

## Consultant Advisory

2021-02

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MDOT, CSD, Consultant  
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Consultant Advisory  
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### **Prequalification Updates**

#### **Financial Prequalification Updates:**

On February 20, 2021, Contract Services Division published updated versions of the following Financial Prequalification documents:

- [Financial Prequalification Questionnaire for Compiled Indirect Cost Rates](#)
- [Financial Prequalification Questionnaire for Audited Indirect Cost Rates](#)
- [Financial Prequalification Questionnaire for the Users of the Safe Harbor Rate](#)
- [Related Party Cost of Ownership Calculation Worksheet](#)
- [Facilities Capital Cost of Money Calculation Worksheet](#)

To avoid inquiries from MDOT requesting additional information, please be sure to supply the most recent version of the applicable Financial Prequalification Questionnaire during the annual prequalification renewal.

The following pages contain a brief description of the revisions to each document.

#### **Classification Specific Updates:**

On October 1, 2020, MDOT CADD Workspace standards were updated to require the use of MDOT's accepted version of Bentley CONNECT products. This update in design standards directly impacts MDOT consultant prequalification requirements, and all classifications where MicroStation was previously required have been updated to include the current Bentley CONNECT module(s).

At this time, no action is required by current prequalified consultants and prequalification in any classification where MicroStation was previously identified will remain current until the firm's annual prequalification renewal. Annually all prequalified vendors are required to supply updated General and Financial Prequalification Information, in which a certification of equipment will be collected via the [Annual Renewal Certification Document](#).

For complete annual prequalification renewal instructions, please review pages fifteen through seventeen of the [MDOT Consultant Prequalification Application Instructions](#).

## REVISIONS TO MDOT'S FINANCIAL PREQUALIFICATION QUESTIONNAIRES

### **Financial Prequalification Questionnaire for Audited Indirect Cost Rates**

FPQ Page	Original Language	Revised Language
1	Indirect Cost Rate Audit Report including all opinions, schedules, and notes for Home Office ( <u>Example 1</u> ), and Field or Project Offices ( <u>Example 2</u> ), as applicable.	Indirect Cost Rate Audit Report including the report on internal controls and all opinions, schedules, notes for Home Office ( <u>Example 1</u> ) and Field or Project Offices ( <u>Example 2</u> ), as applicable.
1	<i>N/A – New worksheet</i>	If the company received a Paycheck Protection Program (PPP) loan through the Federal Coronavirus Aid, Relief, and Economic Security Act complete this Worksheet.
7	<i>N/A – New question</i>	B.8. Paycheck Protection Program - Did the company received a Paycheck Protection Program (PPP) loan through the Federal Coronavirus Aid, Relief, and Economic Security Act?

### **Financial Prequalification Questionnaire for Compiled Indirect Cost Rates**

FPQ Page	Original Language	Revised Language
2	<i>N/A – New worksheet</i>	If the company received a Paycheck Protection Program (PPP) loan through the Federal Coronavirus Aid, Relief, and Economic Security Act complete this Worksheet.
8	<i>N/A – New question</i>	B.8. Paycheck Protection Program - Did the company received a Paycheck Protection Program (PPP) loan through the Federal Coronavirus Aid, Relief, and Economic Security Act?

### **Financial Prequalification Questionnaire for Users of the Safe Harbor Rate**

FPQ Page	Original Language	Revised Language
2	<i>N/A – New worksheet</i>	If the company received a Paycheck Protection Program (PPP) loan through the Federal Coronavirus Aid, Relief, and Economic Security Act complete this Worksheet.
8	<i>N/A – New question</i>	B.8. Paycheck Protection Program - Did the company received a Paycheck Protection Program (PPP) loan through the Federal Coronavirus Aid, Relief, and Economic Security Act?

## Calculation Worksheets

<b>FPQ Attachment</b>	<b>Original Language</b>	<b>Revised Language</b>
Related Party Cost of Ownership	Treasury Rates were listed through 2019	Updated to add 2020 Treasury Rates
FCCM Calculation	Treasury Rates were listed through 2019	Updated to add 2020 Treasury Rates