

BILL AND JOURNAL ROOM - PHOTOCOPY FEE POLICY

The bill and journal room is operated by a private contractor under a contract approved by the Legislative Procedure and Arrangements Committee and signed by the Chairs of the House and Senate Employment Committees.

Under the **GENERAL SPECIFICATIONS** of the contract, the contractor is to collect photocopying fees and transmit those fees to the Legislative Council office.

PHOTOCOPY POLICY

The following governs photocopying fees:

- The fee for photocopying service is 25 cents per page.
- Fees are not charged for photocopies of the following types of documents normally distributed to the public from the bill and journal room:
 - Bills.
 - Engrossed bills.
 - House and Senate journals.
 - House and Senate calendars.
 - House and Senate committee hearing schedules.
- Fees are not charged for making photocopies for:
 - Legislators.
 - House and Senate employees.
 - Legislative Council employees.

PHOTOCOPY HISTORY

Before the 2007 legislative session, the contract for operation of the bill and journal room required the contractor to provide a copier and the contractor was allowed to retain the photocopying fees. During the 2005 legislative session, the contract printer printed 325 copies of bills and resolutions and 750 copies of the daily journals. During the 2005-06 interim, the bill and journal room was reduced in size and the contract printer has printed fewer copies of bills and resolutions and journals each legislative session, in reliance on bill and journal room personnel printing copies as needed through a network-connected copier provided in the room. During the 2015 legislative session, the contract printer printed 100 copies of bills and resolutions and 110 copies of daily journals. Generally, the number of bills, resolutions, and journals printed by the contract printer has been reduced over the years as the information is readily available on the legislative branch website.

CONTRACT PRINTING COSTS

A comparison of contract printing costs from the 2005 legislative session to the 2015 legislative session for these items is:

	2005 Session Cost	2007 Session Cost	2009 Session Cost	2011 Session Cost	2013 Session Cost	2015 Session Cost
Daily journals	\$67,805	\$22,206	\$15,824	\$14,903	\$16,934	\$19,257
Bills and resolutions	79,669	63,831	59,959	43,469	40,566	34,007
Total	\$147,474	\$86,037	\$75,783	\$58,372	\$57,500	\$53,264

LEGISLATIVE ASSEMBLY COPIER USAGE AND COSTS

Seven copiers are placed in legislative space areas for use during the legislative session. The following is a comparison of copies made and costs during the 2005, 2007, 2009, 2011, 2013, and 2015 legislative sessions:

Location	2005 Session Copies	2007 Session Copies	2009 Session Copies	2011 Session Copies	2013 Session Copies	2015 Session Copies
Roughrider Room	109,199	28,920	34,143	10,228	9,534	15,127
Main clerks	103,000	60,014	75,248	50,559	49,137	80,997
House page room	101,725	98,540	94,793	94,081	85,219	103,064

Location	2005 Session Copies	2007 Session Copies	2009 Session Copies	2011 Session Copies	2013 Session Copies	2015 Session Copies
Senate page room	76,529	81,573	64,385	73,171	65,506	56,972
Secretarial service	60,364	38,658	52,339	49,577	38,766	20,340
Harvest Room	21,000	10,875	20,018	9,945	13,266	13,344
Bill and journal room	N/A	18,593	137,445	106,151	90,811	155,972
Total copies	471,817	337,173	478,371	393,712	352,239	445,816
Total costs	\$12,551	\$22,764	\$26,007	\$9,469	\$11,572	\$36,121

The total costs for rental printers during the 2011 and 2013 legislative sessions were reduced due to switching the rental to a small setup fee (\$180) and a per-copy charge. During the 2013 legislative session, the cost of the copier rental in the bill and journal room was \$5,655, and the income from the photocopying fee was \$476. During the 2015 legislative session, the contract was switched back to a copier rental arrangement. Copiers rented reflected more dependable machines and better quality. The copier rental costs were \$19,950, the copy charges were \$16,171, and the income from the photocopying fee was \$532. See the attached [appendix](#) for a compilation of session copies by location and session costs for printing daily journals and bills.

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