



COMDTINST 7310.1I
Feb 22 2005

COMMANDANT INSTRUCTION 7310.1I

Subj: STANDARD RATES

1. PURPOSE. This Instruction establishes standard rates to be used in computing reimbursable charges.
2. ACTION. Area and district commanders, commanders of maintenance and logistics commands, commanding officers of headquarters units, assistant commandants for directorates, Judge Advocate General and special staff offices at Headquarters shall ensure that the guidelines prescribed within this Instruction are followed. Internet release authorized.
3. DIRECTIVES AFFECTED. Standard Rates, COMDTINST 7310.1H is cancelled.
4. DISCUSSION.
 - a. The Coast Guard enters into reimbursable agreements with other government agencies in which the cost of the service provided must be recovered. The Coast Guard also has specific authority for reimbursement of certain services provided to the private sector. The enclosed rates represent the full cost to the Coast Guard for use of its resources.
 - b. An overview of the methodology used to calculate these standard rates can be downloaded at CG Central, <http://cgcentral.uscg.mil>, key word "SRUF".
5. POLICY.
 - a. The enclosed rates are effective as of the date of this Instruction (indicated above). Use the "Outside Government" rate for services provided to customers outside the federal government on or after this date. Use the "Inside Government" rate for intra-governmental services provided on or after this date.

DISTRIBUTION – SDL No. 142

| | a | b | c | d | e | f | g | h | i | j | k | l | m | n | o | p | q | r | s | t | u | v | w | x | y | z |
|---|---|---|----|---|----|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| A | | | | | | | | | | | | | | | | | | | | | | | | | | |
| B | 1 | 5 | 10 | | 12 | 2 | 2 | 2 | 2 | | 2 | 2 | 2 | 2 | 2 | | 2 | 2 | | 4 | | | | | | 2 |
| C | 2 | 2 | 2 | 2 | 2 | 2 | 2 | | 2 | | 4 | | 2 | 4 | | | | | | | | | 2 | | 1 | |
| D | 2 | 2 | | 2 | 4 | | | | | | | | | | | | | | | | | | | | | |
| E | | | | | | | | | | | | | 2 | 2 | | | | | | | | | | | | |
| F | | | | | | | | | | | | | | | | | | | | | | | | | | |
| G | | | | | | | | | | | | | | | | | | | | | | | | | | |
| H | | | | | | | | | | | | | | | | | | | | | | | | | | |

NON-STANDARD DISTRIBUTION:

- b. The Coast Guard currently has a negotiated rate for certain government users of the Polar class icebreakers.
 - c. The “direct” portion of the standard rates includes both fixed and variable components. Therefore, these rates should not be used to calculate reimbursement for FEMA and foreseeable costs related to contracting actions, cost justification for use of military aircraft or incremental operations costs. Rates for these purposes shall be promulgated separately.
 - d. Reimbursable rates for services provided which are not covered by this Instruction should be developed in consultation with Commandant (G-832).
 - e. These rates, where appropriate, should be supplemented with out-of-pocket costs such as:
 - (1) Extra maintenance required due to extraordinary facility use or abuse, based on the actual costs of the additional materials and labor;
 - (2) Incidental personnel expenses such as travel and per diem; and
 - (3) The cost of any special equipment purchased solely for the purpose of providing a reimbursable service.
 - f. Update or delete any existing rates in manuals or other publications which are based on prior issues of this instruction.
6. INQUIRIES. Address questions concerning these standard rates or the determination of other charges to Commandant (G-832) at (202) 267-6886 or (202) 267-1064.
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS. Environmental considerations were examined in the development of this Instruction and have been determined to be not applicable.
8. FORMS AVAILABILITY. None.

R. S. HOROWITZ /s/
Chief Financial Officer

- Encl:
- (1) Hourly Standard Rates for Cutters, Boats, and Aircraft
 - (2) Hourly Standard Rates for Personnel
 - (3) Standard Rates for Replacement or Repair to Damaged Aids to Navigation
 - (4) Hourly Standard Rates for Pollution Clean-up Equipment
 - (5) Standard Rates for Vehicles
 - (6) Standard Rates for Outpatient Visits
 - (7) Standard Rates for Canine Teams

HOURLY STANDARD RATES FOR CUTTERS, BOATS, AND AIRCRAFT

General

The hourly standard rates for cutters, boats, and aircraft are divided into two categories “Inside Government” and “Outside Government.” The “Inside Government” rate is for use when charging other agencies within the federal government. The “Outside Government” rate is for use when charging all others.

Inside Government – The following are the components of the “Inside Government” rate:

Direct Costs: Represents direct costs incurred by a particular asset class. This includes labor, employee benefits, fuel, maintenance, etc.

Support Costs: Costs allocated to a particular asset class for support received from Coast Guard support activities, including but not limited to, area commands, maintenance and logistics commands, districts, groups, Integrated Support Commands (ISCs), Naval Engineering Support Units (NESUs), etc.

General and Administrative (G&A): Costs allocated to a particular asset class to represent benefit received from Coast Guard general and administrative activities such as legal services, payroll processing, etc.

Outside Government – In addition to the costs listed in the “Inside Government” rate, the following additional costs are included in the “Outside Government” rate:

Pension Benefit Adjustment: Costs incurred for retirement pay and medical expenses.

Operating Asset Depreciation: Depreciation by class of cutter, aircraft, boats, buildings, structures, electronics, and other assets.

Operating Asset Cost of Capital: The annual rate of return (equal to the average long-term Treasury bond rate) applied to the net book value of cutters, aircraft, boats, buildings, structures, and other assets.

Hourly Standard Rates for Cutters, Boats, and Aircraft

| | | Inside Government Rate | | | | Outside Government Rate (added components) | | | |
|----------|---------------------------|------------------------|---------|---------|----------|--|-------------------------------|------------------------------|----------|
| | | Direct | Support | G&A | Total | Pension Adjustment | Op & Other Asset Depreciation | Op & Other Asset Cost of Cap | Total |
| Cutters | WHEC | \$3,201 | \$1,892 | \$2,344 | \$7,437 | \$1,395 | \$473 | \$921 | \$10,226 |
| | WMEC 270 | \$1,984 | \$925 | \$1,427 | \$4,335 | \$844 | \$255 | \$483 | \$5,917 |
| | WAGB MACKINAW | \$3,294 | \$2,135 | \$2,079 | \$7,509 | \$1,219 | \$60 | \$367 | \$9,155 |
| | WMEC 282 | \$2,393 | \$2,988 | \$2,156 | \$7,537 | \$1,285 | \$344 | \$722 | \$9,888 |
| | WLI | \$1,007 | \$1,487 | \$970 | \$3,464 | \$561 | \$50 | \$69 | \$4,143 |
| | WLIC | \$938 | \$788 | \$642 | \$2,369 | \$377 | \$15 | \$48 | \$2,809 |
| | WYTL | \$635 | \$827 | \$665 | \$2,127 | \$387 | \$36 | \$76 | \$2,626 |
| | WTGB | \$1,393 | \$1,250 | \$1,175 | \$3,817 | \$688 | \$172 | \$365 | \$5,043 |
| | WLR | \$882 | \$704 | \$687 | \$2,273 | \$404 | \$36 | \$89 | \$2,803 |
| | WAGB HEALY | \$2,487 | \$2,375 | \$1,345 | \$6,207 | \$815 | \$1,225 | \$635 | \$8,882 |
| | WMEC 210 | \$1,568 | \$801 | \$1,178 | \$3,547 | \$691 | \$194 | \$293 | \$4,725 |
| | WPB 110/123 | \$698 | \$670 | \$574 | \$1,941 | \$329 | \$63 | \$107 | \$2,440 |
| | WLB 180 | \$1,937 | \$770 | \$1,460 | \$4,167 | \$884 | \$27 | \$114 | \$5,192 |
| | WLB 225 | \$1,656 | \$1,016 | \$1,203 | \$3,875 | \$719 | \$343 | \$206 | \$5,144 |
| | WLM 175 | \$1,421 | \$829 | \$973 | \$3,222 | \$581 | \$225 | \$159 | \$4,188 |
| | WAGB POLAR | \$5,477 | \$3,325 | \$2,493 | \$11,296 | \$1,535 | \$454 | \$1,129 | \$14,413 |
| | WPB 87 | \$649 | \$809 | \$663 | \$2,121 | \$393 | \$84 | \$59 | \$2,657 |
| | WMEC 213 & 230 | \$2,318 | \$2,045 | \$1,869 | \$6,231 | \$1,124 | \$82 | \$255 | \$7,692 |
| Boats | ANB (55', 63', 64' & 65') | \$173 | \$970 | \$462 | \$1,606 | \$264 | \$42 | \$67 | \$1,978 |
| | ANBX (27', 34', & 38') | \$124 | \$2,453 | \$1,006 | \$3,583 | \$534 | \$60 | \$93 | \$4,270 |
| | BU (45' BUOY BOAT) | \$112 | \$716 | \$288 | \$1,116 | \$167 | \$36 | \$56 | \$1,376 |
| | BUSL (49' BUOY BOAT) | \$251 | \$852 | \$427 | \$1,529 | \$240 | \$48 | \$83 | \$1,899 |
| | MLB (44', 47 & 52') | \$202 | \$692 | \$329 | \$1,223 | \$186 | \$44 | \$71 | \$1,525 |
| | RBS | \$21 | \$166 | \$68 | \$256 | \$40 | \$9 | \$17 | \$321 |
| | SKF (SKIFF) | \$81 | \$121 | \$106 | \$309 | \$63 | \$4 | \$6 | \$382 |
| | TANB (21') | \$286 | \$403 | \$366 | \$1,054 | \$218 | \$17 | \$29 | \$1,319 |
| | TPSB (22' & 25') | \$237 | \$233 | \$267 | \$737 | \$159 | \$6 | \$11 | \$914 |
| | UTB/ATB (41') | \$542 | \$497 | \$543 | \$1,582 | \$322 | \$36 | \$59 | \$1,998 |
| | UTL/PWB (15' - 24') | \$677 | \$139 | \$560 | \$1,376 | \$342 | \$14 | \$22 | \$1,755 |
| | UTM (25' - 40') | \$252 | \$725 | \$465 | \$1,442 | \$273 | \$28 | \$50 | \$1,793 |
| Aircraft | HU25 (CO) | \$4,452 | \$759 | \$1,467 | \$6,678 | \$774 | \$245 | \$416 | \$8,113 |
| | HC130H (CO) | \$7,379 | \$2,257 | \$2,587 | \$12,223 | \$1,465 | \$863 | \$454 | \$15,006 |
| | HH60J (CO) | \$5,563 | \$1,464 | \$2,526 | \$9,553 | \$1,416 | \$466 | \$839 | \$12,274 |
| | HH65A(CO) | \$3,720 | \$762 | \$1,771 | \$6,253 | \$997 | \$298 | \$524 | \$8,071 |
| | VC4A (CO) | \$173 | \$1,611 | \$721 | \$2,505 | \$423 | \$25 | \$41 | \$2,994 |
| | C37 (CO) | \$5,445 | \$796 | \$2,696 | \$8,936 | \$1,618 | \$100 | \$153 | \$10,807 |
| | HITRON | \$1,131 | \$2,216 | \$1,198 | \$4,544 | \$699 | \$39 | \$50 | \$5,332 |

HOURLY STANDARD RATES FOR PERSONNEL

Rate Computation

The hourly standard rates for personnel services are based on prevailing annual standard personnel costs related to employee productive hours as reflected in Staffing Standards Manual, COMDTINST M5312.11(series). The rates are presented on the following page. A factor representing incurred but unfunded retirement and medical costs is included for customer effort external to the federal government.

Rate Application

The average hourly rates for customers inside and outside the federal government are presented for those situations that require computations on an hourly basis. For reimbursable agreements that involve extended periods of time (e.g., monthly or yearly) contact Commandant (G-832) at (202) 267-6886 or (202) 267-1064 for appropriate guidance.

It is important to note that charges for normal crews are contained within the rates for cutters, aircraft and small boats. Therefore, use the standard personnel rates listed below only where additional personnel reimbursement is appropriate.

Actual costs for travel and per diem, if applicable, must also be included in the reimbursement.

HOURLY RATES FOR PERSONNEL (\$)

| <u>Rank</u> | In Govn't | | <u>Grade</u> | In Govn't | |
|--------------------|--------------------|--------------------|---------------------|--------------------|--------------------|
| | <u>Rate</u> | <u>Rate</u> | | <u>Rate</u> | <u>Rate</u> |
| O-6 | 91 | 120 | GS-15 | 90 | 94 |
| O-5 | 80 | 105 | GS-14 | 77 | 81 |
| O-4 | 71 | 93 | GS-13 | 66 | 69 |
| O-3 | 61 | 79 | GS-12 | 57 | 60 |
| O-2 | 48 | 61 | GS-11 | 48 | 51 |
| O-1 | 40 | 51 | GS-10 | 46 | 48 |
| CADET | 16 | 19 | GS-09 | 41 | 43 |
| | | | GS-08 | 38 | 40 |
| W-4 | 66 | 86 | GS-07 | 34 | 36 |
| W-3 | 58 | 78 | GS-06 | 32 | 34 |
| W-2 | 52 | 70 | GS-05 | 29 | 30 |
| | | | GS-04 | 26 | 27 |
| E-10 | 67 | 88 | GS-03 | 24 | 25 |
| E-9 | 62 | 80 | | | |
| E-8 | 54 | 70 | | | |
| E-7 | 49 | 63 | | | |
| E-6 | 44 | 56 | WG-15 | 48 | 50 |
| E-5 | 39 | 49 | WG-14 | 46 | 48 |
| E-4 | 32 | 40 | WG-13 | 44 | 47 |
| E-3 | 28 | 35 | WG-12 | 41 | 43 |
| E-2 | 28 | 34 | WG-11 | 39 | 41 |
| E-1 | 27 | 33 | WG-10 | 37 | 39 |
| | | | WG-09 | 36 | 38 |
| | | | WG-08 | 34 | 36 |
| | | | WG-07 | 33 | 35 |
| | | | WG-06 | 31 | 33 |
| | | | WG-05 | 29 | 31 |
| | | | WG-04 | 28 | 29 |
| | | | WG-03 | 26 | 27 |
| | | | WG-02 | 24 | 25 |
| | | | WG-01 | 19 | 20 |

STANDARD RATES FOR REPLACEMENT OR REPAIR OF DAMAGED AIDS TO NAVIGATION

Rate Application

There are two possible components that may apply when computing a charge for repair or replacement of a damaged or destroyed aid. These components are discussed below, however, they do not include vessel, boat or vehicle time which must be determined separately based upon this instruction. Additional policy on charges for aids to navigation work is contained in 33 CFR Part 74.

Replacement Costs

For the replacement of buoys, chains and the related transportation cost, see Commandant (G-SEC) website at the following URL: <http://www.uscg.mil/systems/gse/gse2/Products.htm>
Units which do not have access to the internet can obtain hard copies of these rates from Commandant (G-832) at (202) 267-6886 or (202) 267-1064.

Use actual costs for sinkers, lighting and power equipment. Include costs to install equipment on the buoy (retro, wiring, etc.).

Replacement cost for structures should be actual cost of materials. If replacement is accomplished using a contractor, charges should include contract cost, contract management cost (including inspection) and actual cost of government furnished equipment.

Charges shall include the cost of temporary floating aids until the damaged aid is replaced.

Replacement costs shall also include government labor and shall be computed using the personnel rates contained in this Instruction.

Temporary Aids

Charges for temporary aids shall include actual cost for retrofit and signal equipment needed to place the aid in the water. After retrieval of the temporary aid, include cost (either ISC or unit) to place buoy in ready for issue condition.

Monthly servicing costs vary throughout the Coast Guard and shall be computed locally at the District level by prorating costs based upon the following categories and time periods. For example, the monthly servicing cost for a steel buoy would be computed by dividing the six year overhaul cost by seventy-two.

- A 6 year overhaul cost for steel buoys
- A 6 year life for lighting and power equipment
- A 2 year life for moorings
- A 20 year life for steel buoys with the exception of 4th and 6th class
- A 2 year life for 4th and 6th class buoys
- A 8 year life for foam buoys
- A 6 year life for plastic buoys

For the purposes of applying these computed rates, a month is considered to be 16 or more days of use.

Labor for buoy servicing at support facilities shall be computed using the personnel rates contained in this instruction.

Questions concerning computing charges for damaged aids shall be referred to Commandant (G-OPN).

HOURLY STANDARD RATES FOR POLLUTION CLEAN-UP EQUIPMENT**Rate Application**

Apply these charges for every full or fractional hour of use, excluding transit time. Make separate charges for: (1) cost of Coast Guard Strike Team personnel operating and/or supervising the operations of the equipment based on the standard rates for personnel, enclosure (2); (2) actual fuel costs associated with operational use of the equipment; (3) the cost of transporting the equipment to and from the job site; and (4) actual reimbursement cost when performed by a contractor. To obtain cost guidance on any other equipment not listed below contact G-MOR.

HOURLY STANDARD RATES FOR POLLUTION CLEAN-UP EQUIPMENT

| <u>Equipment Type</u> | <u>Rate</u> | <u>Equipment Type</u> | <u>Rate</u> |
|--------------------------------------|-------------|--|-------------|
| Voss System Trailer | \$235 | Fast Sweep Boom | \$29 |
| DESMI 250 Skimmer and Control Std | \$36 | Large Pump System w/ Trailer | \$231 |
| High Speed Skimmer | \$69 | Small Pump System | \$71 |
| Deutz Prime Mover | \$24 | Non-Submersible Pumps | \$20 |
| Highstar Prime Mover | \$25 | Storage Inflatable Barge | \$72 |
| CCN-150 Pump | \$35 | Boom Mooring System | \$95 |
| DOP 250 Pump | \$42 | Dracone Off-Loading Pump Systems | \$213 |
| 650 Ft Inflatable Boom (1 reel) | \$43 | Storage Sealugs | \$127 |
| Inflatable Boom (5 reels) w/ Trailer | \$207 | Pollution Response Trailers Command/Comms Offices | \$335 |
| 500 ft Foam Boom | \$27 | | |
| 500 ft Foam Boom, 3 Boxes w/Trailer | \$55 | | |

STANDARD RATES FOR VEHICLES

Rate Computation

The standard rates for vehicles are available from GSA at the following web site:

<http://www.gsa.gov/Portal/gsa/ep/channelView.do?pageTypeId=8211&channelPage=%2Fep%2Fchannel%2FgsaOverview.jsp&channelId=-13038>

These rates represent averages for similar vehicle types from different regions of the country. Units which do not have access to the internet can obtain hard copies of these rates from Commandant (G-832) at (202) 267-6886.

Rate Application

The rates are applied for every full or fractional mile or month of use. These rates can be prorated to a daily rate if necessary. If the vehicle is a commercial rental or GSA lease, charge the actual cost of the rental if available. Include a charge for personnel if the driver is not attached to another unit (such as cutter, aircraft or small boat) involved in the operation.

STANDARD RATES FOR OUTPATIENT VISITS

All authorized Coast Guard and DoD beneficiaries provided care in Coast Guard medical treatment facilities are entered in the Composite Health Care System (CHCS). CHCS generates monthly DD Form 7A (Part B): Outpatient Treatment Furnished reports based on Outpatient Itemized Billing Methodology. Commandant G-WRP-2 is solely responsible for extracting, auditing and validating DD7A bills for each of the military service's within DoD. The Coast Guard Finance Center then bills the appropriate Uniformed Service in accordance with the annually updated, inter-agency rates published in the Federal Register and the procedure established in existing Memorandums of Agreement (MOA).

Routine medical care should not be furnished to personnel other than those specifically entitled by Title 10, United States Code. Non-routine care will be billed on a case-by-case basis, depending on actual circumstances, in accordance with the procedures outlined above.

Contact Commandant (G-WRP) for further guidance.

STANDARD RATES FOR CANINE TEAMS

Rate Computation

When computing the standard rates for a canine team's services, the following charges should apply:

- (1) Canine handler based on the standard rates for personnel, enclosure (2);
- (2) The standard rate for vehicles, enclosure (5); and
- (3) Parking and Toll fees.

For reimbursable agreements that involve 2 or more days, or travel outside the team's designated Law Enforcement Ashore Operating Area, contact Commandant (G-OPL) at (202) 267-1890. The standard rates for this type of request should include the following, if applicable:

- (1) Air Fare;
- (2) Vehicle rental;
- (3) Per Diem;
- (4) Kenneling fees;
- (5) Canine fees at the rate of \$5.00 per day.

Rate Application

The rates should be applied for every full hour of use, and should include vehicle mileage to and from the team's home base to the requesting authority's site. Kenneling, canine fees and per diem should be charged for missions that required overnight stays outside the team's commuting area.

NOTE: When calculating "usage" charges, personnel off-duty time should not be included.