

M I N U T E S

Joint Committee on Legislative Facilities

July 6, 1967

Chairman Clyde Hill, Representatives Turner and Van Cleave, and Senators Bennett, Warren, and Arthur were present. Conferees were: William Hale, State Architect, and Frank Applegate and John Webb from the architectural services division.

Richard W. Ryan and Ben Barrett from the Research Department, and Fred Carman from the office of the Revisor of Statutes also attended the meeting.

Morning Session

The morning meeting consisted of staff reports on the following items:

1. As recommended by the Committee, the distribution to various state institutions of 68 manual typewriters owned by the legislature has been completed. (A copy of the disposition requisition for the manual typewriters is on file in the Research Department.) Also, the 80 Remington #25 electric typewriters the Committee was authorized to purchase have been received.
2. The staff reported that, as requested, Mr. Bob Hoffman was asked for an opinion concerning the authority of this Committee to order capital improvements. Mr. Hoffman stated that in his opinion the Committee had no authority to order capital improvement projects and that the Committee was restricted to making studies, reports, and recommendations to the legislature. However, certain improvements or maintenance projects could be called to the attention of the State Architect. If these improvements were incidental to work being done in the Capitol, or if they fit in with the Architect's general plan for improving the Capitol, then he could consider implementing the ideas of the Committee.

3. The staff reported that the State Printer had forwarded an unpaid bill (\$442.59) for sample printings done during the 1967 Session to the office of the Lieutenant Governor. The Lieutenant Governor did not wish to sign the voucher as he did not know why the bill was in question. The Committee was aware of the existence of the bill. Senator Bennett said the bill would be considered during the 1968 Legislative Session.
4. The staff reported its meeting with representatives from the International ROLL-CALL Corporation. A report that had been drafted was distributed to the Committee.
5. The staff reviewed the communications on file with CEECO. No correspondence was found which would appear to alter provisions of the original lease-rental agreement.

The Committee requested the Research Department to check with Mr. Bob Hoffman for an opinion as to whether the authority of the Executive Council to negotiate for electrical roll-call equipment was transferred to the Department of Administration under the 1965 law which transferred other duties of the Executive Council to that Department.

The Committee requested the State Architect to make a survey of the CEECO electrical roll-call system and to list all items which do not function properly. He should also examine the CEECO contract to determine whether the roll-call system has been performing as per the terms of the contract. The survey should be completed by July 10, 1967, so that the findings can be brought to the attention of the CEECO representative at a staff meeting scheduled for July 10, 1967.

Committee members stated that the roll-call equipment has not been reliable at key times during the session in recent years. out that by current standards the machine might be considered obsolete, but obsolescence is a question distinct from proper maintenance and repair as specified in the CEECO contract. Therefore, the staff should consider proper maintenance and repair to be a major point in its meeting with the CEECO representatives.

6. Relating to a change in the format for preparing House and Senate journals, the staff reported that it had received an estimate from the printing plant based upon 1965 data that the use of a single column in lieu of a double column now used would increase the cost of the paper for printing the

journals from \$20 to \$25 while reducing the composition costs of preparing the journal by about \$1,000. The proposed single column for the daily journal would mean an increase in size. The plant estimated that the 1965 journal would have been increased from 470 to 498 pages under this new procedure. The journal could continue to be published in one volume.

Discussions with the Chief Clerk of the House and Secretary of the Senate indicated that the major reservation with regard to this change in the journal format would be in the reading and proofing done by the journal clerks. It was thought that the new procedure might make proofing somewhat more difficult, but no fundamental objections to this proposed change were voiced.

Senator Bennett moved that the Committee recommend that the Senate and House Journal format be changed from the double to a single column publication, and that a concurrent resolution be submitted when the 1968 Legislature convenes directing the change in the journal format. The motion was seconded by Senator Warren and, after discussion, adopted.

7. The staff reported that it had prepared reports on procedural changes in the process for legislative bill printing and for preparation of the session laws. These memoranda along with cost estimates submitted by the Printing Plant are included in the Committee notebooks.
8. The staff reported that it had discussed the importance of the engrossment process with Malcolm Wilson, Secretary of State's office. Mr. Wilson's position for continuing the present engrossment procedure is based on the premise that it is important for an arm of state government separate from the legislature to be responsible for seeing that the second house of the legislature receives a bill in precisely the same form in which it passed the first house.

The Committee discussed "engrossment" and concluded that engrossment could probably be made the responsibility of the Chief Clerk of the House or the Secretary of the Senate just as easily. Some consideration was also given to placing responsibility with the Chief Clerk of the House and Secretary of the Senate for getting a workable copy of the bill in the form that it passed the first house to the printing plant for its use in preparing the bill for the second house. It has been reported that the printer does not always receive amendment slips at this stage in the legislative process now, and

therefore, it is often difficult for him to prepare the bill printing for the second house.

9. The Committee viewed two types of vinyl covered hard-backed binders that could be used for the documents in the House and Senate. Information about the binders is on file in the Research Department. Senator Bennett suggested that the Committee might look into the use of regular snap notebooks with either hard or soft covers for the legislative documents. Probably a 2 1/2" capacity binder would be preferable to keep the documents manageable. Two different sizes would be needed; one for bills, resolutions, and journals, and another for the calendars.

The Committee discussed the use of special rented typewriter equipment for preparing and storing bills and resolutions. IBM, as well as some other companies, has a machine that can record on tape while preparing bill copies. It is then possible to use the tape for setting type. Such a machine might prove valuable in the preparation of bills and in the bill printing process. As an illustration, the original copy of the bill could be typed and the machine would at the same time record the information on tape. The tape then could automatically be retrieved whenever desired. When amendments are added, they can be inserted at any point on the tape and deleted material can be stricken from the tape. Members of the Committee who were familiar with this equipment said that there appears to be a potential for reducing the composing and linotype work and therefore the costs at the printing plant by using this type of equipment. The staff was directed to contact IBM or one of the major companies that have produced this equipment to see what these companies would be willing to do in terms of : (1) Making a study of the present bill printing procedure and the use now being made of the State Printing Plant, and (2) drafting recommendations concerning how their equipment might expedite bill printing and reduce the expense of the present system.

Incorporation of a system for preparing the bill copies by legislative personnel rather than personnel at the Printing Plant would probably require the hiring of some highly trained secretarial people to run the machines. It would be preferable to place supervision of these persons either under the Secretary of Senate and the Chief Clerk of the House, or the Revisor of Statutes.

Mr. Fred Carman made a brief presentation about computer bill-indexing. He stated that a system of this type was presently being used in Iowa and that the IBM Corporation is working to publicize this service. Information concerning the Iowa program and possible adaptation of it in Kansas was submitted to

the Committee. (Material on file in Committee notebooks) If Kansas were to use computer bill-indexing, Mr. Carman stated that information could be provided to legislators in a greater variety of forms and more rapidly than existing services are capable of providing. He said that computer bill-indexing in Kansas would require approximately a \$6,000 investment plus the cost of programming and key-punching.

Mr. Carman said that it has not been determined at this point exactly what should be included on a computer print-out. This would depend almost entirely on the kind of information wanted. A computer could provide print-out information every day on all bills, or it could provide print-outs on bills by subject matter, by committee assignment, by author, by statutory citation, and so on. Each daily print-out would take approximately 10 minutes of machine time.

Carman said that even though Iowa has a system of subject indexing, he would not recommend it for immediate adoption in Kansas. This is because subject indexing is still in developmental stages and some means to make the index more compact is needed to keep the print-outs to a manageable size. Items that might be included on a print-out are illustrated in the material provided by Mr. Carman.

Computer bill-indexing will be a major item on the agenda at the next meeting of the Committee. Mr. Carman pointed out that if a decision were made on making use of the computer bill-indexing system that the time factor would be very important in setting up a workable system.

The Committee adjourned for lunch.

#### Afternoon Session

The State Architect prefaced his comments with the statement that the major problem in the Capitol is the lack of space. He submitted a number of drawings for the Committee (copies included in the Committee notebooks), and he made specific proposals concerning some changes that might be made. They were:

1. Possible relocation of third floor concession stand. The Architect stated that it would be feasible to locate the third floor snack bar in the area which is now a light well located directly north of the present location of the snack bar. Mr. Hale said it would not be too difficult to relocate the concession stand in that area. The cost would be about \$5,000 to \$6,000. These figures include the cost of ventilation, plumbing, electrical work and so on.

In a separate suggestion, the Architect stated that a relatively large lounge or snack bar area could be located in the Capitol basement. This location

would be in two rooms in the south wing of the basement and would be near the southwest elevator. According to the plans, access to the lounge area would be through two openings from the hall now being used as the tunnel to the State Office Building. The basement location would require substantial improvement such as replacing concrete floor slabs, providing air conditioning, redecorating, lighting and plumbing. The estimated cost of remodeling this area would be in the neighborhood of \$50,000 to \$60,000, based on the cost of about \$20 per square foot.

The Architect stated that this arrangement would accommodate from 100 to 120 persons, and that it could replace the present first floor concession stand, or both the first and third floor concessions.

2. Closing the Senate post office and document rooms, relocating those services, and converting the recaptured space into a lounge area. Mr. Hale stated that it would be feasible to relocate the Senate post office and document rooms. These services could easily be placed in the northeast and southeast rotunda light wells on the third floor. The light wells could be floored in and furnished and would provide rooms approximately 14 feet square. Mr. Hale stated that the air conditioning project now being carried on in the Capitol makes it possible for the first time to close off these light wells. Based on the premise that light wells will be closed off on each floor, the Architect estimated that it would cost from \$5,000 to \$6,000 per room to recapture these spaces. The largest single cost item in each unit is to cut a door through the very thick walls. It was estimated that for remodeling the present document room and post office by providing carpeting, air conditioning, better lighting, and furnishings would require an expenditure of about \$6,000. Thus, the total move, that is, relocating the Senate post office and document room in the light well spaces and redecorating and furnishing the present Senate document room and post office and converting the area into a lounge would cost \$16,000 to \$18,000.

The Architect said that on all but the first floor, there are three rotunda ventilating shafts with which to work. An emergency stairwell is located in the fourth shaft. Mr. Hale pointed out that these rotunda light wells and some other ventilating shafts located primarily on the fourth and fifth floors are the main source for recapturing space i

the Capitol building. On the fourth and fifth floors there are two rectangular shafts which could be recaptured and made into committee rooms or study spaces.

On the third through the fifth floors, there are nine rotunda "ventilating shafts" which could be recaptured. The architect considered their use would be primarily for providing study cubicles or small committee rooms. A design was submitted showing an arrangement that would provide for about five study spaces in each of these rooms. In the case of a committee room, there would be a circular table and the room would accommodate six to ten persons.

3. Fourth floor entrance to the Senate gallery. The Architect said it would be feasible to cut a door on the fourth floor that would connect to the Senate gallery although it would be rather expensive. There would be a run-way with a five inch elevation over 32 inches leading from the gallery to the fourth floor entrance. It was estimated that it would cost from \$2,000 to \$3,000 to provide this entrance. For safety purposes, Mr. Hale recommended against closing off the third floor stairway to the Senate gallery.
  
4. Feasibility of closing one or more staircases on the fourth and fifth floor of the Capitol. The State Architect recommended against closing fourth or fifth floor staircases in order to provide temporary office space. Not only are they very ornamental and an asset to the Capitol decorum, but they are steel encased and are considered permanent structures. Mr. Hale did not prepare estimated costs for closing the staircases because he said it was not feasible to recapture that space for temporary purposes.

The Committee viewed the stairwell area on the south wing of the fourth floor as possible space that could be gained by closing off the stairwell. Since the staircase does not service the fifth floor, it might not be too important that it service the fourth floor.

5. Relocating the Court Commissioners whose offices are now on the fifth floor, and relocating the Judicial Council. In line with the Architect's recommendation on recapturing light wells, he

suggested that the Judicial Council could be put in one of the recaptured wells. Unless there is an expansion of the function of the Council, one of these areas might suffice. It would not be too expensive to redecorate Room 518 (20' x 24'), as only a few furnishings would have to be changed.

The Court Commissioners could be relocated on fourth, but this involves a policy decision. The Architect would have no difficulty in preparing the present fifth floor locations of the Court Commissioners for use as committee rooms.

6. Possible basement location for committee rooms. The Architect reported that there is plenty of space available in the basement which could be recaptured for committee rooms. The job of renovating these rooms would be extensive and rather costly. Also, all of the space is presently assigned for storage purposes and it would be necessary to:
  - a. Eliminate records that are no longer needed, and/or
  - b. find dead storage space at some other location.

Mr. Hale estimated that providing committee room space in the basement would cost about \$15 per square foot. To make the space suitable, it would be necessary to redecorate and to provide access, lighting, and air conditioning. Also, anything done in the basement would be in addition to the present Capitol improvement plans and therefore would require extensive study and authorization at a later date.

7. Balcony space on fourth and fifth floors. The Architect did not recommend closing off the balcony to the rotunda on the fourth and fifth floors. He was concerned with the appearance of the Capitol and he did not believe the amount of space that could be recaptured would be sufficient to warrant seriously considering use of those areas.
8. Converting Room 529 into a large hearing room. A drawing was presented that showed a possible large hearing room with a seating capacity of about 250 which would be made from the rooms 529, 530, 531, and 532. Folding doors could be put in so that the room could be divided off in order to provide three committee rooms. A raised platform could be placed



at the southeast end of the room. If tables are used in the room, they would have to be moved in and out for hearings and for regular committee meetings. The Architect stated that if any of the present walls that would have to be removed were bearing walls, then the plans would require re-vision. The plans also called for changes in rooms 523, 524, 525, 526, 527, 528, 533, 534 and 536 (copies of the plans are in Committee notebooks). In these rooms there would be rearranging of partitions and installation of some folding doors. The estimated cost of these fifth floor changes was about \$125,000.

Representative Turner asked what temporary changes might be made in Room 529 such as building a platform and adding a rostrum and microphones so that relatively small hearings could be held on a temporary basis. The Architect stated that removable platforms could probably be built and installed within this present budget. Representative Turner gave Mr. Hale a sketch showing the kind of arrangement he would like to see in the room.

The staff was directed to work with the Kansas State Historical Society to determine what kind of scheduling arrangement could be made for legislative hearings in the auditorium of the Memorial Building. Consideration should also be given to determining what equipment (telephones, tables, chairs, etc) would be needed to make the auditorium serve as a hearing room.

9. Shelving under House member's desks. The Architect prepared a drawing showing two adjustable shelves which could be placed under the desks in the House. He estimated that each set of shelves for each desk in the House would cost about \$100 (Total -- \$13,000).

The Committee considered its role in recommending major improvements in the Capitol in view of the work of the Capitol Area Planning Commission and the Legislative Building and Grounds Committee. Also, because the state seems to be in a transition period, the Committee concluded that it should not recommend major permanent changes in the Capitol at the present time.

Mr. Hale stated that a television interview area is now being planned. It will be located at the north end of the fifth floor of the Capitol. Extra space from the typing pool area will be appropriated for the interview room.

Upon completion of the State Architect's report the following motions were made:

1. Within the limits of its authority, the Committee requested the Architect to provide a raised platform, tables, and a rostrum in Room 529 of the State House.

Senator Bennett moved and Representative Turner seconded the motion. It passed.

2. Upon a motion by Senator Bennett the Committee recommended that the snack bar on third floor be relocated in the light well area directly to the north of its present location. The motion asked that the Architect take this recommendation into consideration in preparation of his budget for Fiscal Year 1969. Senator Arthur seconded the motion; it passed.
3. Senator Bennett moved that the Committee recommend insofar as it would be feasible, that all rotunda light wells on the third floor be closed off. The motion requested that the Architect consider including this item in his budget for Fiscal Year 1969. Representative Turner seconded the motion and it passed.
4. On a motion by Senator Bennett and seconded by Senator Arthur, the Committee recommended that provisions for a fourth floor entrance to the Senate balcony be included in the budget of the Architect for Fiscal Year 1969.
5. It was moved by Senator Bennett and seconded by Senator Arthur that the Committee recommend the provision of a lounge to be made from the present Senate document room and post office. The Committee requested that the Architect consider including the item in his budget for Fiscal Year 1969.
6. Senator Bennett moved and Representative Turner seconded a motion in which the Committee recommended that the light wells on the fourth and fifth floors be reclaimed for usable legislative space, and, that the State Architect consider including these items in his budget for the Fiscal Year 1969.
7. On motion by Senator Arthur, and second by Senator Warren, the Committee recommended that the Architect

consider making an investigation and recommendations concerning allocation and utilization of the State House basement space.

Senator Bennett stated that he had been contacted by lobbyists with regard to having benches provided for them outside both the Senate and House chambers. No action was taken on this matter.

The Committee tentatively scheduled its next meeting for 9:30 a.m., August 3, 1967. The agenda should include a hearing relating to a possible IBM proposal on equipment that has been developed which could expedite legislative bill printing and reduce costs. Computer bill-indexing, committee consolidation plans, and reports relating to the House electrical roll-call equipment will be the other items on the agenda.

The meeting was adjourned.