## REPORT BY THE

# Comptroller General 



OF THE UNITED STATES

Audit Of The United States Senate Restaurants Revolving Fund October 2, 1977, To September 3O, 1978



## COMPTROLLER GENERAL OF THE UNITED STATES

WASHINGTON, D.C. 2034e

B-114871
The Honorable George M. White
Architect of the Capitol UTH OOO13
Dear Mr. White:
We audited the United States Senate Restaurants Revolving Fund for the period October 2, 1977, to September 30 , 1978, pursuant to section 5 of the July 6, 1961, act (40 U.S.C. 174j-5).

Because of the change in the close of the Government's fiscal year from June 30 to September 30 , the 1976 fiscal year's data (June 29, 1975, to October 2, 1976), used for comparative purposes in this report, covered a l5-month period. All other data used in this report covers a 12month period.

## GENERAL COMMENTS

The Senate Restaurants are operated primarily for Senators and employees of the United States Senate. The Architect of the Capitol, under the direction of the Senate Committee on Rules and Administration, is responsible for managing the restaurants.

Receipts from sales and transfers from the appropriations for the contingent expenses of the Senate are used to finance the activities of the Senate Restaurants Revolving Fund. These funds are deposited in the U.S. Treasury and credited to the Senate Restaurants Revolving Fund. For the period ended September 30,1978 , sales receipts and commissions amounted to $\$ 3,541,671$. A transfer from the appropriation for contingent expenses of the Senate was not made during the year.

Funds appropriated to the Architect of the Capitol for construction or maintenance may be used to purchase restaurant equipment. The equipment is not recorded as assets of the Senate Restaurants Revolving Fund.

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 1978 totaled $\$ 698,769$. Consistent with prior years, this amount was not considered in determining the net operating result for the restaurants. (See sch. 2.)

## RESULTS OF OPERATIONS

Senate Restaurants operations for the period ended September 30 , 1978. resulted in a net operating profit of $\$ 17,454$, compared with a net operating loss for the prior period ended October 1,1977 , of $\$ 89,049$. Overall, the Senate Restaurants decreased their operating loss from about $\$ 7,420$ a month in the prior period to a profit of $\$ 1.455$ a month in the period ending September 30,1978 , which constitutes a turnaround of about $\$ 8,875$ a month. The turnaround in operating results can be attributed primarily to a price increase granted in November 1977. Although the loss on sitdown food and beverage operations in the Capitol and Senators' dining rooms increased about $\$ 1,286$ a month, it was offset by reduced losses on cafeteria food operations of about $\$ 3,546$ a month and higher profits on fast food and cigar stand operations of about $\$ 6,615$ a month.

A condensed comparison of sales, conmissions, and operating results for each of the restaurants' activities for 1978 and 1977 follows on page 3.

A comparative statement of assets and liabilities of the Senate Restaurants Revolving Fund on September 30. 1978, and October 1, 1977; a comparative statement of operations for fiscal years 1975 through 1978; and a comparative statement of changes in financial position for fiscal years ended September 30, l978, and October l, 1977, are presented as schedules 1,2 , and 3 . A statement of operations, prepared by the Senate Restaurants' accounting staff, for each of the restaurants' activities for fiscal year 1978 is included as exhibit A.

| Sales 1978 |
| :---: | :---: |
| andOperating <br> profit or |
| Commissions (loss) |

-1977

Sales | Operating |
| :---: |
| and |
| profitor or |

Commissions | (loss) |
| :---: |

Food and beverages:

Capital dining rooms
Senators'
dining room 66,834 (27,921) 60,697 (21,601)
Cafeterias
Coffee shop
Snackbar
Carryout
Vending
Total
Tobacco, candy and newspapers:

Capitol din-
ing rooms
(note a)
104,994
33,651 101,958
29,539
Dirksen Of-
fice Build-
ing
Building
Vending
Total

Vending machine commissions

Total
$\$ \underline{\underline{3,541,671}} \$ \underline{17,454} \$ \underline{\underline{3,088,962}} \$(\underline{89,049})$
a/Operating expenses included under food and beverages.

## STATUS OF ACCOUNTS RECEIVABLE

A comparison of customers' accounts receivable at September 30, 1978, and September 30, 1977, follows.

Days
outstanding
0 to 30
31 to 60
61 to 90
Over 90
Total

## VENDING MACHINE OPERATIONS

During fiscal year 1978 and in prior fiscal years, the Senate Restaurants had both contract and in-house vending machine operations. The contractors performed all of the services, including supplying merchandise and maintenance for their vending machines, and submitted commission payments and statements detailing the amount of vending machine sales to the Senate Restaurants Accounting Office. The Senate Restaurants rented vending machines from the contractors for its in-house operation. Also, maintenance for these machines was provided by the contractors. The restaurants supplied the merchandise for rented machines and realized any profit or loss from their operation.

Our review of the vending machine operations for fiscal year 1978 showed that the restaurants received commissions of $\$ 33,049$ from contract vending nachine operations, but the in-house operation lost $\$ 3,748$.

A comparison of sales, commissions, and operating results for the vending food and tobacco operations for 1978 follows.

In-house:
Sales
Expenses
Profit or (loss)
Contract vending machine commissions

Food
Tobacco
$\$ 27,011$
28,676
(1,665)
\$ 8,682
10,765
(2,083)
$\$ 35,693$
39,441
$(3,748)$

33,049
$\$ 29,301$

During our prior audit the Architect advised us that the restaurants' administrative officer was reviewing both the in-house and contract vending machine operation to ascertain whether the vending machine operation should be (1) conducted solely in-house, (2) contracted to only one vendor instead of four as it was done then, or (3) continued as is. During this year's audit, the restaurants' management advised us that the review had been completed, and that in October 1978, the Senate Restaurants had discontinued the in-house operation and contracted with one vendor to handle the restaurants' Capitol and Senate office buildings' vending machine operations.

## SCOPE OF AUDIT

We made our audit in accordance with the Comptroller General's standards for auditing financial transactions, accounts, and reports of governmental activities. These standards include 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 and such tests as we considered necessary in the circumstances.

## 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 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 bentfits 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 erepared on a basis consistent with that of the preceding period and in accordance with the accounting practices and jinancial arrangements described above, present fairly the finalcal position of the U.S. Senate Restaurants Revolving Fund at September 30, 1978, and October 1, 1977, the results of its operations, and the changes in its financial position for the fiscal periods then ended.


Comptroller General of the United States

## UNITED STATES SENATE RESTAURANTS REVOLVING FUND

## COMPARATIVE STATEMENT OF ASSETS AND LIABILITIES

SEPTEMBER 30,1978 , AND OCTOBER 1. 1977

| ASSETS | September 30, 1978 |  | October 1, 1977 |  |
| :---: | :---: | :---: | :---: | :---: |
| CASH: | \$425,258 |  | \$449,989 |  |
| Petty cash and change funds | 12,895 | \$438,153 | 13000 | \$462,989 |
| ACCOUNTS RECEIVABLE |  | 79,714 |  | 57,805 |
| INVENTORIES: |  |  |  |  |
| Food. beverages, merchandise, and supplies, at cost | 90,417 |  | 87,027 |  |
| China, glassware, silverware, and tableware, at cost | 100,599 | 191,016 | 84,178 | 171,205 |
| Total assets |  | \$708,883 |  | \$691,999 |

LIABILITIES AND EQUITY
LIABILITIES:
Amounts due vendors

| $\$ 107,217$ | $\$ 116,656$ |
| ---: | ---: |
| 58,965 | 62,536 |
| 17,409 | 16,411 |
| 81,873 | 70,465 |
| 2,044 | 2,010 |

Total liabilities
\$267,508
$\$ 268,078$
EQUITY
Contributed capital 51,200 51,200
Capitalization of china, glassware, silverware, and tableware inventory (note a)
operating funds:
Balance at beginning
of year ations

326,777
45,944
45,944

| $-250,000$ |  |
| :--- | :--- |
| 326,777 | 415,826 |

Plus or minus net profit or (loss) for fiscal year

17,454 344,231
$(89,049)$
326,777
Total equity
441,375
423,921
Total liabilities and equity
$\$ 708,883$
$\$ 691,999$
a/Initial capitalization of china, glassware, and silverware at July l, 1967, was $\$ 36,361$ and capitalization of tableware at october 2,1976 , was $\$ 9,583$.

UNITED STATES SENATE RESTAURANTS REVOLVING FUND
COMPARATIVE STATEMENT OF OPERATIONS
FISCAL YEARS ENDED SEPTEMBER 30, 1978, OCTOBER 1, 1977.
OCTOBER 2, 1976, AND JUNE 28, 1975 (note a)

SALE OF FOOD AND
BEVERAGES:
Regular
Catering
Total
Cost of
food and
beverages
beverages
ROSS PROFIT $\quad 1,602,666 \quad 57.6 \quad 1,296,010 \quad 55.21,475,523 \quad 54.7 \quad 1,048,497 \quad 55.7$

OPERATING EXPENSES:
Salaries and
wages:


## Total

(notes $b$ and

| c) | $1,796,505$ | 64.5 | $1,573,983$ | 67.0 | $1,919,100$ | 71.1 | $1,45,041$ | 76.2 |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |

LOSS ON FOOD AND BEVERAGE OPERATIONS
193.839 $\quad 7$
7.0 $277.973 \quad 11$.
$443.577 \quad 16.4$
$386,544 \quad 20.5$
CIGARSTAND MERCHANDISE:

Sales
$\begin{array}{llllllll}698.220 & 100.0 & 690.239 & 100.0 & 818.953 & 100.0 & 579,988 & 100.0\end{array}$
sales
$469.681 \quad 67$.
67.3
479.063
69.4

582,330 71.1
$426,969 \quad 73,6$

| GROSS PROFIT |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Operating <br> expenses <br> (note c) | 228,539 | 32.7 | 211.176 | 30.6 | 236.623 | 28.9 | 153.019 | 26.4 |
|  | 54,108 | 7.7 | 52.612 | 7.6 | 31,144 | 3.8 | 15.648 | 2.7 |

PROFIT ON
CIGARSTAND
OPERATIONS
$25.0 \quad 158,564 \quad 23.0 \quad 205,479 \quad 25.1$
$137.371 \quad 23.7$


# UNITED STATES SENATE RESTAURANTS REVOLVING FUND <br> COMPARATIVE STATEMENT OF CHANGES IN FINANCIAL POSITION <br> FISCAL YEARS ENDED SEPTEMBER 30, 1978, AND OCTOBER 1, 1977 

September 30, 1978 October 1, 1977
FUNDS PROVIDED:

Sales and commissions Appropriations

## Total

FUNDS APPLIED:
\$3,541,671
.....-.
\$3,541,671
\$3,088,962
250,000
$\$ 3,338,962$
\$1,673,604
1,787,065
63,548
\$1,551,416
1,567,852
58,743
17,454
$\$ 3,541,671$
$\$ 3,338,962$
ANALYSIS OF CHANGES IN WORKING CAPITAL
FISCAL YEARS ENDED SEPTEMBER 30,1978 AND OCTOBER 1,1977

Increase or (decrease)
_in working capital
September 30,1978 October 1,1977
WORKING CAPITAL CHANGES:

Cash
Accounts receivable
Inventory of food tobacco, and beverages
Inventory of china, glassware, silverware, and tableware
Amounts due vendors
Net payroll and benefits
Federal and State taxes withheld
Employees' accrued leave
Unclaimed wages
NET INCREASE IN WORKING CAPITAL

| $\$(24,836)$ | $\$ 100,965$ |
| ---: | ---: |
| 21,909 | 16,378 |
| 3,390 | 27,114 |
|  |  |
| 16,421 | 18,070 |
| 9,439 | 23,238 |
| 3,571 | $(12,759)$ |
| $(998)$ | $(8,250)$ |
| $(11,408)$ | $(3,697)$ |
| $(34)$ | $(108)$ |

$\$ 17,454$
$\$ 160,951$


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