

San Pablo On Call Contract – MIG

MIG Compensation Schedule – December 12, 2017

MIG proposes to provide services to the City of San Pablo primarily using staff at the Senior, Associate and Planner levels. Other staff and other positions may be employed to support City objectives as approved by the Development Services Manager. The following rates will govern our staffing support services for the next 12 months.

– Project Director	\$185/hour
– Senior Environmental Planner	\$160/hour
– Senior Planner	\$155/hour
– Associate Planner	\$110/hour
– Planner	\$90/hour
– Administrative Support	\$85/hour

Reimbursable Costs

MIG expects to provide services at City offices using City equipment and facilities. To the extent that tasks require MIG employees to produce documents, facilitate communication, or travel, the following costs would be reimbursed as indicated:

- Direct costs or project expenses such as photocopying (large-quantity); plotting; and printing (B & W or color) are charged at cost plus 10%.
- The cost of communications including long-distance (excluding cell phones), fax, postage, courier, and other delivery costs are charged at cost, plus 10%.
- Excluding miles associated with commuting to and from San Pablo, the mileage charge for personal auto use will be the currently applicable mileage rate established by the Internal Revenue Service. All other travel expenses such as accommodation, parking, tolls, etc. are charged at cost plus 10%.
- If needed to accommodate special assignments, lodging will be reimbursed at cost plus 10%. Prior to invoicing for lodging, MIG will provide the City with an estimated cost for authorization.