



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF THE CABINET SECRETARY

EARL RAY TOMBLIN
GOVERNOR

ROBERT W. FERGUSON, JR.
CABINET SECRETARY

MEMORANDUM

TO: All Cabinet Secretaries and Bureau Chiefs

FROM: Robert W. Ferguson, Jr., Cabinet Secretary
Department of Administration

DATE: July 18, 2011

RE: State Mileage Reimbursement Rate Determination

RWFJr/MMA

In accordance with my memorandum dated March 23, 2007, a bi-annual review of the state's mileage reimbursement rate for privately owned vehicles is conducted in both January and July of each year. After the most recent review, the state's reimbursement rate for the use of employees' privately owned vehicles will increase to 47.0 cents per mile, effective July 20, 2011. This rate will be in effect until further notice or after the next review in January 2012.

The 4.5 cent increase to 47.0 cents per mile correlates with a consistent increase in fuel prices in West Virginia since the January 2011 mileage reimbursement rate adjustment.

Short-term analysis by the Federal Energy Information Agency for the remainder of 2011 shows per gallon fuel prices remaining above \$3.50 for regular unleaded and \$3.80 for diesel fuel.

The Department of Administration Fleet Management Office will notify your respective staffs regarding the results of this review.

Should you or your staff have any questions regarding the methodology used to compute the mileage reimbursement rate or availability of state-owned vehicles for short-term lease, please contact the Fleet Management Office at (304) 558-2106 or via email at Fleet@wv.gov.

Thank you for your attention to this matter.

RWFJr:cdc