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DATE: January 31, 2025

TO: University Community

FROM: Kenneth D. Walsh, Ph.D.
Executive Vice President for Strategic Initiatives and Chief of Staff
David M. Kidd, P.E.
University Building Official

SUBJECT: OUBO Recharge Rates Approval

The Executive Administration and Office of University Building Official provide notice to the University Community of an updated permit fee structure. Effective immediately all construction projects costed out with fee recovery utilizing FY26 funding, the fee will be applied to the Total Project Cost. The following changes have been recommended to ensure the sustainability and efficiency of our permit processing system with consistent procedures for an equitable and fully transparent cost recovery model.

The fee model has been approved by the recharge committee with adjustments to reflect the current fiscal conditions and the costs associated with processing permits, performing plan reviews, and inspections. We believe this process will help streamline our operations and provide improved budget planning to the university community.

Should you have any questions or require further information, please do not hesitate to contact us.

Thank you for your support and understanding.

FY26 Non-GMU Funded Fee Structure

PROJECTS CHARGED

- **All DPB projects funded by the State**
- **All Maintenance Reserve DPB projects funded by the State**
- **All projects funded by non-GMU entities & affiliates**
(Sodexo, Gilbane, MIP, Lincoln, etc.)

PERMIT FEES

Fees include services for plan review and inspections.

Project Total Budget \$	Permit Fee:
25,001 – 200,000	4%
Over 200,000	\$7,000 + 1.4%
Over 1 million	\$16,000 + 0.5%
Over 3 million	1%
*Maximum Permit Fee:	\$500,000

FEE SCHEDULE

- 11.25% at the approval of Schematic Design
(if no SD submission percentage will roll to next submission)
- 18.75% at the approval of Preliminary Design
(if no PD submission percentage will roll to next submission)
- 45% at the approval of Working Drawings
- The remaining 25% invoiced during inspection phase.

Fee Structure Explained:

Example	Fee Calculation	Permit Fee
25,000-200,000	\$150,000 multiplied by 4%	\$6,000
Over 200,000	\$750,000 multiplied by 1.4% plus \$7000	\$17,500
Over 1 million	\$2,750,000 multiplied by .5% plus \$16,000	\$29,750
Over 3 million	\$20 million multiplied by 1%	\$200,000

FY26 GMU Funded Fee Structure

PROJECTS CHARGED

- **All Non-DPB projects**
- **Academic/Non-Academic Units & Auxiliary Enterprise**
- **All Maintenance Reserve Non-DPB Projects**
- **All Major Capital Non-DPB projects**

PERMIT FEES

Fees include services for plan review and inspections.

Project Total Budget \$	Permit Fee:
25,001 – 200,000	2%
Over 200,000	\$ 2,000 + 1.0%
1 million – 3 million	\$12,000 + 0.25%
Over 3 million	0.5%

FEE SCHEDULE

- 11.25% at the approval of Schematic Design
(if no SD submission percentage will roll to next submission)
- 18.75% at the approval of Preliminary Design
(if no PD submission percentage will roll to next submission)
- 45% at the approval of Working Drawings
- The remaining 25% invoiced during inspection phase.

Fee Structure Explained:

Example	Fee Calculation	Permit Fee
25,000-200,000	\$150,000 multiplied by 2%	\$3,000
Over 200,000	\$750,000 multiplied by 1.0% plus \$2000	\$9,500
Over 1 million	\$2,750,000 multiplied by .25% plus \$12,000	\$18,875
Over 3 million	\$20 million multiplied by 0.5%	\$100,000

Fee comparison:

Project cost	State Funded	Permit fee	GMU funded	Permit fee	Delta
25,000-200,000	\$150,000 multiplied by 4%	\$6,000	\$150,000 multiplied by 2%	\$3,000	\$3,000
Over 200,000	\$870,612 multiplied by 1.4% plus \$7000	\$19,188.57	\$870,612 multiplied by 1.0% plus \$2000	\$10,706.12	\$8,482.45
Over 1 million	\$2,750,000 multiplied by .5% plus \$16,000	\$29,750	\$2,750,000 multiplied by .25% plus \$12,000	\$18,875	\$10,875
Over 3 million	\$20 million multiplied by 1%	\$200,000	\$20 million Multiplied by 0.5%	\$100,000	\$100,000



**GEORGE MASON UNIVERSITY
FACILITIES DEPARTMENT
HECO-2, Authority to Initiate Capital Outlay Project**

Revision: 1

Form Status: Approved

PROJECT

Agency	GEORGE MASON UNIVERSITY (247)		
Project	Beacon Hall Office / Lounge Re-Design		
Sub-Project			
Project Type	OFFICE / OTHER	Proc. Method:	Design-Bid-Build
FIPS Code/Loc:	153 - PRINCE WILLIAM CO.	Project Group:	N/A
Comments	Added funding for actual furniture costs		

PROJECT FUNDS

Type	Item Number	Chapter No.	Chapter Date	Amount	Fund	Remarks
Other Sources				\$769,071	Other	Already transferred from M10166
Other Sources				\$101,541	Other	New request from M10166 (beacon hall furniture balance)

Summary:

Funds Available / Proposed (All Sub-Projects)	\$870,612
Less Funds Committed to Other Phases	\$ 0
Total Funds Available / Proposed	\$870,612

PROJECT BUDGET

	Amount	% of Construction Cost
Construction	\$500,000	
Acquisition Cost	\$ 0	
Design & Related Services	\$124,071	24.81%
Inspection & Testing	\$3,000	0.60%
Project Management & Other Costs	\$17,000	3.40%
Furnishings & Movable Equipment	\$176,541	35.31%
Construction Contingency	\$50,000	10.00%
TOTAL PROJECT BUDGET	\$870,612	

The project budget identified on the CO-2 budget approval shown above identifies Project #231621 Beacon Hall Office/Lounge with a sum of \$870,612. The new GMU funded fee schedule results in up to a 50% reduction of permit fees for the project.