equipped with extensive mechanical equipment, such as refrigeration plant and air conditioning systems in the three library buildings with their related equipment; electrical substation and transformer stations with their switchboards, switchgear, transformers and related equipment; 70 items of elevator equipment including 1 sidewalk elevator, 1 stage lift, 6 dumbwaiters, 4 lifts and 4 escalators; innumerable electrical fixtures and wiring; plumbing fixtures and piping; pneumatic tubes, cafeterias, automatic book carriers, and the automated compact bookshelving in the Madison Building.

FISCAL YEAR 2000 BUDGET AND FTE SUMMARY

	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Operating Budget	\$9,063,000	\$9,505,000	\$10,466,000
Capital Budget	2,510,000	3,167,000	9,405,000
Total	\$11,573,000	\$12,672,000	\$19,871,000
FTE	144	144	144

The Librarian of Congress has included programmatic justifications in his fiscal year 2000 budget request for all facility-related capital improvement projects that are included in Architect of the Capitol's budget request.

LIBRARY OF CONGRESS BUILDING AND GROUNDS, STRUCTURAL AND MECHANICAL CARE MISSION STATEMENT

The Architect of the Capitol is responsible for the structural and mechanical care of the four Library of Congress buildings (the Thomas Jefferson Building, John Adams Building, James Madison Memorial Building, and the Special Facilities Center) and care of the grounds. Additional new book storage facilities are under construction or are planned to be constructed at Fort Meade, Maryland. Also, a new Library facility will be added in the future when the Culpeper Virginia audio visual facility is transferred from a private donor. Additional responsibilities include liaison with various offices of the Library of Congress to coordinate required activities and programs and coordination of construction management activities that affect the operation of the Library buildings. The Architect performs such duties in connection with the Library Buildings and Grounds under the provisions of the Act of June 29, 1922 (42 Stat. 715), as amended, and the James Madison Memorial Building commencing in fiscal year 1979 under the provisions of the Act of October 19, 1965 (79 Stat. 987). Custodial maintenance of the buildings is performed under the jurisdiction of the Library of Congress.

The Supervising Engineer supervises an administrative staff and a Maintenance Division consisting of ten branches: Air Conditioning, Carpentry, Electrical, Elevator, Machining, Masonry, Painting, Pipefitting, Sheet Metal, and Supply. The major responsibility of the Supervising Engineer's Office is to provide the supervision and direction necessary for these branches to perform maintenance and construction work under the jurisdiction of the Architect of the Capitol. The administrative staff is responsible for a variety of office and clerical functions, which include processing daily service calls, scheduling and inspecting projects, preparing reports, and coordinating activities with the Library Environmental Resources Office and Library Integrated Support Services Office, preparing time sheets and personnel action forms, and maintaining sick and annual leave records.

During fiscal year 1998, as part of the ongoing overall agency re-engineering efforts, the Senior Landscape Architect was given oversight responsibility for the Library of Congress grounds and crew. This change in management has led to a consolidated approach to grounds design, management and maintenance. Greater efficiency, crew support and economies are being realized as a result of this consolidation effort.

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Structural and Mechanical Care

OFFICE OF THE ARCHITECT OF THE CAPITOL

FISCAL YEAR 2000 BUDGET REQUEST

LIBRARY BUILDINGS AND GROUNDS
STRUCTURAL AND MECHANICAL CARE

ARCHITECT OF THE CAPITOL

Capitol Power Plant—continued

CAPITOL POWER PLANT OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1998 actual	1999 estimate	2000 estimate
23.3 Communications, utilities, and miscellaneous charges:			
Communication services		1	1
Annual gas	4,311	1,415	2,767
Purchase of electrical energy	19,900	21,896	22,470
Purchase of steam, FHOB	156	248	248
Purchase of chilled water, FHOB	246	252	284
Water and sewer services payment to D.C.	2,661	1,800	6,200
Total, communications, utilities, and miscellaneous charges	27,274	25,612	31,970
25.4 Operation and maintenance of facilities:			
General annual repairs and alterations (includes elevator maintenance)	567	713	734
Miscellaneous improvements	92	108	100
Exterior pointing and caulking	21	30	30
Energy & utilities management service	27		
Hazardous materials abatement	25	25	25
Reinsulate steam lines	114	100	120
Consultant services to reduce emissions	65		
Replace Dealkalizer Resin	37		
Optimization of CPP operations		100	300
Rental of van	3	3	3
Plant development consultant services	5		
Consent decree tree relocation	81		
Replace stack lights	75		
Wall leak, W. Refrigeration Plant	4		
Replace valves in steam/chilled water distribution system		100	100
Update CAD drawings for CPP		60	60
Replace bladder in sump, W. Refrig. Plant		75	
Optimization of chilled water distribution sys		150	
Replace 2 A/C units, 2nd fl., Admin Bldg	15		
Design, automatic sprinkler system	11		
Cooling tower cleaning & testing	54		
Study, extend utility service lines	10		
Training	60	64	64
Procure filter bags			100
Repair bulk oil storage tank			100
Repair, boiler feedwater pumps			122
Install new burners & gas firing on boilers			200
Design emergency generator			75
Replace coal yard belts		180	
Design, Thermal Storage Facility			500
Retube three vickses boilers	46	84	
East Refrigeration Plant chiller conversion (study)		140	
Extend chilled water lines to BG Conserv. & Natl. Garden	10	340	200
East Plant Replacement		3,500	3,500
Unallotted balance		295	200
Total, other services	1,322	6,047	6,533
26.0 Supplies and materials:			
Miscellaneous annual supplies	401	524	535
Personal protective equipment	0	7	7
Uniforms allowance	0	33	33
Fuel: Coal	193	2,250	2,000
Fuel: Oil	1,959	1,905	1,215
Total, supplies and materials	2,553	4,719	3,790

ARCHITECT OF THE CAPITOL

Capitol Power Plant

Program and Financing (in millions of dollars)

Identification code 01-0133-0-1-801	1998 actual	1999 est.	2000 est.
Obligations by program activity:			
00 01 Direct program activity	32	38	44
09 01 Reimbursable program	4	4	4
10.00 Total new obligations	36	42	48
Budgetary resources available for obligations:			
21.40 Unobligated balance available, start of year	1	2	3
22.00 New budget authority (gross)	38	42	49
23.90 Total budgetary resources available for obligations	39	44	52
23 95 Total new obligations	-36	-42	-48
23 98 Unobligated balance expiring	-1		
24 40 Unobligated balance available, end of year	2	3	4
New budget authority (gross), detail:			
Current:			
40 00 Appropriation	34	38	45
Permanent:			
68.00 Spending authority from offsetting collections: Offsetting collections (cash)	4	4	4
70.00 Total new budget authority (gross)	38	42	49
Change to unpaid obligations:			
72.40 Unpaid obligations, start of year: Obligated balance, start of year	4	3	1
73 10 Total new obligations	36	38	44
73 20 Total outlays (gross)	-38	-41	-40
74 40 Unpaid obligations, end of year: Obligated balance, end of year	3	1	5
Outlays (gross), detail:			
86 90 Outlays from new current authority	32	35	36
86 93 Outlays from current balances	4	4	3
86 97 Outlays from new permanent authority	2	4	3
87.00 Total outlays (gross)	38	41	40
Offsets:			
Against gross budget authority and outlays:			
88.00 Offsetting collections (cash) from:			
Federal sources	-4	-4	-4
Net budget authority and outlays:			
89.00 Budget authority	34	38	45
90.00 Outlays	32	38	40

Object Classification (in millions of dollars)

Identification code 01-0133-0-1-801	1998 actual	1999 est.	2000 est.
Direct obligations:			
11 1 Personnel compensation: Full-time permanent	3	3	4
12 1 Civilian personnel benefits	1	1	1
23 3 Communications, utilities, and miscellaneous charges	25	24	30
25 4 Operation and maintenance of facilities	1	6	6
26 0 Supplies and materials	2	4	3
99 0 Subtotal, direct obligations	32	38	44
99 0 Reimbursable obligations	4	4	4
99 9 Total new obligations	36	42	48

Personnel Summary

Identification code 01-0133-0-1-801	1998 actual	1999 est.	2000 est.
Direct:			
1011 Total compensable workyears: Exempt Full-time equivalent employment	78	78	78
Reimbursable:			
2011 Total compensable workyears: Exempt Full-time equivalent employment	19	19	19

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING
NARRATIVE DESCRIPTIONS

Retube Three Wickes Boilers

The three Wickes boilers are over forty years old and beginning to develop random tube leaks. This project was established to completely retube these three boilers. No. 1 boiler was retubed with a completion date of March 30, 1996. The No. 3 boiler was taken out of service in April, 1996 and was completed on December 29, 1996. The remaining boiler (No. 2) was taken out of service in April, 1997 and completed in January 1998. During the installation of co-firing gas burners in the No. 1 boiler, problems were identified in the retubing work. Corrections to these problems are currently being negotiated with the installation contractor. It is expected that the corrections will be made and this project will be closed out in 1999.

Study East Plant Chiller Conversion

The East Refrigeration Plant Chillers use a form of freon refrigerant known as R-12, which is a chlorofluorocarbon (CFC). The manufacture of CFC's was phased out in December, 1995, thus requiring the need to explore alternative refrigerants. This project was established to evaluate the technical and financial impact of phasing out the use of CFC's at the Power Plant, and explore options for replacing the use of R-12 with other refrigerants. This study is the basis for the request to replace the East Refrigeration Plant chillers. The initial increment of funding to begin the design of this program was provided in fiscal year 1998.

Extend Chilled Water Lines to Botanic Garden Conservatory and the National Garden

Funds were appropriated in fiscal year 1998 to extend the Capitol Power Plant chilled water distribution system to the Conservatory site. This will involve the extension of chilled water lines from the current tunnel located in South Capitol Street through the Rayburn Building garage, through the steam distribution tunnels from the Rayburn Building to the Botanic Garden Conservatory. The chilled water lines also will be extended from the Conservatory to the National Garden's Environmental Learning Center under that project. Construction will be performed by in-house personnel supplemented by temporary labor and will be completed in 1999.

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITOL BUDGET PROJECTS WITH PRIOR YEAR FUNDING

PAGE	PROJECTS	YEAR FIRST APPROP.	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED UNLIQUIDATED 10/1/98	ESTIMATED DATE OF COMPLETION
CAPITOL POWER PLANT								
CP.33	Retube 3 Wickes Boilers	1993 *	1,995,000	1,995,000	1,910,656	1,910,815	84,185	1999
CP.33	Study - East Plant Chiller Conversion	1995	200,000	200,000	60,401	60,401	139,599	1999
CP.33	Extend Chilled Water Lines to BG Conserv. & Nat. Gdn.	1998	550,000	550,000	0	9,800	540,200	1999

* - Funding thru FY 1999 provided over a multi-year period.

Capitol Power PlantFiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all projects funded in prior fiscal years. These narratives are supported by a financial summary statement that includes the following data: detailed financial, scheduling and cost information are provided for ongoing projects including an account code, project title, the year funds were first appropriated for the project, the total estimated cost, the total amount funded through fiscal year 1999, the obligated, unobligated and unliquidated balances as of October 1, 1998, and the estimated date for project completion.

Capitol Power Plant
Capital Budget Projects Beginning in Fiscal Year 2002

Fiscal Year 2000 Budget Estimate

in the amount of \$1,250,000 each year beginning in fiscal year 2002..

The basis for the cost estimate is materials received from the consultants.

Trackmobile Rail Car Mover

\$135,000

Category: Cyclical Maintenance

This project is for the replacement of the back-up trackmobile at the plant. A back-up unit is required so that the Power Plant is equipped to move coal cars on its rail siding at all times, even if one unit is out of service for some reason. If Power Plant staff are unable to unload coal, the railroad charges \$60.00 per day per car for demurrage until the cars are released after unloading. This trackmobile will be over 35 years old and most spare parts are not available.

The basis for the cost estimate is unit prices from vendors.

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2002

Repair Constitution Avenue Tunnel
Category: Cyclical Maintenance

\$1,250,000

The Capitol Steam Tunnel structural conditions were reviewed by the consulting engineering firm of T. Y. Lin International in 1989 and a report was submitted on May 1, 1990. This report singles out two locations in which "roughly 75% of the roof slab area and 20% of the side wall area is unsound." These areas exist in the North Carolina Avenue and Constitution Avenue tunnels, the North Carolina Avenue tunnel repairs were completed on July 11, 1994.

The Constitution Avenue section was later reviewed to determine a possible alternate construction method due to the extensive amount of underground utilities and traffic disruption on Constitution Avenue. The alternate design for these repairs, pursuant to a design prepared by T. Y. Lin consulting engineers dated April 13, 1994, is to install supports from inside the tunnel. This method, though not as long lasting, could be used in areas where standard cut and cover techniques are determined to be impractical.

A mock up of this alternate design was constructed in the North Carolina Avenue tunnel and the cost to install this metal support package was determined to be \$2,091 per linear foot of tunnel. The area of the Constitution Avenue tunnel for which T. Y. Lin recommends shoring is 626 linear feet. Therefore the cost to shore Constitution Avenue would be \$1,816,026, plus the cost to remove the deteriorated concrete, sandblast, replace rebar as required, and paint rebar with epoxy is \$141,785.

In several sections of this tunnel, the concrete ceiling has already spalled and fallen. Wooden timbers are presently supporting the ceiling. Although the other sections of the ceiling look good, experience on North Carolina Avenue demonstrated that when sections that appeared good were cut out, the concrete was in as bad a condition as the other sections except nothing had fallen. Since the Constitution Avenue tunnel was constructed at the same time as the North Carolina Avenue tunnel, the whole section of the tunnel from 2nd Street to the Russell Senate Office Building should be included in this repair. Otherwise, work will be done as necessary on an emergency basis until the whole tunnel is finally repaired. Therefore, it is recommended that the whole length of tunnel be repaired and brought back to a safe condition. Since the work will extend over two fiscal years, funds will be requested on a "No Year" basis

Fiscal Year 2000 Budget EstimateCapitol Power Plant
Capital Budget Projects Beginning in Fiscal Year 2001

\$3,000,000

Optimization of Chilled Water Distribution System

Category: Improvement -AOC

The chilled water distribution system for the Capitol Power Plant consists of approximately eight miles of steel distribution piping serving seventeen buildings. During fiscal year 1997 a study was performed to evaluate the chilled water distribution system to determine if improvements could be made to reduce the operating costs of the pumping systems and improve service to the facilities. Revisions would include rebalancing of existing systems, replacement of certain pumps, installation of heat exchangers, etc. It was determined that an investment (currently estimated at \$3,000,000) would result in annual electric savings of over \$500,000 while at the same time reducing distribution system modifications to add additional buildings (such as the United States Capitol Visitors Center) to the central chilled water system. This would result in a simple payback of less than 6 years.

\$2,000,000

Cogeneration Facility Construction Management

Category: Improvement - AOC

This project request is to build a cogeneration plant to produce both electricity and steam. This facility will be developed with a partner from the private sector and will provide the necessary steam to the buildings on the Capitol Hill circuit and provide back-up electrical service to the buildings in an emergency. These funds will provide administrative oversight of the developer in the performance of his job. This facility will also lower air emissions for the plant and place it in a more favorable position regarding compliance with the DC Air Quality standards.

The conceptual design and resulting analysis and estimates were performed by the Bechtel Corporation in 1993-1994. Funding in the amount of \$2,000,000 would be requested on a "No Year" basis in each of five fiscal years to administer such a project. The capital development costs for the project, which are estimated at \$100,000,000, would be provided by a private sector partner.

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Capitol Power Plant

Fiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2001

Roof Fall Protection

\$425,000

Category: Life Safety

Buildings in the Capitol complex have been cited for noncompliance with OSHA Standard, sub-part M1926 "Fall Protection". To correct these conditions the Architect of the Capitol engaged consultants to survey, program, design and document Fall Protection Systems for the Power Plant. Fall protection construction funds will be requested in fiscal year 2001.

Funds were provided in fiscal year 1998 to perform a detailed design analysis and prepare the required construction drawings for the proposed modifications. In addition, the cost estimate for the work would be updated to firm up the anticipated construction costs. The current estimates are order of magnitude figures developed in the recent consultant's study. More exact construction costs will be developed once the design is complete, and the fiscal year 2001 budget will reflect that cost.

Repair South Capitol Street Tunnel

\$1,020,000

Category: Cyclical Maintenance

The South Capitol Street tunnel carries steam and condensate lines from the Power Plant to the House Office Buildings, and from there to the U.S. Capitol Building. The tunnel's concrete trenches have begun to crack and spall, allowing the concrete roof to fall and rest on the steam piping inside. The concrete manholes suffer from the same conditions. Some emergency repairs have already been carried out on the worst sections of the tunnel, but the overall condition of the remaining tunnel is continuing to deteriorate. Therefore, the remaining portions of the structure should be demolished and rebuilt to provide a safe, reliable way to carry steam to the House Office Buildings, the underground garages, and the Capitol. While this structural work is being performed, the steam and condensate lines will be replaced to insure a reliable system for providing steam through the West steam lines. Modern construction methods will restore this system to first-class condition for the foreseeable future.

Capitol Power Plant
Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

pumps, chilled water systems, etc. The estimate is based on A/E design & Construction Management Division supervision of the project with technical support from the Engineering Division. The cost of the actual generator is presently estimated at \$650,000. That cost would be verified by the design and would be requested in fiscal year 2002.

**Capitol Power Plant
Capital Budget Projects Beginning in Fiscal Year 2000**

Fiscal Year 2000 Budget Estimate

lbs. per million BTU. If the maximum emission levels go below the level achievable through the adjustments described above it is currently proposed to replace the existing burner units with new, modern low NOx duel fuel burners. There are several benefits to the oil/gas fired burners. First, the new burners would lower NOx emissions to the environment. Second, the new burners would also lower the costs for emission fees to the D.C. Government. Finally, the new burners are more efficient, using less fuel to operate, thus reducing operating costs. Funding to install a burner on one oil boilers is requested for fiscal year 2000. Funding for the remaining three burners will be requested in fiscal year 2002 after successfully installing and testing the first one.

The basis for the cost estimate is unit prices from vendors.

Design, Thermal Storage Facility
Category: Improvement - AOC

\$500,000
Priority: 3-A

This project is requested to design and construct a chilled water thermal storage facility near the Capitol Power Plant. By storing chilled water in a large tank, this water can be utilized during the day to supplement the chilled water produced by the plant chillers. By doing this, the tonnage produced during the day can be reduced and the chilled water can be replenished during the night when electric costs are lower. Use of the tank during the day avoids use of some chillers which would otherwise be needed and required. This project also ties in with modification work in the East Refrigeration Plant.

A study performed by ZBA Consultants is the basis for the general estimate on this project. A specific construction cost would be established by the actual design being requested for fiscal year 2000. At the present time, it is anticipated that an order of magnitude cost of \$7,500,000 would be requested in the future to implement the project.

Design, Emergency Generator
Category: Improvement - AOC

\$75,000
Priority: 3-A

The existing undersized generator is very old (40 years +) and is undersized to meet the Capitol Power Plant emergency needs. Funds are requested in fiscal year 2000 for design of a new 800 KW generator to correct these deficiencies, and to feed new water

Capitol Power Plant

Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

Repair Boiler Feedwater Pumps

Category: Cyclical Maintenance

\$122,000

Priority: 1-A

The boiler feedwater pumps require repair. The boiler water chemical treatment is injected into the water before it reaches the feedwater pumps. There is leakage through the packing glands of the pumps and oxygen reacts with the water treatment chemicals in the water. This in turn corrodes the stuffing boxes and pump housing. After many years of corrosion, the casings require replacement. Adding mechanical seals will give zero leakage and eliminate corrosion.

A contractor will be hired to install mechanical seals and a new casing on each pump. Additionally, the contractor will supply a dry pack cooler for cooling recirculated water to be used for cooling the mechanical seals.

The basis for this estimate is vendor quotations for performing the work.

Install New Burners on Boilers

Category: Improvement - AOC

\$200,000

Priority: 2-A

The oil fired boilers at the Power Plant currently emit nitrogen oxide (NOx) just below the maximum limit allowed by the District of Columbia EPA. It is anticipated that this limit will soon be lowered. If this occurs, the emissions by the oil fired boilers at the Power Plant could be in violation, and could be subject to fines and other penalties. In addition, beginning in September, 1996, the D.C. Government implemented a fee for NOx emissions which is currently \$30.92/ton.

In the past the NOx emission rate of the Plant's oil fired boilers has been less than 0.25 lbs. per million BTU. The plant is currently in the process of making adjustments to the oil fired burners to lower emissions. These adjustments include switching from No. 6 to No. 2 fuel oil, adjusting the fuel/air ratios and changing the oil atomizers. It is hopeful that these adjustments will put the emissions well below the current maximum level allowed.

Modern low NOx dual fuel burners capable of burning both oil and natural gas can achieve emission rates of approximately 0.1

Capitol Power PlantFiscal Year 2000 Budget Estimate

CAPITAL BUDGET PROJECTS BEGINNING IN FISCAL YEAR 2000

Procure Filter Bags**\$100,000**

Category: Cyclical Maintenance

Priority: 1-A

Two baghouses have been added to the Capitol Power Plant's flues to capture fly-ash particulates. The baghouses filter the fly-ash particulate from the flue gas, prior to discharge to the atmosphere. The captured fly-ash is stored in the plant ash silo, which is then trucked and land filled at approved sites. Baghouse filter bags have been averaging a useful life of five years. Both baghouses were re-bagged with new bags in 1994, and thus will require rebagging in fiscal year 2000. If the bags are not replaced at the end of their useful life, their ability to successfully capture flue gas particulates is compromised. The Power Plant might then be unable to filter out sufficient amounts of particulates to comply with District of Columbia EPA emissions limits. Exceeding allowable emission limits could subject the Power Plant to daily fines and other penalties. A total of 1,600 bags will be required. At the current (Spring 1998) estimated cost of \$55 per bag, a total of \$88,000 would be necessary. Allowing for inflation, the fiscal year 2000 total cost is estimated to be \$100,000. Installation will be performed by in-house personnel.

Repair Bulk Oil Storage Tank**\$100,000**

Category: Cyclical Maintenance

Priority: 2-A

Shortly after switching from No. 6 Fuel Oil to the thinner and cleaner-burning No. 2 Fuel Oil, the bulk oil storage tank began weeping oil in the area of the pump room. The oil leakage is being contained but the problem requires addressing.

The current oil supply will be burned to as low a level as possible. Any remaining product will be pumped out and either be recycled or incinerated. The tank will then be cleaned and inspected. If a repair can be made utilizing an epoxy lining or any other method, this will be performed. If a repair cannot be made, another scope and budget estimate will be prepared to cover whatever repair work may be required.

The basis for this cost estimate is from an environmental consultant.

Capitol Power Plant
Capital Budget Projects Funded in the Base

Fiscal Year 2000 Budget Estimate

In addition the automation of this equipment would lead to reduced emissions through the continuous adjustment of fuel and air flow rates and mixtures.

Funding in the amount of \$1,000,000 is being requested over the next three fiscal years to procure, install and implement the controls. The estimates for monitors and associated equipment are based on information provided by vendors. Funds in the amount of \$500,000 are requested on a "No Year" basis for fiscal years 2000 and \$250,000 in fiscal years 2001 and 2002 to carry out the project.

Capitol Power Plant
Capital Budget Projects Funded in the Base
Fiscal Year 2000 Budget Estimate

valves in the hill-wide distribution system. Many of the manual valves have not been operated for the past few years. These valves are the ones in the take-offs from the main lines in the tunnels going into the buildings. These valves must operate properly in the event a building needs to be isolated for some reason. This funding will allow Power Plant personnel to check these valves and replace the ones that do not function properly. Funding will be requested in each of the next four fiscal years through fiscal year 2003.

Update CAD Drawings for Power Plant
Category: Technology - Management Systems
\$60,000
Priority: 2-B

Funding in the amount of \$60,000 was provided in fiscal year 1999 to begin a five year program to hire a qualified contract employee to input data into the Computer-Aided Design (CAD) system related to the Capitol Power Plant. Once this data is input and consolidated in a CAD database it will be more accessible and usable than it is currently. This accessibility of information is critical to support the operations of the Capitol Power Plant.

A total estimate of \$250,000 for this project is based on an estimate of the amount of time required to research and input the required data into the CAD system. A final increment of \$10,000 may be requested in fiscal year 2003 to complete this program if necessary.

Optimization of Operations
Increase Requested:
Category: Improvement - AOC
\$500,000
\$400,000
Priority: 1-C

These funds are requested to provide a modern, computerized central control room in the plant Administration Building based on a design funded in fiscal year 1999. This implementation will enable a watch foreman and associated staff to monitor and control the operation of the boilers and chillers in the various plants. This will also provide a far more efficient operation and, at the same time, allow the shifts to perform at maximum capability with fewer personnel. This optimization is the key to maximum efficiency in the plant operations, both now and in the future. Although the Capitol Power Plant operates quite efficiently in terms of cost, this improvement would have calculable benefits toward making the Plant's steam and chilled water production costs even more competitive.

Capitol Power Plant**Fiscal Year 2000 Budget Estimate****CAPITAL BUDGET PROJECTS FUNDED IN THE BASE**

East Plant Chiller Replacement
 Category: Life Safety

\$5,000,000
 Priority: 1-A

This project will fund the replacement of old and unreliable refrigeration equipment and systems in the East Refrigeration Plant. In addition, the East Refrigeration Plant Chillers use a form of freon refrigerant known as R-12, which is a chlorofluorocarbon (CFC). The manufacture of CFC's was banned in December, 1995. Although there is still a limited supply of recycled R-12 freon available in this country, its price has risen exponentially as the supply is exhausted. Without R-12 freon, the existing chillers will not operate, and the Power Plant will not be able to provide chilled water for air conditioning large portions of the Capitol Complex.

A study was funded in fiscal year 1995 to evaluate the technical and financial impact of phasing out the use of CFC's at the Power Plant, and explore options for replacing the use of R-12 with other refrigerants. Design funds totaling \$1,000,000 were appropriated in fiscal year 1998 to develop specifications for this equipment replacement.

A three year program totaling \$15,000,000 was begun in fiscal year 1999 to replace the existing chillers. The new equipment will replace the existing R-12 units with newer units of a more efficient design and will utilize environmentally compatible freon gas. The replacement also includes new cooling towers, condenser water pumps, chilled water pumps, as well as new chillers and updated electrical service. Controls from this plant will be brought to the new control room for centralized monitoring and control.

Funding in the amount of \$5,000,000 is requested to remain in the base for fiscal years 2000 and 2001 to complete the replacement of the chillers and related equipment in a phased manner. These funds are requested on a "No Year" basis.

Replace Valves in Steam and Chilled Water Distribution System
 Category: Cyclical Maintenance

\$100,000
 Priority: 2-B

This funding was provided in fiscal year 1999 to begin a five year cyclical maintenance program on the steam and chilled water

CP.20

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITAL PROJECTS FUNDED IN THE BASE

PROJECTS	YEAR FIRST APPROP. NOTE	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	ADDITIONAL FUNDING REQUIRED	AMOUNT IN FY 2000 BASE	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED 10/1/98	UNLIQUIDATED 10/1/98

CAPITOL POWER PLANT

Earl Plant Chiller Replacement Replace Valves in Steam & Chilled Water Distribution Sys Update CAD Drawings for CPP Optimization of Operations, CPP	1998	1	16,000,000	6,000,000	10,000,000	5,000,000	5	5,999,995	0
	1999	2	500,000	100,000	400,000	100,000	0	100,000	0
	1999	2	250,000	60,000	190,000	60,000	0	60,000	0
	1999		1,100,000	100,000	1,000,000	100,000	0	100,000	0

Notes:
1 - Funding thru FY 1999 provided over a multi-year period.
2 - Funding provided on an annual basis.

CAPITAL BUDGET PROJECTS FUNDED IN THE BASE

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all ongoing capital projects funded in the budget base. This narrative information is supported by a financial summary statement. The detailed financial, scheduling and cost information that is provided for ongoing projects includes a project title, the year funds were first appropriated (or reprogrammed) for the project, the total estimated cost of the project, the total amount funded through fiscal year 1999, the amount that is required to complete the project, the total amount funded in the budget base for fiscal year 2000, the expended, obligated, unobligated and unliquidated balances as of October 1, 1998, and when applicable the estimated date for project completion.

ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PAGE	CATEGORY	PROJECTS	FY 1999 APPR.	DESIGN STUDY	PROJECT FUNDING REQUIREMENTS							ADDITIONAL FUNDING REQUIRED	FUNDING THRU FY 1999	TOTAL ESTIMATE PAST AND FUTURE	TYPE OF FUNDS	PRIORITY
					FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005 FY 2009						
CAPITOL POWER PLANT																
PROJECTS IN THE FY 1999 BASE																
CP-20	Life Safety	East Plant Chiller Replacement	5,000,000		5,000,000	5,000,000						6,000,000	16,000,000	NY	1-A, Base	
CP-20	Cyclical Maint	Replace Valves in Steam & Chilled Water Distribution Sys	100,000		100,000	100,000	100,000	100,000	100,000	100,000		400,000	500,000	Actual	2-B Base	
CP-21	Tech/Maint Sys	Update CAD Drawings for CFP	60,000		60,000	60,000	60,000	10,000				60,000	210,000	Annual	2-B Base	
CP-21	Improvement - AOC	Optimization of Operations, CFP	100,000		500,000	210,000	250,000					1,000,000	1,100,000	NY	1-C, Base/line	
NEW PROJECTS FOR BUDGET CONSIDERATION																
CP-23	Cyclical Maint	Procure Filter Bags			100,000							100,000	100,000	Annual	1-A	
CP-23	Cyclical Maint	Repair Bulk Oil Storage Tank			100,000							100,000	100,000	Annual	2-A	
CP-24	Cyclical Maint	Repair Boiler Feedwater Pumps			122,000							122,000	122,000	Annual	1-A	
CP-24	Improvement - AOC	Install New Burners on Oil Boilers			200,000		600,000					800,000	800,000	Annual	2-A	
CP-25	Improvement - AOC	Thermal Storage Facility		D	500,000	7,500,000						8,000,000	8,000,000	NY	3-A	
CP-25	Improvement - AOC	Emergency Generator		D	75,000		650,000					725,000	725,000	Annual	3-A	
FUTURE PROJECTS																
CP-27	Life Safety	Roof/Fall Protection				425,000						425,000	447,000			
CP-27	Cyclical Maint	Repair South Capitol Street Tunnel				1,020,000						1,020,000	1,102,000			
CP-28	Improvement - AOC	Optimization of Chilled Water Distribution System	150,000		3,000,000							3,000,000	3,150,000			
CP-28	Improvement - AOC	Cogeneration Facility			2,000,000							2,000,000	2,000,000			
CP-29	Cyclical Maint	Repair Constitution Avenue Tunnel				2,000,000	2,000,000	2,000,000	2,000,000	2,000,000		10,000,000	10,000,000			
CP-29	Cyclical Maint	Trackmobile Rail Car Mover					1,250,000	1,250,000				2,500,000	2,500,000			
CP-30	Cyclical Maint						135,000					135,000	135,000			
TOTAL CAPITOL POWER PLANT			5,410,000		6,737,000	19,355,000	5,045,000	3,260,000	2,000,000	2,000,000		38,517,000	44,949,000			

Priority: 1 - Critical, 2 - Highly Desirable, 3 - Desirable (A - highest in Category)
Study (S) - conceptual development, Design (D) - working drawings, specification, and estimate development

CAPITAL BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The objective of the five year Capital Budget is to identify all projects, including those generated from within the agency as well as those identified by clients, which would require funding in this appropriation during fiscal years 2000 through 2004. Using all the information collected during this process, a five-year Capital Budget has been prepared based on currently identified needs. This narrative introduces the Capital Budget and a table summarizes the five year capital budget. The table has been sorted in order to begin with projects funded in the budget base followed by new projects for which funding is requested in the fiscal year 2000 budget. These projects are further sub-sorted by category. A detailed explanation of the project priorities is provided in the General Statement. The Capital Budget projects for fiscal years 2001 through 2004 are sorted in similar manner. Narrative descriptions of these capital projects follow in the same order as they appear in the summary table. Following the Capital Budget narratives is a table summarizing all projects funded with prior year "No Year" monies and related narrative descriptions. The table and narratives include total cost estimate, completion date, and other information.

**Capitol Power Plant
Operating Budget**

Fiscal Year 2000 Budget Estimate

Fuel - Coal
Decrease Requested:
\$2,000,000
(\$250,000)

This allotment is used for the annual procurement of approximately 30,000 tons of coal which is burned in the No. 1 and No. 2 boilers in order to produce steam for distribution to the Capitol Hill Complex. *The requested decrease is a result of using less coal to meet emissions standards. Other fuel (natural gas) will be burned instead.*

Fuel - Oil
Decrease Requested:
\$1,215,000
(\$690,000)

This allotment is used for the annual procurement of approximately 1,600,000 gallons of No. 2 fuel oil which is burned in No. 4 through No. 7 boilers in order to produce steam for distribution to the Capitol Hill Complex. *The requested decrease is a result of using less oil to meet emissions standards. Other fuel (natural gas) will be burned instead.*

Annual Supplies
Increase Requested:
\$575,000
\$11,000

This allotment is used for the procurement of various supplies such as tools, paint, and cleaning materials and three large expenditure items, Steam Plant Chemical Treatment, Refrigeration Plant Chemical Treatment, and Refrigerants. This allotment also provides uniforms and safety apparel for Power Plant employees. *The requested increase of \$11,000 is to meet the rising cost of supplies.*

Steam and Chilled Water Reimbursement
(\$4,000,000)

This amount is the anticipated reimbursement for the full cost of providing steam and chilled water to non-Congressional entities as provided by law during fiscal year 2000.

**Capitol Power Plant
Operating Budget**

Fiscal Year 2000 Budget Estimate

Exterior Pointing & Caulking

\$30,000

This allotment is used for performing maintenance on the exterior walls and windows of the buildings within the Capitol Power Plant compound.

Hazardous Materials Abatement

\$25,000

In performing boiler repairs and tunnel repairs, asbestos is routinely encountered. This allotment was established to provide funding for proper removal and disposal of this asbestos.

**Reinsulate Steam Lines
Increase Requested:**

**\$120,000
\$20,000**

This allotment is used for the continued maintenance of the insulation on the steam piping in the tunnels. *The requested increase is to meet the rising cost of maintaining the steam piping insulation.*

Rental of Van

\$3,000

This allotment provides for the rental of a van which is used by the plant maintenance crew and to pick up supplies and equipment.

Training

\$64,000

This allotment is used to train Capitol Power Plant employees in technical areas related to the employees' job and in programs such as prevention of sexual harassment, understanding employee rights and responsibilities, substance abuse, environmental issues and other subjects. This training is required for all current and new employees. Additionally, the Office provides supervisory, technical skills and staff development training and sponsors basic educational skills training.

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**Capitol Power Plant
Operating Budget**

Fiscal Year 2000 Budget Estimate

**Water and Sewer Services Payment
Increase Requested:**

**\$6,200,000
\$4,400,000**

This allotment is for the annual payment to the District of Columbia Government for water and sewer service charges. These costs mandated payments to the District Government via the Department of Treasury pursuant to Public Law 101-168, the District of Columbia Appropriations Act, 1990, approved November 21, 1989, as amended.

By law, the District Provides the amount to be paid by federal agencies to the Treasury Department. *The requested increase of \$4,400,000 is based on billing information received from the Treasury and includes rate increases of 42% that went into effect April 1997. The April 1997 rate increase was not included in payments or estimates for fiscal years 1997, 1998 or 1999. Therefore, the fiscal year 2000 request of \$6,200,000 provides funds to reimburse the District of Columbia for adjustments in those years as well as reflecting the anticipated usage for fiscal year 2000.*

**General Annual Repairs
Increase Requested:**

**\$734,000
\$21,000**

This allotment covers expenditures for repairs to various pieces of equipment including the boilers, chillers, and auxiliary equipment, and it is used to procure ash disposal. *The requested increase is to cover the rising costs of calibrating steam meters and controls, maintaining primary power controls, and servicing emissions monitoring equipment required by EPA regulations.*

Miscellaneous Improvements

\$100,000

This allotment is used for miscellaneous repairs and other improvement projects that occur during the fiscal year. For example, emergency roof repairs would be funded from this account.

**Capital Power Plant
Operating Budget**

Fiscal Year 2000 Budget Estimate

ESCO Payment	989,128
Projected FY 1999 Electrical Energy Cost	\$21,935,629
FY 2000 Adjustments:	
Projected Consumption Increase 1%	219,356
Projected Increase in ECRR and Fuel Adjustments Rates	332,325
Decrease: Culpeper	-56,000
Increase: Ft. Meade Book Storage Module	38,333
Projected FY 2000 Electrical Energy Cost	\$22,469,643
FY 1999 Allotment	-\$21,896,000
Required Increase	\$573,643
Round To	\$574,000

Purchase of Steam

\$248,000

This allotment is used for purchasing steam from the Food and Drug Administration to heat the Ford House Office Building. The Ford Building is not connected to the Power Plant's steam distribution system.

**Purchase of Chilled Water
Increase Requested:**

**\$284,000
\$32,000**

This allotment is used for purchasing chilled water from the Food and Drug Administration to air condition the Ford House Office Building. The Ford Building is not connected to the Power Plant's chilled water distribution system. *The requested increase is based on chilled water cost information received from FDA.*

**Capitol Power Plant
Operating Budget**

Fiscal Year 2000 Budget Estimate

Communication Services

\$1,000

This allotment is used for long distance telephone service.

**Annual Gas Service
Increase Requested:**

**\$2,767,000
\$1,352,000**

This allotment is used for purchasing gas service for firing the No. 3 Boiler at the Power Plant, and to supplement coal for firing Nos. 1 and 2 Boilers. In addition, eleven smaller facilities around the Capitol complex utilize gas service for operations. *The requested increase is based on a decrease in the use of coal and fuel oil because of emissions concerns. A combined reduction of \$940,000 has been taken against those allotments to offset this increase. The balance of the increase, \$412,000, is due to higher relative cost of natural gas to produce the same heat output.*

**Purchase of Electrical Energy
Increase Requested:**

**\$22,470,000
\$574,000**

This allotment is used for the purchase of electrical energy at forty-two sites around the Capitol complex including the Power Plant and its four 6,300 horsepower centrifugal chiller motors.

The requested increase of \$574,000 is based on rising costs.

FY 1998 Actual Cost	\$19,901,885
Adjustment for Cool Summer to 5% Above 20 Year Average	476,109
FY 1999 Adjustments:	
<i>Projected Consumption Increase 1%</i>	203,780
<i>Projected Increase in ECRR and Fuel Adjustments Rates</i>	308,727
<i>Culpeper Electrical Costs</i>	56,000

OPERATING BUDGET NARRATIVE DESCRIPTIONS

Personnel Compensation
Increase Requested:

\$4,426,000
\$227,000

This allotment provides for salaries and wages paid directly to employees including paid leave and lump sum annual leave payments upon separation. This allotment also provides for compensation above basic rates including overtime, holiday pay, Sunday pay, night work differential, supervisory differential, and hazardous duty pay. *The increase consists of cost of living adjustments (COLA's) for fiscal year 2000 including the annualization of the January, 1999 COLA for general schedule employees; the COLA for general schedule employees in January, 2000; and the October, 1999 COLA for wage-board employees; and within-grade increases and other pay adjustments.*

Personnel Benefits
Increase Requested:

\$1,055,000
\$92,000

This allotment provides for personnel benefits for employees including contributions for retirement to the Civil Service Retirement System, the Federal Employees Retirement System, Social Security, and Medicare. Also included are agency contributions to the Federal Employees Health Benefits Program (FEHBP), the Federal Employees Group Life Insurance (FEGLI), and subsidies paid to employees for commuting costs. *The increase for fiscal year 2000 is attributable to increased costs of agency contributions for employees health benefits and retirement funds.*

Travel

\$1,000

This allotment is used for paying tolls and mileage and for travel related to training and other needs.

OPERATING BUDGET HISTORY

OBJECT CODE	ITEM	ALLOTMENT BEFORE FY 98	B	BASE SINCE FY 1990		FY 1998 ALLOTMENT	FY 1998 OBLIGATIONS	FY 1999 ALLOTMENT	FY 2000 REQUEST
				C	YEAR CHANGED TO 98 LEVEL				
APPROPRIATION: CAPITOL POWER PLANT									
11	PERSONNEL COMPENSATION	\$3,885,000	C		1998	\$4,003,000	\$3,707,000	\$4,199,000	\$4,426,000
12	PERSONNEL BENEFITS	818,000	C		1998	910,000	802,000	963,000	1,055,000
21	TRAVEL	100	C		1997	1,000	543	1,000	1,000
RENT, COMM. & UTILITIES									
2301	COMMUNICATION SERVICES	750	C		1989	1,000	400	1,000	1,000
2303	ANNUAL GAS SERVICE	640,000	C		1998	1,415,000	4,311,000	1,415,000	2,767,000
2304	PURCHASE OF ELECTRICAL ENERGY	20,875,000	C		1998	21,800,000	19,900,000	21,896,000	22,470,000
2305	PURCHASE OF STEAM	260,000	C		1997	248,000	156,000	248,000	248,000
2306	PURCHASE OF CHILLED WATER	240,000	C		1997	252,000	246,000	252,000	284,000
2307	WATER AND SEWER SERVICES PAYT TO D.C.	3,040,000	C		1998	2,693,000	2,661,000	1,800,000	6,200,000
OTHER SERVICES									
2501	GENERAL ANNUAL REPAIRS	743,000	C		1996	713,000	567,000	713,000	734,000
2550	MISC IMPROVEMENTS	50,000	C		1998	100,000	100,000	100,000	100,000
2551	EXTERIOR POINTING & CAULKING		I		1993	30,000	21,000	30,000	30,000
2556	HAZARDOUS MATERIALS ABATEMENT		I		1993	25,000	25,000	25,000	25,000
2557	REINSULATE STEAM LINES	120,000	C		1996	100,000	114,000	100,000	120,000
2561	RENTAL OF VAN		I		1995	3,000	3,000	3,000	3,000
2591	TRAINING	24,000	C		1996	64,000	60,000	64,000	64,000
SUPPLIES									
2623	FUEL - COAL	3,218,000	C		1996	3,000,000	193,000	2,250,000	2,000,000
2624	FUEL - OIL	455,800	C		1993	500,000	1,959,000	1,905,000	1,215,000
2630	ANNUAL SUPPLIES	504,000	C		1998	524,000	489,098	564,000	575,000
50	REIMBURS. STEAM & CHILLED WATER	(3,200,000)	C		1996	(4,000,000)	(4,153,000)	(4,000,000)	(4,000,000)

OPERATING BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The Operating Budget for this appropriation is comprised of all costs associated with the daily care, maintenance and operation of the facilities and activities under the jurisdiction of the Architect of the Capitol. The budget justification for the Operating Budget includes a summary schedule explanatory statement and the associated schedule, followed by the Operating Allotment narratives. The narratives describe the purpose of all operating allotments funded in this appropriation. When changes have been requested for fiscal year 2000, the amount and justification for those changes appear in *italics*.

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all annual operating budget allotments. This narrative is supported by a table that includes the following data: the allotment code number (Object Code), allotment title (Item), and the last funding level before that allotment was increased or decreased to the fiscal year 1998 level (Allotment before FY 98). A two-column designation follows that indicates in the first column a letter code whether that amount was initiated (I), the year changed to the fiscal year 1998 level (C), or has been continued at that base amount (B) since 1990. The second column will indicate for those allotments that have changed before fiscal year 1998 the year of that change. The next several columns will indicate funding levels for fiscal years 1998, 1999 and 2000, as well as the obligations for fiscal year 1998. In accordance with sound financial management practice, these allotments are reviewed and adjusted to reflect changing needs. Increases that cannot be absorbed from other operating areas are requested through the budget process.

Schedule C (Continued)

ARCHITECT OF THE CAPITOL
Capitol Power Plant
Detailed Analysis of Change by Appropriation
(Continued)

I. Adjustments to Base (Continued)

C. Program Type Changes

1. Legislation

a. Water and Sewer Services

2. Workload

a. Annual Gas Service

3. Equipment, Alterations, Maintenance

a. Procure Filter Bags

b. Repair Bulk Oil Storage Tank

c. Repair Boiler Feedwater Pumps

d. Install New Burns & Gas Firing on Boilers

e. Design, Emergency Generator

f. Optimization of CPP Operations

g. Design, Thermal Storage Facility

II. Net Increase/Decrease Requested

III. Estimated Reimbursement

III. Total Appropriation Request, 1998

2000 Request	
Est. FTE	Amount (\$000)
...	4,400
	4,400
...	940
	940
...	1,497
	100
	100
	122
	200
	75
	400
	500
...	6,901
...	(4,000)
97	45,075

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Power Plant
Detailed Analysis of Change by Appropriation

Calculation of Base	
Est. FTE	Amount (\$000)
Appropriation, 1999	38,174
Estimated reimbursements	4,000
Minus Nonrecurring Items:	
1. Replace Coal Yard Belts	(160)
2. Replace Bladder in Sump, West Refrigeration Plant	(75)
3. Design, Optimization of Chilled Water Distribution System	(150)
4. Fuel - Coal	(250)
5. Fuel - Oil	(690)
Total, Nonrecurring Items	(1,325)
2000 Request	
I. Adjustments to Base	
Est. FTE	Amount (\$000)
A. Mandatory Pay and Related Costs	319
1. January, 1999 Cost of Living Annualization	1
2. January, 2000 Cost of Living Adjustment	6
3. January, 2000 Wage Rate Increase	222
4. Within-grades and Other Pay Changes	39
5. Retirement Increases	11
6. Contributions to Health Benefit Funds	40
B. Price Level Changes	1,070
1. Electrical Energy	574
2. Annual Gas Service	412
3. Purchase of Chilled Water	32
4. General Annual Repairs	21
5. Annual Supplies	11
6. Reinsulate Steam Lines	20

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORY	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGE	
					LEGISLATION		WORKLOAD							
					FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)
1. Breakdown by Activity: Capitol Power Plant		319		1,070		4,400					1,112		6,901	
Total		319		1,070		4,400					1,112		6,901	
2. Breakdown By Object Class														
11 Personnel Compensation		227											227	
12 Personnel Benefits		92											92	
13 Benefits to Former Personnel														
21 Travel														
22 Transportation of Things														
23 Rent, Communication & Utilities				1,018		4,400		940					6,358	
24 Printing and Reproduction														
25 Other Services				41				-940			1,112		1,153	
26 Supplies and Materials				11									-929	
31 Equipment														
32 Land and Structures														
42 Insurance Claims and Indemnities														
Total		319		1,070		4,400					1,112		6,901	

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS.

CATEGORIES	FY 98*		FY 99		FY 00		NET CHANGE 00/99	
	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity:								
Capitol Power Plant **	97	31,658	97	38,174	97	45,075		6,901
Total **	97	31,658	97	38,174	97	45,075		6,901
2. Breakdown by Object Class								
11 Personnel Compensation		2,957		3,377		3,604		227
12 Personnel Benefits		639		775		867		92
13 Benefits to Former Personnel								
21 Travel				1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		24,830		23,696		30,054		6,358
24 Printing and Reproduction								
25 Other Services		1,195		6,528		7,681		1,153
26 Supplies and Materials		2,037		3,797		2,868		-929
31 Equipment								
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total **		31,658		38,174		45,075		6,901

* Includes Obligations from Prior Year "No Year" Authority.

** Excludes actual reimbursements for furnishing steam and chilled water of \$4,000,000 in FY 1998 and estimated reimbursements of \$4,000,000 in FY 1999 and FY 2000.

Capitol Power Plant

Fiscal Year 2000 Budget Estimate

More than 83 percent of the Power Plant's operating budget (including the \$4,000,000 reimbursement) is dedicated toward purchasing utilities and fuel for the Capitol Complex. The table below details these utility amounts as requested in the fiscal year 2000 budget.

Purchase of electrical energy	\$22,470,000
Purchase of natural gas	\$2,767,000
Purchase of steam	\$248,000
Purchase of chilled water	\$284,000
Purchase of coal	\$2,000,000
Purchase of fuel oil	\$1,215,000
Water and sewer payments	<u>\$6,200,000</u>
Total	\$35,184,000

FISCAL YEAR 2000 BUDGET AND FTE SUMMARY

	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Operating Budget	\$32,382,000	\$32,529,000	\$ 38,318,000
Capital Budget	<u>1,550,000</u>	<u>5,645,000</u>	<u>6,757,000</u>
Total	\$33,932,000	\$38,174,000	\$45,075,000
FTE	97	97	97

Capitol Power Plant

Fiscal Year 2000 Budget Estimate

In addition to heating, air conditioning, and electricity, water and sewer services for the buildings and grounds throughout the Capitol Complex are paid to the D.C. Government pursuant to Public Law 101-168, the District of Columbia Appropriations Act, 1990.

The steam generated by the Capitol Power Plant in fiscal year 1998 was approximately 1,068,607,000 pounds, a negligible decrease from 1997. The steam was supplied to the various buildings served through approximately 3 miles of steam lines. The steam generators, tunnel and steam lines were installed under the Capitol Power Plant Changes and Improvements Project, and have been in service since 1954. The output of the refrigeration plant in fiscal year 1998 was approximately 85,924,440 ton-hours of refrigeration, a negligible decrease from 1997.

The contributions of various Power Plant elements to these totals are identified below.

Steam Production, pounds:

	<u>Fiscal Year 1998</u>
Gas Boiler	669,512,000
Oil Boilers	305,505,000
Coal/Gas Boilers	93,590,000
Total Steam Production	<u>1,068,607,000</u>

Chilled Water Production, ton-hours:

	<u>Fiscal Year 1998</u>
East Refrigeration Plant	14,498,568
West Refrigeration Plant	71,425,872
Total Chilled Water Production	<u>85,924,440</u>

CAPITOL POWER PLANT MISSION STATEMENT

The Capitol Power Plant is the Capitol Complex's centralized provider of utility services not available from other sources. The Capitol Power Plant also houses several functions related to the Legislative Branch Telecommunications Network, Security, and also provides dedicated space for satellite communication dishes providing electronic feeds to the CATV system. The Capitol Power Plant employees operate and maintain a central steam plant rated at 620,000 pounds per hour that provides steam for heating, and a central refrigeration plant rated at approximately 35,000 tons capacity that provides chilled water for air conditioning, and all the tunnel distribution and metering systems associated with delivering these utilities.

The Architect of the Capitol performs his duties in connection with the plant under authority of the Act of March 4, 1911 (36 Stat. 1414). The Plant itself has been in operation since December 1, 1910. Heating and air conditioning are provided for several Legislative Branch clients within the Capitol complex: the United States Capitol Building, the Senate Office Buildings and the Senate Garage, the House Office Buildings and Underground Garages, and the Library of Congress Buildings. Heating is also provided for the United States Botanic Garden. The Capitol Power Plant also provides steam and chilled water on a reimbursable basis for heating and air conditioning to several other clients, some of whom are not Legislative Branch entities. Among these, heating is provided for the Government Printing Office and Postal Square, and heating and air conditioning are provided for the Folger Shakespeare Library, Union Station complex, the United States Supreme Court Building, and the Thurgood Marshall Federal Judiciary Building. Fees collected from these clients fully reimburse the Capitol Power Plant's operating and capitalized costs for providing steam and chilled water. During fiscal years 1999 and 2000, it is estimated that \$4,000,000 will be collected in each year.

All electrical energy used throughout the Capitol complex is purchased from the local public utility. Approximately one-half of the electrical load at the Capitol Power Plant has been purchased since September 1950, and the remaining one-half load since September 1951 when generation of all electrical energy at the Capitol Power Plant was discontinued. The energy purchased for all buildings and grounds under the jurisdiction of the Architect of the Capitol is now 60-cycle alternating current, having been converted from 25-cycle alternating current during the period 1951 - 1963 under funds allowed for such purpose by Congress.

ARCHITECT OF THE CAPITOL

Capitol Power Plant

OFFICE OF THE ARCHITECT OF THE CAPITOL

FISCAL YEAR 2000 BUDGET REQUEST

CAPITOL POWER PLANT

ARCHITECT OF THE CAPITOL

HOUSE OFFICE BUILDINGS—CONTINUED

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1998 actual	1999 estimate	2000 estimate
Expand computer center, FHOB			250
Maintenance of fire alarm sys. OSHA			150
Completion of fire alarm sys. RHOB			650
Upgrade emergency fire communications sys. OHOB			45
Replace/upgrade kitchen fire suppression system			200
Design, upgrade fire alarm system House ga- rages			30
Design, expand sprinklers from corridors, OHOB			50
Study, upgrade HVAC sys, RHOB			200
Renovate rm 2137 & 2138, RHOB			115
Renovate rm B-310, RHOB			30
Banking Committee Rostrum additions rm 2128, RHOB			170
Total, other services	5,428	15,187	23,643
31.0 Equipment:			
Annual	146	163	168
Movable partitions	28	29	30
Replacements, repairs and improved facilities, House			
restaurants in House office buildings	52	65	72
Total, equipment	226	257	270

ARCHITECT OF THE CAPITOL

House Office Buildings—continued

HOUSE OFFICE BUILDINGS

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1996 actual	1999 estimate	2000 estimate
25.4 Operation and maintenance of facilities:			
General annual repairs	187	188	194
Elevator and escalator repair	156	112	155
Annual painting	115	138	142
Maintenance, air-conditioning system	169	130	134
Maintenance, subway transportation system	5	5	5
Insect and pest control	7	19	19
Miscellaneous improvements		200	200
Exterior pointing and caulking	151	154	154
Roof fall protection	103		
Roof preventive maintenance program	101	130	130
Kiosk at Delaware Ave & C St. SW, USCP	34		
Repair domestic hot & cold water, RHOB	75		
House E & W garage renovations	48		
Repair rain leaders	78		
Replace steam condensate return, LHOB	85		
Upgrade HVAC system, CHOB	83		
Firing range ventilation & egress, RHOB		50	
Humidification for air handling units, FHOB		100	60
Replace fire pump, CHOB		85	
Install emergency fire communications system		120	
Emergency exit directional door signs		120	
Garage floor repairs, RHOB		100	
Maintenance and repair, House restaurant equipment	21	22	23
Hazardous materials abatement	190	145	149
Waste recycling program	16	40	40
Kiosk at For. House office building	31		
Election year moving costs		600	
Custodial services, FHOB	304	546	567
Upgrade fire pump electric feeders, FHOB	73		
CMD project management	60		
Additional electrical capacity, LHOB	8		
Relocation of Child Care Center	562		
Design, emergency generator, elevators	91		
Training	146	370	370
Miscellaneous improvements	(31)	52	150
Program for energy conservation, HOBs	10	71	90
Sound improvements, Committee rooms	121	254	550
Fire alarm system upgrades for ADA	145	155	150
Garage floor repairs, CHOB	159	1,041	5,800
Custodial services, FHOB	148	70	
Major elevator improvements		120	120
Replace roof, LHOB 6th & 7th floors		2,200	1,000
Replace existing secondary distribution system		130	
Conduits, pathways, category 5 cabling		350	350
Upgrade controls for air handling units, FHOB		60	60
Bldg. wide smoke & voice fire alarm system, CHOB		130	100
Bldg. wide smoke & voice fire alarm system, RHOB	26	(2)	
Electrical system revocation, CHOB	989	1,927	500
Elevator repair & replacement, HOB	1		
ADA requirements	277	338	400
Elevator modernization, LHOB 1-4	2	258	300
Escalator modernization, RHOB	(4)	4	
New elevators, LHOB & new generator	183	254	
Refurbish/replace windows, CHOB	4	289	400
Elevator modernization program	11	579	1,300
Escalator modernization		536	400
Lighting protection systems, HOBs		280	75
Fire sprinklers & telecom cable tray system		2,456	4,157
Interim plan for basement corridor, LHOB	3	29	
Conversion of rm. B-106 & mezzanine, CHOB	4		
Renovations to the cafeteria, LHOB	440	111	
RHOB Carry-out	41	3	
Contingency		108	
Emergency power distribution, CHOB			300
Replace exist doors for emergency egress & security			400
Emergency generator, LHOB			309
Renovate Rayburn Cafeteria			1,400
Upgrade Committee rm public address sys computer rm			
Design, install new fire suppression sys computer rm			220
			480

ARCHITECT OF THE CAPITOL

Program and Financing (in millions of dollars)

Identification code 01-0127-0-1-801	1998 actual	1999 est	2000 est.
Obligations by program activity:			
10 00 Total new obligations	30	42	53
Budgetary resources available for obligations:			
21 40 Unobligated balance available, start of year:	6	11	10
22 00 New budget authority (gross)	37	42	53
23 90 Total budgetary resources available for obligation	41	53	64
23 95 Total New obligations	-30	-42	-53
24 40 Unobligated balance available, end of year	11	10	11
New budget authority (gross) detail:			
40 00 Appropriation	37	42	53
Change in unpaid obligations:			
72 40 Unpaid obligations, start of year: Obligated balance, start of year	9	5	3
73 10 Total new obligations	30	42	53
73 20 Total outlays (gross)	-34	-44	-52
74 40 Unpaid obligations, end of year: Obligated balance, end of year	5	3	4
Outlays (gross), detail:			
86 90 Outlays from new current authority	28	34	41
86 93 Outlays from current balances	6	9	11
87 00 Total outlays (gross)	34	44	52
Net budget authority and outlays:			
89 00 Budget authority	37	42	53
90 00 Outlays	34	44	52

This presentation includes the House of Representatives gymnasium fund.

Object Classification (in millions of dollars)

Identification code 01-0127-0-1-801	1998 actual	1999 est	2000 est.
Personnel compensation:			
11.1 Full-time permanent	16	19	20
11.5 Other personnel compensation	3	2	2
11.9 Total personnel compensation	19	21	22
12.1 Civilian personnel benefits	4	5	6
25 4 Operation and maintenance of facilities	6	15	24
26 0 Supplies and materials	1	1	1
99 9 Total new obligations	30	42	53

Personnel Summary

Identification code 01-0127-0-1-801	1998 actual	1999 est	2000 est.
1011 Total compensable workyears Exempt full-time equivalent employment	649	649	649

[Clerk's note.— The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

carry over in the next year. Funding for this project was appropriated in fiscal year 1999 to carry out this work.

Fiscal Year 2000 Budget Estimate

House Office Buildings
Capital Budget Projects Funded with Prior Year Funding

Rayburn Building Carry - Out

Funding was reprogrammed during fiscal year 1998 to provide for renovations to the Carry-out in the Rayburn House Office Building. These improvements were required to support the installation of new food services being installed by the new House food service contractor. The modifications were closely coordinated with the Chief Administrative Officer as well as the contractor. The renovations included electrical, HVAC, and plumbing work as well as the installation of a new floor and ceiling. Some minor drywall work was also be performed. The work is complete and the project will be closed out.

Replace Roof, Sixth and Seventh Floors, Longworth Building

Funding was provided in fiscal year 1999 to replace the roof areas at the six and seventh floors, which were severely deteriorated. This project will replace standing and flat seam copper roofing, including the gutters. The request allows for replacement of approximately 20 percent of the tongue and groove underlayment substrate with pressure treated lumber. Fall protection will also be installed. This project will be completed in year 2000.

Replace Electrical Secondary Distribution System, Longworth Building

Funding was provided in fiscal year 1999 to replace existing electrical panelboards and feeders, as part of the ongoing electrical improvement projects. New panelboards and feeders have been purchased but not yet installed. These funds will complete the project in 2000.

Conduit/Path CAT 5 - Event Rm Cable

The Chief Administrative Officer (CAO) of the House of Representatives requested this office to provide conduit and pathways to accommodate new "Cat 5" wiring for computer networks as well as cabling from committee and event rooms to existing media hub locations. The CAO has planned for the bulk of this work to be carried out in fiscal year 1999 but has indicated that some work may

Fiscal Year 2000 Budget EstimateHouse Office Buildings
Capital Budget Projects Funded with Prior Year FundingElevator Modernization Nos. 1-4, LHOB

Funds were appropriated in fiscal year 1995 for this work. Technical specifications are presently under development. It is expected that the modernization work on Longworth elevators Nos. 1 - 4 will be completed during 2000. The IFB request has been approved and forwarded from Engineering.

New Elevators, LHOB and Emergency Generator

Funds for this project were appropriated in fiscal year 1995. Additional funds were reprogrammed to this project in fiscal year 1996 and 1998. Construction is in progress. It is expected that the installation of the new elevators will be completed by the end of 1998. The work is 95% complete. A request for replenishment of the funds reprogrammed from the emergency generator is included in fiscal year 2000.

Lightning Protection Systems, HOB's

This allotment is used to provide lightning protection as per Underwriter's Laboratory guidelines for the House Office Buildings. The first building to be protected is the Rayburn Building. Funds in the amount of \$181,000 were appropriated in fiscal year 1996 for this purpose. A reduced amount of \$75,000 was provided in fiscal year 1999 for the protection system for the O'Neill Building.

Interim Plan for New Basement Corridor, LHOB

This project is complete and will be closed out.

Renovations to the Cafeteria, LHOB

This project is complete and will be closed when all vendor payments are made.

House Office Buildings

Capital Budget Projects Funded with Prior Year Funding

Fiscal Year 2000 Budget Estimate

for this work are generally compatible with priorities established by the Americans with Disabilities Act (ADA): 1) building entrances; 2) public toilet rooms (water closets, toilet stalls, urinals, lavatories and mirrors, etc.); and 3) interior paths of travel to most essential public areas and services (ramps, stairs, platform lifts, elevators, protruding objects, ground and floor surfaces, signage, doors and doorways, alarms, etc.). Priorities for this work are also provided by the Office of Compliance that was created by the Congress to inspect the Capitol Complex and to ensure compliance with the ADA. As a result of the office's findings that have provided substantial guidance to the Architect of the Capitol, the level and intensity of design and construction activity by the Architect's workforces and outside consultants and contractors have increased.

Current priorities for the use of previously appropriated funds are as follows: the final design, fabrication and installation of ADA compliant wayfinding and informational signs throughout the House Office Buildings, including the lower levels associated with the subway/tunnel network; the continuing addition of automatic doors at a variety of locations in the buildings, the installation of extensive abatement for protruding objects in all buildings (underway in 1998), installation of audio loops in selected House committee rooms, the study and preparation of recommendations for modifications or replacements of interior door locksets from knobs to levers, and the continuing corrections of minor problems identified by Members, the AOC staff and the Office of Compliance, in such areas as toilet rooms and committee rooms.

The wayfinding and informational signage program is a Capitol Complex-wide effort. Early design phases are underway. Specifically, a consultant is involved with the first two design phases that are comprehensive, addressing all needs across the complex. Phase 1 is Planning and Programming. Phase 2 is Schematic Design. Funding for continuation of the design for the House Office Buildings has already been obligated for Phase 3 - Design Development and Phase 4 - Construction Documentation. The scope for continued funding not presently obligated includes:

- (1) the fabrication and installation of ADA compliant wayfinding and informational signs throughout the House Office Buildings, including the lower levels associated with the subway/tunnel network; and
- (2) design fees for Phase 5 (Fabrication and Installation) for the wayfinding and informational signs.

**House Office Buildings
Capital Budget Projects Funded with Prior Year Funding**

Fiscal Year 2000 Budget Estimate

as well as provide a greater degree of safety to the occupants in the event of a fire. Additional funds are being requested in fiscal year 2000 to supplement the installation of this equipment which is currently being installed by in-house maintenance forces. This project is presently 15% complete and it is estimated to be completed in phases. Phase I completion date is expected during 1999. The final completion of this project is scheduled for 2000.

The voice reproduction capability of this system can also be used for other emergency management functions besides fire evacuation.

Electrical and Telecommunications System Renovations, Cannon Building

This project will provide updated electrical power and telecommunications systems throughout the Cannon House Office Building, including new distribution and lighting panels, power distribution system throughout the building and telecommunication wiring throughout the building. The estimated cost for the work of the project is \$15,700,000. Approximately 85% of the current scope of work is complete. The project will be completed in fiscal year 2000 as scheduled.

Elevator Repair and Replacement, HOB's

The elevator improvements program continues in the current program "Elevator Modernization" under Capital Budget Projects funded in the base. This program includes modernization work in the CHOB and OHOB buildings and the one single hydraulic elevator in the LHOB.

ADA Requirements

This program continues to support the Architect's efforts to gradually eliminate barriers to accessibility experienced by Members, staff and visitors to the House Office Buildings. The work involves design and construction projects to modify elements of the House Office Buildings to ensure that persons with disabilities have access to the buildings and their public areas and services. The priorities

**CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING
NARRATIVE DESCRIPTIONS**

Program for Energy Conservation

The project principally involves the installation of the Energy Management and Control System (EMCS) which will, when complete, provide for centralized monitoring and control of the majority of the air handling equipment in all House Office Buildings. The installation of the system is being performed with in-house maintenance forces and it is anticipated that it will be completed by June 30, 1999. The program is presently 85 % complete.

Smoke Detection/Voice Fire Alarm System, CHOB

These funds were requested to provide for the procurement and installation of a complete early warning smoke detection and voice annunciating fire alarm system in the Cannon House Office Building. It is not anticipated that additional funds will be requested under this project since this work is also being accomplished in conjunction with another building-wide project. The estimated completion date is expected in 2000. The work is presently 76 % complete.

The equipment for this project also included a temporary fire alarm system which affords minimal protection to the building occupants until the full building-wide smoke detection and voice alarm system can be completed. Temporarily installed devices will be integrated into the permanent system during the final phase of the project. The voice reproduction capability of this system can also be used for other emergency management functions besides fire evacuation.

Smoke Detection/Voice Fire Alarm System, RHOB

These funds were requested for the procurement and installation of a building-wide early warning smoke detection and voice annunciating fire alarm system. This system was deemed necessary in order to improve the fire safety of the building and its contents

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITOL BUDGET PROJECTS WITH PRIOR YEAR FUNDING

PAGE	PROJECTS	YEAR FIRST APPROP.	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED UNLIQUIDATED 10/1/98	ESTIMATED DATE OF COMPLETION
HOUSE OFFICE BUILDINGS								
HB.46	Program for Energy Conservation, HOBs	1979 *	959,500	959,500	796,945	798,611	160,889	1999
HB.46	Smoke Detection/Voice Fire Alarm Sys., CHOB	1988 *	350,000	350,000	100,162	120,162	229,838	2000
HB.46	Smoke Detection/Voice Fire Alarm Sys., RHOB	1988 *	800,000	800,000	802,224	802,224	(2,224)	0
HB.47	Electrical & Telecom. Sys. Renovs., CHOB	1989	15,700,000	15,700,000	13,159,300	13,272,648	2,427,352	2000
HB.47	Elevator Repair and Replacement, HOB's	1989	927,161	927,161	796,698	927,008	154	2000
HB.47	ADA Requirements	1994	2,334,000	2,334,000	646,887	795,579	1,538,421	2003
HB.49	Elevator Modernization LHOB 1 - 4	1995	700,000	700,000	142,388	142,388	557,612	2000
HB.49	New Elevators, LHOB & Emergency Generator	1995 R	7,490,000	7,490,000	6,491,313	7,236,354	253,646	2000
HB.49	Lighting Protection System, HOBS	1996	506,000	506,000	150,414	150,414	355,586	1999
HB.49	Interim Plan for New Basement Corridor, LHOB	1996 R	163,000	163,000	133,656	133,656	29,344	1998
HB.49	Renovations to the Cafeteria, LHOB	1997 R	129,000	550,700	426,828	439,790	110,910	1998
HB.50	RHOB Carry - Out	1998 R	44,500	44,500	32,532	40,890	3,410	1998
HB.50	Replace Roof, LHOB 6th & 7th Floors	1999	3,200,000	3,200,000	0	0	3,200,000	2000
HB.50	Replace Existing Secondary Distribution System	1999	130,000	130,000	0	0	130,000	2000
HB.50	Conduit/Path CAT.5 - Event Room Cable	1999	900,000	900,000	0	0	900,000	2000

* Funding thru FY 1999 provided over a multi-year period.

R - Initial funds provided by a reprogramming in the year indicated in the column Fiscal Year First Appropriated.

CAPITAL BUDGET PROJECTS FUNDED WITH PRIOR YEAR FUNDING

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all projects funded in prior fiscal years. These narratives are supported by a financial summary statement that includes the following data: detailed financial, scheduling and cost information are provided for ongoing projects including an account code, project title, the year funds were first appropriated for the project, the total estimated cost, the total amount funded through fiscal year 1999, the obligated, unobligated and unliquidated balances as of October 1, 1998, and the estimated date for project completion.

House Office BuildingsFiscal Year 2000 Budget Estimate

CAPITAL PROJECTS BEGINNING IN FISCAL YEAR 2002

Elevator Evaluation Study**\$44,000**

Category: Improvement - AOC

There are fourteen elevators in the Cannon House Office Building. By the year 2002, the project for modernization of these elevators will be complete. It is then proposed that a survey be performed to determine the effectiveness of the elevators within the building to provide adequate and timely vertical transportation to the occupants and visitors to the building. A consultant who specializes in such work will be hired to perform a field evaluation of the elevators, collect monitoring data from the elevator monitoring systems for elevators so equipped, interpret the data, and make recommendations regarding the elevator services in the Cannon House Office Building.

HB 43

House Office Buildings

Capital Budget Projects Beginning in Fiscal Year 2001

Fiscal Year 2000 Budget Estimate

House Office Building. The existing lighting system is old and obsolete and not properly spaced to provide adequate light levels. The existing level is far below the levels recommended by IES standards. New light fixtures will need to be installed and proper spacing between fixtures along with new raceways and branch circuit wiring.

House Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Projects Beginning in Fiscal Year 2001

Design for Replacement Windows, Ford Building

Category: Cyclical Maintenance

\$75,000

The exterior windows of the Ford House Office Building have deteriorated and have become increasingly less energy efficient. Continual maintenance is no longer cost effective and funding is requested to do a study to determine the most cost effective method and type of window to replace all of the windows in the building. Current plans call for requesting construction funding estimated at \$3.3 million in fiscal year 2003.

Design to Upgrade Rayburn-Capitol Subway System

Category: Cyclical Maintenance

\$400,000

The existing subway cars which operate between the Rayburn House Office Building and the U.S. Capitol have been in service for over 35 years. During this time they have served their intended function well. However, due to their age they now are less reliable and require more maintenance. In addition, they are not equipped to serve the needs of individuals with handicaps. It is proposed that replacement cars be provided that will operate on the existing track system, be more reliable, and accommodate the handicapped. The design process will also evaluate the potential of making the subway cars operate either with an attendant or without, similar to the elevators in the House Office Buildings.

The new subway cars will be designed by a consultant and be constructed by a contractor. Preliminary estimates indicate that a total of \$4,000,000 may be sufficient to replace the two cars. Following the design of the cars, for which funding will be requested in fiscal year 2001, the estimated cost will be reevaluated and appropriate funding will be requested in fiscal year 2003.

Improve Lighting, Cannon Tunnel

Category: Improvement - AOC

\$150,000

This project involves improving the low level illumination in the tunnel between the U.S. Capitol Building and the Cannon

HB.41

House Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Projects Beginning in Fiscal Year 2001

Relocate Members from Fifth Floor, Cannon Building

\$250,000

Category: Improvement - AOC

This project was requested by the House Leadership at the beginning of the 104th Congress. The request is to relocate Members' offices from the fifth floor of the Cannon House Office Building to offices more conveniently located elsewhere in the building. At present there are Congressional support staff located on the more accessible lower floors of the building that could exchange office space with Members on the fifth floor. The total of this project is estimated at \$500,000. Funding in the amount of \$250,000 will be retained in the base for two years.

Roof Repairs, Penthouse, Rayburn Building

\$300,000

Category: Cyclical Maintenance

The roof in the penthouse area of the Rayburn House Office Building is experiencing deterioration. The mechanical fasteners of the gutter system have failed and the expansion joints are leaking. It is necessary to perform extensive repairs in these areas to avoid further deterioration which will result in interior damage.

Replace Terrazzo Tiles, Basement, Longworth Building

\$415,000

Category: Cyclical Maintenance

The terrazzo floor on the basement level of the Longworth Building was installed in 1937. After 60 years, heavy traffic especially from forklifts out of the old Publications/Distribution Center and Postal Operations sorting space, the terrazzo floor has developed many spalled and chipped areas. This funding request will replace the deteriorated areas that are in need of replacement for safety as well as cosmetic reasons.

House Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Projects Beginning in Fiscal Year 2001

Upgrade HVAC Systems, Cannon Building

\$350,000

Category: Cyclical Maintenance

There are 19 major air handling systems in the Cannon House Office Building. Four of these systems were installed new in the early 1990's and three of them were replaced in the mid 1980's. The remaining twelve units were renovated/installed in the mid 1960's and are in need of renovation/replacement. Funding was provided in fiscal year 1998 for an engineering evaluation of these twelve systems including an analysis of the air handling units themselves, the distribution system, the method of control, and the ventilation quantities. These funds would be requested for preparation of a design to rehabilitate/replace these existing twelve air handling systems. Funding for construction will be requested over a four year period at a estimated cost of \$4,000,000.

Garage Floor Repairs, Rayburn Building

\$200,000

Category: Cyclical Maintenance

The Rayburn building garage floor slab has deteriorated due to water and chemicals which are deposited on the slab by automobiles. The structural integrity of the concrete decks are dramatically affected by this type of deterioration. There is already visible evidence of deterioration. Small hairline cracks have allowed water-borne chlorides to penetrate the deck and attack the reinforcing bars. This has caused corrosion, oxidation and in turn, expansion generating enough force to cause the concrete to spall and delaminate. This destructive action, if allowed to continue, will lead to severe structural damage.

In order to determine the amount of structural damage, and most cost effective repair alternatives funding in the amount of \$100,000 was provided in fiscal year 1996 for a thorough analysis, appropriate design and specification development. Based on the results of the analysis, additional funding, which is currently estimated at \$600,000, will be requested in future fiscal years to make the required repairs. The Sergeant at Arms has also requested that these repairs be made.

House Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Projects Beginning in Fiscal Year 2001

Repair House East and West Underground Garages

\$100,000

Category: Cyclical Maintenance

Water leakage is evident from the appearance of staining on the interior structure throughout the East and West Underground garages. Funds were provided in fiscal year 1998 for a preliminary study by a waterproofing specialist to determine the extent of potential structural damage to the garages. The water penetrations indicate that many areas in the East and West Underground Garages have some deterioration. Funding in the amount of \$100,000 is planned to be requested in fiscal year 2001 for design work. The results of this design will provide the basis for a request in fiscal year 2003 for renovation work to begin. A tentative estimate of renovation work is \$1,000,000. This project must proceed in order to prevent further structural damage and ensure continued safe operation of these areas as a parking facility.

Repair Rain Leaders, Cannon Building

\$850,000

Category: Cyclical Maintenance

The rain leaders, or storm water system, of the Cannon House Office Building are part of the original structure which was constructed in 1906. The leaders are now in extremely poor condition and can no longer be repaired. Some of the rain leaders have split causing interior water damage to Congressional offices. To date, the damage date has been addressed by temporary patch repair. Funds were provided in fiscal year 1998 to perform a detailed analysis of the rain leaders and develop better repair plans and estimates. A request will be made in fiscal year 2001 based on the final design.

Repair Steam Condensate Return, Longworth Building

\$100,000

Category: Cyclical Maintenance

The existing steam condensate return piping system in the Longworth building is deteriorated. A study was funded in fiscal year 1998 to determine the extent of repair or replacement needed for this piping system. It is expected that \$100,000 will be requested in fiscal year 2001 for construction documents and construction funding of \$500,000 will be requested in both fiscal years 2003 and 2004.

CAPITAL PROJECTS BEGINNING IN FISCAL YEAR 2001

Roof Fall Protection

\$3,430,000

Category: Life Safety

The House Office Buildings have been cited for noncompliance with OSHA Standard, sub-part M1926 "Fall Protection". To correct these conditions funding was provided in fiscal year 1998 to engage consultants to survey, program, design and document Fall Protection Systems for all House Office Buildings. Fall protection construction funds, estimated at \$3,430,000, will be requested in fiscal year 2001. Since this is a comprehensive program, construction could last three or more years. Re-roofing and Fall Protection funding for the Longworth House Office Building are being requested separately and are not included in this request. Included in this request are Cannon, Rayburn, Ford, and O'Neill House Office Buildings.

OSHA Standards require Fall Protection for all horizontal and vertical surfaces 6 feet or more above adjacent surfaces (roofs and walls). Trades most frequently requiring Fall Protection include Roofers, HVAC Technicians, Plumbers, Stone Masons, Carpenters, Window Washers and Birdproofing performing regularly scheduled maintenance programs and emergency services.

Repair Domestic Hot and Cold Water, Rayburn Building

\$100,000

Category: Cyclical Maintenance

The existing domestic hot and cold water systems of the Rayburn building are 30 years old. A study was funded in fiscal year 1998 to determine the extent of repair or replacement needed for piping and valves to these two systems. Funding of \$100,000 for design and construction documents will be requested in FY 2001. It is planned that construction funding in the amount of \$1,000,000 will be requested over a two year period beginning in FY 2003.

House Office Buildings**Fiscal Year 2000 Budget Estimate****Capital Budget Projects Beginning in Fiscal Year 2000****Upgrade Committee Hearing Room Public Address System Wiring****\$220,000****Category: Improvement - Client****Priority: 1-B**

Funding is requested to provide infrastructure modifications including wiring pathways within the Committee Hearing Rooms to support upgrades of the Public Address system, Category 5 Data Wiring and Telephone Wiring, as well as for the new multi-media capability and event room wiring. An amount of \$220,000 is requested on a "No Year" basis in each of the fiscal years 2000 through 2002.

House Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Projects Beginning in Fiscal Year 2000

Renovate Room B-310, Rayburn Building

\$30,000

Category: Improvement - Client

Priority: 1-C

This project was submitted at the request of the Chief Administrative Officer for upgrading lighting and minor wall renovations to the House Recording Studio in B-310, Rayburn Building. This renovation to the existing studio is necessary in order to provide Members the facility for videoconferencing with constituents.

Expand Computer Center, Ford Building

\$250,000

Category: Improvement - Client

Priority: 1-C

This project is submitted at the request of the Chief Administrative Officer for renovations to the expansion of the Computer Center in the Ford House Office Building. These renovations are necessary to provide participating vendors with a secured area within the House Information Resources Computer Center to manage and service Members' computer servers. In order to facilitate anticipated additional equipment as a result of the Member Server Park, existing space will be expanded and renovations for this additional server spaces are needed, including additional raised flooring. An amount of \$250,000 is requested on a "No Year" basis in fiscal year 2000 to provide for this project.

Renovations to Room 2128, Rayburn Building

\$170,000

Category: Improvement - Client

Priority: 1-C

This project was submitted at the request of Chairman Leach for construction of a new rostrum for the Banking Committee to accommodate the increase in the number of Members serving on this Committee.

HB-35

House Office Buildings

Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

The current configuration and equipment in the Rayburn Cafeteria do not support the level of business required of the facility. This renovation proposes to address the need for enlargement, reorganization and replacement in the kitchen, serving and dining areas to maintain and improve quality and service. Moving the ware washing to the North side of the facility will allow reorganization and enlargement of the kitchen and cafeteria serving. Pizza Plus will be reorganized to become a self contained unit. Dining areas require moderate work by the Architect, while carpet, tables and chairs will be provided by the Chief Administrative Officer. There is an immediate need for this renovation. Design, bid, award, submissions, delivery and construction will require a minimum of 18 months from date of funding. An amount of \$3.4 million is requested on a "No Year" basis for this project.

Kitchen: The kitchen was originally designed to serve the Cafeteria, only. But it has had to serve double duty as the major source of special function hot foods for all of the House Office Buildings. It is too small and needs new equipment. Old and worn kitchen equipment will be removed. Depending on funding, it is likely that 70% of the equipment will be replaced. Refrigeration will be added, new pot washing and special functions areas will be created.

Cafeteria Serving: Our straight line cafeteria serving line has outlived it usefulness. Its location and configuration is barely able to serve Members and staff. When tourists are added, long waiting lines are inevitable. A new space in a more convenient location is proposed. This enlarged space will be configured in a modular "Scatter System" with new serving counters and equipment.

Ware Washing: Relocation of existing ware washing equipment and function will free the proposed plan of spacial limitations. The new location on the North side of the facility will require moderate modifications.

Pizza Plus: This space will be reorganized to include both assembly and baking of pizzas due to the loss of its space to the new ware washing.

House Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Projects Beginning in Fiscal Year 2000

Study, Upgrade HVAC System, Rayburn Building

Category: Cyclical Maintenance

\$200,000

Priority: 3-A

The Rayburn House Office Building was built in the early 1960's and the heating, ventilating and air conditioning (HVAC) systems within the building have served their intended functions well during the ensuing 35 years. During this time there have only been minor repairs and some rehabilitation of the HVAC systems in the building. Because of occupancy changes in the building, the age of the equipment, technology changes and efficiency improvements of mechanical equipment, the entire building mechanical system should be studied and evaluated for potential replacement or upgrading to more efficient, effective and appropriate systems for the currently served loads.

The current plan is to perform a study in fiscal year 2000 at an estimated cost of \$200,000, final design being performed in fiscal year 2002 at an estimated cost of \$600,000, and construction beginning in fiscal year 2003 at a projected cost of \$10,000,000. The construction estimate is based on a rough estimate of potential unit replacement costs and will change once study and design determine the exact scope of the project and an estimate is based on that scope.

Renovations to Rooms 2137 and 2138, Rayburn Building

Category: Improvement - Client

\$115,000

Priority: 1-C

This project was submitted at the request of Chairman Hyde for reconfiguration of Rooms 2137 and 2138 RHOB office suites assigned to the House Judiciary Committee.

Renovate Rayburn Cafeteria

Category: Improvement - Client

\$3,400,000

Priority: 1-C

The Rayburn Cafeteria has been in operation since 1965 when Members first occupied the building. Its dining and serving areas were modified and redecorated in 1984, when the Pizza Plus area was created.

House Office Buildings

Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

Replace Exit Doors for Emergency Egress and Life Safety

Category: Life Safety

\$900,000

Priority: 1-A

This project is requested to respond to the need to create proper, code compliant exits from the House Office Buildings that do not compromise the need for proper physical security. The designs are currently being prepared in conjunction with the Physical Security Division of the Capitol Police. The funding requested in fiscal year 2000 on a "No Year" basis is for construction based on designs currently underway. The cost anticipates that special attention is to be paid to respecting the monumental character and obvious historic significance of the buildings. Given the combination of life safety and security, this project has a very high priority.

Emergency Generator, Longworth Building

Category: Life Safety

\$609,000

Priority: 1-A

Funding in the amount of \$609,000 is requested on a "No Year" basis to install an emergency generator in the Longworth Building. There is no emergency generator in this building. Two generators in the Rayburn House Office Building serve life safety functions and elevators for the Rayburn, Longworth and Cannon House Office Buildings. The emergency generator in the Rayburn Building serves a total of fifty four elevators and must be started manually. It may take one or more hours to bring all of the elevators down in case of a power failure. This emergency power deficiency needs to be corrected by providing a generator to service the Longworth and Cannon House Office Buildings and modifying the existing secondary distribution system with new panelboards and transfer switches in each of the three electrical switchgear rooms. This project will support the newly installed additional elevators in the Longworth Building.

This project was originally funded in fiscal year 1995, but was reprogrammed to fund the installation of the new elevators in the Longworth Building in fiscal year 1996.

This project will be designed by a consultant, and construction will be contracted out. The estimate is based on similar projects completed at the Ford Building.

House Office Buildings

Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

plan and must be upgraded to allow voice annunciating fire alarm and other signaling. This will ensure that all fire alarm audio signaling within the Capitol Complex is universally compatible and readily recognizable by the Members and staff as a fire evacuation signal. The Cannon Garage is not included in this project since this fire alarm upgrade is being accomplished during the building-wide and garage repair projects already under design.

The project will consist of the removal and replacement of the existing fire alarm signaling systems in the garages with modern, state-of-the-art control and signaling systems which meet the most current fire codes. The estimated cost for performing this work is \$250,000. The removal and installation project will be accomplished using contracted labor and materials. The design team will be required to provide complete installation documents to allow contractor bidding.

The estimate is based on the costs incurred during the installation of the new fire alarm system in the Longworth Building and the Ford Building.

Design, Expansion of Sprinklers from Corridors, O'Neill Building

Category: Life Safety

\$50,000

Priority: 1-A

Funding in the amount of \$50,000 is requested for design services for the expansion of the existing corridor fire sprinkler system into all spaces of the O'Neill House Office Building. The existing structure does meet current Federal fire safety standards for new Federal office buildings and does not meet National Fire Code or local fire code requirements for use as a dormitory.

This project includes the design of a new automatic sprinkler system throughout the entire building which will utilize the existing corridor sprinkler supply piping and standpipe risers at an estimated cost of \$650,000. The estimate is based on the usual costs associated with contracted design firms and typical square foot pricing for installing a wet pipe sprinkler system into an existing structure.

HB.31

House Office Buildings

Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

Replace/Upgrade Kitchen Fire Suppression Systems

Category: Life Safety

\$200,000

Priority: 1-A

Funding in the amount of \$200,000 is requested to replace the fixed fire suppression systems protecting the cooking surfaces in the kitchens of the House Restaurants in the House Office Buildings. The existing fire suppression systems utilize a dry chemical extinguishing agent which is not effective in suppressing fires involving the cooking oils now used in the House kitchens. It is anticipated that the National Fire Protection Association consensus committee responsible for this kitchen fire suppression system standard will be withdrawing it from the approved list of National Fire Code suppression systems since this equipment will no longer be approved by the Nationally Recognized Testing Laboratories (NRTL).

The project will include the complete removal and replacement of all existing kitchen fire suppression systems in the Cannon Building, Longworth Building, Rayburn Building and Ford Building that do not meet the most current fire codes and do not contain the appropriate fire suppression agent for the hazards now encountered in the kitchens and other food preparation areas, such as the carry-out restaurants. In recent projects performed by the AOC, such as the Longworth Food Court, this new fire suppression agent has already been utilized. These recently renovated areas are not included in this project. Additionally, the automatic shut-off of power to the cooking equipment in the event of a fire suppression system activation will also be accomplished as part of this project, in accordance with fire code requirements.

The estimate is based on the costs associated with the complete replacement, testing and certification of the fire suppression system that was installed on the food serving/preparation line and in the kitchen of the Longworth House Office Building food court.

Design, Upgraded Fire Alarms, House Garages

Category: Life Safety

\$30,000

Priority: 1-A

Funding in the amount of \$30,000 is requested for the contracted design of the upgrading of the fire alarm systems protecting the House Underground garages. The existing fire alarm systems are not compatible with the Complex-wide emergency management

House Office Buildings

Capital Budget Projects Beginning in Fiscal Year 2000

Fiscal Year 2000 Budget Estimate

Building served from the proposed generator for the Longworth Building.

Completion of Fire Alarm System, Rayburn Building

Category: Life Safety

\$850,000

Priority: 1-A

Funding in the amount of \$850,000 is requested for the installation of the enhanced smoke detection and fire alarm system in the Rayburn Building. These funds are necessary for the accelerated installation of this vital life safety system since installation cannot be accomplished in a timely manner with the limited in-house resources currently available. While this project is not part of the building-wide automatic sprinkler retrofit project, it will be activated and available for interconnection with the automatic sprinkler system zones as soon as each of them is completed and tested.

The project will consist of the installation of the smoke detectors and circuitry, control equipment, audio-visual devices and circuitry and other interrelated components and circuits. The estimate is based on the costs incurred during the installation of the new fire alarm systems in the Longworth Building and the Ford Building.

Upgrade Emergency Fire Communication System, O'Neill Building

Category: Life Safety

\$45,000

Priority: 1-A

Funding in the amount of \$45,000 is requested for replacement of the firefighter telephone jacks that are located in the elevator lobbies, elevator cabs and stairway landings as required by the local and national consensus building codes. This equipment is used by the fire department and other responders for emergency operations within the building which may require communication between various floors, elevators and the emergency command equipment located in the building's lobby.

CAPITAL PROJECTS BEGINNING IN FISCAL YEAR 2000

New Fire Suppression System, HIR Computer Room

\$480,000
Priority: 1-B

Category: Life Safety

Funding in the amount of \$480,000 is requested to replace the Halon 1301 fire suppression system that is now in use to protect the HIR Computer Center in the Ford House Office Building. The Halon 1301 system and other halogenated hydrocarbon - based fire suppression agents are no longer being manufactured since they have been identified under the Montreal Protocol as ozone depleting materials.

The new fire suppression system will consist of a fully supervised and controlled automatic sprinkler system for all areas now protected by Halon 1301 (including under the raised floor), thereby completing the requirements necessary for the building to be classified as a sprinklered occupancy. Without this sprinkler protection, the building's exiting requirements and the special locking arrangements now employed at all un-manned exterior exit doors will NOT meet local and national fire and building codes. This funding is to provide for design and installation funds.

Emergency Power Distribution, Cannon Building

\$300,000
Priority: 2-B

Category: Improvement - AOC

Funding in the amount of \$300,000 on a "No Year" basis is required for a new emergency power main distribution and local panelboards, transfer switches, raceways and modifications to the existing distribution system for the Cannon House Office Building. This new emergency distribution system will be served from a new generator requested under a separate project in the Longworth House Office Building. Two existing generators located in the Rayburn House Office Building presently serve limited life safety functions and elevators in the Rayburn, Longworth and Cannon House Office Buildings. One dedicated generator serves a total of fifty-four elevators, and must be started manually. When power fails, it may take one or more hours to bring all elevators down to the ground floor. This emergency power deficiency needs to be corrected by providing a separate emergency distribution system in the Cannon

House Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Projects Funded in the Base

all occupied spaces in the building except for those few areas which are served by specialized conditioning systems such as computer rooms. These air handling units filter, heat or cool and supply the air to the occupied spaces through the overhead diffusers in the building. Only two of these units are currently equipped with humidification. During the winter, humidity levels in the building can drop below currently recommended levels.

Funding in the amount of \$100,000 was appropriated in fiscal year 1999 to procure humidifiers for each of these air handling units which do not currently have them. The fiscal year 2000 request of \$60,000 is for installation costs.

House Office Buildings

Capital Budget Projects Funded in the Base

Major Elevator Equipment Improvements, House Office Buildings

Category: Cyclical Maintenance

\$120,000

Priority: 1-B

The House Office Buildings have a total of sixty-eight (68) elevators. These elevators are heavily used and the present demands placed on them causes severe equipment wear. Some of the maintenance of the equipment can be anticipated and steps taken to keep the equipment performing safely and efficiently. However, some operational parameters are more difficult to assess and appraise. One of these is the condition of the electrical equipment such as motor-generator sets, hoist motors and control gear. These funds were appropriated on a "No Year" basis beginning in fiscal year 1999 to begin a proactive replacement program for this equipment. It is planned to leave the funds in the base through fiscal year 2003 for this work at a total cost of \$600,000.

Upgrade Controls for Air Handling Units, Ford Building

Category: Cyclical Maintenance

\$60,000

Priority: 2-A

The pneumatic temperature control system in the Ford Building was installed prior to the AOC taking over the building over 20 years ago. The controls have deteriorated to the point where their continued operation is questionable and they require considerable maintenance. In addition, six of the main air handling units in the building are equipped with airflow by-pass dampers to control the quantity of supply air to the building. Fund were appropriated in fiscal year 1999 to begin a four year program to replace the units with air flow by-passes provided with variable frequency drives which will allow more accurate and more efficient control of the supply air quantity. The total cost of this project is estimated at \$240,000. Therefore, it is requested to retain the funding in the base through fiscal year 2002. These funds are requested on a "No Year" basis.

Humidification for Air Handling Units, Ford Building

Decrease Requested:

Category: Improvement - AOC

\$60,000

(\$40,000)

Priority: 2-A

There are ten major air handling units in the Ford House Office Building. These air handling units provide conditioned air for

House Office Buildings

Capital Budget Projects Funded in the Base

Fiscal Year 2000 Budget Estimate

As a practical matter to the Members, it is planned to close the garage completely during construction due to the volume of noise, disruption to parking services, and the potential damage to personal automobiles. Closing the garage for this single phase project will assure that the Members will be inconvenienced one time only.

It is requested that an amount of \$9,000,000 be provided in fiscal year 2000 on a "No Year" basis for this project.

Replace Windows, CHOB

\$200,000

Priority: 1-C

Category: Cyclical Maintenance

A recent study has been performed on the replacement of the windows and french doors in the Cannon House Office Building. Three different window types and two different methods of installation were considered in this study. A decision has been reached that all replacement systems will be matching single hung units consisting of insulated glass panes with simulated divided lights. No skylights were addressed in this option.

The installation method is based on performing the replacement from the interior of the building at night. This method allows for minor interior barricades to direct traffic on the stairwells and egress paths while window units are being installed from the interior. Allowances are made for moving owner packed furnishings to the adjacent hallway while window installation is being performed. The new windows will be brought into the building through window openings at the end of common corridors then rolled into the individual suites to be installed. When this is not possible the loading dock and freight elevator will be used to gain access to the various floors. After setting the windows a four foot work pocket must be maintained along the effected wall in order for painters and window treatment installers to have access to complete trim out and finish work.

An amount of \$200,000 on a "No Year" basis will remain in the budget base through fiscal year 2000. The total cost of this project is estimated at \$16,500,000. Construction funds of \$3,100,000 will be requested in each fiscal year 2001 through 2005.

House Office Buildings

Capital Budget Projects Funded in the Base

Escalator Modernization Program, RHOB & LHOB

Category: Cyclical Maintenance

\$300,000

Priority: 1-B

The funding in this phased program will provide for upgrades to the safety features and controls of the remaining escalators in the Rayburn and Longworth House Office Buildings that have not been replaced or upgraded. Specifications are in preparation. Funds are appropriated on a "No Year" basis and the project is expected to be completed in fiscal year 2007.

Garage Floor Repairs, Cannon Building

Increase Requested:

Category: Cyclical Maintenance

\$9,000,000

\$8,000,000

Priority: 1-B

The Cannon Building garage floor slab has deteriorated due to water and salts which are deposited on the slab by automobiles. Concrete pan construction, and its structural integrity, are dramatically affected by this type of deterioration. Small hairline cracks have allowed water-borne chlorides to penetrate the deck and attack the reinforcing bars. This causes corrosion, oxidation and in turn, expansion generating enough force to cause the concrete to spall and delaminate.

Based on the results of a structural study and a cost estimate from Cagley & Associates, an amount of \$1,000,000 was requested and appropriated in fiscal years 1998 and 1999 to begin a three phase replacement of the garage deck. Further studies revealed, however, that more extensive work is required than was revealed by the preliminary study.

Therefore, a revised funding request is submitted that is based on a reevaluated construction plan and a comprehensive upgrade of life safety and security measures that were not included in the earlier consultant studies. The construction plans and project scopes have been reevaluated and revised to allow for efficiencies in construction procedures and to incorporate compliance upgrades for HVAC and Fire Protection Safety. New lighting upgrades and a security systems infrastructure are also included in this plan. A significant increase in the overall cost of this project has resulted as a result of these necessary requirements.

House Office Buildings

Fiscal Year 2000 Budget Estimate

Capital Budget Projects Funded in the Base

through 2002 to complete this project. These funds are requested on a "No Year" basis. The project will be completed in 2004.

Sound System Improvements, Committee Hearing Rooms

\$450,000

Priority: 1-C

Category: Improvement - Cyclical Maintenance

Funding was appropriated in fiscal year 1998 on a "No Year" basis to begin the replacement of 56 committee room sound systems in the House Office Buildings. In fiscal year 1998, eight of the smaller and simpler committee rooms were completed. The total project cost is estimated to be \$2,250,000. Additional funding will be needed if the complexity of any of the planned committee rooms is more than the basic functional sound system as originally designed.

The upgrade of the House Office Buildings sound systems is a part of a broader plan to replace and upgrade the sound systems throughout the Capitol Complex which are deteriorating and do not meet the needs of an expanding communication age. Design and specifications are contemplated to be procured through contract. The design of the new equipment for the committee rooms will be modular and standardized to reduce maintenance costs. New features can be added to the systems to meet the needs of an expanding communication age.

Elevator Modernization Program

\$700,000

Priority: 1-B

Category: Cyclical Maintenance

This program was first funded in fiscal year 1996 to modernize the elevators in the Cannon House Office Buildings with new controllers, cabs, and accompanying equipment. The project is estimated to cost \$3,040,000 in total. It is anticipated that the final funding increment will be requested in fiscal year 2001 and the project is scheduled for completion in fiscal year 2002. Specifications for the elevators are under development at this time. Funds are appropriated on a "No Year" basis.

CAPITAL BUDGET PROJECTS FUNDED IN THE BASE
NARRATIVE DESCRIPTIONS

Install Sprinklers and Telecommunications Cable Tray Systems, RHOB

Increase Requested:

\$2,893,000
\$329,000

Category: Life Safety - Improvement

Priority: 1-A

This project is the continuation of the project that was originally approved to provide an automatic sprinkler system for the areas of the Rayburn House Office Building which are currently not equipped with sprinklers. During preliminary design of this project, additional requirements to serve the telecommunications needs of the Rayburn Building were brought to the attention of the Architect's office. With the approval of the House Office Building Commission, the scope of the project was modified to include the provision of a cable tray system to accommodate the installation of new and upgraded telecommunications cabling throughout the building. This additional requirement increased the total cost of the project to the presently estimated cost of \$10,328,000. A total of \$6,635,000 has been appropriated to date, of which \$329,000 was reprogrammed in fiscal year 1998 to provide sprinkler systems during the Longworth Cafeteria renovation. An amount of \$2,839,000 is required for fiscal year 2000, an increase of \$329,000 over the base amount. Another \$800,000 will be required in fiscal year 2001. These funds are requested on a "No Year" basis. The project will be completed in 2002.

Fire Alarm System Upgrade, ADA, HOB's

Category: Life Safety

\$150,000

Priority: 1-A

Funding in the amount of \$150,000 was appropriated in fiscal year 1998 to begin a five year program to provide for upgrades to the fire alarm system, including visual signaling devices and other equipment, for compliance with the Americans with Disabilities Act and the Congressional Accountability Act. Due to the significant work effort throughout the House Office Buildings, and the effect the fire alarm device installation will have on occupied public spaces and historically sensitive areas, funding is requested over a five year period. The total cost for installing these devices throughout the House Office Buildings is \$750,000. Funding will be required

ARCHITECT OF THE CAPITOL
FISCAL YEAR 2000
SUMMARY OF CAPITAL PROJECTS FUNDED IN THE BASE

PROJECTS	YEAR FIRST APPROP. NOTE	TOTAL ESTIMATED COST	FUNDING THRU FY 1999	ADDITIONAL FUNDING REQUIRED	AMOUNT IN FY 2000 BASE	EXPENDED 10/1/98	OBLIGATED 10/1/98	UNOBLIGATED 10/1/98	UNLIQUIDATED 10/1/98
HOUSE OFFICE BUILDINGS									
Install Sprinklers & Telecom Cable Tray System, RHOB	1996	1	10,128,000	6,635,000	3,693,000	2,564,000	277,709	615,161	337,452
Fire Alarm System Upgrades for ADA, HOB's	1998	1	750,000	300,000	450,000	150,000	0	145,000	145,000
Sound Improvements, Committee Hearing Rooms	1998	1	2,250,000	675,000	1,575,000	450,000	104,859	120,944	16,083
Elevator Modernization Program	1996	1	3,040,000	1,690,000	1,350,000	700,000	0	1,678,640	11,360
Escalator Modernization Program, RHOB & LHOB	1996	1	3,850,000	1,960,000	1,890,000	300,000	424,058	936,184	119,765
Garage Floor Repairs, CHOB	1998	1	11,000,000	2,000,000	9,000,000	1,000,000	107,839	158,925	51,086
Replace Windows, CHOB	1996	1	16,500,000	800,000	15,700,000	200,000	185,049	598,761	16,190
Major Elevator Equipment Improvements	1999		600,000	120,000	480,000	120,000	0	120,000	0
Upgrade Controls for Air Handling Units, FHOB	1999		240,000	60,000	180,000	60,000	0	60,000	0
Humidification for Air Handling Units, FHOB	1999	2	160,000	100,000	60,000	100,000	0	100,000	0

Notes:

- 1 - Funding thru FY 1999 provided over a multi-year period.
- 2 - Funding provided on an annual basis.

CAPITAL BUDGET PROJECTS FUNDED IN THE BASE

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all ongoing capital projects funded in the budget base. This narrative information is supported by a financial summary statement. The detailed financial, scheduling and cost information that is provided for ongoing projects includes a project title, the year funds were first appropriated (or reprogrammed) for the project, the total estimated cost of the project, the total amount funded through fiscal year 1999, the amount that is required to complete the project, the total amount funded in the budget base for fiscal year 2000, the expended, obligated, unobligated and unliquidated balances as of October 1, 1998, and when applicable the estimated date for project completion.

ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PAGE	CATEGORY	PROJECTS	FY 1999 APPR. STUDY	PROJECT FUNDING REQUIREMENTS							ADDITIONAL FUNDING THRU FY 1999	TOTAL ESTIMATE PAST AND FUTURE FUNDS	TYPE OF FUNDS	PRIORITY
				FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005 FY 2009	FY 2005 FY 2009				
FUTURE PROJECTS														
HB.37	Life Safety	Roof Fall Protection		3,430,000						3,430,000	140,000	3,570,000		
HB.37	Cyclical Maint	Repair Domestic Hot & Cold Water, RHOB		100,000			500,000	500,000		1,100,000	50,000	1,150,000		
HB.38	Cyclical Maint	Repair House East and West Garage		100,000			1,000,000			1,100,000	50,000	1,150,000		
HB.38	Cyclical Maint	Repair of Rain Leaders, CHOB		850,000						850,000	85,000	935,000		
HB.38	Cyclical Maint	Repair Steam Condensate Return, LHOB		100,000			500,000	500,000		1,100,000	50,000	1,150,000		
HB.39	Cyclical Maint	Upgrade HVAC Systems, CHOB		350,000		1,000,000	1,000,000	1,000,000		4,350,000		4,350,000		
HB.39	Cyclical Maint	Grange Floor Repairs, RHOB	100,000	300,000	300,000	300,000	300,000			600,000	100,000	700,000		
HB.40	Improvement - AOC	Relocate Members from 5th Floor, CHOB		250,000		250,000				500,000		500,000		
HB.40	Cyclical Maint	Repair Penthouse Roof, RHOB		300,000						300,000		300,000		
HB.40	Cyclical Maint	Replace Terrace Floor Basement, LHOB		415,000						415,000		415,000		
HB.41	Cyclical Maint	Replace Windows, RHOB		75,000			3,300,000			3,375,000		3,375,000		
HB.41	Cyclical Maint	Upgrade RHOB - Capitol Subway		400,000			4,000,000			4,400,000		4,400,000		
HB.41	Improvement - AOC	Improve Lighting, CHOB Tunnel		150,000						150,000		150,000		
HB.43	Improvement - AOC	Elevator Evaluation Study, CHOB				44,000				44,000		44,000		
TOTAL HOUSE OFFICE BUILDING			5,744,000	21,787,000	13,470,000	6,494,000	16,245,000	7,400,000	10,490,000	75,381,000	14,906,000	90,287,000		

ARCHITECT OF THE CAPITOL FIVE YEAR CAPITAL BUDGET

PAGE	CATEGORY	PROJECTS	FY 1999 APPR	DESIGN STUDY	PROJECT FUNDING REQUIREMENTS							TOTAL ESTIMATE PAST AND FUTURE FUNDS	TYPE OF FUNDS	PRIORITY		
					FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005	ADDITIONAL FUNDING REQUIRED				FUNDING THRU FY 1999	
HOUSE OFFICE BUILDINGS																
PROJECTS IN THE FY 1999 BASE																
HB.22	Life Safety - Improv	Install Sprinklers & Telephone Cable Tray System, RHOB	2,564,000		2,593,000	800,000						3,693,000	6,635,000	10,128,000	NY	1-A, Base/Inc
HB.23	Life Safety	Fire Alarm System Upgrades for ADA, HOBS	150,000		150,000	150,000						450,000	300,000	750,000	NY	1-A, Base
HB.23	Cyol Main - Improv	Sound Improvements, Committee Hearing Rooms	440,000		450,000	450,000						1,371,000	675,000	2,250,000	NY	1-C, Base
HB.23	Cyol Main - Improv	Elevator Modernization Program	700,000		700,000	650,000						1,350,000	1,690,000	3,040,000	NY	1-B, Base
HB.23	Cyol Main	Elevator Modernization Program, RHOB & LHOB	300,000		300,000	300,000					390,000	1,290,000	1,940,000	3,550,000	NY	1-B, Base
HB.24	Cyol Main	Garage Floor Repairs, CHOB	1,000,000		9,000,000							9,000,000	2,000,000	11,000,000	NY	1-B, Base/Inc
HB.25	Cyol Main	Replace Windows, CHOB	200,000		200,000	3,100,000	3,100,000	3,100,000				15,700,000	800,000	16,500,000	NY	1-C, Base
HB.25	Cyol Main	Major Elevator Equipment Improvements	120,000		120,000	120,000	120,000	120,000				480,000	120,000	600,000	NY	1-B, Base
HB.26	Cyol Main	Upgrade Controls for Air Handling Units, FHOB	60,000		60,000	60,000	60,000					180,000	60,000	240,000	NY	2-A, Base
HB.26	Improvement - AOC	Humidification for Air Handling Units, FHOB	100,000		60,000							60,000	100,000	160,000	Annual	2-A, Base/Dec
NEW PROJECTS FOR BUDGET CONSIDERATION																
HB.28	Life Safety	Installation of New Fire Suppression System, Computer Rm.			460,000							460,000		460,000	NY	1-B
HB.28	Life Safety	Emergency Power Distribution, CHOB			300,000							300,000		300,000	NY	2-B
HB.29	Life Safety	Completion of Fire Alarm System, RHOB			850,000							850,000		850,000	Annual	1-A
HB.29	Life Safety	Upgrade Emergency Fire Communication System, OHOB			45,000							45,000		45,000	Annual	1-A
HB.30	Life Safety	Replace/Upgrade Kitchen Fire Suppression Systems			200,000							200,000		200,000	Annual	1-A
HB.30	Life Safety	Upgrade Fire Alarm, House Garges		D	30,000	250,000						280,000		380,000	Annual	1-A
HB.31	Life Safety	Upgrade Sprinklers from Corridor, OHOB		D	50,000	650,000						700,000		700,000	Annual	1-A
HB.32	Life Safety	Replace Exit Doors for Emergency Egress & Security			900,000							900,000		900,000	NY	1-A
HB.32	Life Safety	Emergency Generator, LHOB			600,000							600,000	91,000	700,000	NY	1-A
HB.33	Cyol Main	Upgrade HVAC System, RHOB		S	200,000			660,000	2,000,000	2,000,000	4,000,000	10,300,000		10,300,000	Annual	3-A
HB.33	Improvement - Client	Renovations to Rm 2127 & 2128, RHOB (Judiciary)			115,000							115,000		115,000	Annual	1-C
HB.33	Improvement - Client	Renovate Rayburn Cafeteria			3,400,000							3,400,000		3,400,000	NY	1-C
HB.34	Improvement - Client	Renovate Room B310, RHOB			30,000							30,000		30,000	Annual	1-C
HB.35	Improvement - Client	Expand/Restore Computer Center, FHOB			250,000							250,000		250,000	NY	1-C
HB.35	Improvement - Client	Renovations to Room 2128, RHOB (Banking)			170,000							170,000		170,000	Annual	1-C
HB.36	Improvement - Client	Upgrade Committee Room PA System Wiring			220,000	220,000		720,000				660,000		660,000	NY	1-B

HB.18

Priority: 1 - Critical, 2 - Highly Desirable, 3 - Desirable (A - highest in Category)
Study (S) = conceptual development, Design (D) = working drawings, specification, and estimate development

CAPITAL BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The objective of the five year Capital Budget is to identify all projects, including those generated from within the agency as well as those identified by clients, which would require funding in this appropriation during fiscal years 2000 through 2004. Using all the information collected during this process, a five-year Capital Budget has been prepared based on currently identified needs. This narrative introduces the Capital Budget and a table summarizes the five year capital budget. The table has been sorted in order to begin with projects funded in the budget base followed by new projects for which funding is requested in the fiscal year 2000 budget. These projects are further sub-sorted by category. A detailed explanation of the project priorities is provided in the General Statement. The Capital Budget projects for fiscal years 2001 through 2004 are sorted in similar manner. Narrative descriptions of these capital projects follow in the same order as they appear in the summary table. Following the Capital Budget narratives is a table summarizing all projects funded with prior year "No Year" monies and related narrative descriptions. The table and narratives include total cost estimate, completion date, and other information.

**House Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

**Annual Equipment
Requested Increase:**

\$168,000
\$5,000

The purpose of this allotment is to purchase all the equipment for the annual maintenance and operation of the House Office Buildings. *The requested price level increase is to meet the rising costs under this allotment.*

**Movable Partitions
Increase Requested:**

\$30,000
\$1,000

The purpose of this allotment is to purchase metal demountable partitions and associated hardware for use in renovations and alterations of office areas. *The requested price level increase is to meet the rising costs under this allotment.*

**Replace and Improve House Restaurant Facilities
Increase Requested:**

\$72,000
\$7,000

This funding provides for necessary equipment in the House Restaurants kitchens, carry outs, and catering facilities. *The requested price level increase is to meet the rising costs under this allotment.*

**House Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

**Fire Alarm Systems Testing and Maintenance
New Operating Allotment**

\$150,000

Funds are requested for a new annual allotment to support the inspection, testing, and maintenance of all fire alarm systems. These services must be performed annually to meet fire and life safety codes.

**Election Year Moving Costs
Decrease Requested:**

**\$0
(\$600,000)**

Funding was appropriated in fiscal year 1999 to provide for temporary labor to accommodate an estimated 250 moves due to the election year suite changes. This funding is not required in fiscal year 2000.

**Supplies and Materials
Increase Requested:**

**\$1,248,000
\$261,000**

The purpose of this allotment is to purchase supplies and materials for the electrical, cleaning, carpentry, hardware, plumbing, electric light bulbs and tubes, gasoline and toilet needs for the annual maintenance and domestic care of the House Office Buildings.

Of the requested increase, \$190,000 is to provide uniforms and \$40,000 for safety apparel for House Office Buildings employees. There is a need to be able to distinguish these employees from visitors or employees of other organizations. There is also a related security concern, which is the need to be able to immediately recognize certain employees as being authorized to be in a given place. This request is based on the uniform program being undertaken in all the other jurisdictions. The safety apparel is necessary to assure that AOC employees have appropriate safety attire as required under the Congressional Accountability Act. A pilot uniform program was funded in fiscal years 1997 through 1999 for Senate Office Buildings employees. Funding was provided in fiscal year 1999 for all other AOC jurisdictions with the exception of the House Office Buildings. The balance of the requested increase, \$21,000, is to provide for price level increases

**House Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

Restaurant cafeterias, carry-outs and catering facilities. *The requested price level increase is to meet the rising costs under this allotment.*

**Hazardous Materials Abatement
Increase Requested:**

**\$149,000
\$4,000**

The funding in this allotment provides for the removal, containment and control of asbestos, lead, and other hazardous materials, within the House Office Buildings complex. *The requested price level increase is to meet the rising costs under this allotment.*

Waste Recycling Program

\$40,000

This allotment is used to provide the supplies and materials necessary to operate the House of Representatives waste recycling program.

**Contract Costs for Cleaning Ford Building
Requested Increase:**

**\$567,000
\$21,000**

The purpose of this annual allotment is to pay for contracted annual cleaning of the Ford House Office Building. *The estimated cost is based on the annual contract cost. The requested price level increase is to meet the rising costs under this allotment.*

Training

\$370,000

This allotment is used to train House Office Buildings employees in technical areas related to their duties and in programs such as prevention of sexual harassment, understanding employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office provides supervisory, technical skills and staff development training and sponsors basic educational skills training.

**House Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

Insect and Pest Control

\$19,000

This allotment provides for insect and rodent extermination services to the House Office Buildings, excluding the House Restaurant areas, by annual contract.

Miscellaneous Improvements

\$200,000

The purpose of this allotment is to accommodate unanticipated building alterations requested by Members, Officers of the House and Committees. Typical alterations are changes in office configurations. This work is performed by in-house personnel and when necessary by contractual personnel.

Exterior Pointing and Caulking

\$154,000

This allotment funds the preventive maintenance to exterior stonework and other masonry. This annual activity includes the pointing and caulking of walls, balconies, terraces, steps and fountains as well as the cleaning of the exterior of the House Office Buildings. The funding allows for cyclical maintenance of these areas.

Roof Preventive Maintenance Program

\$130,000

This allotment provides for annual roof maintenance throughout the House Office Buildings complex. The level of funding allows for cyclical repairs, particularly the copper roofs on the Longworth and Cannon Buildings.

Maintain and Repair House Restaurant Equipment and Facilities

\$23,000

\$1,000

Increase Requested:

The purpose of this allotment is to provide preventive maintenance, repairs and replacement of parts of equipment in the House

**House Office Buildings
Operating Budget**

Fiscal Year 2000 Budget Estimate

**Elevator Repairs
Increase Requested:**

\$155,000
\$43,000

This allotment provides for the support necessary for repair parts and contractual repairs for the annual operation and maintenance of 68 elevators, 31 escalators, 1 dumbwaiter, and 1 lift. *A price level increase of \$3,000 is requested to meet the rising costs under this allotment. In addition, \$40,000 is requested to provide for annual testing and inspection as well as replacing several cables that transmits the call signals to the elevators.*

**Annual Painting
Increase Requested:**

\$142,000
\$4,000

This allotment is used for painting of the House Office Buildings, and includes Members' suites, committee offices, public corridors and restrooms, and all other interior and exterior paint applicable surfaces. This allotment also supports plaster and glass repair and replacement by both in-house personnel and services required from outside contracts when in-house capability is not available, such as: flag pole painting, specialty glass repair and replacement. *The requested price level increase is to meet the rising costs under this allotment.*

**Maintenance Air Conditioning Systems
Increase Requested:**

\$134,000
\$4,000

The purpose of this allotment is to support costs of annual repairs for maintenance, operation and modification of the House Office Buildings air conditioning and refrigeration systems. *The requested price level increase is to meet rising costs for this allotment.*

Maintenance and Repair, Subway System

\$5,000

This allotment funds the annual repair parts necessary for the mechanical and electrical maintenance of the two Rayburn tunnel subway cars.

OPERATING BUDGET NARRATIVE DESCRIPTIONS

Personnel Compensation
Increase Requested:

\$22,254,000
\$1,130,000

This allotment provides for salaries and wages paid directly to employees including paid leave and lump sum annual leave payments upon separation. This allotment also provides for compensation above basic rates including overtime, holiday pay, Sunday pay, night work differential, supervisory differential, and hazardous duty pay. *The increase consists of cost of living adjustments (COLA's) for fiscal year 2000 including the annualization of the January, 1999 COLA for general schedule employees; the COLA for general schedule employees in January, 2000; and the October, 1999 COLA for wage-board employees; and within-grade increases and other pay adjustments.*

Personnel Benefits
Increase Requested:

\$5,403,000
\$465,000

This allotment provides for personnel benefits for employees including contributions for retirement to the Civil Service Retirement System, the Federal Employees Retirement System, Social Security, and Medicare. Also included are agency contributions to the Federal Employees Health Benefits Program (FEHBP), the Federal Employees Group Life Insurance (FEGLI), and subsidies paid to employees for commuting costs. *The increase for fiscal year 2000 is attributable to increased costs of agency contributions for employees health benefits and retirement funds.*

General Annual Repairs
Increase Requested:

\$194,000
\$6,000

The purpose of this allotment is to support costs for annual repairs by the Sheet Metal, Industrial Equipment and Stone shops. In addition, labor is charged to this account in order to supplement in-house forces on a temporary basis and to contract for specialty repairs when in-house personnel capability is not available. *The requested price level increase is to meet rising costs for this allotment.*

OPERATING BUDGET HISTORY

OBJECT CODE	ITEM	ALLOTMENT BEFORE FY 98	B	BASE SINCE FY 1990		FY 1998 ALLOTMENT	FY 1998 OBLIGATIONS	FY 1999 ALLOTMENT	FY 2000 REQUEST
			C	YEAR CHANGED TO 98 LEVEL					
			I	INITIATED					

APPROPRIATION: HOUSE OFFICE BUILDINGS

11	PERSONNEL COMPENSATION	\$19,903,000	C	1998		\$20,775,000	\$19,322,000	\$21,124,000	\$22,254,000
12	PERSONNEL BENEFITS	4,495,000	C	1998		4,715,000	4,328,000	4,938,000	5,403,000
	OTHER SERVICES								
2501	GENERAL ANNUAL REPAIRS	203,000	C	1996		188,000	188,000	188,000	194,000
2502	ELEVATOR REPAIRS	126,000	C	1996		112,000	156,000	112,000	155,000
2503	ANNUAL PAINTING	185,000	C	1997		135,000	115,000	138,000	142,000
2504	MAINTENANCE, A/C SYSTEMS	140,000	C	1996		130,000	169,000	130,000	134,000
2506	MAINTENANCE & REPAIRS, SUBWAY	6,000	C	1996		5,000	5,000	5,000	5,000
2507	INSECT & PEST CONTROL	21,000	C	1996		19,000	7,000	19,000	19,000
2509	MISC IMPROVEMENTS	100,000	B	1990		200,000	200,000	200,000	200,000
2517	EXTERIOR POINTING & CAULKING	165,000	C	1996		153,000	152,000	154,000	154,000
2519	ROOF PREVENTIVE MAINTENANCE PROGRAM	140,000	C	1996		130,000	101,000	130,000	130,000
2540	MAINTAIN/REPAIR HOUSE RESTAURANT EQP	23,000	C	1996		21,000	21,000	22,000	23,000
2546	HAZARDOUS MATERIALS ABATEMENT	150,000	C	1996		140,000	190,000	145,000	149,000
2548	WASTE RECYCLING PROGRAM		I	1991					
2551	CONTRACTUAL CLEANING, FHOB	371,000	C	1998		546,000	304,000	546,000	567,000
2591	TRAINING	70,000	C	1996		370,000	147,000	370,000	370,000
BIANNUAL	*ELECTION YEAR MOVING COSTS	464,000	C	1997				600,000	
NEW	FIRE ALARMS SYS TESTING & MAINTENANCE		I	2000					150,000
26	SUPPLIES AND MATERIALS	914,000	C	1998		971,000	842,000	997,000	1,248,000
	EQUIPMENT								
3101	ANNUAL EQUIPMENT	176,000	C	1996		163,000	147,000	163,000	168,000
3121	MOVABLE PARTITIONS	30,000	C	1996		28,000	29,000	30,000	30,000
3132	REPL/IMPROVE HOUSE RESTAURANT FAC	70,000	C	1996		65,000	32,000	65,000	72,000

HB.10

OPERATING BUDGET

In fiscal year 2000 the budget request for the Architect of the Capitol is presented again as an Operating Budget and a Capital Budget. The Operating Budget for this appropriation is comprised of all costs associated with the daily care, maintenance and operation of the facilities and activities under the jurisdiction of the Architect of the Capitol. The budget justification for the Operating Budget includes a summary schedule explanatory statement and the associated schedule, followed by the Operating Allotment narratives. The narratives describe the purpose of all operating allotments funded in this appropriation. When changes have been requested for fiscal year 2000, the amount and justification for those changes appear in *italics*.

For the fiscal year 2000 budget justifications, detailed narrative descriptions and other information are provided for all annual operating budget allotments. This narrative is supported by a table that includes the following data: the allotment code number (Object Code), allotment title (Item), and the last funding level before that allotment was increased or decreased to the fiscal year 1998 level (Allotment before FY 98). A two-column designation follows that indicates in the first column a letter code whether that amount was initiated (I), the year changed to the fiscal year 1998 level (C), or has been continued at that base amount (B) since 1990. The second column will indicate for those allotments that have changed before fiscal year 1998 the year of that change. The next several columns will indicate funding levels for fiscal years 1998, 1999 and 2000, as well as the obligations for fiscal year 1998. In accordance with sound financial management practice, these allotments are reviewed and adjusted to reflect changing needs. Increases that cannot be absorbed from other operating areas are requested through the budget process.

Schedule C (Continued)

ARCHITECT OF THE CAPITOL
House Office Buildings
Detailed Analysis of Change by Appropriation
(Continued)

I. Adjustments to Base (Continued)

- k. Rostrum Additions, Banking Committee
- l. Garage Floor Repairs, CHOB
- m. Fire Sprinklers & Telecom Cable System, RHOB
- n. Emergency Power Distribution, CHOB
- o. Replace Exit Doors for Emergency Egress & Security
- p. Emergency Generator, LHOB
- q. Renovate Cafeteria, RHOB
- r. Upgrade PA System Wiring, Committee Rms

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 2000

2000 Request	
Est. FTE	Amount (\$000)
	170
	8,000
	329
	300
	900
	609
	3,400
	220
...	11,250
649	53,389

Schedule C (Continued)

ARCHITECT OF THE CAPITOL
House Office Buildings
Detailed Analysis of Change by Appropriation
(Continued)

I. Adjustments to Base (Continued)

B. Price Level Changes

1. General Annual Repairs
2. Elevator Repairs
3. Annual Painting
4. Maintenance A/C Systems
5. Hazardous Materials Abatement
6. Maintain and Repair, House Restaurant Systems
7. Contractual Custodial Services, FHOB
8. Supplies and Materials
9. Equipment

C. Program Type Changes

1. Legislation

2. Workload

- a. Uniforms & Safety Apparel
- b. Elevator Repairs
- c. Fire Alarms Systems Testing & Maintenance

3. Equipment, Alterations, Maintenance

- a. Install Fire Suppression Sys, Computer Rm.
- b. Completion of Fire Alarm System, RHOB
- c. Upgrade/Upgrade Kitchen Fire Suppression System
- d. Study to Upgrade HVAC System, CHOB
- e. Design, Upgrade Fire Alarm, House Garages
- f. Design, Expand Sprinklers from Corridors, OHOB
- g. Study, Upgrade HVAC System, RHOB
- h. Renovation of Rms 2137 & 2138, RHOB
- i. Renovation of Room B-310, RHOB
- j. Expand/Renovate Computer Center, FHOB

2000 Request	
Est. FTE	Amount (\$000)
...	77
	6
	3
	4
	4
	4
	1
	21
	21
	13
...	...
...	420
	230
	40
	150
...	16,178
	480
	850
	45
	200
	30
	50
	200
	115
	30
	250

HB.7

Schedule C

ARCHITECT OF THE CAPITOL
House Office Buildings
Detailed Analysis of Change by Appropriation

Calculation of Base	
Est. FTE	Amount (\$000)
Appropriation, 1999	649
Minus Nonrecurring Items:	42,139
1. Firing Range Ventilation & Egress, RHOB	(50)
2. Humidification for Air Handling Units, FHOB	(40)
3. Replace Fire Pump, CHOB	(85)
4. Install Emergency Fire Communications Systems, LHOB	(120)
5. Emergency Exit Directional Door Signs	(120)
6. Study/Design, Garage Floor Repairs, RHOB	(100)
7. Election Year Moving Costs	(600)
8. Replace Roof, LHOB 6th and 7th Floors	(3,200)
9. Replace Existing Secondary Distribution System	(130)
10. Conduits/Pathways; Event Room Cabling	(900)
11. Electrical System Renovation, CHOB	(1,200)
12. ADA Requirements	(400)
13. Lightning Protection Systems	(75)
Total, Nonrecurring Items:	...
	(7,020)
2000 Request	
Est. FTE	Amount (\$000)
I. Adjustments to Base	
A. Mandatory Pay and Related Costs	...
1. January, 1999 Cost of Living Annualization	1,595
2. January, 2000 Cost of Living Adjustment	43
3. January, 2000 Wage Rate Increase	157
4. Within-grades and Other Pay Changes	952
5. Retirement Increases	187
6. Contributions to Health Benefit Funds	52
	204

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORY	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGE		
	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		DOLLARS (\$000)	FTE	
					FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)	FTE	DOLLARS (\$000)			
1. Breakdown by Activity: House Office Buildings		1,595											
Total		1,595		77					-180		9,758		11,250
2. Breakdown By Object Class													
11 Personnel Compensation		1,130											1,130
12 Personnel Benefits		465											465
13 Benefits to Former Personnel													
21 Travel													
22 Transportation of Things													
23 Rent, Communication & Utilities													
24 Printing and Reproduction													
25 Other Services				43					-410		9,758		9,391
26 Supplies and Materials				21					230				251
31 Equipment				13									13
32 Land and Structures													
42 Insurance Claims and Indemnities													
Total		1,595		77					-180		9,758		11,250

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 98*		FY 99		FY 00		NET CHANGE 00/99	
	ACTUAL		ESTIMATE		ESTIMATE		DOLLARS	
	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)	FTE	DOLLARS (000)
1. Breakdown by Activity:								
House Office Buildings	649	30,150	649	42,139	649	53,389		11,250
Total	649	30,150	649	42,139	649	53,389		11,250
2. Breakdown by Object Class								
11 Personnel Compensation		19,322		21,124		22,254		1,130
12 Personnel Benefits		4,328		4,938		5,403		465
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities		1						
24 Printing and Reproduction								
25 Other Services		5,428		14,823		24,214		9,391
26 Supplies and Materials		842		997		1,248		251
31 Equipment		225		257		270		13
32 Land and Structures								
42 Insurance Claims and Indemnities		4						
Total		30,150		42,139		53,389		11,250

* Includes Obligations from Prior Year "No Year" Authority.

FISCAL YEAR 2000 BUDGET AND FTE SUMMARY

	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Operating Budget	\$28,906,000	\$30,115,000	\$31,607,000
Capital Budget	7,704,000	12,024,000	21,782,000
Total	\$36,610,000	\$42,139,000	\$53,389,000
FTE	649	649	649

forthcoming census. Other issues requiring legal assistance were congressional powers and prerogatives and debate between congressional committees and the executive branch over access to information and impeachment. The Service formed an interdisciplinary team to address the range of issues associated with impeachment. The team, made up of legal, congressional, and historical specialists, legislative attorneys, and paralegals, provided briefings on questions surrounding both procedural and substantive impeachment-related issues including congressional procedures, executive privilege, the Independent Counsel statute, access to confidential materials and grand jury testimony and indictment of a sitting President. The Service prepared reports on relevant constitutional provisions on impeachment, Presidential succession, the relation between impeachment and the Former Presidents Act, censure of the President as an alternative to impeachment, the pardoning power of the President, proceedings involving the judiciary, and prior impeachments.

◆ **Defense Policy and Budget.** CRS foreign policy specialists and international security analysts addressed a range of issues, such as spending priorities, intelligence data collection, and defense acquisition reform. Support included assisting in preparation of materials on long-term defense policy issues and analyses of the implications of emergency funding for congressional war powers and the impact of offsetting rescissions on Department of Defense programs, peacekeeping and funding military contingency operations such as those in Bosnia and Iraq; tracking of major weapons procurement issues like fighter and bomber aircraft, submarines, and aircraft carriers; analyzing of the Navy's overall rate of shipbuilding, and hearings and other support on the issue of NATO enlargement.

◆ **Education.** During fiscal year 1998 the House and the Senate approved different bills to consolidate numerous categorical federal education assistance programs into block grants with fewer restrictions. The key committees consulted with CRS analysts regarding these proposals from their initial development through committee and floor debate, with much of the latter focused on CRS analyses of the potential effects of the block grants bill on the distribution of funds among states, types of agencies, purposes, and activities. The Service provided quantitative analyses of the possible impact of proposals to consolidate current programs for students with limited English-language skills and increase flexibility at the state and local level in choosing instructional methods that can be supported by the Bilingual Education Act. Other CRS assistance included support on improvement of reading achievement, expansion of the public charter schools aid program and reauthorization and reform of federal support for vocational education. The reauthorization by the Congress of the Higher Education Act includes almost \$40 billion in annual federal student aid; CRS assistance included: analysis of the impact on

states of various formula allocation options for student assistance; analysis of the impact on students of proposed changes to the formula for calculating student and family financial contribution toward post-secondary education costs; testimony on institutional eligibility and accountability procedures under the Act; and technical assistance during House and Senate conferences.

- ◆ **Foreign Policy and Regional Issues.** Foreign policy analysts offered extensive coverage and direct analytical support on issues such as funding for Russia and the Newly Independent States (NIS) of the former Soviet Union, micro enterprise projects, foreign policy agency reorganization, democracy promotion programs, and the expansion of targeted international broadcasting. Regional concerns prompted requests for help from the Service on topics such as strengthening democracy in South Africa, U.S. satellite exports to China, nuclear tests conducted by India and Pakistan, Indonesia's political crisis, and the Israeli economy. CRS analysts also assisted with issues on U.S. drug certification for Mexico, the Middle East peace process, rapidly changing conditions in the Serbian province of Kosovo, the peace agreement in North Ireland, and U.S. immigration policy toward Haiti.

- ◆ **Global Financial Crises and the International Financial System.** CRS economists provided support on issues of congressional authorization for new funding for the International Monetary Fund. Members were briefed and provided with reports to assist them with such issues as how IMF funding figures in the U.S. budget treatment, the congressional role in U.S. participation in the IMF, and the impact of IMF conditionality on client countries. Ongoing analyses were prepared on the burgeoning global financial crisis as it developed in East Asia and spread to Russia and Latin America. Of particular interest to the Congress has been the impact of the crisis on U.S. financial markets and U.S. trade and investment with the affected economies.

- ◆ **Patient Protection Legislation.** Congressional debate on health policy in fiscal year 1998 focused on determining whether additional federal regulation is needed for managed care plans that currently insure more than half of the U.S. population. Patient protection bills introduced and considered in the 105th Congress responded to consumer and health care provider concerns by proposing federal standards for assuring access to emergency and specialty care, providing information to consumers, and requiring grievance and appeals processes. CRS analysts provided close support on these issues to a number of House and Senate committees as well as to informal bipartisan task forces that were established to examine these issues.

▶ **Copyright Office Legislative Support to Congress** - During fiscal year 1998, the Copyright Office passed several major pieces of copyright legislation, including the Digital Millennium Copyright Act (DMCA). Pursuant to its long-standing role as an expert advisor to the Congress and the Administration on policy and international matters (a role expressly recognized in the DMCA), the Copyright Office provided policy advice and technical assistance to the Congress on enacted legislation, as well as other important bills that were not enacted into law. Highlights of this support follow.

◆ **Treaty Implementation.** Title I of the DMCA implemented the two new World Intellectual Property Organization copyright treaties concluded in December 1996. The Copyright Office assisted in the drafting of many portions of the treaty implementation provisions, testified on the bill as introduced, and worked closely with the relevant Committees on refining its language.

◆ **Online Service Provider Liability.** Title II of the DMCA limits the liability of online service providers for infringing material transmitted over their networks. The Copyright Office testified on earlier versions of this legislation and served as a technical consultant to the Congress in shaping and finalizing the language of the solution ultimately adopted in the bill.

◆ **Transfer of Collective Bargaining Agreement Obligations.** At the request of the Congress, the Copyright Office presided over successful negotiations among motion picture producers and distributors and the unions representing screenwriters, directors and performers, resulting in a provision in the DMCA that ensures that these individuals can continue to collect residuals owed to them under their collective bargaining agreements after the producer has transferred rights to the motion picture.

◆ **Compulsory Licenses for Webcasting on the Internet.** The Copyright Office served as a technical advisor to the Congress on the enactment of new compulsory licenses for the new means of dissemination of sound recordings over the Internet known as webcasting.

◆ **Database Protection.** The Copyright Office assisted in drafting the bill that passed the House of Representatives, testified on the bill as introduced, and worked with the leadership of the Senate Judiciary Committee in its consideration of the bill (scheduled to be resumed in the 106th Congress).

- ◆ **Satellite Compulsory License.** The Copyright Office worked closely with the Congress to help draft proposed changes to the satellite compulsory license and the CARP system.

From May through July 1998, the Copyright Office also presented four seminars for members of the Congress and their staff on current copyright issues of concern to policymakers. In July 1998, the Copyright Office submitted to the Congress a study entitled: "Project Looking Forward," which assesses the impact of digital network technology on copyright over the next several years. Finally, the Copyright Office responded to numerous congressional inquiries about domestic and international copyright law and registration and recordation of works of authorship.

- ◆ **Providing Better Services to the Congress and the Nation through Technology** - The Library continues to improve its cataloging, copyright, research, management, and delivery systems through the development and use of technology-based systems, services, and products that improve the ability to serve the Congress and the nation more efficiently and effectively. The Library has received numerous awards for providing access to the content of the collections (see attachment 5). Specific achievements during fiscal year 1995 include:

- ◆ **Thomas Internet System.** Since January 5, 1995, THOMAS, a world wide web (WWW) based Internet resource, has provided searching and access to legislative information and links to other legislative Internet resources. During fiscal year 1998, the amount of legislative information in THOMAS doubled through the addition of earlier files to provide continuous coverage from the 101st through the 105th Congress for Congressional Record and Text Legislation, and from the 103rd through the 105th Congress for Committee Reports. Searching features in THOMAS were enhanced through a new release, which permits more accurate searching of Member names in the Congressional Record and provides a list of words in the database to confirm search terms and highlighting of search terms found in the text of Committee Reports. For the first time, the Congressional Record results could be downloaded, and the download feature for Bills was improved. In the News feature, the new "Congress" entry helped patrons look up legislation by the popular title heard in the media, and the new Medicare Commission website was developed and hosted by THOMAS in early 1998. Public email to THOMAS continued to be handled in a timely manner, and THOMAS continued to receive many messages thanking the Library for this service, especially from the new users who discovered THOMAS when searching the Starr Report. At the request of the Congress, the Report of the Independent Counsel was mounted on THOMAS in mid-September, followed by two subsequent releases of testimony. The average 9.3 million monthly transaction volume for THOMAS increased to 19 million for the month of September. As of September 30, 1998,

more than 220 million transactions had been processed by THOMAS since its inception in January 1995; more than half of these transactions occurred in fiscal 1998.

- ◆ **Development of a Legislative Information Retrieval System (LIS).** Working with the Committee on House Oversight, the Senate Committee on Rules and Administration, in consultation with the House and Senate Subcommittees on Legislative Branch Appropriations, the Library and CRS developed a plan for a single integrated legislative information retrieval system to serve the Congress. The Library and CRS updated the LIS plan and briefed Congressional staff on scheduled development work for 1998. Since the initial delivery of the Library's portion of the LIS, the Library has collaborated with House and Senate staffs to determine the most useful new search features and new content to add to the LIS. The House decided to retire its legacy system in 1999 and to rely on LIS for its legislative information. To ease the transition, the LIS was enhanced with more traditional search features familiar to legacy system users. Joint planning for data exchange among the House, Senate and Library occurred throughout fiscal year 1998, and decisions on compatible technologies were made to ensure that information would flow smoothly from all Legislative Branch agencies into the LIS. The Public Policy Literature feature of the LIS was enhanced so those documents can be viewed online through a link to the CRS Imaging System. Two major development efforts begun in fiscal year 1998 and scheduled for completion by the start of the 106th Congress are: (1) enhanced retrieval features for CRS's Bill Summary information, Issue Briefs, and CRS Reports and (2) the integration of Executive Communications and CRS Products into the LIS, which will replace and retire the mainframe counterparts of these files. In addition, the underlying search engine was kept current by conversion to the latest release, as well as enhancement of search capabilities specifically designed for the LIS. The LIS also added more links to House and Senate information, increasing its prominence as the central point for locating legislative information.

- ◆ **Electronic Briefing Books.** CRS created three new prototype electronic briefing books on the CRS Home Page highlighting issues on the congressional agenda — electric utilities, global climate control, and tobacco — which offer instant, comprehensive access to information, analysis, key documents, and historical perspectives on legislative issues before the Congress. Interactive electronic formats enable users to customize their online research. All briefing books include common elements (such as CRS products and experts and links to related issues and web sites), but each is individually designed in the best way to present its subject. New information is added as major legislative or regulatory action occurs. CRS plans to offer a broader range of briefing books in the future and continues to explore new presentation formats.

◆ **Global Legal Information Network (GLIN).** GLIN is a cooperative international network in which nations are contributing the full, authentic text of statutes and regulations to a database hosted by the Law Library of Congress. The Library put into production a new release of GLIN in March 1998 with expanded search capabilities and enhanced security features. The Library also demonstrated a prototype for the input of a new category of legal information, legal writings, at the Fifth Annual GLIN Project Directors Meeting in September 1998. There are twelve member countries participating via the Internet, and the Library projects that three GLIN member nations will be added each fiscal year.

◆ **Internet Access.** The Library is providing more and more information to the Congress and the public via its Internet-based systems including three world-wide-web services (THOMAS, LC-Web, and CRS-web), the Library of Congress Information System (LOCIS), and various file transfer options. The average number of monthly transactions on the Library's public computer system increased to more than 60 million during fiscal 1998. In September 1998, the Library recorded 83 million transactions from both internal and public systems, more than double the fiscal 1997 monthly average.

"Public Access to the Internet" workshops were made available in many of the Library's reading rooms during fiscal year 1998, and as a result, the Internet and the world wide web gained increasing importance in reference service.

◆ **National Digital Library.** The National Digital Library Program (NDL) made significant progress during fiscal year 1998 toward the ambitious goal of making a critical mass of Americana freely accessible by the year 2000, the Library's Bicentennial. As of the end of fiscal year 1998, more than 1.4 million Library of Congress digital files were available on-line. In addition, the Library sponsored efforts to make on-line access available to another 13,900 digital files from other collaborating institutions. More than two million digital files, from both our own archives and through collaborations with other great repositories, are underway in various stages of production. The Library continues to enhance and expand access to on-line content through educational tools such as "Today in History" and the Learning Page, the 1998 Educator's Institute, the onsite Visitor Center, and other related user outreach activities.

Library of Congress Collections Placed On-line. The National Digital Library Program placed eighteen new collections, presentations, first releases, and previews on-line in fiscal year 1998 (see attachment 5). Many

collections were presented in their entirety. For other larger, more extensive collections, such as the George Washington Papers and the Century of Law Making Collection, NDL presented just the first release of significant collection content to come on-line in the near future.

Library of Congress Ameritech Competition Collections Placed On-line. Fiscal year 1998 was the second year of the three-year nation-wide competition which provides financial and technical support to other archives and institutions in digitizing historically significant American collections. The Library conceived of this project that the Ameritech Corporation has funded. We awarded a total of \$540,980 for seven projects involving eleven institutions. Two winning collections from the fiscal year 1997 inaugural competition debuted on-line during fiscal year 1998 and are accessible from the American Memory homepage. A total of twenty-one award winners now have received support for their digitizing efforts.

Today In History. This on-line feature highlights events in American history, by specific searchable dates, in a brief essay that is linked to the Library's digitized collections. This feature celebrated its first anniversary in April 1998 with the addition of a searchable archive providing access to all essays to date. "Today in History" is popular with history and social studies teachers who post it in their classrooms or use it as a lively discussion topic for opening the day's class.

The Learning Page. The Learning Page existing Pathfinder indexes were updated to include eight new American Memory collections and eight additional "Learn More About it" documents. The Page celebrated Women's History Month with the special presentation "Pioneering Women." In addition to nine new teacher-developed lesson plans, the newly released George Washington Papers now appear with the lesson plan, "In Congress Assembled." "The Big Picture," teaches school children visual literacy with a weekly jigsaw image from American Memory. The "Historical Detective" series added features on Billy the Kid and Helen Keller.

1998 Educators' Institute. The week-long Educators' Institute brought fifty educators from 18 states (including the District of Columbia) to Washington, D.C. to explore use of primary sources in education, to develop lesson plans that draw upon the Library's American Memory online collections, and to share teaching ideas on-line with other teachers elsewhere. In its second year, the program now has brought to the Library 100 educators from 29 states across the nation and has the goal of reaching all 50 states by the year 2000.

Link to Department of Education's FREE and Participation in American Strategies. All American Memory collections and Learning Page materials are individually indexed by topic and made available via the Federal Resources for Educational Excellence (FREE), a Web gateway to educational materials, sponsored by the Department of Education. American Strategies, similarly, is a collaborative effort of federal cultural institutions to showcase their collections through one gateway, demonstrating the enormous richness of Federal archives through the Internet.

National Digital Library Visitors' Center. For fiscal year 1998, the Center hosted more than 600 programs for more than 8,000 visitors. Among the programs was a week of presentations to attendees at the American Library Association annual conference. Center staff answered 5,074 email requests for information.

Planning for Future Content. The National Digital Library Advisory Group, a distinguished panel of librarians, educators, and historians met on April 27, 1998, to hone selection criteria for future Library collections and suggest suitable ways to handle sensitive materials in the Library's Web collections. The group also identified what they believed to be the most desirable Library collections to digitize from among more than 200 under consideration. Expanding the Library's collaborative efforts, NDL began an initiative, made possible by a Mellon Foundation Grant, which will provide future access to selected content of the New York Historical Society and the Chicago Historical Society.

◆ **ACCESS System.** The Library's ACCESS system, a user-friendly way for readers visiting a reading room to access the Library's information files electronically without training or assistance, now operates in many locations at the Library and in several House and Senate locations. The ACCESS system, including an Internet/ Web version, will continue to handle inquiries until a new public access catalog becomes available through the Library's Integrated Library System now being installed.

◆ **Geographic Information System.** The Geography and Map Division (G&M) is a leader in the cartographic and geographic information communities through its work in Geographic Information Systems (GIS). G&M continues to work closely with the Congressional Research Service and Congressional Relations Office to produce customized maps and geographic information for Members and with the National Digital Library to digitize cartographic materials for electronic access throughout the nation. Working closely with private sector partners, G&M continued to expand the collection of large-format images available through the Internet. A second major

map collection, Railroad Maps, was introduced on June 24, 1998. By the end of the fiscal year, 1,522 maps (4,971 images) were made available to the world through the *Map Collections* homepage, which now averages more than 350,000 computer transactions each month.

◆ **Projects in Development and Test Status:**

(1) The Copyright Office Electronic Registration, Recordation and Deposit System (CORDS), a major developmental system for digital registration and deposit of copyrighted works over the Internet, uses the latest advances in networking and computer technology. It is being developed by the Copyright Office in collaboration with national high-technology research and development partners (Defense Advanced Research Projects Agency and Corporation for National Research Initiatives). CORDS is a key component of the global infrastructure for digital libraries of the future. CORDS will also help the Copyright Office streamline its internal registration, recordation and deposit processes, as well as provide the Library of Congress with copies of new copyrighted works in digital form for its National Digital Library repository.

Status: The Copyright Office continues to develop, test, and enhance the basic CORDS production system and is systematically building toward national implementation in the year 2000 for electronic registration and deposit of copyrighted works over the Internet. As many as 100,000 works in digital form could be received through CORDS annually by the year 2004. During fiscal year 1998, the Copyright Office began testing with UMI, a major submitter of copyright applications, a newly created batch processing capability and drafted a cooperative agreement between the Copyright Office and UMI (a national producer of dissertation microfilm) to permit electronic registration and deposit of as many as 20,000 dissertations per year.

(2) The Electronic Cataloging in Publication (ECIP) project is enabling the Library to obtain texts of forthcoming publications from publishers via the Internet, catalog them entirely in an electronic environment, and transmit the completed catalog records via email to the publisher for inclusion on the copyright page of the printed book.

Status: Implementation of the full production system is planned for the first quarter of 1999.

(3) The Integrated Library System (ILS) project achieved several major milestones during fiscal year 1998. The Library awarded a contract in May 1998 to the Endeavor Information Systems, Inc. (EISI) for its Voyager integrated software system and initiated both implementation and testing tasks. At the direction of the Congress, the Library worked with GAO to develop a methodology for monitoring, tracking, and reporting to the Congress both costs and savings from the ILS initial implementation. This methodology was detailed in the ILS Implementation Plan, which was distributed to the Congress in April 1998. The first Quarterly ILS report was forwarded to the Congress in October and covered the implementation activities from contract award (May 15)

through the end of fiscal year 1998. The new system will improve automation support for bibliographic control and inventory management activities at the Library through the use of a shared bibliographic database which integrates all major Library Services functional areas, such as acquisitions, cataloging, serials management, circulation, inventory control, and reference.

Status: The ILS is scheduled to be operational at the beginning of fiscal 2000. Precise analysis of ILS production costs and savings will be developed after the system is fully operational. The Library expects that any major savings from the ILS would begin to accrue at the end of fiscal year 2000 and be recognized in the Library's fiscal year 2001 budget and beyond.

Year 2000 Century Change - The impending century change will affect Library systems that are date-dependent. Hardware and software systems that require specific dates to execute must be modified or replaced with systems capable of functioning with four digit dates in order to distinguish between the year "1900" and "2000." To prepare for the transition to the Year 2000, the Library has developed a detailed Year 2000 plan using General Accounting Office (GAO) guidance. The Library has assigned leadership responsibilities, managerial and technical, for planning and program implementation and is participating in the GAO Year 2000 Legislative Branch progress review. Both mainframe and UNIX systems' time machines and an HourGlass 2000-test tool are being used in renovating, testing and implementing software. The mainframe and UNIX testing guidelines were developed using GAO guidance for staff to follow in developing detailed system level test plans. An automated tracking system was developed and initiated to track and monitor Year 2000 progress. During fiscal year 1998, the Library has identified 99 mission-critical systems, 41 of which are renovated, 16 are validated and 15 are implemented. The Library and its service units are beginning to address and develop the contingency plans for the mission-critical systems.

Security of Facilities, Staff, and Collections - During fiscal year 1998, two of the Library's Congressional oversight committees, House Oversight and Senate Rules and Administration, approved the comprehensive Security Plan that was completed at the end of fiscal 1997. The plan provides a framework for the security of the Library's physical facilities, collections, facilities, staff, visitors and other assets; and at the end of fiscal year 1998, the plan was being updated to reflect major physical security changes resulting from the July 1998 Capitol Hill shooting and the two U.S. embassy bombings in Africa. The Library installed and activated new state-of-the-art magnetometers and increased police presence at public entrances (four) and the James Madison building loading dock and garage ramps following these events. Exterior patrols were also increased in response to crimes near Library property. An automated database

was developed to track the status of all unmet requirements addressed in the Security Plan including projected cost estimates. The Library used the database to develop fiscal year 2000 budget priorities.

At the start of fiscal year 1999, the Congress approved the Library's emergency supplemental budget request for major physical security improvements, including: the consolidation of the two police command centers; integration and upgrading of intrusion detection systems; increased police staffing, including training, equipment, and support personnel; additional exterior, closed circuit television monitoring equipment; improved access control including vehicle barriers, curb walls, perimeter bollards, and secure police shelters; modification of building entrances for full entry screening; improved exterior lighting; and funds for a blast effects study for the Library's three Capitol Hill buildings, as part of a larger analysis being done by the Capitol Police.

Other security improvements include: (1) Police-issued equipment was improved (i.e., weapons, radios, body armor); (2) Security awareness and training was enhanced; (3) Significant security support was provided to the Interpretive Programs Office including the installation of extensive electronic and physical security controls and the provision of security guards to protect the major exhibits. The use of security guards in reading rooms was extended to the Main Reading Room, where restrictions went into effect concerning the bringing of personal belongings into the reading room; (4) The Library completed work on several safeguards for its computer resources, including computer security incident handling and an automated asset management system to keep track of all security measures for software maintained by Information Technology Services (ITS). A firewall has been procured, and a comprehensive user administration tool was installed; and (5) The Copyright Office completed additional risk assessments of Performing Arts, Visual Arts, Literary, Serials, and Motion Picture materials and implemented a number of security recommendations including the application of accession labels to CD/CD-ROM/jewel cases and security tags to paperback books and the purchase of locking portable tubs to provide secured handling of select materials.

Arrearage Reduction/Cataloging - The Library continued to focus on arrearage reduction during fiscal year 1998, reducing the arrearage total by 861,548 items while maintaining currency with new receipts. This represents a cumulative reduction of 51.9 percent of the amount on hand at the time of the initial arrearage census in September 1989 -- from 39.7 million to less than 19.1 million. The processing of print materials continues at very high levels, even as staffing levels continue to drop -- in fiscal year 1998 staff created cataloging records for 274,890 volumes and inventory records for an additional 128,042 items. The Library continued to take advantage of varied approaches to processing materials to gain the greatest benefits in production and arrearage reduction: copy cataloging; beginning

implementation of a less full, "national core" record; focusing on completely eliminating particular arrearages; and judicious use of contract cataloging. Building on the momentum generated by the Program for Cooperative Cataloging (PCC) in the past two years, cooperative arrangements have continued to flourish. PCC member institutions increased by 100 during fiscal year 1998 to a record high of 339 and once again contributed record-breaking numbers of bibliographic records (57,926 including 37,559 for monographs and 20,367 for serials), name authorities (161,446), subject authorities (2,159) and Library's classification proposals (883), with additional contributions of 9,233 series authorities.

Some processing accomplishments for fiscal year 1998: an arrearage of 17,000 serial pieces in the American Folklife Center was completely eliminated; arrearages of Indonesian microfiche, Vietnamese serials, and South Asian monographs were eliminated; a contract provided minimal-level or core-level cataloging for nearly two thousand arrearage items in Central Asian languages which are written in the Cyrillic script; a similar contract resulted in the processing of nearly 1,000 items in Romance languages; a privately-funded visiting Soros Fellow completely cleared the monographic arrearage of Albanian social science materials; inventory-level cataloging was created for a total of 14,847 items from the Copyright Cassettes Collection, which includes rhythm and blues music, contemporary Christian music, gospel music, and recorded accompaniments; and the arrearage of Japanese monographs was reduced from -- 29,814 items to 9,742 -- a two-thirds reduction in a single year.

The Program for Cooperative Cataloging and the Cooperative On-line Serials Program, the Library's cooperative cataloging programs for monographs and serials respectively, were consolidated into a single program on October 1, 1997. This merger will increase efficiency and enhance the Library's ability to obtain high-quality cataloging records from participating institutions with minimal additional processing, allowing the Library's catalogers to focus on processing materials in more esoteric languages and to focus on arrearage reduction efforts.

Off-Capitol Hill Collections Storage - Linked to the Library's arrearage reduction project is the development of a secondary storage site to house processed materials and to provide for growth of the collections through the first part of the 21st century. During fiscal year 1998, the Congress authorized (P.L. 105-144) the Architect of the Capitol (AOC) to acquire, on behalf of the Library, real property and improvements in Culpeper, Virginia, for use as a National Audio-Visual Conservation Center. In August 1998, the Library began to store reels of film at the new center. The Library and the AOC are working with the Packard Foundation, the donor of the facility, to renovate and make the new center ready for full use. A due diligence analysis was initiated in February 1998 and completed in May 1998. The master plan for

the renovation and development of the site was also completed on September 30, 1998. The master plan included options for occupancy that are being reviewed by the Library's oversight committees.

The Library also continued to work closely with the AOC and their contractors, during fiscal year 1998, to ensure that the first storage module at the Fort Meade, Maryland, campus meets the necessary environmental requirements to house and preserve the transferred collections and that materials handling will be as efficient as possible. The AOC has advised the Library that construction of the first module will be completed and the building ready for occupancy during the middle of calendar year 2000. The initial module will contain cardboard boxes on wide-span shelving and house paper-based collections, primarily books.

Important New Acquisitions - The Library receives millions of pieces each year, from copyright deposits, from Federal agencies, and from purchases, exchanges, and gifts. Notable acquisitions during fiscal year 1998 include: **Pamela Harriman**, a collection of 500,000 items of this diplomat and political figure; papers of Supreme Court Justice **Ruth Bader Ginsburg** covering her career before appointment to the Court; an edition of 2,000 items to the papers of Supreme Court Justice **William J. Brennan**; the **Martha Graham Archives**, documenting the contribution of this pioneer in American dance; 32,000 papers of poet **Edna St. Vincent Millay**; **National Urban League** and **NAACP National and Washington Bureau**, additional organizational papers to collections already at the Library; a large addition to the papers of architect **I.M. Pei**; sixty drawings of **Pat Oliphant**, one of the foremost political cartoonists in America; text, images, and audio files representing a full "snapshot" of the public World Wide Web donated by **Brewster Kahle**, President and Founder of **Alexa Internet**; three rare portraits of **Georgia O'Keeffe** by master photographer **Alfred Stieglitz**; the outstanding extant collection of **Russian sheet music covers** from the 1920s and 1930s; a 19th century **Burmese Manuscript** on meteorology and astronomy; the **Popescu-Judetzu** multi-format collection of Romanian folk dance and music; a **Map of Philadelphia** from 1752 with the first illustration of Independence Hall; and the papers of **Ameen Fares Rihani**, the pioneer Arab-American writer.

Preservation Improvements - The Library took action during fiscal year 1998 to improve the preservation of its vast and diverse collections by (1) completing the mass deacidification treatment of 80,000 additional volumes in American history using the Bookkeeper limited-production contract; (2) increasing processing efficiency through the elimination of redundant keying of data by creating an interface between the binding automation system and the Library's bibliographic database; (3) increasing production in binding (by 21 percent), in-house repair (by 21 percent), and boxing (by 30 percent) of Library materials; (4) completing the specifications for an internal text-page label which eliminates

keying errors through the use of an LCCN barcode; (5) establishing guidelines to assess the condition of brittle books, reformatting only those books deemed "too brittle to serve" and boxing those books considered "brittle but serviceable"; and (6) publishing and distributing an illustrated teaching guide *American Book Covers, 1830-1900* (prepared by Sue Allen in collaboration with Library staff) to educate staff about the value of 19th century items often found in the Library's collections.

► **Copyright Arbitration Royalty Panels (CARPs)** - During fiscal year 1998, the Copyright Office concluded five CARP proceedings, setting rates for: (1) the satellite compulsory license, 17 U.S.C. 119; (2) the mechanical license, 17 U.S.C. 115; (3) the digital performance license, 17 U.S.C. 114; and (4) the non-commercial broadcasting license, 17 U.S.C. 118. The fifth proceeding determined the final distribution of the 1991 cable royalties among the claimants in the music category. Each proceeding required oversight of preliminary negotiations among the parties, participation in pre-controversy discovery, administration of hearings, and review of the final report of the CARP. The Copyright Office also assisted the Department of Justice in the preparation of two appellate briefs filed in the United States Court of Appeals for the D.C. Circuit in support of the Librarian's final order determining the distribution of the 1992, 1993 and 1994 DART royalties and his order setting the rates for the satellite compulsory license.

► **Implementation of the Copyright Restoration Provision of the GATT Uruguay Round Agreements Act** - On January 1, 1996, this act restored the copyrights in a vast number of foreign works that were previously in the public domain in the United States. From October 1997 through September 1998, the Copyright Office processed 6,250 documents containing 23,140 restored titles. The Copyright Office also processed 1,518 GATT registrations and 213 GATT Group registrations.

► **National Library Service for the Blind and Physically Handicapped (NLS)** - During fiscal year 1998, NLS continued to refine and improve the Library's free, national reading program as highlighted by three major accomplishments: (1) **Development of a Digital Talking-Book Technology** - NLS made major advances in the development of a digital talking-book system by issuing a seventy-two page report, *Digital Talking Books: Planning for the Future*, which outlines both the planning scope and the steps required to develop digital talking books, by nearing completion on digital talking book standards under the auspices of the National Information Standards Organization (NISO), and by establishing a committee to oversee the development of the new digital technology with the naming of a seventeen-member executive and steering committee; (2) **Improvement of the Machine-Repair Program** - NLS improved its nationwide machine-repair training and recognition program, in cooperation with the Telephone Pioneers of America, the Eifun Society, and

other repair volunteers. The national "train the trainer" program, begun in 1996, has reached all but the smallest groups and a new machine-repair training video is will provide an additional level of national assistance to volunteers; and (3) **Development of Automation Improvements** - NLS enhanced its web page by adding a wide range of program publications, by introducing digital files for full-text braille books and by nearing completion of a new copy allotment system and a new version of the Production Information Control System (PICS) that streamlines data collection in the processes of book and magazine production.

• **American Folklife Center (AFC)** - A major milestone was achieved at the very end of fiscal year 1998 when the conferees for the Legislative Branch Appropriations Act of 1999 approved a provision to authorize permanently the AFC. The conference agreement was approved subsequently by both the House and Senate and signed into law by the President on October 21, 1998 (P.L. 105-275). In fiscal year 1998, the American Folklife Center made available on-line two new collections as part of the National Digital Library Program: *Voices from the Dust Bowl* (The Charles L. Todd and Robert Sonkin Migrant Worker Collection), documentary materials gathered in California in the 1940s at Farm Security Administration workers communities; and *Buckaroos in Paradise: Ranching Culture in Northern Nevada, 1945-1982*, interviews, photographs, and film footage from the Ninety-Six Ranch in Paradise Valley, Nevada. At its annual meeting in Memphis, Tennessee, February 12-13, 1998, the North American Folk Music and Dance Alliance presented the Center with a Lifetime Achievement Award, designed to honor members of the folk community who have made lifelong contributions to sustaining and enriching the fields of folk music and dance.

• **Bringing Treasures to the People** - The Library's collections were shared with hundreds of thousands of Americans through exhibitions, special events and symposia, traveling exhibits, and major publications. The Library continues to lead the Nation in the presentation of on-line exhibitions which now number 19. Three new exhibit spaces opened in fiscal year 1998. The Thomas Jefferson building visitor's gallery opened in February with the **African American Odyssey**, a comprehensive overview of the Library's significant and rich holdings documenting African American history. The Swann Gallery of Caricature and Cartoon and the Gershwin Room also opened to considerable acclaim. These new public spaces, together with the American Treasures exhibit space which opened in fiscal year 1997, represented the start of a more public role for the Library, its Thomas Jefferson building, and its exhibitions and accompanying programs.

♦ Major exhibitions included: **American Treasures of the Library of Congress** which rotates artifacts and Top Treasures (George Washington's commission as commander of the Continental Army signed June 19, 1775;

Lincoln's first draft of the Emancipation Proclamation, written July 22, 1862; Thomas Jefferson's "rough draft" of the Declaration of Independence; and Christopher Columbus' *Book of Privileges* every three months; *African American Odyssey* which provided for the first time a comprehensive overview of the Library's vast and diverse fund of African American materials and was the first exhibition to be shown in all three Library buildings; and *Religion and the Founding of the American Republic*, which explored the role religion played in the founding of the American colonies, in the shaping of early American life and politics, and in forming the American republic.

Other exhibitions included: **The Thomas Jefferson Building: "Book Palace of the American People,"** which celebrated the 100th anniversary of the original Library of Congress building which opened to the public on November 1, 1897; **Monstrous Craws and Character Flaws** which opened in the Swann Gallery and included works by modern artists such as Gary Trudeau, Robert Minor, Dale Messick, Jules Feiffer, and Al Hirschfeld; **Here to Stay: The Legacy of George and Ira Gershwin**, a continuing exhibition that pays tribute to the outstanding and enduring contribution to American music by this illustrious musical team; **Oliphant's Anthem: Pat Oliphant at the Library of Congress**, which featured approximately seventy items including political drawings, working sketchbooks, paintings, monotypes and sculpture spanning the career of Pat Oliphant; **From Sea to Shining Sea: An American Sampler of Children's Books from the Library of Congress**, which featured fifty-four of the 200,000 books housed in the Library's Children's Literature Center; **Zion's Call: A Library of Congress Exhibition Marking Israel's Fiftieth Year**, which contains Judaic treasures relating to the founding of the State of Israel in 1948; **The Birth of Czechoslovakia: October 1918**, which commemorated the eightieth anniversary of the founding of Czechoslovakia.

♦ The Library's traveling exhibition program continued during fiscal year 1998 with **The Work of Charles and Ray Eames: A Legacy of Invention**, a collaboration between the Library and the Vitra Design Museum, Weil am Rhein, Germany, which presented the unparalleled Eames collections of the two institutions first at the Vitra Design Museum and then in Denmark and London. The exhibition will open at the Library of Congress, its first U.S. venue, in May 1999. **Sigmund Freud: Conflict and Culture**, opened in October 1998 and inspired widespread media discussion with its exploration of Freud's thought and influence on 20th century culture. The exhibition includes more than 170 items, 200 film clips, and popular cultural images from the collections of the Library and other important collections. In addition to presenting exhibitions within its own galleries, six exhibitions (**Women Come to the Front: Journalists, Photographers, and Broadcasters During World War**

II; Cultural Landscape of the Plantation; Paradox of the Press; In Their Own Voices; From the Ends of the Earth; and Documenting America) were sent to twelve sites in ten states.

- ◆ The Visitor Services Office conducted 2,732 tours for 60,465 visitors; conducted 532 tours for 10,022 congressional constituents; and arranged for 655 professional appointments for 3,076 VIPs, professionals, and students representing 81 different countries. The Office initiated a full-scale volunteer program with the training and assignment to duty of 110 volunteers. These volunteers provided 21,589 hours of service, conducted 1,811 public tours, and responded to inquiries from 187,471 visitors.
- ◆ Co-publishing arrangements with trade publishers, in fiscal year 1998, included **Eyes of the Nation: A Visual History of the United States** (Knopf), which won numerous awards and appeared on many "best of" lists; **The Library of Congress: The Art and Architecture of the Thomas Jefferson Building** (Norton); **Oliphant's Anthem: Pat Oliphant at the Library of Congress** (Andrews McMeel Publishing); and **Remembering Slavery: African Americans Talk about Their Personal Experiences of Slavery and Freedom** (The New Press).
- ◆ **Library of Congress Cybercasting.** In pursuit of the latest viable Web technologies, the National Digital Library supported a Web broadcasting pilot program. The pilot explores the practicality of a regular nightly Library cybercast in the year of the Library's Bicentennial. The first pilot cybercast was the opening lecture by Poet Laureate Robert Pinsky, of the 1998-99 poetry series (season) on October 8, 1998.
- ◆ The bi-monthly **Civilization** magazine, which is published under a licensing agreement with the Library, completed its fourth year of publication with nearly 250,000 paid subscribers who are also Library of Congress Associates.
- ◆ **Restoration and Renovation of the Thomas Jefferson and John Adams Buildings** - During fiscal year 1998, the Library completed a number of moves and actions that are part of its multi-year plan to outfit and occupy the remaining renovated spaces of the Thomas Jefferson and John Adams buildings. Major items included relocating the Federal Library and Information Center Committee from Market Square to newly renovated space in the John Adams building; completing renovation of the Swann Gallery, the Gershwin Room, and the Coolidge Auditorium; and nearly completing the roof replacement project, which is expected to be finished before the end of calendar year 1998.

With the complete restoration of the Thomas Jefferson building, the Library has been able to support the work of the Congress by providing the Members Room and other building facilities for legislative and policy retreats, leadership convocations for the House and Senate, and opportunities for Members of Congress to meet with large groups of constituents. More than 75 events were held by Members for these purposes during fiscal year 1998.

Human Resources Improvement - During fiscal year 1998, the Library's Internal University (IU) enhanced management and workforce knowledge and skills by coordinating over 100 different courses in 559 class sessions. Training courses covered facilitative leadership, computer software, and administrative management for first-line supervisors. In partnership with Scholarly Programs, IU established "Collections, Connections, and Service," a series of lectures based on the collections to enhance staff knowledge and awareness of the richness and diversity of the Library's holdings. IU also established the quarterly "Leadership Lecture Series," a forum for managers and staff to learn from top corporate, government and leadership scholars about current, effective leadership practices and techniques. IU has formed professional partnerships with other Federal training leaders to benchmark government training and build a database of successful key training programs to develop strategic links and joint ventures to maximize return on scarce training resources.

Developing an awareness of the richness and diversity of our staff is an ongoing Library priority. By the end of fiscal year 1998, 80 percent of all staff members had attended a one-day Basic Awareness Training session. A new web-based diversity training software program was developed during fiscal year 1998 and piloted during October 1998. This training is being provided via the Internet so that the course can be taken at the convenience of the manager or supervisor and cause minimal disruptions in daily work schedules. A Diversity Advisory Council, made up of representatives from each Library organization, meets monthly to address diversity issues and to co-sponsor programs that highlight the diversity of our staff and collections.

Financial Statement Audit Opinion - In March 1998, the Library's independent accountants, Clifton Gunderson, LLC, issued an unqualified "clean" audit opinion on the Library's fiscal year 1997 Consolidated Financial Statements. In addition to the second consecutive "clean" audit opinion, the auditors found no material internal control weaknesses, and the number of reportable conditions decreased from seven to six. The preparation of auditable financial statements represents the fulfillment of a basic agency responsibility to safeguard the handling of public monies, and the Library plans to continue the preparation and audit of annual financial statements. While substantial progress has been made to improve the accountability of the Library's resources, the audit report recommends further improvements in the

Library's financial controls and in the control of the Library's collections. The Library's strategic plan contains objectives to address the auditor's recommendations.

► **Gift and Trust Funds** - During fiscal year 1998, more than 1,100 private gifts to 90 different Library funds supported a variety of new and continuing programs, including: the National Digital Library (NDL); the Junior Fellows Program; the opening of two major exhibitions featuring Library collections: *African American Odyssey*, *Religion and the Founding of the American Republic*; and the preparation for a third major exhibition: *Sigmund Freud: Conflict and Culture*. Gifts also supported preparation for a major joint exhibit with the British Library scheduled to open in 1999 (i.e., *The Ties of Our Common Kindred: Four Centuries of British-American Relations*), the National Film Registry Tour, the Center for the Book, and many other Library activities (e.g., retrospective acquisitions, purchases for the general collections, outreach programs for the blind and physically handicapped, poetry readings, public lectures, concerts, Congressional retreat and seminar programs, the Children's Literature Center, the Indian publications microfilming project, the Montana Heritage Project, and the Geography and Map Division). Twenty new gift and trust funds were established including *The Bob Hope Fund* in support of the Bob Hope Pavilion of American Entertainment; *The Edwin L. Cox American Legacy Fund* (for acquisitions); the *Harper-Inglis Memorial Trust Fund for Preservation*; and other funds supporting conservation internships, the Adopt-a-Book program, Hebraic Section programs, and State Centers for the Book.

Of particular note is a \$10 million grant received from the David & Lucile Packard Foundation which the Foundation used to purchase a facility in Culpeper, Virginia, that will become the Library of Congress National Audio-visual Conservation Center. For the NDL program, more than \$13 million was received, bringing the total in pledges and gifts from the private sector to \$44.7 million toward a goal of \$45 million. Donors of \$1 million or more during fiscal year 1998 include John W. Kluge (\$5 million), Donald G. Jones (\$1 million), Glenn R. Jones (\$1 million), G.F. Lentfest (\$1 million), and The Pew Charitable Trusts (\$1 million).

Through the planned giving program, the Library received proceeds from a charitable remainder trust and additional gifts from Abraham and Juliette Krasnoff totaling more than \$1 million to be added to the James H. Billington Trust Fund, which supports special projects by Library curators; \$273,884 from the Marguerite Roli Trust to be added to the Marguerite Roli Local History and Genealogy Trust Fund; a charitable remainder trust of \$50,000 from Edward and Joyce Miller to be added to a trust fund in support of the General Collections; four bequests totaling \$521,412 from the estates of Irving Jurow (for the support of concerts featuring the harpsichord), Carolyn Just (in support of chamber music

performances and recordings), Marjorie Mills Dadian (in support of the Armenian collections), and Charles A. Jahant (in support of the Jahant Collection of photographs in the Music Division).

Bicentennial Commemoration - Planning for the Library's Bicentennial commemoration in 2000 began in 1997 with the appointment of a steering committee of senior Library managers under the leadership of the Librarian of Congress. A program manager was appointed in 1998. The Bicentennial goal is "To inspire creativity in the year ahead by stimulating greater use of the Library of Congress and libraries everywhere." The Library's 200th anniversary is a unique opportunity to reaffirm the historical role of libraries as centers of learning and to reinvigorate the nation through greater use of libraries and wider access to knowledge. The Bicentennial theme of "Libraries--Creativity--Liberty" reflects the essential role that libraries play in a democracy. The kick-off event for the Bicentennial will be a symposium on the *Frontiers of the Mind in the 21st Century*, which will bring together at the Library leading thinkers in various disciplines to talk about the way their field will change in the 21st century.

The concept of "Gifts to the Nation" is central to the Bicentennial effort. The Library itself is a Congressional "Gift to the Nation." Sharing the Library's collections and information about the Congress with Americans in their local communities through an expanded National Digital Library is the Library's major gift to the nation. Obtaining new acquisitions for the Library's collections from congressional districts through the "Local Legacies" project, documenting cultural traditions and events nationwide, will further enhance and dramatize the Library's role as America's memory. The Congress has approved a commemorative coin for the Bicentennial, and a U.S. postage stamp has been designed. Both the coin and the stamp will be issued in the year 2000. Other Bicentennial activities include media programming, grass-roots reading promotion efforts, a national photography contest that celebrates the nation's libraries, a national "Favorite Poem" project, exhibitions, symposia, publications, and projects that promote appreciation of the Library and the history of its buildings, collections, staff, and services.

A Bicentennial home page (<http://www.loc.gov/bicentennial>) provides up-to-date information about the Bicentennial and its programs. The Bicentennial commemoration is being supported primarily through private contributions. The Library's Madison Council has provided substantial funding.

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Selected Fiscal 1998 Awards and Recommendations for Web Sites

CyberTimes - NY Times Online "Remarkable"	<i>CyberTimes</i> , (New York Times online) "Taking in the Sites" (column) by John C. Dvorak calls the <u>Library of Congress Web site</u> "remarkable". URL: http://www.nytimes.com/library/cyber/sites/110397/sites.html
PC Magazine/CNN Best 100 Web Sites	<i>PC Magazine</i> and CNN joined forces for the 1998 "Best 100" list. The list, compiled in Sept. 1998 includes American Memory in the Reference category. URL: http://www.web2xrdnet.com/pcmag/special/web100/lanmen.html
NII Finalist in Government	<i>National Information Infrastructure Award</i> , 1997 (presented 1998) National Finalist in the Government Category for The Library of Congress web site URL: http://www.nii.com/awards_sec.html (Select government)
Encyclopedia Britannica eBlast Best of the Web Award	<i>eBLAST: Encyclopedia Britannica's Internet Guide</i> , 1998 listed American Memory as a World Wide Web site it's editors have judged to be the "Best of the Web" in the History category. a 5-star rating. URL: http://www.eblg.com/best.html (select "History" and scroll down.)
Library Public Relations Council Outstanding Library Public Relations History Channel Hodlist	<i>The Library Public Relations Council</i> presented the Library of Congress an award for outstanding library public relations via its web site on June 29, 1998. URL: http://www.sdsdesign.com/library/index.html
American Library Association 50+ Great Sites for Parents & Kids	<i>The History Channel On-line</i> includes <u>American Memory</u> in: U.S. History, General Resources" section of its "hotlist" of history websites. URL: http://www.historychannel.com/histlist/us.html <i>American Library Association</i> guide to quality family-friendly websites. <u>American Memory</u> is listed. URL: http://www.ala.org/parentspage/greatsites/50.html
Magellan Five-Star Site	<i>Magellan</i> on-line Internet Guide rated <u>American Memory</u> five stars out of five. URL: http://www.mckinley.com/
Lycos Top 5% of the Internet Award	<i>Lycos</i> award given to websites, including <u>American Memory</u> , judged to be in the top five percent of the Internet. URL: http://point.lycos.com/reviews/history_9423.html
WebCrawler Top Site	Web Crawler search engine lists <u>American Memory</u> as a "top site" in its history category. http://webcrawler.com/education/reference/libraries/history
Netscape Net Guide Best of the Web	Netscape's Netguide rated <u>American Memory</u> as one of the best of the web in a review dated May 15, 1998. URL: http://www.netguide.com/Site/Detail?siteId=12712
AOL NetFind Reviews <i>Must See</i>	AOL NetFind Reviews rated Library of Congress and <u>American Memory</u> as "must see" sites in the News and Reference - Libraries category. URL: http://www.excite.com/aol/Reviews/News_and_Reference/Libraries_US/Public_Libraries/index.netfind.html
Internet Scout Selections	<i>The Scout Report</i> listing for education and research, featured selected <u>American Memory</u> Collections seven times during FY 1998. URL: http://scout.cs.wisc.edu/scout/report/
Yahoo Pick of the Week	Yahoo Internet Search Service features seven different sites each week. Individual <u>American Memory</u> collections were featured five times during FY-1998. URL: http://www.yahoo.com/picks/
WorldVillage Family Site of the Day	<i>WorldVillage</i> selected <u>American Memory</u> Collections as Family sites of the day at least three times in FY-1998. URL: http://www.worldvillage.com/famsite/famstic626.htm
ALA "Great Site" - Parents Page	ALA guide, "700+ Great Sites: Amazing, Spectacular, Mysterious Colorful Websites for Kids and the Adults Who Care About Them" includes <u>Today in History</u> . URL: http://www.ala.org/parentspage/greatsites/people.html#id4
Columbia Missouri Public Schools A Top Site for Teachers	Columbia, Missouri Public Schools, includes the <u>American Memory</u> among the top eight websites for teachers. URL: http://www.ims.columbia.k12.mo.us/teachers.htm

FISCAL 1998 American Memory Web Site - New Collections and Special Presentations

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<i>Voices from the Dust Bowl</i>	This Charles L. Todd and Robert Sonkin Migrant Worker Collection documents the everyday life of the residents of Farm Security Administration (FSA) migrant work camps in central California in 1940 and 1941.
<i>Buckaroos in Paradise</i>	This collection, containing 41 motion pictures and 28 sound recordings, documents life in a Nevada cattle-ranching community, with a focus on the family-run Ninety-Six Ranch. In addition, an archive of 2,400 still photographs portrays life on other ranches and in the larger community of Paradise Valley.
<i>Panoramic Maps, 1847-1925</i>	The panoramic map is a popular cartographic form used to depict U.S. and Canadian cities and towns during the late nineteenth and early twentieth centuries. First previewed online in FY 1997, approximately 1200 maps now are available online in FY 1998.
<i>Yellowstone Park Maps</i>	This online presentation contains twenty-five of the Library's most striking Yellowstone maps, from the original Hayden Survey in 1877 to the 1988 burn maps illustrating the devastation caused by that year's forest fires.
<i>An American Ballroom Companion, Dance Instruction Manuals, ca. 1600-1920</i>	A collection of over 200 social dance manuals. Along with dance instruction manuals, this online presentation also includes a significant number of anti-dance manuals, histories, and treatises on etiquette.
<i>Baseball Cards, 1887-1914</i>	This collection presents a Library of Congress treasure -- The Benjamin K. Edwards Collection includes 2,100 early baseball cards dating from 1887 to 1914. Distributed in cigarette packs, these cards were the forerunners of modern sports trading cards. They portray such legendary figures of the game as Ty Cobb stealing third base for Detroit, Tris Speaker batting for Boston, and pitcher Cy Young posing in his Cleveland uniform.
<i>Jackie Robinson and Other Baseball Highlights</i>	This special online presentation contains approximately thirty items. When Jackie Robinson took the field as a Brooklyn Dodger in 1947, he became the first African American to play major league baseball in the twentieth century. Manuscripts, books, photographs, and ephemera that tell his story, particularly that of Jackie Robinson's triumph over the race barrier in major league baseball, and the history of baseball in general are located throughout the Library.
<i>Pioneering the Upper Midwest</i>	The collection's 138 volumes, books from Michigan, Minnesota, and Wisconsin, ca. 1820-1910, some rare, present personal accounts from settlers about pioneer life in Michigan, Minnesota and Wisconsin.
<i>North Dakota State University's "Northern Great Plains, 1880-1920"</i>	The two collections, The Fred Hultstrand History in Pictures Collection and The F.A. Pazandak Photograph Collection, from the Institute for Regional Studies at North Dakota State University contain 900 photographs of rural and small town life at the turn of the century.
<i>Harvard Design School's "Landscape and Architectural Design, 1850-1920"</i>	This collection of approximately 2,800 lantern slides represents a historical view of American buildings and landscapes built during the period 1850-1920. It represents the work of Harvard faculty, such as Frederick Law Olmsted Jr., Bremner W. Pond, and James Sturgis Pray, as well as that of prominent landscape architects throughout the country.

LIBRARY OF CONGRESS
Fiscal 1998 American Memory Web Site - First Releases and Previews

<i>A Century of Lawmaking for a New Nation, U.S. Congressional Documents and Debates, 1774-1873</i>	Beginning with the Continental Congress in 1774, America's national legislative bodies have kept records of their proceedings. This online collection eventually will contain the records and acts of Congress from the Journals of the Continental Congress through The Congressional Globe. This first release offers the records of the Continental Congress, the Constitutional Convention and ratification debates, and the first two federal congresses, 1774-1793.
<i>George Washington Papers at the Library of Congress, 1741-1799</i>	The complete George Washington Papers at the Library consists of approximately 65,000 documents. This first release reproduces all of Washington's own copies of his letters written to those who founded America.
<i>Built in America: Historic American Building Survey and Engineering Record</i>	The collections, among the largest and most heavily used collections in the Library's Prints and Photographs Division, document achievements in architecture, engineering, and design in the United States and its territories. To date, America's built environment has been recorded through surveys containing more than 363,000 measured drawings, large-format photographs, and written histories for more than 35,000 historic structures and sites dating from the seventeenth to the twentieth century. This first release contains 150,000 photos, drawing, and text with detailed descriptions of America's most remarkable structures from earliest times to the present.
<i>Music for the Nation: American Sheet Music, 1870-1885</i>	This collection consists of tens of thousands of pieces of sheet music registered for copyright during the post-Civil War era. This first release of the online collection consists of over 22,000 musical compositions registered for copyright during the years 1870 to 1879.
<i>America From the Great Depression to World War I - Farm Security Administration-Office of War Information (FSA-OWI) Photographs</i>	The images in the collection, memorializing life in America during two epochal decades in twentieth century America, are among the most famous documentary photographs ever produced. In the early years, the project emphasized rural life and the negative impact of the Great Depression, farm mechanization, and the Dust Bowl. In later years, the mobilization effort for World War II was documented. The core of the collection consists of about 164,000 black-and-white and about 1600 color photographs. The first release provides access to nearly 45,000 of these images.
<i>Railroad Maps, 1828-1900</i>	The Railroad maps, an important historical record, illustrate the growth of travel and settlement as well as the development of industry and agriculture in the United States. Included in the collection are progress report surveys for individual lines, official government surveys, promotional maps, maps showing land grants and rights-of-way, and route guides published by commercial firms. In the future, additional items will be added to this first release.
<i>Spanish-American War In Motion Pictures, 1898-1901</i>	Motion pictures of the Spanish-American War and the subsequent Philippine Revolution are featured. Fifty-three motion pictures are included in this first release. The complete collection will include 68 motion pictures and a selection of sound recordings related to the war.
<i>African American Odyssey: A Quest for Full Citizenship</i>	This special preview presentation of the Library's exhibition showcases the Library's incomparable African American collections. The presentation is not only a highlight of what is on view in this major black history exhibition, but also a glimpse into the Library's vast African American collection. Both include a wide array multi-media formats.
<i>Leonard Bernstein Preview, 1918-1990</i>	The collection provides documentation of Leonard Bernstein's extraordinary life and career as American composer, conductor, writer, and teacher. This preview consists of a selection of 85 photographs, and the complete Finding Aid.

LIBRARY OF CONGRESS FISCAL YEAR 2000 BUDGET REQUEST

Focus of Library Work - Major Activities for Fiscal Year 1999

Consistent with the Library's mission, priorities and approved budget, fiscal year 1999 work is focusing on the following major activities:

► **Congressional Research Service:**

- ◆ Plan for and provide policy analysis, research and information support for legislation in the 106th Congress
- ◆ Continue implementation of initiatives to meet the succession challenge facing CRS to ensure continuation of quality services
- ◆ Implement the CRS realignment plan to cluster subjects and experts around major public policy issue areas that will facilitate interdisciplinary collaboration and streamline and strengthen research within the Service
- ◆ Continue electronic support of the Congress through further development of the Legislative Information System (LIS) and the CRS Home Page

► **Copyright Office:**

- ◆ Maintain and enhance the policy role of the Library of Congress through the Copyright Office in domestic and international copyright matters
- ◆ Continue the development, testing, and implementation of the Copyright Office Electronic Registration, Recordation and Deposit System (CORDS)
- ◆ Implement legislation that authorizes the Copyright Office to set statutory fees for all services, subject to Congressional approval
- ◆ Improve the security of copyright deposits and records through the application of anti-theft devices to the collections and the implementation of other measures
- ◆ Continue to improve the efficiency and timeliness in registration processing and in providing copyright reference and information services

▶ **National Library Service for the Blind and Physically Handicapped:**

- ◆ Maintain and improve a free national reading program for the blind and physically handicapped
- ◆ Continue exploration of alternative audio technological possibilities to the point of considering adaptations of a less costly, more efficient, internationally acceptable, user-friendly delivery system through implementation of the NISO/ANSI process

▶ **Library Services:**

- ◆ Continue work towards the implementation of an ILS, at the beginning of fiscal year 2000, to improve the efficiency and effectiveness of core library functions including acquisitions, cataloging, serials management, inventory control, circulation, and reference
- ◆ Continue the arrears reduction program, which both helps protect collections and makes them known and accessible to readers, to the extent possible while also implementing the ILS system and training staff in its use (the Library projects an increase in the arrearage during fiscal years 1999 and 2000)
- ◆ Implement action items in the Library's security plan including a comprehensive Security Awareness Program, a continued series of collections risk assessments, and a methodology to measure progress to measure progress of the effectiveness of security controls
- ◆ Improve the preservation of an ever-growing collection, including the implementation of the approved master plan (with the AOC) for occupancy of the National Audio-Visual Conservation Center in Culpeper, Virginia and deacidifying another 75,000 books through the Bookkeeper Process
- ◆ Develop a policy for the selection, acquisition, storage, preservation, and access to electronic resources at the Library
- ◆ Continue developing the Electronic Cataloging in Publication (ECIP) Program
- ◆ Intensify the development of the National Digital Library through partnerships with the private sector, including producing at least an additional one million digital files from the Library's own content and providing on-line access to collaborative digital content
- ◆ Continue the **American Treasures of the Library of Congress** exhibition (rotating items for preservation purposes), enhance and expand the Library's public programs through lectures, poetry readings, on-line exhibitions, and supplementary educational materials (primarily through private funds), and mount major exhibitions on Charles Eames and the **Ties of Our Common Kindred: Four Centuries of British-American Relations**

- ◆ Coordinate the "Gifts to the Nation" program, which includes making significant purchases for the collections and commissioning of creative works of music, drama, art, and literature
- ◆ Continue to enhance the visitor services program
- ◆ Promote increased usage of foreign language and special format collections

Law Library:

- ◆ Continue to provide legal research, analysis, and reference services to the Congress, the Supreme Court, executive agencies and others, including expanding the coverage and functionality of GLIN
- ◆ Continue to develop, maintain, preserve, and secure the world's largest and most comprehensive collection of American and foreign legal materials

Management Support Services:

- ◆ Implement physical security measures including the recruitment of additional police, the installation of entry screening equipment at all public entrances, the development of a tracking system and operational procedures to monitor the status of physical security projects and enhancements and to ensure coordination with the Capitol Police and the AOC, and the awarding of a consolidated and quality guard service contract
- ◆ Continue to build and maintain the Library's technology infrastructure to support the Library's mission-critical programs into the twenty-first century including implementing the Year 2000 Plan to maintain the Library's automated operations after December 31, 1999, and the Computer Security Plan to safeguard the Library's valuable computer resources
- ◆ Celebrate the Library's Bicentennial through a series of events and projects, including publishing **The Library of Congress: A Bicentennial History**; facilitating the issuance of commemorative coins and a stamp; conducting the major exhibition **Jefferson, Knowledge, and Democracy**; coordinating the development of "Local Legacies" with the support and involvement of Congressional offices and their states organizations; and sponsoring the "favorite poem" program with resulting audio and video archives
- ◆ Complete phase two of the Library's strategic plan and continue to improve the linking of the Library's mission and vision to specific goals and objectives that are funded by the budget process and to improve program analysis through the Planning, Management and Evaluation Directorate
- ◆ Continue to streamline the competitive selection process including implementing an automated personnel action tracking system as the first step of a fully-integrated human resources management system
- ◆ Develop a new approach to human resources management including a framework for pilot projects

- ◆ Continue to develop the Library of Congress Internal University to provide modern training and development programs, consultations, and support services, with special emphasis on leadership-management training and development and **knowledge navigator** training
- ◆ Complete the Library's facilities plan including coordinating with the AOC the implementation of occupational safety and health requirements and the development of the off-Capitol Hill collections storage and processing facility at Fort Meade, Maryland
- ◆ Support an audit of the Library's fiscal 1998 and 1999 financial statements including the implementation of actions to address auditor findings and recommendations
- ◆ Request legislation to improve the Library's statutory authority for financial management as recommended by the Booz-Allen management review and auditor reports

TABLE I
1

LIBRARY OF CONGRESS Comparative Summary of Appropriations and Appropriation Estimates						
Appropriation	Fiscal 1989 Budget	Fiscal 2000 Estimate	2000 Increases			Percent Increase
			Mandatory	Price Level	Growing Workload	
Salaries and Expenses, Library of Congress						
Mandatory Items	\$ -	\$ 8,708,874	\$ 8,708,874	\$ -	\$ -	8,708,874
Library Services:						
Purchase of Library Materials	10,119,000	10,438,000		319,000		319,000
Preparation of Books	68,307,194	70,841,962		489,300	1,445,468	1,934,768
Preservation of Library Materials	10,880,508	11,408,697		143,500	384,688	528,189
Public Services:						
Public and National Services	49,810,635	48,183,841		44,000	(670,794)	(626,794)
American Folklife Center	980,800	1,037,400	44,300	2,300		48,600
Cataloging Distribution Service	7,400,000	7,400,000				0
Fort Meade Storage	551,000	582,600		11,600		11,600
Law Library	6,381,369	8,005,971		11,500	1,133,102	1,144,802
Management Support Services:						
Office of the Librarian	12,349,099	12,612,272		36,400	226,773	263,173
Human Resources Services	7,575,815	7,810,515		34,700		34,700
Integrated Support Services	16,861,815	17,134,615		184,800	308,000	472,800
Automation	37,398,277	39,812,277		381,000	2,053,000	2,414,000
Security Office	9,857,488	10,299,176		20,500	370,188	390,688
Total, S & E, LC, Budget	\$ 238,373,000	\$ 254,013,000	\$ 8,750,974	\$ 1,638,600	\$ 5,250,426	\$ 15,640,000
CDS Offsetting Collections	(6,850,000)	(6,850,000)				
Total, S & E, LC, Appropriation	\$ 231,523,000	\$ 247,163,000	\$ 8,750,974	\$ 1,638,600	\$ 5,250,426	\$ 15,640,000
						6.78%

TABLE I
2

LIBRARY OF CONGRESS									
Comparative Summary of Appropriations and Appropriation Estimates									
Appropriation	Fiscal 1999 Budget	Fiscal 2000 Estimate	Mandatory	2000 Increases			Growing Workload	Total	Percent Increase
				Price Level					
Salaries and Expenses, Copyright Office	\$ 34,891,000	\$ 37,639,000	\$ 1,377,896	\$ 263,700	\$		\$ 1,106,404	\$ 2,748,000	7.88%
COP Offsetting Collections	(16,000,000)	(20,800,000)					(4,800,000)	(4,800,000)	30.00%
Licensing Collections	(6,170,000)	(5,454,000)	(113,200)	(170,800)				(284,000)	5.49%
Total, S&E, Copyright Appropriation	\$ 13,721,000	\$ 11,385,000	\$ 1,264,696	\$ 92,900	\$		\$ (3,693,596)	\$ (2,338,000)	-17.02%
Salaries and Expenses, Books for the Blind and Physically Handicapped	\$ 49,824,000	\$ 48,033,000	\$ 370,100	\$ 838,900	\$		\$ -	\$ 1,209,000	2.58%
Furniture and Furnishings	\$ 4,448,000	\$ 5,827,000		\$ 93,500	\$		\$ 1,285,500	\$ 1,379,000	31.00%
Total, Title II Budget	\$ 324,536,000	\$ 345,512,000	\$ 10,488,970	\$ 2,834,700	\$		\$ 7,842,330	\$ 20,976,000	6.46%
Offsetting Collections	(28,020,000)	(33,104,000)	(113,200)	(170,800)			(4,800,000)	(5,084,000)	18.14%
Total, Title II	\$ 296,516,000	\$ 312,408,000	\$ 10,385,770	\$ 2,663,900	\$		\$ 2,842,330	\$ 15,892,000	5.38%
Salaries and Expenses, Congressional Research Service - Title I	\$ 67,124,000	\$ 71,255,000	\$ 3,424,148	\$ 147,800	\$		\$ 559,052	\$ 4,131,000	6.15%
TOTAL BUDGET	\$ 391,660,000	\$ 416,767,000	\$ 13,923,118	\$ 2,982,500	\$		\$ 8,201,382	\$ 26,107,000	6.41%
Offsetting Collections	(28,020,000)	(33,104,000)	(113,200)	(170,800)			(4,800,000)	(5,084,000)	18.14%
TOTAL APPROPRIATIONS	\$ 363,640,000	\$ 383,663,000	\$ 13,809,918	\$ 2,811,700	\$		\$ 3,401,382	\$ 20,023,000	5.51%

TABLE II

LIBRARY OF CONGRESS												
Summary of Full Time Equivalents (FTEs)												
Appropriation	Fiscal Year 1998						Fiscal Year 2000					
	Sub-			Sub-			Sub-			Sub-		
	FTE	Indef	Total	AWF	Total		FTE	Indef	Total	AWF	Total	
Salaries and Expenses, LC:												
Library Services:												
Purchase of Library Materials	941	(160)	1,101				941	(160)	1,101			
Preparation of Books	98		98				98		98			
Preservation of Library Materials	758		758				758		758			
Public and National Services	14		14				14		14			
American Folklife Center	52		52				52		52			
Cataloging Distribution Service	91		91				91		91			
Law Library												
Management Support Services:												
Office of the Librarian	135		135	(6)	141		135		135	(6)	141	
Human Resources Services	87		87	(4)	91		87		87	(4)	91	
Integrated Support Services	204		204	(14)	218		204		204	(14)	218	
Automation - Information Tech	186		186	(6)	192		186		186	(6)	192	
Security Office	126		126	(2)	128		126		126	(2)	128	
Total, S & E, LC	2,692	(160)	2,852	(32)	2,884		2,692	(160)	2,852	(32)	2,884	0
S & E, Copyright Office	516		516				516		516			
S & E, BBPH	121		121				121		121			
Total, Title II	3,329	(160)	3,489	(32)	3,521		3,329	(160)	3,489	(32)	3,521	0
S & E, CRS (Title I)	747		747				747		747			
TOTAL	4,076	(160)	4,236	(32)	4,268		4,076	(160)	4,236	(32)	4,268	0

Schedule D

Library of Congress
Summary of Agency Request
Fiscal Year 2000 Budget Request
(\$000)

	FTE	Amount
Appropriation, 1999	4,076	\$391,660
Budget Base, 1999	4,076	\$391,660
Proposed Changes for Fiscal Year 2000:		
Mandatory Pay and Related Costs		\$13,923
Price Level Changes		2,983
Program Type Changes:		
Staff Level		3,627
Other		8,345
Decreases		(3,771)
Total Proposed Changes		\$25,107
Budget Request, 2000	4,076	\$416,767

Schedule B

Library of Congress
Summary
Analysis of Change
By Organization and By Object Class
FY 2000
(\$000)

Categories	PROGRAM CHANGES														Net Change	
	Mandatory Change		Price Level Changes		Staff Level Increases		Other Increases		Program Decreases		FTE Staff					
									FTE Staff	Amount						
1. Breakdown by Organization:																
Salaries and Expenses, LC	---	\$8,751	---	\$1,639	---	\$2,716	---	\$6,305	---	(\$3,771)	---	\$	+	15,640		
Copyright Office	---	1,378	---	264	---	352	---	754	---	---	---	---	+	2,748		
Congressional Research Service	---	3,424	---	146	---	559	---	---	---	---	---	---	+	4,131		
Books for the Blind & Physically Handicapped	---	370	---	838	---	---	---	---	---	---	---	---	+	1,209		
Furniture and Furnishings	---	---	---	93	---	---	---	1,288	---	---	---	---	+	1,378		
Total	---	\$13,923	---	\$2,893	---	\$3,627	---	\$6,345	---	(\$3,771)	---	\$	+	25,107		
2. Breakdown by Object Class:																
11 Personnel Compensation		\$11,816		---		\$2,842		---		(\$185)		\$	+	14,463		
12 Personnel Benefits		2,077		---		785		---		(55)			+	2,807		
13 Benefits for Former Personnel		30		---		---		---		---			+	30		
21 Travel		---		74		---		\$60		(\$100)			+	34		
22 Transportation of Things		---		14		---		---		---			+	14		
23 Rent, Communications & Utilities		---		252		---		1,950		---			+	2,202		
24 Printing and Reproduction		---		170		---		---		---			+	170		
25 Other Services		---		931		---		3,498		(1,965)			+	2,454		
26 Supplies and Materials		---		129		---		183		---			+	282		
31 Equipment		---		1,413		---		2,434		(1,456)			+	2,391		
41 Grants		---		---		---		260		---			+	260		
42 Insurance Claims and Indemnities		---		---		---		---		---			+	---		
Total		\$13,923		\$2,893		\$3,627		\$6,345		(\$3,771)		\$	+	25,107		

Schedule C.

Library of Congress
Summary
Detailed Analysis of Changes
FY 2000
(\$000)

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	4,076	\$391,660
Budget Base, 1999	4,076	391,660
	2000 Request	
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades and reallocations		\$2,755
2. Annualization of 1/99 pay raise		2,303
3. Annualization of pay raise (foreign)		395
4. Accident compensation		(146)
5. Funding of 1/00 pay raise		8,345
6. Police Pay		270
B. Price Level Changes		
1. Travel cost increases		74
2. Transportation of things increases		14
3. Rent and postage increases		252
4. Printing cost increases		170
5. ADP timesharing price increases		—
6. Miscellaneous services increases		898
7. Tuition and training increases		33
8. Supplies cost increases		129
9. Equipment cost increases		1,413
C. Program Increases		
1. Staff level increases		3,627
2. Other Program increases		
a. Travel		60
b. Transportation of things		—
c. Rent, communications & utilities		1,950
d. Printing and reproduction		—
e. Other services		3,488
f. Supplies and materials		163
g. Equipment		2,434
h. Grants		250
D. Program Decreases		
1. Salaries and benefits		(250)
2. Travel		(100)
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		(1,965)
7. Supplies and materials		—
8. Equipment (Non-recurring)		(1,456)
II. Net Increase/Decrease Requested		25,107
III. Total Appropriation Request, 2000	4,076	\$416,767

LIBRARY OF CONGRESS Total Funds Available - All Sources			
	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate
Annual appropriation to the Library of Congress:			
Title II	\$ 282,309,000	\$ 296,516,000	\$ 312,408,000
Title I	64,603,000	67,124,000	71,255,000
	\$ 346,912,000	\$ 363,640,000	\$ 383,663,000
Receipts:			
Sales of catalog cards and publications	\$ 4,966,310	\$ 6,500,000	\$ 6,500,000
Collections to Global Legal Information Network	-	350,000	350,000
Copyright fees	15,559,001	16,000,000	20,800,000
Licensing fees	3,290,000	5,170,000	5,454,000
Annual appropriations for Library Buildings to the Architect of the Capitol:			
Structural and Mechanical Care	11,573,000	12,672,000	19,871,000
Gift and Trust Funds	21,682,403	29,923,000	31,913,000
Revolving Funds	11,625,123	12,788,000	12,788,000
Reimbursable Program	56,568,154	86,977,100	86,000,000
Total	\$ 472,175,991	\$ 534,020,100	\$ 567,339,000

LIBRARY OF CONGRESS Number of FTEs by Source of Funds, Fiscal 1999			
Source of Funds	Title II	Title I	Total
Support from direct appropriations for regular authorized FTEs	3,329	747	4,076
Support from direct appropriations for local staff in overseas offices	160	---	160
Support from appropriated funds transferred from other Federal agencies (administrative overhead)	32	---	32
Subtotal	3,521	747	4,268
Support from appropriated funds transferred from other Federal agencies	108	---	108
Total support from appropriated funds	3,629	747	4,376
Support from gift and trust funds	94	---	94
Support from revolving funds	136	---	136
GRAND TOTAL	3,859	747	4,606

LIBRARY OF CONGRESS			
Statement of Receipts, Treasury Department General Fund Account			
	Fiscal 1998 Actual	Fiscal 1999 Estimate	Fiscal 2000 Estimate
Receipts from sale of catalog cards and publications	\$ -	\$ -	\$ -
Receipts from Copyright fees	-	-	-
Other Miscellaneous receipts	164,600	250,000	250,000
Total receipts into general fund account	\$ 164,600	\$ 250,000	\$ 250,000
Statement of Receipts, Payments to Copyright Owners			
Receipts from Fees, Cable Television, Satellite, and Dart	\$ 217,392,759	\$ 230,750,000	\$ 249,250,000
Receipts from Interest on Investments in Public Debt Securities	33,043,464	28,560,892	32,675,560
Total receipts into general fund account	\$ 250,436,223	\$ 259,310,892	\$ 281,925,560

LIBRARY OF CONGRESS

GLOSSARY OF PRICE LEVEL (INFLATION) INCREASES

This statement provides the methodology for both mandatory and price level increases displayed throughout the request. Price level or inflationary cost increases projected in the Library's budget request are of a cost-recovery nature and intended to provide a constant level of purchasing power. The fiscal 2000 inflation rates, applied to fiscal 1999 bases, were derived as follows:

- 1) For all pay categories, the Library applied the OMB directed pay raise assumptions of 3.6% in fiscal 1999 and 4.4% in fiscal 2000. The fiscal 1999 rate was annualized in fiscal 2000.
- 2) Government Printing Office Circular Letter No. 430, dated April 20, 1998 provided a fiscal 2000 estimated price increase of 3.1% for printing and binding costs. The 3.1% rate was applied to the printing and binding categories in the Library's request as a pricing adjustment to maintain a constant level of purchasing power.
- 3) For all other non-personals categories of expense (with the two exceptions discussed below) the Library used the OMB Annual Baseline Adjustment Factor for Non-Pay Costs of 2.1%. The composite rate was applied to all categories of expense with the rationale that some categories will experience a greater increase in pricing and other categories a lesser increase. Using the single composite rate represents a consistent and conservative approach for estimating the effect of price changes to essential goods and services acquired for fulfilling the goals and objectives of the Library of Congress.
 - a) One category of expense where anticipated rate increases are not readily available and are unique to the Library of Congress is the purchase of books, serials and newspapers (particularly those published abroad), machine-readable works, special retrospective items, and other library materials not available through copyright or other non-purchase methods. Recognizing that inflation and foreign currency rates fluctuate unpredictably and that the Library must respond to evolving trends in publishing, the Library calculated the average price paid for library materials during the previous fifteen years, and used this analysis to project the funding levels needed to maintain the current purchasing power in fiscal 2000.
 - b) The second category of expense where the OMB composite rate does not apply is the Overseas Offices. The American embassies in the countries, where the Library's field offices are located, furnished the inflationary estimates for fiscal 2000 to the African/Asian Acquisitions and Overseas Operations Division. The specific price level increase estimates are listed in the justification for this program, and range from 6% in Kenya to 20% in Indonesia.

LIBRARY OF CONGRESS

Salaries and Expenses

LIBRARY OF CONGRESS SALARIES AND EXPENSES

Total	Offsetting Collections	Regular Bill
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1999 Budget	\$236,373,000	-	\$6,850,000	\$231,523,000
2000 Estimate	254,013,000	-	6,850,000	247,163,000
Net Increase	<u>\$15,640,000</u>	-	<u>\$</u>	<u>\$15,640,000</u>

Mandatory	+ \$ 8,750,974
Price Level	+ 1,638,600
Growing Workload	+ 5,250,426
Total	+ <u>\$15,640,000</u>

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

1. MANDATORY ITEMS

Summary

A. Ingrades	+	\$ 1,487,983
B. Annualization of 1989 pay raise	+	1,844,800
C. Pay raise, effective January 2000	+	5,249,500
D. Accident compensation	-	145,409
E. Police Pay	+	<u>270,000</u>
Total, Mandatory Items	+	<u>\$8,706,674</u>

839

Mandatory + \$8,706,674

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

1. MANDATORY ITEMS

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

Mandatory Increases + \$ 8,706,674

A. Ingrades + \$ 1,487,983

Funds are requested to cover Ingrade Increases.

Salaries	\$1,250,232
Personnel benefits	<u>237,751</u>
	\$1,487,983

B. Annualization of 1999 pay raises + \$ 1,844,800

This increase is necessary to provide for annualization of the 1999 pay raise of 3.6 percent effective in January 1999. Included in this amount is \$396,500 to provide for annualization of the 1999 pay raises for the foreign staff in the Library of Congress field offices.

Salaries	\$1,520,800
Personnel benefits	<u>323,800</u>
	\$1,844,600

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

1. MANDATORY ITEMS

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

Mandatory Increases (continued)

C. Pay raise effective January 2000 + \$ 5,249,500

This increase is necessary to provide for a 4.4 percent pay increase effective January 2000. The 4.4 percent increase includes the most current OMB estimate for both the ECI and locality pay increases.

Salaries	\$4,418,900
Personnel benefits	<u>830,600</u>
	<u>\$5,249,500</u>

D. Accident compensation - reimbursement to Employees' Compensation Fund - \$ 145,409

The Library's reimbursement to the Bureau of Employee's Compensation for benefits and other payments for fiscal 1998 is more than the amount budgeted for those purposes, as follows:

Fiscal 1998 cost = \$986,763 | Amount available = \$1,142,172

E. Police Pay + \$ 270,000

This increase is necessary to bring Library Police pay in line with Capital Police.

Salaries	\$ 160,000
Other Personnel Compensation	80,000
Personnel benefits	<u>30,000</u>
	<u>\$ 270,000</u>

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

2. LIBRARY SERVICES

Summary

	Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
A. Purchase of Library Materials								
(1) Books for the Collections		\$ 9,371,739		\$ 8,757,600		\$ 9,023,600	+	\$ 266,000
(2) Books for the Law Library		1,388,888		1,361,400		1,414,400	+	53,000
Total, Purchase of Library Materials		\$ 9,760,627		\$10,119,000		\$10,438,000	+	\$ 319,000
B. Preparation of Books								
(1) FTEs	926	\$57,510,087	941	\$60,789,834	941	\$62,005,802	+	\$1,215,968
(2) Non-personal services		6,600,322		8,117,360		8,836,160	+	718,800
Total, Preparation of Books	926	\$64,110,409	941	\$68,907,194	941	\$70,841,962	+	\$1,934,768
C. Preservation of Library Materials								
a. Basic								
(1) FTEs	85	\$ 4,597,754	98	\$ 4,774,883	98	\$ 4,869,572	+	\$ 94,689
(2) Non-personal services		4,184,575		4,711,737		4,830,437	+	118,700
	85	\$ 8,782,329	98	\$ 9,486,620	98	\$ 9,700,009	+	\$ 213,389
b. Audio-visual								
(1) FTEs	1	\$ 57,469		\$ 212,234		\$ 212,234		\$ ---
(2) Non-personal services		1,042,642		1,181,654		1,486,454	+	\$14,800
	1	\$ 1,100,111		\$ 1,393,888		\$ 1,708,688	+	\$ 314,800
Total, Preservation of Library Mats	86	\$ 9,882,440	98	\$10,880,508	98	\$11,408,697	+	\$ 528,189

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

2. LIBRARY SERVICES

Summary (continued)

	Fiscal 1998 Actual FTE Amount	Fiscal 1998 Budget FTE Amount	Fiscal 2000 Estimate FTE Amount	Increase FTE Amount
D. Public Services				
a. Public and National Services				
(1) FTEs	793 \$ 43,228,647	758 \$ 44,528,963	758 \$ 44,909,294	+ \$ 379,331
(2) Non-personal services	3,004,804	4,280,672	3,274,547	- 1,006,125
	<u>793 \$ 46,233,451</u>	<u>758 \$ 48,810,635</u>	<u>758 \$ 48,183,841</u>	<u>- \$ 626,794</u>
b. American Folklife Center				
(1) FTEs	12 \$ 851,978	14 \$ 890,700	14 \$ 935,000	+ \$ 44,300
(2) Non-personal services	64,303	100,100	102,400	+ 2,300
	<u>12 \$ 916,281</u>	<u>14 \$ 990,800</u>	<u>14 \$ 1,037,400</u>	<u>+ \$ 46,600</u>
c. Cataloging Distribution Service				
(1) FTEs	47 \$ 3,025,839	52 \$ 3,233,508	52 \$ 3,233,508	\$ ---
(2) Non-personal services	2,485,157	4,168,492	4,168,492	---
	<u>47 \$ 5,510,996</u>	<u>52 \$ 7,400,000</u>	<u>52 \$ 7,400,000</u>	<u>\$ ---</u>
d. Fort Meade Storage				
(1) FTEs	\$ ---	\$ ---	\$ ---	\$ ---
(2) Non-personal services	\$ ---	\$ 551,000	\$ 562,600	+ \$ 11,600
	<u>852 \$ 52,660,728</u>	<u>824 \$ 57,752,435</u>	<u>824 \$ 57,183,841</u>	<u>- \$ 568,594</u>
Total, Public Services	<u>1864 \$136,414,204</u>	<u>1863 \$147,659,137</u>	<u>1863 \$149,872,500</u>	<u>+ \$2,213,363</u>
Total, Library Services				
Mandatory Items	+ \$ 44,300			
Price Level	+ 1,009,700			
Growing Workload	+ 1,159,363			
Total	<u>\$2,213,363</u>			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
A. Purchase of Library Materials

Summary

	Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) Books for the Collections		\$ 8,371,739		\$ 8,757,600		\$ 9,023,600	+	\$ 266,000
(2) Books for the Law Library		1,389,888		1,361,400		1,414,400	+	53,000
		<u>\$ 9,760,627</u>		<u>\$10,119,000</u>		<u>\$10,438,000</u>	+	<u>\$ 319,000</u>

844

Price Level	+	\$ 319,000
Growing Workload	+	
Total	+	<u>\$ 319,000</u>

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
A. Purchase of Library Materials

General Statement

The Purchase of Library Materials program provides for the acquisition of necessary research materials for the Library's collections. The program is administered by the Office of The Associate Librarian for Library Services in conjunction with the Law Library and the Collections Policy Committee. Materials purchased by the Library include essential publications which are not available through copyright deposit, the cataloging-in-publication program, transfer from other federal agencies, gift, domestic and international exchange, or by provisions of state and federal law. Most of these materials are foreign publications. The Library maintains overseas offices, arrangements with book dealers, agents, and publishers to ensure acquisition of current foreign publications of research value.

The Purchase of Library Materials program will require \$10,439,000 in fiscal 2000 to sustain purchasing power at fiscal 1999 levels. This represents a price level increase of \$319,000 over fiscal 1999.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
A. Purchase of Library Materials

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

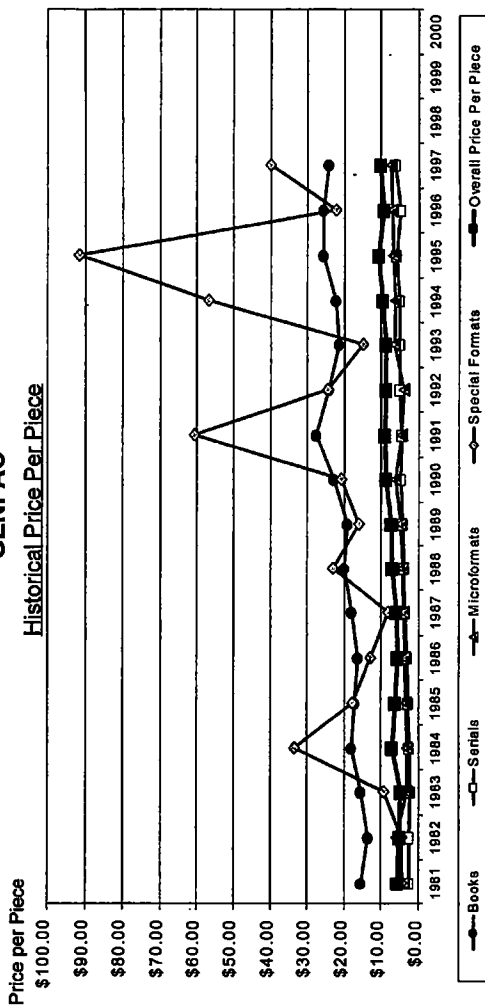
(2) Non-personal services	\$ 9,760,627	\$10,119,000	\$10,438,000	+	\$ 319,000
Price Level				+	\$ 319,000

The Library is requesting an increase of \$319,000 to maintain the purchasing power for books, serials and newspapers (particularly those published abroad), machine-readable works, special retrospective items, and other Library materials not available through copyright or other non-purchase methods. Recognizing that inflation and foreign currency rates can fluctuate unpredictably and that the Library must respond to evolving trends in publishing, the Library calculated the average price paid for library materials during the previous fifteen years, and used this analysis to project the funding levels needed to maintain the current purchasing power in fiscal 2000. Based on this projection, the Library requests an increase of \$319,000 for fiscal 2000. This amount includes price level increases for fiscal 2000 of \$266,000 for materials for the general collections(GENPAC), and \$53,000 for legal materials.

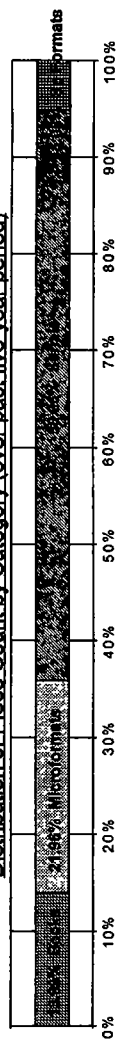
As reflected in the following charts, the historical prices per piece for the four major categories of library materials are quite different and vary over time. These prices also differ greatly from those materials that are purchased for the general collections (GENPAC) and those that are purchased for the law collections (LAW). Both law books and law serials are substantially more expensive than those materials purchased for the general collections. For example, it is projected that in fiscal 2000, each issue of a law serial will cost \$17.03, while each issue of a serial being purchased for the general collections will cost \$6.68. These combined projections result in an increase over fiscal 1999 of 3.88% for LAW and 3.03% for GENPAC. The projected inflation for the total book budget is 3.15%.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

GENPAC

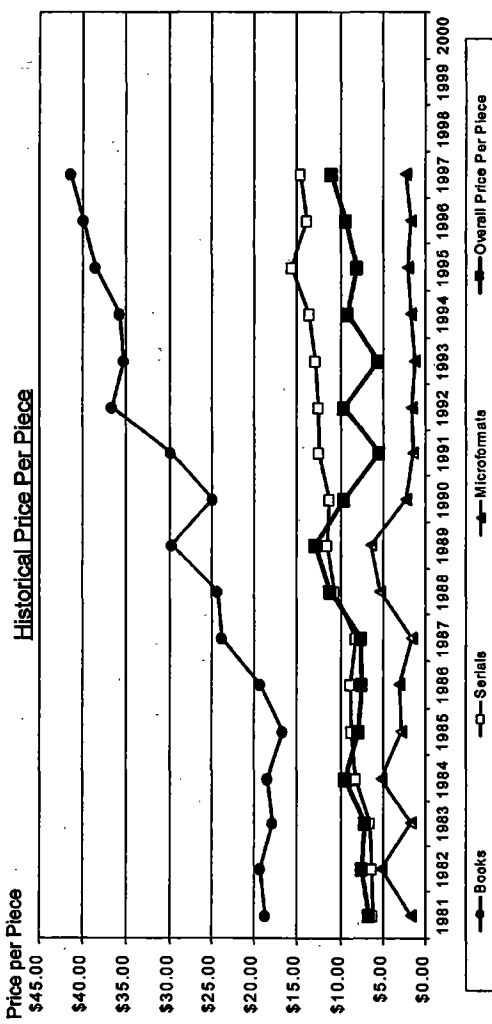


Distribution of Piece Count by Category (over past five-year period)

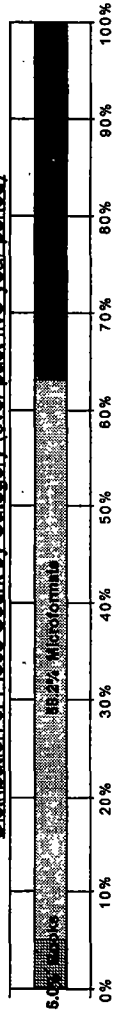


LIBRARY OF CONGRESS
SALARIES AND EXPENSES

LAW



Distribution of Piece Count by Category (over past five-year period)



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
A. Purchase of Library Materials

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total

Books and Library Materials \$ 9,780,627 \$ 10,119,000 \$ 10,438,000 \$ 319,000 \$ — \$ 319,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
B. Preparation of Books

Summary

Fiscal 1998 Actual	Fiscal 1998 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(1) FTEs:

Permanent	926 \$ 67,510,087	941 \$ 57,860,966	941 \$ 56,876,934	+ \$1,215,968
Indefinite FTEs (foreign)	(160) ---	(160) 3,128,888	(160) 3,128,888	---
	926 \$57,510,087	941 \$60,789,834	941 \$62,005,802	+ \$1,215,968
	(160)	(160)	(160)	

(2) Non-personal services:

Price level	\$ 6,600,322	\$ 8,117,360	\$ 8,608,660	+ \$ 489,300
Growing Workload	---	---	228,500	+ 228,500
	\$ 6,600,322	\$ 8,117,360	\$ 8,836,160	+ 718,800

Total, Preparation of Books	926 \$64,110,408	941 \$68,907,194	941 \$70,841,962	+ \$1,934,768
	(160)	(160)	(160)	

Price Level	+ \$ 489,300
Growing Workload	+ 1,445,468
Total	+ \$1,934,768

LIBRARY OF CONGRESS SALARIES AND EXPENSES

2. LIBRARY SERVICES B. Preparation of Books

General Statement

The preparation of books activity, administered by the Office of the Associate Librarian for Library Services, includes coordination of collection development policy for the Library of Congress, the acquisition of materials from all over the world, and the creation of the bibliographic records which not only assure access to the Library's vast collections, but also provide basic bibliographic information in standard form for libraries throughout the United States and the world. This activity also includes the Cataloging in Publication (CIP) program which speeds the availability of bibliographic data as the Library produces pre-publication cataloging via galleys submitted by publishers. In return for this service, which is especially beneficial to American public and school libraries, publishers then supply a copy of the book itself for inclusion in the Library's collections.

Library Services can claim some notable accomplishments in fiscal 1998. In support of the Library's own information needs, staff cataloged 274,890 items (described through 242,213 bibliographic records plus inventory records for an additional 128,042 items). 1,428,510 periodicals, journals, and other serials were processed for use by our patrons; and approximately \$7.1 million worth of high research value materials were acquired for our collections through exchange, gift, and other non-purchase means. The overseas field offices acquired approximately 492,480 pieces through exchange or purchase for the use of the ninety-one (91) participating libraries throughout the United States.

To ensure quality service to the Congress, other governments, and the public, the Library has the goal of incorporating the acquisition and delivery of electronic products and services into its permanent operations. The fiscal 2000 budget requests additional resources to incorporate the acquisition and delivery of electronic products and services into the Library's operations.

In reviewing current staffing levels and planning for Library Services programs during the coming five years, the Library recognizes a vulnerability to lose a large contingent of experienced staff to retirement. The unique character of many of these positions has in the past helped ensure a low turnover rate—particularly as compared to other federal agencies, but as staff both advance in age and also begin to retire at an earlier age, the Library is no longer likely to retain these staff with their singular mix of language and specialized subject expertise. This budget requests 32 technician positions to help offset a loss through an expected increase in retirements over the next five years.

To sustain current activities and services, the preparation of books activity will require a total of **\$70,841,962** in fiscal 2000, representing a price level increase of **\$489,300**, and a growing workload increase of **\$1,445,458**.

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

2. LIBRARY SERVICES
B. Preparation of Books

Justification of Increases and Decreases

Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Increase
FTE	Amount	FTE	Amount

(1) FTEs 926 \$57,510,087 941 \$57,660,866 941 \$58,876,934 + \$1,215,868

a. To provide funding for the Electronic Resources Implementation Project

1 GS-15 Project Manager	+	\$ 102,844
6 GS-13 Automation Operations Coordinators @ \$57,984	+	443,928
1 GS-12 Selection Librarian	+	62,218
1 GS-08 Secretary	+	38,844
2	+	\$ 647,834
1 GS-14 Senior Attorney (<i>under Office of the Librarian</i>)	+	87,430
10	+	\$ 735,264

To ensure quality service to the Congress, other governments, and the public, the Library has the goal of incorporating the acquisition and delivery of electronic products and services into its permanent operations. The National Digital Library Program has provided the leadership and served as a catalyst for the transition to a digital environment through conversion of archival materials delivered on Internet. The Library is now undertaking an institution-wide planning process, examining all services and functions which are candidates for being electronically re-engineered, including the acquisition and servicing of current materials as well as archival materials. The overall transition to state-of-the-art electronic services library-wide will be a multi-phase, multi-year process.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
B. Preparation of Books

Justification of Increases and Decreases

Fiscal 1988 Actual		Fiscal 1989 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (continued)

a. To provide funding for the Electronic Resources Implementation Project (continued)

An important phase of the transition to an increasingly electronic future is to develop an approach to handling materials currently in digital form. Consequently, the Library is requesting \$864,764 for a project to address critical collections development and access policy issues with a distinct focus on materials originating in digital form. This initiative consists of two parts: 1) a three-year project, at \$290,836 per year, to develop and implement policies and procedures, and the access management system necessary for incorporating into its collections and services the electronic products the Library acquires via copyright deposit, gift and purchase; and 2) a permanent base increase of \$443,928 to fund the technical staff necessary to support Library Services handling of electronic services in the custodial divisions.

The project will design the methods, policies and procedures for incorporating library materials obtained in electronic form into the holdings of the Library. Electronic information may come to the Library through acquisition, gift or copyright deposit, for example, in the form of CD-ROMs, databases, internet files, electronic books, and electronic copyright deposits. Acquiring these cutting-edge resources also supports the Library's mission to provide timely research, policy analysis, and information to the Congress by providing access to these resources. In addition, this project will allow the Library to take advantage of future electronic deposits received through the Copyright Office Registration, Recordation, and Deposit System (CORDS), making them available for use by staff and readers.

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

2. LIBRARY SERVICES
B. Preparation of Books

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (continued)

b. To provide funding for the Library Services Career Enhancement and Succession Plan							
18 GS-06 Library Technicians (under Preparation of Books)							\$ 588,134
3 GS-06 Library Technicians (under Preservation)							94,689
11 GS-06 Library Technicians (under Public Services)							347,193
32 Total, Career Enhancement and Succession Plan							\$1,010,016

In reviewing current staffing levels and planning for Library Services programs during the coming five years, the Library recognizes a vulnerability to lose a large contingent of experienced staff to retirement. The unique character of many of these positions has in the past helped ensure a low turnover rate—particularly as compared to other federal agencies, but as staff both advance in age and also begin to retire at an earlier age, the Library is no longer likely to retain these staff with their singular mix of language and specialized subject expertise. As a result, the Library requests funding for 32 technician positions to help offset a loss through an expected increase in retirements over the next five years. The Library seeks funding for these positions prior to the retirement of staff with the specialized language and subject skills so that the latter can train and impart some of their resident knowledge before they vacate their positions. In seeking new staff at the technician level, Library Services programs will emphasize language, subject, and technical skills that respond to the changing nature of the tasks performed and that will correlate the skills of individuals in this cadre to those eligible to retire. The breakdown of the 32 entry level technician positions, is as follows: Acquisitions (6); Area Studies (5); Cataloging (12); Preservation (3); and Public Services (6).

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
B. Preparation of Books

Justification of Increases and Decreases

Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(2) Non-personal services	\$ 6,600,322	\$ 8,117,360	\$ 8,836,160	+ \$ 718,800
a. Price Level - Basic				+ \$ 113,200
b. Price Level - Overseas Offices				+ \$ 376,100

The American embassies in the countries where the Library of Congress field offices are located furnished the inflationary estimates for fiscal 2000 to the African/Asian Acquisitions and Overseas Operations Division. The price level increase estimates listed below are based on the embassies' official projections for cost increases in fiscal 2000.

PRICE LEVEL INCREASES		
Office	Percent Increase	Non-Personal Increase
Brazil	10%	\$ 47,000
Kenya	6%	31,100
Egypt	15%	74,800
Pakistan	7.5%	17,600
India	15%	113,600
Indonesia	20%	92,000
Total Price Level Increase		\$376,100

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
B. Preparation of Books

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal services (continued)

Growing Workload + \$ 229,500

a. To provide funding for the Electronic Resources Implementation Project

Professional and Consultant Services	\$ 136,000
Computer Workstations	93,500
Total (under Preparation of Books)	\$ 229,500
Furniture (under Furniture & Furnishings)	\$ 48,500

The Library is requesting \$136,000 for contract consulting services to develop display prototypes, analyze storage requirements, and train Library staff. Additionally, \$93,500 is requested for the purchase of computer workstations and \$48,500 for computer furniture (under Furniture and Furnishings) to support the new FTEs in this project.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
B. Preparation of Books

Additional Information

Salary	Benefit	Total
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Funding for FTEs requested.

a. Electronic Resources Implementation Project

1 GS-15 Project Manager	\$ 80,599	\$ 22,245	\$ 102,844
6 GS-13 Automation Operations Coordinators @ \$57,984	347,904	98,024	443,928
1 GS-12 Selection Librarian	48,760	13,458	62,218
1 GS-08 Secretary	30,442	8,402	38,844
9 Total requested (under Preparation of Books)	\$507,705	\$140,123	\$ 647,828
1 GS-14 Senior Attorney (under Office of the Librarian)	68,519	18,911	87,430
10 Total - Electronic Resources Implementation Project	\$576,224	\$159,040	\$ 735,264

b. Career Enhancement and Succession Plan

18 GS-06 Library Technicians @ \$24,736	\$445,248	\$122,886	\$ 568,134
27 Total requested, Preparation of Books	\$952,953	\$263,015	\$1,215,968

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

2. LIBRARY SERVICES
B. Preparation of Books

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 383,818	\$ 581,450	\$ 614,150	\$ 52,700	\$ 0	\$ 52,700
Attendance at Meetings	33,802	30,589	31,169	600		600
Transportation of Things	278,982	266,600	279,200	12,600		12,600
Postage	481,598	416,900	430,400	13,500		13,500
Telephones	390,568	407,100	427,400	20,300		20,300
Rental - Space and Utilities	283,647	408,400	463,400	55,000		55,000
Rental - Other	2,220	8,600	9,400	800		800
Printing	267,218	482,500	510,500	18,000		18,000
Binding	20,444	26,100	30,300	4,200		4,200
Photoduplication	427,011	446,700	456,100	9,400		9,400
Other Services	771,120	1,688,766	1,758,355	69,600		69,600
Professional & Consult Services	26,916	385,390	530,090	8,700		144,700
Services - Government	927,758	1,194,477	1,342,477	148,000	136,000	148,000
Training	123,204	146,000	156,300	8,300		8,300
Maint of Equipment and Software	19,530	19,000	21,300	2,300		2,300
Maintenance of Facilities	94,886	37,100	40,200	3,100		3,100
Data Base Services	885,842	859,100	877,100	18,000		18,000
Subsistence & Support of Persons	3,195	0	0	0		0
Supplies and Materials	309,716	227,719	249,319	21,600		21,600
Books & Subscriptions Not for Collect	42,544	42,000	42,900	900		900
Books and Library Materials	162,715	257,000	262,400	5,400		5,400
Equipment and Software	673,480	193,900	303,700	16,300	93,500	109,800
Total	\$ 6,600,322	\$ 8,117,360	\$ 8,836,160	\$ 489,300	\$ 228,500	\$ 718,800

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES

C. Preservation of Library Materials

Summary

Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(1) FTEs: 86 \$ 4,655,223 98 \$ 4,987,117 98 \$ 5,081,806 + \$ 94,689

(2) Non-personal services:

Price level \$ 5,227,217 \$ 5,893,391 \$ 6,036,891 + \$ 143,500
 Growing Workload 290,000 + 290,000
 \$ 5,227,217 \$ 5,893,391 \$ 6,326,891 + \$ 433,500

Total, Preservation of Library Materials 86 \$ 9,882,440 98 \$ 10,880,508 98 \$ 11,408,697 + 528,189

Price Level + \$ 143,500
 Growing Workload + 384,689
 Total + \$ 528,189

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
C. Preservation of Library Materials
(1) Basic

Summary

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs: 85 \$ 4,597,754 98 \$ 4,774,883 98 \$ 4,869,572 + \$ 94,689

(2) Non-personal services:

Price level \$ 4,184,575 \$ 4,711,737 \$ 4,830,437 + \$ 118,700

Total, Preservation - Basic 85 \$ 8,782,329 98 \$ 9,486,620 98 \$ 9,700,009 + \$ 213,389

Price Level + \$ 118,700
Growing Workload + 94,689
Total + \$ 213,389

LIBRARY OF CONGRESS SALARIES AND EXPENSES

2. LIBRARY SERVICES

C. Preservation of Library Materials

(1) Basic

General Statement

A primary mission of the Library of Congress is to preserve its vast and irreplaceable collections for the benefit of the Congress and the American public. An active preservation program facilitates current access to the collections, but it also focuses on preservation activities that enable the Library to put important materials into an information base for survival and use in the 21st century. Significant cultural materials will survive for use by future generations after being preserved only if their physical security is also assured. Thus, the Library's preservation and security initiatives cannot be separated; the materials especially subject to theft — those that have historic, monetary, or artifactual value — are also likely to be those for which preservation treatment is a high priority.

The Library of Congress Preservation Directorate is under the general direction of the Associate Librarian for Library Services. The individual offices handle contract binding, rebinding, and repair of materials; prepare collections for microfilming and other appropriate reformatting, such as digitizing, to preserve their content; provide expert conservation treatment for the Library's rare collections and national treasures; oversee the Library's deacidification program; conduct invaluable laboratory research and testing of varied Library media in order to ensure long-term preservation of materials; provide essential preservation-related training to Library staff who are engaged in handling and servicing collections as well as preservation reference services; and provide technical and fiscal support services to the Library's custodial divisions in order to protect from loss important information recorded on deteriorating media, including paper, photographs, motion picture film, and sound and video recordings.

A major priority is deacidification of acidic materials, including a major portion of the works published in America since the middle of the 18th century. The Library successfully launched the Bookkeeper deacidification process enhancement initiative, which the Congress approved on a permanent production basis in 1997. Results obtained during fiscal 1996, through 1998 are quite favorable. While continuing to deacidify collections using the Bookkeeper process, the Library will continue to encourage other companies to request formal test and evaluation of competing mass deacidification processes.

The Library requires a total of \$9,700,009 to support its Preservation Directorate's Basic services in fiscal 2000. This amount includes a price level increase of \$118,700, and funding for a growing workload increase of \$94,688.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
C. Preservation of Library Materials
(1) Basic

Justification of Increases and Decreases

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(1) FTEs:	85	\$ 4,597,754	98	\$ 4,774,883	98	\$ 4,869,572	+	\$ 94,689

- a. To provide funding for the Library Services Career Enhancement and Succession Plan + \$ 94,689
- 3 GS-06 Library Technicians + \$ 94,689

The justification for the three Library Technicians is contained under the
Preparation of Books justification.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

- 2. LIBRARY SERVICES
 - C. Preservation of Library Materials
 - (1) Basic

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services \$ 4,184,575 \$ 4,711,737 \$ 4,830,437 + \$118,700

Price Level + \$118,700

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

**2. LIBRARY SERVICES
C. Preservation of Library Materials
(1) Basic**

Additional Information

Categories	Fiscal 1999 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Prior Level	Growing Workload	Total Increase
Travel	\$ 15,952	\$ 12,250	\$ 12,550	\$ 300	\$ 0	\$ 300
Attendance at Meetings	3,187	2,900	3,000	100		100
Transportation of Things	7,530		0			0
Printing	145		0			0
Binding	1,450,133	1,981,203	2,042,603	61,400		61,400
Other Services	86,308	54,300	55,400	1,100		1,100
Professional & Consult Services	46,131		0			0
Training	8,982	10,200	10,400	200		200
Data Base Services	100	200	200			0
Supplies and Materials	461,969	549,005	662,605	13,600		13,600
Books & Subscriptions Not for Collect	10,000	10,000	10,200	200		200
Books and Library Materials	2,003,462	1,848,779	1,888,579	38,800		38,800
Equipment and Software	90,676	141,900	144,900	3,000		3,000
Total	\$ 4,184,575	\$ 4,711,737	\$ 4,830,437	\$ 118,700	\$ 0	\$ 118,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
C. Preservation of Library Materials
(2) Audio-visual

Summary

Fiscal 1999 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs: 1 \$ 57,469 \$ 212,234 \$ ---

(2) Non-personal services:

Price level \$ 1,042,842 \$ 1,181,654 + \$ 24,800
Growing Workload --- 280,000 + 280,000

..... \$ 1,042,842 \$ 1,181,654 + \$ 314,800

Total, Audio-visual 1 \$ 1,100,111 \$ 1,393,888 + \$ 314,800

Price Level + \$ 24,800
Growing Workload + 280,000
Total + \$ 314,800

LIBRARY OF CONGRESS SALARIES AND EXPENSES

2. LIBRARY SERVICES C. Preservation of Library Materials (2) Audio-visual

General Statement

A primary mission of the Library of Congress is to preserve its vast and irreplaceable collections for the benefit of the Congress and the American people. This mission includes facilitating access to the collections, but focuses on preservation activities that enable the Library to protect the collections from continued deterioration resulting from the effects of aging. The National Audio-visual Conservation Center at Culpeper, Virginia, was approved by the Congress (105th Congress, HR 2878) to provide proper storage and preservation facilities for the Library's extensive motion picture, television, video, radio, and sound recording collections. The center will fulfill the mandate of the Congress to acquire and preserve such materials, which comprise an indispensable record of creativity in 20th century America.

The Library's collection of nearly 770,000 reels of film and 2.4 million sound recordings are currently housed in various locations on Capitol Hill, Landover and Suitland, Maryland, Boyers, Pennsylvania, and Wright-Patterson Air Force Base in Dayton, Ohio. The dispersed storage of these collections increases the possibility of degradation through shipping and handling damage. A single-site facility capable of providing the proper environments for the various media greatly enhances the Library's capability to properly extend the life of these precious collections. Also, the single site provides the Library with the potential to expand public access to these collections through the Internet -- further reducing the need for handling and transporting.

The National Audio-visual Conservation Center will be maintained and operated in conjunction with the Architect of the Capitol. The renovation of the facility will be funded primarily through private funds. The fiscal 2000 requested increase of \$290,000 covers the operating costs of the Center (approved in fiscal 1999 for six months). The key objectives for fiscal 2000 are: (1) to maintain collections stored at the Center, and (2) to begin renovations of the existing facility in close cooperation with the Architect of the Capitol.

The Library's fiscal 2000 request realigns and combines all of our audio-visual efforts under a single budgetary Audio-visual classification. The realignment both coincides with the development of the Culpeper National Audio-visual Conservation Center and reflects a logical business-related cost presentation. For years, the audio-visual preservation funds for Motion Pictures and Sound Recordings (\$602,480) was included as part of the Preservation - Basic budget; and the American Television and Radio Archives (\$518,625) was included under the Public Services budget. Both programs were administered entirely by the Motion Picture Broadcasting and Recorded Sound Division of Library Services. With the establishment of the Culpeper facility to integrate all activities related to these audio-visual collections, the Library decided to bring all the resources supporting these activities into one coherent fund: Preservation - Audio-visual.

The Library requests a total of \$1,708,688 to support these operational activities in fiscal 2000, which includes a growing workload increase of \$290,000 in non-personal services, and \$24,800 for non-personal price level increases.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
C. Preservation of Library Materials
(2) Audio-visual

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services	\$ 1,042,642	\$ 1,181,654	\$ 1,496,454	+	\$ 314,800
Price Level				+	\$ 24,800
Growing Workload				+	\$ 290,000

Audio-visual Conservation Center

Other Services + \$290,000

In fiscal 1999, Congress approved funds to cover six months of the operating costs of the Audio-visual Conservation Center effective April 1, 1999; this request annualizes those operating costs under the Library. Once the transfer of the property to the Architect of the Capitol has been completed, these operating costs will be re-allocated, between the Library and the Architect of the Capitol, in accordance with normal Library buildings and grounds operations and in accordance with the Memorandum of Understanding between the Library and the Architect of the Capitol with respect to the property to be acquired pursuant to Public Law 105-44.

In order to fund the full year operational costs adequately, the Library is requesting a growing workload increase of \$290,000, over the fiscal 1999 base of \$219,049, for a total annual operating cost of \$509,049.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
C. Preservation of Library Materials
(2) Audio-visual

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 10,960	\$ 12,100	\$ 12,400	\$ 300	\$ 0	\$ 300
Attendance at Meetings	0	565	565			0
Transportation of Things	600	900	900			0
Telephones	0	10,500	10,700	200		200
Rental - Other	5,528	11,530	11,730	200		200
Other Services	97,721	243,064	538,164	5,100	290,000	295,100
Professional & Consultant Services	0	6,400	6,500	100		100
Training	1,310	0	0			0
Maint of Equipment & Software	0	2,685	2,785	100		100
Supplies and Materials	361,440	315,900	322,500	6,600		6,600
Books and Library Materials	217,467	217,200	221,800	4,600		4,600
Equipment	347,616	360,810	368,410	7,600		7,600
Total	\$ 1,042,642	\$ 1,181,654	\$ 1,496,454	\$ 24,800	\$ 290,000	\$ 314,800

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES

D. Public Services

a. Public and National Services

Summary

Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(1) FTEs: 793 \$ 43,228,647 758 \$ 44,528,983 758 \$ 44,809,284 + \$ 379,331

(2) Non-personal services:

Price level \$ 3,004,804 \$ 4,280,672 \$ 4,324,672 + \$ 44,000
 Growing Workload -1,050,125 -1,050,125 -1,050,125
 \$ 3,004,804 \$ 4,280,672 \$ 4,274,547 - \$1,006,125

Total, Public & National Services 793 \$46,233,451 758 \$48,810,635 758 \$48,183,841 - \$ 626,794

Price Level + \$ 44,000
 Growing Workload - 670,794
 Total - \$ 626,794

LIBRARY OF CONGRESS SALARIES AND EXPENSES

2. LIBRARY SERVICES

D. Public Services

a. Public and National Services

General Statement

The public and national services program mission is to serve the Congress, libraries, government agencies, scholars, the productive private sector, and the general public by acquiring, organizing, serving, preserving, and interpreting the Library's rich resources and collections through in-person service in reading rooms, and through telephone, written, and electronic communications; and to develop, market, and provide products and services that sustain and contribute to the advancement of thought and knowledge throughout the United States and the world. The activities under Public and National Services are organized into the following major areas: (1) public service and collections management for both general and special format materials, such as manuscripts, rare books, prints, photographs, maps, atlases, music, motion pictures, sound recordings, videotapes, and materials in foreign languages; (2) development and distribution of Library products and services; (3) service to the blind and physically handicapped constituents of the nation; (4) collections policy; (5) administration of the National Film Preservation Board; (6) direction of the Library's educational, scholarly visitor, and interpretive programs, the Center for the Book, and the American Folklife Center; (7) coordination of federal libraries and information resources; and (8) providing direction for the Library's pioneering effort to share its unique collections with the nation's schools and libraries via new electronic technology.

Through the National Film Preservation Foundation Act (P. L. 104-285, Title II), the Congress authorized a new National Film Preservation Foundation to "encourage, accept, and administer private gifts to promote and ensure the preservation and public accessibility of the nation's film heritage held at the Library of Congress and other public and nonprofit archives throughout the United States." The legislation further authorized the appropriation to the Library of Congress of \$250,000 for each of fiscal years 2000-2003.

The National Film Preservation Foundation was formally established as a nonprofit organization in October 1997. Since its creation, the Foundation has had impressive successes in raising funds from the private sector: \$500,000 in cash by July 1998, with additional pledges exceeding \$750,000. Furthermore, the Foundation has taken advantage of its authority to receive and administer "in-kind" contributions. Commercial film laboratories have already offered free film preservation services totalling \$60,000. The Foundation awarded the first grants under the "laboratory" program in 1998, including \$10,000 to the Library of Congress.

Public and National Services requires a total of **\$48,183,841** to support its services in fiscal 2000. This amount includes price level increases for non-personal services of **\$44,000**, and a net growing workload decrease of **\$670,794**.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
a. Public and National Services

Justification of Increases and Decreases

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(1) FTEs:	793	\$ 43,228,647	758	\$44,529,963	758	\$ 44,909,284		+ \$ 379,321

Growing Workload

Decreases - \$ 250,000

Salaries - \$ 195,000
Personnel Benefits - 55,000
Total Decrease - \$ 250,000

In fiscal 1999, the Congress appropriated non-recurring, no-year funding to digitize the collections for the Meeting of the Frontiers United States-Russian digital library.

Increases + \$ 629,331

- a. To provide funding for the Library Services Career Enhancement and Succession Plan

11 GS-06 Library Technicians + \$ 347,193

The justification for the eleven Library Technicians is contained under the Preparation of Books justification.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

- 2. LIBRARY SERVICES
- D. Public Services
- a. Public and National Services

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs: (continued)

Growing Workload (continued)

Increases (continued)

b. To provide funding for the Expanded Reader Registration Program

1 GS-06 Library Technician Work Leader		+	\$ 31,563
2 GS-07 Console Operators		+	70,146
5 GS-05 Library Technicians		+	141,585
8		+	243,294

The justification for the eight FTEs to staff and operate an expanded reader registration program is contained under the **Office of Security** justification.

c. To provide funding for the Continuous Observation Program

1 GS-08 Library Technician		+	\$ 38,644
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The justification for the Library Technician to perform continuous observation of materials in the Rare Book Division is contained under the **Office of Security** justification.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
a. Public and National Services

Justification of Increases and Decreases

Fiscal '1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
FTE	Amount	FTE	Amount

(2) Non-personal Services \$3,004,804 \$4,280,872 \$3,274,647 - \$1,006,125

Price Level

Growing Workload

Decreases

a. Meeting of the Frontiers

Travel \$ 100,000
Other Services 1,650,000
..... \$1,750,000

In fiscal 1999, the Congress appropriated non-recurring, no-year funding to digitize the collections for the Meeting of the Frontiers United States-Russian digital library.

b. Commemoration of the Bicentennial of the Lewis and Clark Expedition

Other Services \$ 250,000

In fiscal 1999, the Congress appropriated non-recurring, no-year funding for the commemoration of the Bicentennial of the Lewis and Clark Expedition.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

- 2. LIBRARY SERVICES
- D. Public Services
- a. Public and National Services

Justification of Increases and Decreases

Fiscal 1999 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services (continued)

Growing Workload

Increases + \$ 949,875

a. National Film Preservation Foundation

Grants + \$ 250,000

Section 209 of Public Law 104-295 authorized \$250,000 for fiscal years 2000 through 2003, to be made available to the National Film Preservation Foundation to match private contributions made to the Foundation by private persons, State, and local governments. These funds are requested to fulfill the major recommendations of the film preservation study and plan mandated by Congress in 1993. To date, the Foundation has received pledges totaling \$1.2 million, including actual receipts of \$500,000.

b. Expanded Reader Registration Program

Maintenance of Equipment and Software	+ \$ 75,000
Supplies and Materials	+ 100,000
Equipment, Furnishings, and Software	+ 48,497
	<u>\$223,497</u>

The justification for the non-personals to operate an expanded reader registration program is contained under the **Office of Security** justification.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

- 2. LIBRARY SERVICES
 - D. Public Services
 - a. Public and National Services

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1998 Budget	Fiscal 2000 Estimate	Increases
FTE	Amount	FTE	Amount
Amount			

(2) Non-personal Services (continued)

Growing Workload (continued)

Increases (continued)

c. To fund contract staffing for marking and tagging

Other Services	+	\$ 412,832
Supplies and Materials	+	63,546
	+	<u>\$476,378</u>

The justification for non-personals for contract marking and tagging is contained under the Office of Security.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
a. Public and National Services

Additional Information

Salaries	Benefits	Total
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Funding For FTEs

a. To Expand Reader Registration Program. (Justified under Office of Security)

1 GS-06 Library Technician Work Leader	\$ 24,736	\$ 6,827	\$ 31,563
2 GS-07 Console Operators @ \$27,487	54,974	15,172	70,146
5 GS-05 Library Technicians @ \$22,192	110,980	30,625	141,585
8	\$190,670	\$ 52,624	\$243,294

b. Continuous Observation - Rare Book (Justified under Office of Security)

1 GS-08 Library Technician	\$ 30,442	\$ 8,402	\$ 38,844
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c. Career Enhancement and Succession Plan (Justified under Preparation of Books)

11 GS-06 Library Technicians @ \$24,736	\$272,096	\$ 75,097	\$347,193
20 Total, funding requested	\$493,208	\$136,123	\$629,331

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

2. LIBRARY SERVICES

D. Public Services

a. Public and National Services

Additional Information

Categories	Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 48,665	\$ 164,550	\$ 65,750	\$ 1,200	\$ (100,000)	\$ (98,800)
Attendance at Meetings	19,940	25,715	26,315	600		600
Transportation of Things	1,800	1,500	1,500			0
Printing	12,957	13,000	13,000			0
Other Services	1,837,819	3,259,957	1,799,589	26,800	(1,487,168)	(1,460,368)
Professional & Consult Services	97,171	10,200	10,200			0
Training	73,719	77,050	78,750	1,700	75,000	1,700
Maint of Equipment and Software	1,049	1,100	76,100			75,000
Data Base Services	48,036	54,700	55,800	1,100		1,100
Subsistence & Support of Persons	822	0	0			0
Supplies and Materials	201,067	120,200	284,846	1,100	163,546	164,646
Books and Library Materials	2,444	3,000	3,000			0
Equipment and Software	669,515	549,700	609,697	11,500	48,497	59,997
Grants	0	0	250,000		250,000	250,000
Total	\$ 3,004,804	\$ 4,280,672	\$ 3,274,547	\$ 44,000	\$ (1,050,125)	\$ (1,006,125)

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
b. American Folklife Center

Summary

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs:

Permanent 12 \$ 851,978 14 \$ 890,700 14 \$ 890,700 + \$ —
Mandatory items — — — 44,300 + 44,300

12 \$ 851,978 14 \$ 890,700 14 \$ 935,000 + \$ 44,300

(2) Non-personal services:

Price level \$ 64,303 \$ 100,100 \$ 102,400 + \$ 2,300

Total, American Folklife Center 12 \$ 916,281 14 \$ 990,800 14 \$ 1,037,400 + 46,600

Mandatory + \$ 44,300
Price Level + 2,300
Total + \$ 46,600

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
b. American Folklife Center

General Statement

The American Folklife Center was created by the Congress (P.L. 94-201) "to preserve and present American folklife", and was permanently authorized by Congress in 1998 (P.L. 105-55). Since its inception, the Center has fulfilled that mandate through research, acquisition, cataloging, preservation of folklife collections, reference services, educational programming, fieldwork, and public presentations and publications, often in partnership with other federal and state agencies and with private-sector organizations.

Key objectives for fiscal 2000 are: (1) re-examine the mission and focus of the American Folklife Center; (2) to strengthen the Center's collections-based activities (acquisition, processing, and reference services); (3) to digitize Center collections through participation in the National Digital Library; and (4) to increase the Center's efforts at fundraising to provide public programs and distribute broadly Center collections.

The Library requests a total of \$1,037,400 to support these activities in fiscal 2000. This represents an increase of \$44,300 for mandatory items, and \$2,300 for non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
b. American Folklife Center

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs	12	\$ 851,878	14	\$ 890,700	14	\$ 935,000	+ \$ 44,300
A. Mandatory Increases							+ \$ 44,300
(1) Ingrades							+ \$ 8,200

Funds are requested to cover Ingrade Increases.

Salaries	\$ 6,866
Personnel benefits	1,334
	<u>\$ 8,200</u>

(2) Annualization of 1999 pay raises	+ \$ 7,800
--------------------------------------	------------

This increase is necessary to provide for annualization of the 1999 pay raise of 3.6 percent effective in January 1999.

Salaries	\$ 6,800
Personnel benefits	1,200
	<u>\$ 7,800</u>

(3) Funding for January 2000 pay raise	+ \$ 28,300
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This increase is necessary to provide for a 4.4 percent pay raise effective January 2000.

Salaries	\$ 23,800
Personnel benefits	4,500
	<u>\$ 28,300</u>

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

- 2. LIBRARY SERVICES
 - D. Public Services
 - b. American Folklife Center

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services \$ 64,303 \$ 100,100 \$ 102,400 + \$ 2,300

Price Level + \$ 2,300

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
b. American Folklife Center

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 14,113	\$ 24,640	\$ 25,140	\$ 500	\$ 0	\$ 500
Attendance at Meetings	2,050	2,590	2,680	100		100
Transportation of Things	700	1,000	1,000			0
Postage	16,000	17,000	17,400	400		400
Telephones	5,730	6,300	6,400	100		100
Printing	11,920	23,300	24,000	700		700
Photoduplication	252	8,400	8,600	200		200
Other Services	7,386	9,900	10,100	200		200
Training	640	600	600			0
Maint of Equipment and Software	1,477	1,500	1,500			0
Supplies and Materials	3,520	3,800	3,900			
Books and Library Materials	83	100	100	100		100
Equipment, Furnishings, & Software	422	1,000	1,000			0
Total	\$ 64,303	\$ 100,100	\$ 102,400	\$ 2,300	\$ 0	\$ 2,300

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
c. Cataloging Distribution Service

SUMMARY

	Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs: 47 \$ 3,025,839 52 \$ 3,233,508 52 \$ 3,233,508 \$ ---

(2) Non-personal services:

Price level \$ 2,485,157 \$ 4,166,492 \$ 4,166,492 \$ ---

Total Cataloging Distribution Service

47 \$ 5,510,996 52 \$ 7,400,000 52 \$ 7,400,000 \$ ---

Less: Net Receipts

- \$ 4,610,996 \$ --- \$ ---

Estimated Offsetting Collections

--- -6,500,000 -6,500,000 ---

Total Appropriation

47 \$ 900,000 52 \$ 900,000 52 \$ 900,000 \$ ---

Price Level

\$ ---

Growing Workload

Total

\$ ---

LIBRARY OF CONGRESS SALARIES AND EXPENSES

2. LIBRARY SERVICES

- D. Public Services
 - c. Cataloging Distribution Service

General Statement

For more than 98 years, libraries throughout the United States and the world have depended upon Library of Congress cataloging products to process their materials, thereby avoiding expensive duplication of cataloging effort. Libraries purchase products and services directly from the Cataloging Distribution Service (CDS) on CD-ROM, computer tape, microfiche, in printed publications and now through Internet file transfer. Additionally, libraries receive Library of Congress cataloging data in the form of value-added products through private sector vendors, who have purchased the source files from CDS. The Library's machine-readable cataloging (MARC) for both cataloging and authority records constitute a core resource in the burgeoning international information industry.

CDS is required by law to charge for its products "a price which will cover their cost plus ten percentum added" (2 U.S.C. 150). This requirement to return cost plus ten percent is interpreted to apply across the sum of all products sold. Thus, on an annual basis, CDS management recommends product prices which, based on projected sales, will fulfill this statutory requirement while meeting the earned receipt requirement established through the congressional budget process. In fiscal 1999, CDS received \$900,000 in its non-reimbursable base in its second year as a full cost recovery program. CDS's operating budget in fiscal 2000 will be based on earned receipts from outside customers and \$900,000 in appropriations for products and services provided to internal Library customers.

In 1998, the major accomplishments of the Cataloging Distribution Service included publication of the 100th anniversary edition of *Library of Congress Subject Headings* and the release of six new Library of Congress Classification Schedules through the MARC-based system — *DS-DX: History of Asia, Africa, Australia, New Zealand, etc.*, *KD: Law of the United Kingdom and Ireland*, *KZ: Law of Nations, PA: Greek Language and Literature, Latin Language and Literature, PQ: French, Italian, Spanish, and Portuguese Literature, and P-PZ Tables: Language and Literature Tables*. These classification schedules were released in both print form and as part of *Classification Plus*, a new CD-ROM product introduced in 1996. *Classification Plus* and its companion product *Cataloger's Desktop*, which contains the full text of Library of Congress cataloging manuals and record format documentation, have a growing customer base of libraries and other institutions that depend on the Library of Congress for its expertise and leadership in cataloging standards and practices. CDS also launched a beta test and survey to gather user feedback on the feasibility of a subscription-based World Wide Web version of *Cataloger's Desktop*.

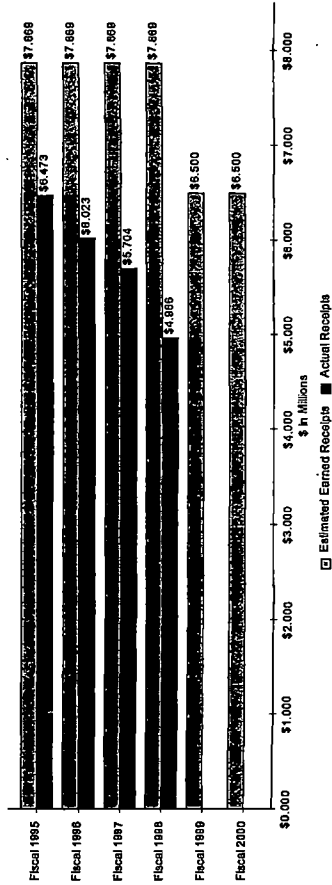
The Library is requesting a total of \$7,400,000 in fiscal 2000 to support this program. This is the same level of funding as in fiscal 1999. This request assumes an earned receipts level of \$6,500,000. The remaining \$900,000 is for products and services provided to internal Library customers.

LIBRARY OF CONGRESS SALARIES AND EXPENSES

2. LIBRARY SERVICES D. Public Services c. Cataloging Distribution Service

The Cataloging Distribution Service is anticipating a maximum of \$6,500,000 in sales during fiscal 2000. In fiscal 2000, CDS will continue to expand its international marketing efforts for the Library's machine-readable databases. The Library's cataloging for publications worldwide makes its databases a rich and unique international resource. The fiscal 2000 earned receipt ceiling of \$6,500,000 provides sufficient opportunity to support CDS activities based on the completion in 1998 of a transition to a smaller, more cost-effective operation with fewer staff (50 percent reduction since 1995). The earned receipt level of \$6,500,000 will allow a modest rise in CDS revenue resulting from the introduction of new electronic services currently in beta testing. The following graph represents CDS revenue trends for the past four years.

Earned Receipts



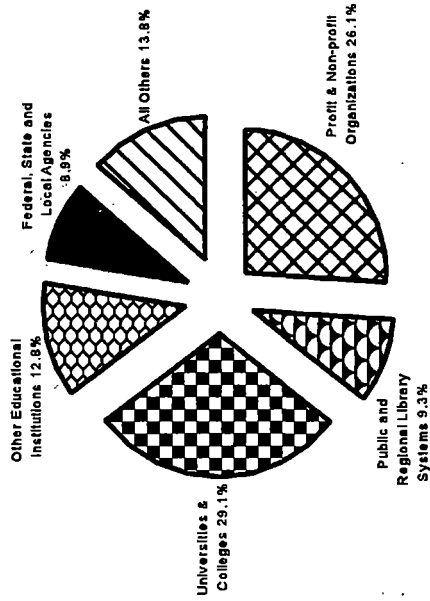
**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

2. LIBRARY SERVICES

D. Public Services

c. Cataloging Distribution Service

In 1998, CDS's active customer base included approximately 45,123 mailing addresses in the United States and abroad. CDS customers represent all segments of the information community, as illustrated by the following chart:



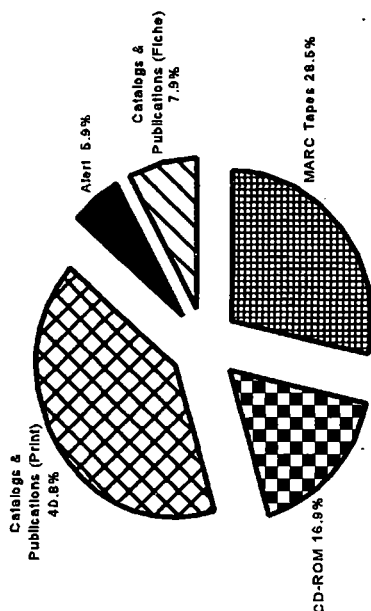
LIBRARY OF CONGRESS SALARIES AND EXPENSES

2. LIBRARY SERVICES

D. Public Services

c. Cataloging Distribution Service

The Cataloging Distribution Service is the distribution arm for the Library's bibliographic, authority and technical data. CDS develops, produces, markets, and distributes products and services for the Library of Congress to the national and international library and information services communities. These products and services include computer tapes, current awareness catalog cards, technical publications, computer-output-microfiche, and CD-ROM discs, as well as Internet access via file transfer (FTP). Total sales for 1998 reflect these categories in the following proportions:



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
c. Cataloging Distribution Service

Justification of Increases and Decreases

Fiscal 1988 Actual		Fiscal 1988 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

Cataloging Distribution Service	\$ 5,510,986		\$ 7,400,000		\$ 7,400,000		\$ —
Less: Net Receipts/Offsetting Collections	- 4,910,986		- 6,500,000		- 6,500,000		—
Appropriation	\$ 900,000		\$ 900,000		\$ 900,000		\$ —

From 1901 to fiscal 1978, the Library returned earned receipts from this program to the Treasury of the United States. All funds necessary to operate the Service were appropriated by the Congress. In 1977, the Senate with the concurrence of the House amended 2 U.S.C. 150 to allow earned receipts to be credited to the appropriation for necessary expenses for the preparation and distribution of catalog cards and other publications of the Library, effective October 1, 1977, and with a ceiling of \$8,500,000 (pages 54-55, Senate Report 95-338, accompanying H.R. 7832, Legislative Branch Appropriation, 1978). In fiscal 1984, the Congress approved a reduction of the ceiling to \$4,300,000, based on a substantial decrease in the number of card orders and the transition to computer output microform for some of the Library's major publications. In fiscal 1987, that ceiling was raised to \$4,700,000, and since then the ceiling has been raised periodically to reach a level of \$7,869,000 in fiscal 1995. The earned receipt ceiling remained at the 1985 level until fiscal 1989 when it was adjusted to \$8,500,000 to reflect declining demand for CDS products in traditional formats and changes in the CDS product mix.

CDS receipts are based on the legislated requirement to return "cost plus ten percent" across the sum of all products sold to outside customers. Consistent with guidance from the Comptroller General of the United States, cost includes both direct and indirect costs associated with CDS products and services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
c. Cataloging Distribution Service

Justification of Increases and Decreases

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(1) FTEs:	47	\$ 3,025,838	52	\$ 3,233,508	52	\$ 3,233,508		\$ --
(2) Non-personal Services		2,485,157		4,166,492		4,166,492		--
	47	\$5,510,996	52	\$ 7,400,000	52	\$ 7,400,000		\$ --

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In fiscal 1995, 1996, 1997, and 1998, CDS's actual earned receipts were as follows:

Fiscal 1995	\$6,473,422
Fiscal 1996	\$6,023,045
Fiscal 1997	\$5,704,370
Fiscal 1998	\$4,966,310

The Library is requesting that the earned receipts level remain at the fiscal 1999 level of \$6,500,000 in anticipation of new electronic services to be offered by CDS.

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

2. LIBRARY SERVICES
D. Public Services
c. Cataloging Distribution Service

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Prior Level	Growing Workload	Total Increase
Travel	\$ 7,181	\$ 15,200	\$ 15,200	\$ 0	0	0
Attendance at Meetings	2,613	3,100	3,100	0	0	0
Transportation of Things	100,200	117,000	117,000	0	0	0
Postage	228,982	290,000	290,000	0	0	0
Telephones	36,139	38,000	38,000	0	0	0
Rental - Other	44,113	150,000	150,000	0	0	0
Printing	1,009,018	1,566,600	1,566,600	0	0	0
Photoduplication	360	500	500	0	0	0
Other Services	149,403	326,000	326,000	0	0	0
Professional & Consult Services	42,000	250,000	250,000	0	0	0
Services - Government	597,592	813,592	813,592	0	0	0
Training	46,794	50,000	50,000	0	0	0
Maint of Equipment and Software	107,103	130,000	130,000	0	0	0
Supplies and Materials	66,056	80,000	80,000	0	0	0
Books & Subscriptions Not for Collect	1,582	1,500	1,500	0	0	0
Equipment and Software	56,131	335,000	335,000	0	0	0
Total	\$ 2,485,157	\$ 4,166,492	\$ 4,166,492	\$ 0	0	0

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. LIBRARY SERVICES
D. Public Services
d. Fort Meade Storage

Summary

	Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs: \$ \$ \$

(2) Non-personal services:

Price level \$ \$ 551,000 \$ 562,600 + \$ 11,600

Total, Fort Meade Storage \$ \$ 551,000 \$ 562,600 + \$ 11,600

Price Level + \$ 11,600
Growing Workload +
Total \$ 11,600

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

2. LIBRARY SERVICES
D. Public Services
d. Fort Meade Storage

General Statement

To meet the Library's need for adequate collections storage space, land has been acquired at Ft. Meade to construct a multi-module, high-density storage facility. Planning has been underway for a number of years to construct a facility modeled after that employed for more than a decade by the Harvard Depository, Inc. The first module, planned for occupancy in the third quarter of fiscal 2000, will house paper-based material, primarily books. The module will be 8,000 square feet in size and will have a capacity of 2.2 million items shelved on wide-span shelving by size in containers. Access to the collection will be through a database linking the item number with the container number in which it is stored and with the shelf on which it is housed.

Because of crowding in the general book collections, and the need to relocate collections remaining in the Thomas Jefferson and John Adams Buildings to be close to the newly opened reading rooms, an accelerated transfer program will be undertaken to relocate 4,000 items daily for a period of two and one-half years beginning in the third quarter of fiscal 2000, filling Module One by the end of this accelerated transfer program. Much preparatory work has been done over the past several years, using an outside contract to ready these collections for transfer when Module One becomes available.

The Library plans to seek proposals from contractors to operate both the facility and the Capitol Hill transfer program. Contract staff will be used if the Library determines that it is advantageous to do so. If it proves beneficial, after a competitive bid process, for the Library to operate one or both of these operations in-house, it will employ staff to do so.

The Library requests a total of \$632,600 to support these activities in fiscal 2000, which includes an increase of \$11,600 for price level increases.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

- 2. LIBRARY SERVICES
 - D. Public Services
 - d. Fort Meade Storage

Justification of Increases and Decreases

	Fiscal 1988 Actual		Fiscal 1989 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(2) Non-personal Services		\$ ---		\$ 551,000		\$ 562,600	+	\$ 11,600
Price Level							+	\$ 11,600

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

2. LIBRARY SERVICES
 D. Public Services
 d. Fort Meade Storage

Additional Information

Categories	Fiscal 1988 Actual	Fiscal 1988 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Telephones	\$ 0	\$ 5,000	\$ 5,100	\$ 100	\$ 0	\$ 100
Other Services		135,300	138,100	2,800		2,800
Maintenance of Facilities		17,600	18,000	400		400
Supplies and Materials		13,500	13,900	300		300
Equipment and Furnishings		379,600	387,600	8,000		8,000
Total	\$ 0	\$ 551,000	\$ 562,600	\$ 11,800	\$ 0	\$ 11,800

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. LAW LIBRARY

Summary

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs: 98 \$ 5,897,816 99 \$ 6,327,519 99 \$ 6,876,371 + \$ 548,852

(2) Non-personal services:

Price level \$ 149,287 \$ 533,850 \$ 545,350 + \$ 11,500
Growing Workload --- 584,250 + 584,250
\$ 149,287 \$ 533,850 1,129,600 + \$ 595,750

Total, Law Library 98 \$ 6,047,083 99 \$ 6,861,369 99 \$ 8,005,971 + \$ 1,144,602

Less: Law Library Receipts --- - 350,000 - 350,000 ---

Total Appropriation 98 \$ 6,047,083 99 \$ 6,511,369 99 \$ 7,655,971 + \$ 1,144,602

Price Level + \$ 11,500
Growing Workload + 1,133,102
Total + \$1,144,602

LIBRARY OF CONGRESS SALARIES AND EXPENSES

3. LAW LIBRARY

General Statement

The Law Library is the only comprehensive legal research library of the United States Government. Its staff, who are competent in a total of over 50 official languages and many of whom hold American and foreign bar membership, provide direct research service to the Congress in foreign, international, and comparative law and support the Congressional Research Service in American law.

In addition to Members and Committees of the Congress, the Law Library staff also supply officers of the legislative branch, Justices of the Supreme Court and other judges, members of the Departments of State and Justice, and other federal agencies with bibliographic and informational services, background papers, comparative legal studies, legal interpretations, and translations. Furthermore, insofar as its congressional priorities permit, the Law Library makes collections and services available to a diverse community of users—the foreign diplomatic corps, international organizations, members of the bench and bar, educational institutions, non-governmental libraries, legal service organizations, and the general public.

In fiscal 2000, the Law Library plans to continue the realignment of resources and modification of infrastructure necessary to maintain effective levels of research, reference, and collection services. The Law Library intends to improve receipt of access to current legal materials and make the Law Library collections maximally accessible through enhanced application of new technologies and automated sources, and to improve the bibliographic control, security, and preservation of its collection. Most of its efforts will center around: (1) extending the coverage of the Global Legal Information Network (GLIN) to 20 nations in 2000, and ultimately to achieve a critical mass of legal information within a range of 40-50 nations with digitized text supplied over the Internet by partners from other countries in support of research and reference needs; (2) implementing the Library's ILS in all affected Law Library operations; and (3) adding interpretative and educational value to the basic resources of the Law Library through aggressive participation in the National Digital Library.

Cooperative efforts with the governments of the Americas, Europe, Africa, and Asia are already demonstrating the potential of electronic processing of law in-country and its transmission over the Internet. Currency of legal information, preservation of materials, security, and arrears reduction goals are facilitated by these efforts which can be extended to other jurisdictions which have Internet connections at little cost.

Thus, the Library requests a total of **\$8,005,971** for the Law Library, which includes funding for 8.5 FTEs, an increase of **\$548,952**, \$11,500 for price level increases in non-personal services, and **\$584,250** for a growing workload increase in non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. LAW LIBRARY

Justification of Increases and Decreases

Fiscal 1988 Actual		Fiscal 1989 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs 88 \$ 5,897,816 99 \$ 6,327,519 99 \$ 6,878,371 + \$ 648,852

a. To provide funding for essential FTEs + \$ 548,852

2.5 GS-14 Legal Reference Specialists + \$218,575

Two and one-half Legal Reference Specialist positions are critical to the Law Library's ability to support the Library's mission of service to the Congress and the nation in the areas of legal reference, research support, and collection services. Currently, the Law Library must support 74-plus hours of legal reference, research support, and book circulation services each week with only seven legal reference staff. Additional funding for the 2.5 Legal Reference Librarians is requested to ensure that

- adequate staffing is available to respond to Congressional, Supreme Court, and Federal Government requests and general public inquiries for legal and legislative information services during the 74-plus hours the Law Library reading room is open each week;
- the integrity, development, and maintenance of the Law Library reading room's collection of 65,000 volumes and 1.47 million micro-graphic legal and legislative reference works is acceptable;
- the Law Library's very popular *Congressional Legal Instructional Program* seminars is continued; which is designed and taught by the Law Library's reference specialists and offered cooperatively with the Congressional Research Service; and
- current information technology and automation support services are utilized to assure availability of critical legal resources to Congressional and public users of the Law Library reading room.

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

3. LAW LIBRARY

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (continued)

a. To provide funding for essential FTEs (continued)

1 GS-14 Rare Book Legal Reference Specialist + \$ 87,430

The Rare Book Legal Reference Specialist is critical to the integrity and servicing of the Law Library's rare book collections and to its compliance with the Library's Security Plan. Funding is requested to ensure that:

- the Law Library is able to develop and maintain adequate physical control over, and security of, its unique, priceless, irreplaceable rare legal historical collection. Approximately 350,000 pieces of rare legal materials are currently integrated within the Law Library's non-rare collections in a limited control environment, thereby compromising the integrity and security of these collections. This position is critical to the identification, and segregation into an appropriately secure facility, of these rare items;
- the coordination of bibliographic identification of and control over (cataloging and shelving) the Law Library's Rare Book Room collection is completed, approximately 56% of which is in arrears;
- the Law Library's rare collections are carefully surveyed to identify and to ensure that items requiring preservation receive necessary conservation treatment;
- rare collections are available for service to legal scholars, historians, political scientists, and academicians, many of whom travel internationally to access the collections; and
- the Law Library is able to participate in interpreting its collections, through such Library exhibits as the *American Treasures*, and through publications which feature its unique and historical collections.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. LAW LIBRARY

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) ETEs (continued)

a. To provide funding for essential FTEs (continued)

3	GS-09 Serials and Periodicals Technicians	+	\$128,716				
1	GS-11 ILS Quality Control Technician	+	51,913				
4		+	\$180,629				

Funding for additional staff is requested to ensure the Law Library's timely processing of current legal materials and its ability to satisfy congressional information needs. The Law Library's collection of legal materials, the largest in the world, represents over 2.2 million volumes. The Law Library can process only 60% of its annual receipts with existing staff. If current staffing levels remain unchanged, the arrearage of unprocessed items is expected to reach 100,000 by fiscal 2000. The volume of work, coupled with changes in work procedures from the Integrated Library System (ILS), requires three serials and periodicals technicians and one ILS quality control technician.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. LAW LIBRARY

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (continued)

a. To provide funding for essential FTEs (continued)

1 GS-12 Editor + \$ 62,218

The Law Library presently has two staff members who edit drafts of legal studies, opinions, reports and bibliographies for the Congress and other requestors. These research products often include complex subject matter and technical terminology and references in foreign languages from over 20 legal specialists, whose native language is in most cases not English. A third editor is needed to relieve the present burden and to expedite completion of the work. The Editor will oversee and ensure the highest possible editorial standards in the preparation of all written research products in the Law Library; he/she will edit reports and publications involving legal research, analysis, and interpretation and covering a wide-range of subjects from world-wide jurisdictions.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. LAW LIBRARY

Justification of Increases and Decreases

Fiscal 1999 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increases
FTE	Amount	FTE	Amount

(2) Non-personal Services	\$ 149,287	\$ 533,850	\$ 1,129,800	+	\$985,750
Pica Level				+	\$ 11,500
Growing Workload				+	\$684,250

a. Global Legal Information Network (GLIN) + \$398,000

Travel	+	\$ 60,000
Other Services	+	228,000
Professional and Consultant Services	+	40,000
Equipment, Furnishings and Software	+	70,000
	+	\$398,000

The Global Legal Information Network (GLIN) is the digital future of the Law Library. With increasing globalization and the growing complexity of lawmaking around the world, Congress' need for foreign, comparative, and international laws has never been greater nor more immediate. It is through GLIN that the Law Library will acquire, process, store, preserve, and make accessible directly to Congress -- and in support of the Congress -- the laws of nations from around the world. GLIN will also be the vehicle to disseminate to the Congress the research products of the Law Library -- its various reports, multinational studies, and the monthly *World Law Bulletin*. Additional funding is requested to continue the development, testing and implementation of GLIN to:

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. LAW LIBRARY

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

a. Global Legal Information Network (GLIN) (continued)

- expand the number of countries contributing to the network from 12 to approximately 30, by the year 2004, an addition of three countries per year – which is consistent with current rate of expansion;
- expand the content by digitizing retrospective materials to match over 50,000 existing summaries in databases;
- expand the content of the database to include additional categories of legal information including case law, scholarly sources, and parliamentary debates;
- expand the content to include Law Library research products including reports, multinational studies, and the *World Law Bulletin* as a category of scholarly sources restricted to Congressional access;
- implement more rigorous security requirements;
- include multilingual thesauri and work toward multilingual searching capabilities;
- develop a private, high-speed, satellite-based intra-net for contributing GLIN members.
- GLIN increases the speed and completeness in acquiring and having access to legal sources from around the world from an average of 3 to 9 months (pre-GLIN) to within days of publications; and
- enables the Law Library to acquire legal sources published only in electronic form (an estimated 20 percent of current inflow on sources are of such character).

The requested funds will purchase servers, workstations, and peripheral support devices for GLIN and digital library prototyping and development, as well as selected software including an off-the-shelf, database management system, text, indexing and search engine software for English and other major languages used by GLIN members,

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. LAW LIBRARY

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increased	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services. (continued)

Growing Workload. (continued)

a. Global Legal Information Network (GLIN) (continued)

a web site, and application development tools. Contract funds are requested to continue to upgrade, enhance, and maintain GLIN. Contract funds are also requested for digitization of the Library's collections of primary legal sources in order to make them readily available on-line for the Law Library's research and reference staff who respond directly to Congressional requests. Recruitment of new members to the network is a priority to expand the content of the database, and special attention must be given to countries that are of particular interest to the Congress. The most frequently asked question about GLIN is why the nations of Western Europe and other G8 nations are not members of GLIN. Negotiations with several G8 nations (France, Germany, Italy, Japan, and Russia) have already begun, but it is critical to follow up with visits to these and other countries. Funds for travel for three Law Library staff to visit five countries is requested for this purpose.

b. Processing Arrangements	+ \$188,250
Other Services	+ \$ 188,250

To ensure the maintenance of critically needed legal materials on a current basis, the Law Library requests funds for contracting with looseleaf filing services. After sustaining a 66% loss of staff to prepare legal materials for binding since 1980, only the highest priority Law Library material -- that designated for the reading room or a research division's reference collection -- can currently be processed. Increasingly less attention is being paid to

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. LAW LIBRARY

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

b. Processing Arrearages (continued)

the vast majority of titles -- loose pieces destined for the stacks. The latter category, currently representing a 25,000 volume arrearage, is expected to grow incrementally--at a rate of 3,000 to 5,000 volumes a year--if left unattended. With only two part-time filers remaining to file the one million looseleaf inserts received annually, existing staff cannot keep priority publications current. Arrearages are building quickly and steadily. The integrity and currency of these priority (primary source) publications--which contain laws, administrative rules and regulations, and legal interpretations--must be maintained, to be of value to the Congress. Without additional contract resources, filing of priority looseleaf materials will not be current and the Law Library will be unable to serve as a source of current legal information for any of its users -- the U.S. Congress, the legal community, or the public.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. LAW LIBRARY

Additional Information

Salaries	Benefits	Total
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Funding for FTEs requested

a. To Provide Funding for Essential FTEs

1	GS-14 Rare Book Legal Reference Specialist	\$ 68,519	\$ 18,911	\$ 87,430
3	GS-09 Serials and Periodical Technicians @ \$33,625	100,875	27,841	128,716
1	GS-11 ILS Quality Control Technician	40,884	11,229	51,913
1	GS-12 Editor	48,760	13,458	62,218
2.5	GS-14 Legal Reference Specialist @ \$68,519	171,297	47,278	218,575
8.5	Total funding requested	\$430,135	\$119,717	\$548,852

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

3. LAW LIBRARY

Additional Information

Categories	Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 1,723	\$ 28,150	\$ 88,750	\$ 600	\$ 60,000	\$ 60,600
Attendance at Meetings	2,458	3,900	4,000	100		100
Transportation of Things	1,000	1,000	1,000			0
Postage	1,500	2,000	2,000			0
Telephones	15,755	17,000	17,400	400		400
Printing	18,209	17,800	18,400	600		600
Photoduplication	17,000	23,500	24,000	500		500
Other Services	1,661	328,600	747,750	8,900	414,250	421,150
Professional & Consult Services	2,500	3,000	43,100	100	40,000	40,100
Training	5,971	5,500	5,600	100		100
Data Base Services	76,659	101,400	103,500	2,100		2,100
Supplies and Materials	4,831	4,000	4,100	100		100
Equipment and Software	0	0	70,000		70,000	70,000
Total	\$ 149,267	\$ 533,850	\$ 1,128,600	\$ 11,500	\$ 584,250	\$ 595,750

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

Summary

	Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
A. Office of the Librarian								
(1) FTEs	111	\$ 9,444,921	132	\$10,747,938	132	\$10,974,711		+ \$ 226,773
(2) Non-personal Services		2,141,429		1,601,161		1,637,561		+ 36,400
Total, Office of the Librarian	111	\$11,586,350	132	\$12,349,099	132	\$12,612,272		+ \$ 263,173
B. Human Resources Services (HRS)								
(1) FTEs	92	\$ 6,112,188	92	\$ 5,951,937	92	\$ 5,951,937		\$ —
(2) Non-personal services		1,651,301		1,623,878		1,658,578		+ 34,700
Total, Human Resources Services	92	\$ 7,763,489	92	\$ 7,575,815	92	\$ 7,610,515		+ \$ 34,700
C. Integrated Support Services								
(1) FTEs	159	\$ 8,343,956	204	\$ 8,827,647	204	\$ 8,827,647		\$ —
(2) Non-personal services		7,685,489		7,834,168		8,306,989		+ 472,800
Total, Integrated Support Services	159	\$16,029,444	204	\$16,661,815	204	\$17,134,615		+ \$ 472,800

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

Summary (continued)

	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
	FTE Amount	FTE Amount	FTE Amount	FTE Amount
D. (1) Automation - Information Technology Services				
(1) FTEs	186 \$14,834,760	186 \$16,706,505	186 \$16,706,505	+
(2) Non-personal services	16,291,747	17,147,772	20,758,772	+ 3,611,000
Total, Automation - ITS	186 \$31,126,507	186 \$33,854,277	186 \$37,465,277	+ \$3,611,000
b. Automation/ITS/Integrated Library System				
(1) FTEs	\$	\$	\$	\$
(2) Non-personal services	3,286,873	3,544,000	2,347,000	- 1,197,000
Total, Automation/ITS/ILS	\$ 3,286,873	\$ 3,544,000	\$ 2,347,000	- \$1,197,000
E. Security Office				
(1) FTEs	119 \$ 7,728,319	137 \$ 8,895,238	137 \$ 8,895,238	\$
(2) Non-personal services	1,092,045	972,250	1,362,938	+ 380,688
Total, Security Office	119 \$ 8,820,364	137 \$ 9,867,488	137 \$10,258,176	+ \$ 390,688
Total, Management Support Services	670 \$78,623,027	751 \$83,852,494	751 \$87,427,855	+ \$3,575,361
Price Level				
Growing Workload	+ \$ 617,400			
Total	+ 2,857,861			
	+ \$3,575,361			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Summary

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(1) FTEs:	111	\$ 9,444,921	132	\$10,747,938	132	\$10,874,711		+ \$ 228,773
(2) Non-personal services:								
Price level		\$ 2,141,428		\$ 1,601,161		\$ 1,637,561		+ \$ 36,400
Total, Office of the Librarian	111	\$11,586,350	132	\$12,349,099	132	\$12,612,272		+ \$ 263,173

Price Level	+	\$ 36,400
Growing Workload	+	228,773
Total	+	\$ 263,173

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

4. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

General Statement

The Office of the Librarian is responsible for administering all the programs that enable the Library of Congress to carry out its mission, which is:

- To make its resources available and useful to the Congress and the American people; and
- To sustain and preserve a universal collection of knowledge and creativity for future generations.

The Office of the Librarian consists of the Librarian of Congress and his staff, the Congressional Relations Office, the Office of the General Counsel, the Office of the Inspector General, the Internal University, the Development Office, the Office of Communications, the Planning, Management and Evaluation Directorate, and the Financial Services Directorate. These offices have Library-wide responsibility for Congressional relations; legal counsel; auditing and investigating; internal and external communications; designing, developing, and administering training and career-development programs; and the centralized accounting, budget, and disbursing activities for all of the Library's appropriations, gift and trust funds, and reimbursable activities. In addition, the Infrastructure support units of Human Resources, Integrated Support Services, Security, and Information Technology Services report to the Office of the Librarian. They are presented elsewhere in the budget as separate program elements.

The Library is requesting a total of \$12,612,272 to support this activity in fiscal 1999. This includes a \$36,400 price level increases for non-personal services and \$228,773 to fund 3 FTEs.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Justification of Increases and Decreases

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(1) ETEs	111	\$ 9,444,821	132	\$10,747,938	132	\$10,974,711	+	\$ 226,773

a. To provide funding for increased core audit staff for the Office of the Inspector General

1 GS-14 Auditor for Security and Management Reviews	+	\$ 87,430
1 GS-11 ADP Auditor	+	51,913
2	+	\$139,343

An increase of the Inspector General's core audit staff (from six to eight) is requested. The present staff consists of:

1 GS-13 Auditor
1 GS-13 ADP Auditor
3 GS-12 Auditors
1 GS-12 Management and Program Analyst
6 Total, Current Core Audit Staff

In fiscal 1998, the audit staff conducted 24 audits, management reviews, and internal control reviews. Two areas in need of additional audit work are audits to ensure that physical security systems conform to approved plans and requirements and that gift and trust fund accounts are being properly maintained in both financial and program terms. In addition, the Office needs to supplement its staffing for ADP auditing. The one existing FTE cannot keep up with the ever-increasing audit requirements in the electronic data field. A core staff of eight auditors is a modest staff size for an institution with the size and complexity of the Library of Congress. The Inspector General's Semi-annual Report to the Congress displays in considerable detail the full range of work accomplished by the Office of the Inspector General in support of the Library.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (continued)

b. To provide funding for legal support for Electronic Resources Implementation Project + \$ 87,430

1 GS-14 Senior Attorney + \$87,430

This FTE, for the Office of the General Counsel, will support the Electronic Resources Implementation Project— which is justified under the Library Services, Preparation of Books portion of this justification.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Justification of Increases and Decreases

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(2) Non-personal Services		\$ 2,141,429		\$ 1,601,161		\$ 1,637,661	+	\$ 38,400
Price Level							+	\$ 38,400

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Additional Information

Salary	Benefits	Total
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Funding for FTEs

a. Office of the Inspector General

1	GS-14 Auditor for Security & Management Reviews	\$ 68,519	\$ 18,911	\$ 87,430
1	GS-11 ADP Auditor	40,694	11,229	51,913
2		\$108,203	\$30,140	\$138,343

b. Office of General Counsel (justified under Preparation of Books)

1	GS-14 Senior Attorney	\$ 88,519	\$ 18,911	\$ 87,430
3		\$177,722	\$49,051	\$226,773

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

4. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Additional Information

Categories	Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 22,384	\$ 28,150	\$ 28,750	\$ 600	\$ 0	\$ 600
Attendance at Meetings	5,381	27,740	28,340	600		600
Transportation of Things	2,620	2,900	2,900			0
Postage	153,985	167,800	171,300	3,500		3,500
Telephones	34,801	47,525	48,525	1,000		1,000
Rental - Other	285	300	300			0
Printing	303,341	285,300	294,200	8,900		8,900
Photoduplication	79,338	91,100	93,100	2,000		2,000
Other Services	197,771	134,800	137,600	2,800		2,800
Professional & Consult Services	841,614	619,600	632,700	13,100		13,100
Services - Government	9,069	13,200	13,500	300		300
Training	115,951	88,948	91,746	1,800		1,800
Data Base Services	14,268	16,000	16,300	300		300
Subsistence & Support of Persons	1,134	1,000	1,000			0
Supplies and Materials	30,532	21,700	22,100	400		400
Books & Subscriptions Not for Collect	13,954	14,600	14,900	300		300
Books and Library Materials	23,500	23,500	24,000	500		500
Equipment and Software	291,510	19,000	19,300	300		300
Total	\$ 2,141,429	\$ 1,801,161	\$ 1,637,561	\$ 36,400	\$ 0	\$ 36,400

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

Summary

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEE: 92 \$6,112,188 92 \$5,951,937 92 \$5,951,937 \$ --

(2) Non-personal services:

Price level \$1,651,301 \$1,623,878 \$1,658,578 + \$ 34,700

Total, Human Resources Services .. 92 \$7,763,488 92 \$7,575,815 92 \$7,610,515 + \$ 34,700

Price Level + \$ 34,700
Growing Workload +
Total + \$ 34,700

LIBRARY OF CONGRESS SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES B. Human Resources Services (HRS)

General Statement

Human Resources Services (HRS) develops, administers, and evaluates the Library's human resources program; assists Library offices in planning for, securing, and managing personnel services; directs Library programs aimed at cultural and work force diversity; provides alternative, non-adversarial means of resolving disputes; and works with Library management to ensure legal and fair employment practices.

The Directorate of Personnel develops, administers, and evaluates a comprehensive personnel program; assists all Library offices in planning for, securing and managing personnel services; administers and maintains the integrated personnel/payroll database; advises and represents management in labor relations matters; and advises, counsels and assists management and employees on classification and position management issues, and on such matters as employee performance, medical issues, incentives and recognition. The Office of Affirmative Action and Special Programs directs multifaceted efforts to increase the participation of underserved populations in Library programs and activities; evaluates policies, practices, and procedures that may impact on the full participation of underserved populations; conducts internal and external outreach activities to identify, attract, recruit, and employ individuals from diverse backgrounds; and administers affirmative education, training, and development programs. The Dispute Resolution and Equal Employment Office encompasses the Dispute Resolution and Equal Employment Opportunity Complaints processes. The Dispute Resolution Center provides employees and applicants for employment with an alternative, non-adversarial means of resolving work place disputes. The Equal Employment Opportunity Complaints Office facilitates the resolution of complaints and charges of discrimination, including hearing procedures, and works with Library officers to eliminate all forms of discrimination, directing activities toward that goal.

To meet these objectives, the Library is requesting a total of \$7,519,515 in fiscal 2000. This includes an increase of \$34,700 for price level increases in non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

Justification of Increases and Decreases

	Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(2) Non-personal Services		\$ 1,651,301		\$ 1,623,878		\$ 1,658,578	+	\$ 34,700
Price Level							+	\$ 34,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 23,563	\$ 20,200	\$ 20,800	\$ 400	\$ 0	\$ 400
Attendance at Meetings	0	2,028	2,028			0
Transportation of Things	2,000	1,250	1,250			0
Postage	15,700	15,800	15,900	300		300
Telephones	18,203	21,400	21,900	500		500
Rental - Other	20,886	20,000	20,400	400		400
Printing	75,668	83,100	85,600	2,500		2,500
Photoduplication	54,704	70,700	72,200	1,500		1,500
Other Services	129,402	142,400	145,400	3,000		3,000
Professional & Consult Services	499,306	403,900	412,400	8,500		8,500
Services - Government	658,849	620,000	633,000	13,000		13,000
Training	116,115	178,800	182,500	3,700		3,700
Data Base Services	2,000	2,000	2,000			0
Supplies and Materials	15,656	15,000	15,300	300		300
Books & Subscriptions Not for Collect	19,149	27,500	28,100	800		800
Total	\$ 1,651,301	\$ 1,623,878	\$ 1,658,578	\$ 34,700	\$ 0	\$ 34,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Summary

	Fiscal 1989 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Increase
	FTE Amount	FTE Amount	FTE Amount	FTE Amount
(1) FTEs:	159 \$ 8,843,958	204 \$ 8,827,647	204 \$ 8,827,647	+ \$ --
(2) Non-personal services:				
Price level	\$ 7,685,488	\$ 7,834,188	\$ 7,998,988	+ \$ 164,800
Growing Workload			308,000	+ 308,000
	\$ 7,685,488	\$ 7,834,188	\$ 8,306,988	+ \$ 472,800
Total, Integrated Support Services	159 \$16,029,444	204 \$16,661,815	204 \$17,134,615	+ \$ 472,800

Price Level	+ \$ 164,800
Growing Workload	+ 308,000
Total	+ \$ 472,800

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

4. MANAGEMENT SUPPORT SERVICES

C. Integrated Support Services

General Statement

The mission of Integrated Support Services (ISS) is to ensure that all ISS customers receive prompt, courteous, and professional service, support, and guidance to assist in the achievement of the Library's mission. The Director for Integrated Support Services is responsible for providing basic support services to the Library as a whole and reports to the Deputy Librarian of Congress.

Integrated Support Services is comprised of five offices: Contracts and Logistics Services, Facility Services, Health Services, Office Systems Services, and Safety Services. Contracts and Logistics Services provides acquisition support for supplies, materials, furniture and furnishings, and equipment (except those related to the collections); negotiated contracts and small purchases; expertise and property inventory control for Library-owned furniture and equipment. Facility Services plans, designs and provides oversight of construction, alterations and operation of the Library's buildings and grounds; planning and use of remote facilities operated in northwest Washington, DC, for the National Library Service for the Blind and Physically Handicapped; Wright-Patterson Air Force Base for nitrate film conversion; Landover, Maryland, for procurement and supply activities and materials storage; and Boyers, Pennsylvania, for underground microfilm storage; labor and custodial services; manages the food services program and oversees the use and operation of public meeting spaces. Health Services develops and administers the Library's occupational health program. Office Systems Services administers the Library's records management program; transportation services; printing, duplication, and composition functions; and provides mail and messenger services. Safety Services manages the programs necessary to promote a safe and healthful environment such as industrial hygiene, accident prevention and loss control, fire prevention and protection, and emergency management planning and organization.

To meet these objectives, the Library is requesting a total of \$17,134,615 in fiscal 2000. This represents a total increase of \$472,800 for fiscal 2000. This includes a growing workload increase of \$308,000 for contract support to modernize workstations in the James Madison Building, and an increase of \$164,800 for price level increases in non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Justification of Increases and Decreases

	Fiscal 1999 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(2) Non-personal Services		\$ 7,685,488		\$ 7,834,168		\$ 8,306,868	+	\$ 472,800
Price Level							+	\$ 164,800
Growing Workload							+	\$ 308,000
Other Services								
								+ \$308,000

In the Furniture and Furnishings portion of this budget request, the Library is requesting an increase of \$1,220,000 in funding to modernize workstations in the James Madison Building to make them more ergonomically correct. The design of space connected with this effort will be a major workload which the Library's current design staff will not be able to undertake. \$248,000 is requested to fund four contract designers to design space, write specifications for purchase, and to oversee installation.

The remaining \$92,000 will be used to contract with an ergonomist. The Library's Workplace Ergonomics Program has been run by a committee of staff volunteers who are not professionals in this field. The Program has suffered from a lack of institutional coordination, inconsistent data collection, lack of funding and scheduling for ongoing training, and lack of capacity to conduct follow-up with staff who have workplace consultations. Contracting for an ergonomist would offer the opportunity for averting the increase of risks for ergonomic related injuries, and is in support of various automation initiatives such as the Integrated Library System. The purchase of ergonomic furniture is only part of the effort necessary to provide Library staff with a healthful work place. Another part of the effort has to be the presence and advice that only a trained ergonomist can provide on steps individuals can take to reduce instances of carpal tunnel syndrome and other repetitive task injuries.

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

4. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 30,792	\$ 24,200	\$ 24,800	\$ 600	\$ 0	\$ 600
Transportation of Things	12,905	2,900	3,000	100		100
Postage	16,446	16,500	16,800	300		300
Telephones	104,987	108,500	110,800	2,300		2,300
Rental - Space and Utilities	2,237,622	2,703,265	2,760,065	68,800		56,800
Rental - Other	127,338	138,400	141,300	2,900		2,900
Printing	19,507	28,400	27,200	800		800
Photoduplication	39,885	48,800	50,900	1,100		1,100
Other Services	506,122	282,700	508,800	6,100	308,000	314,100
Professional & Consult Services	55,972	64,703	66,103	1,400		1,400
Services - Government	88,844		0			0
Training	80,917	54,600	55,700	1,100		1,100
Security Investigations	1,906	1,600	1,600			0
Maint of Equipment and Software	305,282	287,200	272,800	5,600		5,600
Maintenance of Facilities	3,419,406	3,604,200	3,679,900	75,700		75,700
Supplies and Materials	455,619	471,200	481,100	9,900		9,900
Books & Subscriptions Not for Collect	3,437	4,000	4,100	100		100
Equipment, Furnishings, & Software	175,179	2,000	2,000			0
Tort Claims	3,312	2,000	2,000			
Total	\$ 7,685,488	\$ 7,834,168	\$ 8,306,968	\$ 164,800	\$ 308,000	\$ 472,800

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
D. Automation

Summary

	Fiscal 1988 Actual		Fiscal 1989 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(1) FTEs:	188	\$14,834,760	188	\$16,708,605	188	\$16,708,605		\$ —
(2) Non-personal services:								
Price level		\$19,588,820		\$20,891,772		\$21,052,772		+ \$ 361,000
Growing Workload		—		—		2,053,000		+ 2,053,000
		\$19,588,820		\$20,891,772		\$23,105,772		+ \$2,414,000
Total, Automation	188	\$34,423,380	188	\$37,398,277	188	\$39,812,277		+ \$2,414,000

Price Level	+	\$ 361,000
Growing Workload	+	2,053,000
Total	+	\$2,414,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(1) Information Technology Services (ITS)

Summary

Fiscal 1988 Actual		Fiscal 1989 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs: 189 \$14,834,760 194 \$16,706,505 194 \$16,706,505 + \$ ---

(2) Non-personal services:

Price level \$16,291,747 \$17,147,772 \$17,508,772 + \$ 361,000

Growing Workload --- 3,250,000 + 3,250,000

..... \$16,291,747 \$17,147,772 \$20,758,772 + \$3,611,000

Total, Information Technology Services 189 \$31,126,507 194 \$33,854,277 194 \$37,465,277 + \$3,611,000

Price Level + \$ 361,000
 Growing Workload + 3,250,000
 Total + \$3,611,000

LIBRARY OF CONGRESS SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(1) Information Technology Services (ITS)

General Statement

Information technology Services manages the resources that support Congress and the nation as well as Library infrastructure. Built on a foundation of planning, the Library's Year 2000 preparations have been substantial and systematic. The Library's detailed plan followed GAO guidance, implementing a tripartite approach that involved upgrading, replacing, and testing. Mainframe and UNIX time machines and other tools were used for the test phase.

The Library's information systems, under the aegis of Information Technology Services, provide reliable and effective information services. The Library's systems represent the future of legislative information, the National Digital Library, and the Library's operations and management. Effective exchange of information demands effective technology, and the Library's information systems are essential to the work of the Congressional Research Service, the Copyright Office, the Law Library, and Library Services. ITS reliably and effectively delivers and supports these information systems and continues to provide innovative automation tools for organizing, searching and delivering the Library's resources to the Congress and its patrons.

ITS constitutes, develops and maintains the core of the Library's expertise and infrastructure in the technologies needed to implement complex information systems and telecommunications. ITS maintains the Library's central computers, network, and voice communication facilities, and acquires and supports thousands of computer workstations in all of the Library's locations. As the role of technology has expanded exponentially, the reach and responsibility of ITS has expanded. However, resource limitations cause the unavoidable tradeoffs in three major areas: making infrastructure improvements, maintaining existing service, and developing and/or procuring new systems. ITS has identified three areas critical to continued success: 1) acquisition of Enhanced Unix Central Servers; 2) advanced digital telecommunications; 3) and computer security disaster planning.

To adequately support the Library in a seamless Year 2000 transition while simultaneously providing superior information technology services, continuing to improve access to the Library's rich collections, supporting the work of the Congress, and continuing to improve financial management, the Library is requesting **\$37,485,277** for automation in fiscal 2000. This amount includes a price level increase of **\$361,000** to support rising costs of supplies and services, and hardware and software maintenance. A **\$3,250,000** growing workload increase is included to fund key efforts in disaster recovery and computer security, acquisition of additional servers and storage, support of the first phase of a Central Financial Management System (CFMS) replacement project, and a one-time, one-year increase of **\$1,900,000** for an upgraded telecommunications system. No additional staff positions are being requested.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	Fiscal '1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services \$16,281,747 \$17,147,772 \$20,758,772 + \$3,611,000

Price Level + \$ 361,000

Growing Workload + \$3,250,000

Telephones and Telecommunications + \$1,950,000
 Other Services + 200,000
 Professional and Consultant Services + 250,000
 Equipment, Furnishings and Software + 850,000
 + \$3,250,000

This fiscal 2000 growing workload request includes a total of \$3,000,000 to support the Library's Computer Security and Data Center Disaster Recovery programs (\$600,000), acquisition of additional server processing and storage capacity (\$600,000), and a one-time, single-year investment for a voice switch upgrade (\$1,900,000). We are also requesting \$250,000 to support the first phase of a Central Financial Management System (CFMS) replacement project.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(1) Information Technology Services (ITS)

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

Voice Switch

The Library requests a fiscal 2000, one-time increase of \$1,900,000 to replace the Voice Switch equipment with a more advanced digital communications system to meet the Library's growing requirements for a reliable, cost effective voice telecommunications system. ITS manages a complex array of voice communications equipment in support of the Library's day-to-day operations. Connectivity between Library locations, Congress, the public and support services must be seamless, automatic and transparent. The Library's current voice communications system was installed a decade ago. It is imperative to design and implement a replacement, a modern multimedia telecommunication platform that will provide a foundation for the next century, a platform that will adapt and grow. Increased requirements for digital telephone sets are beginning to overwhelm the capacity of the existing switch and limit ITS' capacity to provide telephone instrument upgrades.

Enhanced UNIX Servers

The Library requests an increase of \$600,000 for the purchase of additional and upgraded Centralized UNIX Server systems and associated magnetic disk and tape devices in support of the Library's existing systems and future processing and storage needs. Enhanced UNIX central servers are needed to support the automated and digital programs that are helping to modernize the way business is conducted in the Library and to integrate technology throughout the institution. These servers embody the core technology architecture for the immediate and foreseeable future including systems as diverse as LIS/THOMAS, LC and CRS websites, congressional request tracking, Procurement Desktop, NDL and CORDS and others dependent on maintaining power on the centralized servers. They must be maintained and upgraded to meet the growing demand of the millions of

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(1) Information Technology Services (ITS)

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

Enhanced UNIX Servers (continued)

transactions processed daily. In addition, funds are requested for faster and larger storage devices that work with the centralized UNIX servers. Improved reliability and security are also facilitated through implementation of additional equipment and software. The Library cannot continue to digitize, store and deliver more and more information to more people without additional processor and storage capacity.

Disaster Recovery and Computer Security

The requirement for an additional \$500,000 for the purchase of equipment, telecommunications, and contract support represents necessary increases in funds dedicated to the Library's disaster recovery planning as part of its computer security program. Over the past several years, computer security and disaster recovery have assumed new positions of urgency. This can be attributed both to growth and access. The Library's network systems continue to expand while public and Congressional access to these systems grows. Constituents rely on Library resources for information that is vital to decision making. Library systems are more and more visible and consequently more vulnerable to compromise. Ironically it is the Library's successes that have necessitated security measures that are well planned and executed. Additional resources are necessary to implement adequate security and disaster recovery measures. Specific programs include: (1) continued enhanced computer security program planning; (2) improved general network security implementation; and (3) planning and implementation of a formal disaster recovery plan.

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(1) Information Technology Services (ITS)

Justification of Increases and Decreases

Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

Central Financial Management System Replacement

The Library is requesting an increase of \$250,000 to support the first phase of a Central Financial Management System (CFMS) replacement project. The Library's current mainframe Federal Financial System (FFS) was purchased in 1993 and does not meet today's new requirements for cost accounting. FFS is also becoming obsolete as the Federal government moves toward client server financial applications. Finding staff and contractors to maintain mainframe applications is becoming increasingly more difficult, and by 2003, FFS may well be the Library's only mainframe application. Unfortunately, client server financial applications for the Federal government are in their infancy stage. Over the next couple of years, these applications will improve and become more stable; however, the Library has an immediate need to prepare audited financial statements at the program level in order to meet the Statement of Federal Financial Accounting Standards (SFFAS) #4, managerial cost accounting. The Library must allocate its overhead costs (e.g., FSD, HR, ITS) and inter-entity costs (e.g., AOC) to Library programs (e.g., Copyright Services, Congressional Research Services). In addition, Library management requires performance and full cost information for the Library's core processes and activities.

To meet the Library's immediate needs for improved financial systems and prepare for the future, a phased approach is planned, which will meet immediate needs with interim tools and initiate plans for eventual replacement of the CFMS. An increase of \$250,000 is requested for Phase 1 (fiscal 2000) to fund consultant services contracts. Specific task orders include assistance in using the FFS cost accumulation module and the On-line Analytical Processing (OLAP) software, which will prepare the financial statements at the program level.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
D. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase	
			FTE	Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

Central Financial Management System Replacement (continued)

and report cost and performance information of core processes and activities. In addition, the Library plans to work with other Legislative agencies to study the progress of the client server applications and to develop a strategy for migrating towards one Legislative Branch financial system.

Future phases include defining requirements and conducting alternative analysis (in fiscal 2001), selecting a client server financial system (in fiscal 2002), and installing a financial system (in fiscal 2003) for operation in fiscal 2004.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(1) Information Technology Services (ITS)

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 61,946	\$ 73,000	\$ 74,500	\$ 1,500	\$ 0	\$ 1,500
Attendance at Meetings	4,630	9,437	9,637	200		200
Transportation of Things	1,550	1,600	1,600			0
Postage	100	500	500			0
Telephones	467,086	490,500	2,450,800			
Rental - Other	1,015,055	1,100,000	1,123,100	10,300	1,950,000	1,960,300
Printing	49,788	82,800	85,400	23,100		23,100
Photoduplication	28,421	31,600	32,300	2,600		2,600
Other Services	1,773,320	1,561,900	1,794,700	700		700
Professional & Consult Services	850,650	878,600	1,794,700	32,800	200,000	232,800
Services - Government	65,000	25,000	1,147,100	18,500	250,000	268,500
Training	356,702	338,300	345,400	500		500
Maint of Equipment and Software	3,602,146	3,941,600	4,024,400	7,100		7,100
Data Base Services	500	500	500	82,800		82,800
Supplies and Materials	192,426	279,000	284,900			0
Books & Subscriptions Not for Collect	44,340	45,000	45,900	5,900		5,900
Equipment and Software	7,778,087	8,288,435	9,312,535	900		900
Total	\$ 16,291,747	\$ 17,147,772	\$ 20,768,772	\$ 174,100	\$ 850,000	\$ 1,024,100
				\$ 361,000	\$ 3,250,000	\$ 3,611,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(2) ITS/Integrated Library System (ILS)

Summary

Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(1) FTEs: \$ \$ \$

(2) Non-personal services:

Price level \$ 3,296,873 \$ 3,544,000 - \$
 Growing Workload -1,197,000 - 1,197,000
 \$ 3,296,873 \$ 3,544,000 - \$1,197,000

Total, ITS/Integrated Library System \$ 3,296,873 \$ 3,544,000 - \$1,197,000

Price Level \$
 Growing Workload - 1,197,000
 Total - \$1,197,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(2) ITS/Integrated Library System (ILS)

General Statement

In fiscal 1998, Congress funded the second year of a seven-year program to improve automation support for bibliographic control and inventory management activities at the Library of Congress. It is also essential that the Library move to year 2000 compliant systems before the turn of the century to ensure collection's security, inventory control, and improved processes Library-wide. Purchase of a commercially available, integrated system was proposed in fiscal 1997, in contrast to further development by Library staff of locally developed legacy systems.

In August 1998, the Library worked with Abacus Technology Corporation to formalize the Library's analysis of alternatives available for improving automation support for bibliographic control and inventory management activities. The report recommended that the Library purchase an Integrated Library System (ILS) and provided estimates of costs through the year 2004. The Library signed a contract with Endeavor Information Systems, Inc. (EISI) in May, 1998, for the purchase of the Voyager Integrated Library System to support the major functions of the Library's operations through a single, shared bibliographic database. Fiscal 2000+ cost estimates reflect actual contract pricing with EISI. The Voyager software is year 2000 compliant and will contribute to the Library's effort to prepare its automated systems for the year 2000.

In fiscal 1999, the ILS Program will load the Library's database on Voyager, conduct system testing, train all Library staff, implement selected modules, begin the serials check-in conversion, begin the shelflist conversion, and upgrade to the new Voyager '98 version of the software.

The fiscal 2000 request reflects an estimate of what will be required to implement all Voyager modules, begin business process improvement, increase the system server and storage capacity, and provide system maintenance and training. A total of **\$2,347,000** is required in fiscal 2000 to support the maintenance and upgrades, hardware and software lease fees, and contractual services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
D. Automation
(2) ITS/Integrated Library System (ILS)

Justification of Increases and Decreases

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(2) Non-personal Services		\$ 3,296,873		\$ 3,544,000		\$ 2,347,000	-	\$ 1,197,000
Growing Workload							-	\$ 1,197,000

Decreases:

Training	-	\$ 65,000
Equipment and Software	-	1,456,200
Total Decreases	-	\$1,521,200

Increases:

Rental - Other	+	\$ 100
Printing	+	200
Other Services	+	20,000
Maint Equipment and Software	+	303,900
Total Increases	+	\$ 324,200

Net Decrease	-	\$1,197,000
--------------------	---	-------------

This fiscal 2000 request represents a net decrease of \$1,197,000 over fiscal 1999 funding for the Integrated Library System (ILS) initiative. The Library anticipates that the significant expense for purchase of the server, workstations in the reading rooms, and barcode scanners necessary for implementation of the ILS will be accomplished in fiscal 1999.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

- 4. MANAGEMENT SUPPORT SERVICES
 - D. Automation
 - (2) ITS/Integrated Library System (ILS)

Justification of Increases and Decreases

Fiscal 1999 Actual	Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount

- (2) Non-personal Services (continued)
 - Growing Workload (continued)

The Library's ILS Program training costs will end in fiscal 2000 (-\$85,000) as the initial staff training is scheduled to be completed in fiscal 1999.

The Library is requesting a total of \$1,466,200 less in fiscal 2000 than the \$1,672,000 budgeted in fiscal 1999 for equipment. The remaining \$215,800 for fiscal 2000 equipment covers hardware maintenance fees, including the biannual increase in data storage for the main ILS server that begins in fiscal 2000.

The increase of \$20,000 for other services is needed to support the shelflist conversion (\$21,000) and the Serials check-in conversion (\$15,200) less the cost of conversion of the Law Library MicroLnx (-\$16,200), that will be completed in fiscal 1999.

An increase of \$279,200 is requested to cover the annual system maintenance cost of \$643,000. The original Abacus estimate for software maintenance of the system at \$364,000 per year, omitted support by Endeavor for all hours that the Library is open. An increase of \$24,700 for maintenance and repair of equipment covers the fees for the servers and data storage computers.

The request includes two smaller increases: (1) a \$100 increase for vendor costs associated with the software lease fees for non-ILS software to operate the computers; and (2) a \$200 increase in printing to cover the cost of reproducing ILS Endeavor documentation and training materials for staff.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(2) ITS/Integrated Library System (ILS)

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

The ILS supports the Library's first and second highest priorities (service to Congress and the nation). The following chart reflects revised cost estimates based on the actual EIS contract pricing.

Fiscal Year	Original Amount	Revised Amount
1998	\$5,584,000	\$5,584,000
1999	3,544,000	3,544,000
2000	2,077,000	2,347,000
2001	1,960,000	2,508,000
2002	1,199,000	1,580,000
2003	598,000	972,000
2004	827,000	1,188,000
Total System Cost	\$15,787,000	\$17,721,000

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

4. MANAGEMENT SUPPORT SERVICES

D. Automation

(2) ITS/Integrated Library System (ILS)

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Rental - Other	\$ 0	\$ 10,900	\$ 11,000	\$ 0	\$ 100	\$ 100
Printing	0	5,100	5,300		200	200
Other Services	3,403	1,371,000	1,381,000		20,000	20,000
Training	0	65,000	0		-65,000	-65,000
Maintenance of Equipment &	0	420,000	723,900		303,900	303,900
Equipment, Furnishings, & Software	3,293,470	1,672,000	215,800		-1,456,200	-1,456,200
Total	\$ 3,296,873	\$ 3,544,000	\$ 2,347,000	\$ 0	\$ -1,197,000	\$ -1,197,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
E. Security Office

Summary

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs: 119 \$ 7,728,319 137 \$ 8,895,238 137 \$ 8,895,238 \$ —

(2) Non-personal services:

Price level \$ 1,092,045 \$ 972,250 \$ 992,750 + \$ 20,500

Growing Workload — — 370.188 + 370.188

..... \$ 1,092,045 \$ 972,250 \$ 1,362,938 + \$ 390,688

Total, Security Office 119 \$ 8,820,364 137 \$ 9,867,488 137 \$ 10,258,176 + \$ 390,688

Price Level + \$ 20,500
Growing Workload + — 370.188
Total + \$ 390,688

LIBRARY OF CONGRESS SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES E. Security Office

General Statement

The Office of Security was formally established effective October 1, 1997. Effective October 1, 1998, the Office of Security was realigned to manage its expanded responsibilities, resulting from the centralization of the Library's security functions within the directorate and the transfer of the investigations function from the Office of Inspector General. The mission of the Office of Security is to: provide and maintain security for Library employees and visitors; safeguard Library facilities, collections, assets, and information; maintain an employment suitability and security clearance program; and execute a criminal investigations program. The Director of Security is a member of the Library's Senior Management Reporting Group, chairs the Collection Security Oversight Committee, and is the Library's principal representative on all security and criminal investigations matters.

The Office of Security directorate, an element of the Library's enabling infrastructure, includes four entities, consisting of two divisions, Protective Services, and Personnel Security, and two newly established sections, Investigations and Program Management, all reporting directly to the Director of Security. Protective Services includes 1) the Library of Congress Police: responsible for protecting the life, property, and civil rights of staff and visitors by maintaining law and order, and assisting in the protection of Library property and collections; 2) Electronic Security: responsible for analyzing and evaluating requirements for electronic security applications, developing electronic security system designs, and overseeing system installations; 3) Physical Security: responsible for assessing the effectiveness of Library systems, devices, procedures, and methods used for safeguarding information, property and materials, and assisting Library managers in maintaining control of work space and collection material. Personnel Security functions include adjudicating investigations on applicants and appointees to determine employment suitability and/or eligibility for access to classified national security information; maintaining the reinvestigations program; conducting defensive security briefings and debriefings; providing clearance certifications for agency employees and visitors who require access to classified information; establishing policies and procedures for indoctrinating and training cleared personnel in the safeguarding of classified information; and issuing and maintaining a *Library of Congress National Security Manual*. Investigations is responsible for conducting criminal and non-criminal investigations involving persons and property under the charge of the Library of Congress. Including collections thefts and vandalism. Program Management is responsible for budget formulations and tracking, personnel actions, logistics and training coordination, technical writing, and special assignments.

In fiscal 2000, the Office of Security is requesting a total of **\$10,258,176**, including an increase of **\$390,688** to address collections security vulnerabilities identified in the Library's Security Plan. Growing workload increases totaling **\$370,188** are requested 1) to expand the Reader Registration program; 2) for additional Reading Room staff to perform security monitoring services; and, (3) to continue with the expansion of a Library-wide marking and tagging program. A price level increase of **\$20,500** is requested to cover inflationary increases.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
E. Security Office

Justification of Increases and Decreases

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
(1) FTEs	119	\$ 7,728,319	137	\$ 9,895,238	137	\$ 8,895,238		\$ ---

a. Technicians and Console Operators to staff an expanded Reader Registration program

Funds are requested to establish and fill eight positions to staff/operate an expanded reader registration system which will provide critical collections security in providing a tool to ensure that material in use is linked to the person using the item.

1 GS-06 Library Technician Work Leader	+ \$ 31,563
2 GS-07 Console Operators	+ 70,146
5 GS-05 Library Technicians	+ 141,585
g (Under Public Services)	+ \$243,294

In the approved Library of Congress Security Plan, dated October 15, 1997, reader registration is defined as "identification required for all patrons requesting material from the collections," and is indicated as a minimum requirement for all collection categories (*platinum* through *copper*). Many positive results have been gained through this program: the system has produced information for the Library Police and criminal investigators, including important registrant information (address, home phone, work phone) as well as a patron photograph and signature. The photo has proven particularly valuable in providing a mechanism to identify those barred from the Library. Further, since the registrants' user card is invalidated upon notification of Library debatement, the individual can not order items from any location. A less measurable, but equally important benefit of the reader registration program is the fact that individuals who can damage or steal the collections can no longer enter the reading rooms or order collections from the closed stacks without a reader identification card. This means that patrons must first report to the Reader Registration Station, show proof of identity and residence, and have their photograph and signature captured. This procedure serves to discourage would be vandals/thieves.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
E. Security Office

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (continued)

a. Technicians and Console Operators to staff an expanded Reader Registration program (continued)

The Library is actively pursuing an interface between the reader registration system and the ILS. This capability will mean that researchers ordering material online through the ILS stack request system will first be prompted to enter their name and user card number. Unless they are able to do so, and the entered information is valid, the request process will not go forward. Without the reader registration program, the ability to provide online ordering capability and migrate away from paper request slips would be seriously hampered and far more complex.

b. Continuous Observation - Rare Book Division

1 GS-08 Library Technician (*under Public Services*) . . . + \$ 38,844

Funding for one position is requested to provide continuous observation of the Library's *platinum* collections in the Rare Book Division, and is recommended because of the conservation training required and rarity of the material being handled. Rather than item-level inspection, it will be more cost effective and preservation-minded to have a staff person sit with the patron and observe continuously the use of the material.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
E. Security

Justification of Increases and Decreases

Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Increase
FTE	Amount	FTE	Amount

(2) Non-personal Services	\$ 1,092,045	\$ 972,250	\$ 1,362,938	+ \$ 390,688
Price Level				+ \$ 20,500
Growing Workload				+ \$ 370,188

a. Expanded Reader Registration Program (Under Public Services)

Supplies and Materials	+ \$100,000
Maintenance of Equipment & Software	+ 75,000
Equipment, Furnishings, & Software	+ 48,497
	+ \$223,497

This request is for the non-personals costs of implementing the reader registration program, defined as "identification required for all patrons requesting material from the collections". The \$100,000 increase for supplies and materials is the annual cost of card stock, printer ribbons, and laminate to produce 100,000 cards per year. The increase of \$75,000 is the annual contractor cost for software support and upgrades to registration terminals and hardware and software maintenance for the badging equipment (computers, card printers, cameras, signature pads, and special lights). The increase of \$48,497 provides a one-time cost for equipment and software licenses to expand the program to the Copyright Office. Many positive results have been gained through this program: the system has produced information for the Library police and criminal investigators, including important registrant information. The photo has proven particularly valuable in providing a mechanism to identify those barred from the Library. Further, since the registrants' user card is invalidated upon notification of Library debarment, the individual can not order items from any location.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
E. Security

Justification of Increases and Decreases

Fiscal 1988 Actual		Fiscal 1989 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

b. To fund contract security monitors in reading rooms + \$ 370,188

Security monitors are trained, professional, uniformed guards, stationed at the entrance-exit points of the reading rooms to make sure each patron is registered, enforce personal belongings restriction policy, monitor patrons and other activity in the reading rooms, and examine materials being removed from the reading rooms.

The most opportune time to check for theft of materials is as patrons and others leave each reading room, rather than as they exit at the building perimeter (the security officers there concentrate on checking books). Security monitors at the Reading Room exits would be familiar with the type of material served in the reading room and can more easily take the time to check everything being taken out. With the personal belongings policy in effect, patrons will not have briefcases, backpacks, newspapers, file folders, etc. (where material can be hidden) with them in the reading rooms, as they often do as they exit the Library.

Security monitors are especially needed in special collections areas, where much of the materials (such as film negatives) cannot be safely tagged electronically for theft detection. In addition, despite substantial reduction in our arrears numbers, the many millions of items that remain uncataloged, and not under item-level inventory controls heighten the risk environment. Security monitors, as a human presence, can be a forceful deterrent to theft and mutilation during patron use.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
E. Security

Justification of Increases and Decreases

Fiscal 1988 Actual		Fiscal 1989 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

b. To fund contract security monitors in reading rooms (continued)

Funding for security monitors is requested for the following reading rooms:

Geography and Map (2,340 hours)	\$ 49,140
Music (2,808 Hours)	58,968
Prints & Photographs (2,340 hours)	49,140
Rare Book (2,470 hours)	51,870
Law Library (3,510 hours)	73,710
Random Patrols (4,160)	87,360
Total, reading room monitors	\$370,188

Public usage (more than 3,000 readers per year); lack of item level control (items that are not inventoried, marked and tagged for electronic theft detection are more at risk); and poor sight lines in reading rooms were considered in determining whether or not reading rooms required security guard presence.

Additionally, contract security monitors are needed to perform random patrols among those reading rooms that do not have full time security monitors.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
E. Security

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

c. To fund contract staffing for marking and tagging

Library materials (Under Public Services) + \$ 476,378

The approved Library of Congress Security Plan identifies as a minimum standard marking and tagging all gold, silver, bronze and copper material. Marking is defined as stamping or otherwise identifying material as belonging to the Library; tagging is the use of theft detection strips. While the majority of recent collections security initiatives have been directed at protecting collections during their in use and in transit life cycles, the remaining two, in process and in storage, have significant requirements remaining unmet. Especially in the case of the in process cycle, from the time an item arrives at the Library through processing, and until it is placed in permanent storage, it is at high risk to theft and/or mutilation.

In order to reduce the risk to the collections during the most critical time, in the processing cycle, appropriate items must be identified as Library property at the earliest possible time (marking), and must be protected against unauthorized removal from the Library premises (tagging). Items that are not tagged are more readily removed by simply concealing the item at the point of egress from the Library. Items that are not marked with Library ownership can not be readily identified by the Library police at the point of egress. Implementation is being achieved through a phased approach, consistent with the Library's Security Plan. The fiscal 1998 funding approved for the Copyright Office facilitates concentration on protecting the collections acquired through that Office. The Copyright Office was considered as a top priority in that it requires protection of all incoming material since a protection category determination (gold, silver, bronze, copper) occurs at a later time. For other points of acquisition (e.g., acquisitions divisions, Serial Record, Cataloging in Publication), where the collections are almost entirely

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
E. Security

Justification of Increases and Decreases

Fiscal 1999 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

- (2) Non-personal Services (continued)
Growing Workload (continued)

c. To fund contract staffing for marking and tagging Library materials (continued)

composed of bronze or copper items, the budget priority follows behind the Copyright Office, and therefore begins in fiscal 2000. Finally, a program to mark and tag items in the Moving Image Section of the Motion Picture, Broadcasting, and Recorded Sound Division and in the Manuscript Division commences with the fiscal 2002 request. This funding will permit the application of bar code labels critical to item-level tracking through the ILS.

Contract staffing for marking and tagging - Library Services

19 Contract staff to apply tags and labels @ \$21,728	\$ 412,832
Anti - theft devices - 1.6 million assorted	63,546
Total, Marking and Tagging	\$476,378

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
E. Security Office

Additional Information

Categories	Fiscal 1999 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 8,016	\$ 5,500	\$ 5,600	\$ 100	\$ 0	\$ 100
Transportation of Things	140	150	150			0
Postage	400	400	400			0
Telephones	1,781	2,200	2,200			0
Printing	5,087	5,500	5,700	200		200
Photoduplication	18,946	10,600	10,600	200		200
Other Services	446,865	588,500	971,088		370,188	382,588
Professional & Consult Services	228,064	104,400	106,600	12,400		2,200
Services - Government	35,971	36,000	36,800	2,200		800
Training	16,342	15,400	15,700	300		300
Security Investigations	148,324	100,000	102,100	2,100		2,100
Maintenance of Equipment & Maintenance of Facilities	15,000	15,000	15,300	300		300
Supplies and Materials	102,807	88,600	90,500	1,900		1,900
Equipment, Furnishings, & Software	64,502	0	0			0
Total	\$ 1,082,045	\$ 972,250	\$ 1,382,938	\$ 20,500	\$ 370,188	\$ 390,688

Schedule A

Library of Congress
Salaries and Expenses
By Organization and By Object Class
FY 2000
(\$000)

Categories	FY98 Actual		FY99 Estimate		FY00 Estimate		Net Change 99/00	
	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount
1. Breakdown by Organization:								
Library Services	1,864	\$139,132	1,863	\$147,659	1,863	\$155,645		\$ + 7,986
Law Library	86	6,047	99	6,861	99	8,323		+ 1,462
Management Support Services	670	78,823	751	83,853	751	90,045		+ 6,192
Total	2,620	\$223,802	2,713	\$238,373	2,713	\$254,013		\$ + 15,640
2. Breakdown by Object Class:								
11 Personnel Compensation		\$135,456		\$143,373		\$152,773		\$ + 9,400
12 Personnel Benefits		26,200		28,170		29,957		+ 1,787
13 Benefits for Former Personnel		124		345		375		+ 30
21 Travel		706		1,078		1,099		+ 21
22 Transportation of Things		424		397		410		+ 13
23 Rent, Communications & Utilities		5,726		6,632		8,775		+ 2,143
24 Printing and Reproduction		3,899		5,342		5,458		+ 116
25 Other Services		23,297		26,190		27,648		+ 1,458
26 Supplies and Materials		2,219		2,290		2,514		+ 224
31 Equipment		25,748		24,554		24,752		+ 198
41 Grants		--		--		250		+ 250
42 Insurance Claims and Indemnities				2		2		--
Total		\$223,802		\$238,373		\$254,013		\$ + \$15,640

Schedule B

Library of Congress
Salaries and Expenses
Analysis of Change
By Organization and By Object Class
FY 2000
(\$000)

Categories	PROGRAM CHANGES													
	Mandatory Change		Price Level Changes		Staff Level Increase		Other Increases		Program Decreases		Net Change			
	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount		
1. Breakdown by Organization:														
Library Services	---	\$5,617	---	\$1,010	---	\$1,940	---	\$1,469	---	(\$2,250)			\$ +	7,986
Law Library	---	317	---	12	---	549	---	594	---	---			+	1,462
Management Support Services	---	2,617	---	617	---	227	---	4,252	---	(1,521)			+	6,192
Total	---	\$8,751	---	\$1,639	---	\$2,718	---	\$6,305	---	(\$3,771)			\$ +	15,640
2. Breakdown by Object Class:														
11 Personnel Compensation		\$7,467		---		\$2,129		---		(\$195)			\$ +	9,400
12 Personnel Benefits		1,254		---		598		---		(55)			+	1,737
13 Benefits for Former Personnel		30		---		---		---		---			+	30
21 Travel		---		---		61		60		(100)			+	21
22 Transportation of Things		---		---		13		---		---			+	13
23 Rent, Communications & Utilities		---		---		193		---		---			+	2,143
24 Printing and Reproduction		---		---		116		1,950		---			+	116
25 Other Services		---		---		603		---		---			+	1,458
26 Supplies and Materials		---		---		61		2,820		(1,965)			+	224
31 Equipment		---		---		592		---		---			+	198
41 Grants		---		---		---		1,062		(1,456)			+	250
42 Insurance Claims and Indemnities		---		---		---		260		---			+	---
Total		\$8,751		\$1,639		\$2,718		\$6,305		(\$3,771)			\$ +	\$15,640

Schedule C

**Library of Congress
Salaries and Expenses
Summary
Detailed Analysis of Changes
FY 2000
(\$000)**

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	2,713	\$238,373
Budget Base, 1999	2,713	238,373
2000 Request		
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades		\$1,496
2. Annualization of pay raise		1,457
3. Annualization of pay raise (foreign)		395
4. Accident compensation		(145)
5. Funding of 1/00 pay raise		5,278
6. Police Pay		270
B. Price Level Changes		
1. Travel cost increases		61
2. Transportation of things increases		13
3. Rent and postage increases		193
4. Printing cost increases		116
5. ADP timesharing price increases		—
6. Miscellaneous services increases		579
7. Tuition and training increases		24
8. Supplies cost increases		61
9. Equipment cost increases		592
C. Program Increases		
1. Staff level increases		2,716
2. Other Program increases		
a. Travel		60
b. Transportation of things		—
c. Rent, communications & utilities		1,950
d. Printing and reproduction		—
e. Other services		2,820
f. Supplies and materials		163
g. Equipment		1,082
h. Grants		250
D. Program Decreases		
1. Salaries and benefits		(250)
2. Travel		(100)
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		(1,965)
7. Supplies and materials		—
8. Equipment (Non-recurring)		(1,456)
II. Net Increase/Decrease Requested		15,640
III. Total Appropriation Request, 2000	2,713	\$254,013

Schedule C

Library of Congress
Salaries and Expenses
Library Services
Detailed Analysis of Changes
FY 2000
(\$000)

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	1,863	\$147,659
Budget Base, 1999	1,863	147,659
	2000 Request	
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades		\$986
2. Annualization of pay raise		960
3. Annualization of pay raise (foreign)		395
4. Accident compensation		—
5. Funding of 1/00 pay raise		3,476
B. Price Level Changes		
1. Travel cost increases		56
2. Transportation of things increases		13
3. Rent and postage increases		91
4. Printing cost increases		94
5. ADP timesharing price increases		—
6. Miscellaneous services increases		288
7. Tuition and training increases		10
8. Supplies cost increases		43
9. Equipment cost increases		415
C. Program Increases		
1. Staff level increases		1,940
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		914
f. Supplies and materials		163
g. Equipment		142
h. Grants		250
D. Program Decreases		
1. Salaries and benefits		(250)
2. Travel		(100)
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		(1,900)
7. Supplies and materials		—
8. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested		7,986
III. Total Appropriation Request, 2000	1,863	\$155,645

Schedule C

Library of Congress
Salaries and Expenses
Law Library
Detailed Analysis of Changes
FY 2000
(\$000)

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	99	\$6,861
Budget Base, 1999	99	6,861
2000 Request		
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades		\$58
2. Annualization of pay raise		56
3. Annualization of pay raise (foreign)		—
4. Accident compensation		—
5. Funding of 1/00 pay raise		203
B. Price Level Changes		
1. Travel cost increases		1
2. Transportation of things increases		—
3. Rent and postage increases		1
4. Printing cost increases		1
5. ADP timesharing price increases		—
6. Miscellaneous services increases		9
7. Tuition and training increases		—
8. Supplies cost increases		—
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases		549
2. Other Program Increases		
a. Travel		60
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		454
f. Supplies and materials		—
g. Equipment		70
D. Program Decreases		
1. Salaries and benefits		—
2. Travel		—
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		—
7. Supplies and materials		—
8. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested		1,462
III. Total Appropriation Request, 2000	99	\$8,323

Schedule C

Library of Congress
Salaries and Expenses
Management Support Services
Detailed Analysis of Changes
FY 2000
(\$000)

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	751	\$83,853
Budget Base, 1999	751	83,853
	2000 Request	
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades		\$452
2. Annualization of pay raise		.441
3. Annualization of pay raise (foreign)		—
4. Accident compensation		(145)
5. Funding of 1/00 pay raise		1,599
6. Police Pay		270
B. Price Level Changes		
1. Travel cost increases		4
2. Transportation of things increases		—
3. Rent and postage increases		101
4. Printing cost increases		21
5. ADP timesharing price increases		—
6. Miscellaneous services increases		282
7. Tuition and training increases		14
8. Supplies cost increases		18
9. Equipment cost increases		177
C. Program Increases		
1. Staff level increases		227
2. Other Program Increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		1,950
d. Printing and reproduction		—
e. Other services		1,452
f. Supplies and materials		—
g. Equipment		850
D. Program Decreases		
1. Salaries and benefits		—
2. Travel		—
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		(65)
7. Supplies and materials		—
8. Equipment (Non-recurring)		(1,456)
II. Net Increase/Decrease Requested		6,192
III. Total Appropriation Request, 2000	751	\$90,045

LIBRARY OF CONGRESS

Salaries and Expenses

Program and Financing (in millions of dollars)

Identification code 03-0101-0-1-503	1998 actual	1999 est	2000 est
Obligations by program activity:			
Direct program			
00 01 Library services	136	141	152
00 02 Law library	8	7	8
00 03 Management support services	75	84	87
09 01 Reimbursable program—Interagency	64	87	86
09 02 Reimbursable program—Library Services	5	7	7
10 00 Total new obligations	288	326	340
Budgetary resources available for obligation:			
21 40 Unobligated balance available, start of year	5	5	9
22 00 New budget authority (gross)	288	329	339
22 10 Resources available from recoveries of prior year obligations	1		
23 90 Total budgetary resources available for obligation	294	335	348
23 95 Total new obligations	-288	-326	-340
23 98 Unobligated balance expiring	-1		
24 40 Unobligated balance available, end of year	6	9	8
New budget authority (gross), detail:			
Current			
43 00 Appropriation	219	232	247
Permanent			
Spending authority from offsetting collections			
58 00 Offsetting collections (cash)	68	93	93
58 10 From Federal sources Change in receivables and unpaid unfilled orders	1	4	-1
68 90 Spending authority from offsetting collections (total)	69	97	92
70 00 Total new budget authority (gross)	288	329	339
Change in unpaid obligations:			
Unpaid obligations, start of year			
72 40 Obligated balance, start of year	72	73	91
72 95 From Federal sources Receivables and unpaid unfilled orders	5	6	10
72 99 Total unpaid obligations, start of year	77	79	101
73 10 Total new obligations	288	326	340
73 20 Total outlays (gross)	-281	-304	-356
73 40 Adjustments in expired accounts	-4		
73 45 Adjustments in unexpired accounts	-1		
Unpaid obligations, end of year			
74 40 Obligated balance, end of year	73	91	76
74 95 From Federal sources Receivables and unpaid unfilled orders	6	10	9
74 99 Total unpaid obligations, end of year	79	101	85
Outlays (gross), detail:			
86 90 Outlays from new current authority	178	188	200
86 93 Outlays from current balances	36	40	74
86 97 Outlays from new permanent authority	44	75	71
86 98 Outlays from permanent balances	23		11
87 00 Total outlays (gross)	281	304	356
Offsets:			
Against gross budget authority and outlays			
Offsetting collections (cash) from			
88 40 Non-Federal sources	-5	-6	-7
88 45 Offsetting governmental collections	-63	-87	-86
88 50 Total offsetting collections (cash)	-68	-93	-93
88 95 From Federal sources Change in receivables and unpaid unfilled orders	-1	-4	1
Net budget authority and outlays:			
89 00 Budget authority	219	232	247
90 00 Outlays	215	221	263

LIBRARY OF CONGRESS

Salaries and Expenses—Continued

Object Classification (in millions of dollars)

Identification code 03-0101-0-1-503		1998 actual	1999 est	2000 est
Direct obligations				
Personnel compensation				
11 1	Full-time permanent	130	139	148
11 3	Other than full-time permanent	1	1	1
11 5	Other personnel compensation	2	2	2
11 9	Total personnel compensation	133	142	151
12 1	Civilian personnel benefits	26	28	29
21 0	Travel and transportation of persons	1	1	1
23 1	Rental payments to GSA	2	3	3
23 3	Communications utilities and miscellaneous charges	3	3	5
24 0	Printing and reproduction	3	4	4
25 1	Advisory and assistance services	5	2	3
25 2	Other services	8	12	13
25 3	Purchases of goods and services from Government			
	accounts	2	2	2
25 4	Operation and maintenance of facilities	3	4	4
25 7	Operation and maintenance of equipment	4	5	5
26 0	Supplies and materials	2	2	3
31 0	Equipment	26	24	24
99 0	Subtotal, direct obligations	218	232	247
99 0	Reimbursable obligations	69	92	91
99 5	Below reporting threshold	1	2	2
99 9	Total new obligations	288	326	340

Personnel Summary

Identification code 03-0101-0-1-503		1998 actual	1999 est	2000 est
Direct				
10 11	Total compensable workyears Exempt Full-time equivalent employment	2 623	2 852	2 852
Reimbursable				
20 11	Total compensable workyears Exempt Full-time equivalent employment	110	140	117

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

LIBRARY OF CONGRESS

Copyright Office

Salaries and Expenses

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

	Total	Offsetting Collections	Regular Bill
1999 Budget	\$34,891,000	- \$21,170,000	\$13,721,000
2000 Estimate	37,639,000	- 26,254,000	11,385,000
Net Increase	+ \$ 2,748,000	- \$ 5,084,000	- \$ 2,336,000

Summary

	Fiscal 1999 Actual FTE Amount	Fiscal 1999 Budget FTE Amount	Fiscal 2000 Estimate FTE Amount	Increase FTE Amount
Mandatory Increases	\$ ---	\$ ---	\$ 1,377,896	+ \$1,377,896
FTEs	504 26,042,928	526 27,707,013	526 28,059,213	+ 352,200
Non-personal services:	504 26,042,928	526 27,707,013	526 28,437,108	+ \$1,730,096
Price level	\$ 3,943,100	\$ 7,183,987	\$ 7,447,987	+ \$ 263,700
Growing Workload	3,943,100	7,183,987	754,204	+ 754,204
			\$ 8,201,891	+ \$1,017,904
Total, S&E, Copyright Office	504 29,986,029	526 34,891,000	526 37,639,000	+ \$ 2,748,000
Less: Net Receipts/Offsetting Collect	- 18,051,029	- 21,170,000	- 26,254,000	- 5,084,000
Total Appropriation	504 \$11,935,000	526 \$13,721,000	526 \$11,385,000	- \$2,336,000
Mandatory Increases	+ \$1,377,896			
Price Level	+ 263,700			
Growing Workload	+ 1,106,404			
Total	+ \$2,748,000			

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

	Total	Offsetting Collections	Regular Bill
1999 Budget	\$29,721,000	- \$16,000,000	\$13,721,000
2000 Estimate	32,185,000	- 20,800,000	11,385,000
Net Increase	+ \$ 2,464,000	- \$ 4,800,000	- \$ 2,336,000

Summary

	Fiscal 1999 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
	FTE Amount	FTE Amount	FTE Amount	FTE Amount
Mandatory Increases	\$ ---	\$ ---	\$ 1,264,696	+ \$1,264,696
FTEs	470 24,036,478	483 25,426,258	483 25,778,458	+ 352,200
	470 24,036,478	483 25,426,258	483 27,043,154	+ \$1,616,896
Non-personal services:				
Price level	\$ 2,960,090	\$ 4,294,742	\$ 4,387,642	+ \$ 92,900
Growing Workload	---	---	754,204	+ 754,204
	\$ 2,960,090	\$ 4,294,742	\$ 5,141,846	+ \$ 847,104
Total, Copyright Office - BASIC	470 26,996,568	483 29,721,000	483 32,185,000	+ \$2,464,000
Less: Net Receipts/Offsetting Collect	- 15,081,568	- 16,000,000	- 20,800,000	- 4,800,000
Total Appropriation	470 \$11,935,000	483 \$13,721,000	483 \$11,385,000	- \$2,336,000
Mandatory Increases	+ \$ 1,264,696			
Price Level	+ 92,900			
Growing Workload	+ 1,105,404			
Total	+ \$2,464,000			

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

General Statement

The Copyright Office's primary charge is to administer the United States copyright law. The Copyright Office processes claims for copyright registration and documents for recordation, creates an on-line index of all claims and all documents that are registered or recorded, provides information to the public about United States copyright laws and Copyright Office practices and procedures, conducts searches, which may be certified, of the copyright records and acquires domestic and foreign works for the Library's collections. The Office also processes and maintains records of works deposited under the mandatory deposit provisions of the law. The Copyright Office is also responsible for administering the compulsory licensing provisions of the law as well as convening and supporting arbitration panels to determine the disposition of royalties collected from organizations invoking the compulsory licenses and adjusting the rates of those compulsory licenses. In addition, the Office reviews the decisions of these panels and recommends final actions to the Librarian.

The Register and her staff work closely with Congressional oversight committees and with other U.S. Government organizations in both the executive and legislative branches. In this capacity, the Office assists congressional committees in drafting and analyzing legislation relating to intellectual property; represents the U.S. Government at numerous international copyright conferences; and advises the U.S. Trade Representative, the State Department, and the Commerce Department on domestic and international copyright laws.

The Copyright Office has two major objectives requiring additional fiscal resources in fiscal 2000:

- 1) To restructure and streamline the registration process in order to improve public service, enhance operational efficiency and security, contain costs, respond to copyright registration needs for works fixed in new formats, and meet the demands of the copyright community for a reduction in the claims arrears and the speedier processing of claims.
- 2) To provide for storage, accessioning, disposal, referencing, refiling and interfiling of copyright records at the Federal Records Center.

The Library is requesting a total of \$32,185,000 to fund the BASIC Copyright program in fiscal 2000. This represents an increase of \$2,464,000 in total budget authority and a decrease of \$2,336,000 in net appropriations. Of this amount, \$1,264,696 is a result of mandatory increases, \$82,900 is for price level increases, funding of \$362,200 for 10 FTEs, and \$764,204 is for a growing workload increase for non-personals.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1 BASIC

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

Copyright Offsetting Collections Authority (Registration Program)

Copyright Basic and New Discretionary Receipts

\$16,000,000

\$20,800,000

+ \$ 4,800,000

The Copyright Office requests an increase in its Offsetting Collections Authority from \$16,000,000 to \$20,800,000 for fiscal 2000. This \$4,800,000 increase reflects higher projected revenue receipts resulting from increased fees for statutory and special services, scheduled for implementation on July 1, 1999.

The Copyright Office is recommending fees to the Congress that should provide cost recovery for fiscal 2000 at approximately 70 percent of registration, recordation, and related expenses. The projected recovery rate is approximately 10 percent higher than current cost recovery of approximately 60 percent. To safeguard against unpredictable impact, the Copyright Office plans to retain any potential receipts above the fiscal 1999 approved level of \$16,000,000, as a reserve against a potential shortfall in fiscal 2000. Higher receipts could result from a surge of filings prior to the fee increase and to higher fees per filing in the last quarter.

Policy and mandatory deposit expenses are not related to the provision of fee services and will be funded by the net appropriation. Policy expenses include certain staff from Office of General Counsel, Public Information Office and all Policy and International Affairs staff. Mandatory deposit expenses include all Copyright Acquisitions Division staff and the Compliance Record Unit staff in the Cataloging Division. Policy and mandatory deposit expenses for fiscal 2000 are projected at approximately \$2.6 million.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1 BASIC

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

Copyright Offsetting Collections Authority (Registration Program) (continued)

Copyright Basic and New Discretionary Receipts (continued)

Background

On November 13, 1997, the Congress enacted the Technical Amendments Act. The Act requires the Register of Copyrights to conduct a study of costs incurred by the Office for the registration of claims, the recording of documents, and for other special services. On the basis of the study and public policy considerations, and subject to congressional review, the Register is authorized to increase registration and related statutory fees to recover reasonable costs plus an adjustment for inflation. Furthermore, the new fees must be fair and equitable and give due consideration to the objectives of the copyright system. The new Act also provides the Office with "No Year, Spending Authority" allowing unused receipts to be held in a special Treasury account requiring spending authority from the Congress to use the funds in future fiscal years.

The Office worked with two consulting firms to conduct a cost study. One firm provided cost accounting expertise that produced an in-depth analysis of copyright cost; the other provided expertise in the new federal "Managerial Cost Accounting Standards." In order to address the need for fees to be fair and equitable and to give due consideration to the objectives of the copyright system, the Register sought information from the public and from the Library of Congress. She published a Notice of Proposed Rulemaking providing a discussion of the cost analysis and two alternative preliminary schedules of fees crafted to recover a larger share of costs, requesting written comments and offering an opportunity to testify orally at a public hearing held in the fall of 1998. The Office received significant input from users of Copyright Office services. Interest groups, including authors' representatives, argued that the Office should set fees lower than the amounts required to fully recover expenses for operations, citing the fact that registration is required for enforcement of a copyright and the hardship higher fees would impose on individual authors as reasons for keeping the fee at the lowest acceptable level.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1 BASIC

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1998 Budget	Fiscal 2000 Estimate	Increase
FTE	Amount	FTE	Amount

Copyright Offsetting Collections Authority (Registration Program) (continued)

Copyright Basic and New Discretionary Receipts (continued)

Background (continued)

The Register evaluated these and other comments and took into account the possibility that a large increase in fees could result in a concomitant decline in registrations which would jeopardize the stability of the registration system and have a long-term effect on income. It would also erode the Office's receipt of valuable deposits, which form the underpinning of the Library's Americana collections. The proposed schedule of fees increases the basic registration fee by 50%; some non-registration fee services are increasing by as much as 225%. As required by law, the Register will submit the proposed fee schedule with supporting economic analysis to the Congress for approval and may institute the new fees after 120 days, unless Congress enacts a law within the 120-day period stating that it does not approve the schedule. The proposal will be submitted to the Congress in early 1999.

Justification

Determining a figure for an appropriation reduction for fiscal 2000 is a very difficult task because of the uncertainties related both to the precise fee to be assessed and the impact on demand for services. A fee increase carries its own costs, including handling claims arising with insufficient fees, which may represent nearly half of all claims for the first several months. Further, history demonstrates that any fee increase negatively affects demand for services for at least the first year following the increase.

Because income in fiscal 2000 depends on an unpredictable decline in demand and the possibility that the proposed fees may not be implemented without Congressional approval, the Office believes it is essential to adopt a conservative approach and request a moderate net appropriation reduction and a moderate Offsetting Collections Authority increase for fiscal 2000. If, as is hoped, income exceeds expenditures, the Office can apply that income toward an appropriation reduction for fiscal 2001, a year where income projections can be calculated with more certainty based on a half year's experience under the new fee structure.

1. BASIC

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

Mandatory Increases + \$ 1,284,698

A. Ingrades + \$ 230,198

Funds are requested to cover Ingrade Increases.

Salaries \$ 193,812
 Personnel benefits 36,384
\$ 230,198

B. Annualization of 1999 pay raises + \$ 223,900

This increase is necessary to provide for annualization of the 1999 pay raise of 3.6 percent effective in January 1999.

Salaries \$ 188,600
 Personnel benefits 35,300
\$ 223,900

C. Funding for January 2000 pay raise + \$ 810,600

This increase is necessary to provide for a 4.4 percent effective January 2000.

Salaries \$ 682,900
 Personnel benefits 127,700
\$ 810,600

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	Fiscal 1988 Actual		Fiscal 1989 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
B. FTEa	470	\$24,036,478	483	\$25,426,258	483	\$25,778,458		+ \$ 352,200

1. Restructuring and Streamlining of the Registration Process

The Copyright Office seeks to restructure and streamline the registration process in order to improve public service, enhance operational efficiency and security, contain costs, respond to copyright registration needs for works fixed in new formats, and meet the demands of the copyright community for a reduction in the claims arrearage and the speedier processing of claims. With the increase in copyright statutory fees planned for July 1998 the Office should have funding to support these efforts.

This initiative entails: a) hiring eight additional copyright examiners to achieve and maintain currency in registration of copyright claims; b) conducting a process redesign study to develop and implement a restructuring plan for the Office's major registration processing operations and associated functions to enhance operational efficiency and reduce handling of materials; c) hiring a project manager, (GS-15) NTE five years, who is an expert in Copyright Office procedures, to oversee and coordinate the restructuring project throughout the planning and implementation phases, work with the contractors, head up a task force of CO staff, communicate with and collect input from management, staff, unions, and customers, and evaluate the statutory impact, if any, of restructuring; and d) hiring one CORDS automation staff per year for five years, for a total of five, and increasing digital storage capability for CORDS, the Copyright Office Electronic Registration, Recordation, and Deposit System, permitting the Office to receive and process an increasing number of claims electronically at a substantial savings in staff time and physical storage space.

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COPYRIGHT OFFICE
SALARIES AND EXPENSES

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1. BASIC

Justification of Increases and Decreases

Fiscal 1989 Actual		Fiscal 1989 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

B. FTEs (continued)

1. Restructuring and Streamlining of the Registration Process (continued)

Background

Restructuring has been discussed for many years. An October 1, 1986, management analysis report recommended that the Office undertake a product line restructuring as a long-term project and noted that such changes were necessary for the Office's "very survival as an effective public service organization."

Current processing of copyright claims involves more than 620,000 applications covering more than 700,000 works and more than 1,000,000 deposit copies per year, received with a remittance in most cases, to be routed through many stations in a function-based operation. The Copyright Office is organized around types of tasks as well as types of claims; consequently, claims are sorted and bundled into groups that are opened and closed, placed on trucks and in tubs, moved and handled again and again as they proceed through the processing stages of four divisions. Therefore, an arrearage in one area affects the entire operation and slows down processing for every claim. The Copyright Office needs to develop and implement a detailed plan to restructure its registration procedures into a more efficient and cost effective operation.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

B. FTEs (continued)

1. Restructuring and Streamlining of the Registration Process (continued)

(a) Hire Additional Copyright Examiners

- At the end of fiscal 1993, the Office had an inventory of 30,000 registration claims to be processed. Normal on-hand ranges for claims to be examined have historically been 30,000 - 40,000. Beginning in 1993, the examiner staff began to decline because of retirement buyouts, budgetary constraints, and resignations. Over the next three years, the Examining division lost 26 FTEs, or 38 percent, of its examiner staff. Hiring freezes caused by the Copyright Office budget constraints, the Cooke Class Action suit, and the development of the new hiring system prevented the Office from replacing any staff until last year. Beginning in 1997, examiners began to be replaced so that 52 examiners are currently on staff, bringing understaffing to approximately 20 percent of 1993 levels.
- To compensate for reduced staff, the Examining Division has held facilitative sessions with staff, offered overtime and compensatory time, cross-trained staff from other divisions, implemented the use of email and fax correspondence with applicants, streamlined correspondence with frequent applicants, networked correspondence preparation, and initiated better use of technician staff to process uncomplicated claims. Though these measures have stabilized the arrears, it still remains at 125,000 claims. More Copyright examiners are needed to build sufficient capacity to ensure the issuance of timely copyright registration certificates.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

B. FTEs (continued)

1. Restructuring and Streamlining of the Registration Process (continued)

(a) Hire Additional Copyright Examiners (continued)

- Throughput time is a major concern to the copyright community. The effort to bring examiner staffing to the level necessary to improve the throughput time cannot be achieved without these positions. Reduction of the arrears must be accomplished before a general restructuring can be effectively implemented.

(b) Hire Project Manager - Restructuring

- A project manager, (GS-15) NTE five years who is an expert in Copyright Office procedures is required to oversee and coordinate the restructuring project throughout the planning and implementation phases, work with the contractors, head up a task force of Copyright Office staff, communicate with and collect input from management, staff, unions, and customers, and evaluate the statutory impact, if any, of restructuring.

(c) Hire Automation Staff - CORDS

- Electronic registration has been a reality, on a very limited basis, for two years. Full CORDS claims are projected to be processed for 42 percent of the cost of paper-based claims; further there are no physical materials that must be handled, processed, and stored in a warehouse. CORDS is at the threshold of becoming an integral part of the registration processing system for a large number of claims and the potential is being developed to couple digital applications with physical deposits. One additional staff is required in fiscal 2000 to expand the system into new file formats, enhance technical processing capability, provide on-line customer support, and support increasing digital storage needs, also required as the system grows.

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SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

Fiscal 1988 Actual		Fiscal 1988 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

B. EIEs (continued)

1. Restructuring and Streamlining of the Registration Process (continued)

Benefits

The additional examining hires will help reduce pendency in the short term; CORDS and the restructuring will provide the basis for more efficient processing of work in the future.

The value of the records is greatest when up-to-date information on new works is quickly added to the record management system. Increased staff and more efficient operations will maximize the timeliness of additions to the records. Office restructuring and electronic filing via CORDS for a growing percentage of users is needed to maintain reasonable operating costs in future years and keep user fees, which are based on cost, from escalating to levels unacceptable to the Congress and beyond the means of copyright owners, particularly individual authors. Restructuring will permit better control over material and result in fewer opportunities for misplacing of materials and for pilferage. Increasing the use of electronic filing via CORDS will reduce the quantity of materials that require physical handling and storage.

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SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

B. FTEs (continued)

1. Restructuring and Streamlining of the Registration Process (continued)

FTEs: 4 GS-07 Examiners (CO) \$ 140,294
4 GS-07 Examiners (25%) 35,074
8 \$ 175,368

To build a cadre of copyright examiners sufficient to ensure the issuance of timely copyright registration certificates.

1 GS-15 Project Manager \$ 102,844

To manage and oversee the restructuring project throughout the planning and implementation phases, with the contractors, head up a restructuring task force of Copyright Office staff, and evaluate the statutory impact, if any, of restructuring.

1 GS-13 Computer Specialist (CO) \$ 73,988

To expand the CORDS system into new formats, provide on-line customer support, support increasing digital storage needs and enhance technical capabilities.

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SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services \$ 2,980,090 \$ 4,284,742 \$ 5,141,846 + \$ 847,104

Price Level + \$ 92,900

Growing Workload + \$ 764,204

1. Restructuring and Streamlining of the Registration Process + \$ 416,000

a. Process Engineering Study + \$ 400,000

In fiscal 2000, the Copyright Office plans to hire a management consulting firm with organizational expertise to conduct a process redesign study and work with the Copyright Office to create a restructuring plan integrating CORDS development and the recent Pliny Bowes Mailroom Study recommendations. The plan will include a complete redesign of the major workflow processes, staff reclassification (affecting as many as 75 percent of the Service Unit staff), physical space reorganization, computer cabling and workstation configuration, and revised operational procedures.

Other Services ± \$ 400,000

b. Automation Equipment + \$ 16,000

Automation equipment and software for the restructuring Project Manager. An additional \$16,000 is being requested under Furniture and Furnishings for workstations for this FTE.

Furniture (Workstations) ± \$ 16,000

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SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1998 Budget	Fiscal 2000 Estimate	Increase
FTE	Amount	FTE	Amount

(2) Non-personal Services (continued)

Growing Workload (continued)

2. CORDS + \$ 70,000

As the CORDS system grows, there is a need for additional digital storage. These "electronic bookshelves" will house the digital deposits that will be received through CORDS, many of which will become part of the Library's digital collections.

Equipment and Software + \$ 70,000

3. Storage and Servicing of Copyright Records + \$ 268,204

The Copyright Office currently stores deposits/records at the Washington National Records Center (WNRC) to fulfill its statutory mandated responsibility (as directed by PL 94-553, section 704 d) to retain unpublished copyright deposits for the full term of copyright, which is the life of the author plus 70 years. Presently, the Copyright Office does not incur any expenses for this storage service. In November 1997, OMB directed the National Archives and Records Administration to switch its records center program operations from being directly funded through appropriation to a fully reimbursable activity by fiscal 2000. The charges would consist of two components, Storage Costs and Service Costs, i.e., accessioning, disposal, referencing, refilling, and interfiling. The Copyright Office is requesting funds in fiscal 2000 for costs related to storage, accessioning, disposal, referencing, refilling and interfiling of copyright records at the Federal Records Center.

Services - Government + \$ 268,204

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SALARIES AND EXPENSES

1. BASIC

Funding for FTEs requested

a. Basic

4 GS-07 Examiners (CO) @ \$27,487	\$109,948	\$ 30,346	\$140,294
4 GS-07 Examiners (25%) @ \$27,487	27,487	7,587	35,074
1 GS-15 Project Manager	<u>80,592</u>	<u>22,245</u>	<u>102,844</u>
2	<u>\$218,034</u>	<u>\$ 60,178</u>	<u>\$278,212</u>

b. CORDS

1 GS-13 Computer Specialist (CO)	\$ 57,984	\$ 16,004	\$ 73,988
10 Total, funding requested	<u>\$276,018</u>	<u>\$ 76,182</u>	<u>\$352,200</u>

Salaries	Benefits	Total
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LIBRARY OF CONGRESS
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SALARIES AND EXPENSES

1. BASIC

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 85,145	\$ 269,942	\$ 275,642	\$ 5,700	\$ 0	\$ 5,700
Attendance at Meetings	3,817	11,300	11,500	200		200
Transportation of Things	8,661	9,000	9,200	200		200
Postage	501,405	529,800	540,900	11,100		11,100
Telephones	82,649	106,400	108,600	2,200		2,200
Rental - Other	94,109	110,000	112,300	2,300		2,300
Printing	238,977	275,700	284,200	8,500		8,500
Photoduplication	964	12,400	12,700	300		300
Other Services	213,440	536,750	947,950	11,200	400,000	411,200
Professional & Consult Services	90,000	41,000	41,900	900		900
Services - Government	642,485	680,500	963,004	14,300	268,204	282,504
Training	43,827	181,300	185,100	3,800		3,800
Security Investigations	5,160	10,000	10,200	200		200
Maint of Equipment and Software	334,516	436,000	445,200	9,200		9,200
Data Base Services	44,222	61,600	62,900	1,300		1,300
Supplies and Materials	176,769	522,750	533,750	11,000		11,000
Books and Library Materials	39,798	70,000	71,500	1,500		1,500
Equipment and Software	354,156	430,300	525,300	9,000	86,000	95,000
Total	\$ 2,960,090	\$ 4,294,742	\$ 5,141,846	\$ 92,900	\$ 754,204	\$ 847,104

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SALARIES AND EXPENSES

2. LICENSING

Total	Offsetting Collections	Regular Bill
-------	---------------------------	--------------

1998 Budget	\$2,765,501	-	\$2,765,501	\$	---
2000 Estimate	2,989,000	-	2,989,000		---
Net Increase	+ \$ 223,499	-	\$ 223,499	\$	---

Summary

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Mandatory Increases		\$	---	\$	---	\$ 95,899		+ \$ 95,899
FTEs	30	1,756,768	28	1,915,156	28	1,915,156		
	30	\$1,756,768	28	\$1,915,156	28	\$2,011,055		+ \$ 95,899
Non-personal services:								
Price level		\$ 827,450		\$ 850,345		\$ 977,945		+ \$ 127,600
Total, Copyright Office - Licensing	30	\$2,584,218	28	\$2,765,501	28	\$2,989,000		+ \$ 223,499
Less: Offsetting Collections		-2,584,218		-2,765,501		-2,989,000		- 223,499
Total Appropriation	30	\$	---	\$	---	\$	---	\$

Mandatory Increases	+ \$ 95,899
Price Level	+ 127,600
Total	+ \$ 223,499

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

General Statement

The Copyright Office's Licensing Division administers the national compulsory licensing provisions of Public Law 94-554, the Audio Home Recording Act of 1992, and the Satellite Home Viewers Act. The Division annually collects over 200 million dollars in royalty fees from cable television systems for their use of copyrighted programming, for digital audio recording equipment and medium, and from satellite carriers who retransmit copyrighted television broadcasts across the United States.

The Library is requesting a total of **\$2,989,000** to fund the Licensing Division in fiscal 2000. The request includes an increase of **\$127,800** for price levels and **\$88,899** for mandatory pay categories. These resources are funded by deductions from royalty fees as offsetting collections as a matter of law.

LIBRARY OF CONGRESS
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SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

Mandatory Increases + \$ 95,899

A. Ingrades + \$ 16,999

Funds are requested to cover Ingrade Increases.

Salaries	\$ 14,184
Personnel benefits	2,815
	<u>\$ 16,999</u>

B. Annualization of 1999 pay raises + \$ 17,100

This increase is necessary to provide for annualization of the 1999 pay raise of 3.6 percent effective in January 1999.

Salaries	\$ 14,500
Personnel benefits	2,600
	<u>\$ 17,100</u>

C. Funding for January 2000 pay raise + \$ 61,800

This increase is necessary to provide for a 4.4 percent effective January 2000.

Salaries	\$ 48,300
Other Personnel Compensation	4,200
Personnel benefits	9,300
	<u>\$ 61,800</u>

LIBRARY OF CONGRESS
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SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services	\$ 827,450	\$ 850,345	\$ 977,945	+	\$ 127,600		
Price Level						+	\$ 127,600

The Licensing Division is requesting a price level increase of \$116,000 for Services - Government. This is composed of an \$6,000 increase for indirect overhead cost and a \$108,000 increase for ITS direct cost.

- The indirect cost increase, \$8,000, is a result of applying the new Library wide indirect administrative overhead rate.
- For several years, the Licensing Division has paid approximately \$69,000 per year to the Library's Information Technology Services (ITS) division for services supporting and developing the Licensing Division System. The specific requirements were based upon a study completed by Price Waterhouse in 1992. ITS recently performed a review of costs related to the services provided to the Licensing Division and validated the cost to be \$177,000 per year.

LIBRARY OF CONGRESS
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SALARIES AND EXPENSES

2. LICENSING

Additional Information

Categories	Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 8,723	\$ 7,620	\$ 7,820	\$ 200	\$ 0	\$ 200
Attendance at Meetings	1,011	7,280	7,480	200		200
Transportation of Things	200	200	200			0
Postage	12,000	20,000	20,400	400		400
Telephones	4,827	7,000	7,100	100		100
Printing	40,385	52,000	53,600	1,600		1,600
Other Services	108,422	49,400	50,400	1,000		1,000
Services Of LC	358,986	320,111	436,111	116,000		116,000
Services of Copyright Office	131,421	246,960	252,160	5,200		5,200
Training	8,682	12,500	12,800	300		300
Maint of Equipment and Software	8,880	15,900	16,200	300		300
Data Base Services	3,000	3,200	3,300	100		100
Supplies and Materials	20,911	15,900	16,200	300		300
Books and Library Materials	10,347	10,500	10,700	200		200
Equipment and Furnishings	109,625	81,774	83,474	1,700		1,700
Total	\$ 827,450	\$ 850,345	\$ 977,945	\$ 127,600	\$ 0	\$ 127,600

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. COPYRIGHT ARBITRATION ROYALTY PANEL (CARP)

Total	Offsetting Collections	Regular Bill
-------	---------------------------	--------------

1999 Budget	\$2,404,499	-	\$2,404,499	\$	---
2000 Estimate	2,465,000	-	2,465,000	---	---
Net Increase	+ \$ 60,501	-	\$ 60,501	\$	---

Summary

	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
	FTE Amount	FTE Amount	FTE Amount	FTE Amount

Mandatory Increases	\$ ---	\$ ---	\$ 17,301	+ \$ 17,301
FTEs	4 249,683	5 365,599	5 365,599	---
Non-personal services:	4 \$ 249,683	5 \$ 365,599	5 \$ 382,900	+ \$ 17,301
Price level	\$ 155,560	\$2,038,900	\$2,082,100	+ \$ 43,200

Total, Copyright Office - CARP	4 \$ 405,243	5 \$2,404,499	5 \$2,465,000	+ \$ 60,501
Less: Offsetting Collections	- 405,243	- 2,404,499	- 2,465,000	- 60,501
Total Appropriation	4 \$ ---	5 \$ ---	5 \$ ---	\$ ---

Mandatory Increases	+ \$ 17,301
Price Level	+ 43,200
Total	+ \$ 60,501

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. COPYRIGHT ARBITRATION ROYALTY PANEL (CARP)

General Statement

The Copyright Royalty Tribunal Act of 1993, Public Law 103-198, eliminated the Copyright Royalty Tribunal and replaced it with a system of ad hoc Copyright Arbitration Royalty Panels (CARPs) for the purposes of distributing royalties and adjusting royalty rates for the various compulsory licenses and statutory obligations of the Copyright Code. The law provides for reasonable costs to be deducted from royalty fees.

The Library is requesting a total of \$2,485,000 to fund CARP in fiscal 2000. This represents an increase of \$60,601, of which \$17,301 is to cover mandatory increases and \$43,200 is for price level increases. The law provides that these are to be funded by deductions from royalty fees as offsetting collections.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. COPYRIGHT ARBITRATION ROYALTY PANEL (CARP)

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

Mandatory increases + \$ 17,301

A. Ingrades + \$ 2,801

Funds are requested to cover Ingrade increases.

Salaries \$ 2,354
 Personnel benefits 447
\$ 2,801

B. Annualization of 1999 pay raises + \$ 3,100

This increase is necessary to provide for annualization of the 1999 pay raise of 3.6 percent effective in January 1999.

Salaries \$ 2,600
 Personnel benefits 500
\$ 3,100

C. Funding for January 2000 pay raise + \$ 11,400

This increase is necessary to provide for a 4.4 percent effective January 2000.

Salaries \$ 9,600
 Personnel benefits 1,800
\$11,400

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. COPYRIGHT ARBITRATION ROYALTY PANEL (CARP)

Additional Information

Categories	Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 220	\$ 1,100	\$ 1,100	\$	0	\$ 0
Attendance at Meetings	1,038	3,000	3,100	100		100
Transportation of Things	1,000	1,000	1,000			0
Postage	172	2,200	2,200			0
Telephone	0	3,500	3,600	100		100
Printing	39,883	41,000	42,300	1,300		1,300
Other Services	3,912	1,800,200	1,838,000	37,800		37,800
Professional & Consult Services	20,000	20,000	20,400	400		400
Services - Government	80,636	107,900	110,200	2,300		2,300
Training	0	1,000	1,000			0
Maint of Equipment and Software	500	1,000	1,000			0
Data Base Services	5,388	6,000	6,100	100		100
Supplies and Materials	596	1,000	1,000			0
Equipment, Furnishings, & Software	2,415	50,000	51,100	1,100		1,100
Total	\$ 155,560	\$ 2,038,900	\$ 2,082,100	\$ 43,200	\$ 0	\$ 43,200

LIBRARY OF CONGRESS
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SALARIES AND EXPENSES

Additional Information

Income: Fiscal 1998

TABLE I

Estimated Value of Materials Transferred to the Library of Congress

Category of Work	Registered Works	Deposit-Only Works	Total Items Transferred	Average Unit Price	Value of Items Transferred
Books ¹	160,769	32,361	193,130	\$55.09	\$ 10,638,960
Serials ²	218,301	315,556	533,857	10.67	5,698,221
Computer-related works	1,190	1,649	2,839	298.00	846,029
Motion Pictures ³	9,993	9,526	19,519	382.97	7,475,129
Music	52,757	1,397	54,154	27.58	1,493,567
Dramatic Works, Choreography, and Pantomimes	1,866	0	1,866	49.30	91,994
Other Works of the Performing Arts	893	0	893	27.58	24,629
Sound Recordings	27,618	3,907	31,725	16.43	521,242
Maps	2,785	168	2,953	29.28	86,405
Prints, Pictures, and Works of Art	4,731	159	4,890	23.64	115,600
Total	481,103	384,723	845,826		\$ 26,991,776

¹ 60% of "Books" are selected for the collections; 40% are used for the Library's exchange program.

² 60% OF "Serials" are selected for the collections.

³ Includes 216 copies selected by the Library under motion picture agreements.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

TABLE II

Additional Information

The following table compares income and obligations for fiscal 1995 through 2000:

	1995	1996	1997	1998	1999	2000
				Estimate	Estimate	Estimate
Income:						
Fees credited to appropriation	\$14,500,000	\$14,600,729	\$15,031,069	\$15,559,001	\$16,000,000	\$20,800,000
Royalties credited to Licensing appropriation from Cable, Satellite and DART	2,422,501	2,491,501	2,619,501	2,584,218	2,785,501	2,988,000
Royalties credited to CARP appropriation from Cable, Satellite and DART	488,499	498,499	508,299	405,243	2,404,499	2,465,000
Fees transferred to misc. receipts	63,414	---	---	---	---	---
Fees in transit to misc. receipts	47,918	---	---	---	---	---
Estimated value of materials selected by the Library	20,158,594	20,157,815	24,677,483	26,991,775	27,000,000	29,000,000
Total Income	\$37,680,926	\$37,748,544	\$42,836,382	\$45,540,237	\$48,770,000	\$65,284,000
Obligations:						
Salaries	\$23,052,317	\$23,508,911	\$24,681,602	\$26,042,929	\$27,707,013	\$29,437,109
Other Obligations	3,729,973	4,434,876	4,174,356	3,943,100	7,183,987	8,201,891
Total Obligations	\$26,782,290	\$27,943,787	\$28,855,958	\$29,986,029	\$34,891,000	\$37,639,000
RATIO of Income to Obligations	141%	135%	148%	152%	138%	172%

Schedule A

Library of Congress
Copyright Office
By Organization and By Object Class
FY 2000

(\$000)

Categories	FY98 Actual		FY99 Estimate		FY00 Estimate		Net Change 99/00	
	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount
1. Breakdown by Organization:								
Basic Program	470	\$26,997	483	\$29,721	483	\$32,185		\$ + 2,464
Licensing Division	30	2,584	28	2,765	28	2,989		+ 224
CARP	4	405	5	2,405	5	2,465		+ 60
Total	504	\$29,986	516	\$34,891	516	\$37,639		\$ + 2,748
2. Breakdown by Object Class:								
11 Personnel Compensation		\$21,876		\$23,206		\$24,643		\$ + 1,437
12 Personnel Benefits		4,149		4,480		4,773		+ 293
13 Benefits for Former Personnel		18		21		21		--
21 Travel		100		300		306		+ 6
22 Transportation of Things		10		10		10		--
23 Rent, Communications & Utilities		695		779		796		+ 17
24 Printing and Reproduction		320		381		393		+ 12
25 Other Services		2,104		4,531		5,404		+ 873
26 Supplies and Materials		198		540		551		+ 11
31 Equipment		516		643		742		+ 99
Total		\$29,986		\$34,891		\$37,639		\$ + 2,748

Schedule B

Library of Congress
Copyright Office
Analysis of Change
By Organization and By Object Class
FY 2000
(\$000)

Categories	PROGRAM CHANGES											
	Mandatory Change		Price Level Changes		Staff Level Increase		Other Increases		Program Decreases		Net Change	
	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount
1. Breakdown by Organization:												
Basic Program	---	\$1,285	---	\$83	---	\$352	---	\$754	---	---	---	\$ + 2,484
Licensing Division	---	86	---	128	---	---	---	---	---	---	---	+ 224
CARP	---	17	---	43	---	---	---	---	---	---	---	+ 60
Total	---	\$1,378	---	\$264	---	\$352	---	\$754	---	\$0	---	\$ + 2,748
2. Breakdown by Object Class:												
11 Personnel Compensation	---	\$1,161	---	---	---	\$276	---	---	---	---	---	\$ + 1,437
12 Personnel Benefits	217	---	---	---	---	76	---	---	---	---	---	+ 283
13 Benefits for Former Personnel	---	---	---	\$6	---	---	---	---	---	---	---	+ 6
21 Travel	---	---	---	---	---	---	---	---	---	---	---	---
22 Transportation of Things	---	---	---	---	---	---	---	---	---	---	---	---
23 Rent, Communications & Utilities	---	---	---	17	---	---	---	---	---	---	---	+ 17
24 Printing and Reproduction	---	---	---	12	---	---	---	---	---	---	---	+ 12
25 Other Services	---	---	---	205	---	---	---	668	---	---	---	+ 873
26 Supplies and Materials	---	---	---	11	---	---	---	---	---	---	---	+ 11
31 Equipment	---	---	---	13	---	---	---	86	---	---	---	+ 99
Total	---	\$1,378	---	\$264	---	\$352	---	\$754	---	\$0	---	\$ + \$2,748

Schedule C

Library of Congress
Copyright Office
Summary
Detailed Analysis of Changes
FY 2000
(\$000)

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	516	\$34,891
Budget Base, 1999	516	34,891
	2000 Request	
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades		\$250
2. Annualization of pay raise		244
3. Annualization of pay raise (foreign)		—
4. Accident compensation		—
5. Funding of 1/00 pay raise		884
B. Price Level Changes		
1. Travel cost increases		6
2. Transportation of things increases		—
3. Rent and postage increases		17
4. Printing cost increases		12
5. ADP timesharing price increases		—
6. Miscellaneous services increases		201
7. Tuition and training increases		4
8. Supplies cost increases		11
9. Equipment cost increases		13
C. Program Increases		
1. Staff level increases		352
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		668
f. Supplies and materials		—
g. Equipment		86
D. Program Decreases		
1. Salaries and benefits		—
2. Travel		—
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		—
7. Supplies and materials		—
8. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested		2,748
III. Total Appropriation Request, 2000	516	\$37,639

Schedule C

Library of Congress
Copyright Office
Basic Program
Detailed Analysis of Changes
FY 2000
(\$000)

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	483	\$29,721
Budget Base, 1999	483	29,721
2000 Request		
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades		\$230
2. Annualization of pay raise		224
3. Annualization of pay raise (foreign)		—
4. Accident compensation		—
5. Funding of 1/00 pay raise		811
B. Price Level Changes		
1. Travel cost increases		6
2. Transportation of things increases		—
3. Rent and postage increases		16
4. Printing cost increases		9
5. ADP timesharing price increases		—
6. Miscellaneous services increases		37
7. Tuition and training increases		4
8. Supplies cost increases		11
9. Equipment cost increases		10
C. Program Increases		
1. Staff level increases		352
2. Other Program Increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		668
f. Supplies and materials		—
g. Equipment		86
D. Program Decreases		
1. Salaries and benefits		—
2. Travel		—
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		—
7. Supplies and materials		—
8. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested		2,484
III. Total Appropriation Request, 2000	483	\$32,185

Schedule C

Library of Congress
Copyright Office
Licensing Division
Detailed Analysis of Changes
FY 2000
(\$000)

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	28	\$2,765
Budget Base, 1999	28	2,765
2000 Request		
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades		\$17
2. Annualization of pay raise		17
3. Annualization of pay raise (foreign)		—
4. Accident compensation		—
5. Funding of 1/00 pay raise		62
B. Price Level Changes		
1. Travel cost increases		—
2. Transportation of things increases		—
3. Rent and postage increases		1
4. Printing cost increases		2
5. ADP timesharing price increases		—
6. Miscellaneous services increases		123
7. Tuition and training increases		—
8. Supplies cost increases		2
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases		—
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		—
f. Supplies and materials		—
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits		—
2. Travel		—
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		—
7. Supplies and materials		—
8. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested		224
III. Total Appropriation Request, 2000	28	\$2,989

Schedule C

Library of Congress
Copyright Office
CARP
Detailed Analysis of Changes
FY 2000
(\$000)

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	5	\$2,405
Budget Base, 1999	5	2,405
	2000 Request	
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades		\$3
2. Annualization of pay raise		3
3. Annualization of pay raise (foreign)		—
4. Accident compensation		—
5. Funding of 1/99 pay raise		11
B. Price Level Changes		
1. Travel cost increases		—
2. Transportation of things increases		—
3. Rent and postage increases		—
4. Printing cost increases		1
5. ADP timesharing price increases		—
6. Miscellaneous services increases		41
7. Tuition and training increases		—
8. Supplies cost increases		—
9. Equipment cost increases		1
C. Program Increases		
1. Staff level increases		—
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		—
f. Supplies and materials		—
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits		—
2. Travel		—
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		—
7. Supplies and materials		—
8. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested		60
III. Total Appropriation Request, 2000	5	\$2,465

LIBRARY OF CONGRESS

Copyright Office

Salaries and Expenses

Program and Financing (in millions of dollars)			
Item/Location code 03-0102-0-1-376	1998 actual	1999 est	2000 est
Obligations by program activity:			
00 01 Registration, recordation, cataloging, acquisitions, and public reference	12	14	11
00 01 Reimbursable obligations by program activity			
00 01 Registration, recordation, cataloging, acquisitions, and public reference	15	16	21
09 02 Licensing	3	3	3
09 03 Arbitration equity panels		2	2
10 00 Total new obligations	30	35	37
Budgetary resources available for obligation:			
21 40 Unobligated balance available, start of year		1	1
22 00 New budget authority (gross)	30	35	37
23 90 Total budgetary resources available for obligation		36	38
23 95 Total new obligations	-30	-35	-37
24 40 Unobligated balance available, end of year	1	1	1
New budget authority (gross), detail:			
40 00 Current			
40 00 Appropriation	12	14	11
68 00 Permanent			
68 00 Spending authority from offsetting collections, Offsetting collections (cash)	18	21	26
70 00 Total new budget authority (gross)	30	35	37
Changes in unpaid obligations:			
72 40 Unpaid obligations, start of year			
72 40 Obligated balance, start of year	3	2	3
73 10 Total new obligations	30	35	37
73 20 Total outlays (gross)	-30	-34	-37
74 40 Unpaid obligations, end of year			
74 40 Obligated balance, end of year	2	3	3
Outlays (gross), detail:			
86 50 Outlays from new current authority	9	13	10
86 93 Outlays from current balances	2	1	3
86 97 Outlays from new permanent authority	18	21	26
87 00 Total outlays (gross)	30	34	37
Offsets:			
88 40 Against gross budget authority and outlays			
88 40 Offsetting collections (cash) from Non-Federal sources	-18	-21	-26
Net budget authority and outlays:			
89 00 Budget authority	12	14	11
90 00 Outlays	11	13	11
Object Classification (in millions of dollars)			
Item/Location code 03-0102-0-1-376	1998 actual	1999 est	2000 est
Direct obligations:			
Personnel compensation			
11 1 Full-time permanent	8	11	8
12 1 Civilian personnel benefits	2	2	1
25 3 Purchases of goods and services from Government accounts	1	1	1
99 0 Subtotal, direct obligations	11	14	10
99 0 Reimbursable obligations	17	20	26
99 5 Below reporting threshold	2	1	1
99 9 Total new obligations	30	35	37
Personnel Summary			
Item/Location code 03-0102-0-1-376	1998 actual	1999 est	2000 est
Direct			
10 11 Total compensable workyears Exempt Full-time equivalent employment	184	241	168
Reimbursable			
20 11 Total compensable workyears Exempt Full-time equivalent employment	320	285	358

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

LIBRARY OF CONGRESS
Congressional Research Service
Salaries and Expenses

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

1999 Budget. \$67,124,000
 2000 Estimate 71,255,000
 Net Increase + \$4,131,000

Summary

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

Mandatory Increases \$3,424,148

Ingrades and reallocations

Annualization of January 1999 pay raise

January 2000 pay raise

FTEs 708 \$57,307,340 747 \$60,259,918 747 \$60,818,970 747 \$59,052

Non-personal Services:

Price Level \$ 7,187,930 \$ 5,864,082 \$ 7,011,882 \$ 147,800

Total, Congressional Research Serv 708 \$64,495,270 747 \$67,124,000 747 \$71,255,000 747 \$4,131,000

Mandatory Increases + \$3,424,148
 Price Level + 147,800
 Growing Workload + 559,052
 Total + \$4,131,000

**LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES**

General Statement

The Congressional Research Service mission is to work exclusively and directly for all Members and Committees of Congress in support of their legislative and oversight functions. This department of the Library of Congress provides high quality research, analysis, and information services that are timely, objective, nonpartisan, and confidential. The Service's knowledgeable staff both responds to and anticipates congressional needs and addresses policy issues in an interdisciplinary, integrative manner. The Service maintains close ties with the Congress and, consistent with its broad congressional mandate, provides a wide variety of services with the goal of contributing to an informed national legislature.

To carry out this mission, CRS staff provide a great diversity of research and reference services, including close support to the legislative process through analytic reports and consultations, analyzes of alternative legislative proposals and their impacts, assistance in hearings and other phases of the legislative and oversight processes, and analysis of emerging issues and trend data.

CRS also works cooperatively with other Congressional support agencies; the Congressional Budget Office and the General Accounting Office, and with other specialized entities of the Congress.

The Congressional Research Service is requesting a total of \$71,255,000 to support services to the Congress in fiscal 2000. This represents an increase of \$4,131,000 over fiscal 1999, and is composed of \$3,424,148 for mandatory increases, \$147,800 for price level changes, and \$559,052 for the second year of the succession plan to maintain CRS research capacity at a time when up to half of the CRS is likely to retire by 2006. These increases are necessary to maintain responsiveness, timeliness, and quality of research support for the Congress.

**LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES**

Justification of Increases and Decreases

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

A. <u>Mandatory increases</u>	+	\$ 3,424,148
-------------------------------------	---	--------------

(1) Ingrades and reallocations	\$ 942,048	+
--------------------------------------	------------	---

Funds are requested to cover ingrade and reallocation increases.

Salaries	\$ 791,855
Personnel benefits	<u>150,193</u>
	\$ 942,048

(2) Annualization of January 1999 pay raise		+	\$ 537,000
---	-------	---	------------

This increase is necessary to provide for annualization of the 1999 pay raise of 3.6 percent effective in January 1999.

Salaries	\$ 442,600
Special and Temporary	8,300
Other Personnel Compensation	300
Personnel benefits	85,800
	<u>\$ 537,000</u>

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

A. Mandatory Increases (continued)

(3) Funding for January 2000 pay raise + \$1,945,100

This increase is necessary to provide for a 4.4 percent pay increase effective January 2000.

Salaries	\$1,604,100
Special and Temporary	29,700
Other Personnel Compensation	900
Personnel benefits	310,400
	<u>\$1,945,100</u>

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase
FTE	Amount	FTE	Amount	FTE	Amount	Amount

B. FTEs 708 \$57,307,340 747 \$60,259,918 747 \$60,818,970 + \$ 559,052

Funding is requested for the continued support of the succession plan presented to the Congress in fiscal 1999. This plan, which addresses a major threat to CRS' ability to maintain services to the Congress, permits the Service to hire entry level analysts in those subject areas at greatest risk from pending staff retirements.

In 1996, CRS undertook a research capacity risk assessment and developed a framework for the Service to manage succession planning. This strategic planning work, which continued in the succeeding years, identified the losses CRS is likely to experience through 2006 in specific subject areas and functional capabilities throughout CRS, when roughly half of the CRS staff will be eligible to retire. A staff survey conducted in January 1997 revealed that nearly two-thirds of the staff who are eligible to retire between 1997 and 2005 plan to do so. These retirements will result in the loss of significant analytic capacity in a wide variety of subject areas.

As early as the year 2000, CRS projects diminished capacity in such areas as legal analysis of international law, constitutional law, congressional committee operations, executive management and personnel, civil rights, crime and criminal justice programs, global change and earth sciences, national security and foreign affairs, and monetary affairs. The losses in CRS capacity accelerate through 2004 and beyond and by then affect most areas of legislative support that CRS provides to the Congress.

Rebuilding such capacity typically involves a multi-year learning period to develop the breadth and depth of knowledge about the public policy issues within the framework of law-making that is resident in our top level analysts and specialists. These additional resources will assist CRS in providing for the orderly transfer of institutional knowledge of public policy issues in the congressional environment and will avoid severe disruptions in CRS services.

Congress approved funding to begin addressing the succession challenge in fiscal 1999 (\$435,859) which allowed CRS to utilize the Graduate Recruit and Law Recruit programs and begin hiring in some of the highest risk areas. In fiscal 2000, CRS is requesting \$559,052 to continue to fill positions in additional high risk issue areas.

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	Fiscal 1999 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
C. Non-personal Services		\$7,187,930		\$6,864,082		\$7,011,882	+	\$ 147,800
Price Level							+	\$ 147,800

**LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES**

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 106,321	\$ 115,882	\$ 118,282	\$ 2,400	\$ 0	\$ 2,400
Attendance at Meetings	24,465	58,100	59,300	1,200		1,200
Transportation of Things	1,200	1,500	1,500			0
Postage	29,821	35,350	36,050	700		700
Telephones	224,751	248,250	253,450	5,200		5,200
Rental - Other	521,164	623,000	636,100	13,100		13,100
Printing	328,014	387,200	399,200	12,000		12,000
Photoduplication	1,880	600	600			0
Other Services	550,355	659,300	673,100	13,800		13,800
Professional & Consult Services	1,221,847	550,000	581,600	11,600		11,600
Services - Government	11,500	15,900	16,200	300		300
Training	133,377	177,600	181,300	3,700		3,700
Security Investigations	39,785	31,800	32,600	700		700
Maint of Equipment and Software	135,974	160,500	163,900	3,400		3,400
Data Base Services	782,254	923,000	942,400	19,400		19,400
Subsistence & Support of Persons	15,247	15,000	15,300	300		300
Supplies and Materials	488,483	529,600	540,700	11,100		11,100
Books & Subscriptions Not for Collect	1,274,966	1,372,400	1,401,200	28,800		28,800
Books and Library Materials	40	0	0			0
Equipment, Furnishings, & Software	1,319,296	959,000	979,100	20,100		20,100
Total	\$ 7,187,930	\$ 8,864,082	\$ 7,011,882	\$ 147,800	\$ 0	\$ 147,800

Schedule A

Congressional Research Service

Summary

By Organization and By Object Class

FY 2000

(\$000)

Categories	FY98 Actual		FY99 Estimate		FY00 Estimate		Net Change 99/00	
	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount
1. Breakdown by Organization:								
Policy Analysis and Research	409.2	\$38,623	432	\$40,621	432	\$43,314		\$ + 2,693
Information & Legislative Documentation	264.1	15,646	279	16,494	279	17,575		+ 1,081
Executive Direction and Support	34.7	3,038	36	3,145	36	3,354		+ 209
Non-personal		7,188		6,864		7,012		+ 148
Total	708.0	\$64,495	747	\$67,124	747	\$71,255		\$ + 4,131
2. Breakdown by Object Class:								
11 Personnel Compensation		\$48,475		\$50,920		\$54,235		\$ + 3,315
12 Personnel Benefits		8,792		9,300		9,968		+ 668
13 Benefits for Former Personnel		40		40		40		
21 Travel		130		174		178		+ 4
22 Transportation of Things		1		1		1		
23 Rent, Communications & Utilities		776		907		926		+ 19
24 Printing and Reproduction		328		388		400		+ 12
25 Other Services		2,870		2,533		2,586		+ 53
26 Supplies and Materials		1,764		1,902		1,942		+ 40
31 Equipment		1,319		959		979		+ 20
Total		\$64,495		\$67,124		\$71,255		\$ + 4,131

Schedule B

Congressional Research Service
Analysis of Change
By Organization and By Object Class
FY 2000
(\$000)

Categories	PROGRAM CHANGES											
	Mandatory Changes		Price Level Changes		Staff Level Increases		Other Increases		Program Decreases		Net Change	
	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount
1. Breakdown by Organization: Policy Analysis and Research Information & Legislative Documentation Executive Direction and Support Non-personal Total	---	\$2,313	---	---	---	\$353	---	---	---	---	---	\$ + 2,666
	---	632	---	---	---	206	---	---	---	---	---	+ 1,138
	---	179	---	---	---	179	---	---	---	---	---	+ 179
	---	---	---	148	---	---	---	---	---	---	---	+ 148
	---	\$3,424	---	\$148	---	\$559	---	---	---	---	---	\$ + 4,131
2. Breakdown by Object Class: 11 Personnel Compensation 12 Personnel Benefits 13 Benefits for Former Personnel 21 Travel 22 Transportation of Things 23 Rent, Communications & Utilities 24 Printing and Reproduction 25 Other Services 28 Supplies and Materials 31 Equipment Total	---	\$2,877	---	---	---	\$438	---	---	---	---	---	\$ + 3,315
	---	547	---	---	---	121	---	---	---	---	---	+ 668
	---	---	---	\$4	---	---	---	---	---	---	---	+ 4
	---	---	---	---	---	---	---	---	---	---	---	+ 19
	---	---	---	19	---	---	---	---	---	---	---	+ 12
	---	---	---	12	---	---	---	---	---	---	---	+ 53
	---	---	---	53	---	---	---	---	---	---	---	+ 40
	---	---	---	40	---	---	---	---	---	---	---	+ 20
	---	---	---	20	---	---	---	---	---	---	---	+ 20
	---	\$3,424	---	\$148	---	\$559	---	---	---	---	---	\$ + \$4,131

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Schedule C

**Congressional Research Service
Summary
Detailed Analysis of Changes
FY 2000
(\$000)**

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	747	\$67,124
Budget Base, 1999	747	67,124
	2000 Request	
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades and reallocations		\$942
2. Annualization of 1/99 pay raise		537
3. Funding of 1/00 pay raise		1,945
B. Price Level Changes		
1. Regular travel		2
2. Attendance at meetings		1
3. Postage		1
4. Telephones		5
5. Rental of equipment		13
6. Printing cost increases		12
7. Other Services		15.5
8. Services of Other Agencies		0.5
9. Tuition and Training		4
10. Professional & Consultant Services		12
11. Computer Software Maintenance		3
12. Data Base Services		19
13. Supplies and Materials		11
14. Books & Subscriptions Not for LC Collection		29
15. Equipment and Software		20
C. Program Increases		
1. Staff level increases		559
2. Other Program increases		
II. Net Increase Requested		4,131
III. Total Appropriation Request, 2000	747	\$71,255

Schedule D

**Congressional Research Service
Summary
Fiscal Year 2000 Budget Request
(\$000)**

	Calculation of Base	
	FTE	Amount
Appropriation, 1999	747	\$67,124
Budget Base, 1999	747	\$67,124
Proposed Changes for Fiscal Year 2000:		
Mandatory Pay and Related Costs		\$3,424
Price Level Changes		148
Growing Workload		559
Total Proposed Changes		\$4,131
Budget Request, 2000	747	\$71,255

Schedule E

Congressional Research Service
Summary
Direct and Indirect Employees

Classification	Number of Employees *			Dollars (\$000)		
	FY1998	FY1999E	FY2000E	FY1998	FY1999E	FY2000E
1110/1130 FTE Employees	708.0	747	747	48,228	50,588	53,937
2501 Other Services (contracts for on-site personal services)*	23	23	23	539	847	681

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Schedule F

Congressional Research Service

Type of service provided under contract**	Object Class 25.0 Service Contracts (Indirect Employment)					
	Number of Contracts**			Dollars (\$000)		
	1998	1999Est.	2000Est.	1998	1999Est.	2000Est.
Data Base Subscriptions	22	25	25	762	923	942
Services of Other Agencies	4	3	3	11	16	16
Grievance & Arbitration	0	0	0	0	0	0
Research	40	30	30	1,222	550	582
Security Investigations	67	67	67	40	32	33
Support Services	2	2	2	539	647	681
Training	1,286	1,629	1,663	133	178	181
Misc. Purchase Orders	n/a	n/a	n/a	163	187	191
Sec 508 Admin Exp Reduction						
TOTAL*	1,421	1,756	1,790	2,670	2,633	2,686

* This includes the total number of contracts and the total dollars under object class 25.0

** Includes purchase orders

Schedule G

CONGRESSIONAL RESEARCH SERVICE

ITEM	1991	1992	1993	1994	1995	1996	1997	1998	1999E	2000E
11.1 FULL-TIME PERM. POSITIONS*	36,675	40,545	42,081	42,130	43,014	44,076	46,143	47,419	49,694	52,970
11.3 OTHER THAN FULL-TIME PERM.	721	915	934	801	1,077	1,016	1,048	809	928	966
11.5 OTHER PERSONNEL COMP.	166	102	45	6	22	13	24	207	298	299
11.8 SPEC PERS SERV PVMTS**	69	156	130	720	198	154	254	0	0	0
TOTAL PERSONNEL COMP.	37,631	41,718	43,190	43,657	44,311	45,269	47,469	48,435	50,920	54,235
12.1 PERSONNEL BENEFITS	6,499	7,416	7,840	7,865	7,672	7,826	8,208	8,787	9,300	9,968
13.0 BENEFITS FOR FORMER PERS.	24	23	20	46	8	26	36	40	40	40
21.0 TRAVEL & TRAN. OF PERSONS	159	157	81	58	92	80	121	130	174	178
22.0 TRANS. OF THINGS	5	6	5	4	7	6	1	1	1	1
23.0 COMMUN., UTILITIES & RENT	858	925	865	844	787	749	765	776	907	928
24.0 PRINTING & REPRODUCTION	710	468	384	323	254	295	402	328	388	400
25.0 OTHER SERVICES	3,040	2,801	2,199	1,556	2,956	2,359	2,902	2,870	2,533	2,586
26.0 SUPPLIES & MATERIALS	800	819	700	563	704	496	437	1,763	1,902	1,942
31.0 EQUIPMENT	1,984	1,958	1,866	1,768	3,134	2,659	2,242	1,319	959	979
TOTAL OBLIGATIONS	51,710	55,331	57,130	55,684	59,925	59,755	62,583	64,448	67,124	71,255
NO. OF REQUESTS CLEARED (000's)***	510	645	607	536	492	487	531	560	594	620
POSITIONS*	864	864	835	835	746	729.2	726.2	708.0	747	747
OPERATING POSITIONS*	820	820	792	791	716	699.8	689.9	673.3	711	711
SUPPORT POSITIONS*	44	44	43	44	30	29.4	36.3	34.7	36	36
REQUESTS/POSITIONS	590	746	727	642	660	668	731	781	795	830

* Authorized positions (1984-1994); Actual FTEs (1995); projected FTEs (1996-1997)

** In FY 94 includes 1154 Retirement Incentive; in FY 95-97 includes 1152 Awards

***Does not include SCORPIO access by House offices through CAPNET.

LIBRARY OF CONGRESS

Congressional Research Service

Salaries and Expenses

Program and Financing (in millions of dollars)

Identification code 03-0127-0-1-801		1998 actual	1999 est.	2000 est.
Obligations by program activity:				
00 01	Policy analysis and research	38	41	43
00 02	Information and legislative documentation	16	16	18
00 03	Executive direction and support	10	10	10
10 00	Total new obligations	64	67	71
Budgetary resources available for obligation:				
22 00	New budget authority (gross)	64	67	71
23 95	Total new obligations	-64	-67	-71
New budget authority (gross), detail:				
40 00	Appropriation	64	67	71
Change in unpaid obligations:				
72 40	Unpaid obligations, start of year			
	Obligated balance, start of year	5	6	6
73 10	Total new obligations	64	67	71
73 20	Total outlays (gross)	-63	-68	-72
74 40	Unpaid obligations, end of year			
	Obligated balance, end of year	6	6	5
Outlays (gross), detail:				
85 90	Outlays from new current authority	59	61	65
85 53	Outlays from current balances	5	6	5
87 00	Total outlays (gross)	63	68	72
Net budget authority and outlays:				
89 00	Budget authority	64	67	71
90 99	Outlays	63	68	72

Object Classification (in millions of dollars)

Identification code 03-0127-0-1-801		1998 actual	1999 est.	2000 est.
Personnel compensation				
11 1	Full-time permanent	47	50	53
11 3	Other than full-time permanent	1	1	1
11 9	Total personnel compensation	48	51	54
12 1	Civilian personnel benefits	9	9	10
23 3	Communications, utilities, and miscellaneous charges	1	1	1
25 1	Advisory and assistance services	1	1	1
25 2	Other services	2	2	2
26 0	Supplies and materials	2	2	2
31 0	Equipment	1	1	1
99 9	Total new obligations	64	67	71

Personnel Summary

Identification code 03-0127-0-1-801		1998 actual	1999 est.	2000 est.
Total compensable workyears				
101 1	Exempt Full-time equivalent employment	708	747	747

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

LIBRARY OF CONGRESS

Books for the Blind and Physically Handicapped

Salaries and Expenses

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

1999 Budget \$46,324,000
 2000 Estimate 48,033,000
 Net Increase + \$ 1,209,000

Summary

	Fiscal 1999 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase
	FTE	Amount	FTE	Amount	FTE	Amount	
Mandatory Increases	—	—	—	—	—	\$ 370,100	+ \$ 370,100
FTEs	123	\$ 6,708,416	121	\$7,320,850	121	7,320,850	+ \$ —
Non-personal Services:							
Price Level	—	\$39,579,899	—	\$39,503,150	—	\$40,342,050	+ \$ 838,900
Total, Books for the Blind and Physically Handicapped	123	\$46,288,315	121	\$46,824,000	121	\$48,033,000	+ \$1,209,000
Mandatory Increases	+	\$ 370,100					
Price Level	+	838,900					
Total	+	\$1,209,000					

**LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES**

General Statement

The Library of Congress, as authorized by Public Law 89-522, administers a national reading program for blind and physically handicapped residents of the United States and for all U.S. citizens living abroad. Under the management of the National Library Service for the Blind and Physically Handicapped (NLS), books and magazines in braille and recorded formats, as well as specially designed playback equipment, are produced and distributed through a network of state and locally supported libraries. Program policy is to provide handicapped readers with access to a broad collection of general interest reading material in adequate quantity and scope, in appropriate language and reading level, and with careful attention to quality control of all products. Advisory committees, which include consumer and library representatives, provide recommendations for program additions and enhancements. In addition, research and evaluation are conducted to improve the quality of books, equipment, and service.

To ensure the availability of a basic, high quality library service for eligible blind and physically handicapped individuals, the following management goals are represented in this fiscal 2000 budget request:

1. With cooperation from the network of librarians serving blind and physically handicapped individuals, the National Library Service for the Blind and Physically Handicapped will strive to maintain current level of service to library patrons, while simultaneously providing basic service to eligible individuals entering the program as new users;
2. Maintain a level of sound reproduction machines able to satisfy basic users' requirements while developing no waiting lines; and
3. Explore digital technological possibilities to the point of considering adaptations of a cost effective, efficient, internationally acceptable, user-friendly delivery system through implementation of the NISO/ANSI/ISO process.

LIBRARY OF CONGRESS BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED SALARIES AND EXPENSES

BACKGROUND

A free national library program of braille and recorded materials for blind and physically handicapped persons is administered by the National Library Service for the Blind and Physically Handicapped. NLS selects and produces full-length books and magazines in braille and on recorded disc and cassette. Reading materials are distributed to a cooperating network of regional and sub-regional (local) libraries where they are circulated to eligible borrowers. Reading materials and playback machines are sent to borrowers and returned to libraries by postage-free mail. Established by an act of Congress in 1931 to serve blind adults, the program was expanded in 1952 to include children. In 1962 to provide music materials, and again in 1968 to include individuals with other physical impairments that prevent the reading of standard print. In 1986, the U.S. Copyright Law was amended to allow NLS to produce audio and braille books without the requirement to gain permission from the copyright holder.

ELIGIBILITY

Anyone who is unable to read or use standard printed materials as a result of temporary or permanent visual or physical limitations may receive service. A survey sponsored by NLS found that two million persons with some type of visual impairment may be eligible and another million with physical conditions such as paralysis, missing arms or hands, lack of muscle coordination, or prolonged weakness could benefit from the use of reading materials in recorded form.

BOOK COLLECTION

Books are selected on the basis of their appeal to a wide range of interests. Bestsellers, biographies, fiction, and how-to books are in great demand. A limited number of titles are produced in Spanish and other languages for readers whose primary language is not English. Registered borrowers learn of new books added to the collection through two bimonthly publications, *Braille Book Review* and *Talking Book Topics*. Through a union catalog available on microfiche and CD-ROM, every network library has access to the entire NLS book collection and to the resources of several cooperating agencies.

Seventy-eight magazines in audio and braille formats are offered through the program. Readers may request free subscriptions to *U.S. News and World Report*, *National Geographic*, *Consumer Reports*, *Good Housekeeping*, *Sports Illustrated*, and many other popular magazines. Current issues are mailed to readers at the same time the print issues appear.

**LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES**

VOLUNTEER SERVICES

Free correspondence courses leading to certification in braille transcribing (literary, music, and math braille) and braille proofreading are offered. Voice auditions and informal training are given to volunteer tape narrators affiliated with local recording groups. A directory of volunteer groups that produce books for libraries and individuals is published biennially. Volunteers may call on NLS staff for their expertise in braille transcription and recording techniques.

RESEARCH AND DEVELOPMENT

The NLS research program is directed toward improving the quality of reading materials and related equipment, controlling program costs, and reducing the time required to deliver services to users. Significant research activities include development of a national standard for a digital talking book player and the creation of an economic model for use in comparing alternative talking book delivery systems.

OBJECTIVES

In fiscal 2000, the major NLS objectives related to funding requests for providing service to a projected readership of over 773,000 blind and physically handicapped patrons and 140 network libraries are: (1) production and repair of playback equipment and accessories adapted to the needs of blind and physically handicapped individuals for their use in the Library of Congress talking book program; (2) support for development of audit recommended control systems; and (3) pursuit of a state-of-the-art, user friendly, audio delivery system.

FUNDING

The Library is requesting a total of \$48,033,000 to support this program in fiscal 2000. This includes \$370,100 in mandatory salary costs and \$838,900 in price level increases.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

1011

Justification of Increases and Decreases

Fiscal 1999 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

A. <u>Mandatory increases</u>						+	\$ 370,100
(1) <u>Ingrades</u>						+	\$ 66,800

Funds are requested to cover ingrade increases.

Salaries	\$ 56,183
Personnel benefits	10,617
	<u>\$ 66,800</u>

(2) <u>Annualization of January 1999 pay raise</u>						+	\$ 65,500
--	--	--	--	--	--	---	-----------

This increase is necessary to provide for annualization of the 1999 pay raise of 3.6 percent effective in January 1999.

Salaries	\$ 55,100
Personnel benefits	10,400
	<u>\$ 65,500</u>

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

A. Mandatory increases (continued)

(3) Funding for January 2000 pay raise + \$ 237,800

.. This increase is necessary to provide for a 4.4 percent pay increase effective January 2000.

Salaries	\$ 200,000
Personnel benefits	37,800
	\$ 237,800

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

	Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
B. Non-personal Services		\$39,579,899		\$39,593,150		\$40,342,050	+	\$ 838,800
Price Level (Regular Appropriation)							+	\$ 550,300
Price Level (No-Year)							+	\$ 288,600

**LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES**

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 162,879	\$ 197,500	\$ 201,600	\$ 4,100	\$ 0	\$ 4,100
Attendance at Meetings	4,693	6,100	6,200	100		100
Transportation of Things	53,558	35,000	35,700	700		700
Postage	85,000	85,000	86,800	1,800		1,800
Telephones	49,208	53,000	54,100	1,100		1,100
Rental - Space and Utilities	1,002,789	958,000	978,100	20,100		20,100
Rental - Other	14,088	15,900	16,200	300		300
Printing	991,470	946,100	975,400	29,300		29,300
Photoduplication	35,878	32,000	32,700	700		700
Other Services	1,825,680	1,805,900	1,843,800	37,900		37,900
Professional & Consult Services	27,600	74,000	75,600	1,600		1,600
Services - Government	11,160	12,000	12,300	300		300
Training	43,145	25,700	26,200	500		500
Research and Development	494,193	534,250	545,450	11,200		11,200
Maint of Equipment and Software	523,664	619,600	632,600	13,000		13,000
Data Base Services	3,175	12,500	12,800	300		300
Subsistence & Support of Persons	16,325	20,000	20,400	400		400
Supplies and Materials	2,301,953	2,145,900	2,191,000	45,100		45,100
Books & Subscriptions Not for Collect	72,890	65,000	66,400	1,400		1,400
Books and Library Materials	17,923,323	17,908,700	18,284,800	376,100		376,100
Equipment, Furnishings, & Software	1,086,716	207,000	211,300	4,300		4,300
Sub-Total, Annual Funds	\$ 26,729,387	\$ 25,759,150	\$ 26,309,450	\$ 550,300	\$ 0	\$ 550,300
Equipment (No-Year)	12,850,512	13,744,000	14,032,600	288,600		288,600
Total, Non-Personal Services	\$ 39,579,899	\$ 39,503,150	\$ 40,342,050	\$ 838,900	\$ 0	\$ 838,900

Schedule A

Library of Congress

Books for the Blind and Physically Handicapped

By Organization and By Object Class

FY 2000

(\$000)

Categories	FY98 Actual		FY99 Estimate		FY00 Estimate		Net Change 99/00	
	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount
1. Breakdown by Organization:								
Library Services								
National Library Service for the Blind & Physically Handicapped	123	\$46,288	121	\$46,824	121	\$48,033	---	+ 1,209
Total	123	\$46,288	121	\$46,824	121	\$48,033	---	\$ + 1,209
2. Breakdown by Object Class:								
11 Personnel Compensation		\$5,700		\$6,226		\$6,537		\$ + 311
12 Personnel Benefits		1,008		1,090		1,149		+ 59
13 Benefits for Former Personnel		--		5		5		
21 Travel		168		203		207		+ 4
22 Transportation of Things		54		35		36		+ 1
23 Rent, Communications & Utilities		1,151		1,112		1,135		+ 23
24 Printing and Reproduction		1,027		978		1,008		+ 30
25 Other Services		2,945		3,104		3,170		+ 66
26 Supplies and Materials		2,302		2,211		2,257		+ 46
31 Equipment		31,933		31,860		32,529		+ 669
Total		\$46,288		\$46,824		\$48,033		\$ + 1,209

Schedule B

Library of Congress
Books for the Blind and Physically Handicapped
Analysis of Change
By Organization and By Object Class
FY 2000
(\$000)

Categories	PROGRAM CHANGES												Net Change	
	Mandatory Changes		Price Level Changes		Staff Level Increases		Other Increases		Program Decreases					
	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount	FTE Staff	Amount
1. Breakdown by Organization:														
Library Services														
Books for the Blind & Physically Handicapped														
Total	--	\$370	--	\$839	--		--		--		--		--	\$ + 1,209
	--	\$370	--	\$839	--		--		--		--		--	\$ + 1,209
2. Breakdown by Object Class:														
11 Personnel Compensation		\$311		--										\$ + 311
12 Personnel Benefits		59		--										+ 59
13 Benefits for Former Personnel				--										+ 4
21 Travel				\$4										+ 1
22 Transportation of Things				1										+ 23
23 Rent, Communications & Utilities				23										+ 30
24 Printing and Reproduction				30										+ 66
25 Other Services				68										+ 46
26 Supplies and Materials				46										+ 669
31 Equipment				669										+ 311
Total		\$370		\$839										\$ + 1,209

Schedule C

Library of Congress
Books for the Blind and Physically Handicapped
Summary
Detailed Analysis of Changes
FY 2000
(\$000)

	Calculation of Base	
	FTE Staff	Amount
Appropriation, 1999	121	\$46,824
Budget Base, 1999	121	46,824
2000 Request		
	FTE Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades		\$67
2. Annualization of pay raise		65
3. Annualization of pay raise (foreign)		—
4. Accident compensation		—
5. Funding of 1/00 pay raise		238
B. Price Level Changes		
1. Travel cost increases		4
2. Transportation of things increases		1
3. Rent and postage increases		23
4. Printing cost increases		30
5. ADP timesharing price increases		—
6. Miscellaneous services increases		65
7. Tuition and training increases		1
8. Supplies cost increases		46
9. Equipment cost increases		669
C. Program Increases		
1. Staff level increases		—
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		—
f. Supplies and materials		—
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits		—
2. Travel		—
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		—
7. Supplies and materials		—
8. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested		1,209
III. Total Appropriation Request, 2000	121	\$48,033

LIBRARY OF CONGRESS

Books for the Blind and Physically Handicapped

Program and Financing (in millions of dollars)			
Identification code 03-0141-0-1-503		1998 actual	1999 est 2000 est
Obligations by program activity:			
00 01	Direct service to users	37	38 39
00 02	Support services	9	9 9
13 00	Total new obligations	46	47 48
Budgetary resources available for obligation:			
22 00	New budget authority (gross)	46	47 48
23 95	Total new obligations	- 46	- 47 - 48
New budget authority (gross), detail:			
40 00	Appropriation	46	47 48
Change in unpaid obligations:			
72 43	Unpaid obligations, start of year Obligated balance, start of year		
73 10	Total new obligations	27 46	28 47 26 48
73 20	Total outlays (gross)	- 45	- 49 - 48
74 40	Unpaid obligations, end of year Obligated balance, end of year	28	26 26
Outlays (gross), detail:			
86 90	Outlays from new current authority	22	23 23
86 93	Outlays from current balances	23	26 25
87 00	Total outlays (gross)	45	49 48
Net budget authority and outlays:			
85 00	Budget authority	46	47 48
90 00	Outlays	45	49 48

Object Classification (in millions of dollars)			
Identification code 03-0141-0-1-503		1998 actual	1999 est 2000 est
11 1	Personnel compensation Full-time permanent	6	6 6
12 1	Civilian personnel benefits	1	1 1
23 1	Rental payments to GSA	1	1 1
24 0	Printing and reproduction	1	1 1
25 2	Other services	2	2 2
25 5	Research and development contracts	1	1 1
25 7	Operation and maintenance of equipment	1	1 1
26 0	Supplies and materials	2	2 2
31 0	Equipment	31	32 32
99 0	Subtotal, direct obligations	45	47 47
99 5	Below reporting threshold	1	1 1
99 9	Total new obligations	46	47 48

Personnel Summary			
Identification code 03-0141-0-1-503		1998 actual	1999 est 2000 est
10 11	Total compensable workyears Exempt Full-time equivalent employment	123	121 121

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

LIBRARY OF CONGRESS

Furniture and Furnishings

LIBRARY OF CONGRESS FURNITURE AND FURNISHINGS

1999 Budget \$ 4,448,000
 2000 Estimate 5,827,000
 Net Increase + \$ 1,379,000

Summary

Fiscal 1999 Actual	Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount

Non-personal Services:

Price Level	\$4,103,785	\$4,448,000	\$4,541,500			+ \$ 93,500
Growing Workload			1,285,500			+ 1,285,500
Total, Furniture and Furnishings	\$4,103,785	\$4,448,000	\$5,827,000			+ \$1,379,000

Price Level	+ \$ 93,500
Growing Workload	+ 1,285,500
Total	+ \$1,379,000

**LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS**

General Statement

This appropriation provides funding for the purchase, maintenance, repair, and installation of furniture, furnishings and equipment for most Library programs. It supports the general Library, the Copyright Office, the National Library Service for the Blind and Physically Handicapped, and the Congressional Research Service.

The items requested in this submission provide on-going improvements in the Library's ability to protect its staff and vast collection, while maintaining researcher and public access to these great works. The request also satisfies on-going telecommunications wiring requirements created by space reconfigurations and provides for replacement equipment for the preservation of and access to the Library's films and recorded sound collections.

The Library is requesting a total of \$5,827,000 to support these efforts in fiscal 2000. This represents an increase of \$1,379,000 over fiscal 1999, and is composed of price level increases of \$83,500 and a growing workload increases of \$1,295,500.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

Fiscal 1998 Actual FTE	Amount	Fiscal 1999 Budget FTE	Amount	Fiscal 2000 Estimate FTE	Amount	Increase FTE	Amount
---------------------------	--------	---------------------------	--------	-----------------------------	--------	-----------------	--------

B. Non-personal Services	\$4,103,785		\$4,448,000		\$5,827,000	+	\$1,379,000
Price Level						+	\$ 93,500
Growing Workload						+	\$1,285,500

- a. Accelerated replacement of James Madison Building Furniture + \$1,220,000

This request is to begin a five-year Accelerated Workstation Modernization Program in the James Madison Building replacing older workstations with more efficient and flexible furniture that accommodates standard modern desktop computer equipment. Over the five-year period, approximately 70% of the Madison Building workstations will be replaced at an estimated total cost of \$7,640,000. The remaining workstations either have been modernized already or do not need to be replaced because of the type of work that is performed (executive work space, mail rooms, etc.). Replacement of the workstations will be completed in accordance with the priorities established by the Library's Fiscal 2000-2004 Strategic Facilities Plan.

The full five-year costs to replace 70% of the James Madison Building workstations is estimated at \$10,889,000. The Library's fiscal 1999 Furniture and Furnishings budget includes \$1,200,000 for furniture and workstations. In each of the next five years, the Library will dedicate \$850,000 a year (for a five-year total of \$3,250,000) – over half of its current furniture base – toward this ergonomic replacement program. The remaining \$7,639,000 is requested as a one-time base adjustment of \$1,528,000 as follows:

**LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS**

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

B. Non-personal Services (continued)

Growing Workload (continued)

a. Accelerated Replacement of James Madison Building Furniture (continued)

Non-personals (Furniture & Furnishings)		+	\$1,220,000
Non-personals for facilities design staff contract (under /SS)		+	246,000
Non-personals for contract ergonomist (under /SS)		+	62,000
			<u>\$1,528,000</u>

The five-year program provides upgrades to approximately 2,200 workstations. A workstation configuration consists of panels, work surfaces, tables, pedestals, shelves, panel hung lamps, lateral file, and carpeting. The requested funding also includes installation costs. This one-time augmentation will continue over the five-year period. The Library's remaining half of the furniture base will continue funding critical replacements of other types of furniture such as side chairs, conference room tables, bookcases, filing cabinets, walk-hung shelving, reading room furniture, etc.

Ergonomically correct workstations were provided in office spaces in the Thomas Jefferson and John Adams Buildings as part of the renovation and restoration of those two buildings; however, the desks and work surfaces purchased and installed in the James Madison Building in the early 1990's were designed for typewriters, not computers. As such,

- standard staff workstations in the James Madison Building do not have sufficient space for keyboards, mice, screens, scanners, CPUs, or printers;

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1998 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

B. Non-personal Services (continued)

Growing Workload (continued)

a. Accelerated Replacement of James Madison Building Furniture (continued)

- staff must sometimes balance keyboards on their laps, or place them on desktops which cannot be adjusted to the proper height;
- Mice cannot be located at the appropriate height and distance from the body to avoid shoulder and wrist strain; and,
- remaining desktop work space is inadequate and ill-designed to promote efficiency. Files, books and other necessary work materials are often placed on the floor or on tall stacks which create safety risks.

Poor workstation design contributes to the risk of injuries, the loss of valued expertise, increased management time dealing with the attendant issues, and expenditures under the Worker's Compensation Program.

The space re-design associated with this effort will be a major workload which the Library's current design staff cannot support. In the Integrated Support Services portion of this budget request, the Library is requesting \$246,000 to fund four contract designers, complementing its current staff, to design space, write specifications for purchase, and to oversee the installation. Additionally, \$62,000 is requested to contract with an ergonomist

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

B. Non-personal Services (continued)

Growing Workload (continued)

- b. Electronic Resources Implementation Workstations + \$ 49,500

To ensure quality service to the Congress, other governments, and the public, the Library has the goal of incorporating the acquisition and delivery of electronic products and services into its permanent operations. In preparation for this presentation, the Library is undertaking an institution-wide planning process, examining all services and functions which are candidates for being performed digitally, including current as well as archival materials. The overall transition to state of the art electronic services library-wide will be a multi-phase, multi-year process. The Library is requesting a permanent base increase to fund the technical staff (*in Preparation of Books*) necessary to support Library Services handling of electronic services in the custodial divisions. This funding request of \$49,600 provides the furniture and furnishings to support this new staff.

- c. Restructuring Registration Process Workstations + \$ 16,000

This \$16,000 request funds the furniture acquisition to support the new staff justified in the Restructuring and Streamlining of the Registration process in the Copyright Office.

**LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS**

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Maint of Equipment and Software	\$ 153,036	\$ 155,000	\$ 158,300	\$ 3,300	\$ 0	\$ 3,300
Furniture and Workstations	944,065	1,353,000	2,666,900	28,400	1,285,500	1,313,900
Telephone Equipment	563,643	150,000	153,200	3,200		3,200
Equipment - Disability Program	0	15,000	15,300	300		300
Transport Equipment	15,921	20,000	20,400	400		400
Security Equipment	1,541,552	1,580,000	1,613,100	33,100		33,100
Broadcast Film Preservation Equip	207,380	235,000	239,900	4,900		4,900
Equipment and Office Machines	541,171	450,000	459,500	9,500		9,500
Public Spaces Furniture	90,307	150,000	153,200	3,200		3,200
Telecommunications Cabling	0	250,000	255,300	5,300		5,300
Overseas Office Furn & Equipment	46,810	90,000	91,900	1,900		1,900
Total	\$ 4,103,785	\$ 4,448,000	\$ 5,827,000	\$ 93,500	\$ 1,285,500	\$ 1,379,000

Schedule A

Library of Congress
Furniture and Furnishings
By Organization and By Object Class
FY 2000
(\$000)

Categories	FY98 Actual		FY99 Estimate		FY00 Estimate		Net Change 99/00	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:								
Office of the Librarian		\$4,792		\$4,448		\$5,827		\$ + 1,379
Total		\$4,792		\$4,448		\$5,827		\$ + \$1,379
2. Breakdown by Object Class:								
11 Personnel Compensation		\$---		\$---		\$---		\$
12 Personnel Benefits								
13 Benefits for Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications & Utilities								
24 Printing and Reproduction								
25 Other Services		321		155		158		+ 3
26 Supplies and Materials		5						
31 Equipment		4,466		4,293		5,669		+ 1,376
Total		\$4,792		\$4,448		\$5,827		\$ + \$1,379

Schedule B

Library of Congress
Furniture and Furnishings
Analysis of Change
By Organization and By Object Class
FY 2000
(\$000)

Categories	Mandatory Changes						PROGRAM CHANGES						Net Change	
	Staff		Amount		Price Level Changes		Staff Level Increases		Other Increases		Program Decreases		Staff	
	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff
1. Breakdown by Organization:														
Office of the Librarian														
Total			\$93						\$1,286				\$ +	1,379
2. Breakdown by Object Class:														
11 Personnel Compensation									\$1,286				\$ +	1,379
12 Personnel Benefits														
13 Benefits for Former Personnel														
21 Travel														
22 Transportation of Things														
23 Rent, Communications & Utilities														
24 Printing and Reproduction														
25 Other Services														
26 Supplies and Materials														
31 Equipment														
Total			\$93						1,286				\$ +	1,379

Schedule C

Library of Congress
Furniture and Furnishings
Summary
Detailed Analysis of Changes
FY 2000
(\$000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1999	—	\$4,448
Budget Base, 1999	—	4,448
	2000 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades		\$—
2. Annualization of pay raise		—
3. Annualization of pay raise (foreign)		—
4. Accident compensation		—
5. Funding of 1/00 pay raise		—
B. Price Level Changes		
1. Travel cost increases		—
2. Transportation of things increases		—
3. Rent and postage increases		—
4. Printing cost increases		—
5. ADP timesharing price increases		—
6. Miscellaneous services increases		3
7. Tuition and training increases		—
8. Supplies cost increases		—
9. Equipment cost increases		90
C. Program Increases		
1. Staff level increases		—
2. Other Program Increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		—
f. Supplies and materials		—
g. Equipment		1,286
D. Program Decreases		
1. Salaries and benefits		—
2. Travel		—
3. Transportation of things		—
4. Rent, communications and utilities		—
5. Printing and reproduction		—
6. Other services		—
7. Supplies and materials		—
8. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested	—	1,379
III. Total Appropriation Request, 2000	—	\$5,827

LIBRARY OF CONGRESS

Furniture and Furnishings

Program and Financing (in millions of dollars)

Identification code 03-0146-0-1-503	1998 actual	1999 est.	2000 est.
Obligations by program activity:			
00 C1 Replacement furniture and furnishings	4	4	6
00 C2 Jefferson and Adams Buildings furniture and furnishings ..	1	2	1
10 00 Total new obligations	5	6	7
Budgetary resources available for obligation:			
21 40 Unobligated balance available, start of year	4	3	1
22 00 New budget authority (gross)	4	4	6
23 90 Total budgetary resources available for obligation	8	7	7
23 95 Total new obligations	-5	-6	-7
24 40 Unobligated balance available end of year	3	1	
New budget authority (gross), detail:			
40 00 Appropriation	4	4	6
Change in unpaid obligations:			
72 40 Unpaid obligations, start of year: Obligated balance, start of year			4
73 10 Total new obligations	5	6	7
73 20 Total outlays (gross)	-5	-5	-8
74 40 Unpaid obligations end of year: Obligated balance end of year	3	4	3
Outlays (gross), detail:			
85 90 Outlays from new current authority	2	2	3
85 93 Outlays from current balances	5	3	5
87 00 Total outlays (gross)	5	5	8
Net budget authority and outlays:			
89 00 Budget authority	4	4	6
90 00 Outlays	5	5	8

This activity provides for the purchase, installation, maintenance, and repair of furniture, furnishings, and office and library equipment to support Library operations.

Object Classification (in millions of dollars)

Identification code 03-0146-0-1-503	1998 actual	1999 est.	2000 est.
Equipment			
31 0 Annual furniture and equipment	4	4	6
31 0 Furnishings in Jefferson and Adams Buildings	1	2	1
95 0 Total new obligations	5	6	7

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

LIBRARY OF CONGRESS

Administrative Provisions

LIBRARY OF CONGRESS ADMINISTRATIVE PROVISIONS

Section 202. Request to increase the authorization for expenses of attendance at meetings from \$194,290 to \$198,390, of which \$59,300 is for the Congressional Research Service.

Appropriation	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
			Price Level	Growing Workload	Total Increase
Increase by appropriation as follows:					
Salaries and Expenses, Library of Congress	\$108,510	\$110,810	\$2,300		\$2,300
Salaries and Expenses, Copyright Office	21,580	22,080	500		500
Books for the Blind and Physically Handicapped	6,100	6,200	100		100
Total, Title II	\$136,190	\$139,090	\$2,900		\$2,900
Congressional Research Service, Title I	58,100	59,300	1,200		1,200
Total, Attendance at Meetings	\$194,290	\$198,390	\$4,100	\$0	\$4,100

The Library used the OMB Annual Baseline Adjustment Factor for Non-Pay Costs of 2.1 percent.

LIBRARY OF CONGRESS ADMINISTRATIVE PROVISIONS

Section 207. The Legislative Branch Appropriations Act of 1994, P.L. 103-69, requires that obligations for any reimbursable and revolving fund activities performed by the Library of Congress are limited to the amounts provided in appropriation acts. The Library requests the obligational authority consistent with this provision:

► Reimbursable Funds	\$86,000,000
► Revolving Funds	\$12,788,000

Further justification for these amounts is provided in the Reimbursable and Revolving Fund sections of this document. The following is proposed administrative provision:

Sec. 207. (a) For fiscal year 2000, the obligational authority of the Library of Congress for the activities described in subsection (b) may not exceed **\$98,788,000**.

(b) The activities referred to in subsection (a) are reimbursable and revolving fund activities that are funded from sources other than appropriations to the Library in appropriations Acts for the legislative branch.

The Library of Congress, Salaries and Expenses appropriation language change:

The Library requests approval of the same multi-year contract authority that was approved by the Congress previously for other Federal agencies. Basic principles of appropriations law (as interpreted by decisions of the Comptroller General, e.g. 71 Comp. Gen. 428) preclude government agencies from entering into multi-year contracts without specific statutory authority. In 1994, the Executive branch successfully initiated passage of the Federal Property and Administrative Services Act, which provides Executive agencies such authority, 41 U.S.C. 2531 and 254c. In 1997, the General Accounting Office also obtained multi-year contracting authority.

Multi-year contracting authority would be useful to the Library because the Library must now make all severable service contracts coterminal with the fiscal year. Appropriated funds may only be used for services that will be delivered during a twelve-month period coinciding with the applicable fiscal year. This creates an enormous workload for the contracting personnel at the beginning of each fiscal year, as all severable services contracts must be rewritten at the same time. The proposed administrative provision would permit severable service contracts (e.g., for maintenance and servicing of equipment, subscriptions) to be "staggered" throughout the year, making better use of the Library's contracting resources. In addition, the new language would better

LIBRARY OF CONGRESS ADMINISTRATIVE PROVISIONS

enable the Library to fulfill one of its primary missions, that of acquiring research materials for Congress not otherwise available through copyright deposit, transfer from other federal libraries gift or domestic or international exchange. In a number of cases, materials of enduring value cannot be acquired because the acquisition cost cannot be obligated over more than one fiscal year. This language permits the Library to enter into any contract for a period not exceeding five years, and offers the Library the option of obligating current budget authority for the cost of the full period of the contract, or obligating the cost of the first fiscal year (in which the contract is in effect) and the estimated termination cost.

The following addition to the Library of Congress, Salaries and Expenses appropriations language is proposed:

Sec. 208. The Library of Congress may use funds, now and hereafter, to enter into contracts for the lease or acquisition of severable services for a period that begins in one fiscal year and ends in the next fiscal year and to enter into multi-year contracts for the acquisition of property and services, to the same extent as executive agencies under the authority of sections 303L and 304B, respectively, of the Federal Property and Administrative Services Act (41 U.S.C. 2531 and 254c).

The Library of Congress Copyright Office appropriation language change:

The Library requests the deletion of the phrase "including publication of the decisions of the United States courts involving copyright". The publication referred to is a compilation of U.S. copyright decisions that the Copyright Office began publishing in order to have a useful indexed reference of all copyright cases. The Office discontinued the publication because it is now possible to get most of the cases quickly through electronic means and also because the publication itself is very labor intensive and costly to produce.

The following change in the Copyright Office Salaries and Expenses appropriations language is proposed (bracketed and bold text represents proposed deletion):

For necessary expenses of the Copyright Office, [including publication of the decisions of the United States courts involving copyrights.] \$37,639,000, of which not more than \$20,800,000 to remain available until expended, shall be derived from collections credited to this appropriation during fiscal year 2000 under 17 U.S.C. 708(d); Provided, that the Copyright Office may not obligate or expend any funds derived from collections under 17 U.S.C. 708(d), in excess of the amount authorized for obligation or expenditure in appropriation Acts: Provided further, That not more than \$3,454,000 shall be derived from collections during fiscal year 2000 under 17 U.S.C. 111(d)(2), 118 (b)(2), 802 (h), and 1006: Provided further, That the total amount available for obligation shall be reduced by the amount by which collections are less than \$28,254,000. Provided further, That not more than \$100,000 of the amount appropriated is available for the maintenance of an "International Copyright Institute" in the Copyright Office of the Library of Congress for the purpose of training nationals of developing countries in intellectual property laws and policies: Provides further, That not more than \$2,250 may be expended on the certification of the Librarian of Congress, in connection with official representation and reception expenses for activities of the International Copyright Institute.

LIBRARY OF CONGRESS

Reimbursable Program

Salaries and Expenses

LIBRARY OF CONGRESS
REIMBURSABLE PROGRAM
SALARIES AND EXPENSES

Total	Reimbursable Collections	Regular Bill
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1999 Budget	\$86,977,100	-	\$86,977,100	\$	---
2000 Estimate	86,000,000	-	86,000,000		---
Net Increase/Decrease ...	- \$ 977,100	+	\$ 977,100	\$	---

Summary

	Fiscal 1998 Actual FTE Amount	Fiscal 1998 Budget FTE Amount	Fiscal 2000 Estimate FTE Amount	Increase FTE Amount
Mandatory Increases	\$	\$	\$ 253,400	+ \$ 253,400
FTEs	110 6,600,717	140 7,968,488	117 6,616,000	- 23 - 1,350,488
	110 \$ 6,600,717	140 \$ 7,968,488	117 \$ 6,669,400	- 23 - \$1,097,088
Non-personal services:				
Price level	\$57,010,838	\$79,010,612	\$ 80,669,470	+ \$1,658,858
Growing Workload	\$57,010,838	\$79,010,612	- 1,538,870	- 1,538,870
			\$79,130,600	+ \$ 119,988
Total, Reimbursable Program	110 \$63,611,555	140 \$86,977,100	117 \$86,000,000	- 23 - \$ 977,100
Less: Reimbursable Collections	- 63,611,555	- 86,977,100	- 86,000,000	+ 977,100
Total Appropriation	110 \$	140 \$	117 \$	- 23 \$

Mandatory Increases	+ \$ 253,400			
Price Level	+ 1,658,858			
Growing Workload	- 2,889,358			
Total	- \$ 977,100			

**LIBRARY OF CONGRESS
REIMBURSABLE PROGRAM
SALARIES AND EXPENSES**

General Statement

Under authority of the Economy Act (31 U.S.C. 1535-1536) the Library provides reimbursable services to other Federal government agencies when it is determined by both parties that the Library can provide the applicable service in a more economical and cost effective manner. In each instance, the Library and the sponsoring agency enter into an interagency agreement (IAG) which sets forth the services to be provided. Funds transferred from the sponsoring agency are credited to the Library's accounts and used to pay for the direct and indirect costs of providing the reimbursable services. Funds transferred in excess of actual costs of providing the services are returned to the sponsoring agency.

Major categories of reimbursable services that the Library provides include:

- ▶ **Federal Library and Information Network (FEDLINK) program** - This program supports the Federal Library and Information Center Committee (FLICC) through cost effective training, procurement of books, serials, and computer-based information retrieval services for more than 1,300 FEDLINK members. Under this program, the consolidated purchasing power of Federal libraries across the government permits the Library to negotiate economical contracts with more than 100 vendors. Most of the funds transferred from agencies participating in the program are for services provided by these vendors. While FEDLINK did not achieve the estimated \$81.2 million reimbursement level in fiscal 1998, it plans to offer additional database retrieval services and provide more cost-effective serials contracts, (including electronic journal subscriptions and digital document delivery) to reach the authorized level in fiscal 2000.
- ▶ **Federal Research Division (FRD)** - This program provides customized research services, to Federal agencies, on a cost-recovery basis. The products derived from these services make the Library's vast collections available to analysts and policymakers throughout the Federal government, maximizing the utility of the collections through the language and area expertise of the FRD staff.

The Library is requesting obligational authority of \$86,000,000 in fiscal 2000 for the Reimbursable Program. This includes \$79,000,000 for the FEDLINK program, \$1,300,000 for the FRD program, \$1,936,000 for indirect program support, and \$3,764,000 for all other activities.

LIBRARY OF CONGRESS
REIMBURSABLE PROGRAM
SALARIES AND EXPENSES

Justification of Increases and Decreases

Fiscal 1999 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) ETEs 110 \$ 6,600,717 140 \$7,969,488 117 \$ 6,869,400 - 23 - \$1,097,088

Mandatory Increases + \$ 253,400

Mandatory increases are based on pay raise assumptions of 3.6 percent for annualization of the pay raise effective January 1999, and 4.4 percent for the pay raise effective in January 2000.

Salaries + \$210,000
 Personnel Benefits + 43,400
 Total + \$253,400

Growing Workload Decrease - \$1,350,488

The decrease reflects an adjustment for the Federal Research Division and the National Science Foundation based on reduced requirements of reimbursable customers. Additionally, Decade of the Brain support will end in fiscal 1999.

Salaries - \$1,120,000
 Personnel Benefits - 230,488
 Total - \$1,350,488

LIBRARY OF CONGRESS
REIMBURSABLE PROGRAM
SALARIES AND EXPENSES

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
FTE	Amount	FTE	Amount

B. Non-personal Services	\$57,010,898	\$79,010,612	\$79,130,800	+	\$ 119,888
Price Level				+	\$1,658,858
Growing Workload				-	\$1,538,870

Net Growing Workload Decrease:

Travel	+	\$ 36,703
Transportation of Things	+	402
Postage	+	16,014
Telephones	+	5,991
Rental - Space	-	763,400
Rental - Other	+	178,038
Printing	-	64,283
Photoduplication	+	8,270
Other Services	-	1,399,188
Professional and Consultant Services	+	9,480
Services - Government	+	627,432
Training	+	186,842
Maint of Equipment and Software	+	148,476
Data Base Services	+	13,708
Supplies and Materials	-	43,359
Books & Subscriptions Not for LC Collections	+	1,563
Books and Library Materials	-	687,061
Equipment, Furnishings, and Software	+	222,520
Net Growing Workload Decrease	-	\$1,538,870

LIBRARY OF CONGRESS
REIMBURSABLE PROGRAM
SALARIES AND EXPENSES

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

B. Non-personal Services (continued)

Growing Workload (continued)

Net Growing Workload Decrease: (continued)

The net decrease reflects an adjustment to the Federal Research Division and the National Science Foundation Antarctic Project based upon trends in actual requirements of reimbursable customers. The FEDLINK program also reflects a realignment of amounts including a decrease for space rental due to relocation from Market Square to the John Adams building on Capitol Hill.

**LIBRARY OF CONGRESS
REIMBURSABLE PROGRAM
SALARIES AND EXPENSES**

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 126,639	\$ 163,600	\$ 203,445	\$ 3,142	\$ 36,703	\$ 39,845
Transportation of Things	1,400	900	1,321	19	402	421
Postage	55,200	48,700	65,718	1,004	16,014	17,018
Telephones	6,229	17,700	24,053	372	5,881	6,363
Rental - Space and Utilities	418,796	763,400	0		(763,400)	(763,400)
Rental - Other	81,379		179,039		179,039	179,039
Printing	573,866	749,400	708,199	23,092	(64,293)	(41,201)
Photoduplication	49,022	93,400	103,568	1,898	8,270	10,168
Other Services	1,199,670	1,924,600	565,705	40,303	(1,399,198)	(1,358,895)
Professional & Consult Services	122,033	179,400	189,199	319	9,480	9,799
Services - Government	690,016	400,000	1,035,800	8,388	627,432	635,800
Training	83,257	94,000	254,817	1,975	158,842	160,817
Maint of Equipment and Software	133,017	46,300	185,748	972	148,476	148,448
Data Base Services	18,854,779	27,047,112	27,628,682	567,861	13,709	581,570
Subsistence & Support of Persons	59,635	0	0			0
Supplies and Materials	1,484,581	1,299,600	1,283,501	27,260	(43,369)	(16,099)
Books & Subscriptions Not for Collect	0	0	1,563		1,563	1,563
Books and Library Materials	32,401,321	46,116,100	46,400,032	980,993	(697,081)	283,932
Equipment and Furnishings	220,838	66,400	290,200	1,280	222,520	223,800
Refunds	469,160	0	0			0
Total	\$ 57,010,838	\$ 79,010,612	\$ 79,130,600	\$ 1,858,868	\$ (1,538,870)	\$ 119,988

LIBRARY OF CONGRESS **Appropriated/Gift and Trust Funds**

Joint Projects

LIBRARY OF CONGRESS **APPROPRIATED/GIFT AND TRUST FUNDS** **JOINT PROJECTS**

	Appropriated			Gift & Trust			Total		
1999 Budget			\$11,647,818			\$25,880,500			\$37,528,318
2000 Estimate			8,828,576			23,117,800			31,946,376
Net Increase/Decrease			\$ 2,819,242			\$ 2,762,700			\$ 5,581,942

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase/Decrease	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Mandatory Increases (Appropriated)		\$		\$		\$		\$
Mandatory Increases (Gift and Trust)								
		\$		\$		\$		\$
FTEs (Appropriated)			(80.50)	\$ 5,592,061	(74.25)	\$ 4,638,661	(16.25)	\$ 953,400
FTEs (Gift and Trust)	(81.50)	4,288,566	(108.00)	5,902,000	(102.50)	5,352,000	(5.50)	540,000
	(81.50)	\$ 4,288,566	(198.50)	\$11,494,061	(176.75)	\$10,000,661	(21.75)	\$1,493,400
Non-personal Services:								
Price Level (Appropriated)		\$		\$		\$		\$
Price Level (Gift and Trust)								
		\$		\$		\$		\$
Growing Workload (Appropriated)		\$		\$ 8,055,757		\$ 3,983,757		\$ -2,072,000
Growing Workload (Gift and Trust)		11,057,726		19,978,500		17,541,700		-2,436,800
		\$		\$26,034,257		\$21,525,457		\$ -4,508,800
Subtotal, Appropriation		\$		\$11,647,818		\$ 8,828,576		\$ -2,819,242
Subtotal, Gift and Trust		15,344,292		25,880,500		23,117,800		-2,762,700
Total, Joint Projects	(81.50)	\$15,344,292	(198.50)	\$37,528,318	(176.75)	\$31,946,376		\$ -5,581,942

Mandatory Increases	+	\$ 393,258
Price Level	+	27,000
Growing Workload	-	6,002,200
Total	-	\$5,581,942

**LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS**

General Statement

Under the authority of 2 U.S.C. 154-163, 175; 20 U.S.C. 2106; 31 U.S.C. 1321, the Library of Congress maintains gift and trust fund activities to further Library activities. By statute (U.S.C. 160), the Librarian of Congress is authorized to receive gifts or bequests of money for immediate disbursement to the interest of the Library, its collections, or its services. Under the provisions of the Trust Fund Board Act of 1925, as amended (2 U.S.C. 154-163), the Library of Congress Trust Fund Board is established and authorized to accept, receive, hold, and administer gifts, bequests, or devises of property for the benefit of or in connection with the Library, its collections, or its services. Title 2, U.S.C. 175 authorizes the Librarian of Congress to receive money and other property donated, bequeathed, or devised for the purposes of the Center for the Book. It is within these provisions that the Library administers its Joint Appropriated/Gift and Trust Funds Projects, the purpose of which are to provide financial support through leveraging of appropriated resources with private contributions and reimbursements to enhance the Library's core services to the Congress, scholars and researchers, and the American public. Thirty library gift and trust funds meet the activity reporting criteria established by the Congress as Library of Congress gift and trust funds with expected obligations in fiscal 2000 of \$100,000 or more.

Activities these funds support include: (1) the maintenance and development of a Japan Documentation Center to increase knowledge of and access to current Japanese public policy information, and the acquisition of unique and historically significant items and collections beyond those items normally obtainable through the use of appropriated funding; (2) research, reader and reference services, including the Library's National Digital Library, its Film Preservation Program, and activities related to building research capacity in the Congressional Research Service; (3) organization of the collections, including the centralized services of Documents Expediting Project, Dewey Decimal classification, maintenance and development of the Caroline and Erwin Swann Collections, and continued processing of high priority illustrators' drawings in the Library's Cabinet of American Illustrations, Cartoon Drawings filing series; and (4) public programs, including Library exhibitions, the Bicentennial program, music programs and performances, public outreach presentations through lectures, symposia, publications, special events, and electronic distribution of information.

In fiscal 2000, the Library will obligate a combination of **\$9,928,576** in appropriated funds and **\$23,117,800** of private contributions and reimbursements, for a total of **\$31,946,376** to accomplish the programs and activities highlighted in this budget presentation.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

1. ACQUISITION OF LIBRARY MATERIALS

	Appropriated		Gift & Trust		Total
1999 Budget		\$ 1,183,700		\$ 6,691,000	\$ 7,874,700
2000 Estimate		1,139,600		6,383,300	7,522,900
Net Increase/Decrease		- \$ 44,100		- \$ 307,700	- \$ 351,800

	Fiscal 1999 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase/Decrease	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Mandatory Increases (Appropriated)		\$ ---		\$ ---		\$ 4,900		+ \$ 4,900
Mandatory Increases (Gift and Trust)		\$ ---		\$ ---		6,400		+ 6,400
						\$ 11,300		+ \$ 11,300
FTEs (Appropriated)	(2.5)	\$ 93,103	(1.0)	\$ 117,800	(1.0)	\$ 117,800		
FTEs (Gift and Trust)	(2.5)	\$ 93,103	(3.0)	158,000	(1.5)	75,700		- 82,300
			(4.0)	\$ 275,800	(2.5)	\$ 193,500		- 82,300
Non-personal Services:								
Price Level (Appropriated)		\$ ---		\$ 1,065,900		\$ 1,065,900		\$ ---
Price Level (Gift and Trust)		\$ 554,419		6,533,000		6,533,000		\$ ---
		\$ 554,419		\$ 7,598,900		\$ 7,598,900		\$ ---
Growing Workload (Appropriated)		\$ ---		\$ ---		\$ 49,000		- \$ 49,000
Growing Workload (Gift and Trust)		\$ ---		\$ ---		231,800		- 231,800
						\$ 280,800		- \$ 280,800
Subtotal, Appropriation		\$ ---		\$ 1,183,700		\$ 1,139,600		- \$ 44,100
Subtotal, Gift and Trust		\$ 647,522		6,691,000		6,383,300		- 307,700
Total, Acquisition of Library Materials	(2.5)	\$ 647,522	(4.0)	\$ 7,874,700	(2.5)	\$ 7,522,900	(1.5)	- \$ 351,800
Mandatory increases	+	\$ 11,300						
Growing Workload	-	363,100						
Total	-	\$ 351,800						

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

1. ACQUISITION OF LIBRARY MATERIALS
A. Japan Documentation Center

General Statement

The Library of Congress and the Japan Foundation's Center for Global Partnership (CGP) joined in a cooperative agreement to establish a Japan Documentation Center (JDC) within the Library of Congress. The JDC's mission is to increase knowledge of and access to current Japanese public policy information in a timely and effective manner for congressional researchers, Federal agencies, academia, the business sector, and the general public. The JDC also operates the Tokyo Acquisition Facility which contacts Japanese ministries, policy research institutes, and other bodies issuing reports to ensure the acquisition of public education policy related documents that are impossible to obtain through commercial channels. In addition, the JDC conducts periodic educational workshops aimed at familiarizing United States researchers with Japanese information resources, provides procedures for accessing information, and also issues a newsletter in paper and maintains a Web page to keep users and potential users updated on the Center's activities and resources. Once the documents are received at the Library, they are abstracted, indexed and added to an on-line bibliographic database and then made available to the Congress, the Congressional Research Service, and the public via the Internet.

In fiscal 2000, the JDC's program objectives are to: (1) continue to publicize the Center's activities on disseminating information about new acquisitions and services; (2) transfer the JDC documents and reference services to the Japanese Section; and (3) close the Tokyo Acquisition Facility.

The JDC three-year contract is due to expire on March 31, 2000. The Head of JDC is being paid with appropriated funds. There are no plans to continue the JDC in the Library of Congress by further negotiations or fund raising.

In fiscal 2000, the Library plans to obligate a combination of \$156,600 in appropriated funds, and \$212,600 of privately donated funds, for a total of \$369,200 to accomplish the JDC mission and to ensure a smooth transfer of JDC documents and services to the Japanese Section.

LIBRARY OF CONGRESS
 APPROPRIATED/GIFT AND TRUST FUNDS
 JOINT PROJECTS

1. ACQUISITION OF LIBRARY MATERIALS
 A. Japan Documentation Center

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs	(2.5)	\$	93,103	(4.0)	\$ 275,800	(2.5)	204,800	-(1.5)	- \$ 71,000
Mandatory Increases									+ \$ 11,300

Mandatory increases are based on pay raise assumptions of 3.6 percent for annualization of the pay raise effective January 1999, and 4.4 percent for the pay raise effective in January 2000.

Appropriated:

Salaries	\$ 3,500
Personnel Benefits	1,400
Total	\$ 4,900

Gift and Trust:

Salaries	\$ 5,100
Personnel Benefits	1,300
Total	\$ 6,400

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

1. ACQUISITION OF LIBRARY MATERIALS
A. Japan Documentation Center

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1998 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(1) FTEs (continued)

Growing Workload \$ 82,300

The decrease in Gift and Trust Fund obligations of \$82,300, and a reduction of 1.5 FTEs, results from the Japan Documentation Center funding being exhausted March 31, 2000.

Gift and Trust:

Salaries	-(1.5)	\$ 85,100
Personnel Benefits		17,200
Total	-(1.5)	\$ 82,300

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

1. ACQUISITION OF LIBRARY MATERIALS
A. Japan Documentation Center

Justification of Increases and Decreases

Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Increase
FTE	Amount	FTE	Amount

(2) Non-personal Services	\$ 239,726	\$ 315,000	\$ 184,400	- \$ 150,600
Growing Workload (Appropriated & Gift and Trust Funds)				- \$ 150,600

A decrease of \$31,100 in appropriated obligations is expected for the Japan Documentation Center in fiscal 2000.

Services - Government - \$ 31,100

A decrease of \$119,500 in gift and trust fund obligations is estimated for the Japan Documentation Center in fiscal 2000.

Travel	\$ 10,000
Transportation of Things	300
Postage	300
Other Services	7,500
Services - Government	15,000
Training	500
Maintenance of Equipment & Software	200
Supplies and Materials	500
Books and Library Materials	85,200
Total	\$119,500

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

1. ACQUISITION OF LIBRARY MATERIALS
A. Japan Documentation Center

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 22,119	\$ 25,000	\$ 15,000	\$ 0	\$ -10,000	\$ -10,000
Transportation of Things	700	600	300		-300	-300
Postage	600	600	300		-300	-300
Telephones		100	100			0
Printing	1,840	3,000	3,000			0
Other Services	21,353	18,500	11,000		-7,500	-7,500
Services - Government	29,757	95,000	48,900		-46,100	-46,100
Training	390	500	0		-500	-500
Maint of Equipment and Software	420	400	200		-200	-200
Supplies and Materials	886	1,000	500		-500	-500
Books and Library Materials	161,661	170,300	85,100		-85,200	-85,200
Total	\$ 239,726	\$ 315,000	\$ 164,400	\$ 0	\$ -150,600	\$ -150,600

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

1. ACQUISITION OF LIBRARY MATERIALS

B. Special Collections

General Statement

The goal of the Library's Special Collections projects is to acquire historically significant items and collections, through fund raising efforts and from investment income accrued from the Library's trust funds, that would build on the Library's strengths, fill in gaps, and ensure the overall depth and diversity of the research collections. The Library's Special Collections acquisitions typically involve forming committees consisting of Library area experts and outside experts, who review recommendations for additions to the collections presented by Library curators. Since 1995, four subcommittees have been established to focus on particularly strong areas of Library collecting interest: Americana; Rare Books and Cartography; Performing Arts; and the Visual Arts. The committees determine which of the recommended collections are available within the price range of the fund and conform to the specified purpose of the fund. Committee members review and negotiate with dealers for the best possible financial arrangements for the various collections that meet committee criteria. Upon completion of their reviews and negotiations, the committees make purchase recommendations through normal Library channels.

- ▶ **Library Services, "Gifts to the Nation - Acquisitions" Gift Fund** - supports the acquisition of special collections, library materials, and restoration of the Thomas Jefferson Library materials in conjunction with the Library's Bicentennial plan. The Library will celebrate its Bicentennial in the year 2000 and "Gifts to the Nation" is fundamental to the Bicentennial effort. The Library is hopeful that all libraries across the nation will participate in the Bicentennial in some way - such as hosting a public event, taking part in a Favorite Poem program, or becoming involved in the Local Legacies project documenting the cultural traditions and events in their community. "Gifts to the Nation" is a program that encourages participation by friends and donors by making a "Gift to the Nation". The Library has compiled a list of special acquisitions, totaling some 60 items and collections ranging from \$7,500 to \$30 million, aimed at enriching the collections. In fiscal 2000, the Library estimates obligating \$947,800 of appropriated funds (the estimated cost of existing staff time) and \$5,959,000 of gift funds for a total of \$6,897,800 in support of the "Gifts to the Nation" acquisition initiative.

- ▶ **James Madison National Council (JMNCC) Trust Fund Acquisitions Committee** - In fiscal 1999, the Librarian approved the recommendation of the JMNCC Acquisitions Committee to purchase seven items for the Library's collections. The items earmarked for purchase are on the "Gifts to the Nation" list and include: a Persian Celestial Globe; a Wall Map of America, 1781; a Letter of Stonewall Jackson, 1862; a Beethoven letter; a Washington Survey, 1750; Aaron Siskind's *The Harlem Document*; and an early 19th century Haggadah. Members of the Council also provided support for the general collections for two new illustrated Guides to the Law Library, the American Folklife Collections, and for items toward the restoration of the Thomas Jefferson Library. In fiscal 2000, the Library will obligate approximately \$35,200 of appropriated funds and \$220,700 of gift and trust funds for a total of \$255,900 for JMNCC projects in support of Library acquisitions.

In fiscal 2000, the Library plans to obligate a combination of \$983,000 in appropriated funds, and \$6,170,700 of privately donated funds, for a total of \$7,153,700 for acquisitions of special collections.

LIBRARY OF CONGRESS
 APPROPRIATED/GIFT AND TRUST FUNDS
 JOINT PROJECTS

1. ACQUISITION OF LIBRARY MATERIALS
 B. Special Collections

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services	\$ 314,893	\$ 7,283,900	\$ 7,153,700	-	\$ 130,200
Growing Workload (Appropriated and Gift and Trust Funds)				-	\$ 130,200

A decrease of \$17,900 in appropriated obligations is expected for Special Collections in fiscal 2000.

Services - Government - \$ 17,900

A decrease of \$112,300 in gift and trust fund obligations is estimated for Special Collections in fiscal 2000.

Books and Library Materials - \$112,300

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

1. ACQUISITION OF LIBRARY MATERIALS
B. Special Collections

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 1,900	\$ 0	\$ 0	\$ 0	0	0
Services - Government		1,000,900	983,000		(17,900)	(17,900)
Professional and Consultant Services	3,054		0			
Books and Library Materials	309,739	6,283,000	6,170,700		(112,300)	(112,300)
Total	\$ 314,693	\$ 7,283,900	\$ 7,153,700	\$ 0	\$ (130,200)	\$ (130,200)

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES

	Appropriated	Gift & Trust	Total
1999 Budget	\$ 7,033,818	\$ 9,658,700	\$ 16,692,518
2000 Estimate	5,080,776	6,877,300	11,958,076
Net Increase/Decrease	- \$ 1,953,042	- \$ 2,781,400	- \$ 4,734,442

	Fiscal 1998 Actual	Fiscal 1998 Budget	Fiscal 2000 Estimate	Increase/Decrease
	FTE Amount	FTE Amount	FTE Amount	FTE Amount
Mandatory Increases (Appropriated)	\$ ---	\$ ---	\$ 156,058	+ \$ 156,058
Mandatory Increases (Gift and Trust)	\$ ---	\$ ---	126,500	+ 126,500
			\$ 282,558	+ \$ 282,558
FTEs (Appropriated)	\$ ---	\$ 3,512,961	(44.75) \$ 3,462,461	- (3.5) - \$ 50,500
FTEs (Gift and Trust)	(54.1) 2,684,471	(70.76) 3,595,000	(84.25) 3,092,900	- (6.5) - \$ 502,100
	(54.1) \$ 2,684,471	(119.00) \$ 7,107,961	(109.00) \$ 6,555,361	- (10.0) - \$ 552,600
Non-personal Services:				
Price Level (Appropriated)	\$ ---	\$ ---	\$ 27,000	+ \$ 27,000
Price Level (Gift and Trust)	\$ ---	\$ ---	\$ 27,000	+ \$ 27,000
Growing Workload (Appropriated)	\$ ---	\$ 3,520,857	\$ 1,435,257	- \$ 2,085,600
Growing Workload (Gift and Trust)	3,760,056	8,083,700	3,657,900	- 2,405,800
	\$ 3,760,056	\$ 9,584,557	\$ 5,093,157	- \$ 4,491,400
Subtotal, Appropriation	\$ ---	\$ 7,033,818	\$ 5,080,776	- \$ 1,953,042
Subtotal, Gift and Trust	6,444,527	9,658,700	6,877,300	- 2,781,400
Total, Research, Reader & Reference Services	(54.1) \$ 6,444,527	(119.00) \$ 16,692,518	(109.00) \$ 11,958,076	- (10.0) - \$ 4,734,442
Mandatory Increases	+ \$ 282,558			
Price Level	+ 27,000			
Growing Workload	- 5,044,000			
Total	- \$ 4,734,442			

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES

A. National Digital Library

General Statement

The National Digital Library Program (NDLP) will serve the Congress and the nation in the 21st century by building on existing institutional strengths and enhancing them with new technology. By the year 2000, the Library's goal is to make millions of digital items accessible from the collections of the Library and other institutions.

In fiscal 2000, the NDLP will continue to create high-quality digital content, thereby continuing to provide the widest possible access to the most unique, interesting, and educationally valuable core of the Library's historical Americana collections. The NDLP's digitized content will be made widely accessible to the American public via the Internet.

The NDLP fiscal 2000 emphasis will be on digitizing the Library's core content, and collaborating with other repositories, using private sector funding vehicles such as the LC/Ameritech National Digital Library Competition, to digitize their collections. A gift from the Ameritech Foundation enabled the Library to initiate the Library of Congress/Ameritech National Digital Library Competition to permit public, research, and academic library museums, historical societies, and archival institutions (other than federal) to create digital collections of primary resource material. These digital collections are intended to complement and enhance the collections of the NDLP. The NDLP will provide on-line access to these digitized contents via the American Memory website.

The NDLP, through the use of gift and trust funds, will continue its educational outreach efforts in fiscal 2000. Projects for implementation include enhancements to the Learning Page, building an on-line teacher community, and continuing the Fellows program which targets the K-12 teaching and library community and their use of National Digital Library's primary source materials.

In fiscal 2000, the Library plans to obligate an estimated \$6,084,600 of trust funds and is requesting \$3,839,676 in appropriated funds, for a combined total of \$9,924,276, to support NDLP activities.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES
A. National Digital Library

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (47.8) \$ 2,387,758 (103.25) \$5,848,681 (94.75) \$5,573,419 -. (8.5) -. \$273,242

Mandatory Increases + \$235,658

Mandatory increases are based on pay raise assumptions of 3.6 percent for annualization of the pay raise effective January 1999, and 4.4 percent for the pay raise effective in January 2000.

Appropriated:

Salaries	\$ 97,080
Personnel Benefits	18,278
Total	\$ 115,358

Gift and Trust:

Salaries	\$ 99,700
Personnel Benefits	20,600
Total	\$ 120,300

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES
A. National Digital Library

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (continued)

Growing Workload (Appropriated/Gift and Trust Funds) - (8.5) - \$508,900

The decrease in appropriated funds of \$250,000 reflects a decrease of 5 FTEs for support of the "Meeting of the Frontiers" and the "Lewis and Clark Bicentennial Commemoration" initiatives.

Appropriated:

Salaries - (5.0) - \$195,000
Personnel Benefits - 55,000
Total - (5.0) - \$250,000

The gift and trust fund decrease of \$258,900 is a result of completing the implementation of the National Digital Library/Teacher Network on the World Wide Web, shifting the program emphasis from implementation to maintenance of the network.

Gift and Trust:

Salaries - (3.5) - \$237,900
Personnel Benefits - 21,000
Total - (3.5) - \$258,900

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES
A. National Digital Library

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1998 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(2) Non-personal Services	\$ 3,660,474	\$8,464,457	\$4,350,857	- \$4,113,600
Price Level				+ \$ 27,000
Growing Workload (Appropriated/Gift and Trust Funds)				- \$4,140,600

A decrease of \$2,000,000 in appropriated funding is associated with the "Meeting of the Frontiers" and the "Lewis and Clark Bicentennial Commemoration" initiatives.

Travel	- \$ 100,000
Other Services	- 1,900,000
Total	- \$2,000,000

A decrease of \$2,140,600 in gift and trust fund obligations is a result of a shift in emphasis from implementation of the annual fellows institute to maintenance of the on-line National Digital Library/Teacher Network, and completion of the funded upgrade of the National Digital Library Visitor's Center in fiscal 2000.

Travel	- \$ 28,000
Transportation of Things	- 4,800
Postage	- 200
Rental - Other	- 40,000
Printing	- 15,500
Other Services	- 1,025,100
Professional and Consultant Services	- 341,500
Services - Government	- 7,500
Supplies and Materials	- 2,900
Books and Subscriptions Not for Collections	- 200
Equipment, Furnishings, and Software	- 229,000
Awards	- 445,900
Total	- \$2,140,600

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES

A. National Digital Library

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 39,849	\$ 153,400	\$ 25,400	\$ 0	\$ (128,000)	\$ (128,000)
Transportation of Things	4,410	5,800	1,000		(4,800)	(4,800)
Postage	2,400	3,200	3,000		(200)	(200)
Telephones	0	1,600	1,600			0
Rental - Other	52,325	40,000	0		(40,000)	(40,000)
Printing	39,394	39,500	24,000		(15,500)	(15,500)
Photoduplication	46,621	20,000	20,000			0
Other Services	1,965,924	5,983,957	3,084,257	15,400	(2,925,100)	(2,909,700)
Professional & Consult Services	586,514	701,500	360,000		(341,500)	(341,500)
Services - Government	18,099	12,500	5,000		(7,500)	(7,500)
Training	27,270	45,600	45,900	300		300
Security Investigations	66	400	400			0
Supplies and Materials	42,139	41,900	39,000		(2,900)	(2,900)
Books & Subscriptions Not for Collect	718	2,200	2,000		(200)	(200)
Books and Library Materials	19	1,000	1,000			0
Equipment and Furnishings	155,078	881,000	663,300	11,300	(229,000)	(217,700)
Grants and Awards	679,648	520,900	75,000		(445,900)	(445,900)
Total	\$ 3,660,474	\$ 8,464,457	\$ 4,350,857	\$ 27,000	\$ (4,140,600)	\$ (4,113,600)

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES

B. Program Development

General Statement

Gift and trust funds assigned to the Library's Research, Reader and Reference Services program development activities assist the Library's preservation and storage of its motion picture collections, as well as enhancing the programs and services provided by the Korean Section and by the Congressional Research Service.

- **Film Preservation:** The Library's film preservation program began in 1958. Theatrical films produced before 1950 were made on nitrate base film, an unstable, flammable material which begins to deteriorate soon after manufacture and which can self-combust at temperatures as low as 110°F. Modern film is more stable but has been afflicted with various problems, notably shrinkage and fading of color dyes. The Library's film preservation program is currently centered at Wright-Patterson Air Force Base in Dayton, Ohio. In an effort to effectively convert and preserve nitrate film and restore motion picture film, gift funds are used to fund staff. In fiscal 2000, the film preservation program will copy and preserve an estimated 1.2 million feet of film in the Library's collections. In fiscal 2000, the Library estimates obligating a combination of \$27,200 in appropriated funds and \$170,600 in gift and trust funds for a total of \$197,800 in support of film preservation.
- **The Center for Entrepreneurial Leadership - Kauffman Foundation:** The Kauffman Foundation gift supports Visiting Scholars in economic growth and development, and seminars and retreats related to these topics. In fiscal 2000, the Library estimates obligating a combination of \$37,500 in appropriated funds and \$135,600 in gift and trust for a total of \$173,100.
- **The Robert Wood Johnson Foundation:** The gift from the Robert Wood Johnson Foundation provides funding to strengthen the Congressional Research Service capacity for the analysis of the legislative policy implications of major demographic, economic, and social conditions, as well as funding for the portion of the CRS New Members Seminar on health and related social policy issues. In fiscal 2000, the Library projects obligations of \$1,176,400 in appropriated funds and \$486,500 in gift and trust funds for a total of \$1,662,900.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES
B. Program Development

General Statement (continued)

- **The Henry Luce Foundation:** The Luce Foundation grant provides partial funding for the CRS New Members Seminar program of policy orientations for new Members of the 106th Congress. This grant was made to the Library in October 1998. In fiscal 1999, the Library estimates obligating a combination of \$35,000 of appropriated funds, and \$121,461 of the Luce Fund, for a total of \$156,461. No obligations are currently projected for fiscal 2000.

In fiscal 2000, the Library will obligate gift and trust funds totaling \$792,700, and appropriated funds of \$1,241,100, for a total of \$2,033,800 to support program development activities.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES
B. Program Development

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (6.3) \$ 286,893 (15.75) \$1,261,300 (14.25) \$1,264,500 (1.5) + \$ 3,200

Mandatory Increases + \$ 46,900

Mandatory increases are based on pay raise assumptions of 3.5 percent for annualization of the pay raise effective January 1999, and 4.4 percent for the pay raise effective in January 2000.

Appropriated:

Salaries	\$ 24,100
Personnel Benefits	<u>16,600</u>
Total	\$ 40,700

Gift and Trust:

Salaries	\$ 5,100
Personnel Benefits	<u>1,100</u>
Total	\$ 6,200

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES
B. Program Development

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(1) FTEs (continued)

Growing Workload (Appropriated/Gift and Trust Funds) - (1.5) - \$ 43,700

An appropriated growing workload increase of \$199,600 reflects an increase of 1.5 FTEs associated with implementation and managing the projects funded through the Robert Wood Johnson Foundation Grant.

Appropriated:

Salaries	+ (1.5)	+ \$167,200
Personnel Benefits		+ 32,300
Total	+ (1.5)	+ \$199,500

A growing workload decrease in Gift and Trust Funds of \$243,200 reflects a reduction of 3 FTEs in the film preservation program. The decrease results from an anticipated reduction in donations for the program.

Gift and Trust:

Salaries	- (3)	- \$200,500
Personnel Benefits		- 42,700
Total	- (3)	- \$243,200

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES
B. Program Development

Justification of Increases and Decreases

Fiscal 1988 Actual	Fiscal 1988 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(2) Non-personal Services \$ 99,592 \$1,120,100 \$ 769,300 - \$350,800

Growing Workload (Appropriated/Gift and Trust Funds)

A net decrease of \$85,600 in appropriated obligations is expected for Program Development in fiscal 2000.

Services - Government - \$ 85,600
Total - \$ 85,600

A net decrease of \$265,200 in gift and trust fund obligations is estimated for Program Development in fiscal 2000.

Travel - \$ 11,100
Postage + 1,000
Printing + 4,000
Other Services - 36,100
Professional and Consultant Services - 234,000
Subsistence and Support of Persons + 10,000
Total - \$265,200

The combined net decrease of \$350,800 is associated with the completion of the New Members Seminar program for the 106th Congress and as a result of nearing the completion of the Visiting Scholar program.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

2. RESEARCH, READER AND REFERENCE SERVICES
B. Program Development

Additional Information

Categories	Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 52,619	\$ 20,500	\$ 9,400	\$ 0	\$ (11,100)	\$ (11,100)
Transportation of Things	17	0	0			0
Postage	379	1,000	2,000		1,000	1,000
Printing	12	4,000	8,000		4,000	4,000
Other Services	7,476	122,200	87,100		(35,100)	(35,100)
Professional & Consult Services	34,674	726,000	492,000		(234,000)	(234,000)
Services - Government		233,400	147,800		(85,600)	(85,600)
Training	100	3,000	3,000		0	0
Security Investigations	23		0			0
Subsistence & Support of Persons	278	10,000	20,000		10,000	10,000
Books and Library Materials	4,004		0			0
Total	\$ 99,582	\$ 1,120,100	\$ 768,300	\$ 0	\$ (350,800)	\$ (350,800)

**LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS**

3. ORGANIZATION OF THE COLLECTIONS

	Appropriated	Gift & Trust	Total
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1999 Budget	\$ 158,600	\$ 891,400	\$ 1,050,000
2000 Estimate	137,400	754,400	891,800
Net Increase/Decrease	- \$ 21,200	- \$ 137,000	- \$ 158,200

	Fiscal 1999 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase/Decrease
	FTE Amount	FTE Amount	FTE Amount	FTE Amount

Mandatory Increases (Appropriated)	\$ ---	\$ ---	\$ 700	+ \$ 700
Mandatory Increases (Gift and Trust)	\$ ---	\$ ---	17,000	+ 17,000
			\$ 17,700	+ \$ 17,700

FTEs (Appropriated)	(7.60)	(.25)	(.25)	\$ ---
FTEs (Gift and Trust)	450.498	513.000	455.400	- \$ 57,600
	(7.60)	(8.60)	(7.25)	- (1.25)
			\$ 471,900	- \$ 57,600

Non-personal Services:

Price Level (Appropriated)	\$ ---	\$ ---	\$ ---	- \$ ---
Price Level (Gift and Trust)	\$ ---	\$ ---	\$ ---	- \$ ---

Growing Workload (Appropriated)	\$ ---	\$ 142,100	\$ 120,200	- \$ 21,900
Growing Workload (Gift and Trust)	192.496	378.400	282,000	- 96,400
	\$ 192,496	\$ 520,500	\$ 402,200	- \$ 118,300

Subtotal, Appropriation	\$ ---	\$ 158,600	\$ 137,400	- \$ 21,200
Subtotal, Gift and Trust	642.994	891,400	754,400	- 137,000
Total, Organization of the Collections	(7.60)	\$ 1,050,000	\$ 891,800	- \$ 158,200
		(8.50)	(7.25)	- (1.25)

Mandatory	\$ 17,700
Growing Workload	- 175,900
Total	- \$ 158,200

**LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS**

3. ORGANIZATION OF THE COLLECTIONS

A. Collections

General Statement

The Library's Library Services mission is to develop qualitatively the Library's universal collections, by: 1) documenting the history and furthering the creativity of the American people; 2) recording and contributing to the advancement of civilization and knowledge throughout the world; and 3) acquiring, organizing, accessing, maintaining, securing, and preserving these collections.

- ▶ **Documents Expediting Project** is a centralized acquisition service for obtaining U.S. Government publications for members consisting of 111 university, public and special libraries and other subscribers. Also, by special arrangement with the Central Intelligence Agency (CIA), the project supplies 176 institutions or individuals with the CIA Reference Aids Series at a flat rate per year. Gifts collected through the project support its operations. In fiscal 2000, the Library estimates obligating a combination of \$18,900 in appropriated funds and \$118,800 in gift and trust funds for a total of \$137,700.
- ▶ **Forest Press Gift Fund** finances editorial work done in the Decimal Classification Division to produce and maintain editions of the *Dewey Decimal Classification* (DDC). In fiscal 2000, the Library estimates obligating a combination of \$68,500 in appropriated funds and \$324,500 in gift and trust funds for a total of \$393,000.
- ▶ **Caroline and Erwin Swann Memorial Fund** provides for the creation and perpetual maintenance of the Caroline and Erwin Swann Memorial Exhibit facility at the Library, and maintains and develops the Caroline and Erwin Swann Collection of prints and drawings, as well as related materials already in the Library of Congress. In fiscal 2000, the Library estimates obligating a combination of \$33,000 in appropriated funds and \$267,200 in gift and trust funds for a total of \$300,200.
- ▶ **Alfred and Elizabeth Bendliner Memorial Trust Fund** provides for the housing and preservation of an archive of Alfred Bendliner's works in the Library of Congress to defray the costs relative to scholarly research, acquisition, and publication of drawings and of other Bendliner works as well as to works of other American illustrators. In fiscal 2000, the Library estimates obligating a combination of \$17,000 in appropriated funds and \$106,500 in gift and trust funds for a total of \$123,500.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

3. ORGANIZATION OF THE COLLECTIONS
A. Collections

General Statement (continued)

In fiscal 2000 the Library will obligate a combination of \$137,400 in appropriated funds, and \$754,400 of privately donated funds, for a total of \$891,800 and with planned accomplishments as follows: 1) the Documents Expediting Project will continue to serve as a clearinghouse for difficult-to-obtain government publications for approximately 111 library and other subscribers; 2) the Swann Fund will acquire additional drawings and prints related to those existing in the Swann Collection, continue the physical processing, cataloging, and, where necessary, conservation and rehousing of cartoon and illustrative drawings related to the Swann Collections and maintain the on-going exhibit in the Swann Memorial Exhibit Facility; 3) Forest Press funds will further development, in print and electronic formats, of *Dewey Decimal Classification*, Edition 22, including full salaries of the editors and associated travel costs; and 4) the Bendiner Fund will continue funding ongoing conservation, rehousing and, where necessary, processing of selected high-priority illustrators' drawings in the Library's Cabinet of American Illustration, Cartoon Drawings filing series, and related new acquisitions. Additionally, there may be a one-time expenditure of \$50,000 to fund a portion of the costs involved in the exhibition, publication, and preservation of the Art Wood collection.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

3. ORGANIZATION OF THE COLLECTIONS
A. Collections

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (7.6) \$ 450,498 (8.25) \$ 529,500 (7.00) \$ 489,600 - (1.25) - \$ 39,900

Mandatory Increases + \$ 17,700

Mandatory increases are based on pay raise assumptions of 3.6 percent for annualization of the pay raise effective January 1999, and 4.4 percent for the pay raise effective in January 2000.

Appropriated:

Salaries \$ 600
Personnel Benefits 100
Total \$ 700

Gift and Trust:

Salaries \$ 14,700
Personnel Benefits 2,300
Total \$ 17,000

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

3. ORGANIZATION OF THE COLLECTIONS
A. Collections

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1998 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (continued)

Growing Workload (Appropriated/Gift and Trust Funds) - (1.25) - \$ 57,600

A growing workload decrease of \$57,600 reflects a reduction of 1.25 FTEs in the activities supported by the Swann and Bendiner trust funds.

Gift and Trust:

Salaries	(1.25)	- \$ 48,000
Personnel Benefits	-	9,600
Total	(1.25)	- \$ 57,600

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

3. ORGANIZATION OF THE COLLECTIONS
A. Collections

Justification of Increases and Decreases

Fiscal 1998 Actual	FTE	Amount	Fiscal 1999 Budget	FTE	Amount	Fiscal 2000 Estimate	FTE	Amount	Increase

(2) Non-personal Services	\$ 192,496		\$ 520,500		\$ 402,200			\$ 118,300	
Growing Workload (Appropriated/Gift and Trust Funds)									\$ 118,300

Appropriated:

A net decrease of \$21,900 is expected for the Collections Program in fiscal 2000.

Services - Government	- \$ 21,900
Total	- \$ 21,900

Gift and Trust:

A net decrease of \$96,400 is expected for the Collections Program in fiscal 2000.

Travel	+ \$ 600
Printing	- 20,000
Other Services	- 54,000
Professional and Consultant Services	- 3,000
Supplies and Materials	+ 34,000
Books and Library Materials	- 54,000
Total	- \$ 96,400

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

3. ORGANIZATION OF THE COLLECTIONS
A. Collections

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 12,595	\$ 34,200	\$ 34,800	\$ 0	\$ 600	\$ 600
Transportation of Things	1,025	5,000	5,000			0
Postage	14,000	16,000	16,000			0
Telephones	0	700	700			0
Printing	7,038	41,200	21,200		(20,000)	(20,000)
Photoduplication	5,207	4,500	4,500			0
Other Services	72,275	154,000	100,000		(54,000)	(54,000)
Professional & Consult Services	5,126	15,000	12,000		(3,000)	(3,000)
Services - Government	43,325	142,100	120,200		(21,900)	(21,900)
Training	0	1,000	1,000			0
Supplies and Materials	5,611	22,000	56,000		34,000	34,000
Books and Library Materials	26,000	84,000	30,000		(54,000)	(54,000)
Refunds	292	800	800			0
Total	\$ 192,496	\$ 520,500	\$ 402,200	\$ 0	\$ (118,300)	\$ (118,300)

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS

	Appropriated	Gift & Trust	Total
1999 Budget	\$ 3,271,700	\$ 8,639,400	\$11,911,100
2000 Estimate	2,470,800	9,102,800	11,573,600
Net Increase/Decrease	- \$ 800,900	+ \$ 463,400	- \$ 337,500

	Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase/Decrease	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Mandatory Increases (Appropriated)		\$ ---		\$ ---		\$ 17,500		+ \$ 17,500
Mandatory Increases (Gift and Trust)		\$ ---		\$ ---		64,200		+ 64,200
						\$ 81,700		+ \$ 81,700
FTEs (Appropriated)	(17.3)	\$ ---	(41.00)	\$ 1,944,800	(28.25)	\$ 1,041,900		-(12.75) - \$ 902,900
FTEs (Gift and Trust)	(17.3)	\$ 1,058,494	(26.00)	1,636,000	(28.75)	1,738,000		+(3.75) + 102,000
			(67.00)	\$ 3,580,800	(58.00)	\$ 2,779,900		-(9.00) - \$ 800,900
Non-personal Services:								
Price Level (Appropriated)		\$ ---		\$ ---		\$ ---		\$ ---
Price Level (Gift and Trust)		\$ ---		\$ ---		\$ ---		\$ ---
Growing Workload (Appropriated)		\$ ---		\$ 1,326,900		\$ 1,411,400		+ \$ 84,500
Growing Workload (Gift and Trust)		\$ 6,550,755		7,003,400		7,300,600		+ 297,200
				\$ 8,330,300		\$ 8,712,000		+ \$ 381,700
Subtotal, Appropriation		\$ ---		\$ 3,271,700		\$ 2,470,800		- \$ 800,900
Subtotal, Gift and Trust		\$ 7,609,249		8,639,400		9,102,800		+ 463,400
Total, Public Programs	(17.3)	\$ 7,609,249	(67.00)	\$11,911,100	(58.00)	\$11,573,600		- \$ 337,500
								-(9.00)
Mandatory Increases		+ \$ 81,700						
Growing Workload		- 419,200						
Total		- \$ 337,500						

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
A. Library Exhibitions

General Statement

The mission of the Library's exhibition program is to share its unique cultural resources, to present its universal collection and the knowledge and creativity embodied therein, and to showcase the importance of the Library's collections. As a result of its exhibitions, the Library's programs have been shared with hundreds of thousands of Americans through local presentations, special events and symposia, and through traveling exhibits. In addition, millions of Americans have on-line access to exhibit images and text through various electronic information services. Public/private partnerships which leverage appropriated funds with private contributions have enabled the Library to be highly successful in the creation and installation of major exhibitions for the Congress, scholars, and the general public, encouraging an increase in the scholarly use of its collections, enhancing the public respect for the Library as a national institution in the Legislative branch of government, and serving as a catalytic idea resource for others within the public/private sector.

In 1999, the Library will continue the presentation of its permanent *American Treasures* exhibition program which, on a rotating basis, displays to the visiting public, significant, unique, interesting and rarely seen items from the Library's collections. *Sigmund Freud: Conflict and Culture* will open early in fiscal 1999, and *The Work of Charles and Ray Eames: A Legacy of Innovation* opens at the Library in May 1999, the first of five United States venues. Also in the spring of 1999, the Library will open a new exhibition space, the Bob Hope Gallery of Entertainment in the Library's Thomas Jefferson building.

In fiscal 2000, the Library plans to expand the Treasures Gallery to include *World Treasures of the Library of Congress* and to present *The Ties of Our Common Kindred: Four Centuries of British/American Relations* exhibition; and the *Jefferson, Knowledge, and Democracy* exhibition, which will be part of the Library's Bicentennial program. *Religion and the Founding of the American Republic* exhibit will begin travel to audiences nationwide after closing at the Library.

In fiscal 2000, the Library estimates obligating a combination of \$663,700 in appropriated funds and \$1,789,800 of privately contributed funds, for a total of **\$2,453,500** for Library exhibitions.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
A. Library Exhibitions

Justification of Increases and Decreases

Fiscal 1988 Actual		Fiscal 1988 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs		(.45)	\$ 22,108 (14.50)	\$ 908,200 (8.25)	\$ 491,800	-(6.25)	-\$ 414,600
Mandatory Increases							
							+ \$ 3,700

Mandatory increases are based on pay raise assumptions of 3.6 percent for annualization of the pay raise effective January 1999, and 4.4 percent for the pay raise effective in January 2000.

Gift and Trust:

Salaries	\$ 3,200
Personnel Benefits	500
Total	\$ 3,700

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
A. Library Exhibitions

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (continued)

Growing Workload (Appropriated/Gift and Trust Funds) - (6.25) - \$418,300

The \$418,300 decrease in appropriated funds reflects a reduction of 5.50 FTEs.

Appropriated:

Salaries	(5.50) - \$327,500
Personnel Benefits	- 88,300
Total	(5.50) - \$413,800

The \$4,500 decrease in Gift and Trust funds reflects a reduction of .75 FTEs.

Gift and Trust:

Salaries	(.75) - \$ 4,500
Personnel Benefits	-
Total	(.75) - \$ 4,500

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
A. Library Exhibitions

Justification of Increases and Decreases

Fiscal 1988 Actual		Fiscal 1988 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services	\$ 1,219,688	\$ 1,755,500	\$ 1,961,900	+	\$ 206,400
Growing Workload (Appropriated/Gift and Trust Funds)				+	\$ 206,400

Appropriated:

A net increase of \$28,400 is expected for Library Exhibitions in fiscal 2000.

Services - Government	+ \$ 28,400
Total	+ \$ 28,400

Gift and Trust:

A net increase of \$178,000 is expected for Library Exhibitions in fiscal 2000.

Travel	+ \$ 5,000
Transportation of Things	- 13,300
Printing	- 94,500
Photoduplication	- 28,700
Other Services	+ 276,000
Professional and Consultant Services	- 47,500
Subsistence and Support of Persons	- 7,000
Supplies and Materials	+ 99,000
Equipment, Furnishings, and Software	- 11,000
Total	+ \$ 178,000

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
A. Library Exhibitions

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1998 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 31,697	\$ 51,000	\$ 66,000	\$ 0	\$ 5,000	\$ 5,000
Transportation of Things	39,203	93,300	80,000		(13,300)	(13,300)
Printing	87,801	192,500	98,000		(94,500)	(94,500)
Photoduplication	7,239	34,700	6,000		(28,700)	(28,700)
Other Services	952,275	1,012,000	1,288,000		276,000	276,000
Professional & Consult Services	22,400	49,500	2,000		(47,500)	(47,500)
Services - Government		256,800	285,200		28,400	28,400
Performance Fees	17,001		0		0	0
Subsistence & Support of Persons	5,323	10,500	3,500		(7,000)	(7,000)
Supplies and Materials	56,749	16,200	115,200		99,000	99,000
Equipment and Furnishings		39,000	28,000		(11,000)	(11,000)
Total	\$ 1,219,688	\$ 1,755,500	\$ 1,981,900	\$ 0	\$ 206,400	\$ 206,400

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
B. Music Programs

General Statement

The Library's music program mission is to: (1) commission and perform new musical compositions and other musical works in concerts; (2) produce broadcasts of those concerts for national and international distribution; (3) identify, solicit and acquire music manuscripts, photographs, correspondence, sound recordings, and other documents related to music with a primary focus on American creations; (4) organize and describe music items in the collections in such a way that promotes efficient use by the Congress and the public; (5) publish facsimiles, books, and other printed materials relating to music; and (6) mount exhibits relating to music.

- ▶ **The McKim Endowment** supports commissions of works by American composers for violin and keyboard; the performance, broadcast, and recording of those works, including films; interactive multi-media products; and other items for educational purposes. In fiscal 2000, the Library estimates obligating a combination of \$98,800 in appropriated funds and \$210,000 of endowment income, for a total of \$308,800 in support of Music Division activities.
- ▶ **The Just Endowment** supports classical chamber music concerts, broadcasts and recordings. In fiscal 2000, the Library estimates obligating a combination of \$81,400 in appropriated funds and \$112,300 of endowment income, for a total of \$193,700 in support of Music Division activities.
- ▶ **The Ira and Lenore S. Gershwin Trust Fund** supports Library activities relating to American music including American Musical Theater, jazz, popular music, and classical concert music to perpetuate the name and work of the Gershwin brothers. Support of various Music Division activities is carried out in consultation with the trustees of the Gershwin Trusts and includes commissions, concerts, recordings, broadcasts, publications, exhibits and other activities. In fiscal 2000, the Library estimates obligating a combination of \$104,300 in appropriated funds and \$372,000 of privately donated funds, for a total of \$476,300 in support of Music Division activities.
- ▶ **The Gertrude Clarke Whittall Foundation Endowment** supports the maintenance of the collection of Stradivari Instruments and Tourne bows given to the Library by Gertrude Clarke Whittall; programs of music within the Library in which these instruments will be featured; acquisitions; and concerts and broadcasts featuring the Juillard String Quartet. In fiscal 2000, the Library estimates obligating a combination of \$133,600 in appropriated funds and \$123,500 of endowment income, for a total of \$257,100 in support of Music Division activities.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
B. Music Programs

General Statement (continued)

In fiscal 2000, the Library will obligate a combination of \$416,100 in appropriated funds and \$823,800 of income and privately donated funds for a total of \$1,239,900 in support of: (1) a full schedule of concerts in the Coolidge Auditorium; (2) continued support for Great Hall events, including increased broadcast and film series, symposia on music education; and (3) overtime for security and other Library of Congress staff for public events.

LIBRARY OF CONGRESS
 APPROPRIATED/GIFT AND TRUST FUNDS
 JOINT PROJECTS

4. PUBLIC PROGRAMS
 B. Music Programs

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs	\$ 167,227	(8.0)	\$ 408,700	(8.0)	\$ 415,700	+	\$ 7,000
Mandatory Increases						+	\$ 7,000

Mandatory increases are based on pay raise assumptions of 3.6 percent for annualization of the pay raise effective January 1999, and 4.4 percent for the pay raise effective in January 2000.

Appropriated:

Salaries	\$ 2,300
Personnel Benefits	800
Total	\$ 2,900

Gift and Trust:

Salaries	\$ 3,200
Personnel Benefits	800
Total	\$ 4,100

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
B. Music Programs

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(2) Non-personal Services \$ 663,234 \$ 787,300 \$ 824,200 + \$ 36,900

Growing Workload (Appropriated/Gift and Trust Funds) + \$ 36,900

Appropriated:

A net increase of \$5,600 is expected for Music Program activities as a result of the concert schedule in fiscal 2000.

Services - Government + \$ 5,600
Total + \$ 5,600

Gift and Trust:

A net increase of \$31,300 is expected for Music Program activities as a result of the concert schedule in fiscal 2000.

Printing + \$ 11,000
Other Services - 22,500
Professional and Consultant Services + 2,500
Performance Fees and Expenses + 98,000
Supplies and Materials - 5,200
Books and Library Materials - 47,500
Total Gift and Trust + \$ 31,300

**LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS**

**4. PUBLIC PROGRAMS
B. Music Programs**

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 11,358	\$ 29,000	\$ 29,000	\$ 0	0	0
Printing	37,270	45,000	56,000		11,000	11,000
Photoduplication	130	0	0			0
Other Services	63,868	40,000	17,500		(22,500)	(22,500)
Professional & Consult Services	16,608	53,000	50,500		(2,500)	(2,500)
Services - Government		125,600	131,200		5,600	5,600
Training		1,200	1,200		0	0
Maint of Equipment and Software	1,200	4,000	4,000		0	0
Performance Fees and Expenses	420,027	296,000	394,000		98,000	98,000
Supplies and Materials	1,423	6,000	800		(5,200)	(5,200)
Books and Library Materials	53,350	147,500	100,000		(47,500)	(47,500)
Grants and Awards	58,000	40,000	40,000		0	0
Total	\$ 663,234	\$ 787,300	\$ 824,200	\$ 0	\$ 36,900	\$ 36,900

**LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS**

4. PUBLIC PROGRAMS
C. Outreach Programs

General Statement

The Library's Outreach Program mission is to: 1) share the Library's unique resources and cultural identity; 2) to promote its universal collection of knowledge and creativity; and 3) showcase the importance of its activities and services, especially those provided to the Congress.

- The **James Madison National Council (JMNCC) Trust Fund** was established to provide the Library of Congress with a national, private sector advisory body to counsel the Librarian of Congress concerning opportunities for the Library to better serve the Congress and the American people. The JMNCC membership is committed to assisting the Library enrich its collections and make them accessible across the nation and throughout the world by supporting the Library with fund-raising activities for acquisition of special and rare collections and for outreach initiatives such as the Library's Bicentennial celebration, the National Film Registry Tour, scholarly programs, and exhibitions. In fiscal 2000, the Library estimates obligating a combination of \$310,100 in appropriated funds and \$2,078,700 of trust income and privately donated funds, for a total of \$2,388,800 in support of outreach activities.
- The **Junior Fellows Trust Fund** established the annual Junior Fellows Program. The program provides an internship for students who seek to increase knowledge and use of the Library's collections throughout the nation. Participating fellows have an opportunity to explore Library collections while assisting the Library in processing significant quantities of items from its acreage and preparing items for the National Digital Library Program. The program also exposes fellows to career opportunities at the Library. In fiscal 2000, the Library estimates obligating a combination of \$17,000 in appropriated funds and \$108,800 of trust income and privately donated funds, for a total of \$123,800 in support of outreach activities.
- Through the **Leadership Development Trust Fund**, the Library of Congress is contributing to the development of future leaders. The program is designed to provide participants with training in advanced technology and information systems and prepare them for librarianship in an expanding electronic environment. The program also adds diversity to national library leadership by providing opportunities for members of minority groups who will play an increasing role in America's cultural and educational institutions. In fiscal 2000, the Library estimates obligating a combination of \$256,600 in appropriated funds and \$187,300 of trust income and privately donated funds, for a total of \$443,900 in support of outreach activities.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS

C. Outreach Programs

General Statement (continued)

- ▶ The Special Events Gift Fund supports staff expenses and other costs associated with coordinating and presenting Library events such as the Bicentennial Gala; Congressional events, public and staff events; and facilities maintenance as it relates to events held in the Library spaces. Monies collected for events held at the Library—by corporate and non-profit organizations—comprise the contributions to the fund. In fiscal 2000, the Library estimates obligating a combination of \$203,300 in appropriated funds and \$1,362,900 of privately donated funds, for a total of \$1,566,200 in support of outreach activities.
- ▶ The Soros Foundation Gift Fund supports an annual internship program benefiting librarians and information specialists from Central and Eastern Europe, the former Soviet Union, and Haiti. In fiscal 2000, the Library estimates obligating a combination of \$22,100 in appropriated funds and \$138,000 of privately donated funds, for a total of \$161,100 in support of outreach activities.
- ▶ The Andrew W. Mellon Foundation Foreign Area Fellowships Trust Fund offers fellowships to younger United States scholars, who have already received a Ph.D., to pursue full-time research in the Library's unparalleled foreign-language and area-studies collections. In fiscal 2000, the Library estimates obligating a combination of \$81,800 in appropriated funds and \$131,300 of privately donated funds, for a total of \$193,100 in support of outreach activities.
- ▶ The Bob Hope Endowment provides support for the presentation and maintenance of the Bob Hope Collection and to outfit a permanent room in the Library as a tribute to Bob Hope and to American entertainment. The Bob Hope Gallery of American Entertainment. The Library anticipates obligating a combination of \$22,300 in appropriated funds and \$140,200 of endowment income and privately donated funds, for a total of \$162,500 in support of outreach activities.

In fiscal 2000, the Library will obligate a combination of \$93,200 in appropriated funds and \$4,146,200 of endowment and trust income and privately contributed funds, for a total of \$5,039,400 to realize the variety of objectives within the Outreach Program.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
C. Outreach Programs

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (15.35) \$ 869,282 (41.25) \$1,938,100 (37.75) \$1,519,500 - (3.5) - \$ 418,600

Mandatory Increases + \$ 54,400

Mandatory increases are based on pay raise assumptions of 3.6 percent for annualization of the pay raise effective January 1999, and 4.4-percent for the pay raise effective in January 2000.

Appropriated:

Salaries \$ 8,200
Personnel Benefits 2,000
Total \$ 10,200

Gift and Trust:

Salaries \$ 38,400
Personnel Benefits 5,800
Total \$ 44,200

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
C. Outreach Programs

Justification of Increases and Decreases

Fiscal 1998 Actual		Fiscal 1999 Budget		Fiscal 2000 Estimate		Increase	
FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount

(1) FTEs (continued)

Growing Workload (Appropriated/ Gift and Trust Funds) - \$ 473,000

Appropriated:

Salaries	(8.0)	-	\$ 457,300
Personnel Benefits		-	122,200
Total	(8.0)	-	\$ 579,500

The decrease of \$579,500 reflects a reduction of 8 FTEs with of the graduation of the second Leadership Development class in fiscal 1999.

Gift and Trust:

Salaries	+ (4.5)	+	\$ 86,800
Personnel Benefits		+	20,700
Total	+ (4.5)	+	\$ 106,500

The increase of \$106,500 reflects a 4.5 increase in FTEs for Bicentennial activities and for organizing and maintaining the Bob Hope collection.

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
C. Outreach Programs

Justification of Increases and Decreases

Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
FTE Amount	FTE Amount	FTE Amount	FTE Amount

(2) Non-personal Services \$4,068,803 \$4,011,800 \$3,519,900 - \$491,900

Growing Workload (Appropriated/Gift and Trust Funds) - \$491,900

Appropriated:

A decrease of \$48,300 is expected for Outreach Programs in fiscal 2000.

Services - Government - \$48,300
Total Appropriated - \$48,300

Gift and Trust:

A net decrease of \$443,600 is expected for Outreach Programs in fiscal 2000.

Travel - \$10,500
Transportation of Things - 8,500
Printing - 1,200
Photoduplication + 400
Other Services - 309,700
Professional and Consultant Services - 57,400
Services - Government + 400
Training + 1,200
Performance Fees and Expenses + 100
Subsistence and Support of Persons + 3,000
Supplies and Materials - 42,200
Books and Library Materials - 19,500
Refunds + 300
Total - \$443,600

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
C. Outreach Programs

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 62,757	\$ 104,900	\$ 94,400	\$	(10,500)	\$ (10,500)
Transportation of Things	1,784	21,000	12,500		(8,500)	(8,500)
Postage	1,138	2,500	2,500			0
Rental - Other	500	500	500			0
Printing	16,246	75,400	74,200		(1,200)	(1,200)
Photoduplication	1,027	10,500	10,900		400	400
Other Services	656,144	2,364,200	2,054,500		(309,700)	(309,700)
Professional & Consult Services	539,942	186,100	108,700		(57,400)	(57,400)
Services - Government	18,076	690,600	642,700		(47,900)	(47,900)
Training	1,695	111,800	113,000		1,200	1,200
Performance Fees and Expenses	7,000	8,500	8,600		100	100
Subsistence & Support of Persons	76,086	75,400	78,400		3,000	3,000
Supplies and Materials	71,235	128,100	85,900		(42,200)	(42,200)
Books and Library Materials	4,517	107,100	87,600		(19,500)	(19,500)
Investments	2,526,119	0	0		0	0
Grants and Awards	51,000	116,000	116,000		0	0
Refunds	33,537	29,200	29,500		300	300
Total	\$ 4,068,803	\$ 4,011,800	\$ 3,519,900	\$ 0	\$ (491,900)	\$ (491,900)

**LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS**

4. PUBLIC PROGRAMS

D. Library of Congress Bicentennial Program

General Statement

The Library of Congress will be 200 years old in the year 2000. Planning for the Library's Bicentennial commemoration began in 1987 with the appointment of a steering committee of senior Library managers under the leadership of the Librarian of Congress. The commemoration is being supported primarily through private contributions.

- **The American Academy of Achievement and the Heinz Family Foundation** gift funds will sponsor an international conference in June 1999, entitled "Frontiers of the Mind in the 21st Century". The conference focuses on the achievements of the 20th century and the promise of the 21st century. The gift was made to the Library in October 1997. In fiscal 1999, the Library estimates obligating a combination of \$55,700 of appropriated funds and \$348,000 of gift and trust funds, for a total of \$403,700. No obligations are projected for fiscal 2000.
- **The James Madison National Council Trust Fund Bicentennial Program** will support the Library's Bicentennial activities. In fiscal 2000, the Library plans to obligate \$19,300 of appropriated funds and \$128,100 of trust income and privately donated funds, for a total of \$147,400 for Bicentennial activities.
- **The Law2000 Gift Fund** was established to provide support for the activities associated with the Law Library's celebration of the Library's Bicentennial Commemoration. In fiscal 2000, the Law Library will present an international conference focusing of the relationship between "the Rule of Law and Democracy". The Library plans to obligate a combination of \$203,200 in appropriated funds and \$365,400 of privately donated funds, for a total of \$568,600 for support of Bicentennial activities.
- **The Bicentennial Gift Fund** was established to support the Library's Bicentennial activities. This fund is the primary funding source for activities commemorating the Library's Bicentennial throughout the Library. In fiscal 2000, the Library plans to obligate a combination of \$276,300 in appropriated funds, and \$1,845,600 in privately donated funds, for a total of \$2,121,900 to the objectives of the Library's Bicentennial celebration.

In fiscal 2000, the Library will obligate a combination of \$497,800 in appropriated funds and \$2,343,000 of privately contributed funds, for a total of \$2,840,800 in support of the Bicentennial activities.

LIBRARY OF CONGRESS
 APPROPRIATED/GIFT AND TRUST FUNDS
 JOINT PROJECTS

4. PUBLIC PROGRAMS
 D. Library of Congress Bicentennial Program

Justification of Increases and Decreases

	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Increase
(1) FTEs	FTE Amount	FTE Amount	FTE Amount	FTE Amount
	\$ 877 (3.25)	\$ 327,800 (4.0)	\$ 434,800	+ .75 + \$107,000

Mandatory Increases + \$ 16,600

Mandatory increases are based on pay raise assumptions of 3.6 percent for annualization of the pay raise effective January 1998, and 4.4 percent for the pay raise effective in January 2000.

Appropriated:

Salaries	\$ 4,100
Personnel Benefits	300
Total	\$ 4,400

Gift and Trust:

Salaries	\$ 7,900
Personnel Benefits	4,300
Total	\$ 12,200

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
D. Library of Congress Bicentennial Program

Justification of Increases and Decreases

Fiscal 1988 Actual	Fiscal 1988 Budget	Fiscal 2000 Estimate	Increase
FTE	FTE	FTE	FTE
Amount	Amount	Amount	Amount

(2) Non-personal Services \$ 599,030 \$1,775,700 \$2,408,000 + \$630,300

Growing Workload (Appropriated/Gift and Trust Funds) + \$630,300

Appropriated:

A net increase of \$98,800 is expected for the Library Bicentennial Program in fiscal 2000.

Services - Government + \$ 98,800

Total + \$ 98,800

Gift and Trust:

A net increase of \$531,500 is expected for the Library Bicentennial Program in fiscal 2000.

Travel + \$ 33,000

Printing + 95,500

Other Services + 583,500

Professional and Consultant Services - 165,000

Substance and Support of Persons - 12,500

Supplies and Materials - 3,000

Total - \$531,500

LIBRARY OF CONGRESS
APPROPRIATED/GIFT AND TRUST FUNDS
JOINT PROJECTS

4. PUBLIC PROGRAMS
D. Library of Congress Bicentennial Program

Additional Information

Categories	Fiscal 1988 Actual	Fiscal 1989 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 12,023	\$ 107,000	\$ 140,000	\$ 0	\$ 33,000	\$ 33,000
Transportation of Things	10,000	10,000	10,000			0
Postage		40,000	40,000			0
Printing	24,281	157,500	253,000		95,500	95,500
Photoduplication	10,000		0			0
Other Services	129,406	508,100	1,091,600		583,500	583,500
Professional & Consult Services	412,029	665,000	500,000		(165,000)	(165,000)
Services - Government		272,600	371,400		98,800	98,800
Subsistence & Support of Persons	1,291	12,500	0		(12,500)	(12,500)
Supplies and Materials		3,000	0		(3,000)	(3,000)
Total	\$ 599,030	\$ 1,775,700	\$ 2,406,000	\$ 0	\$ 630,300	\$ 630,300

LIBRARY OF CONGRESS

Revolving Funds

Salaries and Expenses

LIBRARY OF CONGRESS
REVOLVING FUNDS
SALARIES AND EXPENSES

	Total	Obligational Authority	Regular Bill
1999 Budget	\$12,788,000	- \$12,788,000	\$ ---
2000 Estimate	12,788,000	- 12,788,000	---
Net Increase	\$ ---	\$ ---	\$ ---

Summary

	Fiscal 1998 Actual FTE Amount	Fiscal 1998 Budget FTE Amount	Fiscal 2000 Estimate FTE Amount	Increase FTE Amount
Mandatory Increases	\$ ---	\$ ---	\$ ---	\$ ---
FTEs	(98.4)	4,201,444 (135.8)	5,161,900 (135.8)	5,161,900
Non-personal services:				
Price level	\$6,047,494	\$7,626,100	\$7,626,100	\$ ---
Total, Revolving Funds	(98.4)	\$10,248,878 (135.8)	\$12,788,000 (135.8)	\$ ---
Less: Obligational Authority		- 10,248,878	- 12,788,000	---
Total Appropriation	(98.4)	\$ --- (135.8)	\$ --- (135.8)	\$ ---

LIBRARY OF CONGRESS
REVOLVING FUNDS
SALARIES AND EXPENSES

General Statement

Under authority of 2 U.S.C. 180 and 2 U.S.C. 182, the Library of Congress maintains 11 separate revolving fund activities to provide: in various formats duplication and preservation services; exhibits and other special programs; cooperative acquisitions for libraries; and retail marketing to other Government agencies, libraries, other institutions, and the general public. Through these activities the Library is able to further its programs dealing with the acquisition of library materials, reader and reference services, and support for public programs.

Revolving fund activities:

Photoduplication Service provides preservation microfilming services for the Library's collections and reprographic services to other libraries, research institutions, government agencies, and individuals in the United States and abroad.

Recording Laboratory provides preservation services for the Library's audio-visual collections and audio and video duplication services for the general public. Audio and video products are also produced for sale to the general public.

Verner Clapp Publishing Program sells facsimiles of historic and rare materials in the Library's collections in the form of books, pamphlets, and related items.

Motion Picture Duplication makes available, to the general public, copies of films, paper prints and videotapes of the Library's collections.

Travelling Exhibition makes available exhibitions prepared by the Library for loan and display to municipal and private institutions throughout the country.

Cafritz Foundation Scholarly Activities supports the publication of Library's exhibit catalogs, posters, and related exhibition expenses.

Green Fund supports the Library's retail marketing sales shop activities.

LIBRARY OF CONGRESS
REVOLVING FUNDS
SALARIES AND EXPENSES

General Statement (continued)

Elizabeth Harnier Kegan promotes the activities of the American Folklife Center through publication and distribution of folklife related publications, recordings, and crafts.

DeCapo supports publications, concerts, lectures, and other special projects based on the Music Division collections.

Pickford provides for the preservation of motion pictures and television programs from the collections of non-profit archival institutions.

Cooperative Acquisitions secures hard-to-acquire research materials on behalf of participating U.S. research libraries. These materials are obtained by the Library's six overseas offices, which purchase additional copies of items selected for the Library's own collections, based on the individual subject and language profiles supplied by the participating institutions. Each program participant pays for the cost of the publications, shipping, binding, and a surcharge which recovers the Library's administrative costs of providing this service. Materials are acquired from 67 countries, on behalf of over 90 research institutions; 493,000 pieces were provided through this program in fiscal 1998.

The Library is requesting obligational authority of **\$12,788,000** for these programs in fiscal 2000. This includes **\$5,161,900** in salary costs and **\$7,626,100** in non-personal support services.

LIBRARY OF CONGRESS
REVOLVING FUNDS
SALARIES AND EXPENSES

Additional Information

Categories	Fiscal 1998 Actual	Fiscal 1999 Budget	Fiscal 2000 Estimate	Fiscal 2000 Increase		
				Price Level	Growing Workload	Total Increase
Travel	\$ 64,202	\$ 123,400	\$ 123,400	\$ 0	\$ 0	\$ 0
Transportation of Things	141,997	171,200	171,200			0
Postage	305,346	202,900	202,900			0
Telephones	4,847	10,000	10,000			0
Rental - Space and Utilities		47,000	47,000			0
Rental - Other	681,379	580,100	580,100			0
Printing	14,781	21,500	21,500			0
Binding	46,563	82,300	82,300			0
Photoduplication	16,725	18,100	18,100			0
Other Services	500,040	394,300	394,300			0
Professional & Consult Services	436,013	735,000	735,000			0
Services - Government	105,786	177,500	177,500			0
Training	12,253	23,100	23,100			0
Security Investigations	6,612	0	0			0
Maint of Equipment and Software	580,058	752,800	752,800			0
Maintenance of Facilities	0	200	200			0
Performance Fees and Expenses	5,517	5,500	5,500			0
Data Base Services	(790)	5,000	5,000			0
Supplies and Materials	1,805,686	2,245,200	2,245,200			0
Books & Subscriptions Not for Collect	1,175	2,600	2,600			0
Books and Library Materials	909,293	1,328,200	1,328,200			0
Equipment and Furnishings	339,923	639,200	639,200			0
Refunds	69,828	61,000	61,000			0
Total	\$ 6,047,434	\$ 7,626,100	\$ 7,626,100	\$ 0	\$ 0	\$ 0

LIBRARY OF CONGRESS

Capitol Improvement Projects Through the Architect of the Capitol

LIBRARY OF CONGRESS JUSTIFICATION SUPPLEMENT CAPITAL IMPROVEMENT PROJECTS THROUGH THE ARCHITECT OF THE CAPITOL

General Statement

The Architect of the Capitol is responsible for the structural and mechanical care and maintenance of the Library's buildings and grounds, which are critical components of the Library's infrastructure. This section provides a description of any capital improvement projects that the Library has requested be included in the Architect's fiscal 2000 budget request. The Library is requesting funding for six projects totaling \$6,350,000 in fiscal 2000. These projects were submitted to the Architect as part of the Library's multi-year capital budget plan and have been identified and prioritized based on critical need and in accordance with both the Library's Strategic and Security Plans. The fiscal 2000 focus for the Library's capital improvement projects are security and preservation of the collections.

Security of staff and collections:

Collections Security	\$1,000,000
Book Conveyor Security	400,000
	<u>\$1,400,000</u>

Preservation of the collections:

HVAC Improvements, NW Curtain	\$ 350,000
Preservation Environment Monitoring	100,000
Audio-visual Conservation Center	500,000
Book Storage Module Number Two	<u>4,000,000</u>
	\$4,950,000

LIBRARY OF CONGRESS
JUSTIFICATION SUPPLEMENT
CAPITAL IMPROVEMENT PROJECTS THROUGH THE ARCHITECT OF THE CAPITOL

Justification of Increases and Decreases

The Library is requesting funding for projects totaling \$6,350,000 in fiscal 2000.

\$ 350,000

1) HVAC Improvements, NW Curtain, Thomas Jefferson building

The Library shares its collections with hundreds of thousands of people through exhibition. The most suitable spaces for these exhibits are (1) the second floor southwest curtain of the Thomas Jefferson Building, which currently houses a permanent collection, *American Treasures in the Library of Congress*; and (2) the second floor northwest curtain, which is to be used for other major exhibitions. In order to use the northwest curtain area, special environmental equipment must be installed for the space to be suitable for housing precious collections. The Library is requesting \$350,000, as a one-time cost, to modify the northwest curtain area, consistent with the Library's plan, by installing HVAC improvements.

Collections on display require regulated temperature and relative humidity to prevent deterioration and long term damage. If relative humidity and temperature cannot be controlled to appropriate levels, objects suffer from accelerated deterioration, cracking, flaking of pigments and/or warping -- and for every 10° rise in temperature, the rate of deterioration doubles. At present, the northwest curtain of the Thomas Jefferson Building cannot provide the necessary preservation controls suitable for the items to be displayed.

\$ 1,000,000

2) Collections Security

The Library is requesting funds to modify and improve security capabilities by using magnetic locks, card readers, and alarm devices, and for construction of cages, barriers, and vaults for the internal security of high risk portions of its collections. This \$1,000,000 improvement was recommended by the Library's security consultants and is consistent with the Library's Security Plan. The work would be accomplished over a three-year period and

**LIBRARY OF CONGRESS
JUSTIFICATION SUPPLEMENT
CAPITAL IMPROVEMENT PROJECTS THROUGH THE ARCHITECT OF THE CAPITOL**

Justification of Increases and Decreases

complements the \$550,000 provided in fiscal 1998 and fiscal 1999 to install high priority card readers. The additional \$1,000,000 request combines prior security requirements (card Readers, cages, and vaults) into a single project that provides for all collections security requirements. The Library requests that no-year funding be approved because the work must be scheduled over a multi-year time frame.

3) **Preservation Environment Monitoring** **\$ 100,000**

The Library must maintain comprehensive coverage as to the status of the temperature and humidity conditions in its collection storage areas. Monitoring provides instantaneous information to preservation and facilities staff for evaluation and action. This request for \$100,000 provides additional monitoring/sensoring equipment to supplement existing sensors installed by the Architect in fiscal 1993. The existing monitors have been beneficial in providing valuable data for the staffs to accomplish their mission "to sustain and preserve the collections". Increasing the number of monitoring units enables the staff to detect problems in smaller, more specific, and discrete areas - making correction of the problem more effective, efficient, and less costly. \$100,000 was approved in fiscal 1999; the requested funding is the second phase of a three-year project totaling \$300,000.

4) **Book Conveyor Security, Thomas Jefferson, John Adams, and James Madison buildings** **\$ 400,000**

The Library is requesting \$400,000 for a one-time system upgrade (for all of the Library buildings) that would provide a critical security enhancement ensuring controlled use of this collections transport system to those with proper authorization. Funding in the amount of \$3,100,000 was approved in fiscal 1995 to replace 53 obsolete computer control stations for the James Madison Building portion of the book conveyor system for the Library. This work is progressing and will enable continued operation of the existing system and provide for the future expansion of controls for the Thomas Jefferson and John Adams Buildings. As a security measure, several years ago, the Library requested that a large number of book conveyor stations be taken out of service to ensure that items were not sent from one location to another by an unauthorized individual. The present system provides no control as to who may initiate a system transaction. Security surveys have recommended that it is critical to limit the use of the

LIBRARY OF CONGRESS
JUSTIFICATION SUPPLEMENT
CAPITAL IMPROVEMENT PROJECTS THROUGH THE ARCHITECT OF THE CAPITOL

Justification of Increases and Decreases

conveyor system to authorized individuals only. The proposed system upgrade provides the desired level of security by providing an interface between the Library's electronic access system and the book conveyor system, and permitting the necessary security equipment at the control stations. Only those individuals whose ID card is coded properly will be able to access conveyor station rooms and initiate a conveyor system transaction. Further, this interface will generate records of all conveyor system transactions and access activities.

6) **Book Storage Module Number Two, Fort Meade, Maryland** **\$ 4,000,000**

To meet the Library's need for adequate collections storage space, land was acquired at Ft. Meade, Maryland to construct a multi-module, high-density storage facility. Module Number One, scheduled for occupancy during fiscal 2000, will have a capacity of 2.2 million book items, and will be fully occupied using an accelerated "fill" program by the end of calendar 2002.

The Library is requesting \$4,000,000 for the second "Harvard"-type facility, totaling 12,000 square feet, for construction to take place in fiscal 2000, with occupancy in fiscal 2001. This second module will be environmentally identical to Module Number One, and will permit the transfer of paper-based special collections, e.g., maps, sheet music and manuscripts. As is true for the book collections, the paper-based special collections are experiencing severe overcrowding; Module Number Two alleviates overcrowding in these special collections as well as provides excellent environmental conditions not realistic on Capitol Hill.

Overcrowding in the special collections is a result of the increase in the number of items through acquisition of collections and individual items; and of the arrangement reduction program, which has resulted in the ability to provide retrievability, accountability, and proper housing. Often, items once cataloged and properly housed require more space than those not yet addressed. The Ft. Meade environment is also ideal for paper-based collections where it is critical to retain the item in its original format and to reduce potential damage through such activities as strict temperature and humidity control, controlled lighting, and air filtration.

LIBRARY OF CONGRESS
JUSTIFICATION SUPPLEMENT
CAPITAL IMPROVEMENT PROJECTS THROUGH THE ARCHITECT OF THE CAPITOL

Justification of Increases and Decreases

\$ 500,000

- 6) National Audio-visual Conservation Center, Culpeper, Virginia

During fiscal 1998, the Congress authorized (P.L. 105-144) the Architect of the Capitol (AOC) to acquire, on behalf of the Library, real property and improvements in Culpeper, Virginia for use as a National Audio-visual Conservation Center. The Library and the AOC are working with the Packard Foundation, the donor of the facility, to renovate and make the Center ready for full use. A due diligence analysis was initiated in February 1998 and completed in May 1998. The master plan for the renovation and development of the site was also completed on September 30, 1998. The master plan included options for occupancy that are being reviewed by the Library's oversight committees. Based upon the option that the donor would retain ownership of the facility until 2001 and make initial improvements, the AOC is requesting \$500,000 to support and provide oversight of initial construction efforts.

The Congress also authorized the transfer of gift or trust funds from the Library of Congress to the Architect of the Capitol for the structural and mechanical work and refurbishment of the Center. The Library has a goal of funding improvements to the facility funded by the Architect of the Capitol on a three-to-one private/public match over the life of the improvement project. The \$500,000 would be included in the life time goal of the improvement project.

LIBRARY OF CONGRESS

Gift and Trust Fund Accounts

GIFT AND TRUST FUND ACCOUNTS

Unavailable Collections (in millions of dollars)

Identification code 03-9971-0-7-503	1998 actual	1999 est.	2000 est.
Balance, start of year			
01 99 Balance, start of year			
Receipts			
02 02 Contributions to Library of Congress gift fund	4	12	12
02 03 Contributions, Library of Congress permanent loan account	16	16	17
02 04 Interest, Library of Congress permanent loan account	2	2	2
02 06 Deposits, service fees, Library of Congress	8	11	11
02 99 Total receipts	30	41	42
Appropriation			
05 01 Gift and trust fund accounts	-29	-41	-42
07 99 Total balance, end of year			

Program and Financing (in millions of dollars)

Identification code 03-9971-0-7-503	1998 actual	1999 est.	2000 est.
Obligations by program activity:			
03 01 Acquisition of library materials		7	6
03 02 Research, reader and reference services	14	15	15
03 03 Organization and control of the collections	1	1	1
03 04 Public programs	10	9	9
10 00 Total new obligations	25	32	31
Budgetary resources available for obligation:			
21 40 Unobligated balance available, start of year	38	41	50
22 00 New budget authority (gross)	29	41	42
23 90 Total budgetary resources available for obligation	67	82	92
23 95 Total new obligations	-25	-32	-31
24 40 Unobligated balance available, end of year	41	50	61
New budget authority (gross), detail:			
60 27 Appropriation (trust fund indefinite)	29	41	42
Change in unpaid obligations:			
72 40 Unpaid obligations, start of year: Obligated balance, start of year	5	6	6
73 10 Total new obligations	25	32	31
73 20 Total outlays (gross)	-26	-32	-31
74 40 Unpaid obligations, end of year: Obligated balance, end of year	6	6	6
Outlays (gross), detail:			
86 97 Outlays from new permanent authority	25	31	30
86 98 Outlays from permanent balances	1	1	1
87 00 Total outlays (gross)	26	32	32
Net budget authority and outlays:			
89 00 Budget authority	29	41	42
90 00 Outlays	26	32	31
Memorandum (non-add) entries:			
92 01 Total investments, start of year: U.S. securities: Par value	19	28	23
92 02 Total investments, end of year: U.S. securities: Par value	28	23	19

Object Classification (in millions of dollars)

Identification code 03-9971-0-7-503	1998 actual	1999 est.	2000 est.
11 1 Personnel compensation: Full-time permanent	7	7	7
22 1 Civilian personnel benefits	1	1	1
23 3 Communications utilities and miscellaneous charges	1	1	1
25 1 Advisory and assistance services	1	1	1
25 2 Other services	6	6	6
26 0 Supplies and materials	1	1	1
31 0 Equipment	1	7	7
33 0 Investments and loans	4	4	4
41 0 Grants, subsidies and contributions	1	1	1
99 0 Subtotal, direct obligations	23	29	29
99 5 Below reporting threshold	2	3	2
99 9 Total new obligations	25	32	31

Personnel Summary

Identification code 03-9971-0-7-503	1998 actual	1999 est.	2000 est.
10 11 Total compensable workyears: Exempt Full-time equivalent employment	192	190	190

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

LIBRARY OF CONGRESS

COOPERATIVE ACQUISITIONS PROGRAM REVOLVING FUND

Program and Financing (in millions of dollars)

Identification code 03-4325-0-3-503		1998 actual	1999 est	2000 est
Obligations by program activity:				
09 00	Reimbursable program	2	1	2
10 00	Total obligations	2	1	2
Budgetary resources available for obligation:				
21 40	Unobligated balance available start of year		2	2
22 00	New budget authority (gross)	4	1	2
23 90	Total budgetary resources available for obligation	4	3	4
23 95	Total new obligations	-2	-1	-2
24 40	Unobligated balance available end of year	2	2	2
New budget authority (gross), detail				
66 00	Spending authority from offsetting collections (gross):			
	Offsetting collections (cash)	4	1	2
Change in unpaid obligations				
73 10	Total new obligations	2	1	2
73 20	Total outlays (gross)	-1	-2	-2
Outlays (gross), detail				
86 97	Outlays from new permanent authority	1	1	2
86 98	Outlays from permanent balance			1
87 00	Total outlays (gross)	1	2	2
Offsets:				
	Against gross budget authority and outlays			
88 40	Offsetting collections (cash) from:			
	Non-Federal sources	-4	-1	-2
Net budget authority and outlays:				
89 00	Budget authority			
90 00	Outlays	-3	1	

This schedule covers funds received for the acquisition of foreign research materials for participating institutions through the Library's overseas offices.

Object Classification (in millions of dollars)

Identification code 03-4325-0-3-503		1998 actual	1999 est	2000 est
Reimbursable obligations				
31 0	Equipment	1	1	1
99 5	Below reporting threshold	1		1
99 9	Total new obligations	2	1	2

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

GOVERNMENT PRINTING OFFICE

U.S. GOVERNMENT PRINTING OFFICE

BUDGET JUSTIFICATION

FISCAL YEAR 2000

(1101)

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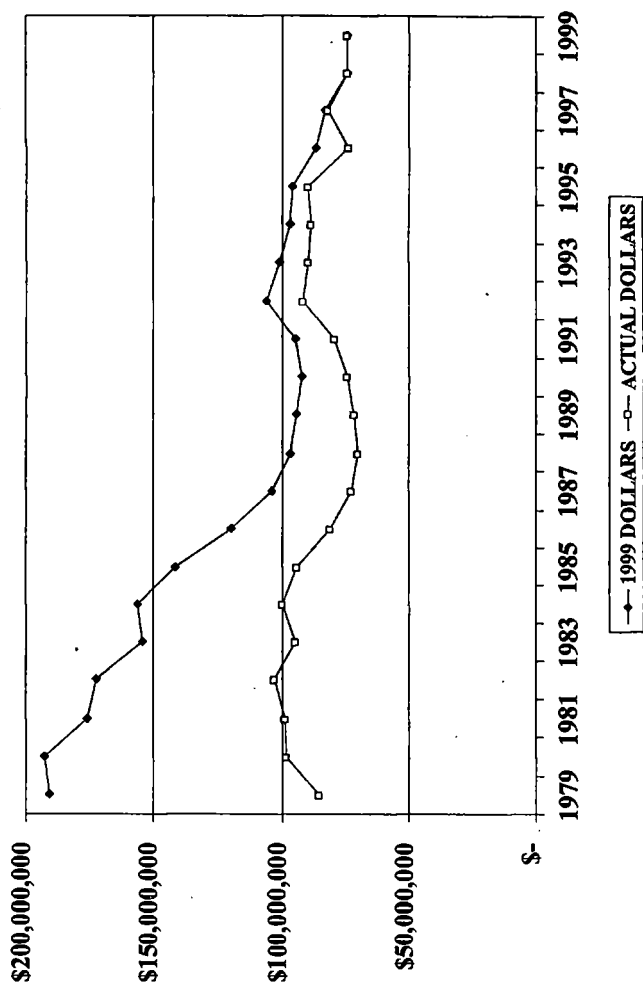
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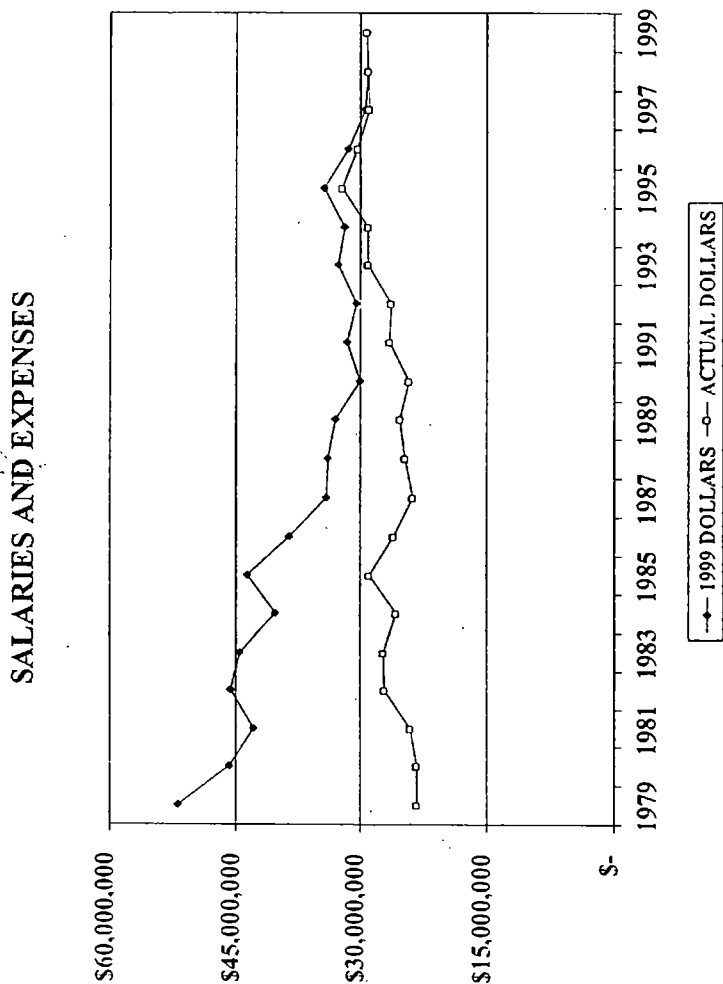
**U.S. GOVERNMENT PRINTING OFFICE
SUMMARY OF APPROPRIATION ESTIMATES**

Appropriation	FY 1999		FY 2000
	Requested	Approved	Estimates
Congressional Printing and Binding:			
Appropriation.....	\$84,000,000	\$ 74,465,000	\$ 82,214,000
Superintendent of Documents, Salaries and Expenses:			
Appropriation.....	30,200,000	29,264,000	31,245,000
Revolving Fund:			
Appropriation.....	6,000,000	---	15,000,000
Total Appropriation Requirements:			
Appropriation.....	120,200,000	103,729,000	128,459,000

CONGRESSIONAL PRINTING AND BINDING



LIBRARY OF CONGRESS
Congressional Research Service
Salaries and Expenses



GPO's VISION IN THE INFORMATION AGE:

KEEPING AMERICA INFORMED

An abiding commitment to public access to Government information 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 the public printing and documents statutes of Title 44 of the U.S. Code has been to fulfill the needs of the Federal Government for information products and distribute those products to the public.

Formerly, GPO's mission was accomplished through the production and procurement of traditional printing technologies. However, a generation ago we began migrating our processes to electronic technologies, and in 1993 Congress amended Title 44 with the GPO Electronic Information Access Enhancement Act (P.L. 103-40) which requires us to disseminate Government information products online. This Act is the basis of GPO Access, our Internet information service.

Today, GPO is dedicated to producing, procuring, and disseminating Government information products in a wide range of formats. In GPO the Government has a unique asset that combines a comprehensive range of conventional production and electronic processing services, competitive procurement, and multi-format dissemination capabilities to support the information life cycle needs of Congress, Federal agencies, and the public:

We provide printed and electronic information products and services to Congress and Federal agencies through inplant processes and the purchase of information products from the private sector. In fact, we buy approximately 75 percent of all information products requisitioned from us in one of the Government's most successful procurement programs.

We disseminate Government information through a low-priced sales program and to Federal depository libraries nationwide where the information may be used by the public free of charge. We catalog and index Government information products, and we distribute them on behalf of other Federal agencies.

GPO also disseminates a massive volume of information online via the Internet, with more than 15 million documents retrieved by the public every month. We strongly support the increased dissemination of Government information in electronic formats, and our online service, GPO Access, is one of the premier Federal sites on the Internet. Our web site, at www.access.gpo.gov, provides free public access to a wide variety of Government information databases as well as information on all of GPO's programs and services.

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, and we are committed to achieving the greatest access and equity in information dissemination whether through printed publications, CD-ROM, or online. At the bottom line, GPO's programs reduce the need for duplicative and costly production facilities throughout the Government, achieve significant taxpayer savings through a centralized procurement system, and enhance public access to Government information.

GPO's electronic technology capabilities, as well as the expertise of our staff, are facilitating the re-engineering of information products and processes to satisfy the changing information requirements of the Government and the public. At the same time, our traditional capabilities are preserving and protecting access to Government information for all of our citizens.

More than a century ago, Congress in its wisdom designed a system in GPO for keeping America informed. That system continues to serve a vital purpose today, and we look forward to continuing to improve the performance of our operations and programs into the next millennium.

GPO's MISSION

Provide a broad spectrum of cost-effective and timely services to Congress and the various agencies of the Federal Government in creating, replicating and disseminating a full range of Government information products. Provide the public with equitable, timely and reliable access to official Government information.

GOALS

Provide in-house capacity at the level necessary to meet core Congressional and Federal agency requirements in an environment that ensures maximum control, production efficiency, and timely response.

Help manage the Government's printing costs by providing broad-based competitive procurement of printing and other graphic arts services from the private sector.

Utilize the latest technology to promote flexible and responsive electronic commerce and to enable Government agencies to act more promptly and effectively to execute their information management responsibilities.

Achieve economies of scope and scale by providing an integrated array of replication and dissemination services customized to meet specific customer needs throughout the entire Government information product life cycle. Avoid costly duplication of specialized

resources in Government by sharing comprehensive contracting and quality assurance services for publications management functions on a cost-recovery basis.

Ensure that the public has comprehensive, equitable, dependable no-fee local access to Government information products through a centrally managed network of geographically dispersed depository libraries. Provide a broad spectrum of Government information products for sale on a timely basis and at reasonable prices while recovering costs.

Expand and enhance no-fee public availability of official electronic Government information via GPO Access, including both information content and locator services. Provide permanent public access to the electronic Government information collection maintained at GPO and by partner institutions.

MAJOR OBJECTIVES

Assure compliance with year 2000 computer requirements for all mission critical systems. Implement major information systems infrastructure and applications development projects to improve the efficiency of program operations, including the Integrated Processing System and the Standard General Ledger.

Support all efforts to ensure operational and financial stability in title 44 programs for the creation, replication, and dissemination of government information products.

Support initiatives in the House and Senate, including the Legislative Information Management System, to facilitate the sharing of information in formats compatible for print, CD, and online access.

Identify evolving publishing agency needs, compare them with our existing services and develop new or improved services as required. Market all of our services aggressively Government-wide.

Provide services through open systems standards utilizing whatever standards are needed to satisfy a specific customer requirement. Expand the implementation of online, CD-ROM and related formats.

Expand electronic commerce capabilities from ordering to payment, including the use of the Internet and Intranet, to better serve agencies and the public. Expand the use of firm pricing, deposit accounts, credit cards, and electronic workflow.

Modernize plant systems and equipment when necessary for efficiency of operations, including implementation of computer-to-plate systems and installation of new passport

equipment. Expand print on-demand services for small quantities of publications when more economical and responsive.

Continue to restructure the workforce to provide customers with a complete range of services throughout the information product life cycle. Achieve this through a variety of human resources management techniques, including but not limited to, training, reassignments, and selective hiring for growth areas, as well as attrition in non-growth areas. Increase productivity through training to meet changing skill requirements, and investing in improved technology.

Continue the transition of the Federal Depository Library Program (FDLP) from paper to electronic formats, consistent with the needs of users and the intended usage. Implement the management plan for the FDLP Electronic Collection to ensure permanent public access to Government information products.

Develop and implement an electronic notification system for publishing agencies to notify GPO of all new or significantly revised information products in advance so GPO can implement integrated, cost-effective, and appropriate replication, locator services, and dissemination of each product.

Address critical deferred maintenance on GPO facilities, including air conditioning, electrical and elevator systems to assure safety and the protection of government property and the environment.

GOVERNMENT PRINTING OFFICE**Congressional Printing and Binding****SUMMARY OF APPROPRIATION ESTIMATES
CONGRESSIONAL PRINTING AND BINDING
FISCAL YEAR 2000**

The estimates for Congressional Printing and Binding are to provide funds with which 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.

The appropriation requested for Congressional Printing and Binding for fiscal year 2000 is \$82,214,000. The requirements for the Congressional Printing and Binding Appropriation for fiscal year 2000 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 9,220 copies are printed daily. About 4,955 copies are charged to the Congressional Printing and Binding Appropriation, including about 1,995 copies distributed without charge to recipients designated by Senators.

The copies, which 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. Each day 900 microfiche are ordered, of which 180 are charged to Congress. 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 380 sets are printed as the bound edition of the Record. About 130 of these sets are for Congressional use and charged to the Congressional Printing and Binding Appropriation. The remaining 250 sets are for public sale, departments, and regional depository libraries. An estimated 36,000 pages will be required in fiscal year 2000 and the cost will be approximately \$22,054,000.

B. Miscellaneous publications. This item includes printed matter such as the Congressional Directory, Senate and House Journals, memorial addresses of Members, nominations, United States Code and supplements, serial sets, and publications not carrying a document or report number, such as laws, treaties, and similar publications. An estimated \$4,914,000 will be required in fiscal year 2000 for approximately 39,000 pages.

C. Miscellaneous printing and binding. This item includes letterheads, envelopes, blank paper, wall calendars, miscellaneous services, blank forms, and binding for both Houses. The estimate for fiscal year 2000 is \$13,860,000 for about 140 million units.

D. Details to Congress. This item includes the cost for GPO employees detailed to Congress. The estimated cost for fiscal year 2000 is \$2,050,000 for 50,000 hours. The GPO is reimbursed from House Committee funds for employees detailed to House Committees.

E. 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 \$1,104,000 will be needed in fiscal year 2000 for approximately 23 million envelopes at a cost of \$1,058,000, and 1 million franks at a cost of \$46,000.

F. 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 \$2,500,000 will be required in fiscal year 2000 for approximately 25,000 pages.

G. 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 fiscal year 2000 is \$9,840,000 for approximately 82,000 pages.

H. Committee reports. This item covers printed reports of congressional committees on pending legislation which carry a congressional number. An estimated \$3,780,000 will be needed for about 45,000 pages in fiscal year 2000.

I. 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 fiscal year 2000 is \$2,448,000 for about 36,000 pages.

J. Hearings. This item covers all hearings before congressional committees. The estimate for fiscal year 2000 is \$18,000,000 for approximately 360,000 pages.

K. Committee prints. This item includes publications printed for the internal use of committees on pending legislation. The estimate for fiscal year 2000 is \$1,664,000 for 32,000 pages.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
ESTIMATED REQUIREMENTS BY PRODUCT CATEGORY
(In thousands)

Category	1998	1999	2000
A. Congressional Record Publications:			
Daily Record:			
Data Preparation.....	\$9,086	\$9,268	\$12,060
Printing.....	4,897	4,956	6,480
Subtotal.....	13,983	14,224	18,540
Electronic On-Line Record.....	327	549	500
Bound Record.....	266	216	270
Record Index.....	1,456	1,221	1,520
Record Indexers.....	1,222	1,152	1,176
Microfiche-Record.....	48	48	48
Subtotal.....	17,302	17,410	22,054
B. Miscellaneous publications.....	4,600	5,400	4,914
C. Miscellaneous printing and bindi	13,536	13,328	13,860
D. Details to Congress.....	2,301	2,200	2,050
E. Document envelopes & franks.....	1,104	1,104	1,104
F. Business and committee calendars	2,325	1,995	2,500
G. Bills, resolutions, and amendmen	8,236	9,120	9,840
H. Committee reports.....	3,744	3,200	3,780
I. Documents.....	3,296	2,080	2,448
J. Hearings.....	16,732	17,328	18,000
K. Committee prints.....	1,224	1,300	1,664
Total Requirements.....	74,400	74,465	82,214
=====			
Source of Funding:			
Appropriation.....	70,652	74,465	82,214
Transfer from Revolving fund.....	3,748		
	74,400	74,465	82,214
=====			

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
ESTIMATED COST PER UNIT BY CATEGORY

Category	Unit 1/	1998	1999	2000
A. Congressional Record Program:				
Daily Record:				
Data Preparation.....	Page.....	\$308.00	\$331.00	\$335.00
Printing.....	...do.....	166.00	177.00	180.00
Subtotal.....	...do.....	474.00	508.00	515.00
Bound Record.....	...do.....	7.00	7.20	7.50
Record Index.....	...do.....	364.00	370.00	380.00
Record Indexers.....	Hours.....	47.00	48.00	49.00
Microfiche-Record.....	Sets.....	0.40	0.40	0.40
B. Miscellaneous publications...	Page.....	115.00	120.00	126.00
C. Misc. printing and binding...	1,000 items.	96.00	98.00	99.00
D. Details to Congress.....	Hours.....	39.00	40.00	41.00
E. Document envelopes & franks..	1,000 items.	46.00	46.00	46.00
F. Business and comm. calendars.	Page.....	93.00	95.00	100.00
G. Bills, resolutions, & amds..	...do.....	116.00	120.00	120.00
H. Committee reports.....	...do.....	78.00	80.00	84.00
I. Documents.....	...do.....	64.00	65.00	68.00
J. Hearings.....	...do.....	47.00	48.00	50.00
K. Committee prints.....	...do.....	48.00	50.00	52.00

1/ The per page cost count is the number of original pages and the cost includes all Congressional copies of each category of work. For example, 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 9,220 copies, the total production cost is 5.8 cents per copypage, including copies ordered by agencies, depository libraries, and for sale to the public. The rider rate for printing additional copies is 0.70 of a cent per copypage.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION - VOLUME INCREASE OR DECREASE

Category	Unit	1998		Increase/ (Decrease)		1999		Increase/ (Decrease)		2000	
		Total		Quantity	Percent	Total		Quantity	Percent	Total	
A. Congressional Record Program:											
Daily Record:											
Data Preparation.....	Page.....	29,500		(1,500)	(5.1)	28,000		8,000	28.6	16,000	
Printing.....	..do.....	23,500		(1,500)	(5.1)	28,000		8,000	28.6	16,000	
Bound Record.....	..do.....	38,000		(8,000)	(21.1)	30,000		6,000	20.0	36,000	
Record Index.....	..do.....	4,000		(700)	(17.5)	3,300		700	21.2	4,000	
Record Indexers.....	Hours.....	26,000		(2,000)	(7.7)	24,000		0	0.0	24,000	
Microfiche-Record	Sets.....	120,000		0	0.0	120,000		0	0.0	120,000	
B. Miscellaneous publications.....											
C. Misc. printing and binding.....	1,000 items.	40,000		5,000	12.5	45,000		(6,000)	(13.3)	39,000	
D. Details to Congress.....	Hours.....	59,000		(4,000)	(6.8)	55,000		4,000	7.3	60,000	
E. Document envelopes and franks.	1,000 items.	24,000		0	0.0	24,000		0	0.0	24,000	
F. Business and comm. calendars.	Page.....	25,000		(4,000)	(16.0)	21,000		4,000	19.0	25,000	
G. Bills, resolutions, & amends.	..do.....	71,000		5,000	7.0	76,000		6,000	7.9	82,000	
H. Committee reports.....	..do.....	48,000		(8,000)	(16.7)	40,000		5,000	12.5	45,000	
I. Documents.....	..do.....	51,500		(19,500)	(37.9)	32,000		4,000	12.5	36,000	
J. Hearings.....	..do.....	356,000		5,000	1.4	361,000		(1,000)	(0.3)	360,000	
K. Committee prints.....	..do.....	25,500		500	2.0	26,000		6,000	23.1	32,000	

Schedule A

Congressional Printing And Binding Appropriation
By Object Class
(In thousands)

Object Class	1998 Actual	1999 Actual	2000 Estimate	Net Change 1999/2000
24 Printing & Reproduction	\$74,400	\$74,465	\$82,214	\$7,749

Schedule B

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	\$1,899	\$5,850	\$7,749

Schedule C Congressional Printing And Binding Appropriation
Detailed Analysis Of Change

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Base, 1999	74,465
I. Adjustments To Base	2000 REQUEST
STAFF	AMOUNT (\$000)
A. Price Level Changes	0 1,899
1. Daily Congressional Record:	
1a. Data Preparation	144
1b. Printing	108
Subtotal	252
2. Bound Record	11
3. Congressional Record Index	40
4. Congressional Record Indexers	24
5. Electronic On-Line Record	(49)
6. Miscellaneous Publications	234
7. Miscellaneous Printing and Binding	140
8. Details to Congress	50
9. Business & Committee Calendars	125
10. Committee Reports	180
11. Documents	108
12. Hearings	720
13. Committee Prints	64
B. Program Type Changes	
1. Workload	5,850
a. Daily Congressional Record:	
a1. Data Preparation	2,648
a2. Printing	1,416
Subtotal	4,064
b. Bound Record	43
c. Congressional Record Index	259
d. Miscellaneous Publications	(720)
e. Miscellaneous Printing & Binding	392
f. Details to Congress	(200)
g. Business and Committee Calendars	380
h. Bills, Res., & Amdts.	720
i. Committee Reports	400
j. Documents	260
k. Hearings	(48)
l. Committee Prints	300
II. Net Increase Requested	7,749
III. Appropriation, 2000	82,214

CONGRESSIONAL PRINTING AND BINDING

EXPLANATION OF CHANGES		
A. PRICE LEVEL CHANGES (RATES)	Staff	Amount (\$000)
1. Daily Congressional Record:		
1a. Data Preparation This 1.2-percent increase is due to input cost increases.	---	144
1b. Printing This 1.7-percent increase is due to input cost increases.	---	108
2. Electronic Record This 8.9-percent decrease is due to efficiencies of scale and experience.	---	(49)
3. Bound Record This 4.2-percent increase is due to input cost increases in the printing operation.	---	11
4. Congressional Record Index This 2.7-percent increase is due to input cost increases in the printing operation.	---	40
5. Congressional Record Indexers This 2.1-percent increase is necessary to provide for cost recovery of current services.	---	24
6. Miscellaneous Publications This 5.0-percent increase is necessary to provide for cost recovery of current services.	---	234
7. Miscellaneous Printing and Binding This 1.0-percent increase is necessary to provide for cost recovery of current services.	---	140
8. Details to Congress This 2.5-percent increase is necessary to provide for cost recovery of current services.	---	50
9. Business & Committee Calendars This 5.3-percent increase is necessary to provide for cost recovery of current services.	---	125
10. Committee Reports This 5.0-percent increase is necessary to provide for cost recovery of current services.	---	180
11. Documents This 4.6-percent increase is necessary to provide for cost recovery of current services.	---	108
12. Hearings This 4.2-percent increase is necessary to provide for cost recovery of current services.	---	720
13. Committee Prints This 4.0-percent increase is necessary to provide for cost recovery of current services.	---	64

CONGRESSIONAL PRINTING AND BINDING

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
B. PROGRAM TYPE CHANGES		
1. Workload (Volume)		
1a. Daily Congressional Record:		
1a1. Data Preparation This 28.6-percent increase is computed based on historical data which indicates an increase for the Congressional second session year.	---	2,648
1a2. Printing This 28.6-percent increase is computed based on historical data which indicates an increase for the Congressional second session year.	---	1,416
1b. Bound Record This 20.0-percent increase is computed based on historical data.	---	43
1c. Congressional Record Index This 21.2-percent increase is computed based on historical data.	---	259
1d. Miscellaneous Publications This 13.3-percent decrease provides for the printing of the Congressional Directory and Supplements to the U. S. Code for which pages are cumulative.	---	(720)
1e. Miscellaneous Printing & Binding This 2.9-percent increase is computed based on historical data.	---	392
1f. Details to Congress This 9.1-percent decrease is computed based on trends for reduced requirements.	---	(200)
1g. Business & Committee Calendars This 19.0-percent increase is computed based on historical data for the Congressional second session year. The information is cumulative.	---	380
1h. Bills, Resolutions, and Amendments This 7.9-percent increase is computed based on historical data.	---	720
1i. Committee Reports This 12.5-percent increase is computed based on historical data.	---	400
1j. Documents This 12.5-percent increase is computed based on historical data.	---	260
1k. Hearings This 0.3-percent decrease is computed based on historical data.	---	(48)
1l. Committee Prints This 23.1-percent increase is computed based on historical data.	---	300

Schedule D Congressional Printing And Binding Appropriation
 Summary of Agency Request
 FY 2000 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Base, 1999	---	74,465
Proposed Changes for FY 2000		
Price Level Changes	---	1,899
Program Type Changes		
Workload	---	5,850
Total Proposed Changes	---	7,749
FY 2000 Appropriation	---	82,214

SUMMARY OF PUBLICATIONS BOUND FOR THE SENATE AND HOUSE
FISCAL YEAR 1996, 1997, and 1998

	Number of Volumes Bound			Amount Billed to Congressional Printing and Binding Appropriation		
	1996	1997	1998	1996	1997	1998
Senate Committees						
Appropriations.....	0	130	0	\$0	\$43,269	\$0
Armed Services.....	0	48	36	0	19,835	14,275
Budget.....	0	3	0	0	1,013	0
Commerce, Science, & Transportation.....	33	0	0	8,202	0	0
Democratic Policy.....	0	0	0	0	0	0
Energy & Natural Resources.....	22	18	0	6,394	10,068	0
Environment & Public Works.....	0	0	28	0	0	12,729
Finance.....	63	10	0	13,982	3,173	0
Foreign Relations.....	0	0	21	0	0	5,379
Governmental Affairs.....	0	0	267	0	0	93,020
Indian Affairs.....	24	0	22	4,769	0	8,490
Judiciary.....	60	0	4	10,895	0	1,672
Labor & Human Resources.....	20	21	0	4,620	7,692	0
Republican Policy.....	4	2	2	855	640	767
Rules & Administration.....	3	6	0	6,582	4,534	0
Select Committee on Ethics.....	112	0	0	18,508	0	0
Small Business.....	0	25	15	0	5,581	4,367
Special Committee on Aging.....	28	0	14	6,437	0	4,528
	0	0	9	0	0	2,276
Total for Senate Committees.....	369	261	410	79,244	95,835	145,227
Total Senate Members.....	0	68	0	0	20,558	0
Total Senate.....	369	329	410	\$79,244	\$116,393	\$145,227
House Committees						
Speaker of the House.....	0	0	3	\$0	\$0	\$943
Clerk of the House.....	0	0	451	0	0	114,567
Agriculture.....	85	27	19	13,485	8,040	4,932
Appropriations.....	52	229	219	18,853	70,725	85,245
Banking and Financial Services.....	176	0	0	27,997	0	0
Budget.....	25	40	0	3,136	6,532	0
Economic & Educational Opportunities.....	20	18	0	4,824	4,485	0
Energy & Commerce.....	20	86	0	1,697	15,815	0
Government Reform.....	6	98	127	1,914	28,406	39,318
International Relations.....	126	0	0	21,875	0	0
Judiciary.....	63	17	0	12,185	6,615	0
National Security.....	12	0	19	2,856	0	7,489
Resources.....	54	44	0	11,237	11,662	0
Rules.....	0	24	0	0	5,018	0
Science.....	0	148	0	0	29,398	0
Small Business.....	52	60	0	8,317	11,927	0
Transportation & Infrastructure.....	26	0	28	6,524	0	7,370
Veterans' Affairs.....	0	50	0	0	9,211	0
Ways & Means.....	29	189	28	5,789	78,954	12,102
	0	0	2	0	0	1,044
Total for House Committees.....	746	1,010	440	140,488	282,987	156,456
Total House Members.....	12	4	0	3,183	858	0
Total House of Representatives.....	758	1,014	440	\$143,681	\$283,845	\$156,456
TOTAL CONGRESS.....	1,127	1,343	850	\$222,925	\$399,836	\$301,683

Congressional Billings For Committees By Category

Committee	Daily Comp. Rec.	Record Index	Record Index	Misc. Pub.	Misc. Pub.	Detail	Doc. Enr.	Doc. Frank	Calendars	Bills	Reports	Documents	Hearings	Committee Prints	TOTAL
House	6,109,466	708,850		2,828	8,303	62,728				3,664	169,942	2,063			7,086,729
House				185,368	273,499	74,585				17	35,942	17,112	3,834		1,745,898
House Members				4,891	1,598,787		918,808	20,235	1,175,743	5		8,250			2,550,774
H. Agriculture					8,473				11,229				145,917	94	165,713
H. Appropriations				117,249	84,264					85,042	102,348		4,556,268	177,345	5,132,816
H. Armed Services				15,729	9,056								612,745	1,347	638,887
H. National Security					2,285				15,880				164,817	17,188	200,170
H. Banking					905								243,680	44,872	288,917
H. Commerce & Econ.					6,246								445,418	88,563	540,227
H. Educational Rel.													1,428,144	11,522	1,478,429
H. Gov't Reform					36,110						2,653				1,037
H. Oversight					1,037				14,272				411,864	3,189	432,137
H. Resources					2,692								292,080	40,303	338,417
H. Commerce					4,054								134,711	44,241	189,820
H. Judiciary				1,949	8,720								208,189	38,115	323,857
H. Transportation				43,807	10,870				7,732	25,176		1,087	15,423	44,058	75,774
H. Rules					7,476						7,121		388,823	190	403,373
H. Science					1,833				8,067				107,321	978	110,299
H. Veterans Affairs					61				17,153			557	92,902	84,376	217,816
H. Ways & Means					22,767								166,168		188,935
H. Small Business					7,753								8,214		15,967
H. House Administration				88,842	8,110	52,281									149,233
H. Official Conduct				88,832	3,057										91,889
H. Admin. Officer				40,978	28,338										69,316
H. Budget				169	1,489										1,658
H. Bipartisan Comm.					60,917	24,238							88,817	11,438	100,255
H. Legislative Council					15,870	168,185							1,558		184,053
H. Intelligence														56	182,112
													8,857	16,139	24,996
Total, House	6,109,466	708,850	0	560,020	2,227,815	360,016	918,808	20,235	1,250,076	113,904	337,906	119,444	9,495,226	623,812	22,823,176

Congressional Billings For Committees By Category - Continued
FY 1998, as of September 30, 1998

Committee	Daily Cong Rec	Record Index	Record Index	Misc Pubn	Misc P&B	Details	Doc Envt	Doc Frank	Calendars	Bills	Reports	Documents	Hearings	Committee Prints	TOTAL
Senate															
Senate	6,035,561	584,759	---	21,054	215,764	9,916	287	---	620,880	19,527	173,558	37,876	719	---	7,760,301
Secretary of Senate	---	---	---	56,308	230,395	1,613	---	---	526	---	---	35,736	---	---	326,740
Senate Members	---	---	---	5,046	1,486,724	54,242	3,546	947	---	6,078	---	---	---	---	1,423,345
S Agriculture	---	---	---	---	1,267	380,657	---	---	---	---	---	---	69,231	282	125,042
S Appropriations	---	---	---	4,331	32,733	54,168	---	---	---	7,862	2,370	445	293,010	3,426	650,234
S Armed Services	---	---	---	---	16,590	143,736	---	---	---	---	---	---	48,573	---	119,331
S Banking	---	---	---	464	5,605	73,928	---	---	---	---	---	---	265,799	---	411,824
S Commerce	---	---	---	140	6,763	73,928	---	---	---	---	---	---	74,193	---	169,878
S Finance	---	---	---	---	8,140	63,277	---	---	14,636	---	---	---	134,916	4,130	211,493
S Foreign Relations	---	---	---	---	19,683	11,030	---	---	6,444	---	---	---	68,716	54,683	270,569
S Govt Affairs	---	---	---	---	4,965	60,973	---	---	---	---	---	---	476,892	21,766	564,227
S Energy	---	---	---	---	5,342	55,759	---	---	---	---	---	---	167,466	29,046	262,812
S Judiciary	---	---	---	---	100,179	193,328	---	---	---	---	---	---	470,375	---	723,846
S Labor	---	---	---	---	2,217	65,146	---	---	---	---	---	---	139,717	4,369	200,470
S Environment	---	---	---	---	56,491	---	---	---	---	---	---	2,816	150,486	353	200,390
S Rules	---	---	---	---	473	---	---	---	---	---	---	---	---	---	3,411
S Democratic Policy	---	---	---	62,299	1,946	60,176	---	---	---	---	---	---	---	---	124,423
S Republican Policy	---	---	---	---	3,216	---	---	---	7,087	---	---	---	29,370	---	41,675
S Small Business	---	---	---	26,917	2,553	48,942	---	---	---	---	---	---	135,609	1,624	213,524
S Aging	---	---	---	22,000	862	---	---	---	---	---	---	---	---	3,599	26,961
S Ethics	---	---	---	2153	146	---	---	---	---	---	---	---	---	---	3,602
S Year 2000	---	---	---	---	1,076	---	---	---	---	---	---	---	---	---	25,210
S Veterans Affairs	---	---	---	---	93,001	229,921	---	---	---	---	---	---	23,532	---	322,922
S Legislative Counsel	---	---	---	---	510,144	---	---	---	---	---	---	---	---	---	574,003
S Sergeant at Arms	---	---	---	206	168	53,878	---	---	---	---	---	1,670	33,127	2,224	91,971
S Budget	---	---	---	8,918	998	---	---	---	---	---	---	---	---	---	7,914
S Legal Counsel	---	---	---	8,960	0	---	---	---	5,954	---	---	---	89,269	---	102,111
S Intelligence	---	---	---	---	16,276	68,217	---	---	18,857	---	---	---	108,549	5,476	215,175
S Indian Affairs	---	---	---	---	---	---	---	---	---	---	---	---	---	---	763
S Census Mgmt-Fiscal	---	---	---	---	---	---	---	---	---	---	---	---	---	---	186
S Census Mgmt-Non-Fiscal	---	---	---	---	---	---	---	---	---	---	---	---	---	---	145
Total Senate	6,035,561	584,759	0	281,218	2,755,228	1,660,409	3,833	947	674,186	33,487	178,328	138,543	2,714,566	141,142	15,200,191

Congressional Billings For Committees By Category - Continued

FY 1988 as of September 30, 1988

Committee	Daily Cong Rec	Record Index	Record Index	Misc Publ	Misc Publ	Details	Env	Doc	Franks	Calendars	Bills	Reports	Documents	Hearings	Committee Prints	TOTAL
Joint Committees																
Joint Comm on Printing						6	704						26	8,156		8,892
Organization of Cong						2,178										2,178
Joint Economic						65,950							890	56,896	235	147,016
Joint Taxation						24,801	14,694						1,113		203,571	244,249
Total Joint Comm	0	0	0	110,857	20,469	0	0	0	0	0	0	0	2,028	65,152	203,806	402,339
Miscellaneous																
Bylaw	Elec Rec	Macro Rec		746,936	8,197,132	55,428	10,016			4,175	5,708,839	2,307,251	1,484,291			17,910,669
Archives of Capital	315,869	6,731		28,831	85,787								84			114,112
US S Caucus on Inland														21,857	4,700	26,457
Total, Miscellaneous	315,869	6,731	1,072,000	775,767	8,282,919	55,428	10,016	0	4,175	5,708,839	2,307,251	1,484,385	21,857	21,857	4,700	18,051,835
TOTALS	12,460,896	1,300,140	1,072,000	1,717,863	11,288,252	2,095,851	932,657	21,182	1,828,437	5,856,210	2,821,485	1,744,401	12,266,601		973,460	56,477,835

11-14

Summary Status of FY 1988 Appropriation:

Appropriation	74,420,000
Payments for current year	56,477,835
Payments for prior years	0
Total Disbursements	56,477,835
Balance	17,922,365

DETAILS TO CONGRESS, AS OF SEPTEMBER 30

	1997	1998
HOUSE COMMITTEES		
Banking & Financial Services.....	1	1
Commerce.....	1	2
Government Reform.....	1	1
International Relations.....	1	1
Judiciary.....	2	1
National Security.....	2	2
Resources.....	1	1
Science.....	1	1
Small Business.....	1	1
Transportation & Infrastructure.....	1	1
Ways and Means.....	3	4
Commission on Security & Cooperation in Europe...	1	1
	—	—
Total House Committees.....	16	17
	==	==

MISCELLANEOUS

Clerk of the House.....	0	1
House Chief Administrative Officer.....	1	0
House Legislative Counsel.....	3	3
Congressional Service Center (CRS).....	1	1
Senate Legislative Counsel.....	4	4
Speaker of the House.....	1	1
	—	—
Total Miscellaneous.....	10	10
	==	==

DETAILS TO CONGRESS - CONTINUED

	1997	1998
SENATE COMMITTEES		
Agriculture, Nutrition, & Forestry.....	1	1
Appropriations.....	4	4
Armed Services.....	1	1
Banking, Housing, & Urban Affairs.....	2	2
Budget.....	1	1
Commerce, Science, & Transportation.....	1	1
Energy.....	1	1
Finance.....	1	1
Foreign Relations.....	2	2
Government Affairs.....	1	1
Indian Affairs.....	1	1
Judiciary.....	3	3
Labor & Human Relations.....	1	1
Republican Policy.....	1	1
Special Committee on Aging.....	1	1
	—	—
Total Senate Committees.....	22	22
	==	==
SUMMARY		
House Committees.....	16	17
Miscellaneous.....	10	10
Senate Committees.....	22	22
	—	—
Total.....	48	49
	==	==
	1998	1999 (est.)
Full-time equivalents (FTE's).....	28	21
Total billings (millions).....	\$2.3	\$1.8
		2000 (est.)
		24
		\$2.1

GOVERNMENT PRINTING OFFICE

Congressional Printing and Binding

Program and Financing (in millions of dollars)

Position code 04-0203-0-1-801		1998 actual	1999 est	2000 est
Obligations by program activity:				
10 00	Total obligations (object class 24 0)	74	74	82
Budgetary resources available for obligation:				
22 00	New budget authority (gross)	74	74	82
23 95	Total new obligations	-74	-74	-82
New budget authority (gross), detail:				
40 00	Appropriation	70	74	82
42 00	Transferred from other accounts	4		
43 00	Appropriation (total)	74	74	82
Change in unpaid obligations:				
72 46	Unpaid obligations, start of year, Obligated balance, start of year	42	35	36
73 10	Total new obligations	74	74	82
73 20	Total outlays (gross)	-81	-73	-84
74 40	Unpaid obligations, end of year, Obligated balance, end of year	35	36	34
Outlays (gross), detail:				
46 50	Outlays from new current authority	57	56	62
46 53	Outlays from current balances	24	17	22
87 00	Total outlays (gross)	81	73	84
Net budget authority and outlays:				
89 00	Budget authority	74	74	82
96 00	Outlays	81	73	84

JAN 23 1999

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

GOVERNMENT PRINTING OFFICE

Office of Superintendent of Documents

SUMMARY OF APPROPRIATION ESTIMATES SALARIES AND EXPENSES FISCAL YEAR 2000

The Office of the Superintendent of Documents operates an appropriation which provides funds for: (1) the compilation of catalogs and indexes of Government publications; (2) the mailing for Members of Congress and other Government agencies of certain Government publications, as authorized by law; (3) the distribution of Government publications to designated depository libraries; and (4) the distribution of Government publications to the International Exchange Program. These four functions are related to the publication activity of other agencies and to the demands of the public, Members of Congress, and depository libraries. Consequently, the Office of the Superintendent of Documents can exercise little control over the volume of work which it may be called upon to perform. A description of these four functions follows:

Cataloging and indexing. The Office of the Superintendent of Documents is charged with preparing catalogs and indexes of all publications issued by the Federal Government. The principal publication is the "Monthly Catalog of U.S. Government Publications."

Bylaw Distribution for other Government agencies and Members of Congress. The Office of the Superintendent of Documents maintains mailing lists and mails, at the request of Government agencies and Members of Congress, certain publications specified by public law.

Depository Library Distribution. As required, Government publications are supplied to libraries which are designated as depositories for Government information. In recent years, while there has been increasingly greater dissemination of information to depository libraries in electronic formats such as CD-ROMs; print products, including paper and microfiche, still predominate. Since 1994 there has been increased utilization of the GPO Access on-line service as the principal delivery vehicle for online Government information to depository libraries and the public. The Federal Depository Library Program (FDLP) is in the midst of a transition from an exclusively print environment to a mixed environment. The transition to a more electronic FDLP includes tangible Government information products disseminated to depository libraries, online access, and locator services provided via the Internet from GPO Access. As the transition to a more electronic FDLP continues, the FDLP is becoming more reliant upon Government information which is published solely electronically. In order to assure permanent public access to FDLP electronic information, the Superintendent of Documents is taking the necessary steps to build and manage the FDLP Electronic Collection. These steps involve GPO in a broad range of information life-cycle activities, including the identification and evaluation of Internet-based products for the FDLP, assuring the reliability of official information, providing cataloging and locator services, and preserving and managing electronic files for future public access and use.

International exchange. The Office of the Superintendent of Documents distributes Government publications to foreign governments which agree, as indicated by the Library of Congress, to send to the United States similar publications of their governments for delivery to the Library of Congress.

Schedule A
Office of Superintendent of Documents
Salaries and Expenses
Summary
By Program and By Object Class

CATEGORIES	FY 1998 ACTUAL		FY 1999 ESTIMATE		FY 2000 ESTIMATE		TOTAL CHANGES 1999/2000	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Program:								
By-Law Distribution	3	559	3	551	3	58	0	7
Cataloging and Indexing	25	2,923	25	3,220	25	00	0	80
Depository Library Distribution	102	25,090	107	24,966	107	48	0	1,882
International Exchange	3	505	3	527	3	539	0	12
Appropriation	133	29,077	138	29,264	138	31,245	0	1,981
2. Breakdown by Object Class:								
11 Personnel Compensation	133	5,570	138	5,691	138	5,984	0	293
12 Personnel Benefits	---	1,016	---	1,230	---	1,295	---	65
21 Travel	---	135	---	150	---	175	---	25
22 Transportation of Things	---	1,313	---	2,020	---	2,043	---	23
23 Rent, Communications, and Util	---	1,031	---	982	---	982	---	0
24 Printing and Reproduction	---	12,516	---	11,903	---	12,177	---	274
25 Other Services	---	7,012	---	6,559	---	7,923	---	1,364
26 Supplies and Materials	---	484	---	729	---	666	---	(63)
Total	133	29,077	138	29,264	138	31,245	0	1,981

Schedule B
Office of Superintendent of Documents
Salaries and Expenses
Analysis of Change to Budget Base
By Program and By Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES				TOTAL CHANGES	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	LEGISLATION	WORKLOAD	EQUIP., ALTS., MAINT., REPAIR	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
FY 1999/2000 CATEGORIES										
1. Breakdown by Program:										
By-Law Distribution		7		2				0		7
Cataloging and Indexing		92		26				25		80
Depository Library Distribution		253		450				37		1,882
International Exchange		6		6				0		12
Total		358		484				62	0	1,981
2. Breakdown By Object Class:										
11 Personnel Compensation		293		0				0		293
12 Personnel Benefits		65		0				0		65
21 Travel		0		4				21		25
22 Transportation of Things		0		23				0		23
23 Rept. Communications, & Util.		0		0				0		0
24 Printing and Reproduction		0		274				0		274
25 Other Services		0		169				1,133		1,364
26 Supplies and Materials		0		14				(77)		(63)
Total		358		484				62	0	1,981

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
Summary
Detailed Analysis of Changes

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Base, 1999	138 29,264
2000 REQUEST	
STAFF	AMOUNT (\$000)
I. Adjustments to Base	
A. Mandatory Pay and Related Costs	358
1. Current Services Increases	289
2. Step Increases/Promotions	69
B. Price Level Changes	484
1. Travel	4
2. Transportation of Things	23
3. Catalog Printing	4
4. Depository Printing	264
5. Int'l Exchange Printing	6
6. Computer Service Charges	7
7. Other ADP Services	4
8. Administrative Services	114
9. Miscellaneous Services	44
10. Supplies and Materials	14
C. Program Type Changes	
1. Legislation	0
2. Workload	0 1,077
a. Travel	21
b. Computer Service Charges	(43)
c. Miscellaneous Services	1,176
d. Supplies and Materials	(77)
3. Equipment, Alterations, Repairs, Etc.	62
a. Depreciation	62
II. Increase From 1999 Appropriation	1,981
III. Total Appropriation, 2000	138 31,245

SALARIES AND EXPENSES APPROPRIATION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
	Staff	Amount (\$000)
A. MANDATORY CHANGES	---	358
1. Annualized effect of current services increase for FY 2000.	---	289
2. Merit Increases/Promotions to be granted during FY 2000.	---	69
B. PRICE LEVEL CHANGES		
1. Items 1-10 An overall 2.3 % increase is projected.	---	484
C. PROGRAM TYPE CHANGES		
1. Legislation	---	0
2. Workload		1,077
2a. Travel An increase travel expenses is anticipated to better inform the public about GPO Access.	---	21
2b. Computer Service Charges A reduction of in-house computer service charges is anticipated for FY 2000.	---	(43)
2c. Miscellaneous Services The increase is primarily for expenditures assoc with managing the FOLP Electronic Collection.		1,176
2d. Supplies and Materials A reduction is primarily due to the replacement of computer hardware and accessories in FY 1999 and not in FY 2000.	---	(77)
3. Equipment, Alterations, Repairs, Etc.		62
3a. Depreciation An increase in asset acquisitions is projected during FY 1999 and FY 2000.	---	62

Schedule D: Office of Superintendent of Documents
 Salaries and Expenses
 Summary of Request
 FY 2000 Budget Request

	CALCULATION OF BASE	
	Staff	AMOUNT (\$000)
Base, 1999	138	29,264
Proposed Changes for FY 2000		
Mandatory Pay and Related Costs	---	358
Price Level Changes	---	484
Program Type Changes		
Legislation	---	0
Workload	---	1,077
Equipment, Alterations, Repairs,	---	62
Total Proposed Changes	---	1,981
FY 2000 Appropriation	138	31,245

Schedule A
Office of Superintendent of Documents
Salaries and Expenses
By-Law Distribution
By Object Class

CATEGORIES	FY 1998 ACTUAL		FY 1999 ESTIMATE		FY 2000 ESTIMATE		TOTAL CHANGES 1999/2000	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
By-Law Distribution	3	559	3	551	3	558	0	7
2. Breakdown by Object Class:								
11 Personnel Compensation	3	128	3	133	3	139	0	6
12 Personnel Benefits		28		22		23		1
21 Travel		0		0		0		0
22 Transportation of Things		0		31		31		0
23 Rent, Communications, and Util		268		219		219		0
24 Printing and Reproduction		0		0		0		0
25 Other Services		113		133		133		0
26 Supplies and Materials		22		13		13		0
Total	3	559	3	551	3	558	0	7

Schedule B

Office of Superintendent of Documents
By-Law Distribution
Analysis of Change to Budget Base
By Program and By Object Class

	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
				LEGISLATION		WORKLOAD		EQUIP., ALTS MAINT. REPAIRS			
		DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF		
FY 1999/2000 CATEGORIES											
1. Breakdown by Program:											
By-Law Distribution	7	—	2	—	—	0	(2)	—	0	0	7
2. Breakdown By Object Class:											
11 Personnel Compensation	6	—	0	—	0	—	0	—	0	—	6
12 Personnel Benefits	1	—	0	—	0	—	0	—	0	—	1
21 Travel	0	—	0	—	0	—	0	—	0	—	0
22 Transportation of Things	0	—	0	—	0	—	0	—	0	—	0
23 Rent Communications, & Util	0	—	0	—	0	—	0	—	0	—	0
24 Printing and Reproduction	0	—	0	—	0	—	0	—	0	—	0
25 Other Services	0	—	2	—	0	—	(2)	—	0	—	0
26 Supplies and Materials	0	—	0	—	0	—	0	—	0	—	0
Total	7	—	2	—	—	0	(2)	—	0	0	7

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
By-Law Distribution
Detailed Analysis of Changes

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Available Resources, 1999	3 551
2000 REQUEST	
I. Adjustments to Base	STAFF AMOUNT (\$000)
A. Mandatory Pay and Related Costs	7
1. Current Services Increases	6
2. Step Increases/Promotions	1
B. Price Level Changes	2
1. Miscellaneous Services	2
C. Program Type Changes	
1. Legislation	0
2. Workload	(2)
d. Miscellaneous Services	(2)
3. Equipment, Alterations, Repairs, Etc.	0
II. Net Increase From 1999 Obligations	7
III. Total Obligations, 2000	3 558

Schedule A
Office of Superintendent of Documents
Salaries and Expenses
Cataloging and Indexing
By Object Class

CATEGORIES	FY 1998 ACTUAL		FY 1999 ESTIMATE		FY 2000 ESTIMATE		TOTAL CHANGES 1999/2000	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
Cataloging and Indexing	25	2,923	25	3,220	25	3,300	0	80
2. Breakdown by Object Class:								
11 Personnel Compensation	25	1,387	25	1,438	25	1,513	0	75
12 Personnel Benefits	---	239	---	315	---	332	---	17
21 Travel	---	5	---	6	---	6	---	0
22 Transportation of Things	---	1	---	0	---	0	---	0
23 Rent, Communications, and Util	---	2	---	3	---	3	---	0
24 Printing and Reproduction	---	154	---	156	---	160	---	4
25 Other Services	---	1,078	---	1,167	---	1,194	---	27
26 Supplies and Materials	---	57	---	135	---	92	---	(43)
Total	25	2,923	25	3,220	25	3,300	0	80

Office of Superintendent of Documents
Cataloging and Indexing
Analysis of Change to Budget Base
By Program and By Object Class

Schedule B

	MANDATORY PAY AND RELATED COSTS	PROGRAM TYPE CHANGES										TOTAL CHANGES
		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIP., ALTS MAINT, REPAIRS				
		DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)			
FY 1999/2000 CATEGORIES												
1. Breakdown by Program:												
Cataloging and Indexing	92	26	0	(63)	25	0	80					
2. Breakdown By Object Class:												
11 Personnel Compensation	75	0	0	0	0	0	75					
12 Personnel Benefits	17	0	0	0	0	0	17					
21 Travel	0	0	0	0	0	0	0					
22 Transportation of Things	0	0	0	0	0	0	0					
23 Rent, Communications, & Util	0	0	0	0	0	0	0					
24 Printing and Reproduction	0	4	0	0	0	4	0					
25 Other Services	0	20	0	(18)	25	(43)	27					
26 Supplies and Materials	0	2	0	(45)	0	(43)	(43)					
Total	92	26	0	(63)	25	0	80					

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
Cataloging And Indexing
Detailed Analysis of Changes

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Available Resources, 1999	25 3,220
2000	REQUEST
STAFF	AMOUNT (\$000)
I. Adjustments to Base	
A. Mandatory Pay and Related Costs	92
1. Current Services Increases	74
2. Step Increases/Promotions	18
B. Price Level Changes	26
1. Catalog Printing	4
2. Computer Service Charges	1
3. Other ADP Services	4
4. Administrative Services	12
5. Miscellaneous Services	3
6. Supplies and Materials	2
C. Program Type Changes	
1. Legislation	0
2. Workload	(63)
a. Computer Service Charges	(9)
b. Miscellaneous Services	(9)
c. Supplies and Materials	(45)
3. Equipment, Alterations, Repairs, Etc.	25
a. Depreciation	25
II. Net decrease From 1999 Obligations	0 80
III. Total Obligations, 2000	25 3,300

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
Depository Library Distribution
By Object Class

CATEGORIES	FY 1998 ACTUAL		FY 1999 ESTIMATE		FY 2000 ESTIMATE		TOTAL CHANGES 1999/2000	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
Depository Library Distribution	102	25,090	107	24,966	107	26,848	0	1,882
2. Breakdown by Object Class:								
11 Personnel Compensation	102	3,960	107	4,021	107	4,228	0	207
12 Personnel Benefits	---	733	---	875	---	921	---	46
21 Travel	---	130	---	144	---	169	---	25
22 Transportation of Things	---	1,312	---	1,981	---	2,004	---	23
23 Rent, Communications, and Util	---	728	---	736	---	736	---	0
24 Printing and Reproduction	---	12,089	---	11,468	---	11,732	---	264
25 Other Services	---	5,739	---	5,169	---	6,506	---	1,337
26 Supplies and Materials	---	399	---	572	---	552	---	(20)
Total	102	25,090	107	24,966	107	26,848	0	1,882

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Schedule B

Office of Superintendent of Documents
 Depository Library Distribution
 Analysis of Change to Budget Base
 By Program and By Object Class

	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES
		DOLLARS STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	DOLLARS STAFF
FY 1999/2000 CATEGORIES										
1. Breakdown by Program:										
Depository Library	253	—	450	—	0	0	1,142	—	37	0 1,882
2. Breakdown By Object Class:										
11 Personnel Compensation	207	—	0	—	0	—	0	—	0	— 207
12 Personnel Benefits	46	—	0	—	0	—	0	—	0	— 46
21 Travel	0	—	4	—	0	—	21	—	0	— 25
22 Transportation of Things	0	—	23	—	0	—	0	—	0	— 23
23 Rent, Communications, & Util	0	—	0	—	0	—	0	—	0	— 0
24 Printing and Reproduction	0	—	264	—	0	—	0	—	0	— 264
25 Other Services	0	—	147	—	147	—	1,153	—	37	— 1,337
26 Supplies and Materials	0	—	12	—	0	—	(32)	—	0	— (20)
Total	253	—	450	—	0	0	1,142	—	37	0 1,882

Schedule C Office of Superintendent of Documents
 Salaries and Expenses
 Depository Library Distribution
 Detailed Analysis of Changes

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Available Resources, 1999	107 24,966
2000 REQUEST	
STAFF	AMOUNT (\$000)
I. Adjustments to Base	
A. Mandatory Pay and Related Costs	— 253
1. Current Services Increases	— 204
2. Step Increases/Promotions	— 49
B. Price Level Changes	— 450
1. Travel	— 4
2. Transportation of Things	— 23
3. Depository Printing	— 264
4. Computer Service Charges	— 6
5. Administrative Services	— 102
6. Miscellaneous Services	— 39
7. Supplies and Materials	— 12
C. Program Type Changes	
1. Legislation	— 0
2. Workload	0 1,142
a. Travel	— 21
b. Depository Printing	— 0
c. Computer Service Charges	— (34)
d. Miscellaneous Services	— 1,187
e. Supplies and Materials	— (32)
3. Equipment, Alterations, Repairs, Etc.	— 37
a. Depreciation	— 37
II. Increase From 1999 Obligations	0 1,882
III. Total Obligations, 2000	107 26,848

Schedule A
Office of Superintendent of Documents
Salaries and Expenses
International Exchange
By Object Class

CATEGORIES	FY 1998 ACTUAL		FY 1999 ESTIMATE		FY 2000 ESTIMATE		TOTAL CHANGES 1999/2000	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
International Exchange	3	505	3	527	3	539	0	12
2. Breakdown by Object Class:								
11 Personnel Compensation	3	95	3	99	3	104	0	5
12 Personnel Benefits	---	16	---	18	---	19	---	1
21 Travel	---	0	---	0	---	0	---	0
22 Transportation of Things	---	0	---	8	---	8	---	0
23 Rent, Communications, and Util	---	33	---	24	---	24	---	0
24 Printing and Reproduction	---	273	---	279	---	285	---	6
25 Other Services	---	82	---	90	---	90	---	0
26 Supplies and Materials	---	6	---	9	---	9	---	0
Total	3	505	3	527	3	539	0	12

Schedule C

Salaries and Expenses
International Exchange
Detailed Analysis of Changes

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Available Resources, 1999	3 527
2000 REQUEST	
STAFF	AMOUNT (\$000)
I. Adjustments to Base	
A. Mandatory Pay and Related Costs	---
1. Current Services Increases	---
2. Step Increases/Promotions	---
B. Price Level Changes	---
1. Int'l Exchange Printing	---
C. Program Type Changes	
1. Legislation	---
2. Workload	0 0
3. Equipment, Alterations, Repairs, Etc.	---
II. Net Increase From 1999 Obligations	0 12
III. Total Obligations, 2000	3 539

GOVERNMENT PRINTING OFFICE

Office of Superintendent of Documents

Program and Financing (in millions of dollars)

Identification code 04-0201-0-1-808	1998 actual	1999 est	2000 est
Obligations by program activity:			
00 00 By-Law Distribution	1	1	1
00 02 Depository library distribution	25	24	26
00 03 Cataloging and indexing	3	3	3
00 04 International exchange		1	1
10 00 Total obligations	29	29	31
Budgetary resources available for obligation:			
22 00 New budget authority (gross)	29	29	31
23 95 Total new obligations	-29	-29	-31
New budget authority (gross), detail:			
40 00 Appropriation	29	29	31
Change in unpaid obligations:			
72 40 Unpaid obligations start of year Obligated balance start of year	24	21	20
73 10 Total new obligations	29	29	31
73 20 Total outlays (gross)	-32	-30	-31
74 40 Unpaid obligations end of year Obligated balance end of year	21	20	20
Outlays (gross), detail:			
86 90 Outlays from new current authority	21	21	22
86 93 Outlays from current balances	11	9	9
87 00 Total outlays (gross)	32	31	31
Net budget authority and outlays:			
89 00 Budget authority	29	29	31
90 00 Outlays	32	31	31

Object Classification (in millions of dollars)

Identification code 04-0201-0-1-808	1998 actual	1999 est	2000 est
11 1 Personnel compensation, Full-time permanent	6	6	6
12 1 Civilian personnel benefits	1	1	1
22 0 Transportation of things	1	2	2
23 3 Communications, utilities and miscellaneous charges	1	1	1
24 0 Printing and reproduction	13	12	12
25 2 Other services	7	7	8
26 0 Supplies and materials			1
99 9 Total obligations	29	29	31

Personnel Summary

Identification code 04-0201-0-1-808	1998 actual	1999 est	2000 est
1011 Total compensable workyears Exempt full-time equivalent employment	133	138	138

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

GOVERNMENT PRINTING OFFICE

Revolving Fund

REVOLVING FUND OPERATIONS

The three major revolving fund operations are:

- Printing and Binding Operations
- Sales of Publications Operations
- Agency Distribution Services

Printing and Binding Operations encompasses the preparation of electronic databases of government publications, the procurement and production of printing, CD-ROM's and electronic formats. About 73 percent of the value of these services is commercially procured. Sales of Publications provides for the public sale of government publications through the Superintendent of Documents. Through the Agency Distribution Services Program, the Superintendent of Documents distributes publications to the public on behalf of Government agencies on a reimbursable basis.

APPROPRIATION ESTIMATE

For fiscal year 2000, an appropriation of \$15,000,000, to be available until expended, is requested for the revolving fund for the replacement of air-conditioning systems, renovation of elevators, and for reimbursement of out-of-pocket expenditures required for Year 2000 compliance. This amount is comprised of the following:

Air conditioning systems	\$6,000,000
Elevator renovation	900,000
Year 2000 compliance	<u>8,100,000</u>
Total	15,000,000

Schedule A
Revolving Fund
Printing & Binding Operations
By Object Class

CATEGORIES	FY 98 ACTUAL		FY 1999 ESTIMATE		FY 2000 ESTIMATE		TOTAL CHANGES FY1999/FY2000	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
Printing & Binding Operations	2,759	655,728	2,729	723,462	2,896	750,251	167	26,789
2. Breakdown by Object Class:								
11 Personnel Compensation	2,759	131,398	2,729	139,795	2,896	152,716	167	12,921
12 Personnel Benefits	—	27,779	—	32,770	—	35,761	—	2,991
21 Travel	—	353	—	683	—	650	—	(33)
22 Transportation of Things	—	2,156	—	2,245	—	2,376	—	131
23 Rent, Communications, and Utilities	—	12,438	—	15,864	—	15,790	—	(74)
24 Printing and Reproduction	—	430,393	—	473,432	—	483,590	—	10,158
25 Other Services	—	6,172	—	9,207	—	8,713	—	(494)
26 Supplies and Materials	—	38,517	—	41,894	—	42,413	—	519
31 Depreciation	—	6,522	—	7,572	—	8,242	—	670
Total Expenses	2,759	655,728	2,729	723,462	2,896	750,251	167	26,789

Schedule B
Revolving Fund
Printing and Binding Operations
Analysis of Change to Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIR		TOTAL CHANGES	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:												
Printing & Binding Operations		5,044		11,361		0	167	9,714		670	167	26,789
2. Breakdown By Object Class:												
11 Personnel Compensation		4,115		0		0	167	8,806		0	167	12,921
12 Personnel Benefits		929		0		0		2,062		0		2,991
21 Travel		0		0		0		(33)		0		(33)
22 Transportation of Things		0		53		0		78		0		131
23 Rent, Com., & Utilities		0		0		0		(74)		0		(74)
24 Printing and Reproduction		0		10,158		0		0		0		10,158
25 Other Services		0		196		0		(690)		0		(494)
26 Supplies and Materials		0		954		0		(435)		0		519
31 Depreciation		0		0		0		0		670		670
Total Expenses		5,044		11,361		0	167	9,714		670	167	26,789

Schedule C

Revolving Fund
Printing & Binding Operations
Detailed Analysis of Change

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Estimated Expenses, 1999	723,462
1999 ESTIMATE	
STAFF	AMOUNT (\$000)
I. Adjustments to Base	
A. Mandatory Pay and Related Costs	5,044
1. Current Services Increase	4,074
2. Step Increases/Promotions	970
B. Price Level Changes	11,361
1. Transportation of Things	53
2. Printing and Reproduction	10,158
3. Other Services	196
4. Supplies and Materials	954
C. Program Type Changes	10,384
1. Legislation	0
2. Workload	9,714
a. Current Services	10,868
b. Travel	(33)
c. Transportation of Things	78
d. Rents, Communications & Utilities	(74)
e. Other Services	(690)
f. Supplies and Materials	(435)
3. Equipment, Alterations, Repairs, Etc.	670
a. Depreciation	670
II. Net Increase From 1999 Estimates	26,789
III. Total Estimated Expenses, 2000	750,251

PRINTING AND BINDING OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
	Staff	Amount (\$000)
A. MANDATORY CHANGES		5,044
1. Current Services Increase Annualized effect of current services increase in FY 1999 and FY 2000.	---	4,074
2. Step Increases/Promotions Include within-grade increases, promotions.	---	970
B. PRICE LEVEL CHANGES		
1. Items 1-4 An overall 2.3 % increase is projected.	---	11,361
C. PROGRAM TYPE CHANGES	167	10,384
1. Legislation	---	0
2. Workload	167	9,714
2a. Current Services Current Services will increase in order to provide additional and higher quality of services to our customers.	167	10,868
2b. Travel A decrease is expected for travel for investigations and inspections.	---	(33)
2c. Transportation of Things An increase is expected in the use of contractual mail services.	---	78
2d. Rents, Communications and Utilities The reduction is primarily attributable to a decline in expenses for electricity.	---	(74)
2e. Other Services The reduction is primarily attributable to a reduction in miscellaneous services.	---	(690)
2f. Supplies and Materials The reduction is primarily attributable to a reduction in General Supplies and microcomputer software.	---	(435)
3. Equipment, Alterations, Repairs, Etc.	---	670
3a. Depreciation To provide for additional purchase of capital equipment.	---	670

Schedule D

Revolving Fund
 Printing and Binding Operations
 Summary of Estimated Expenses
 FY 2000 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Estimated Expenses, 1999	2,729	723,462
Proposed Changes for FY 2000		
Mandatory Pay and Related Costs	—	5,044
Price Level Changes	—	11,361
Program Type Changes		
Legislation	—	0
Workload	167	9,714
Equipment, Alterations, Repairs, Etc.	—	670
Total Proposed Changes	167	26,789
FY 2000 Estimated Expenses	2,896	750,251

**VALUE OF IN-HOUSE AND COMMERCIAL PROCUREMENT
OF PRINTING AND BINDING**
(dollar amounts in thousands)

Fiscal year	In-House ¹	Procured ²	Percent Procured	Other Revenue ³	Total Printing and Binding Revenue
1986	\$185,481	\$562,933	75	\$19,991	\$768,405
1987	192,715	591,804	75	20,003	804,522
1988	205,489	648,296	76	21,541	875,326
1989	197,665	726,364	79	28,865	952,894
1990	203,839	634,611	76	25,554	864,004
1991	199,678	623,076	76	25,417	848,171
1992	202,972	629,184	76	20,852	853,008
1993	191,917	530,007	73	19,875	741,792
1994	179,687	526,772	75	20,314	726,773
1995	179,799	574,665	76	23,199	777,663
1996	174,077	559,623	76	22,123	755,823
1997	182,437	488,257	73	18,234	688,928
1998	176,614	467,436	73	17,067	661,117 ⁴

¹ Includes Central and Regional in-house printing, including paper used in printing and binding.

² Includes commercially procured printing and binding, including paper furnished contractors.

³ Includes sales of blank paper, waste, scrap, fixed assets, surplus inventory, employee payments for parking, and interest revenue.

⁴ Estimated.

Schedule A

Revolving Fund

Sales of Publications Operations

By Object Class

CATEGORIES	FY 1998 ACTUAL		FY 1999 ESTIMATE		FY 2000 ESTIMATE		TOTAL CHANGES 1999/2000	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
Sale of Publications Operations	479	64,181	458	65,585	458	67,735	0	2,150
2. Breakdown by Object Class:								
11 Personnel Compensation	479	16,179	458	15,647	458	16,455	0	808
12 Personnel Benefits	---	3,184	---	2,974	---	3,128	---	154
21 Travel	---	46	---	57	---	79	---	22
22 Transportation of Things	---	1,677	---	1,733	---	1,768	---	35
23 Rent, Comm., and Utilities	---	11,165	---	10,744	---	10,754	---	10
24 Printing and Reproduction	---	20,078	---	20,802	---	21,280	---	478
25 Other Services	---	11,083	---	12,517	---	13,299	---	782
26 Supplies and Materials	---	769	---	1,111	---	972	---	(139)
Total Expenses	479	64,181	458	65,585	458	67,735	0	2,150

Schedule B

Revolving Fund
Sales of Publications Operations
Analysis of Change to Budget Base
By Object Class

	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES						TOTAL CHANGES
			LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS		
			DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	
FY 1999/2000 CATEGORIES									
1. Program:									
Sales of Publications	962	818			0	(190)		560	0 2,150
2. Breakdown by Object Class:									
11 Personnel Compensation	808	0			0	0		0	808
12 Personnel Benefits	154	0			0	0		0	154
21 Travel	0	20			0	2		0	22
22 Transportation of Things	0	39			0	(4)		0	35
23 Rent, Comm., and Utilities	0	10			0	0		0	10
24 Printing and Reproduction	0	481			0	0		0	481
25 Other Services	0	246			0	(24)		560	782
26 Supplies and Materials	0	22			0	(164)		0	(142)
Total Expenses	962	818			0	(190)		560	0 2,150

Schedule C

Revolving Fund
Sales of Publications Operations
Total Estimated Expenses
Detailed Analysis of Changes

		CALCULATION OF BASE	
		STAFF	AMOUNT (\$000)
Estimated Expenses, 1999		458	65,585
		2000 Estimate	
		STAFF	AMOUNT (\$000)
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			962
1. Current Services Increase			777
2. Step Increases/Promotions			185
B. Price Level Changes			818
1. Travel			20
2. Transportation of Things			39
3. Rent, Comm., and Utilities			10
4. Cost of Pubs Sold & Surplus Pubs			468
5. Administrative Printing			13
6. Computer Service Charges			22
7. Maintenance ADP Equip			14
8. Administrative Services			178
9. Miscellaneous Services			32
10. Supplies and Materials			22
C. Program Type Changes			
1. Legislation			0
2. Workload		0	(190)
a. Travel			2
b. Transportation of Things			(4)
c. Computer Service Charges			(134)
d. Maint ADP Equipment			167
e. Miscellaneous Services			(57)
f. Supplies and Materials			(164)
3. Equipment, Alterations, Repairs, Etc			560
a. Depreciation			560
II. Net Increase From 1999 Est. Exp.		0	2,150
III. Total Estimated Expenses, 2000		458	67,735

SALES OF PUBLICATIONS OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
	Staff	Amount (\$000)
A. MANDATORY CHANGES	---	962
1. Annualized effect of current services increase for FY 2000	---	777
2. Merit Increases/Promotions to be granted during FY 2000.	---	185
B. PRICE LEVEL CHANGES	Staff	Amount (\$000)
1. Items 1-10 A 2.3 % increase is projected.	---	818
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation	---	0
2. Workload	---	(190)
2a. Travel A slight increase in travel is anticipated for FY 2000.	---	2
2b. Transportation of Things A small decrease is anticipated for Transportation of Things.	---	(4)
2c. Computer Service Charges The decline is projected as a result of the implementation of the Intergrated Processing System during FY 1999.	---	(134)
2d. Maintenance of ADP Equipment The increase is attributable to the commercial services required to maintain the Intergrated Processing System expected to become operable during FY 1999.	---	167
2e. Miscellaneous Services The reduction is primarily attributable to the expenditure associated with resealing the wax floors during FY 1999 and not reoccurring in FY 2000.	---	(57)
2f. Supplies and Materials The reduction is primarily attributable to the expenditure associated with acquisition of Computers and Accessories projected during FY 1999 and not in FY 2000.	---	(164)
3. Equipment, Alterations, Repairs, Etc.		1,440
3a. Depreciation The additional depreciation is primarily attributable to the Intergrated Processing system anticipated to be operational during FY 1999.	---	1,440

Schedule D

Revolving Fund
Sales of Publications Operations
Summary of Estimated Expenses
FY 2000 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Estimated Expenses, 1999	458	65,585
Proposed Changes for FY 2000		
Mandatory Pay and Related Costs	---	962
Price Level Changes	---	818
Program Type Changes		
Legislation	---	0
Workload	0	(190)
Equipment, Alterations, Repairs, Etc.	---	560
Total Proposed Changes	0	2,150
FY 2000 Estimated Expenses	458	67,735

Schedule A

Revolving Fund

Agency Distribution Service

By Object Class

CATEGORIES	FY 1998 ACTUAL		FY 1999 ESTIMATE		FY 2000 ESTIMATE		TOTAL CHANGES 1999/2000	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
Agency Distribution Service	60	5,471	58	5,731	58	5,874	0	143
2. Breakdown by Object Class:								
11 Personnel Compensation	60	1,974	58	1,979	58	2,082	0	103
12 Personnel Benefits		428		390		412		22
21 Travel		7		14		13		(1)
22 Transportation of Things		100		304		310		6
23 Rent, Comm., & Utilities		1,873		1,678		1,685		7
24 Printing and Reproduction		71		132		135		3
25 Other Services		913		1,089		1,092		3
26 Supplies and Materials		105		145		145		0
Total Expenses	60	5,471	58	5,731	58	5,874	0	143

Schedule B
Revolving Fund
Agency Distribution Service
Analysis of Change to Budget Base
By Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES								TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS					
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
FY 1999/2000 CATEGORIES														
1. Program:														
Agency Distribution Service		125		44		0	0	(45)			19	0	143	
2. Breakdown by Object Class:														
11 Personnel Compensation		103		0		0		0			0		103	
12 Personnel Benefits		22		0		0		0			0		22	
21 Travel		0		0		0		(1)			0		(1)	
22 Transportation of Things		0		6		0		0			0		6	
23 Rent Communications, & Util:		0		7		0		0			0		7	
24 Printing and Reproduction		0		3		0		0			0		3	
25 Other Services		0		25		0		(41)			19		3	
26 Supplies and Materials		0		3		0		(3)			0		0	
Total Expenses		125		44		0	0	(45)			19	0	143	

Schedule C

Revolving Fund
 Agency Distribution Service
 Total Estimated Expenses
 Detailed Analysis of Changes

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Estimated Expenses, 1999	58 5,731
2000 Estimate	
STAFF	AMOUNT (\$000)
I. Adjustments to Base	
A. Mandatory Pay and Related Costs	125
1. Current Services Increase	101
2. Step Increases/Promotions	24
B. Price Level Changes	44
1. Transportation of Things	6
2. Rent, Communications, and Utilities	7
3. Printing and Reproduction	3
4. Administrative Services	16
5. Computer service Charges	2
6. Miscellaneous Services	7
7. Supplies and Materials	3
C. Program Type Changes	
1. Legislation	0
2. Workload	(45)
a. Travel	(1)
b. Other ADP Services	(18)
c. Computer Service Charges	(15)
d. Miscellaneous Services	(8)
e. Supplies and Materials	(3)
3. Equipment, Alterations, Repairs, Etc	19
a. Depreciation	19
II. Net Increase From 1999 Estimated Expenses	0 143
XIII. Total Estimated Expenses, 2000	58 5,874

AGENCY DISTRIBUTION SERVICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
	Staff	Amount (\$000)
A. MANDATORY CHANGES	—	125
1. Annualized effect of current services increase for FY 2000	—	101
2. Step Increases/Promotions to be granted during FY 1999.	—	24
B. PRICE LEVEL CHANGES	Staff	Amount (\$000)
1. Items 1-7 A 2.3 % increase is projected.	—	44
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation	—	0
2. Workload	0	(45)
2a., c., d. & e. Small reductions are anticipated for travel, computer service charges, miscellaneous services, and supplies and materials.	—	(27)
2b. Other ADP Services A reduction in programing service requirements at the Pueblo facility is anticipated for FY 2000.	—	(18)
3. Equipment, Alterations, Repairs, Etc.	—	19
3a. Depreciation The additional depreciation is primarily attributable to upgrading equipment at the Pueblo distribution facility.	—	19

Schedule D

 Revolving Fund
 Agency Distribution Service
 Summary of Estimated Expenses

FY 2000 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Estimated Expenses, 1999	58	5,731
Proposed Changes for FY 2000		
Price Level Changes	—	44
Program Type Changes	—	0
Legislation	0	(45)
Workload	—	19
Equipment, Alterations, Repairs, Etc.	—	19
Total Proposed Changes	0	18
FY 2000 Estimated Expenses	58	5,749

GOVERNMENT PRINTING OFFICE

Revolving Fund

Program and Financing (in millions of dollars)

Identification code 04-4505-0-4-808	1998 actual	1999 est	2000 est
Obligations by program activity:			
09 01 Printing and binding	649	716	742
09 02 Sales of publications	64	65	68
09 03 Agency distribution	5	6	6
09 11 Capital investment	7	10	11
10 00 Total new obligations	725	798	827
Budgetary resources available for obligation:			
21 40 Unobligated balance available start of year	87	68	74
22 00 New budget authority (gross)	706	804	811
23 90 Total budgetary resources available for obligation	793	872	885
23 95 Total new obligations	-725	-798	-827
24 90 Unobligated balance available end of year	68	74	58
New budget authority (gross), detail:			
40 00 Appropriation			15
41 00 Transferred to other accounts	-4		
43 00 Appropriation (total)	-4		15
Permanent			
Spending authority from offsetting collections			
68 00 Offsetting collections (cash)	702	788	793
68 10 From Federal sources Changes in receivables and unpaid unfilled orders	8	16	3
68 90 Spending authority from offsetting collections (total)	710	804	796
70 00 Total new budget authority (gross)	706	804	811
Change in unpaid obligations:			
Unpaid obligations start of year			
72 40 Obligated balance start of year	88	108	120
72 95 From Federal sources Receivables and unpaid unfilled orders	155	163	179
72 99 Total unpaid obligations start of year	243	271	299
73 10 Total new obligations	725	798	827
73 20 Total outlays (gross)	-697	-770	-822
Unpaid obligations end of year			
74 40 Obligated balance end of year	108	120	122
74 95 From Federal sources Receivables and unpaid unfilled orders	163	179	182
74 99 Total unpaid obligations end of year	271	299	304
Outlays (gross), detail:			
85 57 Outlays from new permanent authority	590	652	696
85 98 Outlays from permanent balances	107	118	126
87 00 Total outlays (gross)	697	770	822
Offsets:			
Against gross budget authority and outlays			
Offsetting collections (cash) from			
88 00 Federal sources	-630	-720	-725
88 40 Non-Federal sources	-72	-68	-68
88 90 Total offsetting collections (cash)	-702	-788	-793
88 95 From Federal sources Changes in receivables and unpaid unfilled orders	-8	-16	-3
Net budget authority and outlays:			
89 00 Budget authority	-4		15
90 00 Outlays	-5	-18	29

GOVERNMENT PRINTING OFFICE

Revolving Fund (Continued)

REVOLVING FUND

STATEMENT OF REVENUE AND EXPENSES

	1998 actual	1999 est	2000 est
Revenue		723	796
Expenses:			
Personnel compensation and benefits		195	202
Printing and reproduction		433	491
Supplies and materials		40	43
Rents, communications, and utilities		28	30
Other		25	30
Total expenses		721	796
Net income (Loss)		1	0

Balance Sheet (in millions of dollars)

Identification code 04-4505-0-4-808	1998 actual	1999 est	2000 est
Assets			
Funds with Treasury	112	109	106
Receivables	151	151	156
Inventories	23	23	23
Prepaid expenses	1	1	1
Property, plant and equipment	74	77	80
Total assets	360	370	375
Liabilities			
Current liabilities	135	145	150
Worker's compensation liability	29	29	29
Total liabilities	164	174	179
Equity			
Appropriated capital	96	96	96
Cumulative results of operations	100	100	100
Total equity	196	196	196
Total liabilities and equity	360	370	375

Object Classification (in millions of dollars)

Identification code 04-4505-0-4-808	1998 actual	1999 est	2000 est
Personnel compensation			
11 1 Full-time permanent	144	145	159
11 5 Other personnel compensation	12	12	12
11 9 Total personnel compensation	156	157	171
12 1 Civilian personnel benefits	33	36	35
22 0 Transportation of things	4	5	5
23 1 Rental payments to GSA	2	2	2
23 2 Rental payments to others	4	4	4
23 3 Communications, utilities, and miscellaneous charges	21	22	23
24 0 Printing and reproduction	451	494	486
25 2 Other services	9	23	20
25 0 Supplies and materials	40	43	49
31 0 Equipment	5	12	32
99 5 Total new obligations	725	798	827

Personnel Summary

Identification code 04-4505-0-4-808	1998 actual	1999 est	2000 est
20 1 Total compensable workyears Exempt Full-time equivalent employment	3,297	3,245	3,412

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

**GOVERNMENT PRINTING OFFICE
PERSONNEL STATISTICS**

GPO programs are supported by various GPO organizations. Human resources can be viewed from either an organizational structure perspective or from a program perspective. GPO's primary organizational areas are: Executive Offices, Administration, Procurement Services, Production Services, Customer Services, and Superintendent of Documents. GPO's primary programs are Printing and Binding Operations, Sales of Publications, Agency Distribution Services, and programs funded by the Salaries and Expenses (S&E) Appropriation. On-board statistics are relevant only to GPO's organizational structure. Full-time equivalent (FTE) data is prepared for each organization and is distributed by program according to various program allocations in order to calculate FTE data by program. FTE levels are generally below on-board levels because of employees on leave without pay and employees on part-time or intermittent schedules.

Human resources are the most important GPO assets. They represent the largest portion of controllable cost, and are the single most significant factor in generating revenue and providing GPO's products and services to customers. Total FTE levels declined by 1,648, or 33 percent, over the ten-year period from 1988 to 1998. A voluntary separation incentive program was implemented in the first quarter of FY 94, which resulted in 357 separations.

GOVERNMENT PRINTING OFFICE
FULL-TIME EQUIVALENT BUDGET

Program:	Change in FTE's				
	FY98	FY99	FY00	FY98-FY99	FY99-FY00
P&B Opns.....	2,759	2,729	2,896	-30	167
Sales.....	478	458	458	-20	0
Agency Dist...	60	58	58	-2	0
Rev. Fund...	3,297	3,245	3,412	-52	167
By-Law.....	3	3	3	0	0
Cat. & Ind.....	25	25	25	0	0
Dep. Lib.....	102	107	107	5	0
Int. Exch.....	3	3	3	0	0
S&E.....	133	138	138	5	0
Total.....	3,430	3,383	3,550	-47	167

*Note: In FY98 and FY99, FTE's were restricted to 3,550 and 3,383, respectively.

EMPLOYEES ON BOARD AS OF SEPT. 30
AND FTE'S FOR FISCAL YEAR

FY:	Increase/Decrease			
	FTE's	On Board	FTE's	On Board
1988	5,078	5,156		
1989	5,003	5,080	-75	-76
1990	4,947	5,049	-56	-31
1991	4,848	4,931	-99	-118
1992	4,830	4,965	-18	34
1993	4,761	4,785	-69	-180
1994	4,364	4,325	397	-460
1995	4,129	4,091	-235	-234
1996	3,820	3,799	-309	-292
1997	3,599	3,603	-221	-196
1998	3,430	3,435	-169	-168
Cumulative change			-1,648	-1,721

SUMMARY OF EMPLOYEES BY TYPE OF WORK--AS OF SEPTEMBER 30,

	1995	1996	1997	1998
White collar workers, including administrative, professional, technical, and clerical	1,975	1,849	1,755	1,753
	=====	=====	=====	=====
Blue collar workers:				
Journeyman craftsmen:				
Printers	333	284	269	239
Bookbinders	94	88	83	76
Cylinder pressmen	15	12	11	10
Offset photographers	12	11	10	7
Offset platemaker strippers	44	35	33	31
Offset pressmen	42	36	34	43
Offset strippers	74	66	63	51
	=====	=====	=====	=====
Subtotal	614	532	503	457
OIRM Telecom. Install/Repair	--	--	--	--
Engineering service craftsmen	130	123	117	123
	=====	=====	=====	=====
Total journeymen craftsmen	744	655	620	580
Trainees	65	90	85	41
Printing plant workers	894	834	791	730
Bindery workers	36	26	25	24
Federal wage system	61	35	33	29
Premium rates	281	276	262	246
Under journeyman	35	34	32	32
	=====	=====	=====	=====
Total blue collar workers	2,116	1,950	1,848	1,682
	=====	=====	=====	=====
Total employees	4,091	3,799	3,603	3,435
	=====	=====	=====	=====

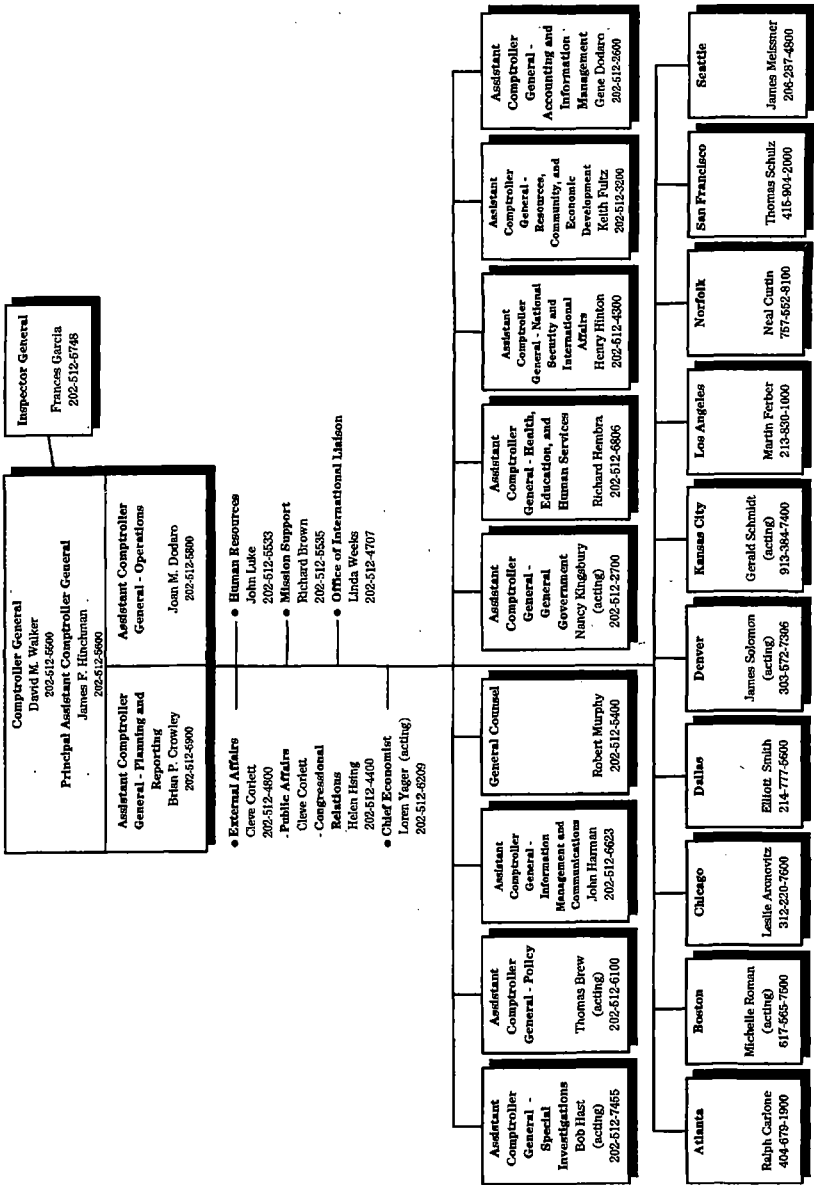
SUMMARY OF EMPLOYEES BY ORGANIZATION

	1995	1996	1997	1998
Executive Offices	104	102	92	96
Office of Administration	734	690	668	655
Procurement Services:				
Central Procurement	180	164	159	155
Regional Printing and Procurement	288	237	222	211
Materials Management Service	169	154	151	138
Quality Control and Technical Dept	32	33	29	30
Production Services	1,612	1,500	1,398	1,292
Customer Services	208	200	190	180
Superintendent of Documents	764	719	694	678
	=====	=====	=====	=====
Grand total	4,091	3,799	3,603	3,435
	=====	=====	=====	=====

GENERAL ACCOUNTING OFFICE**TABLE OF CONTENTS**

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Organization of the U.S. General Accounting Office



OVERVIEW

GAO is beginning a new era under the leadership of David M. Walker, who was sworn in on November 9, 1998, as the Comptroller General of the United States—the seventh in the agency's 77-year history. Mr. Walker comes to GAO's top job with extensive public and private sector executive management experience. At the outset of his tenure, the new Comptroller General has set forth three primary goals for GAO: (1) to play a major role in helping the Congress improve the efficiency, effectiveness, accountability, and integrity of government; (2) to be a world-class organization that leads by example and serves as a best practices model for government; and (3) to act in a way that improves the public's respect for and confidence in their government. These goals are to be achieved through GAO's commitment to the principle of "good government" and to three core values: accountability, integrity, and reliability. In this regard, GAO is committed to taking a professional, objective, fact-based, non-partisan, non-ideological, fair and balanced approach to its work. In fulfilling its responsibilities, GAO provides the Congress and the American people with timely, accurate, clear, candid, and useful information on current, emerging, and longer-range government operational and program issues.

FISCAL YEAR 2000 APPROPRIATION REQUEST

The Comptroller General is committed to making GAO as efficient in its operations as possible and is planning to conduct a comprehensive review of GAO's operations over the next year. Thus, GAO's fiscal year 2000 budget request of \$388,948,000 does not include a request for additional staff above the currently authorized level of 3,275 full-time equivalent (FTE) employees or major new initiatives. Rather, GAO is requesting funding to permit it to maintain current operations, while adding modest increases to address some critical existing needs that have not been adequately funded as a result of its recent downsizing efforts.

The following table summarizes GAO's requested increase for:

- Uncontrollable mandatory costs,
- Uncontrollable price level increases, and
- Program changes.

Table 1: Composition of GAO's Fiscal Year 2000 Budget Request
Dollars in Thousands

Budget Category	Amount	Cumulative Increase	Cumulative Percent Increase ^{1/}
Fiscal year 1999 budget base ^{2/}	\$356,768		
Fiscal year 1998 funds transferred by the Appropriations Committees, used to offset fiscal year 1999 needs	<u>6,685</u>		
Total funds available to meet fiscal year 1999 needs	\$363,453		
Uncontrollable mandatory costs:			
Anticipated reduction in offsetting collections	(600)		
Fiscal year 1998 funds transferred by the Appropriations Committees, used to offset fiscal year 1999 needs, no longer available	(6,685)		
Increase needed to maintain fiscal year 1999 nominal funding level	7,285		
Mandatory pay and benefits costs	17,589	\$17,589	4.8
Uncontrollable price level increases	1,081	18,670	5.1
Program changes:			
Workload			
Human capital			
• Performance awards	2,500	21,170	5.8
• Training	750	21,920	6.0
• Contract services	500	22,420	6.2
Travel	875	23,295	6.4
Contract Services			
• Disaster recovery process	200	23,495	6.5
• Information technology review	500	23,995	6.6
• Work process reengineering	500	24,495	6.7
Equipment, Alterations, Maintenance, Repair, Etc.	1,000	25,495	7.0
Fiscal year 2000 budget authority request ^{3/}	\$388,948	\$25,495	7.0

^{1/} Cumulative percent increase over funds available to meet fiscal year 1999 needs.

^{2/} Includes \$2.0 million in offsetting collections. Also includes \$0.5 million transferred from the Department of Health and Human Services to contract for a study.

^{3/} Includes \$1.4 million in offsetting collections.

The requested funding level increase provides for the following:

Uncontrollable Mandatory Costs:

- \$7,285,000 to offset uncontrollable reductions in GAO's fiscal year 1999 appropriation base:

In fiscal year 1997, \$9.5 million was appropriated to the Secretary, Health and Human Services (HHS), for GAO to contract for a study of the effects of a 4-year demonstration of Medical Savings Accounts (MSAs) and report the results by January 1, 1999. GAO spent \$2.815 million to study MSAs and a balance of \$6.685 million remained available. In fiscal year 1998, the Appropriations Committees, in consultation with GAO and HHS, agreed to transfer the available balance to GAO's salaries and expense account. These funds were used to offset fiscal year 1999 needs and are not included in the fiscal year 1999 budget base.

GAO anticipates that reimbursements for audits of government corporations will decline by \$600,000.

- \$17,589,000 to cover mandatory pay and benefits increases resulting primarily from federal cost-of-living and locality pay adjustments, using OMB factor of 4.4 percent, and increased participation in the FERS retirement system.

Uncontrollable Price-Level Increases:

- \$1,081,000 to cover uncontrollable price-level increases in transportation, lodging, printing, supplies, contracts, and other essential mission support services, based on OMB's 2-percent inflation index.

Program Changes:

\$6,825,000 for much needed critical human capital, travel, work process reengineering, and information technology initiatives. To achieve its past downsizing, GAO had to take certain actions, such as imposing a hiring freeze that lasted 5 years and eliminating performance awards. These actions have resulted in an aging workforce with selected skills and experience gaps and has placed GAO on an uneven playing field with the Executive Branch. Last year, GAO lost at least 55 staff to other federal agencies, 20 percent of which were senior management. GAO must proceed immediately to create an employee compensation package that is comparable to the Executive Branch in order for it to be competitive in recruiting and retaining high caliber and skilled staff. The agency also must take additional steps to properly train and equip its staff with new technology to do their job. In addition, because investment in information technology had been placed on hold for so long during GAO's downsizing period, additional resources are necessary to address some immediate and continuing critical needs in this area. Additional details about the increased funding needed for selected human capital, travel, work process reengineering, and information technology initiatives follow.

- Human capital: \$2,500,000 is being requested to permit GAO to administer its performance awards for both SES and non-SES staff at a level comparable to that of the Executive Branch in order to help ensure its ability to retain and attract high quality staff with specialized skills. GAO also is requesting \$750,000 to increase training of its staff to maximize their use of new technology and software application packages that are being implemented. In addition, during the upcoming year, GAO will be conducting a comprehensive review of its human capital policies, practices, utilization, and needs. It is expected that this study will identify some important new initiatives, and \$500,000 is being requested to provide contract and other support for this review and to develop these initiatives.
- Travel: \$875,000 is being requested to meet increasing demands for travel, particularly foreign travel, that is necessary as a result of recent congressionally mandated reviews and overseas office closures during GAO's downsizing. These mandates include reviews of such issues as the International Monetary Fund, international Y2K readiness, and nuclear weapon arsenals.
- Contract Services: \$200,000 is needed to develop and implement an information technology, disaster recovery process. Also, similar to its human capital study, GAO is requesting \$500,000 to provide contractor and other support needed to conduct a comprehensive review of its information technology during the next

year and to develop initiatives that this review will identify. In addition, \$500,000 is being requested to reengineer GAO's work processes in order to increase the agency's responsiveness, effectiveness, efficiency, capacity, and flexibility.

- Equipment, Alterations, Maintenance, Repair, Etc.: \$1 million is needed to fund essential fiscal year 2000 needs, including replacing non-Y2K compliant laptop computers and printers, and upgrading outdated system software that is no longer vendor-supported.

FISCAL YEAR 1998 HIGHLIGHTS AND ACCOMPLISHMENTS

In fiscal year 1998, GAO continued to work on the major management and accounting issues affecting the U.S. Government and its citizens. For example, GAO issued numerous reports and testified extensively on a major management challenge--mitigating Year 2000 risks. To address this challenge, GAO helped to increase national attention on the Year 2000 risks and offered roadmaps to fixing and testing systems and developing business continuity and contingency plans. During the year, we testified that federal progress was slow, OMB's assessment of federal Year 2000 progress was predominantly based on unverified agency self-reporting, complete testing of systems across agency boundaries had not yet been done, and business continuity and contingency planning across government had been inadequate. As a result, financial transactions could be delayed, flights grounded, power lost, and national defense affected. Moreover, because of the complex and intricate nature of the information infrastructure, a single failure could have adverse repercussions on public and private enterprises.

During 1998, an important financial management milestone was the completion of the first ever audit of the Consolidated Financial Statement of the U.S. Government for Fiscal Year 1997. The report on our audit of these government-wide financial statements, highlighted the most serious of many long-standing financial management challenges facing the federal government. We also continued to work with CFOs and IGs to resolve accounting and auditing issues that precluded agencies from providing meaningful and reliable financial information.

GAO was also a major contributor to congressional debates surrounding such important public policy issues as social security reform, defense challenges, and transportation reauthorization. During the current year, we issued a comprehensive report addressing one of the most significant public policy issues now before the Congress, the issue of Social Security solvency. Our report provided information about (1) the alternative perspectives that underlie the current solvency debate, (2) the reform options available to improve program solvency within the current program structure, and (3) issues that might arise if Social Security were restructured to include individual retirement accounts. We also issued the first comprehensive report to address the budgetary and economic implications of investing in the stock market the surpluses currently building up in the Social Security Trust Funds. The report highlighted the effects of current and alternative investment policies on the government's overall fiscal position.

With regard to the challenges faced by DOD as it strives to plan and budget for a broad array of military operations ranging from humanitarian assistance and peace operations to international terrorism and high-intensity warfare in geographic hotspots, GAO's overall strategy was to assist the Congress in (1) evaluating the accuracy of DOD budget requests; (2) assessing whether U.S. forces are ready to arrive where they are needed, on time, with sufficient forces and equipment to effectively conduct and sustain their assigned missions; and (3) evaluating the effectiveness of DOD's ability to recruit, train, and retain a high-quality active, reserve, and civilian workforce, while maintaining adequate quality of life programs. Also, our testimony before the House National Security Committee contributed significantly to the debate over readiness of U.S. forces and identified pockets of readiness problems that, if improved, should bolster military readiness.

GAO was also a major contributor to congressional debates surrounding the reauthorization of DOT's surface transportation programs, funding for Amtrak, and preparation for the year 2000 Census.

GAO Work Resulting in Significant Financial Accomplishments

In fiscal year 1998, GAO recommendations to improve government operations and reduce costs contributed to legislative and executive actions that yielded over \$19.7 billion in measurable financial benefits. During the last 5 years, financial benefits totaled \$59 for every dollar appropriated to GAO. The number of GAO accomplishments increased 25 percent over fiscal year 1997's total of 505; the dollar amount of benefits is consistent with the average level of \$18.6 billion achieved over the last 5 years. Sources of these benefits were diverse. Table 2 displays each issue area where these benefits were realized.

Table 2: Measurable Benefits Attributable to the Work of GAO in Fiscal Year 1998, by Issue Area

Issue area	Financial (Millions)	Non-Financial (Number)
Defense Acquisitions	\$4,019.2	13
Housing and Community Development	3,745.0	14
Energy, Resources, and Science	2,898.6	25
Government-wide and Defense Information Systems	1,591.6	33
Income Security	1,520.0	12
Tax Policy and Administration	1,443.3	16
Civil Agency Information Systems	1,326.6	42
Health Financing and Systems	873.0	16
Defense Management	814.1	21
Environmental Protection	650.0	12
Military Operations and Capabilities	573.3	9
Veterans Affairs and Military Health Care	452.8	23
National Security Analysis	323.2	6
Health Services Quality and Public Health	320.0	14
Transportation	180.8	23
Federal Management and Workforce Issues	177.1	14
Food and Agriculture	171.0	4
Other	43.8	27
Accounting and Financial Management (Gov'twide, HEHS, RCED)		80
Defense Financial Audits		47
Consolidated Audit and Computer Security		31
Education and Employment		21
Corporate Audits and Standards		18
Government Business Operations		16
Administration of Justice		13
Financial Institutions and Markets		12
Subtotal	\$21,196.7	562
Adjustments from Multiple Issue Areas	(1,480.6)	(25)
Total	\$19,716.1	537

All GAO units contributed to this year's high level of accomplishment. The savings from GAO work are realized through actions taken by the Congress and federal departments and agencies that led to budget reductions, avoided costs, deferred appropriations, or revenue collections.

Examples of GAO's work that resulted in important financial accomplishments follow:

- Congress rescinded \$3.65 billion of funding for assisted housing programs as a result of studies performed by the Resources, Community and Economic Development Division (RCED) showing that built-up reserves for Section 8 far exceeded reserves.
- Based on a GAO report, the Congress eliminated HUD's housing preservation program because of substantial problems we identified with HUD's administration of the program. As a result, \$2 billion in outstanding grant or loan applications will not be funded.
- Similarly, RCED studies of the Department of Energy's carryover balances led DOE to develop a more systematic approach for reviewing uncosted balances to determine if they exceeded needs, for a savings of about \$1.8 billion.
- The Air Force reduced its planned procurement of initial production F-22 aircraft by 22 aircraft by about \$1.6 billion, due to concerns voiced by the National Security and International Affairs Division (NSIAD) over the high degree of concurrency in aircraft development.
- Health and Human Services Division's (HEHS) reviews of the Social Security Administration's continuing disability review program, which determines whether participants remain eligible for benefits, resulted in better cost data and increased the number of reviews, leading to total financial savings of \$1.52 billion in fiscal years 1996-1997.
- As a result of work by our Accounting and Information Management Division (AIMD) and General Government Division (GGD), the Internal Revenue Service (IRS) restructured its tax systems modernization (TSM) program, establishing specific criteria for reviewing information technology investments, which helped reduce their TSM budget by about \$1.1 billion in fiscal years 1996-1997.
- Questions raised by RCED about the Environmental Protection Agency's budget request for its environmental management program led to a reduction of \$773.9 million in fiscal year 1998 funding.

GAO Work Leading to Significant Improvements in Government Operations

Many other GAO recommendations and audit findings resulted in or contributed to improvements in the effectiveness and efficiency of government operations and services. GAO documented over 537 such accomplishments in fiscal year 1998, a 38-percent increase over the 390 accomplishments reported in fiscal year 1997. These contributions cannot be measured in dollars but have considerable potential to increase the taxpayers' trust in their government by improving practices or operations.

Examples of GAO work leading to significant improvements in government operations follow:

- **Safer Airports:** The Federal Bureau of Investigations (FBI) and the Federal Aviation Administration (FAA) are working to develop information on terrorism threats to conduct risk assessments of security at high-risk airports. Major acquisition problems are starting to be addressed on FAA's multi-billion dollar Air Traffic Control (ATC) modernization program. FAA is also addressing acquisition problems that derive from its organizational culture and will make improvements in some of its basic processes, including cost estimating and accounting and software acquisition.

- **Safer Blood Supply:** Blood banks must now notify hospitals and blood transfusion recipients of blood and blood products derived from donors infected with hepatitis C as well as those potentially infected with HIV. The Food and Drug Administration (FDA) also established uniform criteria and made other improvements in its program for inspecting blood establishments.
- **Safer Nursing Homes:** Our work found that nearly one in three California nursing homes were cited by state surveyors for having serious or potentially life-threatening problems, and that the federal Health Care Financing Administration enforcement policies had not been effective in ensuring that the nursing homes corrected the problems. As a result of our report and testimony on this matter, the Administration adopted GAO's recommendations and launched a Presidential initiative to improve nursing home inspections and enforcement.
- **Serving Veterans:** The Veterans Administration (VA) has improved the way it allocates resources to ensure that veterans receive a consistent level of care no matter where they live. Also, the VA has taken steps to enhance privacy for women receiving care in VA facilities.
- **A Sound Banking System:** Federal bank regulators strengthened guidance to ensure that bank examiners assess bank risk-management and internal control systems to reduce exposure to derivative investments.
- **One-Stop Job Shops:** Individuals seeking federal job training and placement assistance now need to go to a single location to obtain services, rather than be referred from office to office. In addition, funding for programs providing similar services to the same clients has been streamlined, allowing for more flexibility in meeting clients' needs. Individuals enrolled in Job Corps centers are more likely to be placed in jobs in their home states.
- **A More Secure Retirement:** The IRS has clarified provisions about waiving joint and survivor annuity coverage on its spousal consent forms for private pension plans, protecting retirement income for women.
- **A Better Managed Coast Guard:** The Coast Guard (1) has refined its estimates of vessels and aircraft needed for the future; (2) is systematically cataloging its projected savings as a management information tool in its budget estimating process; and (3) is undertaking new cost reduction initiatives, such as studying consolidation of training activities.

GAO PRODUCTS

Responding to congressional requests for testimony is one of GAO's most important services, and the Congress continues to turn to GAO for assistance on significant issues facing the nation. During fiscal year 1998, 71 GAO officials were called upon to testify 256 times before 107 congressional committees or subcommittees. Additionally, GAO was requested to provide 24 statements for the record. As a point of reference, 77 GAO witnesses testified 222 times in 1994. Overall in fiscal year 1998, GAO produced 1,573 audit and evaluation products that included 69 recommendations to improve the management and efficiency of government operations and programs. The agency's legal staff issued 1,785 legal decisions and opinions and provided a wide variety of other services.

GAO communicated the results of its work by using various media. When appropriate, briefing reports and letter reports replaced chapter reports as a more efficient tool to communicate with congressional requesters and agency officials. Additionally, GAO used chapter reports to consolidate its work in particular areas into more comprehensive statements.

GAO products during fiscal year 1998 included the following:

- 963 written reports to the Congress, congressional committees, and individual members,
- 181 congressional briefings,

- 128 reports to federal agency officials,
- 1,785 legal decisions, and
- 256 testimonies.

GAO produces different materials that it considers products. Table 3 shows the principal products issued by GAO in fiscal year 1998. Tables 4 and 5 present GAO's key performance measures for fiscal year 1998 and compares these outputs to results in the four prior fiscal years.

Table 3: Principal GAO Products Issued in Fiscal Year 1988

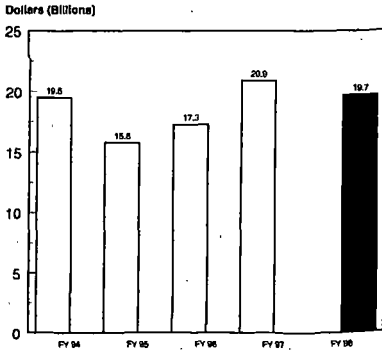
Product	Number of Products ^{1/}
Audit and Evaluation Products:	
For Congress	
1. Briefing reports	11
2. Letter reports	443
3. Chapter reports	74
4. Testimonies	256
5. Correspondence	301
6. Briefings	181
7. Other	134
Subtotal	1,400
For Agency Officials	
1. Letter reports	42
2. Chapter reports	2
3. Correspondence	35
4. Other	49
Subtotal	128
For Other External Entities	45
Subtotal Audit and Evaluation Products	1,573
Legal Products:	
For Congress	
1. Legal opinions and interpretations	72
2. Reports on agency major rules	67
Subtotal	139
For Agency Officials	
1. Legal decisions and advice	68
For Other External Entities	
1. Bid protest decisions	1,645
2. Davis-Bacon	1,162
Subtotal	2,807
Subtotal Legal Products	3,014
Total	4,587

^{1/} Division totals do not add up to the GAO total because some projects were worked on jointly.

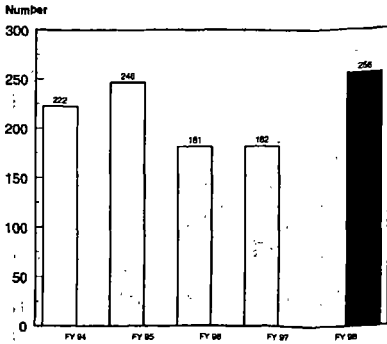
GAO Key Performance Measures Fiscal Year 1998

Table 4: Outcome/Mission

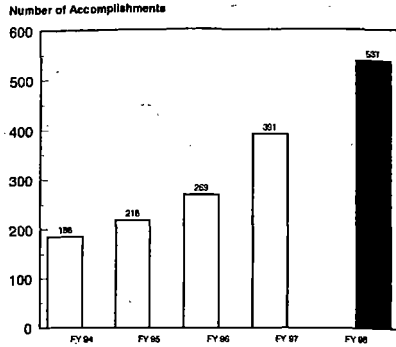
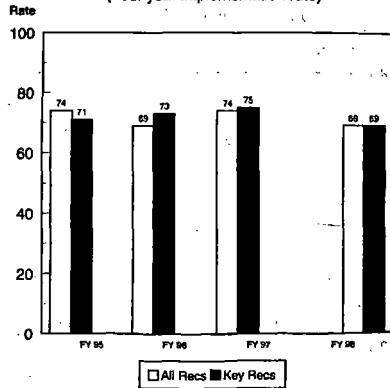
(1) FINANCIAL BENEFITS (\$Billions)



(3) TESTIMONIES



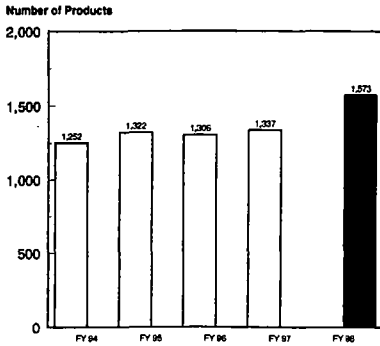
(2) NONFINANCIAL BENEFITS

(4) RECOMMENDATIONS IMPLEMENTED
(Four year implementation rate)

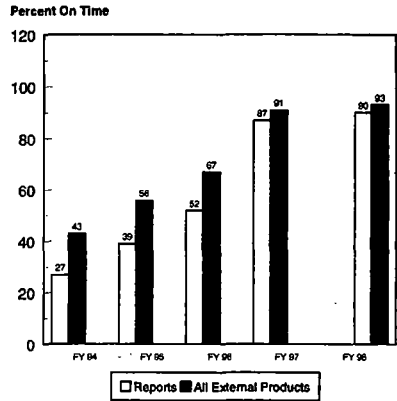
GAO Key Performance Measures Fiscal Year 1998

Table 5: Process Efficiency

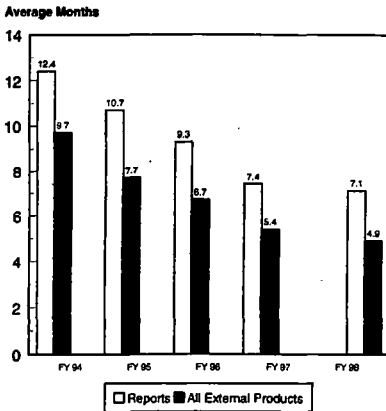
(5) TOTAL PRODUCT OUTPUT



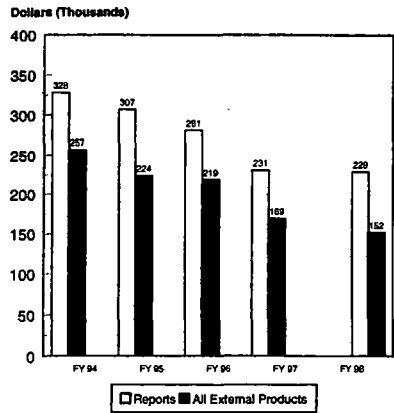
(6) TIMELINESS



(7) JOB DURATION/CYCLE TIME



(8) JOB COST



CHANGES IN GAO'S PRIOR PLANS FOR FISCAL YEARS 1998 AND 1999

Each year GAO gives the Congress a plan of how it will spend the funding requested for the current year and for the budget year. As GAO executes the budget, changes in the amount appropriated, current conditions, and unforeseen circumstances dictate that these plans change. GAO policy is to seek congressional approval before shifting significant amounts of funding designated and approved for major projects by the Congress.

Tables 6 and 7 compare planned expenditures for fiscal years 1998 and 1999 with the actual costs for fiscal year 1998 and the revised estimates for fiscal year 1999, respectively. Explanations are provided for variances of more than 10 percent, or \$100,000, whichever is greater.

Table 6: Comparison of Fiscal Year 1998 Revised Estimates With Fiscal Year 1998 Actual Costs

Dollars in thousands

Object class	Cost element	Revised estimate	Actual cost	Change from revised estimate
11	Personnel compensation	\$233,929	\$234,921	\$ 992
12	Personnel benefits	43,406	44,179	773
13	Benefits for former personnel	400	278	(122)
21	Travel and transportation	9,822	10,408	586
22	Transportation of things	82	64	(18)
23	Rent, communications, and utilities ^{1/}	14,207	12,139	(2,068)
24	Printing and reproduction	1,154	987	(167)
25	Contract services ^{2/}	37,043	37,002	41
26	Supplies and materials	2,183	1,623	(560)
31	Furniture and equipment	4,640	5,103	463
32	Land and structures	70	168	98
42	Claims and indemnities	10	8	(2)
	Reimbursable program ^{3/}	<u>7,404</u>	<u>7,146</u>	<u>(258)</u>
	Total Budget Authority	\$354,350	\$354,026	\$324

^{1/} Change from revised estimate is primarily attributable to delaying the lease of network microcomputers.

^{2/} The revised estimate includes \$762 transferred from other agencies and fiscal year 1998 funds transferred by the Appropriations Committees, used to offset fiscal year 1999 needs.

^{3/} Actual costs exclude \$10 million in reimbursable pass-through contracts.

Table 7: Comparison of Fiscal Year 1999 Original Estimates With Fiscal Year 1999 Revised Estimates

Dollars in thousands

Object class	Cost element	Original estimate	Revised estimate	Change from original estimate
11	Personnel compensation	\$247,463	\$247,463	
12	Personnel benefits	46,915	46,915	
13	Benefits for former personnel	272	272	
21	Travel and transportation	10,624	10,624	
22	Transportation of things	18	18	
23	Rent, communications, and utilities	14,682	14,682	
24	Printing and reproduction	1,032	1,032	
25	Contract services ^u	29,536	29,536	
26	Supplies and materials	1,675	1,675	
31	Furniture and equipment	2,471	2,471	
32	Land and structures	70	70	
42	Claims and indemnities	10	10	
Total Budget Authority		\$356,768	\$356,768	

^u Original estimate includes \$500 transferred from other agencies.

Conferees on the Legislative Branch Appropriations Act of 1999 agreed to \$6,610,000 in program changes for GAO's fiscal year 1999 appropriations. The conferees expected an increase of no more than 50 full-time equivalent (FTE) staff and that a minimum of one-third of the funding increase would be used to support information technology work, particularly in support of issues related to the Year 2000 computing crisis. The conferees directed that any amounts remaining after funding FTE increases would be allocated to mission-related contract services. The conferees directed the Comptroller General to account for the use of these funds in GAO's fiscal year 2000 budget presentation.

During fiscal year 1998, GAO had increased resources assigned to the information technology area by more than 20 FTEs so that resources onboard at the beginning of fiscal year 1999 would be sufficient to respond to increasing congressional demands for such reviews, particularly Year 2000 related issues. GAO also is allocating an additional 24 FTEs to technology related work in fiscal year 1999. The additional funding provided by the conferees also is being used to increase GAO's mission-related contract services by about \$1.5 million during fiscal year 1999. Further details on contract services is shown on Table 8.

CONTRACT SERVICES

GAO procures many services through interagency agreements, purchase orders, and contracts with private firms. A major factor in deciding whether to contract for services is the cost of providing the services in-house versus the cost of contractors.

Table 8 shows GAO's actual (fiscal year 1998) and estimated (fiscal years 1999 and 2000) costs of contracts for public and private contractors.

Table 8: Contract Services

Dollars in thousands

Type of contract services	FY 1998 actual	FY 1999 revised	FY 2000 estimate
Mission			
Contract services	\$ 5,646	\$7,137	\$7,269
ADP, training and other services	<u>2,670</u>	<u>2,659</u>	<u>3,159</u>
Total Mission	\$ 8,316	\$ 9,796	\$ 10,428
Administrative support			
Contract services	\$ 3,044	\$ 2,192	\$3,737
ADP	13,311	12,134	12,509
Building maintenance and operations ^{1/}	8,171	800	8,195
Equipment maintenance	3,884	4,353	4,363
Training	<u>276</u>	<u>261</u>	<u>601</u>
Total administrative support	\$28,686	\$ 19,740	\$ 28,405
Total - contract services ^{2/}	\$37,002	\$ 29,536	\$ 39,833

^{1/} Includes \$6,685,000 in fiscal year 1998 funds transferred by the Appropriations Committees, used to fund the fiscal year 1999 contract for operation and maintenance of the GAO building.

^{2/} Total contract services includes budget authority transferred from other agencies for GAO contracts, but does not include reimbursable contract services or offsetting collections.

INFORMATION RESOURCES AND TECHNOLOGY

During fiscal year 1998, GAO focused efforts on ensuring that its systems are Year 2000 compliant. GAO identified 19 "mission critical" systems that either require repair or replacement. By March 1999, actions to ensure that all of these systems are Y2K compliant will have been implemented. In addition, GAO's initiative to upgrade its desktop and network hardware and software platforms ensures these systems are Y2K compliant as well. This upgrade includes transitioning to the Windows 95 desktop operating system, the Microsoft Office 97 application software, and the upgrade of our document management system (Docs Open). These changes provide GAO with a fully-integrated set of applications that include document management, word processing, spreadsheet, data base, and graphics. This "suite of software" provides far greater capabilities for reducing document creation time and streamlines document production.

Over the next year, GAO plans to conduct a comprehensive information technology review to determine how best to apply technology to our work in order to maximize efficiency and productivity of our employees. We are requesting \$500,000 to obtain necessary support for conducting this review and to begin implementing some critical initiatives we are certain will need to be addressed. We expect that our fiscal year 2001 budget request will also include funding to implement issues identified during the review.

GAO BUILDING RENOVATION PROGRAM

During fiscal year 1998, GAO continued renovations to its headquarters building. Floors one, two, four, five and seven have been renovated. Floors three and six have 50 percent of the asbestos removed. When renovation of these two floors is complete, the building will be a safer, more productive work environment for all of its occupants. The renovation is designed to permit an effective link between people and technology while allowing future work group changes with few building alterations.

In fiscal year 1998, the Senate Appropriations Committee requested that we analyze our facilities requirements to determine whether we could lease any excess space in our headquarters building and use the revenue generated from that lease to renovate the remaining two floors and supporting infrastructure of the building. Negotiations are now underway for the Army Corps of Engineers to lease the entire third floor of the building. We are confident that this agreement will provide GAO the funds necessary to permit the renovation of the remaining two floors. In return, GAO will adjust the Corps' rent payments until the money they have provided to complete the renovation has been repaid.

OTHER GAO OPERATIONS

In recent years, GAO has undertaken a wide range of initiatives aimed at making the agency more responsive to the Congress and enhancing the quality, timeliness, and efficiency of its products and services while also expanding staff capability and improving human resource management.

In 1998, GAO's quality control assessment program was further refined to ensure more comprehensive and frequent coverage of audit and evaluation work performed by GAO divisions. Under this program, we examine our quality control system and a sampling of products produced by that system to ensure that high-quality products are consistently produced and meet professional standards.

In addition to GAO's internal assessment of its quality control system, the second external peer review of GAO's financial audits was begun in November 1998 by the national accounting firm KPMG Peat Marwick LLP. GAO is preparing for an external quality review of its performance audits and evaluations. The majority of GAO's work is performance audits and evaluations, through which we assess compliance with program requirements and evaluate the efficiency, economy, and effectiveness of government programs.

ORGANIZATIONAL CHANGES

During fiscal year 1998, there were some changes in GAO's management team.

- Mr. David M. Walker, formerly a Partner and Global Managing Director for the Human Capital Services Practice of Arthur Andersen, was appointed Comptroller General of the United States.
- Mr. Eljay Bowron, formerly Assistant Comptroller General for Special Investigations, was appointed Inspector General of the Department of Interior;
- Ms. Karen Alderman, formerly Director of Performance Measures and Results, Office of the Secretary, Department of Defense, was appointed Director, Joint Financial Management Improvement Program.
- Mr. Bob Hast, formerly Vice President, MasterCard International, has been appointed Acting Assistant Comptroller General for Special Investigations.

Schedule A

GENERAL ACCOUNTING OFFICE
Summary by Organization and Object Class
(Dollars in thousands)

	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
By Organization								
Top Management	27	\$2,878	29	\$3,255	29	\$3,440		\$185
Program Divisions:								
AIMD	392	37,004	409	39,929	409	42,593		2,664
GGD	287	25,231	288	26,634	288	28,401		1,767
HEHS	272	24,258	274	25,239	274	26,936		1,697
NSIAD	368	33,546	372	35,694	372	38,079		2,385
RCED	322	29,653	323	30,930	323	32,984		2,054
Offices:								
OCE	12	1,144	12	1,180	12	1,248		68
OGC	165	16,579	165	17,871	165	18,991		1,120
OSI	33	3,531	37	3,686	37	3,926		240
Field Offices	929	81,683	930	85,353	930	90,660		5,307
Mission Support 1/	438	91,373	436	84,497	436	99,790		15,293
Reimbursable Program		17,146		2,500		1,900		(600)
Budget Authority 2/	3,245	\$364,026	3,275	\$356,768	3,275	\$388,948		\$32,180
Less: Offsetting Collections		(17,146)		(2,500)		(1,900)		600
Net Appropriation	3,245	\$346,880	3,275	\$354,268	3,275	\$387,048		\$32,780
By Object Class								
11 Personnel Compensation	3,245	\$234,921	3,275	\$247,463	3,275	\$264,012		\$16,549
12 Personnel Benefits		44,179		46,915		50,455		3,540
13 Benefits-Former Personnel		278		272		272		
21 Travel and Transportation		10,408		10,624		11,712		1,088
22 Transportation of Things		64		18		18		
23 Rent, Communications, and Utilities		12,139		14,682		15,663		981
24 Printing and Reproduction		987		1,032		1,053		21
25 Contract Services 1/		37,002		29,036		39,333		10,297
26 Supplies and Materials		1,623		1,675		1,709		34
31 Furniture and Equipment		5,103		2,471		2,740		269
32 Land and Structures		168		70		71		1
42 Insurance Claims and Indemnities		8		10		10		
Reimbursable Program		17,146		2,500		1,900		(600)
Budget Authority 2/	3,245	\$364,026	3,275	\$356,768	3,275	\$388,948		\$32,180
Less: Offsetting Collections		(17,146)		(2,500)		(1,900)		600
Net Appropriation	3,245	\$346,880	3,275	\$354,268	3,275	\$387,048		\$32,780

1/ Includes \$6,685 in FY 1998 funds transferred by the Appropriations Committees, used to offset FY 1999 needs.

2/ \$5,000 appropriated in FY 1999, to remain available until September 30, 2001, for legislative branch agencies' unanticipated needs for Y2K implementation pursuant to Pub.L. 105-277, is not included.

Schedule B

GENERAL ACCOUNTING OFFICE
Change Analysis - FY 1999 to 2000
(Dollars in thousands)

			Program Changes		
				Equipment, Alterations, Maintenance, Repairs, Etc.	
	Mandatory	Price Level	Workload		Total
By Organization					
Top Management	\$112	\$1	\$72		\$185
Program Divisions:					
AIMD	2,092	27	545		2,664
GGD	1,421	10	336		1,767
HEHS	1,346	13	338		1,697
NSIAD	1,871	25	489		2,385
RCED	1,645	15	394		2,054
Offices:					
OCE	63		5		68
OGC	967	2	151		1,120
OSI	218		22		240
Field Offices	4,449	128	730		5,307
Mission Support	10,690	860	2,743	\$1,000	15,293
Reimbursable Program	(600)				(600)
Budget Authority	\$24,274	\$1,081	\$5,825	\$1,000	\$32,180
Less: Offsetting Collections	600				600
Net Appropriation	\$24,874	\$1,081	\$5,825	\$1,000	\$32,780
By Object Class					
11 Personnel Compensation	\$14,049		\$2,500		\$16,549
12 Personnel Benefits	3,540				3,540
21 Travel and Transportation		\$213	875		1,088
22 Transportation of Things					
23 Rent, Communications, and Utilities		201		\$780	981
24 Printing and Reproduction		21			21
25 Contract Services	7,285	562	2,450		10,297
26 Supplies and Materials		34			34
31 Furniture and Equipment		49		220	269
32 Land and Structures		1			1
Reimbursable Program	(600)				(600)
Budget Authority	\$24,274	\$1,081	\$5,825	\$1,000	\$32,180
Less: Offsetting Collections	600				600
Net Appropriation	\$24,874	\$1,081	\$5,825	\$1,000	\$32,780

Schedule C

GENERAL ACCOUNTING OFFICE
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
Total funds available to meet FY 1999 needs		\$363,453
Less: FY 1998 funds transferred by the Appropriations Committees, used to offset FY 1999 needs		(6,885)
FY 1999 Budget Base	3,275	\$356,768 1/
Adjustments to Base		
A. Mandatory Changes		
1. Uncontrollable Changes		
a. Anticipated reduction in offsetting collections		(\$600)
b. Increase to maintain FY 1999 nominal funding level		7,285
2. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$4,163
b. Civilian Pay Raise		8,686
c. Other Compensation		1,200
d. Personnel Benefits		3,540
		24,274
B. Price Level Increases		
1. Travel		\$213
2. Rent, Communications, and Utilities		201
3. Printing and Reproduction		21
4. Training		29
5. Contract Services		533
6. Supplies and Materials		34
7. Furniture and Equipment		49
8. Lands and Structures		1
		1,081
C. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		\$2,500
(2) Training		750
(3) Contract Services		500
b. Travel		875
c. Contract Services		
(1) Disaster Recover Process		200
(2) Information Technology Review		500
(3) Work Process Reengineering		500
		5,825
2. Equipment, Alterations, Maintenance, Repairs, Etc.		
a. Lease ADP Equipment		\$780
b. Purchase ADP Software and Hardware		220
		1,000
Net Increase (Decrease)		32,180
FY 2000 Budget Authority Request	3,275	\$388,948 2/

1/ Includes \$2.0 million in offsetting collections

2/ Includes \$1.4 million in offsetting collections.

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Uncontrollable Changes	
a. Anticipated Reduction in Offsetting Collections	(600)
b. Increase to Maintain FY 1999 Nominal Funding Level	7,285
2. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of Ingrade Increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	4,163
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	8,686
c. Other Compensation Anticipated increase in leave payments made to separating employees.	1,200
d. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	3,540
B. Price Level Increases	
1. Travel Anticipated increase in travel costs due to semiannual airline fare changes and the General Services Administration annual increase in travel per diem and mileage reimbursement rates based on increasing costs of services.	213

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
B. Price Level Increases (Continued)	Amount
2. Rent, Communications, and Utilities Anticipated increase in leasing costs for ADP equipment, copiers, and office space.	201
3. Printing and Reproduction Anticipated increase in costs for printing, reproduction, typesetting, and graphics services for producing GAO reports and other documents.	21
4. Training Anticipated increase in the cost of training provided by government agencies and commercial vendors.	29
5. Contract Services Anticipated increase in contract costs for computer and ADP services, building operation and maintenance, and services in support of audit and evaluation work.	533
6. Supplies and Materials Anticipated cost increase for supplies, copier paper, and subscriptions to publications.	34
7. Furniture and Equipment Anticipated increase in cost of updates to permanent collections in GAO libraries.	49
8. Lands and Structures Anticipated increase in cost to maintain and repair the GAO building.	1

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes	Amount
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	2,500
(2) Training Funds the immediate need to increase information technology training due to increasing workload in areas requiring technological skills.	750
(3) Contract Services Provides funds to assist in conducting the review of human capital and to begin implementing initiatives identified in the review.	500
b. Travel Funds increased need to conduct overseas and domestic travel due to congressionally mandated jobs.	875
c. Contract Services	
(1) Disaster Recovery Process Provides funds to implement a disaster recovery plan to ensure continued operation of critical systems in the event of a disaster.	200

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
1. Workload (Continued)	Amount
c. Contract Services (Continued)	
(2) Information Technology Review Provides funds to assist in conducting a review of information technology and to begin implementing critical initiatives identified in the review.	500
(3) Work Process Reengineering Provides funds to reengineer GAO's work processes in order to increase the agency's responsiveness, effectiveness, efficiency, capacity, and flexibility.	500
2. Equipment, Alterations, Maintenance, Repairs, Etc.	
a. Lease ADP Equipment Provides funds to complete the upgrade of remaining equipment inventory (laptops, printers, and other network peripherals) to ensure Y2K compliance.	780
b. Purchase ADP Software and Hardware Provides funding to replace system components that are no longer vendor supported.	220

Schedule D

GENERAL ACCOUNTING OFFICE
FY 2000 Budget Report
(Dollars in thousands)

	Authorized FTEs	Amount	
FY 1999 Budget Authority	3,275	\$356,768	1/
FY 2000 Proposed Changes			
Mandatory Changes			
-- Uncontrollable Changes		\$6,685	2/
-- Mandatory Pay Costs		17,589	
Price Level Increases		1,081	
Program Changes			
-- Workload		5,825	
-- Equipment, Alterations, Maintenance, Repairs, Etc.		1,000	
Total Proposed Changes		\$32,180	
FY 2000 Budget Request	3,275	\$388,948	3/

1/ Includes \$2.0 million in offsetting collections.

2/ FY 1998 funds transferred by the Appropriations Committees, used to offset FY 1999 needs.

3/ Includes \$1.4 million in offsetting collections.

GENERAL ACCOUNTING OFFICE
Ten Year Quantitative Data
 (Not adjusted for inflation)
 (Dollars in thousands)

Item	FY 1991	FY 1992	FY 1993	FY 1994	FY 1995	FY 1996	FY 1997	FY 1998	FY 1999 Estimate	FY 2000 Estimate
11 Personnel Compensation	\$252,353	\$272,576	\$274,478	\$277,219	\$277,988	\$240,008	\$232,643	\$234,921	\$247,463	\$264,012
12 Personnel Benefits	44,793	50,351	51,924	51,057	50,183	43,235	41,510	44,179	46,915	50,455
13 Benefits for Former Personnel	228	240	221	293	749	4,669	1,266	278	272	272
21 Travel and Transportation	20,399	21,178	15,068	13,376	12,561	9,700	9,539	10,408	10,624	11,712
22 Transportation of Things	435	466	225	307	310	42	101	64	18	18
23 Rent, Communications and Utilities	27,232	32,881	32,274	31,078	29,665	22,992	14,534	12,139	14,682	15,663
24 Printing and Reproduction	3,708	3,746	2,697	1,914	2,038	1,341	1,124	987	1,032	1,053
25 Other Services 1/	34,273	42,123	39,224	39,797	42,651	38,031	29,000	37,002	29,536	39,333
26 Supplies and Materials	2,857	3,047	2,331	2,117	2,308	2,030	1,515	1,623	1,675	1,709
31 Furniture and Equipment	12,656	10,847	4,117	10,184	13,522	3,344	432	5,103	2,471	2,740
32 Land and Structures	10,074	4,595	12,264	2,695	7,049	7,797	182	168	70	71
42 Insurance Claims and Indemnities	72	37	9	29	42	22	13	8	10	10
50 Interagency Transfer										
Net Appropriation	\$409,080	\$442,087	\$434,832	\$430,066	\$439,086	\$373,211	\$331,859	\$346,880	\$354,768	\$387,048
Number of Primary Products	7,873	5,649	5,615	4,791	4,661	4,347	3,723	3,425	3,425	3,425
Number of Adjudication Products 2/	9,400	9,350	9,100	9,500	9,901	9,435	1,133	1,162	1,162	1,162
Number of Positions 3/	5,069	5,265	5,055	4,926	4,342	3,677	3,341	3,245	3,275	3,275
Top Management Positions	35	28	39	34	30	28	27	29	29	29
Mission Positions	4,407	4,414	4,254	4,215	3,692	3,123	2,875	1,851	2,810	2,810
Mission Support Positions	627	620	607	677	620	526	439	436	436	436
Average Positions Per Primary Products	0.64	0.90	0.87	1.03	0.93	0.85	0.90	0.68	0.96	0.96

1/ Fiscal year 1999 reflects an increase to building operations and maintenance due to an uncontrollable reduction in offsetting collections. Fiscal year 1998

funds transferred by the Appropriations Committees, used to offset FY 1999 needs.

2/ This category includes payments under the Davis-Bacon Act, waiver settlements, and adjudication of federal claims. The claims adjudication function was transferred to the executive branch during fiscal year 1996.

3/ Beginning with FY 1992, number of positions represent full-time equivalent positions. Prior to FY 1994 actual staff year usage is represented.

BUDGET DETAIL

As discussed in the Overview, GAO is seeking a fiscal year 2000 budget of \$388.9 million, a net increase of \$32.2 million to support 3,275 FTEs. GAO's fiscal year 2000 budget request provides funds to maintain current operations and address critical existing needs. Included in this request is \$7.3 million to maintain the nominal fiscal year 1999 funding level to offset the uncontrollable reduction in prior fiscal year funds used to meet fiscal year 1999 needs. The request also includes \$17.6 million to fund mandatory pay and benefits costs; \$1.1 million for uncontrollable inflationary increases; and \$6.8 million for critical investments in human capital, work process reengineering, travel, and information technology.

These investments include \$3.8 million for human capital needs, \$0.5 million to reengineer work processes, \$0.9 million to meet increased travel needs, and \$1.7 million for information technology initiatives. These initiatives will provide funds needed to:

- make GAO's performance awards program consistent with Executive Branch programs;
- provide staff training in information technology needed to maximize efficiency;
- reengineer GAO work processes to increase the agency's responsiveness, effectiveness, efficiency, capacity, and flexibility;
- fund increased international travel resulting from congressional mandates;
- upgrade equipment to ensure Y2K compliance;
- replace software no longer vendor-supported;
- implement disaster recovery procedures for critical systems; and
- conduct a review of human capital and information technology programs and begin implementing initiatives identified during the review.

The budget request also includes authority to use \$1.4 million in anticipated revenue from reimbursable audit work.

The following chart depicts actual fiscal year 1998, revised fiscal year 1999, and estimated fiscal year 2000 costs by object class. Detailed explanations are provided for each object class. All dollar amounts shown are in thousands.

Summary by Object Class

		Actual	Revised	Estimated	Change
	Object Class	FY 1998	FY 1999	FY 2000	1999 - 2000
11	Personnel Compensation	\$234,921	\$247,463	\$264,012	\$16,549
12	Personnel Benefits	44,179	46,915	50,455	3,540
13	Benefits for Former Personnel	278	272	272	
21	Travel and Transportation	10,408	10,624	11,712	1,088
22	Transportation of Things	64	18	18	
23	Rent, Communications, and Utilities	12,139	14,682	15,663	981
24	Printing and Reproduction	987	1,032	1,053	21
25	Contract Services	37,002	29,036	39,333	10,297
26	Supplies and Materials	1,623	1,675	1,709	34
31	Furniture and Equipment	5,103	2,471	2,740	269
32	Land and Structures	168	70	71	1
42	Insurance Claims and Indemnities	8	10	10	
	Reimbursable Program	<u>17,146</u>	<u>2,500</u>	<u>1,900</u>	
	Total Budget Authority	<u>\$364,026</u>	<u>\$356,768</u>	<u>\$388,948</u>	<u>\$32,180</u>

Total Budget Authority

Fiscal year 1998 includes \$750 transferred from the Federal Election Commission pursuant to Public Law (P.L.) 105-61, and \$12 transferred from the Department of State pursuant to P. L. 105-119. Also included is \$6,685 transferred by the Appropriations Committees, and used to offset fiscal year 1999 needs.

Fiscal year 1999 includes \$500 transferred from HHS pursuant to P. L. 105-277. Not included in fiscal year 1999 is \$5,000 available for use until September 30, 2001, that is being held for Legislative Branch agencies for Y2K implementation pursuant to P. L. 105-277.

Fiscal year 2000 includes \$500 in anticipated transfers from other agencies for use by GAO to perform contract audit work.

11. Personnel Compensation

Revised FY 1999	Estimated FY 2000	Change
\$247,463	\$264,012	\$16,549

Included in this object class are regular salaries and wages paid directly to employees and other payments that are part of the employee's basic rate of pay. Other compensation paid to employees using compensatory time, annual, sick, or other paid leave; terminal leave payments; and employee performance awards are also included.

The requested increase includes mandatory pay costs:

• Annualization of fiscal year 1999 salaries	\$ 4,163
• January 2000 civilian pay raise (3.9 percent) and locality pay (0.5 percent)	8,686
• Terminal leave payments	<u>1,200</u>
Total Mandatory Pay Costs	<u>\$14,049</u>

The requested increase also includes funding to provide performance awards consistent with the Executive Branch. This funding level is necessary to ensure GAO can continue to attract and retain high caliber staff, and offer an employee compensation package commensurate with other executive branch agencies.

• Performance Awards	\$2,500
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12. Personnel Benefits

Revised FY 1999	Estimated FY 2000	Change
\$46,915	\$50,455	\$3,540

The requested increase provides funding for mandatory increases in employer contributions to employee benefit funds. The increase in contributions to benefit funds results primarily from the annualization of payments to the health benefits program; an increase in the taxable wage base for the payment of Social Security taxes; an increase in salaries and other compensation paid; and a change in the proportion of employees for whom full payments are made to the OPM retirement fund, Social Security trust funds, and Federal Employees' Retirement System (FERS) Thrift Savings Plan.

13. Benefits for Former Personnel

<u>Revised</u> <u>FY 1999</u>	<u>Estimated</u> <u>FY 2000</u>	<u>Change</u>
\$272	\$272	

This funding covers the annuities of retired Comptrollers General, and pensions and other benefits due to former employees or their survivors on the basis of length of service to the government. It also covers reimbursements to the U.S. Department of Labor for payments made to former employees who have received state unemployment compensation benefits (5 USC 8509).

21. Travel and Transportation

<u>Revised</u> <u>FY 1999</u>	<u>Estimated</u> <u>FY 2000</u>	<u>Change</u>
\$10,624	\$11,712	\$1,088

Travel is an important element of GAO's emphasis on the quality of its work. Audit and evaluation work must be sufficiently representative in scope and in the number and type of locations covered to assure the validity of GAO's conclusions and recommendations. For this reason, time must be spent on-site throughout the United States and in foreign locations. Annual changes in per diem, mileage rates, and airfares necessitate increased travel funds to maintain current levels of travel.

GAO has instituted a number of practices to ensure effective use of funds available for mission essential travel. Increased communications through the GAO-wide network and the data collection and analysis application (DCA), electronic mail capability, and videoconferencing help reduce travel to and from field locations.

The requested increase funds anticipated price-level increases of \$213 and provides \$875 in funds needed to cover increased overseas travel as a result of Congressional mandates, such as reviews of the International Monetary Fund, international Year 2000 readiness, emerging foreign markets, and nuclear weapons arsenals. These mandates create a higher level of overseas travel than GAO would normally experience.

22. Transportation of Things

<u>Revised</u> <u>FY 1999</u>	<u>Estimated</u> <u>FY 2000</u>	<u>Change</u>
\$18	\$18	

This funding provides for transporting household goods of relocating employees and agency supplies and materials between headquarters and field offices.

23. Rent, Communications, and Utilities

The following table provides a listing of the types of services included in this object class, which is the second largest administrative category of services.

<u>Category</u>	<u>Revised FY 1999</u>	<u>Estimated FY 2000</u>	<u>Change</u>
<u>Rentals</u>			
ADP equipment	\$ 2,456	\$ 3,285	\$829
Duplicating equipment	195	199	4
Office space	7,420	7,568	148
Other	<u>26</u>	<u>26</u>	
Sub-Total	\$10,097	\$ 11,078	\$981
<u>Communications</u>			
Local telephone service	\$ 2,029	\$ 2,029	
Long distance commercial telephone services	1,625	1,625	
Postage and fees	<u>931</u>	<u>931</u>	
Sub-Total	\$ 4,585	\$ 4,585	
Total	<u>\$14,682</u>	<u>\$15,663</u>	<u>\$981</u>

ADP Equipment

This funding provides for leasing microcomputers, printers, servers, and other equipment used to support the agencywide network. The increase provides \$49 for anticipated price-level changes and \$780 to upgrade of the remainder of GAO's inventory of laptop computers and printers to ensure Y2K compliance. Leasing provides the agency more flexibility in upgrading equipment to meet fast-paced industry changes.

Duplicating Equipment

Duplicating equipment is essential to audit groups for providing copies of materials for work papers. Expanded use of the agency network and its components have enabled staff to share material electronically, reducing duplicating requirements. Staff consolidation into the GAO building, a reduction in the number of field offices and audit sites, and expanded use of copy centers in recent years has also reduced requirements dramatically since fiscal year 1995. The fiscal year 2000 budget for duplicating equipment includes an anticipated price-level increase of \$4 and is almost 45 percent below fiscal year 1995 levels.

Office Space

The requested increase funds anticipated inflationary increases. The fiscal year 2000 funding level for office space is 65 percent below the fiscal year 1995 funding level primarily due to the relocation of staff to the GAO building. Virtually all sites in the Washington, D.C. area have been consolidated into the GAO building.

Other Rentals

This category includes equipment rentals, such as microfiche or facsimile machines, and parking. We have decreased Other Rental costs by almost 85 percent since fiscal year 1995, primarily due to audit site closures and space consolidations.

Communications

Funding for this category provides for all local and long distance communications charges, including telephone service, video-conferencing, and data communications. The fiscal year 2000 funding request for communications services represents a 19 percent reduction below fiscal year 1995 levels. These savings are primarily due to lower rates and usage of long distance service, reductions in the number of telephone lines resulting from the agency's downsizing, and changes in service structure.

Postage and Fees

Funding for this category provides for reimbursement to the U.S. Postal Service to cover mailing costs and commercial firms for other delivery services.

The fiscal year 2000 funding request for this category represents a 50 percent reduction below the fiscal year 1995 level. Use of the network to provide communication to staff, as well as changes in the types of service delivery provided through carriers, has helped reduce costs.

24. Printing and Reproduction

<u>Revised</u> <u>FY 1999</u>	<u>Estimated</u> <u>FY 2000</u>	<u>Change</u>
\$1,032	\$1,053	\$21

This object class includes all charges incurred by the agency for contractual printing and reproduction, as well as related composition and binding operations performed by GPO and commercial printers. It also includes all duplicating services obtained on a contractual basis. The requested increase provides funds for anticipated inflationary increases.

Since fiscal year 1995, GAO has increased the number of documents printed in-house, thereby reducing contract costs. We also expanded the number of internal communications available to staff on the GAO-wide network, eliminating the need to print those hardcopy documents. Increased focus on document quantity and content also helped reduce printing costs. The fiscal year 2000 funding request for Printing represents a 48 percent reduction below the fiscal year 1995 level.

25. Contract Services

The costs in this object class, the largest administrative category of services, are shown below according to the principal type of expense:

	Revised <u>FY 1999</u>	Estimated <u>FY 2000</u>	<u>Change</u>
Training	\$ 1,431	\$ 2,210	\$ 779
Maintenance of equipment and software	3,658	3,668	10
ADP services	11,820	12,756	936
Telecommunications services	2,294	2,294	
Building operations and maintenance ^{1/}	800	8,195	7,395
Security investigations	120	120	
Overseas support	84	84	
Health services	280	286	6
Other contract services	<u>8,549</u>	<u>9,720</u>	<u>1,171</u>
Total-Contract Services	<u>\$29,036</u>	<u>\$39,333</u>	<u>\$10,297</u>

^{1/} The fiscal year 1999 amount excludes \$6,685 in prior fiscal year funds used to fund the fiscal year 1999 contract for operation and maintenance of the GAO building.

Training

Funding is requested for anticipated inflation increases of \$29, and priority training needs of \$750 to increase information technology training to maximize staff skills in conducting reviews for congressional requests requiring technological skills.

This account allows GAO to continue to maintain professional audit standards that require GAO evaluators to complete a minimum of 80 hours of continuing professional education credits (CPE) every 2 years; ensure staff maintain expertise in the complex programs GAO examines and the audit/evaluation approaches GAO employs; and continue emphasis on the quality and quantity of training and other educational opportunities.

Training funds enable GAO-sponsored group or individual participation in courses offered during regular working hours as well as employee enrollment in job-related college and technical courses. It enables GAO to provide funding for senior managers to engage in intensive training relevant to their managerial, technical, and issue area responsibilities.

Maintenance of Computer and Other Equipment and Software

This category provides for the cost of repairs, preventive maintenance, and upgrades for software and all classes of equipment. The fiscal year 2000 funding level includes anticipated price level increases of \$10.

ADP and Telecommunications Services

This category includes contractual agreements for the use of computers and other ADP equipment, data bases, and personnel services, e.g., systems analysis, programming, and documentation.

The fiscal year 2000 funding level requests:

- \$236 for price-level increases and cost-of-living adjustments for contractor staff;
- \$200 to develop disaster recovery procedures for critical agency systems; and
- \$500 to provide contract and other support to conduct a review of information technology and to develop initiatives identified during the review.

Building Operation and Maintenance

During fiscal year 1989, the custody, control, and ownership of the GAO building was transferred from GSA to GAO. GAO awarded a comprehensive contract to provide professional building management services for the GAO building. The contractor, under the direction of GAO management, has responsibility to operate, maintain and repair the GAO building including all mechanical equipment and building systems.

Some other services provided under this category for the GAO building and field offices include cleaning services, utility services, and construction and building alteration work performed on a reimbursable basis.

The requested funding provides \$110 for anticipated price-level increases. The request also includes \$7,265 to offset the uncontrollable reduction of funds available to offset ongoing needs due to the loss of \$6,685 in prior year funds and a \$600 reduction in anticipated revenue available from corporate audit work.

Security Investigations

Funding provides for security investigations by OPM, Defense Investigative Services (DIS) and the FBI. These investigations are necessary for the purpose of determining potential employees' suitability for employment and for employees' access to classified and confidential information. Fiscal year 2000 funding provides the minimum level needed to maintain adequate coverage.

Overseas Support

GAO reimburses the Department of State for housing and utility costs for GAO staff assigned to the NATO Board of Auditors. Fiscal year 2000 funding levels represent an 80 percent reduction below fiscal year 1995 costs, primarily due to the 1995 closure of the European Office in Germany.

Health Services

The funding requested in this category is needed for the estimated increase in cost of preventive health service/wellness programs offered by the U.S. Public Health Service (PHS) and various private vendors. In fiscal year 2000, GAO plans to maintain the current level of health services available to GAO staff.

As GAO's primary provider of health and employee counseling services, the PHS determines total facility costs per location to include medical and administrative staff salaries and benefits, contractual services and supplies,

and necessary equipment acquisitions. Each agency's proportionate share of this cost is assessed by the number of agency personnel participating at the location.

The fiscal year 2000 estimate represents a 60 percent reduction below the fiscal year 1995 level primarily due to lower staffing levels.

Other Contract Services

This category provides GAO with funding for contractual services that support administrative operations and provide necessary assistance in connection with the many audits, investigations, and reports done by GAO. One of the major items funded in this category is the Document Distribution System through which GAO audit and evaluation reports are provided to the Congress and the public. In addition, this system provides user access to an on-line data base of information on GAO reports. It also provides for the bibliographic control of information and materials and for a physical inventory of materials. Funding is also provided for contract services for other administrative systems and to continue on-going support for publishing operations such as design graphics and video presentations.

The fiscal year 2000 request for this category includes:

- \$171 for anticipated price level increases;
- \$500 to provide contract and other support to conduct a review of human capital policies and to develop identified initiatives; and
- \$500 to reengineer GAO's work processes to increase the agency's responsiveness, effectiveness, efficiency, capacity, and flexibility.

26. Supplies and Materials

<u>Revised FY 1999</u>	<u>Estimated FY 2000</u>	<u>Change</u>
\$1,675	\$1,709	\$34

The estimate provides for subscriptions to electronic and hard copy periodicals and databases; other sources of information used to research assignments; subscriptions to computer-based training manuals; and a wide variety of supplies and materials, including paper and toner for copiers and network printers, required in GAO operations. The requested increase includes \$34 for anticipated price level increases to enable GAO to maintain its inventories of information sources and to supply photocopier paper near minimum operating levels.

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31. Furniture and Equipment

<u>Revised</u> <u>FY 1999</u>	<u>Estimated</u> <u>FY 2000</u>	<u>Change</u>
\$2,471	\$2,740	\$269

This category provides funding for purchases of furniture, publications for GAO's permanent collections, telecommunications and other equipment, and computer hardware and software.

The increase in the Furniture and Equipment category provides:

- \$49 for anticipated price level increases;
- \$120 to replace system components no longer vendor-supported; and
- \$100 to upgrade equipment to ensure Y2K compliance.

32. Land and Structures

<u>Revised</u> <u>FY 1999</u>	<u>Estimated</u> <u>FY 2000</u>	<u>Change</u>
\$70	\$71	\$1

This object class provides funding for minor modifications to office space configurations; upgrades to building infrastructure; and demolition, abatement, and construction of building components. The increase in fiscal year 2000 provides for anticipated price level increases.

42. Insurance Claims and Indemnities

<u>Revised</u> <u>FY 1999</u>	<u>Estimated</u> <u>FY 2000</u>	<u>Change</u>
\$10	\$10	

This estimate provides funding for payment of claims to employees and others for property lost or damaged incident to permanent change of station moves, government work assignments, and other liabilities.

TOP MANAGEMENT

The Office of the Comptroller General consists of the Comptroller General and Deputy Comptroller General positions, the latter of which is presently vacant. The Comptroller General is supported by the Principal Assistant Comptroller General, Assistant Comptrollers General for Planning and Reporting and for Operations. The Assistant Comptrollers General for Planning and Reporting and for Operations formulate GAO's audit and evaluation work plans, and operational and administrative policies and procedures, respectively.

Schedule A-1

TOP MANAGEMENT
Summary by Object Class
(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	27	\$2,496	29	\$2,731	29	\$2,891		\$160
12 Personnel Benefits		345		455		479		24
21 Travel and Transportation		15		39		40		1
25 Contract Services		6		16		16		
26 Supplies and Materials		15		14		14		
31 Furniture and Equipment		1						
Total	27	\$2,878	29	\$3,255	29	\$3,440		\$185

Schedule B-1

TOP MANAGEMENT
Change Analysis - FY 1999 to 2000
(Dollars in thousands)

Object Class	Mandatory	Price Level	Workload	Total
11 Personnel Compensation	\$88		\$72	\$160
12 Personnel Benefits	24			24
21 Travel and Transportation		\$1		1
Total	\$112	\$1	\$72	\$185

Schedule C-1

TOP MANAGEMENT
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
FY 1999 Budget Base	29	\$3,255
Adjustments to Base		
A. Mandatory Changes		
1. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$29
b. Civilian Pay Raise		59
c. Personnel Benefits		24
		112
B. Price Level Increases		
1. Travel		1
C. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		72
Net Increase (Decrease)		185
FY 2000 Total Request	29	\$3,440

TOP MANAGEMENT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	29
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	59
c. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	24
B. Price Level Increases	
1. Travel Anticipated increase in travel costs due to semiannual airline fare changes and the General Services Administration annual increase in travel per diem and mileage reimbursement rates based on increasing costs of services.	1

TOP MANAGEMENT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes	Amount
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	72
b. Travel Funds increased need to conduct overseas and domestic travel due to congressionally mandated jobs.	30

Principal GAO Products Issued in Fiscal Year 1998
by Top Management

Product a/	Number of Products
A. For Congress	
1. Testimony	2
Total	2

a/ GAO produces different materials that it considers products.

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION

The Accounting and Information Management Divisions (AIMD) serves as the lead division within GAO for reviews of federal financial management and information management activities. The division is responsible for issues involving accounting systems, agency financial statement audits, accounting and auditing standards and policies, budget systems and practices, audit oversight of federal and nonfederal auditors and the public accounting profession, and the acquisition and management of information resources--hardware, software, data, and people. AIMD is the focal point within GAO for overall issues and policies related to the Chief Financial Officers Act of 1990 (CFO), the Government Management Reform Act of 1994 (GMRA), the Federal Managers Financial Integrity Act, the Paperwork Reduction Act, the Debt Collection Act, the Computer Security Act, and the Brooks Act as well as integration of budget and accounting systems, and agency computer system development efforts. The division also participates in the Joint Financial Management Improvement Program (JFMIP), the Federal Accounting Standards Advisory Board (FASAB), the Government Auditing Standards Advisory Council (GASAC), and the National Intergovernmental Audit Forum (NIAF).

<u>FTEs</u>	<u>FY 1999</u>	<u>FY 2000</u>
Headquarters	409	409
Field Offices	<u>246</u>	<u>246</u>
Total	<u>655</u>	<u>655</u>

During fiscal year 1998, GAO made significant contributions to (1) improve financial management and accountability in government, (2) address critical information management and technology issues, and (3) focus on the federal budget.

In March 1998, we reported on our audit of the first-ever financial statements for the U.S. government in our nation's history, those for fiscal year 1997. This landmark effort represents the largest, most complex financial audit ever attempted. These statements were prepared by Treasury, in cooperation with OMB, and submitted, along with our report, to the Congress and the President, as required by the expanded Chief Financial Officers Act. While achieving a major milestone, our report framed the most serious financial management improvement challenges facing our national government. The response to our audit has been most positive. A May 1998 Presidential memorandum required agency heads to develop plans for resolving the problems we identified, and House Resolution 447, passed on June 9, 1998, underscored congressional demands for quickly resolving the problems.

Further, GAO completed the first-ever financial audit of the \$5 trillion federal debt and issued the first unqualified audit opinion on the IRS custodial financial statements, covering \$1.6 trillion in revenue. GAO also continued to (1) identify serious weaknesses in the financial management at major federal agencies, such as the Department of Defense, and recommended needed improvements, (2) report on agencies' efforts to effectively implement federal accounting standards and systems requirements, which GAO is required to do annually under the Federal Financial Management Improvement Act of 1996, and (3) provided to congressional committees analyses of selected agency-level financial statements.

GAO urgently called attention to the most pressing information systems challenge facing our nation—the Year 2000 computing crisis. During fiscal year 1998, we testified extensively on this issue, made dozens of recommendations to agencies on actions needed to minimize the impact of the century date change on their ability to deliver vital goods and services, developed a series of guides which are widely used to focus Year 2000 efforts, and worked with congressional committees and the President's Council on Year 2000 Conversion to help deal with this crisis.

Further, GAO greatly increased recognition as to the seriousness of information security problems across government and made recommendations on what needs to be done to address this high risk area. We issued an executive guide on best practices in information security management and reported on computer security problems in major departments for which we offered specific solutions to correct weaknesses. In addition, we continued to focus on multibillion dollar system development efforts and modernization programs that are at serious risk of failure, including the Air Traffic Control Modernization, Tax Systems Modernization, and the National Weather Service Modernization for which we have recommendations. We also assessed agencies' efforts to implement the Clinger-Cohen Act's requirements for improved information technology management.

In the budget arena, our focus now that the fiscal position of the government has improved has been to place attention on the long-term impacts of fiscal policy for which there has been ever-increasing congressional interest. We examined the budgetary implications of government stock investing for the Social Security Trust Fund and reported on the long-term fiscal outlook of our nation. We have looked at capital planning in the executive branch and prepared a best practices guide. We have played a key role in expanding, encouraging, and improving the use of performance information in budget decisions, with key focus on the Results Act. Further, we completed a significant review for Congress of the early fiscal effects of the move to a block grant for welfare programs. Finally, we have provided extensive consultative assistance to Congress on budget process and structure.

GAO also fulfilled its responsibilities under more than 50 legislative mandates, such as the annual financial audit of the Bank Insurance Fund. Further, we continued to play a major leadership role in governmentwide financial management improvement initiatives through the setting of federal accounting and auditing standards.

Over the next 2 years, GAO's plans in these areas include continuing to

- fulfill the legislative requirement to annually audit the U.S. government's financial statements, evaluate the effectiveness of agencies' actions in response to the major categories of deficiencies report in the first audit of these financial statements, and focus on resolving other financial management issues and identifying and resolving high-risk areas vulnerable to waste, fraud, and mismanagement;
- promote effective action to address the Year 2000 challenge, increase awareness and understanding of information security risks that are critical to our national security and welfare, identify specific actions needed to correct long-standing problems in major high-risk modernization efforts to help significantly increase the probability of their success, and help improve the return on investments for the federal government's annual spending on information technology; and
- identify different approaches to measuring the fiscal commitments of the federal government over the long term, identify options (based on GAO's work) that could help decisionmakers address problems identified in performance evaluations in a budgetary context, facilitate the use of performance information and financial audit results in resource allocation decisions, and explore controls over budget execution.

Schedule A-1

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	392	\$29,907	409	\$32,522	409	\$34,599		\$2,077
12 Personnel Benefits		5,708		6,045		6,503		458
21 Travel and Transportation		1,153		1,153		1,278		125
25 Contract Services		133		105		105		
26 Supplies and Materials		103		104		108		4
Total	392	\$37,004	409	\$39,929	409	\$42,593		\$2,664

Schedule B-1

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION
 Change Analysis - FY 1999 to 2000
 (Dollars in thousands)

Object Class	Mandatory	Price Level	Workload	Total
11 Personnel Compensation	\$1,634		\$443	\$2,077
12 Personnel Benefits	458			458
21 Travel and Transportation		\$23	102	125
26 Supplies and Materials		4		4
Total	\$2,092	\$27	\$545	\$2,664

Schedule C-1

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
FY 1999 Budget Base	409	\$39,929
Adjustments to Base		
A. Mandatory Changes		
1. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$492
b. Civilian Pay Raise		1,142
c. Personnel Benefits		458
		2,092
B. Price Level Increases		
1. Travel		\$23
2. Supplies and Materials		4
		27
C. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		\$443
b. Travel		102
		545
Net Increase (Decrease)		<u>2,664</u>
FY 2000 Total Request	409	\$42,593

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	492
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	1,142
c. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	458
B. Price Level Increases	
1. Travel	23
Anticipated increase in travel costs due to semiannual airline fare changes and the General Services Administration annual increase in travel per diem and mileage reimbursement rates based on increasing costs of services.	
2. Supplies and Materials	4
Anticipated cost increase for supplies, copier paper, and subscriptions to publications.	

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes	Amount
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	443
b. Travel Funds increased need to conduct overseas and domestic travel due to congressionally mandated jobs.	102

Principal GAO Products Issued in Fiscal Year 1998
by AIMD

Product a/	Number of Products
A. Audit and Evaluation Products for Congress	
1. Letter Reports	70
2. Chapter Reports	6
3. Testimony	62
4. Correspondence	89
5. Briefings	18
6. Other	38
Subtotal	283
B. For Agency Officials	
1. Letter Reports	21
2. Correspondence	26
3. Other	35
Subtotal	82
C. For Other External Entities	37
Total	402

a/ GAO produces different materials that it considers products.

GENERAL GOVERNMENT DIVISION

The General Government Division (GGD) coordinates GAO's work in the areas of federal oversight of financial institutions; tax policy and administration; administration of justice; general management issues; civilian workforce matters; and government business operations and information. GGD also provides a focus for methodology development, program evaluation work, and outreach across GAO and the broader academic and professional community in the field of program evaluation.

The division's audit coverage includes the Bureau of the Census and the Bureau of Economic Analysis in the Department of Commerce; the Drug Enforcement Administration, the Federal Bureau of Investigation, the Federal Bureau of Prisons, the Immigration and Naturalization Service, the United States Attorneys, the United States Marshals Service, and the United States Parole Commission in the Department of Justice; the Bureau of Alcohol, Tobacco and Firearms, the Bureau of Engraving and Printing, the Bureau of the Public Debt, the Internal Revenue Service, the United States Customs Service, the United States Mint, and the United States Secret Service in the Department of the Treasury; the Office of Management and Budget; personnel agencies such as the Office of Personnel Management, and the Merit Systems Protection Board; federal banking regulatory agencies including the Farm Credit Administration, the Federal Reserve Boards, the Federal Deposit Insurance Corporation, the Office of Thrift Supervision, the Federal Housing Finance Board, and the Office of the Comptroller of the Currency; the Securities and Exchange Commission and the Commodity Futures Trading Commission; the Administrative Office of the United States Courts; the Architect of the Capitol; the Federal Election Commission; the General Services Administration; the Government Printing Office; the Library of Congress; the National Archives and Records Administration; the Smithsonian Institution; the United States Botanic Garden; and the United States Postal Service.

<u>FTEs</u>	<u>FY 1999</u>	<u>FY 2000</u>
Headquarters	288	288
Field Offices	<u>138</u>	<u>138</u>
Total	426	426
	=====	=====

Examples of GGD's Work Resulting in Important Financial Accomplishments

- As a result of work by AIMD and GGD, the Internal Revenue Service restructured its tax systems modernization (TSM) program, establishing specific criteria for reviewing information technology investments and reducing its TSM budget by about \$1.1 billion in fiscal years 1996-97.
- Congress extended the buyout authority for non-Defense agencies and, in fiscal year 1997, the use of buyouts by 31 agencies saved an estimated \$41.7 million more than if they had used reductions-in-force to downsize.
- A permanent restriction on the payment of Sunday premium pay for government employees who do not work on Sundays while on leave will reduce fiscal year 1998 and 1999 costs by an estimated \$68 million.
- By enacting legislation that exempted National Academy of Sciences panels from the Federal Advisory Committee Act, Congress averted an increase in expenditures for those panels, which would have amounted to about \$67.5 million in fiscal years 1998 and 1999.

- The General Services Administration's implementation of more business-like leasing procedures saved \$25.5 million in fiscal year 1997.

Examples of GGD's Work Leading to Significant Improvements in Government Operations

- Federal bank regulators strengthened guidance to ensure that bank examiners assess bank risk-management and internal control systems to reduce exposure to derivative investments.
- The Internal Revenue Service has been expanding the hours that taxpayers can call its telephone assistants and by January 1, 1999, expects to have telephone service available 24 hours a day, 7 days a week.
- The General Services Administration lessened the data requirements for its Multiple Award Schedule contracts to be less burdensome for vendors but still sufficient for determining the reasonableness of their prices.
- To increase the profitability of the U.S. Mint's commemorative coin program, Congress authorized a 10-year circulating commemorative coin program to begin in 1999 that will feature the 50 states.
- Other GGD Recommendations Adopted in Fiscal Year 1998 Led to Substantive Improvements in Government Operations
- Congress enacted legislation that requires federal agencies to file information returns on payment of \$600 or more to corporations performing services to help increase voluntary compliance, particularly that of small corporations, in reporting income under the tax laws.
- The Office of Federal Housing Enterprise Oversight implemented a revised, annual risk-focused program for examining Fannie Mae and Freddie Mac.
- The Immigration and Naturalization Service established a working group to set uniform standards that would introduce randomness to the assignment of lanes to help ensure integrity at land ports of entry.
- To strike a better balance in the costs of new courthouse construction projects, the Administrative Offices of the United States Courts issued a design guide that allows a limited palette of interior finishes that reflect construction-cost limitations, life-cycle costs, and functional requirements.

FOCUS OF GGD'S WORK IN FISCAL YEARS 1999 AND 2000

During fiscal years 1999 and 2000, GGD will focus on such significant issues as the following:

- Review IRS plans for improving its financial, strategic, and human resource management.
- Analyze options for improving the tax system to increase compliance and reduce the compliance burden for individual taxpayers.
- Perform congressionally requested work looking at facilities management issues—design, construction, leasing, repair and alterations, and disposal of federal buildings—and how to acquire and deliver goods and services more efficiently at a fair and reasonable cost.
- Perform congressionally requested work looking at what changes are needed in the roles and missions of GSA and the Postal Service to make them more responsive to the needs of their constituencies.

- Perform analyses and evaluations of a broad range of crosscutting management, workforce, and statistical issues; including the Government Performance and Results Act, regulatory reform, downsizing and privatization, oversight of the civil service, management effectiveness at specific agencies, as well as the quality, dissemination, and use of national social and economic statistics.
- Assess the regulatory framework for ensuring financial system integrity and the government's role in fostering an efficient financial services industry and competitive financial markets.
- Perform congressionally requested work to improve the efficiency and effectiveness of the justice system.

Schedule A-1

GENERAL GOVERNMENT DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	287	\$20,965	288	\$22,040	288	\$23,456		\$1,416
12 Personnel Benefits		3,811		4,096		4,407		311
21 Travel and Transportation		329		329		366		37
25 Contract Services		37		79		79		
26 Supplies and Materials		89		90		93		3
Total	287	\$25,231	288	\$26,634	288	\$28,401		\$1,767

Schedule B-1

GENERAL GOVERNMENT DIVISION
Change Analysis - FY 1999 to 2000
(Dollars in thousands)

Object Class	Mandatory	Price Level	Workload	Total
11 Personnel Compensation	\$1,110		\$306	\$1,416
12 Personnel Benefits	311			311
21 Travel and Transportation		\$7	30	37
26 Supplies and Materials		3		3
Total	\$1,421	\$10	\$336	\$1,767

Schedule C-1

GENERAL GOVERNMENT DIVISION
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
FY 1999 Budget Base	288	\$26,634
Adjustments to Base		
A. Mandatory Changes		
1. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$336
b. Civilian Pay Raise		774
c. Personnel Benefits		<u>311</u>
		1,421
B. Price Level Increases		
1. Travel		\$7
2. Supplies and Materials		<u>3</u>
		10
C. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		\$306
b. Travel		<u>30</u>
		<u>336</u>
Net Increase (Decrease)		<u>1,767</u>
FY 2000 Total Request	288	\$28,401

GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	336
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	774
c. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	311
B. Price Level Increases	
1. Travel	7
Anticipated increase in travel costs due to semiannual airline fare changes and the General Services Administration annual increase in travel per diem and mileage reimbursement rates based on increasing costs of services.	
2. Supplies and Materials	3
Anticipated cost increase for supplies, copier paper, and subscriptions to publications.	

GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes	Amount
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	306
b. Travel Funds increased need to conduct overseas and domestic travel due to congressionally mandated jobs.	30

Principal GAO Products Issued in Fiscal Year 1998
by GGD

Product a/	Number of Products
A. Audit and Evaluation Products for Congress	
1. Briefing Reports	2
2. Letter Reports	87
3. Chapter Reports	11
4. Testimony	43
5. Correspondence	44
6. Briefings	27
7. Other	31
Subtotal	245
B. For Agency Officials	
1. Letter Reports	6
2. Correspondence	4
3. Other	2
Subtotal	12
C. For Other External Entities	1
Total	258

a/ GAO produces different materials that it considers products.

HEALTH, EDUCATION AND HUMAN SERVICES DIVISION

The Health, Education and Human Services Division (HEHS) provides information and analyses supporting legislative and executive branch actions aimed at promoting the economic security of Americans. Specifically, our work addresses governmental activities designed to ensure that the nation's elderly and those unable to work have adequate income security, its citizens have dependable public health services and quality health care that is affordable, and its working-age population is well-educated and self-supporting. This entails studies of programs administered mainly by the following agencies: Health and Human Services, Education, Labor, Social Security, Veterans Affairs, and Defense (health). In addition, there are numerous commissions and independent agencies whose related programs are reviewed by HEHS.

<u>FTEs</u>	<u>FY 1999</u>	<u>FY 2000</u>
Headquarters	274	274
Field Offices	<u>132</u>	<u>132</u>
Total	<u>406</u>	<u>406</u>

Division Accomplishments

The division's work contributed significantly to numerous legislative and executive branch actions improving federal government operations and programs, as seen in the below, selected examples:

- Enactment of legislation increasing actions to identify and remove ineligible recipients from the Supplemental Security Income and Disability Insurance programs: \$1.5 billion in savings.
- Enactment of legislation reducing excessively high Medicare payment rates for home oxygen by 30 percent: \$633 million in savings.
- Health Care Financing Administration adoption of new guidelines to counter over-charges to Medicare for rehabilitative therapy services provided to residents in skilled nursing homes: \$240 million in savings.
- Enactment of legislation giving the Health Care Financing Administration regulatory authority to recover certain Medicare secondary payer costs: \$200 million in savings.
- Congressional denial of funding for Department of Veterans Affairs hospital construction at Travis Air Force base: \$270 million in savings. Also, enactment of legislation directing reform of DOD's \$1.3 billion-a-year pharmacy program, which can save millions of dollars each year when fully implemented.
- Social Security Administration actions to improve its 800-number service. The agency has taken steps to establish additional performance measures for assessing the quality of its 800-number service.
- The Department of Education's actions, along with those of its contractor, to correct student loan data base problems interfering with needed loan consolidation actions.

- Enactment of legislation addressing the confusing array of employment training programs and consolidating a number of programs into three block grants: for youth, adults, and dislocated workers.

Division Plans

The division's work in the coming months will address issues involving the following aspects of economic security: ensuring adequate income security for the elderly and those unable to work; ensuring dependable public health services and quality health care that is affordable; and ensuring an educated and self-supporting working-age population.

Ensuring that the Nation's Elderly and Those Unable to Work Have Adequate Income Security

The "greying" of the American population, coupled with changes still underway in the country's public and private retirement systems, keep at the forefront questions about how best to ensure adequate income levels for the elderly in their retirement years. Our highest priority effort in this area will be providing analyses to support congressional decisionmaking on Social Security financing reform—particularly, analyzing the implications of moving toward a system that includes individual accounts. Specific studies will address rates of return issues, administrative and implementation questions, options for financing transition costs, the potential effects on minorities, the costs of annuitization under privatization scenarios, and the effects of proposals to raise the Social Security retirement age.

Furthermore, in carrying out legislation to provide a minimum level of economic support to those unable to provide for themselves, the government has the responsibility of assuring maximum efficiency and cost-effectiveness in those programs. We will conduct work on how well the government is performing this stewardship function. In particular, the work will identify waste, abuse, and mismanagement in the \$28 billion-a-year Supplemental Security Income program. Also, we will identify opportunities to manage welfare, disability, Social Security, and child support programs more effectively and at lower costs.

Ensuring that the Nation's Citizens Have Dependable Public Health Services and Quality Health Care That is Affordable

Profound changes also are occurring in the health care field as private citizens, health insurers and providers, and governments at all levels are struggling to control their costs while ensuring access to quality health care. Our body of work in this area will touch upon several major federal health programs. The Medicare and Medicaid programs, with fiscal year 1999 expenditures estimated at about \$339 billion, will receive considerable attention given their important roles in health care and potential for fraud and wasted expenditures. Specific studies will address the Health Care Financing Administration's implementation of certain Medicare payment safeguard systems and programs mandated by the Balanced Budget Act of 1997, respond to congressional interest in managed care options under Medicare and Medicaid, and examine the quality of care in publicly-financed nursing homes.

Also, we will address the federal government's public health activities, administered mainly by the Department of Health and Human Services' Public Health Service agencies with budgets totaling around \$25 billion a year. The work will examine how well the government is providing protection from newly identified infectious diseases and resurgent public health threats; supporting biomedical research that holds promise of reducing future suffering from some of the most common causes of death and disability; and establishing the safety and efficacy of pharmaceuticals and medical devices, which account for about one-fifth of all consumer spending.

Additionally, our health work will review the extensive, \$30 billion-plus per year health programs of the Department of Veterans Affairs' (VA) and the Department of Defense (DOD). These programs provide services to over 34 million veteran and military beneficiaries each year. Our reviews will occur in the context of a declining veterans population, a sweeping DOD change to a managed care approach, and important changes in the broader health care environment. From this work, for example, we will identify inefficiencies and waste in VA's maintaining old and unneeded medical facilities. Our work on the DOD's health programs will address a number of significant issues and identify needed improvements in several areas, including DOD's efforts to target fraud and erroneous payments.

Ensuring that the Nation's Working-Age Population is Well-Educated and Self-Supporting

As the nation enters the 21st century, its continued well-being will depend in large part on having a well-educated and productive workforce. This is not simply a challenge to education, training, and workplace safety programs at all levels of government, but also to the structure of available welfare services which, depending upon their goals and administration, can help or hinder progress from welfare dependency to more productive lives. Our work accordingly will include (but not be limited to) a coordinated examination of the following matters: states' progress and problems under the 1996 welfare reform legislation; the capacities of states' social service information systems (conducted in cooperation with the Rockefeller Institute); opportunities for encouraging persons with disabilities to return to work; the issues impacting reauthorization of the \$10 billion-a-year Elementary and Secondary Education Act; some component agencies of the Department of Labor (to identify opportunities for increased efficiencies and better integrated services); and, at the Department of Education, administrative problems in the postsecondary financial aid programs, financial management controls, and information management.

Schedule A-1

HEALTH, EDUCATION AND HUMAN SERVICES DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	272	\$19,816	274	\$20,730	274	\$22,075		\$1,345
12 Personnel Benefits		3,788		3,852		4,147		295
21 Travel and Transportation		494		494		548		54
25 Contract Services		66		68		68		
26 Supplies and Materials		94		95		98		3
Total	272	\$24,258	274	\$25,239	274	\$26,936		\$1,697

Schedule B-1

HEALTH, EDUCATION AND HUMAN SERVICES DIVISION
Change Analysis - FY 1999 to 2000
(Dollars in thousands)

Object Class	Mandatory	Price Level	Workload	Total
11 Personnel Compensation	\$1,051		\$294	\$1,345
12 Personnel Benefits	295			295
21 Travel and Transportation		\$10	44	54
26 Supplies and Materials		3		3
Total	\$1,346	\$13	\$338	\$1,697

Schedule C-1

HEALTH, EDUCATION AND HUMAN SERVICES DIVISION
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
FY 1999 Budget Base	274	\$25,239
Adjustments to Base		
A. Mandatory Changes		
1. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$322
b. Civilian Pay Raise		729
c. Personnel Benefits		295
		1,346
B. Price Level Increases		
1. Travel		\$10
2. Supplies and Materials		3
		13
C. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		\$294
b. Travel		44
		338
Net Increase (Decrease)		<u>1,697</u>
FY 2000 Total Request	274	\$26,936

HEALTH, EDUCATION AND HUMAN SERVICES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	322
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	729
c. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	295
B. Price Level Increases	
1. Travel Anticipated increase in travel costs due to semiannual airline fare changes and the General Services Administration annual increase in travel per diem and mileage reimbursement rates based on increasing costs of services.	10
2. Supplies and Materials Anticipated cost increase for supplies, copier paper, and subscriptions to publications.	3

HEALTH, EDUCATION AND HUMAN SERVICES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes	Amount
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	294
b. Travel Funds increased need to conduct overseas and domestic travel due to congressionally mandated jobs.	44

Principal GAO Products Issued in Fiscal Year 1998
by HEHS

Product a/	Number of Products
A. Audit and Evaluation Products for Congress	
1. Letter Reports	91
2. Chapter Reports	12
3. Testimony	57
4. Correspondence	61
5. Briefings	28
6. Other	13
Subtotal	262
B. For Agency Officials	
1. Letter Reports	3
2. Other	1
Subtotal	4
C. For Other External Entities	2
Total	268

a/ GAO produces different materials that it considers products.

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

The mission of the National Security and International Affairs Division (NSIAD) is to improve the management of and accountability for national security, space and international programs. To fulfill this mission, we strive to effectively and expeditiously provide congressional and agency decisionmakers with accurate information, unbiased analyses, and objective recommendations. Our audit jurisdiction includes the Departments of Defense and State, the National Aeronautics and Space Administration, and the defense and international activities of about 150 other government agencies.

Our work is organized into six integrated issue areas, supported by an interactive planning network, to ensure that critical issues are addressed in time to be optimally useful to our customers. We are constantly seeking ways to improve the way we do our work and to be responsive to the needs of the Congress. We believe our commitment to high value work contributes meaningfully to the decisionmaking process of the Congress and to the effective operation of government.

<u>FTEs</u>	<u>FY 1999</u>	<u>FY 2000</u>
Headquarters	372	372
Field Offices	<u>232</u>	<u>232</u>
Total	604	604
	=====	=====

Examples of NSIAD Work Resulting in Important Financial Accomplishments

- The Air Force reduced its planned procurement of initial production F-22 aircraft by 22 aircraft, for a savings during the first 2 years of about \$1.6 billion, due to concerns voiced by the National Security and International Affairs Division (NSIAD) over the high degree of concurrency in aircraft development.
- We questioned the need for and the affordability of the Navy's F/A-18E/F aircraft in a series of reports, testimonies, and briefings to Members of Congress and their staff beginning in June 1996. These questions contributed to a decision to reduce the planned procurement by almost 50 percent, for program savings of \$3.1 billion during the first 2 years.
- We have conducted several reviews of State Department practices for identifying and disposing of excess real estate overseas and have identified specific properties that were excess to the Department's needs. As a result, in fiscal year 1998, State sold property in Tokyo, Japan for \$3.1 million and two properties in Nassau, Bahamas for \$2.75 million, for a total of \$5.85 million.
- In response to our recommendations, Congress directed, and the Secretary of Defense implemented, the use of commercial food distributors to supply food directly to military end-users. Through September 30, 1997, DOD has realized monetary savings of about \$45.2 million, consisting of inventory and holding cost reductions, annual savings and cost avoidances at individual bases, manufacturer discounts, and savings in food rebates.
- During a 1997 review, we identified several potential opportunities to consolidate facilities, including calibration laboratories. Navy maintenance officials told us that such consolidations were being planned and, according to Regional Maintenance Business Plans, we identified and verified consolidation savings of \$50.9 million in fiscal years 1997 and 1998 which are the first two years of full implementation.

- As a result of NSIAD's identification of force structure in the Army National Guard that was excess to validated requirements, the DOD Quadrennial Defense Review determined that excess structure in the Guard should be eliminated. After negotiations between the Guard and the Army, the Guard agreed to cut 17,000 personnel by the end of fiscal year 2000. This cut would avoid \$163.9 million in costs.

Examples of NSIAD Work Resulting in Significant Improvement to Government Operations

- Our work on best practices in weapons acquisitions contributed to a greater understanding of the root causes of problems that have been noted year after-year. For example, our review of the transition from development to production analyzed areas where DOD could benefit from commercial practices and, equally as important, identified cultural barriers that inhibited adopting these practices. DOD agreed with the recommendations in our report and incorporated the report into an electronic reference system for the acquisition workforce.
- Since the conclusion of the war in 1991 more than 100,000 veterans have complained of various illnesses. However, we found that DOD and VA have no effective means to monitor whether these veterans are any better or worse today than when they first started reporting their illnesses. In addition, we found that not only have federal research efforts been delayed, but many ongoing studies are unlikely to provide answers about the causes of Gulf War illnesses. We testified before the House Government Reform and Oversight Committee and the House Veterans Affairs Committee during 1998 on these findings and results. Our recommendations to improve the monitoring of veterans' health conditions and to reexamine research priorities were subsequently adopted into the National Defense Authorization Act for Fiscal Year 1998 and the Persian Gulf War Veterans Health Care and Research Act of 1998.
- We developed legislation, which Congress passed, to require OMB to report on counterterrorism funding and identify priorities and duplication of effort.
- We identified a lack of coordination on counterterrorism funding issues across the various federal agencies involved. In May 1998 Presidential Decision Directive established a National Coordinator for Security, Infrastructure Protection and Counterterrorism, who established a working group to recommend government-wide requirements and priorities.

Focus of NSIAD Work in Fiscal Years 1999 and 2000

NSIAD's areas of focus, objectives, and examples of ongoing and planned work are described below.

GLOBALIZATION & SECURITY - *Analyze the effect of globalization on the U.S. defense industrial base and suggest options*

- Examine effectiveness of technology transfer controls in the Foreign Military Sales (FMS) Program and how well they contribute to controlling and monitoring technology and arms transfers.
- Determine the extent to which (1) U.S. primes are relying on foreign subcontractors for marketing and weapons design and development, and (2) DOD is aware of trends in this area and their Use of foreign suppliers in offset agreements

INTERNATIONAL INSTITUTIONS - *Provide transparency to the operations and condition of the international financial institutions*

- Examine the financial condition of the International Monetary Fund

- Examine the implementation of the terms and conditions of IMF's financial arrangements with borrower countries
- Examine the United Nations' process for procuring hundreds of millions of dollars of goods and services and its efforts to make the system more transparent and fair for all bidders
- Examine the effectiveness of steps the World Bank has taken that are designed to improve management controls and promote better budgeting and accounting practices among borrower countries

ASYMMETRICAL THREATS -*Provide information on U.S. preparedness to deal with the asymmetrical threats facing the U.S. and suggest options*

- Evaluate effectiveness of programs to combat terrorism. NSIAD will focus on the (1) policy, strategy and threat, (2) roles, missions, programs, and activities, and (3) budgeting and spending. We will focus our work on the areas in which there appear to be many "look alike" program initiatives across individual federal agencies and a layering of similar capabilities without soundly established requirements based on threat or risk.

READINESS -*Assess and identify the readiness of our troops to protect the U.S. from threats at home and abroad and suggest options for addressing the readiness shortfalls identified*

- Determine whether DOD's doctrine and policies limit U.S. military readiness and/or effectiveness to conduct operations in a chemical and biological environment.
- Examine the extent to which personnel and skill shortages and/or aging, hard-to-maintain equipment are negatively impacting the services' readiness
- Determine the extent that host nation restrictions are impacting DOD's operational plans in overseas locations
- Evaluate the linkage between quality of life factors and retention in the military

MODERNIZATION -*Access the cost, schedule, and performance of DOD in developing new weapon systems; suggest budget options; and identify and suggest best practices that can improve the process*

- Review of the F-22 Engineering and Manufacturing Development Program to determine the extent to which it is meeting its goals and to report on its cost, testing results, and the program plan for the budget year
- Compare the military and commercial test and evaluation strategies and determine how the role and conduct of commercial and military testing and evaluation practices differ in terms of purpose and impact and identify obstacles to implementing best commercial practice

DEFENSE REFORM -*Determine the status of the various defense reforms and identify best practices that can improve management*

- Analysis of the Defense Logistics Agency and the Military Services' initiatives to implement best practices for inventory items

Schedule A-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

Summary by Object Class

(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	368	\$27,478	372	\$29,039	372	\$30,890		\$1,851
12 Personnel Benefits		4,815		5,397		5,807		410
21 Travel and Transportation		1,120		1,120		1,241		121
25 Contract Services		54		71		71		
26 Supplies and Materials		69		67		70		3
31 Furniture and Equipment		10						
Total	368	\$33,546	372	\$35,694	372	\$38,079		\$2,385

Schedule B-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Change Analysis - FY 1999 to 2000
 (Dollars in thousands)

Object Class	Mandatory	Price Level	Workload	Total
11 Personnel Compensation	\$1,461		\$390	\$1,851
12 Personnel Benefits	410			410
21 Travel and Transportation		\$22	99	121
26 Supplies and Materials		3		3
Total	\$1,871	\$25	\$489	\$2,385

Schedule C-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
FY 1999 Budget Base	372	\$35,694
Adjustments to Base		
A. Mandatory Changes		
1. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$435
b. Civilian Pay Raise		1,026
c. Personnel Benefits		410
		1,871
B. Price Level Increases		
1. Travel		\$22
2. Supplies and Materials		3
		25
C. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		\$390
b. Travel		99
		489
Net Increase (Decrease)		2,385
FY 2000 Total Request	372	\$38,079

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	435
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	1,026
c. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	410
B. Price Level Increases	
1. Travel Anticipated increase in travel costs due to semiannual airline fare changes and the General Services Administration annual increase in travel per diem and mileage reimbursement rates based on increasing costs of services.	22
2. Supplies and Materials Anticipated cost increase for supplies, copier paper, and subscriptions to publications.	3

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes	Amount
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	390
b. Travel Funds increased need to conduct overseas and domestic travel due to congressionally mandated jobs.	99

Principal GAO Products Issued in Fiscal Year 1998
by NSIAD

Product a/	Number of Products
A. Audit and Evaluation Products for Congress	
1. Briefing Reports	9
2. Letter Reports	110
3. Chapter Reports	22
4. Testimony	37
5. Correspondence	40
6. Briefings	38
7. Other	19
Subtotal	275
B. For Agency Officials	
1. Letter Reports	12
2. Chapter Reports	2
3. Correspondence	1
4. Other	1
Subtotal	16
C. For Other External Entities	3
Total	294

a/ GAO produces different materials that it considers products.

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

The Resources, Community, and Economic Development Division (RCED) serves as the lead division for GAO's work in the areas of food and agriculture, energy and science, technology, environmental protection, housing and community development, natural resources management, transportation, and telecommunications.

The division provides audit coverage for the Departments of Agriculture, Energy, Housing and Urban Development, Interior, and Transportation; the Army Corps of Engineers (civil functions); the Department of Commerce's National Institute of Standards and Technology, Patent and Trademark Office, and National Oceanic and Atmospheric Administration; the Environmental Protection and Federal Emergency Management Agencies; the Small Business Administration; the Surface Transportation Board; Federal Maritime, Federal Communications and Nuclear Regulatory Commissions; the National Science Foundation; and a variety of boards, commissions, and quasi-governmental entities relating to RCED's key areas of work.

<u>FTEs</u>	<u>FY 1999</u>	<u>FY 2000</u>
Headquarters	323	323
Field Offices	<u>182</u>	<u>182</u>
Total	<u>505</u>	<u>505</u>

RCED's issue areas are addressing key national issues, producing dollar savings, and making improvements in government operations.

Examples of some of our recent achievements in the housing area include

- the Congress rescinding \$3.65 billion as a result of unspent appropriations for HUD's Section 8 tenant-based assisted housing program and reducing HUD's budget authority for Empowerment Zones by \$95 million. Also, almost \$5 billion in savings resulted from our recent budget scrub and Section 8 work.
- based on our report, the Congress eliminated HUD's housing preservation program because of substantial problems we identified with HUD's administration of the program. As a result, \$2 billion in outstanding grant or loan applications will not be funded.
- our work in the welfare reform area, provided first-time information to the Congress on the extent to which welfare reform will affect HUD's programs and tenants and discussed the reasons why HUD backed away from its preliminary estimate that welfare reform would increase the cost of HUD's budget by nearly \$2.3 billion over a 6-year period.

Our impact in the energy, resources and natural resources area includes

- DOE adoption of our recommendations to develop a more effective approach for identifying carryover funding balances that exceed the requirements of its programs and, as a result, has reduced its carryover balances by \$2.3 billion since fiscal year 1995.

- legislation that was proposed to prevent U.S. funding to the United Nations from being used to develop Cuban and Iranian reactors, and (2) Congress used vital information we provided in its deliberations on the U.S./North Korean nuclear reactor agreement.
- our capping report that provided Congress with a variety of options and issues for use in its deliberations over whether to privatize DOE's power marketing administrations (PMAs) as well as TVA.

In the food and agriculture area we

- testified and reported on opportunities for reducing millions of dollars of government costs associated with delivering crop insurance through private sector companies;
- identified millions of dollars in food stamps going to households who included deceased individuals as program beneficiaries; and
- consistent with our recommendations, Congress enacted legislation dramatically altering the farm loan programs' basic lending, servicing, and property management policies. CBO has projected savings from these actions at \$27 million for FY 1996-97, with savings over 7 years totalling approximately \$69 million.

In the environmental area we provided

- \$76 million in financial benefit savings from our budget scrub and Superfund work;
- significant results from our high-risk work, included a \$650 million reduction in Superfund's FY '98 budget

In the transportation area impacts from our work include

- aviation security improvements, FAA (1) now requires vulnerability assessments by airports and air carriers, (2) tests and deploys new explosives detection equipment, and (3) has taken other actions based on our previous recommendations. Our report on the status of implementation of aviation security recommendations by the Gore Commission pointed out that FAA is making some progress but that it will take several years before these recommendations are fully implemented.
- Amtrak's precarious financial situation resulted in the Congress enacting two major laws in 1997 to help address problems that we reported. Through the Taxpayer Relief Act, Amtrak will receive \$2.2 billion in capital funding, while the Amtrak Reform Act authorizes over \$5 billion in funding over the next five years and contains a number of long-term reforms that we identified as crucial to Amtrak's financial survival.
- our annual review of FAA's budget led Congress to reduced the agency's FY '98 budget by \$97 million

Major Initiatives for the Coming Year

In the energy, science and resources area we will focus our work on

- ensuring that the nuclear safety, security and environmental legacies are appropriately dealt with given the static budgetary and changing regulatory environment
- ensuring the safe operation of commercial nuclear powerplants given a changing regulatory and economic environment, as well as new regulatory responsibilities over nuclear weapons facilities
- instilling accountability for cost effective stewardship of the nation's natural resources, and

- assessing the impacts of the \$80 billion annual federal investment in science and technology

Our work in the housing and community development area continues to focus on

- improving HUD's actions to correct its long-standing Department-wide management deficiencies and other housing and community development agencies' efforts to improve the delivery of services, eliminate duplication, and produce long-term cost savings through the restructuring of agencies or programs; and
- reducing the federal government's financial risk in its programs to provide mortgage assistance while meeting affordable housing needs

In the food and agriculture area we have a long history of food safety work and will continue efforts to correct deficiencies in the federal food safety inspection system. Our work will

- monitor the implementation of new food safety regulations for meat, poultry, and seafood;
- assess what other nations have done to establish a single food safety agency; and
- evaluate what the federal government can do to reduce fraud, waste, and mismanagement in USDA's \$36 billion food assistance programs

In the environmental area we will

- continue to assess the Superfund high-risk area due to EPA's limited progress in addressing problems
- assess if EPA's programs for air and water are efficiently and effectively implementing federal statutes

In the transportation area our work will focus on ensuring a safe, secure, and efficient transportation system by

- continued work on evaluating FAA's troubled ATC modernization program
- reports and testimonies on domestic and international aviation competition issues. On the international front, we will continue to analyze how existing and proposed international alliances and liberalized aviation agreements affect consumers and competition.
- continued efforts in the surface transportation area to assess how federal, state, and local officials can make the best use of increases in safety funding and the available finding and financing mechanisms

Schedule A-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	322	\$24,675	323	\$25,434	323	\$27,059		\$1,625
12 Personnel Benefits		4,201		4,727		5,087		360
21 Travel and Transportation		618		618		685		67
25 Contract Services		83		67		67		
26 Supplies and Materials		75		84		86		2
31 Furniture and Equipment		1						
Total	322	\$29,653	323	\$30,930	323	\$32,984		\$2,054

Schedule B-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION
Change Analysis - FY 1999 to 2000
(Dollars in thousands)

Object Class	Mandatory	Price Level	Workload	Total
11 Personnel Compensation	\$1,285		\$340	\$1,625
12 Personnel Benefits	360			360
21 Travel and Transportation		\$13	54	67
26 Supplies and Materials		2		2
Total	\$1,645	\$15	\$394	\$2,054

Schedule C-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
FY 1999 Budget Base	323	\$30,930
Adjustments to Base		
A. Mandatory Changes		
1. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$384
b. Civilian Pay Raise		901
c. Personnel Benefits		360
		1,645
B. Price Level Increases		
1. Travel		\$13
2. Supplies and Materials		2
		15
C. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		\$340
b. Travel		54
		394
Net Increase (Decrease)		2,054
FY 2000 Total Request	323	\$32,984

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	384
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	901
c. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	360
B. Price Level Increases	
1. Travel	13
Anticipated increase in travel costs due to semiannual airline fare changes and the General Services Administration annual increase in travel per diem and mileage reimbursement rates based on increasing costs of services.	
2. Supplies and Materials	2
Anticipated cost increase for supplies, copier paper, and subscriptions to publications.	

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes	Amount
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	340
b. Travel Funds increased need to conduct overseas and domestic travel due to congressionally mandated jobs.	54

Principal GAO Products Issued in Fiscal Year 1998
by RCED

Product a/	Number of Products
A. Audit and Evaluation Products for Congress	
1. Letter Reports	89
2. Chapter Reports	26
3. Testimony	68
4. Correspondence	68
5. Briefings	64
6. Other	16
Subtotal	331
B. For Agency Officials	
1. Letter Reports	1
2. Correspondence	4
Subtotal	5
C. For Other External Entities	1
Total	337

a/ GAO produces different materials that it considers products.

OFFICE OF THE CHIEF ECONOMIST

The Office of the Chief Economist (OCE) provides advice and guidance to the Office of the Comptroller General on economic matters and helps assure the quality of economic analysis work undertaken throughout GAO by providing technical assistance on individual assignments, reviewing draft products, and assisting in long-term efforts to increase GAO's economic analysis capabilities. OCE helps resolve economic issues that arise in the planning, implementation, and reporting of GAO assignments and undertakes independent assignments on a highly selective basis. OCE also has a leadership role in providing economics training in GAO.

<u>FTEs</u>	<u>FY 1999</u>	<u>FY 2000</u>
Headquarters	12	12
	=====	=====

During fiscal year 1998, the Office of the Chief Economist provided short term economic assistance to all the GAO divisions, and reviewed and commented on numerous reports and testimonies. OCE also provided in-depth modeling and technical support to divisions on topics including budgetary choices, tobacco legislation, and social security and aviation issues. OCE also provided formal and informal briefings on economic matters to the Comptroller General.

Schedule A-1

OFFICE OF THE CHIEF ECONOMIST
Summary by Object Class
(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	12	\$919	12	\$980	12	\$1,035		\$55
12 Personnel Benefits		208		183		196		13
21 Travel and Transportation		8		8		8		
25 Contract Services		2		2		2		
26 Supplies and Materials		7		7		7		
Total	12	\$1,144	12	\$1,180	12	\$1,248		\$68

Schedule B-1

OFFICE OF THE CHIEF ECONOMIST
Change Analysis - FY 1999 to 2000
(Dollars in thousands)

Object Class	Mandatory	Price Level	Workload	Total
11 Personnel Compensation	\$50		\$5	\$55
12 Personnel Benefits	13			13
Total	\$63		\$5	\$68

Schedule C-1

OFFICE OF THE CHIEF ECONOMIST
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
FY 1999 Budget Base	12	\$1,180
Adjustments to Base		
A. Mandatory Changes		
1. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$13
b. Civilian Pay Raise		37
c. Personnel Benefits		13
		63
B. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		5
Net Increase (Decrease)		68
FY 2000 Total Request	12	\$1,248

OFFICE OF THE CHIEF ECONOMIST

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	13
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	37
c. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	13
B. Program Changes	
1. Workload	
a. Human Capital (1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	5

OFFICE OF THE GENERAL COUNSEL

The Office of the General Counsel (OGC) provides legal services to the Comptroller General and GAO staff. Its principal responsibilities include providing advice on legal issues that arise during GAO's audits and evaluations; assisting in the preparation of reports, testimonies, and other materials for congressional legislative and oversight activities; conducting litigation in which GAO is involved; preparing Comptroller General decisions and opinions; and providing reports to Congress on federal agencies' major rules. Some decisions and opinions advise congressional committees and Members on the legality of federal agency activities or the legal implications of legislative proposals before the Congress. Others resolve protests from bidders for government contracts alleging that a contract has been or is about to be improperly awarded to another bidder. GAO's expertise in this area is widely recognized by government agencies, contractors, and the federal courts. Still other decisions and opinions interpret the laws governing public expenditures as guidance for government agencies.

<u>FTEs</u>	<u>FY 1999</u>	<u>FY 2000</u>
Headquarters	165	165
	=====	=====

Fiscal 1998 was a busy year for OGC's operating divisions. For example,

- The Procurement Law Division (PL) continued its regular work of issuing bid protest decisions involving federal agencies' contested procurement; GAO's decisions in this area are generally viewed as the authoritative interpretation and application of procurement statutes and regulations for the federal government. In FY 1998, we handled some 1,600 cases, including over 400 protests in which we issued merit decisions. In FY 1998, we also carried out an extensive outreach program meeting with attorneys from 19 customers—law firms and federal agencies that are regularly involved in bid protests at GAO—to obtain their feedback on our bid protest process. In order to promote the professional development of our attorneys, we initiated a speakers series, in which we invited four speakers from the government, the private sector, and the academia to share their point of view with our PL attorneys.

For fiscal years 1999 and 2000, PL plans to increase the use of the Administrative Disputes Resolution process, meet with our smaller customers and improve the protest process.

- In FY 1998, OGC reported on 68 federal agency major rules as required by the Congressional Review Act (CRA), and continued to enhance our database related to all executive branch rulemaking. In FY 1999 and 2000, OGC will continue to comply with the requirements of the CRA as well as to implement GAO's responsibilities under the Federal Vacancies Reform Act of 1998.
- In FY 98, OGC/HEHS division made substantial contributions to HEHS' reports on burial procedures at Arlington National Cemetery, nursing home inspections in California, use of the False Claims Act against health care providers, and the effect of the Employee Retirement Income Security Act on the rights of victims of medical malpractice, among others.
- In FY 98, OGC/RCED made major contributions to the work of the Office. For example, we issued opinions on the liability of the United States for Amtrak's debts in the event of default; on the propriety of FCC's establishment of two corporations to carry out universal service provisions of

the Telecommunications Act of 1996; reauthorization of highway legislation; reviews of domestic and international aviation competition issues; impact of proposed repeal of the Jones Act; implementation of the Commercial Fishing Vessel Anti-Reflagging Act; use of Superfund to clean up brownfields and to capitalize revolving loan funds.

- OGC/GGD attorneys made significant legal contributions to a number of GGD reviews. For example, in the Financial Institutions and Markets area, attorneys analyzed the current regulatory and enforcement framework governing the Federal Home Loan Bank System; examined the permissibility of non-mission related investments by government-sponsored enterprises; and analyzed the extent to which U.S. agencies can regulate off-shore branches of U.S. banks. GGD lawyers contributed significantly to reviews of IRS' seizure authority and the imposition of special occupational taxes on liquor dealers.
 - OGC/NSIAD provides legal support to the National Security and International Affairs Division and contributes to fulfillment of the mission to improve the management of, and accountability for, national security, space, and international programs of the Departments of Defense and State, the National Aeronautics and Space Administration, and the defense and international activities of about 150 other government agencies. In FY 1998, OGC/NSIAD's contributions were particularly evident in the reviews of: activities of the United Nations, such as the War Crimes Tribunal and the Office of Internal Oversight Services; the International Monetary Fund; the World Bank; the Cuban embargo; and the export controls of high-performance computers and satellites. OGC/NSIAD was independently responsible for the legislatively mandated reviews of solicitations issued in connection with two large public/private Air Force depot maintenance competitions.
 - OGC/AIMD provides timely, high-quality legal advice and assistance on a wide range of issues arising during the course of AIMD's audits and evaluations. For example, we worked closely with AIMD audit staff during its evaluation of the Air Force vendor payment system that identified significant system weaknesses that exposed the government to fraudulent payments. We analyzed the legality of the D.C. Control Authority's claimed sale-leaseback transaction, concluding that the transaction was in substance an unauthorized secured loan. We also assisted the audit staff evaluate the propriety of the President's and the Vice President's certificated (popularly referred to as unvouchered) payments. In addition, OGC/AIMD provides advice on fiscal law issues throughout the federal government through a number of formal and informal means.
- Also, in this fiscal year and FY 2000, our goal is to fully support the work of GAO toward its goals and to assure that all GAO products are unassailable on legal grounds. We will achieve this through review by attorneys of all jobs and active participation in those jobs with substantial legal implications.
- The Legal Services Division defended the agency in a number of matters in litigation during fiscal year 1998; provided continuing legal guidance in support of the agency's daily operations; supported agency efforts in revising numerous internal regulations and policy statements in several critical areas, including pay-for-performance, awards, performance appraisals, affirmative action, and sexual harassment; and provided legal support to the Office of Special Investigations.

Schedule A-1

OFFICE OF THE GENERAL COUNSEL
Summary by Object Class
(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	165	\$13,913	165	\$14,891	165	\$15,796		\$905
12 Personnel Benefits		2,439		2,773		2,986		213
21 Travel and Transportation		74		75		77		2
25 Contract Services		46		55		55		
26 Supplies and Materials		93		77		77		
31 Furniture and Equipment		14						
Total	165	\$16,579	165	\$17,871	165	\$18,991		\$1,120

Schedule B-1

OFFICE OF THE GENERAL COUNSEL
Change Analysis - FY 1999 to 2000
(Dollars in thousands)

Object Class	Mandatory	Price Level	Workload	Total
11 Personnel Compensation	\$754		\$151	\$905
12 Personnel Benefits	213			213
21 Travel and Transportation		\$2		2
Total	\$967	\$2	\$151	\$1,120

Schedule C-1

OFFICE OF THE GENERAL COUNSEL
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
FY 1999 Budget Base	165	\$17,871
Adjustments to Base		
A. Mandatory Changes		
1. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$239
b. Civilian Pay Raise		515
c. Personnel Benefits		213
		967
B. Price Level Increases		
1. Travel		2
C. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		151
Net Increase (Decrease)		1,120
FY 2000 Total Request	165	\$18,991

OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	239
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	515
c. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	213
B. Price Level Increases	
1. Travel Anticipated increase in travel costs due to semiannual airline fare changes and the General Services Administration annual increase in travel per diem and mileage reimbursement rates based on increasing costs of services.	2

OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes	
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	151

Principal GAO Products Issued in Fiscal Year 1998
by OGC

Product a/	Number of Products
A. Audit and Evaluation Products for Congress	
1. Testimony	7
B. Legal Products for Congress	
1. Legal Opinions and Interpretations	72
2. Reports on Agency Major Rules	67
Subtotal	139
C. For Agency Officials	
1. Legal Decisions and Advice	68
D. For Other External Entities	
1. Bid Protest Decisions	1,645
2. Davis Bacon	1,162
Subtotal	2,807
Total	3,021

a/ GAO produces different materials that it considers products.

OFFICE OF SPECIAL INVESTIGATIONS

The Office of Special Investigations (OSI) investigates allegations of criminal misconduct and serious wrongdoing in government programs and activities. Requests for investigations originate from committees of the Congress, as well as Members of Congress, the Comptroller General, and GAO's divisions. Typical investigations involve contract and procurement improprieties, grant and entitlement fraud—particularly in the area of health care, conflicts of interest and ethics matters, official misconduct and abuse, and investigative oversight issues. Pursuant to statutory requirements, OSI also receives requests from the Senate Select Committee on Ethics. The GAO FraudNet, accessible through the Internet and GAO's home page, is administered by OSI and is another means through which OSI receives allegations of fraud and abuse. OSI acts as a liaison between GAO units and the law enforcement community, and reviews and comments on GAO policy and legislative proposals involving investigative matters and techniques.

Working with congressional committees and GAO's divisions, OSI identifies and develops specific examples of fraud and abuse for use in congressional hearings and GAO reports. Such cases illustrate program weaknesses, demonstrate systemic problems, and support findings and recommendations in GAO work. For instance, this past year OSI detailed the fraudulent activity of a telecommunications "slammer" in testimony before a congressional committee. OSI testimony described the ease with which the slammer bilked consumers and telecommunications companies of millions of dollars, due in large part to lax administration of existing regulations. OSI's report and briefings became the basis for legislation passed by the Senate to establish criminal penalties for slamming and tighten FCC registration requirements. Work such as the slamming investigation is also used by OSI and GAO divisions in strategic planning for future audit issues.

OSI also assists GAO evaluators when they find indicators of fraud during audits and program reviews. To heighten awareness of potential fraud, OSI participates and promotes fraud training and other investigative training through the GAO Training Institute, and through dialogue between OSI and GAO division staff.

<u>FTEs</u>	<u>FY 1999</u>	<u>FY 2000</u>
Headquarters	37	37

Fiscal Year 1998 Accomplishments

During FY 1998, OSI investigations identified wrongdoing and misconduct in areas as diverse as technology transfer, telecommunications, health care, and federal contracting. The 42 investigations closed in FY 1998 focused attention on methods used to circumvent internal controls and illustrated the cost of weak control environments.

- In an investigation into fraudulent practices in the telecommunications industry OSI demonstrated weaknesses in FCC procedures by successfully filing a tariff with the FCC based on fictitious information. With a tariff on file, OSI's ghost company could have defrauded consumers with little risk of consequences. As a result of OSI's work, the FCC imposed its largest fine—\$5.7 million—against the subject of OSI's slamming case study. The Senate passed legislation to establish criminal penalties and tighten FCC registration requirements.

- OSI investigated fraudulent activity by a home health care provider and found that the company improperly claimed salary costs that it had not incurred; billed Medicare for an employee bonus that was partial payment for the purchase of a business from that employee; and, in several instances, patients did not meet Medicare's definition of homebound, yet received Medicare-reimbursed home health care.
- OSI's investigation of management deficiencies and funding improprieties in the Topaz II Space Nuclear Program resulted in termination of the program and reductions in the Defense Nuclear Agency's budget that totalled \$25.35 million.
- Improper sole-source contracting and management deficiencies by an inspector general led to removal of the official and a reduction to the respective office's budget of \$1 million as a result of OSI's investigation.

OSI also investigated alleged ethics violations covering personal and organizational misconduct that ranged from criminal activity to regulatory abuse. Allegations included: lobbying by a federal employee in violation of the Hatch Act, abuse of authority by an OIG official, conflicts of interest, improper use of government contract airfares, and drug use by federal employees. These investigations were conducted at the request of Congress, referrals from GAO divisions, and, in one case, from an Inspector General.

In addition to investigative work, OSI offered technical assistance on various GAO efforts. OSI worked with the Office of International Liaison in developing a theme paper on Methods and Techniques Used in Detecting and Preventing Fraud and Corruption, as part of a principal paper presented at the International Congress of Supreme Audit Institutions (INCOSAI) in Montevideo, Uruguay. It worked with the Training Institute to revise a basic Fraud Awareness course to better inform evaluators of how to recognize fraud indicators and what to do when they find them. The class, "Awareness of Fraud and Wrongdoing," is taught by OSI and the Office of General Counsel.

Plans for FY 1999 and FY 2000

In FY 1999 and the year ahead, OSI's work will be based on two objectives: (1) supporting the Congress in its oversight work and (2) supporting GAO findings and recommendations through case specific examples of wrongdoing and fraudulent activity that illustrate the effects and costs of weak internal controls. OSI has identified five broad areas on which it will focus: contracting and procurement fraud; ethics and public integrity; grants, entitlement and program fraud; financial management; and investigative oversight and review.

To achieve these objectives, OSI will establish firm relationships with the general investigations/oversight subcommittees of the Congress, particularly those involved in oversight of programs identified in GAO's strategic plan. OSI will also work to build partnerships with GAO's audit and program issue areas, so that GAO's overall capability to address fraud and abuse in areas of high risk can be enhanced.

OSI will continue to recruit senior agents with strong investigative backgrounds, and staffing has been aligned to concentrate investigative capacity in program areas where increased investigative activity is anticipated.

To meet GAO's investigative responsibility to the Congress, OSI will continue to handle specific investigative requests made by committees and Members, in accordance with GAO's standard for objectivity, independence, and integrity. Allegations of wrongdoing received through the GAO FraudNET will be assessed by OSI and either investigated or referred to executive branch agencies, as appropriate.

Schedule A-1

OFFICE OF SPECIAL INVESTIGATIONS
Summary by Object Class
(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	33	\$2,872	37	\$3,003	37	\$3,199		\$196
12 Personnel Benefits		538		559		603		44
21 Travel and Transportation		110		110		110		
25 Contract Services		4		7		7		
26 Supplies and Materials		7		7		7		
Total	33	\$3,531	37	\$3,686	37	\$3,926		\$240

Schedule B-1

OFFICE OF SPECIAL INVESTIGATIONS
Change Analysis - FY 1999 to 2000
(Dollars in thousands)

Object Class	Mandatory	Price Level	Workload	Total
11 Personnel Compensation	\$174		\$22	\$196
12 Personnel Benefits	44			44
Total	\$218		\$22	\$240

Schedule C-1

OFFICE OF SPECIAL INVESTIGATIONS
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
FY 1999 Budget Base	37	\$3,686
Adjustments to Base		
A. Mandatory Changes		
1. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$64
b. Civilian Pay Raise		110
c. Personnel Benefits		<u>44</u>
		218
B. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		<u>22</u>
Net Increase (Decrease)		240
FY 2000 Total Request	37	\$3,926

OFFICE OF SPECIAL INVESTIGATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of Ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	64
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	110
c. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	44
B. Program Changes	
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	22

Principal GAO Products Issued in Fiscal Year 1998
by OSI

Product a/	Number of Products
A. Audit and Evaluation Products for Congress	
1. Letter Reports	5
2. Chapter Reports	1
3. Testimony	5
4. Correspondence	3
5. Briefings	6
6. Other	1
Subtotal	21
B. For Agency Officials	
1. Other	13
C. For Other External Entities	
	1
Total	35

a/ GAO produces different materials that it considers products.

FIELD OFFICES

A large number of GAO's professional staff are assigned to field offices throughout the United States. The primary mission of GAO's field office staff is to support GAO's mission by leading and assisting with audit assignments and by participating in planning GAO's work.

The 10 field offices are located in major cities throughout the United States and provide coverage to the 50 states, U.S. territories, as well as Europe, Africa, the Near and Middle East, Central and South America, Southeast Asia, and the Pacific Ocean areas.

Distribution of Field Offices' FTEs by Division

GAO's field offices provide FTEs to support the headquarters divisions as follows:

<u>Division</u>	<u>FY 1999</u>	<u>FY 2000</u>
General Government	138	138
Health, Education and Human Services	132	132
National Security and International Affairs	232	232
Resources, Community and Economic Development	182	182
Accounting and Information Management	<u>246</u>	<u>246</u>
Total	930	930

Schedule A-1

FIELD OFFICES
Summary by Object Class
(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	929	\$63,117	930	\$66,365	930	\$70,000		\$3,635
12 Personnel Benefits		12,017		12,374		13,372		998
21 Travel and Transportation		6,170		6,170		6,842		672
23 Rent, Communications, and Utilities		1		1		1		
25 Contract Services		156		201		201		
26 Supplies and Materials		211		212		214		2
31 Furniture and Equipment		11		30		30		
Total	929	\$81,683	930	\$85,353	930	\$90,660		\$5,307

Schedule B-1

FIELD OFFICES
Change Analysis - FY 1999 to 2000
(Dollars in thousands)

Object Class	Mandatory	Price Level	Workload	Total
11 Personnel Compensation	\$3,451		\$184	\$3,635
12 Personnel Benefits	998			998
21 Travel and Transportation		\$126	546	672
26 Supplies and Materials		2		2
Total	\$4,449	\$128	\$730	\$5,307

Schedule C-1

FIELD OFFICES
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
FY 1999 Budget Base	930	\$85,353
Adjustments to Base		
A. Mandatory Changes		
1. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		\$1,087
b. Civilian Pay Raise		2,364
c. Personnel Benefits		998
		4,449
B. Price Level Increases		
1. Travel		\$128
2. Supplies and Materials		2
		128
C. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		\$184
b. Travel		546
		730
Net Increase (Decrease)		5,307
FY 2000 Total Request	930	\$90,660

FIELD OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	1,087
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	2,364
c. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	998
B. Price Level Increases	
1. Travel Anticipated increase in travel costs due to semiannual airline fare changes and the General Services Administration annual increase in travel per diem and mileage reimbursement rates based on increasing costs of services.	126
2. Supplies and Materials Anticipated cost increase for supplies, copier paper, and subscriptions to publications.	2

FIELD OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes	Amount
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	184
b. Travel Funds increased need to conduct overseas and domestic travel due to congressionally mandated jobs.	546

MISSION SUPPORT

A full range of administrative operations is provided by the mission support offices. The primary objective of the mission support offices is to provide quality and timely services to the agency.

<u>Offices</u>	<u>FY 1999</u>	<u>FY 2000</u>
Civil Rights Office	6	6
Federal Accounting Standards Advisory Board	10	10
Joint Financial Management Improvement Program	4	4
Mission Support Offices	94	94
Office of Congressional Relations	15	15
Office of Counseling and Career Development	7	7
Office of Information Management and Communications	170	170
Office of Inspector General	6	6
Office of International Liaison	7	7
Office of Policy	11	11
Office of Public Affairs	8	8
Office of Recruitment	7	7
Personnel	45	45
Personnel Appeals Board	8	8
Training Institute	<u>38</u>	<u>38</u>
Total	436	436
	=====	=====

Civil Rights Office

The Civil Rights Office (CRO) manages GAO's Equal Employment Opportunity programs—informal pre-complaint counseling, mediation, conciliation, formal discrimination complaint processing, affirmative employment, and services for persons with disabilities. CRO assists managers and employees to resolve workplace disputes and EEO concerns and to arrive at agreements addressing underlying interests through informal complaint counseling, mediation, and/or conciliation. When EEO concerns are not successfully resolved informally, CRO processes formal discrimination complaints and proposes final agency decisions. CRO also advises and assists managers and employees on other EEO-related matters, such as harassment and work environment concerns; monitors hiring, promotions, job assignments, and training to ensure agency-wide consistency in internal personnel policies; and assists ACG/Ops with the Equal Promotion Review Program to address any significant disparities between minority and non-minority certification and promotion rates.

Federal Accounting Standards Advisory Board

Federal Accounting Standards Advisory Board recommends accounting standards to the Joint Financial Management Improvement Program (JFMIP) Principals after considering the financial and budgetary information needs of congressional oversight groups, executive agencies, and the needs of other users of federal financial information.

Joint Financial Management Improvement Program

The Joint Financial Management Improvement Program is a cooperative undertaking of OMB, Treasury, GAO, and the Office of Personnel Management (OPM) working with each other and with the operating agencies to improve financial management on a government-wide basis and in individual agencies. JFMIP was officially established by the Budget and Accounting Procedures Act of 1950. The JFMIP Principals are the heads of these four central agencies. Each Principal selects a representative to the Steering Committee which gives general direction to the Program; a program agency representative is also on the committee. The JFMIP Executive Director develops and directs activities and projects. GAO provides the administrative support for the JFMIP staff, but all GAO costs for the Program are shared equally among the central and program agency sponsors.

Mission Support Offices

Mission Support Offices provide for the facilities, property management, procurement, safety and security, and the financial and budgetary functions of GAO. These activities include managing GAO's building and equipment inventory, developing and promulgating policies and guidance covering the full range of planning and budgeting for financial activities, and monitoring employee safety issues.

Office of Congressional Relations

The Office of Congressional Relations coordinates GAO's activities with congressional leadership, committees, and members. These activities include the development of testimony, reports, legal opinions, bill comments, and the assigning of GAO staff to committees. The office assists, advises, and acts as a liaison for the Comptroller General and GAO's offices and divisions in furnishing the Congress with timely and useful assistance.

Office of Counseling and Career Development

The Office of Counseling and Career Development provides counseling, consultation, educational, career, and outplacement services to GAO managers and staff. These services help the agency and its employees confront and resolve problems that impede job performance, personal effectiveness, organizational teamwork and communication, career development, staff downsizing and transitions out of the agency. Assistance includes personal and career counseling and referrals; career and job transition assistance; consultations for managers, teams, and work groups; educational briefings, workshops, and seminars; and self-help career and job search resources.

Office of Information Management and Communications

The Office of Information Management and Communications (OIMC) is responsible for providing timely, efficient access to the information resources needed for GAO to accomplish its mission. The organization comprises five centers and one group that manage various phases of GAO's information resources program—systems development; planning, policy and standards development; operations; and customer relations. Specifically, OIMC (1) maintains, operates and enhances GAO-wide and local management information/administrative systems to support the agency's human resources, fiscal, job process and management functions; (2) acquires information collections and data bases, provides research and information locator services for both internal and external sources, disseminates information to the general public and government and private organizations, develops policies and procedures concerning the creation, use and archiving of GAO information, and manages records management programs; (3) develops

GAO's communications standards, prepares visual communications and electronic media presentations based on those standards; and produces and distributes GAO's products in the format and medium appropriate for their purpose and audience; (4) designs, develops, and operates voice communications systems to meet GAO-wide requirements and to support the cabling infrastructure needed for data and video systems; (5) manages local and wide area network operations, evaluates hardware and software, manages IRM equipment and software inventories, and provides GAO-wide maintenance services; and (6) designs and develops agency-wide information resources policy and standards and technology applications/solutions.

Office of Inspector General

The Office of Inspector General (OIG) seeks to achieve honest, efficient management and full accountability throughout GAO. OIG serves the Comptroller General and the taxpayer by conducting audits, evaluations, and investigations and providing advice to GAO's senior management on options available to achieve the best possible results.

Office of International Liaison

The Office of International Liaison (OIL) manages GAO's international liaison activities and provides advice to the Comptroller General on international liaison activities that affect GAO. OIL manages the staff work related to the International Organization of Supreme Audit Institutions (INTOSAI); publishes the International Journal of Government Auditing; manages the International Auditor Fellowship Program; provides information, analysis, strategies and coordination necessary to effectively plan and conduct international audit assignments; coordinates visits from representatives from other countries; acts as liaison with other national government audit organizations and international organizations, and coordinates requests for GAO to provide training and other technical assistance to the INTOSAI Development Initiative (IDI). In addition, OIL coordinates and manages programs and activities which contribute to the development of international standards for auditing, accounting, and internal controls, and the improvement and maintenance of auditing and financial management practices, especially in countries receiving US financial assistance.

Office of Policy

The Office of Policy develops, promulgates, and interprets GAO's auditing, evaluation, and reporting policies and provides advice and assistance to the Comptroller General, management, and staff in applying GAO's policies. The Office maintains GAO's performance measurement system, oversees GAO's audit and evaluation quality control system, and coordinates external quality reviews of GAO's audit and evaluation work.

The Office of Policy also serves as the focal point for receiving and responding to requests from the public for GAO records, oversees the report recommendation follow-up and accomplishment reporting systems, and maintains GAO's History Program.

Office of Public Affairs

The Office of Public Affairs (OPA) coordinates GAO's communications with the media and the public. OPA is the main point of contact between GAO and reporters and specifies the media distribution for all GAO reports. In addition, the office publishes GAO's Monthly List of Reports and Testimony; writes and publishes Management News, a weekly newsletter for GAO employees; compiles Clippings, a daily

collection of articles and other published materials relevant to GAO and its ongoing assignments; and publishes the GAO Daybook, a listing of GAO reports as they are released on a daily basis for distribution to the press and public at large.

Office of Recruitment

The Office of Recruitment is responsible for coordinating, managing, monitoring, and operating GAO's external hiring programs, and designing new and analyzing/refining existing policy in the employment area to ensure an innovative and responsive external hiring program. The office serves as the GAO focal point to external organizations, institutions, associations, and applicants on GAO hiring programs, processes, and procedures.

Personnel

The Office of Personnel provides consultative advice and assistance to employees and managers in the areas of pay, staffing, classification and position management, employee relations, performance management, and employee-management relations. The responsibilities of Personnel also include managing GAO's employee benefits and awards programs, and developing and promulgating personnel regulations, policies and guidance covering the full range of GAO's personnel programs. Additionally, Personnel manages GAO's automated payroll/personnel system and administers time and attendance reporting and processing requirements.

Personnel Appeals Board

The GAO Personnel Appeals Board is responsible for considering, deciding and ordering corrective or disciplinary action, as appropriate, in cases involving employee appeals, prohibited personnel practices, prohibited political activities, determinations of collective bargaining units, union elections, unfair labor practices and discrimination. In effect, the Board acts in place of the Merit Systems Protection Board, the Federal Labor Relations Authority and the EEOC, depending on the type of case. Such a body is necessary because the GAO personnel legislation removes GAO from the purview of these agencies. The Board also has the responsibility for EEO oversight of GAO in the same manner EEOC has EEO oversight of the Executive Agencies.

Training Institute

The Training Institute (TI) is responsible for: (1) establishing agency-wide policies for central and external training/education activities; (2) ensuring that GAO staff are provided training/education opportunities to learn GAO's policies and procedures, audit and evaluation methods, and other skills necessary to fulfill GAO's mission; (3) establishing core and elective curricula for evaluators, executives, administrative, secretarial, and clerical employees; technical specialists, and other employee groups; (4) identifying training needs and evaluating the results of training; (5) keeping abreast of trends and technological advances in the training/education field; (6) efficiently operating facilities, equipment, systems, consultant agreements, and contracts in support of training; (7) representing GAO to the government, private sector, and academic training/education communities; and (8) compiling an annual education report on GAO's compliance with the "yellow book" continuing professional education standards and on the status of GAO's training/education activities.

Schedule A-1

MISSION SUPPORT
Summary by Object Class
(Dollars in thousands)

Object Class	FY 1998 Actual		FY 1999 Revised		FY 2000 Estimate		Net Change (1999 to 2000)	
	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
11 Personnel Compensation	438	\$28,763	436	\$29,728	436	\$33,012		\$3,284
12 Personnel Benefits		6,309		6,454		6,868		414
13 Benefits for Former Personnel		278		272		272		
21 Travel and Transportation		317		508		517		9
22 Transportation of Things		64		18		18		
23 Rent, Communications, and Utilities		12,138		14,681		15,662		981
24 Printing and Reproduction		987		1,032		1,053		21
25 Contract Services 1/		36,415		28,365		39,162		10,797
26 Supplies and Materials		860		918		935		17
31 Furniture and Equipment		5,066		2,441		2,710		269
32 Land and Structures		168		70		71		1
42 Insurance Claims and Indemnities		8		10		10		
Reimbursable Program		17,146		2,500		1,900		(600)
Budget Authority	438	\$108,519	436	\$86,997	436	\$102,190		\$15,193
Less: Offsetting Collections		(17,146)		(2,500)		(1,900)		600
Net Appropriation	438	\$91,373	436	\$84,497	436	\$100,290		\$15,793

1/ Includes \$6,685 in FY 1998 funds transferred by the Appropriations Committees, used to offset FY 1999 needs.

Schedule B-1

MISSION SUPPORT
Change Analysis - FY 1999 to 2000
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repair, Etc.	
11 Personnel Compensation	\$2,991		\$293		\$3,284
12 Personnel Benefits	414				414
21 Travel and Transportation		\$9			9
23 Rent, Communications, and Utilities		201		\$780	981
24 Printing and Reproduction		21			21
25 Contract Services					
--Increase to maintain FY 1999 funding level nominal	7,285				7,285
--Other		562	2,450		3,012
Total Contract Services					10,297
26 Supplies and Materials		17			17
31 Furniture and Equipment		49		220	269
32 Land and Structure		1			1
Reimbursable Program	(600)				(600)
Budget Authority	\$10,090	\$860	\$2,743	\$1,000	\$14,693
Less: Offsetting Collections	600				600
Net Appropriation	\$10,690	\$860	\$2,743	\$1,000	\$15,293

Schedule C-1

MISSION SUPPORT
Detail Analysis - FY 1999 to 2000
(Dollars in thousands)

	FTEs	Amount
Total funds available to meet FY 1999 needs		\$91,682
Less: FY 1998 funds transferred by the Appropriations Committees, used to offset FY 1999 needs		(6,685)
FY 1999 Budget Base	436	\$84,497 ^{1/}
Adjustments to Base		
A. Mandatory Changes		
1. Uncontrollable Changes		
a. Anticipated reduction in offsetting collections		(\$600)
b. Increase to maintain FY 1999 nominal funding level		7,285
2. Mandatory Pay Costs		
a. Annualization of FY 1999 Salaries		762
b. Civilian Pay Raise		1,029
c. Other Compensation		1,200
d. Personnel Benefits		<u>414</u>
		10,090
B. Price Level Increases		
1. Travel		\$9
2. Rent, Communications and Utilities		201
3. Printing and Reproduction		21
4. Training		29
5. Contract Services		533
6. Supplies and Materials		17
7. Furniture and Equipment		49
8. Lands and Structures		<u>1</u>
		860
C. Program Changes		
1. Workload		
a. Human Capital		
(1) Performance Awards		\$293
(2) Training		750
(3) Contract Services		500
b. Contract Services		
(1) Disaster Recover Process		200
(2) Information Technology Review		500
(3) Work Process Reengineering		<u>500</u>
		2,743
2. Equipment, Alterations, maintenance, Repair, Etc.		
a. Lease ADP Equipment		\$780
b. Purchase ADP Software and Hardware		<u>220</u>
		<u>1,000</u>
Net Increase (Decrease)		<u>14,693</u>
FY 2000 Budget Authority Request	436	\$99,190 ^{2/}

1/ Includes \$2.0 million in offsetting collections.

2/ Includes \$1.4 million in offsetting collections.

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
A. Mandatory Changes	Amount
1. Uncontrollable Changes	
a. Anticipated Reduction in Offsetting Collections	(600)
b. Increase to Maintain FY 1999 Nominal Funding Level	7,285
2. Mandatory Pay Costs	
a. Annualization of FY1999 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§5335 and 5343; merit pay and promotions that will be granted in fiscal year 1999; and 3-month annualization of the January 1999 benefits changes and cost-of-living and locality pay raises.	762
b. Civilian Pay Raise Anticipated January 2000 civilian pay raise of 3.9 percent and locality pay raise of 0.5 percent based on the location of GAO employees.	1,029
c. Other Compensation Anticipated increase in leave payments made to separating employees.	1,200
d. Personnel Benefits Increase in employer contributions to FEGLI, CSRS, FERS Thrift Savings Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base; increases resulting from greater participation in the FERS retirement system; and rate changes in the Federal Employees Health Benefits Program.	414
B. Price Level Increases	
1. Travel Anticipated increase in travel costs due to semiannual airline fare changes and the General Services Administration annual increase in travel per diem and mileage reimbursement rates based on increasing costs of services.	9

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
B. Price Level Increases (Continued)	Amount
2. Rent, Communications, and Utilities Anticipated increase in leasing costs for ADP equipment, copiers, and office space.	201
3. Printing and Reproduction Anticipated increase in costs for printing, reproduction, typesetting, and graphics services for producing GAO reports and other documents.	21
4. Training Anticipated increase in the cost of training provided by government agencies and commercial vendors.	29
5. Contract Services Anticipated increase in contract costs for computer and ADP services, building operation and maintenance, and services in support of audit and evaluation work.	533
6. Supplies and Materials Anticipated cost increase for supplies, copier paper, and subscriptions to publications.	17
7. Furniture and Equipment Anticipated increase in cost of updates to permanent collections in GAO libraries.	49
8. Lands and Structures Anticipated increase in cost to maintain and repair the GAO building.	1

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes	Amount
1. Workload	
a. Human Capital	
(1) Performance Awards Provides funding level consistent with the Executive Branch to ensure GAO can attract and retain high quality staff. Total funds requested for performance awards have been distributed proportionately among all GAO units. Awards will be made based on performance and results, which may require redistribution of these funds among units.	2,500
(2) Training Funds the immediate need to increase information technology training due to increasing workload in areas requiring technological skills.	750
(3) Contract Services Provides funds to assist in conducting the review of human capital and to begin implementing initiatives identified in the review.	500
b. Contract Services	
(1) Disaster Recovery Process Provides funds to implement a disaster recovery plan to ensure continued operation of critical systems in the event of a disaster.	200
(2) Information Technology Review Provides funds to assist in conducting a review of information technology and to begin implementing critical initiatives identified in the review.	500

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)	
C. Program Changes (Continued)	Amount
b. Contract Services (Continued)	
(3) Work Process Reengineering Provides funds to reengineer GAO's work processes in order to increase the agency's responsiveness, effectiveness, efficiency, capacity, and flexibility.	500
2. Equipment, Alterations, Maintenance, Repairs, Etc.	
a. Lease ADP Equipment Provides funds to complete the upgrade of remaining equipment inventory (laptops, printers, and other network peripherals) to ensure Y2K compliance.	780
b. Purchase ADP Software and Hardware Provides funding to replace system components that are no longer vendor supported.	220

GENERAL ACCOUNTING OFFICE

Unavailable Collections (in millions of dollars)

Account location code 05-0107-0-1-801	1998 actual	1999 est	2000 est
Balance, start of year			
01 99 Receipts balance, start of year	6	2	2
02 01 Payment for space and services	-4		
04 00 Total balances and collections	2	2	2
07 99 Total balance end of year	2	2	2

Program and Financing (in millions of dollars)

Account location code 05-0107-0-1-801	1998 actual	1999 est	2000 est
Obligations by program activity:			
00 01 Direct program: Top Management	3	3	4
00 02 Accounting and Information Management Division	37	40	42
00 03 General Government Division	25	27	28
00 04 Health, Education and Human Services Division	24	25	27
00 05 National Security and International Affairs Division	34	36	38
00 06 Resources, Community and Economic Development Division	30	31	33
00 07 Office of the Chief Economist	1	1	1
00 08 Office of the General Counsel	17	18	19
00 09 Office of Special Investigations	3	4	4
00 10 Field Offices	82	85	91
00 11 Mission Support	91	84	100
05 01 Reimbursable program	17	3	2
09 99 Total reimbursable program	17	3	2
10 00 Total new obligations	364	357	389
Budgetary resources available for obligation:			
21 40 Unobligated balance available, start of year	11	1	1
22 00 New budget authority (gross)	358	358	389
22 10 Resources available from recoveries of prior year obligations	-2		
23 90 Total budgetary resources available for obligation	367	359	390
23 95 Total new obligations	-364	-357	-389
24 40 Unobligated balance available, end of year	1	1	1
New budget authority (gross), detail:			
Current			
40 00 Appropriation	340	354	387
42 00 Transferred from other accounts	1	1	
43 00 Appropriation (total)	341	355	387
Permanent			
68 00 Spending authority from offsetting collections			
Offsetting collections (cash)	17	3	2
76 00 Total new budget authority (gross)	358	358	389
Change in unpaid obligations:			
72 40 Unpaid obligations, start of year: Obligated balance,			
start of year	47	49	55
73 10 Total new obligations	364	357	389
73 20 Total outlays (gross)	-362	-351	-396
73 40 Adjustments in expired accounts	-2		
73 45 Adjustments in unexpired accounts	2		
74 40 Unpaid obligations, end of year: Obligated balance,			
end of year	49	55	48

GENERAL ACCOUNTING OFFICE— Continued

86 90	Outlays from new current authority	322	335	366
86 93	Outlays from current balances	33	10	25
86 97	Outlays from new permanent authority	7	3	2
86 98	Outlays from permanent balances		4	2
87 00	Total outlays (gross)	362	351	396
Offsets:				
Against gross budget authority and outlays				
88 00	Offsetting collections (cash) from Federal sources	- 17	- 3	- 2
Net budget authority and outlays:				
89 00	Budget authority	341	355	387
90 00	Outlays	345	348	394

Object Classification (in millions of dollars)

Identification code 05-0107-0-1-801		1998 actual	1999 est	2000 est
Direct obligations:				
11 1	Personnel compensation Full-time permanent	235	248	264
12 1	Civilian personnel benefits	44	47	50
21 0	Travel and transportation of persons	10	11	12
23 1	Rental payments to GSA	7	7	8
23 3	Communications, utilities, and miscellaneous charges	5	7	8
24 0	Printing and reproduction	1	1	1
25 1	Advisory and assistance services	19	5	7
25 2	Other services	8	8	9
25 3	Purchases of goods and services from Government accounts	4	9	9
25 4	Operation and maintenance of facilities	1	1	8
25 7	Operation and maintenance of equipment	6	6	6
25 9	Supplies and materials	2	2	2
31 0	Equipment	5	2	3
99 0	Subtotal direct obligations	347	354	387
99 0	Reimbursable obligations	17	3	2
99 9	Total new obligations	364	357	389

Personnel Summary

Identification code 05-0107-0-1-801		1998 actual	1999 est	2000 est
101 1	Total compensable workyears, Exempt full-time equivalent employment	3,245	3,275	3,275

[Clerk's note.—The agency provided these program and financing, object class and personnel summary tables to the Subcommittee. Please check the appendix to the Budget of the United States Government, Fiscal Year 2000, for any changes that may have been made subsequent to the submission to the Subcommittee.]

LEGISLATIVE BRANCH FINANCIAL MANAGERS COUNCIL

Fiscal Year 2000 Budget Request

Overview

The Legislative Branch Financial Managers Council (LBFMC), established by charter on March 26, 1996, is a cooperative undertaking of the Architect of the Capitol, the U.S. Capitol Police, the U.S. Congressional Budget Office, the U.S. General Accounting Office, the U.S. Government Printing Office, the U.S. House of Representatives, the Library of Congress, the U.S. Senate, and the Office of Compliance working with each other to improve financial management throughout the Legislative Branch and in individual agencies. The LBFMC provides a communication network between key managers who are responsible for maintaining and improving financial systems that support operations within the various entities of the Legislative Branch.

Fiscal Year 1998 Highlights

The LBFMC continues to meet regularly to discuss financial policies, procedures, and systems, intended to establish consistent policy development and interpretation throughout the legislative branch. During fiscal year 1998, the LBFMC briefed agencies on:

- the current and future activities of the National Finance Center;
- the current capabilities of client-server Federal financial systems, including the installation of a new system at the Government Printing Office;
- issues relevant to assessing Year 2000 compliance for automated systems;
- the new GSA credit card contract for fleet, travel, purchase, and payments; and
- the implementation of the Treasury Department's electronic funds transfer (EFT) program.

Participating entities are continuing efforts to implement:

- the LBFMC's statement of Visions, Goals and Strategies for Financial Management in the Legislative Branch;
- the federal government's accounting, internal control, and financial system standards, including the U. S. Government Standard General Ledger; and

LEGISLATIVE BRANCH FINANCIAL MANAGERS COUNCIL
Fiscal Year 2000 Budget Request

- other processes and systems needed to insure that auditable financial statements can be produced and receive an unqualified opinion.

Performance Plans

During fiscal years 1999 and 2000, the LBFMC will continue initiatives, including efforts to:

- identify and document best practices for preparation of financial statements and related audits;
- explore off-the-shelf financial management software packages as potential candidates for an integrated, customer-driven, output-oriented legislative branch-wide financial management system;
- promote best practices in financial management and a lead-agency concept for addressing common issues to incorporate proven expertise into agency operations; and
- explore the development of common financial system requirements.

Fiscal Year 2000 Budget Request

The LBFMC requests that the Committee consider a fiscal year 2000 budget request of \$1,500 to support the administrative expenses associated with its operation. LBFMC operating costs are shared among all participating legislative branch entities. The following table presents LBFMC's request more specifically.

**LEGISLATIVE BRANCH FINANCIAL MANAGERS COUNCIL
Fiscal Year 2000 Budget Request**

Item	FY 1999 Estimate	FY 2000 Estimate
Stationary Includes the cost to develop and reproduce stationary.	\$300	\$ 300
Materials Includes the cost to prepare slides, and graphics, as well as printing and copying of materials used during meetings and in consultation with agencies on specific issues and problems.	500	500
Miscellaneous Meeting Costs Covers miscellaneous costs such as special equipment rental for demonstration and testing, and fees associated with specific training and consultation on financial system alternatives used in LBFMC meetings.	700	700
Total Cost	\$1,500	\$1,500

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