PROCUREMENT DEPARTMENT - DIRECT COST LIQUIDATIONS

Work Units Purchase Orders: Original or Alteration Value (Plus or Minus)	Charges
$100 and Under	$13 Min.
Next $4,900	15%
Next $5,000	9%
All Over $10,000 (Max. is reached when PO value equals or exceeds $65,033)	6% to Work Unit Max. of $4,500

The above rates went into effect 10/1/31, and are still current. In addition, any travel, living expenses, and/or staff time while in travel status will be charged when required relating to procurement actions.