

Exhibit G

Consultant Reimbursement Schedule

Consultant shall submit original receipts or other University approved proof of payment when requesting reimbursement for project-related expenses. Credit card statements are not acceptable.

Subconsultant services are considered part of basic services and, as such, are not a reimbursable expense item.

EXCLUDED from reimbursable expenses are in-house computer time and outside computer services; costs associated with facsimile communications, long distance telephone, and cellular telephone; and parking fees.

TRAVEL

Expenses incurred for travel by Consultant and subconsultants, including lodging and meals, will be reimbursed in accordance with University guidelines.

1. Consultant shall not be reimbursed for travel between Consultant's own offices; travel between Consultant's offices and subconsultants' offices; and travel between Consultant's and subconsultants' offices and the Facility Campus. Excluded expenses for such travel are transportation, lodging, and per diem expenses, including bridge tolls.
2. Reimbursement for travel expenses shall only apply to transportation, lodging, and living expenses for official travel to project locations greater than 150 miles outside of the area of the Consultant's office. Travel must be authorized in advance, and in writing, by the University. Expenses shall be paid on the same basis and shall be subject to the same conditions as those in effect for employees of the University as follows:

(a) Transportation:

Privately owned vehicles Basic rate.....\$current rate*

*The mileage reimbursement rate is the standard rate for automobiles (**currently \$0.555**) published by the University in Business & Finance Bulletin [BUS-28, "Travel Regulations"](#) as may be adjusted from time to time by University

Public transportation (receipts required)At cost

Includes commercial carrier fares and car rental charges (excluding insurance for rental vehicles), daytime and overnight auto parking, bridge tolls, and all other charges for transportation services essential for official travel. First class air travel is not permitted without express written authorization in advance of the travel.

(b) Lodging (receipts required):At cost

Lodging rates in excess of \$110 per night require prior University approval.

(c) Meals while on travel status (receipts required)..... \$64.00/day maximum

Meal expenses for travel of less than 24 hours will be reimbursed only if there is an overnight stay as supported by an itemized lodging receipt.

EXCLUDED from reimbursement for meals is payment for alcoholic beverages.

(d) Incidental Expenses: At cost

Specifically, for gratuity (receipt required) and portage.

POSTAGE

Expense of postage for outsized packages (e.g., large sets of plans, shop drawings, submittals) shall be reimbursed.

Reimbursements for expense of express mail services to destinations outside a project area or for courier services require prior University approval.

EXCLUDED from reimbursement is expense of postage and express mail services incurred in conveying documents between the offices of Consultant and all subconsultants and between Consultant's own offices.

REPRODUCTION

Expense of outside and in-house reproduction, with the exception of reproductions made for in-house use, shall be reimbursed with prior University approval. Reimbursement for in-house reproductions shall not exceed the following rates:

Black & White Photocopy, 8.5" x 11", 8.5" x 14" or 11" x 17.....	\$0.08/page
Color Photocopy, 8.5" x 11"	\$0.16/page
Color Photocopy 8.5" x 14 or 11" x 17".....	\$0.89/page
Blackline Large Format.....	\$1.78/square foot
Plotting Blackline.....	\$0.75/square foot
Plotting Color	\$10.00/square foot

PRESENTATION MATERIALS

Expense for models, drawings, renderings, presentation materials, and film and film processing that is not required under Article I, Consultant Services and Responsibilities, of the agreement shall be reimbursed with prior University approval.

EQUIPMENT RENTAL

Expense of equipment rental, including shipping costs where appropriate, and charges for use of Consultant-owned equipment shall be reimbursed with prior University approval.

SPECIAL FEES AND PERMITS

Expense of special fees and permits shall be reimbursed with prior University approval.