



Comment Analysis and Publishing Arts

**Do you have public comments to process and analyze?
Are you in need of publication services? Call CAT!**

The USDA Forest Service Content Analysis Team (CAT)—recently reorganized from an enterprise team to a service center— provides three valuable services available to Forest Service units as well as to other agencies:

1 TRAINING AND SOFTWARE SERVICES

CAT will train your staff in its process for public comment analysis. CAT analysts and specialists have a variety of tools and materials to help you evaluate your comment analysis needs. We will install the necessary software on your system, train your staff, and provide ongoing support in the analysis process developed by CAT. This process is approved by the Council on Environmental Quality and CAT software will soon also be web-based.

2 CONTRACT ADMINISTRATION AND MONITORING SERVICES

If you have a large project and don't have the resources to conduct a quality in-house analysis of public comment, call CAT to provide contract administration and monitoring services. CAT retains three experienced contractors under a national Indefinite Delivery Indefinite Quantity contract to provide the Forest Service and other Federal agencies with easy and quick access to contractor services. CAT contractors will meet your content analysis requirements to ensure compliance with law and regulation.

3 PUBLICATION ARTS SERVICES

CAT's Publishing Arts group adapts services and products to meet your specific needs. Staff reviews documents, collaborates on projects from concept to final delivery, and offers a full range of publication services including design, layout, and editorial. This flexible, collaborative opportunity is available for any size or type of communication project.

CAT provides public comment analysis training, contract administration, and publication services for Forest Service units on a first come first serve basis. Other agencies can also use these services and some administration charges would be incurred. Estimates for contracting are available upon request.

To obtain comment analysis services, or to discuss your needs, contact:
**Cindy Underwood, Acting Operations
Officer/Program Manager
801-517-1024**

To discuss how CAT Publishing Arts can help you meet your publication needs, contact:
**Madelyn Dillon, Program Manager
970-295-5965**

If you decide our services may be of help, early notification would aid us in scheduling our program of work, to provide you with the timely, quality service you expect.

For further information, browse our website at: <http://www.fs.fed.us/emc/cat/>