



# INDIANA DEPARTMENT OF TRANSPORTATION

*Driving Indiana's Economic Growth*

100 North Senate Avenue  
Room N749  
Indianapolis, Indiana 46204

**Mitchell E. Daniels, Jr., Governor**  
**Michael B. Cline, Commissioner**

## Memorandum

To: INDOT; Consultant Firms

From: INDOT Division of Economics, External Audit, and Performance Metrics

Date: **June 20, 2011**

Re: Consultant Firm Billing Direct Hourly Rate Guidelines

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The Indiana Department of Transportation (INDOT) made adjustments to its limitation on hourly rate for reimbursement of incurred direct labor for architectural and engineering consulting service contracts. The limitation is based on a review of 2009 actual hourly rates for personnel at firms submitting financial information for Prequalification with INDOT.

The maximum allowable reimbursement for incurred direct labor is \$61.33 per hour.

This hourly rate of \$61.33 is effective for INDOT contracts signed on or after July 1, 2011 through June 30, 2012 and is not retroactive for contracts signed before July 1, 2011, unless included by an explicit clause in the contract.

The rate was adjusted from the previous amount according to the Employment Cost Index (ECI) for the 12 months ended December, 2010, which for this time period is 2.4%. The ECI is from Table 9 Wages and Salaries (not seasonally adjusted) for private industry workers, for the group Professional, scientific, and technical services, Base = December 2005, as issued by the US Department of Labor, Bureau of Labor Statistics.