

**Exhibit J: Reimbursable & Mark-Up Expenses Matrix**

REIMBURSABLE CHARGES	RATE/Percentage
Mileage	
Parking	
Cab Fare, Shuttle, Etc.	
Auto Rental and Fuel	
Photocopies	
In-house Black & White Bond Plots	
In-house Color Bond Plots	
In-house Color Prints (8-1/2 x 11)	
In-house Color Prints (11 x 17)	
(Commercial) Large Format Plotting/Printing	
Postage	
Shipping (e.g. Federal Express, UPS, etc.)	
Courier Service	
Authorized trips with Airfare	
Authorized trips with Lodging	
Meals and Incidental Expenses during out-of-town travel	
Long Distance Phone Calls	
Fax	
Mark-Up of Expenses	
Mark-Up of Sub-Consultants	
Specialized Equipment including computers, software (Basecamp, Bluebeam, etc.) for which a "reasonable rate" and/or "rental rate" may be developed.	