

RESOLUTION NO. 13- 7850

**A RESOLUTION AMENDING THE MASTER FEE SCHEDULE  
ESTABLISHING SERVICE FEES FOR COUNTY DEPARTMENTS**

**WHEREAS**, the Board of Supervisors has previously adopted a Master Fee Schedule establishing service fees for County departments and such Master Fee Schedule has been revised and amended from time-to-time; and,

**WHEREAS**, the Master Fee Schedule now needs further revision to add or change fees for various county departments.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors, County of Plumas, State of California, as follows:

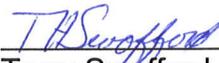
1. The Master Fee Schedule initially adopted by Resolution No. 05-7130 and revised and amended from time-to-time is hereby further amended as referenced by Exhibit "A" attached. The fees and charges as set forth in Exhibit "A" supersedes the fees and charges previously adopted to the extent such previous fees and charges are inconsistent with the fees and charges set forth in the attached Exhibit "A".
2. The fees set forth in the attached Exhibit "A" shall take effect on the date of adoption of this Resolution notwithstanding any provision to the contrary.
3. Any existing fee not included in this Resolution or amendment thereafter shall remain in full force and effect according to its specific authorization, whether by Board order, Resolution, Ordinance, or State law.
4. The Board reserves authority to waive all or a portion of any fee, in the public interest, when the fee is charged to a local public entity.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 5<sup>th</sup> day of March, 2013.

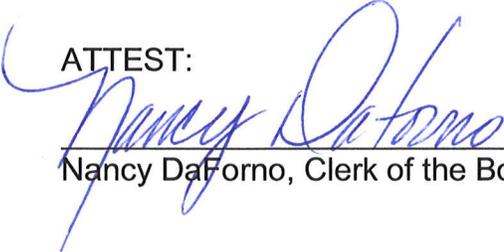
**AYES:** SUPERVISORS THRALL, GOSS, KENNEDY, SIMPSON, SWOFFORD

**NOES:** NONE

**ABSENT:** NONE

  
\_\_\_\_\_  
Terry Swofford, Chair

**ATTEST:**

  
\_\_\_\_\_  
Nancy DaForno, Clerk of the Board

# PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

1834 East Main Street, Quincy CA 95971 – Phone (530) 283-6268 Facsimile (530) 283-6323  
Robert A. Perreault Jr., Director Joe Blackwell, Deputy Director



February 25, 2013

To: Honorable Board of Supervisors  
From: Robert Perreault, Director of Public Works  
Subject: **Approval of an amendment to the Master Fee Schedule to establish new fees for the review of development applications, and to revise existing service fees.**

## **Background:**

The Engineering Department is proposing several new application fees for the review and consideration of various development project applications, and revisions to existing service fees. This proposal has been revised since the continuances on February 5<sup>th</sup> and 11<sup>th</sup>.

Review of these development applications focuses on issues and impacts related to development standards, site development, circulation, traffic safety, grading, flood plain, drainage, water quality, and erosion control.

- Exhibit 1 is a listing of the proposed Engineering Department Fees
- Exhibit 2 is a list of all of the proposed applications with a brief description of the issues subject to review by the Engineering Department of Public Works.
- Exhibit 3 lists the proposed development review applications and other services for which fees are collected, and indicates the previous fee amount.
- Exhibit 4 is the backup material detailing the methodology for establishment of the proposed fees.

## **Recommendation:**

The Engineering Department respectfully recommends that the Board of Supervisors approve amendment of the Master Fee Schedule to establish new Engineering Department fees for the review of development applications and the revision of existing service fees.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert A. Perreault", is written over a horizontal line.

Robert A. Perreault, Director  
Department of Public Works

Attachments: Exhibits 1 through 4

**EXHIBIT "A"**

## Engineering Department Fees

<u>Application/Service Description</u>	<u>Fee Amount</u>
Amendment of a Recorded Map or Certificate of Correction	\$143
Campground Permit	\$143
Copies (1st copy)	\$4.60
Additional copies	\$2.21
Consultation	\$71.50/hour <sup>4</sup>
Development Agreement	\$1000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Development Agreement Amendment	\$1000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Driveway Review	
Fire Safe Driveway Review	\$143
EIR Review	\$143
Flood Plain Administration	
Initial Consultation	No Fee
Flood Plain Interpretation	\$71.50/hour <sup>4</sup>
Flood study review and approval by County Engineer	\$500.00 Deposit billed at \$103.48/hour <sup>4</sup>
Grant of Relief	\$500.00 Deposit billed at \$103.48/hour <sup>3</sup>
Letter of Map Amendment/Revision	No Fee
Hydro-Electric Project	\$1000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Hourly Rate (Engineering Technician)	\$71.50/hour <sup>4</sup>
Inspection Fee (for the Construction Phase of Improvement Plans)	\$250.00 + \$1000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Lot Line Adjustment	\$574.20
Lot Line Adjustment per lot fee	\$35.75
Mileage Reimbursement Rate	\$0.56/Mile
Modification of a Recorded Map	\$286
Modification of Development Standards	\$143
Negative Declaration Review	\$71.50
Parcel Map Check	\$1,071.19
Parcel Map Check per parcel fee	\$71.50
Permit to Mine/Reclamation Plan	\$71.50
Planned Development Permit	\$214.50
Record of Survey Check	\$482.97
Record of Survey Check (Amended)	\$286
Research, scanning, emailing	\$71.50/hour <sup>4</sup>
Resubmittal Fee	\$143
Reversion to Acreage	\$143
Site Development Permit	\$143
Special Use Permit	\$35.75
Subdivision Map Check	\$2,242.44
Subdivision Map Check per lot fee	\$71.50
Tentative Map	\$286
Tentative Map per lot fee	\$18
Reconsideration of Approved Application	1/2 current fee
Technical Report Review <sup>1</sup>	\$500.00 Deposit billed at \$71.50/hour <sup>2</sup>

**Notes:**

1 - These reports include: Traffic Studies, Grading Plans, Erosion Control Plans, Flood Studies, Drainage Studies and Geotechnical Reports.

2 - A deposit will be collected at the time the application fee is accepted. The Public Works Department shall keep records of the time and expenses incurred in the processing of these applications and charge Developer on a time and material basis. These monies will be deposited in a special account, from which the County will draw sums to cover the costs of the application review. The Public Works Department shall provide to the developer a monthly invoice detailing the work performed and the time spent by its staff or outside consultants on such work, together with the hourly rates charged by individuals performing the work. The invoice amount shall not exceed the actual cost to the Public Works Department to provide the work described. The County may withdraw funds from the funds deposits in the special account in the amount of each invoice. In the event that it appears likely the deposit made by developer will be exhausted, the Public Works Department shall provide the developer with a new estimate of the cost to complete the processing of the application. The developer shall replenish the special account in the amount of such new estimate within fifteen (15) days. Developer's failure to make payment shall be deemed a withdrawal or abandonment of the application, but such withdrawal or abandonment shall not relieve the developer of the obligation to pay for work done by County in response to the application or to wind up work as a result of withdrawal or abandonment.

3- County Engineer's hourly rate

4- This is an estimate of the hourly rate charged. Actual rate may vary depending on the classification of the employee performing the service.

5 - Mileage reimbursement rate established by County Auditor. Mileage is billed for any application which requires an on-site inspection or field review.

### Exhibit 1

**Engineering Department – Local Development Review**  
**Description of Service Fees**  
**January 2013**

The following listing is a description of the various fees that pertain to applications or services processed or performed by the Engineering Department.

- **Amendment of a Recorded Map or Certificated of Correction** (Subdivision Map Act 66469) – Review modification document or amended map for accuracy.
- **Campground Permit Application Review Fee**– Review and comment on application related to circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Consultations** (including Research, Scanning & Emailing) – Fee assessed for time spent on customer requests for information and research.
- **Development Agreement Application Review Fee** - Review and comment on application related to potential impacts to development standards, circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Development Agreement Amendment Application Review Fee** - Review and comment on application related to potential impacts to development standards, circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **EIR Review Fee** - Review of CEQA document to ensure that impacts and mitigations measures identified by the Public Works Department have been accurately reflected and identified.
- **Driveway Reviews**
  - **Fire Safe Driveway** - Review of proposed driveways for compliance with fire-safe driveway design and construction standards.
  - **Other Driveway Approvals** – Not currently used
- **Flood Plain Administration**
  - **Initial Consultation** – (Up to 1 hour, including minor research and limited scanning)
  - **Flood Plain Interpretation** – Interpretation of FEMA flood zone boundaries. (including research, scanning and requested letters)
  - **Flood Study** – Review and approval of flood studies as set forth in Chapter 17 of Title 8 of Plumas County Code.
  - **Grant of Relief** – Review and approval of requests to vary or modify the County Code as it pertains to the administration of flood hazard areas as required by County Code Section 8-17.401 et seq.
  - **Letter of Map Amendment/Revision** – Review of modifications to flood hazard areas implemented through these documents.
- **Flood Plain Administration (Grant of Relief)** – Review and approval of requests to vary or modify the County code as they pertain to the administration of flood hazard areas.
- **Hydro Project Review Fee** - Review and comment on application related to circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.

- **Inspection Fee** (For the construction phase of improvement plans) – Inspection of improvements depicted on improvement plans associated with site development or recordation of final maps.
- **Lot Line Adjustment** – Review boundary calculations and legal descriptions for final approval.
- **Modification of a Recorded Map Application Review Fee** (Plumas County Code 9-3.508 & SMA 66472.1) Review and comment on application related to development standards, circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Modification of Development Standards Application Review Fee** - Review and comment on application related to potential impacts to development standards, circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Negative Declaration Review Fee**- Review of CEQA document to ensure that impacts and mitigations measures identified by the Public Works Department have been accurately reflected and identified.
- **Parcel Map Check** – Review final map for accuracy and compliance with conditions of approval.
- **Permit to Mine/Reclamation Plan** - Review and comment on application related to circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Planned Development Permit Application Review Fee** - Review and comment on application related to circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Record of Survey** – Review for accuracy and processing of document for recordation.
- **Record of Survey** (Amendment per Professional Land Surveyors Act 8770.5) – Review for accuracy and processing of document for recordation.
- **Resubmittal Fee** – Fee assessed for resubmittal of incomplete applications.
- **Reversion to Acreage Application Review Fee** - Review and comment on application related to circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Site Development Permit Application Review Fee** - Review and comment on application related to circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Special Use Permit Application Review Fee** - Review and comment on application related to circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Subdivision Map Check** – Review final map for accuracy and compliance with conditions of approval.
- **Tentative Map & per Lot Review Fee**-Review and comment on application related to circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Reconsideration of Approved Application Review Fee**– Focused review and comment on application related to circulation, traffic safety, grading, flood plain impacts, drainage and erosion control.
- **Technical Report Review Fee**- Review and comment on Traffic Studies, Grading Plans, Erosion Control Plans, Flood Studies, Drainage Studies and Geotechnical Reports.

**Engineering Department**  
**Fee Comparison**

<b><u>Application/Service Description</u></b>	<b><u>Previous Fee</u></b>	<b><u>Proposed Fee</u></b>
Amendment of a Recorded Map or Certificate of Correction	\$0	\$143
Campground Permit	\$0	\$143
Copies 18" x 26" <sup>4</sup>	\$1.95	\$2.21
Copies 24" x 36" <sup>4</sup>	\$3.60	\$4.60
Copies per square foot <sup>4</sup>	\$0.60	n/a
Consultation	\$0	\$71.50/hour <sup>4</sup>
Development Agreement	\$0	\$1000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Development Agreement Amendment	\$0	\$1000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Driveway Review		
Fire Safe driveway review and approval	\$50	\$143
Other driveway review and approval	N/A	N/A
EIR Review	\$0	\$143
Flood Plain Administration		
Initial Consultation	\$0	\$0
Flood Plain Administration	\$0	\$71.50/hour <sup>2</sup>
Flood Study review and approval	\$0	\$500.00 Deposit billed at \$103.48/hour <sup>3</sup>
Grant of Relief	\$0	\$500.00 Deposit billed at \$103.48/hour <sup>3</sup>
Letter of Map Amendment/Revision	\$0	\$0
Hydro-Electric Project	\$0	\$1000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Hourly Rate (Engineering Technician)	\$54	\$71.50
	1.5% of Engineer's Estimate / \$300	\$250.00 + \$1000.00 Deposit billed at
Inspection Fee (for the Construction Phase of Improvement Plans)	Minimum	\$71.50/hour <sup>2</sup>
Lot Line Adjustment	\$75	\$574.20
Lot Line Adjustment per lot fee	\$25	\$35.75
Mileage Reimbursement Rate	\$0	\$0.56/mile
Modification of a Recorded Map	\$0	\$286.00
Modification of Development Standards	\$0	\$143.00
Negative Declaration Review	\$0	\$71.50
Parcel Map Check	\$436	\$1,071.19
Parcel Map Check per parcel fee	\$50	\$71.50
Permit to Mine/Reclamation Plan	\$0	\$71.50
Planned Development Permit	\$0	\$214.50
Record of Survey Check	\$175	\$482.97
Record of Survey Check (Amended)	\$100	\$286.00
Resubmittal Fee	\$100	\$143.00
Reversion to Acreage	\$0	\$143.00
Site Development Permit	\$0	\$143.00
Special Use Permit	\$0	\$35.75
Subdivision Map Check	\$536	\$2,242.44
Subdivision Map Check per lot fee	\$50	\$71.50
Tentative Map	\$0	\$286.00
Tentative Map per lot fee	\$0	\$17.88
Reconsideration of Approved Application	1/2 current fee	1/2 current fee
Technical Report Review <sup>1</sup>	0	\$500.00 Deposit billed at \$71.50/hour <sup>2</sup>

**Notes:**

1 - These reports include: Traffic Studies, Grading Plans, Erosion Control Plans, Flood Studies, Drainage Studies and Geotechnical Reports.

2 - A deposit will be collected at the time the application fee is accepted. The Public Works Department shall keep records of the time and expenses incurred in the processing of these applications and charge Developer on a time and material basis. These monies will be deposited in a special account, from which the County will draw sums to cover the costs of the application review. The Public Works Department shall provide to the developer a monthly invoice detailing the work performed and the time spent by its staff or outside consultants on such work, together with the hourly rates charged by individuals performing the work. The invoice amount shall not exceed the actual cost to the Public Works Department to provide the work described. The County may withdraw funds from the funds deposits in the special account in the amount of each invoice. In the event that it appears likely the deposit made by developer will be exhausted, the Public Works Department shall provide the developer with a new estimate of the cost to complete the processing of the application. The developer shall replenish the special account in the amount of such new estimate within fifteen (15) days. Developer's failure to make payment shall be deemed a withdrawal or abandonment of the application, but such withdrawal or abandonment shall not relieve the developer of the obligation to pay for work done by County in response to the application or to wind up work as a result of withdrawal or abandonment.

3 - County Engineer's hourly rate

4 - Replaced by flat fee for first copy and reduced fee for additional copies

**Exhibit 3**

**Exhibit 4**  
**Fee Calculation Methodology**  
**Backup Material**

**Calculation Backup Sheet for  
Engineering Department Local Development Application Review Fees**

<u>Application</u>	<u>Hours Spent on Service</u>	<u>Engineering Technician Hourly Rate</u>	<u>Total Employee Costs</u>	<u>Services and Supplies</u>	<u>Proposed Total Fee</u>
Amendment of a Recorded Map or Certificate of Correction	2	\$71.50	\$143.00	\$0.00	\$143.00
Campground Permit	2	\$71.50	\$143.00	\$0.00	\$143.00
Consultation	Variable	\$71.50			\$71.50/hour <sup>2</sup>
Copies (1st copy)					\$4.60
Additional copies					\$2.21
Development Agreement	Variable	\$71.50	\$71.50	\$0.00	\$1000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Development Agreement Amendment	Variable	\$71.50	\$71.50	\$0.00	\$1000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Driveway Review					
Fire Safe Driveway Review	2	\$71.50	\$143.00	\$0.00	\$143.00
Other Driveway Review (Not currently used)					
EIR Review	2	\$71.50	\$143.00	\$0.00	\$143.00
Flood Plain Administration					
Initial Consultation	Up to 1 hour	\$71.50			No Fee
Flood Plain Interpretation	Variable	\$71.50			\$71.50/hour <sup>2</sup>
Flood study review and approval	Variable	\$103.48			\$500.00 Deposit billed at \$103.48/hour <sup>3</sup>
Grant of Relief	Variable	\$103.48			\$500.00 Deposit billed at \$103.48/hour <sup>3</sup>
Letter of Map Amendment/Revision	Variable	\$103.48			No Fee
Hydro-Electric Project	Variable	\$71.50	\$71.50	\$0.00	\$1000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Hourly Rate (Engineering Technician)	1	\$71.50	\$71.50	\$0.00	\$71.50
Inspection Fee (for the Construction Phase of Improvement Plans)	Variable	\$71.50	\$71.50	\$55.45	\$250.00 + \$5,000.00 Deposit billed at \$71.50/hour <sup>2</sup>
Lot Line Adjustment	8	\$71.50	\$572.00	\$2.20	\$574.20
Lot Line Adjustment per lot fee	0.5	\$71.50	\$35.75	\$0.00	\$35.75
Mileage Reimbursement	Variable			\$0.56/mile	\$0.56/mile
Modification of a Recorded Map	4	\$71.50	\$286.00	\$0.00	\$286.00
Modification of Development Standards	2	\$71.50	\$143.00	\$0.00	\$143.00
Negative Declaration Review	1	\$71.50	\$71.50	\$0.00	\$71.50
Parcel Map Check	14	\$71.50	\$1,001.00	\$70.19	\$1,071.19
Parcel Map Check per parcel fee	1	\$71.50	\$71.50	\$0.00	\$71.50
Permit to Mine/Reclamation Plan	1	\$71.50	\$71.50	\$0.00	\$71.50
Planned Development Permit	3	\$71.50	\$214.50	\$0.00	\$214.50
Record of Survey Check	6	\$71.50	\$429.00	\$53.97	\$482.97
Record of Survey Check (Amended)	4	\$71.50	\$286.00	\$0.00	\$286.00
Resubmittal Fee	2	\$71.50	\$143.00	\$0.00	\$143.00
Reversion to Acreage	2	\$71.50	\$143.00	\$0.00	\$143.00
Site Development Permit	2	\$71.50	\$143.00	\$0.00	\$143.00
Special Use Permit	0.5	\$71.50	\$35.75	\$0.00	\$35.75
Subdivision Map Check	30	\$71.50	\$2,145.00	\$97.44	\$2,242.44
Subdivision Map Check per lot fee	1	\$71.50	\$71.50	\$0.00	\$71.50
Tentative Map	4	\$71.50	\$286.00	\$0.00	\$286.00
Tentative Map per lot fee	0.25	\$71.50	\$17.88	\$0.00	\$17.88
Reconsideration of Approved Application	1/2 Current Fee			\$0.00	\$0.00
Technical Report Review <sup>1</sup>	Variable	\$71.50	\$71.50	\$0.00	\$500.00 Deposit billed at \$71.50/hour <sup>2</sup>

**Notes:**

\*Hourly rates are estimates and may vary depending on the classification of the employee performing the service.

1 - These reports include: Traffic Studies, Grading Plans, Erosion Control Plans, Flood Studies, Drainage Studies and Geotechnical Reports.

2 - A deposit will be collected at the time the application fee is accepted. The Public Works Department shall keep records of the time and expenses incurred in the processing of these applications and charge Developer on a time and material basis. These monies will be deposited in a special account, from which the County will draw sums to cover the costs of the application review. The Public Works Department shall provide to the developer a monthly invoice detailing the work performed and the time spent by its staff or outside consultants on such work, together with the hourly rates charged by individuals performing the work. The invoice amount shall not exceed the actual cost to the Public Works Department to provide the work described. The County may withdraw funds from the funds deposits in the special account in the amount of each invoice. In the event that it appears likely the deposit made by developer will be exhausted, the Public Works Department shall provide the developer with a new estimate of the cost to complete the processing of the application. The developer shall replenish the special account in the amount of such new estimate within fifteen (15) days. Developer's failure to make payment shall be deemed a withdrawal or abandonment of the application, but such withdrawal or abandonment shall not relieve the developer of the obligation to pay for work done by County in response to the application or to wind up work as a result of withdrawal or abandonment.

3- County Engineer's hourly rate

## **Engineering Department Services & Supply Costs**

### **Inspection Fee (For Construction Phase of Improvement Plans**

Services & Supplies	Units	Cost	Total
Photo-copies	1	\$4.60	\$4.60
Photo-copies (after first copy)	15	\$2.21	\$33.15
Postage	3	\$5.90	\$17.70
Total Cost of Services & Supplies			\$55.45

### **Lot Line Adjustments**

Services & Supplies	Units	Cost	Total
Photo-copies	10	\$0.10	\$1.00
Postage	2	\$0.60	\$1.20
Total Cost of Services & Supplies			\$2.20

### **Parcel Map Check**

SERVICES & SUPPLIES	Units	Cost	Total
Photo-copies	1	\$4.60	\$4.60
Photo-copies (after first copy)	19	\$2.21	\$41.99
Postage	4	\$5.90	\$23.60
Total Cost of Services & Supplies			\$70.19

### **Record of Survey Check**

SERVICES & SUPPLIES	Units	Cost	Total
Photo-copies	1	\$4.60	\$4.60
Photo-copies (after first copy)	17	\$2.21	\$37.57
Postage	2	\$5.90	\$11.80
Total Cost of Services & Supplies			\$53.97

### **Subdivision Map Check**

SERVICES & SUPPLIES	Units	Cost	Total
Photo-copies	1	\$4.60	\$4.60
Photo-copies (after first copy)	34	\$2.21	\$75.14
Postage	3	\$5.90	\$17.70
Total Cost of Services & Supplies			\$97.44

Methodology Worksheet to Determine  
Fee, Charge or Assessment for 2012/13

**Engineering Department  
Hourly Rate**

DEPARTMENTAL OVERHEAD

	Salary & Benefits	Dept. Head Ins.	General Ins.	Employee Cost
Director of Public Works @ 10%	\$10,850	\$32	\$76	\$10,958
Fiscal Technician III @ 100%	\$52,738		\$760	\$53,498
<b>Total Overhead Cost</b>				\$64,456
Communications	\$900			
Postage/Shipping	\$400			
Paper/Paper Supplies	\$300			
Maintenance Equipment	\$0			
Copy Charges	\$500			
Office Furniture	\$0			
Office Expense	\$600			
Liability	\$638			
Travel - In County	\$500			
Travel - Out of County	\$0			
Intrafund Transfer in	\$2,922			
<b>TOTAL</b>	\$6,760			\$71,216
<b>Total General Service and Supply Costs less Direct Costs</b>				\$71,216

DEPARTMENTAL OVERHEAD COSTS

AVERAGE AMOUNT OF HOURS SPENT ON SERVICE

Engineering Department Staff Positions		2	
Net Productive Hours		1656	
Total Staff Hours		3312	
Percentage of Total Staff Time spent on this service	1	0.00030193	

TOTAL OVERHEAD COST RELATED TO THIS SPECIFIC SERVICE \$21.50

DIRECT COSTS

	Salary & Benefits	Insurance Cost	Employee Cost	Hourly Rate
Engineering Technician II	\$75,742.00	\$1,010.00	\$76,752.00	\$46.35
Engineering Technician II	\$65,357.00	\$1,010.00	\$66,367.00	\$40.08

Average Hourly Cost \$43.21  
Average time spent on this service 1

EMPLOYEE COST PER SERVICE \$43.21

COST OF SERVICES & SUPPLIES	Units	Cost	Total
Photo-copies and Map Run	0	\$1.95	\$0.00
Postage	0	\$5.90	\$0.00
Mileage	0	\$0.56	\$0.00

Total Cost of Services & Supplies \$0.00

TOTAL OF ALL DIRECT CHARGES \$43.21

TOTAL OF ALL DIRECT AND OVERHEAD CHARGES \$64.71

Indirect Overhead Cost \$6.79

TOTAL COST OF SERVICE \$71.50

CURRENT FEE \$50.00

RECOMMENDED FEE \$71.50

## Copy Charges Fee Calculation Methodology

Original cost of copy machine (Machine has average life span of 5 years)	\$31,322.00	\$6,264.40 Yearly pro-rated cost
Yearly maintenance costs		\$4,352.00 Yearly maintenance cost
Total yearly copy machine costs		\$10,616.40
Average amount of copies made per year		12,000
<b>TOTAL COPY MACHINE COSTS PER COPY</b>		<b>\$0.88</b>
Cost of paper roll		\$34.00
Number of copies per roll		250
<b>TOTAL PAPER COST PER COPY</b>		<b>\$0.14</b>
Engineering Technician Hourly Rate		\$71.50
Time spent on this service (3 minutes first copy, 1 minutes additional copies)		
<b>TOTAL EMPLOYEE COST PROVIDING THIS SERVICE (1st copy)</b>		<b>\$3.58</b>
<b>TOTAL EMPLOYEE COST PROVIDING THIS SERVICE (Additional copies)</b>		<b>\$1.19</b>
<b>TOTAL COPY COSTS (1st copy)</b>		<b>\$4.60</b>
<b>TOTAL COPY COSTS (Additional copies)</b>		<b>\$2.21</b>