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*REPORT OF THE
COMPTROLLER GENERAL
OF THE UNITED STATES*

Audit Of The United States Senate
Restaurants Revolving Fund
June 30, 1974, To June 28, 1975

Architect of the Capitol

GGD-76-69

APRIL 1, 1976

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COMPTROLLER GENERAL OF THE UNITED STATES
WASHINGTON, D.C. 20548

B-114871

The Honorable George M. White
Architect of the Capitol

Dear Mr. White:

We audited the United States Senate Restaurants Revolving Fund for the period June 30, 1974, to June 28, 1975, pursuant to section 5 of the act of July 6, 1961 (40 U.S.C. 174j-5).

GENERAL COMMENTS

The Senate Restaurants are operated primarily for Senators and employees of the United States Senate. The Architect of the Capitol is responsible for managing the restaurants under the direction of the Senate Committee on Rules and Administration, as provided by the act of July 6, 1961 (40 U.S.C. 174j-1).

The Senate Restaurants consist of the following facilities and are normally open at the hours shown. During recess or adjournment other operating hours may be in effect.

	<u>Monday</u>		<u>Saturday</u>	
	<u>through Friday</u>		<u>Open</u>	<u>Close</u>
	<u>Open</u>	<u>Close</u>	<u>Open</u>	<u>Close</u>
	<u>a.m.</u>	<u>p.m.</u>	<u>a.m.</u>	<u>p.m.</u>
Capitol:				
Dining rooms:				
Senators' (note a)	8:00	4:30	8:00	2:00
Public and press				
(note a)	8:00	4:30	Closed	
Family	11:00	3:00	Closed	
Senators' private	11:00	3:00	Closed	
Snackbar (note a)	7:30	4:00	Closed	
Dirksen Office Building:				
Cafeterias:				
North (staff)	8:00	4:00	Closed	
South (visitors)				
(note b)	11:00	3:00	Closed	
Carryout	8:00	7:00	Closed	
Senators' dining rooms	11:00	3:00	Closed	
Cigarstand	8:00	4:00	Closed	

	Monday		Saturday	
	through Friday		Open	Close
	Open	Close	Open	Close
	a.m.	p.m.	a.m.	p.m.
Russell Office Building:				
Coffee shop	8:00	4:00	8:00	2:00
Vending section		24 hours	daily	
Cigarstand	8:00	4:00	8:00	2:00

a/Remains open as long as Senate is in session.

b/May be reserved for staff at peak periods.

Sales and transfers from the appropriation for the contingent expenses of the Senate provide funds for operating the restaurants. In fiscal year 1975, \$250,000 was made available from the contingent expenses of the Senate for operating the restaurants. These funds are deposited in the U.S. Treasury to the credit of the Senate Restaurants Revolving Fund. Funds appropriated to the Architect of the Capitol for construction or maintenance are available for purchasing restaurant equipment. These purchases are not recorded as assets of the restaurants.

The Legislative Branch Appropriation Act, 1972 (Public Law 92-51, approved July 9, 1971), provided that management personnel salaries and miscellaneous expenses, such as paper, cleaning, and laundry, may be paid from the Senate Office Buildings appropriation. Management personnel salaries and miscellaneous expenses of the restaurants paid from or obligated against this appropriation during fiscal year 1975 totaled \$548,674, as compared to \$470,330 in fiscal year 1974. These amounts were not considered in determining the net operating loss of the restaurants for the period audited. (See sch. 2.)

OPERATIONS

Senate Restaurants' operations in fiscal year 1975 resulted in a net loss of \$239,659, compared with a net loss in fiscal year 1974 of \$311,086. The reduction in losses between fiscal years 1975 and 1974 was \$71,427 and resulted primarily from increased sales. The number of guests served were 2,028,015 and 1,979,640 in fiscal years 1975 and 1974, respectively.

A condensed comparison of sales and commissions with operating results for each of the restaurant activities for fiscal years 1975 and 1974 follows.

	1975		1974	
	<u>Sales and commissions</u>	<u>Operating profit or loss (-)</u>	<u>Sales and commissions</u>	<u>Operating profit or loss (-)</u>
Food and beverages:				
Capitol dining rooms	\$ 426,328	\$-281,731	\$ 372,001	\$-282,460
Snackbar	66,821	-638	60,237	1,248
Coffee shop	199,100	41,798	225,089	58,232
Vending section	38,141	-1,900	38,064	558
Cafeterias	868,887	-172,129	717,648	-204,482
Senators' dining room	33,644	-23,182	37,768	-17,997
Carryout	<u>248,297</u>	<u>51,239</u>	<u>214,763</u>	<u>38,305</u>
	<u>1,881,218</u>	<u>-386,543</u>	<u>1,665,570</u>	<u>-406,596</u>
Cigarstands and newspapers:				
Capitol dining rooms (note a)	87,501	21,882	81,284	17,196
Dirksen Office Building	305,541	74,351	210,250	42,911
Russell Office Building	<u>198,916</u>	<u>43,425</u>	<u>151,752</u>	<u>28,966</u>
	<u>591,958</u>	<u>139,658</u>	<u>443,286</u>	<u>89,073</u>
Vending machine commissions	<u>7,226</u>	<u>7,226</u>	<u>6,436</u>	<u>6,436</u>
Total	<u>\$2,480,402</u>	<u>\$-239,659</u>	<u>\$2,115,292</u>	<u>\$-311,087</u>

a/Operating expenses included under food and beverages.

A comparative statement of assets and liabilities of the Senate Restaurants Revolving Fund on June 28, 1975, and June 29, 1974; a comparative statement of operations for fiscal years 1972 through 1975; and a comparative statement of changes in financial position for fiscal years ended June 28, 1975, and June 29, 1974, are presented as schedules 1, 2, and 3. A comparison of sales and operations, prepared by the Senate Restaurant accounting staff, for each of the restaurants for fiscal year 1975 is included as an exhibit.

ACCOUNTS RECEIVABLE

A comparison of accounts receivable at June 30, 1975 and 1974, follows.

Days outstanding	June 30, 1975		June 30, 1974	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
0 to 30	\$25,533	63.7	\$20,761	63.7
31 to 60	9,579	23.9	7,494	23.0
61 to 90	2,662	6.7	1,832	5.6
Over 90	<u>2,300</u>	<u>5.7</u>	<u>2,511</u>	<u>7.7</u>
Total	<u>\$40,074</u>	<u>100.0</u>	<u>\$32,598</u>	<u>100.0</u>

SCOPE OF AUDIT

We made our audit in accordance with generally accepted auditing standards. We reviewed operations, observed the physical count of stock on hand, examined selected financial transactions and records, confirmed customers' account balances, and carried out other auditing procedures as we considered necessary.

OPINION ON FINANCIAL STATEMENTS

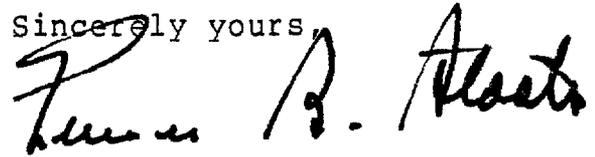
We prepared the accompanying financial statements (schs. 1, 2, and 3) on the basis of the accounting records maintained on an accrual basis by the Senate Restaurants' Accounting Office staff. The statements do not include the cost of equipment and furnishings acquired with funds appropriated to the Architect of the Capitol or the cost of certain benefits and services--such as space, building repairs and maintenance, utilities, trash disposal, menus and forms printed by the Government Printing Office, and services of the staff of the Architect of the Capitol--all of which are furnished to the restaurants without charge.

In our opinion, schedules 1, 2, and 3, which were prepared on a basis consistent with that of the preceding year and in accordance with the accounting practices and financial arrangements described above, present fairly the financial position of the United States Senate Restaurants

B-114871

Revolving Fund at June 28, 1975, and June 29, 1974, the results of its operations, and the changes in its financial position for the years then ended.

Sincerely yours

A handwritten signature in black ink, appearing to read "Kenneth A. Altschuler". The signature is written in a cursive style with a large initial 'K' and 'A'.

Comptroller General
of the United States

UNITED STATES SENATE RESTAURANTS REVOLVING FUNDCOMPARATIVE STATEMENT OF ASSETS AND LIABILITIESJUNE 28, 1975, AND JUNE 29, 1974

ASSETS	<u>June 28, 1975</u>		<u>June 29, 1974</u>	
CASH:				
Funds with U.S. Treasury	\$216,922		\$222,265	
Undeposited receipts	29,075		20,336	
Petty cash and change funds	<u>8,500</u>	\$254,497	<u>8,500</u>	\$251,101
ACCOUNTS RECEIVABLE		43,840		33,241
INVENTORIES:				
Food, beverages, merchandise, and supplies, at cost	56,311		46,283	
China, glassware, and silverware	<u>48,853</u>	<u>105,164</u>	<u>39,726</u>	<u>86,009</u>
Total assets		<u>\$403,501</u>		<u>\$370,351</u>
LIABILITIES AND EQUITY				
LIABILITIES:				
Amounts due vendors	102,906		87,690	
Net payroll and benefits	48,123		43,551	
Federal and D.C. taxes withheld	6,695		6,969	
Employees' accrued leave	58,829		55,579	
Unclaimed wages	<u>1,796</u>		<u>1,751</u>	
Total liabilities		<u>218,349</u>		<u>195,540</u>
EQUITY:				
Contributed capital		51,200		51,200
Capitalization of china, glassware, and silverware inventory, July 1, 1967		36,361		36,361
Operating funds:				
Balance at beginning of year	87,250		-1,664	
Current year appropriations	<u>250,000</u>		<u>400,000</u>	
	337,250		398,336	
Less net loss for fiscal year	<u>239,659</u>	<u>97,591</u>	<u>311,086</u>	<u>87,250</u>
Total equity		<u>185,152</u>		<u>174,811</u>
Total liabilities and equity		<u>\$403,501</u>		<u>\$370,351</u>

UNITED STATES SENATE RESTAURANTS REVOLVING FUND

COMPARATIVE STATEMENT OF OPERATIONS

FISCAL YEARS ENDED JUNE 28, 1975, JUNE 29, 1974,

JUNE 30, 1973, AND JUNE 24, 1972

	<u>June 28, 1975</u>		<u>June 29, 1974</u>		<u>June 30, 1973</u>		<u>June 24, 1972</u>	
	<u>Amount</u>	<u>Percent of sales</u>						
SALE OF FOOD AND BEVERAGES:								
Regular	\$1,665,446	88.5	\$1,480,837	88.9	\$1,297,460	88.8	\$1,089,329	88.4
Catering	215,772	11.5	184,733	11.1	163,215	11.2	143,437	11.6
Total	1,881,218	100.0	1,665,570	100.0	1,460,675	100.0	1,232,766	100.0
Cost of food and beverages sold	832,721	44.3	788,854	47.4	684,073	46.8	557,964	45.3
GROSS PROFIT	1,048,497	55.7	876,716	52.6	776,602	53.2	674,802	54.7
OPERATING EXPENSES:								
Salaries and wages:								
Straight time	1,099,271	58.4	976,520	58.6	894,450	61.2	794,985	64.5
Overtime	61,840	3.3	68,388	4.1	75,803	5.2	94,273	7.6
Leave expense	82,494	4.4	72,932	4.4	64,860	4.4	33,482	2.7
Employee meals	53,109	2.8	52,471	3.2	47,882	3.3	41,477	3.4
Employee benefits	101,447	5.4	80,087	4.8	73,127	5.0	63,465	5.2
Employee physicals	6,779	.4	-	-	-	-	-	-
Laundry and uniforms	-	-	-	-	50	-	8,737	.7
Paper supplies	-	-	-	-	2,235	.2	11,212	.9
Cleaning supplies	-	-	-	-	10,001	.7	9,704	.8
Miscellaneous	6,935	.4	15,132	.9	6,705	.5	8,544	.7
China, glassware, and silverware	31,049	1.6	20,168	1.2	23,366	1.6	-	-
Kitchen utensils	6,265	.3	10,553	.6	5,711	.4	26,243	2.1
Vending machine rentals	1,500	.1	1,521	.1	1,508	.1	180	-
Total (notes a, b)	1,450,689	77.1	1,297,772	77.9	1,205,698	82.6	1,092,302	88.6
LOSS ON FOOD AND BEVERAGE OPERATIONS	402,192	21.4	421,056	25.3	429,096	29.4	417,500	33.9
CIGARSTAND MERCHANDISE:								
Sales	579,988	100.0	433,248	100.0	292,997	100.0	221,430	100.0
Cost of sales	426,969	73.6	331,708	76.6	219,914	75.0	165,854	74.9
PROFIT ON CIGARSTAND OPERATIONS	153,019	26.4	101,540	23.4	73,083	25.0	55,576	25.1
NEWSPAPERS (note c):								
Sales	11,970	100.0	10,038	100.0	9,836	100.0	12,045	100.0
Cost of sales	9,682	80.9	8,044	80.1	7,876	88.1	9,636	80.0
PROFIT FROM NEWSPAPER SALES	2,288	19.1	1,994	19.9	1,960	19.9	2,409	20.0
VENDING MACHINE COMMISSIONS	7,226		6,436		5,711		6,213	
NET OPERATING LOSS (note a)	\$239,659		\$311,086		\$348,342		\$353,302	

a/Additional costs, as provided for under Public Law 92-51, were paid from the Legislative Branch appropriations for the Senate Office Buildings as follows:

<u>Fiscal year</u>	<u>Personnel compensation</u>	<u>Personnel benefits</u>	<u>Other services</u>	<u>Supplies and materials</u>	<u>Total</u>
1975	\$277,370	\$25,660	\$78,187	\$167,457	\$548,674
1974	272,069	24,896	59,362	114,003	470,330
1973	263,641	22,581	62,070	88,531	436,823
1972	246,197	20,009	56,075	76,010	398,291

b/Includes operating expenses for cigarstands--\$15,649, FY 1975; \$14,461, FY 1974; \$19,584, FY 1973; and \$13,100, FY 1972.

c/Total sales and cost of sales based on data reported for primary sales location.

UNITED STATES SENATE RESTAURANTS REVOLVING FUND
COMPARATIVE STATEMENT OF CHANGES IN FINANCIAL POSITION
FISCAL YEARS ENDED JUNE 28, 1975 AND JUNE 29, 1974

	<u>June 28, 1975</u>	<u>June 29, 1974</u>
FUNDS PROVIDED BY:		
Sales and commissions	\$2,480,402	\$2,115,293
Appropriations	<u>250,000</u>	<u>400,000</u>
Total funds provided	\$2,730,402	\$2,515,293
FUNDS APPLIED TO:		
Cost of merchandise sold	1,269,372	1,128,606
Salaries and wages	1,404,940	1,250,398
Other operating expenses	45,749	47,375
Increase in working capital	<u>10,341</u>	<u>88,914</u>
Total funds applied	<u>\$2,730,402</u>	<u>\$2,515,293</u>

ANALYSIS OF CHANGES IN WORKING CAPITAL

FISCAL YEAR ENDED JUNE 28, 1975

	<u>Increase or decrease (-) in working capital</u>
INCREASE OR DECREASE (-) IN CURRENT ASSETS:	
Cash	\$ 3,396
Accounts receivable	10,599
Inventory of food, tobacco, and beverages	10,028
Inventory of china, glassware, and silver- ware	9,127
INCREASE (-) OR DECREASE IN CURRENT LIABILITIES:	
Amounts due vendors	-15,216
Net payroll and benefits	-4,572
Federal and D.C. taxes withheld	274
Employees' accrued leave	-3,250
Unclaimed wages	<u>-45</u>
Increase in working capital	<u>\$10,341</u>

FOOD		COMBINED OPERATIONS		SHACK BAR		COFFEE SHOP		BOB CLEAR ST.		VENDING MACHINES		D.O.B. CLEAR		SEASIDE		GREENGLASS		SANTITAS B.B.		CARRY OUT	
AMOUNT	% OF SALES	AMOUNT	% OF SALES	AMOUNT	% OF SALES	AMOUNT	% OF SALES	AMOUNT	% OF SALES	AMOUNT	% OF SALES	AMOUNT	% OF SALES	AMOUNT	% OF SALES	AMOUNT	% OF SALES	AMOUNT	% OF SALES	AMOUNT	% OF SALES
168,617	89.0	38,609	79.9	7,334	18.087	18,087	100%	-	-	3,731	100%	-	-	75,636	86.8	3,279	100%	23,938	100%	23,938	100%
20,860	11.0	9,689	20.1	-	-	-	-	-	-	11,171	13.2	-	-	-	-	-	-	-	-	-	-
189,474	100.0	48,298	100%	7,334	100%	18,087	100%	-	-	3,731	100%	-	-	84,807	100%	3,279	100%	23,938	100%	23,938	100%
86,120	45.5	21,370	44.2	3,163	43.1	7,696	42.6	-	-	2,118	56.8	-	-	38,985	46.0	1,460	44.5	11,329	47.3	11,329	47.3
103,353	54.5	26,929	55.8	4,171	56.9	10,390	57.4	-	-	1,619	43.2	-	-	45,822	54.0	1,819	55.5	12,609	52.7	12,609	52.7
90,929	48.0	31,520	65.3	2,139	29.2	4,406	24.4	3.0	526	14.9	555	14.9	-	43,569	51.4	3,146	95.9	4,498	18.8	4,498	18.8
6,871	3.6	5,799	12.0	419	5.7	35	0.2	=0	1.7	63	1.7	-	488	0.6	-	-	67	0.3	67	0.3	
6,580	3.5	2,247	4.6	150	2.0	337	1.9	41	0.2	42	1.1	40	3,153	3.7	222	6.8	348	1.4	348	1.4	
4,438	2.3	1,427	3.0	87	1.2	256	1.4	=0	-	-	-	2	2,401	2.8	92	2.8	174	0.7	174	0.7	
392	0.2	134	0.3	196	0.1	20	0.1	-	2	3	0.1	-	188	0.2	13	0.4	21	0.1	21	0.1	
8,508	4.5	2,910	6.0	396	2.7	434	2.4	0.3	51	1.4	51	1.4	4,075	4.8	289	8.8	481	1.9	481	1.9	
117,718	62.1	44,036	91.2	3,000	40.9	5,489	30.4	620	3.5	714	19.1	663	53,874	63.5	3,762	114.7	5,560	23.2	5,560	23.2	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
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122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
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122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	117.7	5,573	23.1	5,573	23.1	
122,384	64.6	45,570	94.3	3,000	40.9	5,526	30.6	620	3.5	829	22.2	663	56,723	66.8	3,860	1					