

Recharge Rates
March 2015

Department	Description	Unit Type	Rate	Contact		
				Name	Phone	Email
Purchasing	Purchases less than \$2,000 (VISA)	Recharge	Actual monthly charges reflected on individual cardholder's statement	Maggie Dyre	3-9691	mdyre1
Campus Police	Police security for special events	Service	\$40/hr for Police Officers \$29/hr for Dispatchers \$14.50/hr for Police Cadets \$21/hr Security Full-Time \$16/hr Security Part-Time	Janet Ness	3-4994	jness
Classroom Technologies	Classroom Technologies - room, equipment and support fees	Service	http://doit.gmu.edu/staffSection.asp?page=efee	Tim Murphy	3-7616	tmurph13
Creative Services	Publications - all work not related to the recruitment, retention and graduation of students	Service	<i>Labor</i> \$35/hour for editorial, design, production and photography <i>Materials</i> photo cds - \$10; Stock photos - \$20/image; Other photos - actual cost	Brian Edlinski	3-8812	bedlinsk
Events Management	Professional Coordination Services	Service	http://events.gmu.edu/conferences-events/professional-coordination-services/	Barb Lubar	3-8847	blubar
Events Management	Facility rental - non-Student Union and Johnson Center space (e.g. academic space, parking, summer housing)	Service	Policy 1103 - Space Utilization and Scheduling - Appendix III	Barb Lubar	3-8847	blubar
Events Production	Equipment rental and sound support	Service	http://ep.gmu.edu/bookingForm/	Ken Locke	3-2863	klocke
Facilities Management	Operations Repair and Maintenance Includes services provided by the following shops: Building Maintenance, HVAC, Preventive Maintenance, Carpenter, Fire Alarm, Electric, Plumbing, Paint, Locksmith, CHCP	Service	\$36.25/hour plus materials	Tad Drerenberger	3-6208	tdrerenb
Facilities Management	Automotive Shop	Service	\$33.18/hour plus parts	Tad Drerenberger	3-6208	tdrerenb

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Facilities Management	General Building Services: Grounds, Waste Management/Recycling, General Services/Warehouse	Service	\$31.24/hour	Tad Drerenberger	3-6208	tdrerenb
Facilities Management	Housekeeping	Service	\$38.03/hour	Tad Drerenberger	3-6208	tdrerenb
Facilities Management	Motor pool vehicle use and gasoline costs	Service	Greater of: Cars - \$.44/mile or \$22/day + fuel costs Minivans and Maxivans - \$.50/mile or \$22/day + fuel costs http://facilities.gmu.edu/PhysicalPlant/Motorpool/mpRates.cfm	Nicole Miller	3-2540	nmiller9
Facilities Management	Energy Management (special events)	Service	\$53.85/hour	Pat Buchanan	3-2657	pbuchan2
Facilities Management	Utilities	Recharge	electric, water and sewer - actual costs gas - actual costs where directly received or CHCP square footage allocation	Pat Buchanan	3-2657	pbuchan2
Fiscal Services	E&G indirect costs charged to Auxiliary Enterprises	Service	Calculated bi-annually based on actual amounts and SCHEV approved formula	Tom Lex	3-2566	tllex2
Human Resources	Classified Advertisements for employment opportunities	Recharge	Actual cost of advertisement with or without certain discounts	Neil Paz-Cruzat	3-2609	npazcruz
ITU - Patriot Computers	Patriot Computers sales	Service	Actual price authorized by departmental representative	Leslie Painter	3-4100	lpainter
Key Control	Key replacement	Service	\$5/key	David Lee	3-2823	dle5

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Krasnow Institute for Advanced Study	MRI	Service	\$661/hour full service \$475/hour no technician	Susan Ridley	3-1398	sridley
Mail Services	Postage and overnight delivery services	Recharge	Actual costs charged by USPS and other carriers (FedEx, UPS)	Joseph Stott	3-2690	jstott2
OCPE	Training - credit and non-credit continuing educational credit course	Service	Open Enrollment Non-credit courses - \$50/domestic participant; \$100/international participant; 1/2 price registration discount to FT GMU employees on space availability	Pam Novick	3-2110	pnovick
OCPE (CIT)	Training Facility Rental	Service	http://www.ocpe.gmu.edu/about_us/facilities.html	Pam Novick	3-2110	pnovick
Office of Budget and Planning	Insurance charges to Auxiliary Enterprises by E&G	Recharge	AE Units are charged a portion of annual insurance premiums (auto, liability, property and workers comp) based on their share of covered assets. The specific metric used for each calculation varies by the type of insurance. The units' assets (vehicles, FTE positions, equipment) as a percentage of total university assets are multiplied by the relevant annual premium to arrive at the charge for each unit.	Mark Stahley	3-8747	mstahley
Office of Budget and Planning	Space usage charges to E&G by Auxiliary	Service	E&G is charged a per square footage rate for space assigned within Auxiliary Enterprise funded facilities. Rates are determined by the Office of Budget & Planning.	Mark Stahley	3-8747	mstahley
Print Services	Paper for department office machines (laser printers, fax machines, etc.)	Recharge	\$3.50/ream 8.5 x 11, \$3.60/ream 8.5 x 14 \$35.00/box (8 x 11)	Harry Trebing	3-2555	htrebin2
Print Services	Photocopying and other charges at Copy Center	Service	4 cents per page - single/double sided copies	Harry Trebing	3-2555	htrebin2
Print Services	Photocopying at departmental copiers	Recharge	6 cents per copy	Harry Trebing	3-2555	htrebin2
STAR	DVD purchases	Service	\$5/DVD	Anne Saul	3-2056	aoutterb

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Statistical Consulting Center	Statistical analysis and survey design	Service	Faculty - \$87/hour GRA - \$42/hour	Clifton Sutton	3-1684	csutton
Student Centers	Facility Rental - Johnson Center and Student Unions	Service	http://ep.gmu.edu/bookingForm/	Katie Klenkel	3-1325	kklenkel
TSD - Telecom	Enabling Voice Mail - allows email notification of new voice messages at your desktop	Recharge	\$2.50/month	Jackie Thomas	3-3519	jthoma22
TSD - Telecom	Telephone billing - includes all administrative charges (local and long distance calling, phone services and equipment, etc.) for desk phones, cell phones and PDAs that are billed monthly to the department	Service	Department contacts can run and print usage reports at http://phonebill.gmu.edu	Tamika Wilks	3-8636	twilks
TSD - Telecom, NotifyLink	NotifyLink is allows users to synchronize their calendar data with their smart phones wirelessly	Service	\$5/month http://www.gmu.edu/depts/itu/tsd/tss/support/MD001_A.htm	ITU Support Center	3-8870	itusupport
TSD - TSS Desktop	* All technology installations including computers, peripherals (printers, PDAs, smart phones) * Installation of parts into equipment not required for a repair (adding memory or an additional hard drive) * Rebuild/reimage a computer other than for repair purposes	Service	\$30/system/hardware installation request http://itusupport.gmu.edu/Charge_Back_Policy_1-21-09.pdf	ITU Support Center	3-8870	itusupport
TSD - TSS Desktop	Out of warranty repair or other requested activity	Service	\$30/request actual equipment or part cost, with prior approval from the customer	ITU Support Center	3-8870	itusupport