



FY2019 State of Illinois Annual Reports Summary

July 1, 2018 – June 30, 2019

This report summarizes the number of annual reports printed by State Agencies. This report further details the number of copies printed, the total cost of publication, cost per copy and cost per page of the annual reports printed.

In accordance with 30 ILCS 500/25-55, the Illinois Department of Central Management Services submits the following report to The Honorable Members of the Illinois General Assembly.

Janel L. Forde
Acting Director

State of Illinois Annual Reports Summary for FY2019

Overview of the Act

Pursuant to 30 ILCS 500/25-55, the Department of Central Management Services (CMS) shall prepare a report summarizing if State agencies printed their annual report by the State of Illinois or through a contract from outside printers. The act requires that the number of copies printed, the total cost of the publication, cost per copy, and cost per page of the annual report be provided by State agency.

FY2019 Annual Reports Summary

CMS works closely with State agencies that place orders through its Bureau of Strategic Sourcing. The Bureau first reviews the justification for using an outside vendor and if the request is approved, looks for cost reduction methods. CMS strongly recommends the use of recycled paper whenever practicable and all printing for the State of Illinois is done using soybean oil-based ink. CMS' Bureau of Strategic Sourcing did not receive any requests to procure printing services for purposes of publicizing annual reports in FY2019.

The number of agencies having their reports printed through an outside printer has dramatically decreased over the years primarily due to online publication methods becoming the primary mechanism for report dissemination.

CMS surveyed State agencies and requested specific information related to the printing of annual reports. The data collected from responding agencies indicates a total number of copies printed as 1,706 with a total spend of \$1,648.20 in FY2019.

State of Illinois Annual Reports for FY2019

State Agency	Notes	Published Online (yes) or (no)	Printed By State of Illinois or by Contract	Number of Copies Printed	Cost/ Copy	Number of Pages	Cost/ Page	Total
Abraham Lincoln Presidential Library & Museum	Agency does not print a report	yes						
Aging	Agency does print a report in house	yes	State	25	0.000	24	\$0.00	0
Arts Council	Agency does not print a report	no						
Board of Elections	Agency does not produce or print a report	no						
Board of Higher Education	Agency does not print a report	no						
Capital Development Board	Agency does not produce or print a report	no						
Children & Family Services	Agency does not print a report	yes						
Civil Service Commission	Agency does print a report	yes	State	50	1.520	19	\$0.08	\$76.00
Criminal Justice Information Authority	Agency does not print a report	yes						
Deaf & Hard of Hearing Commission	Agency does not print a report	yes						
Educational Labor Relations Board	Agency does print a report in house	no	State	100	0.000	21	\$0.00	\$0.00
Environmental Protection Agency	Agency does not produce or print a report	no						
Gaming Board	Agency does not print a report	yes						
Governor's Office of Management and Budget	Agency does not print a report	yes						
Guardianship & Advocacy Commission	Agency does not produce or print a report	no						
Housing Development Authority	Agency does not print a report	yes						
Human Rights Commission	Agency does print a report in house	yes	State	100	0.000	32	\$0.00	\$0.00
Human Services	Agency does print a report	no	State	1,399	1.124	319	\$0.11	\$1,572.20
Illinois Power Agency	Agency does not print a report	yes						
Insurance	Agency does print a report in house	yes	State	7	0.000	104	\$0.00	\$0.00
Labor Relations Board	Agency does not print a report	yes						
Office of the Inspector General	Agency does not print a report	yes						
Pollution Control Board	Agency does print a report	no	State					
Prisoner Review Board	Agency does not print a report	no						
State Fire Marshal	Agency does print a report	yes	State	25	0.000		\$0.00	\$0.00
State Police Merit Board	Agency does not print a report	no						
State University Civil Service System	Agency does not print a report	no						
Veterans Affairs	Agency does not print a report	no						
Total				1,706				\$1,648.20