

BILLS, RESOLUTIONS, AND JOURNALS - COPIES PRINTED, DISTRIBUTED, AND ON HAND

This memorandum reviews the requirements for the printing of bills, resolutions, and journals as provided in the contract for the printing of these items, as well as the number of bills, resolutions, and journals distributed from the bill and journal room and on hand after adjournment of the regular session of the Legislative Assembly.

CONTRACT REQUIREMENTS

Under North Dakota Century Code (NDCC) Section 46-02-04, the printing of bills and resolutions of the Legislative Assembly is considered first-class printing and the printing of journals of the Senate and House of Representatives is considered second-class printing. Under Section 46-02-05, the Office of Management and Budget invites sealed bids for the printing of first-class and second-class printing. The invitation for bids includes the specifications for form, style, quantity, and timing in accordance with rules of the Legislative Assembly or as directed by the Legislative Council (the Legislative Council has delegated this responsibility to the Legislative Management Committee). Before 1996, a separate contract was issued for printing bills and resolutions and a separate contract was issued for printing journals. Beginning in 1996, the contracts for first-class and second-class printing were combined.

The following table indicates the number of bills, resolutions, and journals printed as specified in the contract for printing for each Legislative Assembly indicated. For purposes of this memorandum, the "base" legislative session is 1989, after which the table only identifies those legislative sessions for which the quantity of the items printed was changed.

Legislative Assembly	Number of Daily Journals	Number of Bills	Number of Resolutions	Engrossed Bills and Resolutions
1989	1,800	800	500	
1993	1,200	"	"	
1995	900	500	300	
1997	"	"	400	100 ¹
1999	"	"	500	"
2001	850	"	"	150 ²
2003	"	350	350	200
2005	750	325	325	"

¹Engrossed bills and resolutions were added to the contract in 1996.

²On January 1, 2001, the number of printed copies of engrossed bills was increased to 125. On February 21, 2001, the number printed of copies of engrossed bills was increased from 125 to 150.

Joint Rule 603 provides for the Legislative Council to determine the number of copies of bills and resolutions printed. During the interim, the Legislative

Management Committee approves the number of bills, resolutions, and journals printed as part of approving the specifications for printing these items.

BILL AND JOURNAL ROOM DISTRIBUTION REQUIREMENTS

The bill and journal room distributes bills, resolutions, and journals, as well as daily calendars and weekly committee schedules, to entities that have subscribed to receive copies of these materials as well as to "walkup" requesters, e.g., individuals visiting the Legislative Assembly on a particular day. The items are placed in "boxes" in the bill and journal room for subscribers to pick up or the items are mailed to subscribers who pay an additional fee for receiving the items by mail.

Upon receipt of the bills and resolutions, the bill and journal room employees place 98 copies in subscribers' boxes, provide 15 copies to the Legislative Council staff, and make approximately 50 copies available for the Legislative Assembly (for committee binders and individual legislators). Upon receipt of engrossed bills and resolutions, the bill and journal room employees place 69 copies in subscribers' boxes, provide 15 copies to the Legislative Council staff, and make approximately 50 copies available for the Legislative Assembly.

Upon receipt of the daily journals, the bill and journal room employees place 48 copies in subscribers' boxes, distribute 50 copies, and provide "a big handful" to the information kiosk.

During the 2005 session, the employees in the bill and journal room provided the Legislative Council staff with a recommendation on the number of bills and journals to be printed during the 2007 legislative session, based on their observations (and the extra copies of these items being kept in storage boxes upon receipt from the printer). The recommendation was to print 300 copies of bills and 500 copies of the daily journals instead of 325 copies of bills and 750 copies of journals as provided in the current contract.

The bill and journal room also distributes House and Senate daily calendars, weekly committee hearing schedules, and bill status reports, all of which are printed by the state printer. In 2005 the bill and journal room distributed 254 House calendars, 194 Senate calendars, 550 hearing schedules, and 30 bill status reports to legislative areas and the Governor's office. With respect to the calendars and hearing schedules, the recommendation for 2007 was to continue to print 400 Senate calendars, 500 House

calendars, and 1,000 weekly committee hearing schedules. Bill status reports are printed as needed for distribution to subscribers or specific legislative placement.

Employees in the bill and journal room also suggested that a computer with access to legislative information as well as a printer would improve customer services by being able to obtain the most recent bills and amendments and by being able to obtain the most recent hearing schedule changes. It was also suggested that with more efficient shelving and by reducing the number of subscribers' boxes from 139 to about 100 (during the 2005 session, 73 subscribers each had a box), the bill and journal room could be reduced to one-fourth to one-half its present size.

COPIES ON HAND

After the adjournment of the legislative session, the materials remaining in the bill and journal room were reviewed to obtain an estimate of the numbers by which bills, resolutions, and journals printed could be reduced for 2007. The following table reflects a "random" count of the House or Senate journals for every other third legislative day noted:

Legislative Day	House Journals Remaining	Senate Journals Remaining
1	424	
2		463
4	520	
5		525
7	507	
8		472
10	224	
11		516
13	403	
14		473
16	192	
17		475
19	319	
20		499
22	433	
23		432
25	371	
26		401
28	493	
29		77
31	225	
32		97
34	262	
35		260
37	277	

38		256
40	261	
41		187
43	156	
44		248
46	191	
47		234
49	149	
50		256
52	194	
53		186
55	161	
56		294
58	338	
59		89
61	269	
62		270
64	184	
65		187
67	268	
68		248
70	269	
71		229
73	216	
74		183
76	314	

On Tuesday, February 15 (the 30th legislative day), the number of journals printed was reduced from 750 to 500 for the remainder of the session.

With respect to the bills remaining on hand after adjournment, the numbers vary substantially, but it appears that at least 50 copies of each bill were on the shelves.

CONCLUSION

Based on the recommendations of the employees working in the bill and journal room during the 2005 legislative session, as well as the information obtained by counting the items remaining in the bill and journal room after the 2005 session, it appears that these numbers would more closely meet the demands during a legislative session:

- 300 copies of bills as introduced (of which approximately 165 are distributed on receipt).
- 300 copies of engrossed bills (of which approximately 135 are distributed on receipt).
- 450 copies of daily journals of the House (of which approximately 150 are distributed on receipt).
- 450 copies of daily journals of the Senate (of which approximately 150 are distributed on receipt).