



Larry Hogan
Governor
Boyd K. Rutherford
Lt. Governor
Gregory Slater
Secretary
Tim Smith, P.E.
Administrator

CONSTRUCTION MEMORANDUM

DATE: JANUARY 7, 2021
TO: OOC EMPLOYEES
CONSULTANT FIRMS *VG*
CONSULTANT FIRM CMI INSPECTION STAFF
FROM: OFFICE OF CONSTRUCTION
RE: MEAL AND MILEAGE REIMBURSEMENT RATES FOR CALENDAR YEAR 2021

Effective January 1, 2021, please use the following meal and mileage reimbursement rates for Construction Management and Inspection (CMI) contracts.

Private Vehicle Reimbursement:

The Standard Travel Regulations have been revised to reflect a recently approved rate change for fleet and Travel Rates for Calendar Year 2021 by the Maryland Department of Budget and Management. The private mileage rate effective January 1, 2021 is \$0.56 (**56 cents**) per mile.

Meal Reimbursement:

The Maryland Department of Budget and Management (DBM) has notified the Office of Finance of the meal reimbursement rates for Fiscal Year 2021. The standard meal allowances, including tax and tip, are as follows:

Breakfast	\$13.00
Lunch	\$15.00
<u>Dinner</u>	<u>\$28.00</u>
	\$56.00

If you have any questions regarding this revision, please contact Meredith Spicer, P.E., Construction Support Division, OOC, at 443-572-5106 and MSpicer@mdot.maryland.gov.

Cc: Assistant District Engineers – Construction, All Districts