

STANDARD INDIRECT COST FACTORS

The Government Accountability Office (GAO) in its Report, "Federal Vehicle Fleets: Adopting Leading Practices Could Improve Management," [GAO-13-659](#), July 31, 2013, recommended that GSA develop and publish additional guidance for agencies on estimating indirect costs attributable to fleet management to ensure that agencies have complete and accurate cost data.

[GSA Bulletin FMR-B-38](#), dated February 20, 2014, is GSA's response to the GAO recommendation. The bulletin provides instructions for agencies needing assistance in collecting or calculating the indirect cost of fleet operations for reporting in FAST. It also states that an optional Federal standard estimate (an annual indirect cost figure per vehicle and a standard percentage add-on to total cost factor) would be provided. To avoid having to reissue the bulletin every time the Federal standard estimate cost and percentage add-on are revised, they are posted here on the FAST website. Please see the bulletin for additional information.

The Federal standard estimate is derived from a five-year average (2009-2013) of the indirect costs of those agencies that reported indirect costs in FAST. Agencies that did not report indirect costs were not included in the average. The 33 agencies included represent 98 percent of all vehicles in the Federal fleet, and a wide variety of vehicle types and operations. GSA is satisfied that, in the absence of specific data from each agency, the average indirect cost factor identified is reasonable. We urge agencies to develop the capability to accurately and completely collect and report indirect costs.

Until notified otherwise, the optional standard factor for indirect cost for Federal fleets that cannot report their own costs is:

\$468 per vehicle per year.

Alternatively, agencies may use a factor of

7.5 percent of total cost

(excluding indirect cost) and use that as their reported indirect cost.

We do not anticipate that the optional standard indirect cost factors will change annually, as indirect costs tend to be relatively stable over time. The factors will be reviewed annually and updated as needed. Agency FAST administrators will be notified when a change is posted.

Please email any questions or comments to vehicle-policy@gsa.gov.