December 21, 2016

MEMORANDUM

TO: The Consultant Community

FROM: Kerry A. Bates, P.E.
State Construction Engineer

SUBJECT: Mileage Reimbursement Rate for Vehicles Used on Construction Engineering Inspection Contracts

Effective January 1, 2017 the mileage rate direct expense for vehicles on all Construction Engineering Inspection (CEI) contracts is:

- 53.5 cents per mile for company owned vehicles
- 28.5 cents per mile for leased vehicles

Project related CEI mileage incurred on or after January 1, 2017 shall be adjusted to these rates.

These rates were derived from the Internal Revenue Service 2017 Standard Mileage Rates for Business, Medical and Moving Announced. The Department, at its discretion, may periodically evaluate and adjust these rates for consistency with industry standards. The Department will provide sufficient notice of any adjustments that may occur outside of an annual review.

This memorandum supersedes previous guidance regarding prevailing rates for standard mileage for use on Construction Engineering and Inspection Contracts as well as the current edition of the VDOT Manual for the Procurement and Management of Professional Services until further notice.