



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
1401 EAST BROAD STREET
RICHMOND, VIRGINIA 23219-2000

Charlie A. Kilpatrick, P.E.
Commissioner

December 19, 2017

MEMORANDUM

TO: The Consultant Community

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

KAB

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

Effective January 1, 2018 the mileage rate direct expense for vehicles on all Construction Engineering Inspection (CEI) contracts is:

54.5 cents per mile – Standard rate
29.5 cents per mile – Reduced rate

Project related CEI mileage incurred on or after January 1, 2018 shall be adjusted to these rates.

These rates were derived from the Internal Revenue Service Notice 2018-03. 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 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.