TO: All Departments  
FROM: Gregory M. Lovins  
       Interim Vice Chancellor for Business Affairs  
DATE: February 3, 2009  
REFERENCE: Motor Fleet Management Bus Rental Rates

The University operates the Central Motor Pool to provide service to various campus departments and agencies. A mileage rate is charged for each type of vehicle to cover the cost of fuel, tires and other operational expenses along with a replacement reserve for buses. Due to decreased fuel costs, rates charged to departments for rental of ASU buses ONLY will decrease from $1.75 per mile to $1.45 per mile. This decrease is effective February 1, 2009. All local hourly and non-local day rates will remain unchanged as listed below:

<table>
<thead>
<tr>
<th>Category</th>
<th>Old Rate</th>
<th>New Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buses</td>
<td>$1.75/mile and $22.50/hour Local $225/ Day Non-local</td>
<td>$1.45/mile and $22.50/hour Local $225/ Day Non-local</td>
</tr>
</tbody>
</table>

If you have questions, please contact Motor Pool Services at 262-3195 ext. 135.

*Additional charges for the bus will include the driver’s subsistence and parking and toll fees when applicable.