

The Connecticut General Assembly

Joint Committee on Legislative Management

Donald E. Williams, Jr.
Senate President Pro Tempore

Martin M. Looney, *Senate Majority Leader*
John McKinney, *Senate Minority Leader*

D'Ann Mazzocca, Ph.D.
Executive Director



Christopher G. Donovan
Speaker of the House

Denise W. Merrill, *House Majority Leader*
Lawrence F. Cafero, Jr., *House Republican Leader*

January 4, 2011

TO: D'Ann Mazzocca,
Executive Director

FROM: John Harnick
Financial Administrator

RE: Task Force to Study Converting Legislative Documents from Paper to Electronic Form

At your request, the Office of Legislative Management's fiscal staff has reviewed the worksheet of recommendations provided by the Task Force Studying Converting Legislative Documents from Paper to Electronic Form. The task force developed 41 proposals and is recommending 31 of them for the leaders to consider. These recommendations include adding back items that were eliminated in OLM's budget by PA 10-3 and are not included in the base budget for the upcoming biennium. Many of the task force proposals were to reduce the number of copies printed and distributed as opposed to eliminating printing of the documents themselves.

We contacted our vendors for suggestions to further reduce printing costs. United Reporters, who provides transcripts of committee public hearings, indicated that no further savings can be achieved without reducing the number of transcripts. We also compared the Connecticut General Assembly (CGA) transcription service contract to the DAS contract award and found the CGA pricing to be less. Thames Printing, which provides the printing of daily documents, indicated that lowering the quantity of the items printed has little impact on pricing. The only savings that can be achieved is to either eliminate printing the document or significantly reduce the number of pages in each document, not the number of copies.

OLM staff analyzed the fiscal impact of each recommended proposal to determine what the savings or cost would be for this fiscal year and for the next biennium. Please note that not every recommendation had a fiscal impact and some could not be evaluated due to insufficient information. Also, some of the recommendations cannot be implemented until FY '12 or FY '13. Attached is a worksheet outlining our estimate of the cost or saving for each proposal.

Summary of the Annual Costs and Savings

Fiscal Year	FY '11	FY '12	FY '13
Total Savings	\$216,171	\$206,874	\$398,171
Total Costs	(\$475,249)	(\$366,945)	(\$473,249)
Net Costs	(\$259,078)	(\$160,071)	(\$75,078)

JH/sdf
Attachment