



# COMMONWEALTH of VIRGINIA

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

**Stephen Brich**  
Commissioner

January 2, 2020

## MEMORANDUM

**TO:** The Consultant Community

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

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

Effective January 1, 2020 the mileage rate direct expense for vehicles on all Construction Engineering Inspection (CEI) contracts is:

57.5 cents per mile – Standard rate  
30.5 cents per mile – Reduced rate

These rates were derived from the Internal Revenue Service Notice 2020-05. 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.