### Michigan Department of Transportation

**5100B (03/10)**

**CHECKLIST TO DESIGNATE AREAS OF EVALUATION FOR REQUESTS FOR PROPOSAL (RFP)**

*Research Administration University Use Only*

<table>
<thead>
<tr>
<th>MDOT PROJECT MANAGER</th>
<th>JOB NUMBER (JN)</th>
<th>CONTROL SECTION (CS)</th>
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<tr>
<td>Richard Kathrens</td>
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<td>Statewide</td>
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**DESCRIPTION**

Evaluating Prestressing Strands and Post-Tensioning Cable in Concrete Structures using Nondestructive Evaluation (NDE) methods including Joint Shear Wave Analysis OR10-038

**MDOT PROJECT MANAGER:** Check all items to be included in RFP

**CONSULTANT:** Provide only checked items below in proposal

**WHITE = REQUIRED**  
**GRAY SHADING = OPTIONAL**

Check the appropriate Tier in the box below

<table>
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<tr>
<th>TIER 1 ($25,000-$99,999)</th>
<th>TIER II ($100,000-$250,000)</th>
<th>TIER III (&gt;=$250,000)</th>
</tr>
</thead>
</table>

- [ ] Understanding of Service
- [ ] Innovations
- [ ] Safety Program
- [ ] Organizational Chart
- [ ] Qualifications of Team
- [ ] Past Performance
- [ ] Quality Assurance/Quality Control

**Location:** The percentage of work performed in Michigan will be used for all selections unless the project is for on-site inspection or survey activities, then location should be scored using the distance from the consultant office to the on-site inspection or survey activity.

| N/A | N/A | [ ] |

**Presentation**

| N/A | N/A | [ ] |

**Technical Proposal (if Presentation is required)**

- 3 pages (MDOT Forms not counted)  
  **(No Resumes)**

- 7 pages (MDOT Forms not counted)

- 19 pages (MDOT Forms not counted)

**Total maximum pages for RFP not including key personnel resumes**

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*Research Administration University Use Only*
REQUEST FOR PROPOSAL

The Michigan Department of Transportation is seeking professional services for the project contained in the attached Research Problem Statement.

The prime consultant must be a Michigan university. The prime consultant/vendor is responsible for the successful completion of the service and is expected to perform at least 40 percent of the services, by dollar value. The basis of payment is Actual Costs as defined in standard MDOT contracts.

If your organization is interested in providing services, please indicate your interest by submitting a proposal following the research guidelines near the top of MDOT’s Request for Proposals Web page at http://www.michigan.gov/mdot/0,1607,7-151-9625_32842---,00.html.

RFP SPECIFIC INFORMATION

Problem Title:   Evaluating Prestressing Strands and Post-Tensioning Cable in Concrete Structures using Non-destructive Evaluation (NDE) Methods including Joint Shear Wave Analysis
ORBP Number:   OR10-038

This is Best Value Selection which means the budget amount submitted with the proposal is a component of the proposal score, not the determining factor of the selection.

PROPOSAL SUBMITTAL INFORMATION

<table>
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<th>REQUIRED NUMBER OF COPIES FOR PROJECT MANAGER</th>
<th>PROPOSAL DUE DATE</th>
<th>TIME DUE</th>
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<tr>
<td>8</td>
<td>March 12, 2012</td>
<td>5:00 PM, EST</td>
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PROPOSAL AND BID SHEET MAILING ADDRESSES

Mail the multiple proposal package to:

☑ Steve Bower, P.E., Engineer of Research Administration

First Class Mailing Address OR Overnight/Express Services Address
Michigan Department of Transportation Research Administration
P.O. Box 30050 Lansing, Michigan 48909
Michigan Department of Transportation Research Administration
425 West Ottawa Lansing, Michigan 48933

Mail one additional copy of the proposal to the Contracting Office indicated below:

☑ First Class Mail: OR Lansing Overnight Mail:
Contract Services Division- B470
Michigan Department of Transportation
P.O. Box 30050 Lansing, Michigan 48909
Michigan Department of Transportation
425 West Ottawa
Lansing, Michigan 48933

BUDGET

☐ Tier I  ☑ Tier II  ☐ Tier III
($25,000 - $99,999)  ($100,000 - $250,000)  (>=$250,000)
GENERAL INFORMATION

Any questions relative to the Research Problem Statement must be submitted by e-mail to: mdot-research@michigan.gov. Questions must be received by 5 p.m. EST 5 business days prior to the RFP due date. All questions and answers will be placed on the MDOT RFP Web site as soon as possible after receipt of the questions and at least three (3) days prior to the due date listed above. The names of organizations submitting questions will not be disclosed.

MDOT is an equal opportunity employer and MDOT DBE firms are encouraged to apply. The participating DBE firm, as currently certified by MDOT’s Office of Equal Opportunity, shall be listed in the Proposal.

MDOT AND ORBP FORMS REQUIRED AS PART OF PROPOSAL SUBMISSION:

- 5100D – Request for Proposal Cover Sheet
- ORBP Research Proposal Budget Form Worksheet Appendix D
- ORBP Schedule of Research Activities Form- Appendix B
- ORBP Deliverables Table- Appendix A
- ORBP Initial Implementation Plan Form- Appendix C
- 5100J- Consultant Data and Presignature Sheet is required for signatory on this proposal
Michigan Department of Transportation

SCOPE OF SERVICE
FOR
RESEARCH SERVICES

TITLE: Evaluating Prestressing Strands and Post-Tensioning Cable in Concrete Structures using Nondestructive Evaluation (NDE) methods including Joint Shear Wave Analysis
OR#: OR10-038
The prime consultant must be a Michigan university

LOCATION: Statewide

WORK DESCRIPTION: Research on Evaluating Prestressing Strands and Post-Tensioning Cable in Concrete Structures using Nondestructive Evaluation (NDE) methods including Joint Shear Wave Analysis

ANTICIPATED START DATE: 10/1/2012

ANTICIPATED COMPLETION DATE: 9/30/2014

MDOT RESEARCH PROJECT ADMINISTRATION MANAGER:

Michael Townley, P.E.
425 West Ottawa Street
Lansing, Michigan  48933
E-MAIL: mdot-research@michigan.gov

GENERAL INFORMATION:

1. PROBLEM TO ADDRESS: Prestressed beams are a commonly used in highway bridge construction, and segmental post-tensioned bridges are becoming more widely used for medium and long span bridge construction. These types of structures rely heavily on steel prestressing strands and post tensioning strands for strength and durability. Additionally, it is very important during the construction of these bridges to implement a good quality control plan to ensure the proper placement of the strands and ensure ducts are fully grouted in accordance with the design. Methods to determine the overall condition of these strands is critical to verify the overall integrity and safety of these structures. Because the strands are one embedded in concrete and often the area is complex and congested, non-destructive evaluatioin methods are needed to evaluate the condition and proper placement of the strands.
2. RESEARCH OBJECTIVES:

- Review and prepare a summary of existing research using NDE methods including the Joint Shear Wave Analysis as an effective means to evaluate the condition of prestressed and post tensioned strands in concrete structures and verify proper grouting of post tensioned ducts in segmental concrete structures.

- Evaluate the effectiveness of the NDE methods to evaluate the condition of prestressed and post tensioned strands in concrete structures and verify proper grouting of post tensioned ducts in segmental concrete structures.

3. URGENCY: Medium

4. IMPLEMENTATION: The NDE evaluation methods will be used during bridge inspection, detailed scoping for projects, and verification testing during new construction.

5. BENEFIT TO MDOT: The research could influence the analysis and evaluation of prestressed and post tensioned segmental bridges that MDOT is responsible for maintaining. Typically the cost of maintaining these complex structures uses a significant portion of MDOT's budget. Having a better, more accurate methods of determining their condition and remaining service life could be very beneficial.

6. RISKS OR OBSTACLES TO RESEARCH: Portions of this proposed research have been evaluated by others and currently there is not existing technology that will give definitive answers when evaluating prestressing strands.

7. POSSIBLE INVESTIGATOR(S): Experienced in prestressed/postensioned bridge bridge systems and components, field investigations, and non destructive testing methods. Practical civil engineering experience in the transportation infrastructure and MDOT design and construction practices is desired. Level IV- At least one college statistics course and working experience under statisticians, is required.

CONSULTANT RESPONSIBILITIES:

- Literature Research and Report Preparation for existing use of NDE methods including Joint Shear Wave Analysis to evaluate the condition of prestressed and post tensioned strands in concrete structures and verify proper grouting of post tensioned ducts in segmental concrete structures.

- Prepare lab specimens having known defects and grout contact problems. Evaluate the effectiveness of the Joint Shear Wave to find the deficiencies. Quantify the size of deficiencies.
the method can find in different structural configurations having varying degrees of
reinforcement complexity including depth of strands and congestion of steel reinforcement that
are commonly used in these types of bridges.

- Field Investigate the effectiveness of the NDE methods to evaluate the condition of prestressed
and post-tensioned strands in concrete structures and verify proper grouting of post tensioned
ducts in segmental/post-tensioned concrete structures. When possible, structures will be chosen
where the NDE evaluation can be confirmed using destructive methods (for example that
portion of the structure will be removed or the strands will be exposed).

- Analysis: Analyze data to make statistically sound recommendations on the NDE methods
evaluated as they relate to current evaluation needs, including cost, ease of use, availability,
reliability, ease of interpreting results and other important factors

- Reporting: Develop deliverables.

- Demonstration: demonstrate NDE techniques recommended for use and educate MDOT staff
about their use.

Failure of any of the above will be found in noncompliance with the contract.

**DELIVERABLES:**

Technical Document with procedures for using the recommended NDE method/s to evaluate the
condition of prestressed and post-tensioned strands in concrete structures and verify proper grouting of
post-tensioned ducts in segmental concrete structures. Provide evaluation reports for the bridges tested
during the research project. Demonstrate NDE techniques recommended and educate MDOT staff
about their use.

**MDOT RESPONSIBILITIES:**

RAP meetings, providing MDOT bridge data, Assistance MDOT policy and procedures. MDOT may
be able to identify bridges where portions of the structure will be removed or the strands will be
exposed.

**COORDINATION PROCEDURES**

Work will be completed in compliance with the Research Implementation Manual
CONSULTANT PAYMENT

All billings for services must be directed to the Department and follow the current Research Implementation Manual. This document contains instructions and forms that must be followed and used for billing. Payment may be delayed or decreased if the instructions are not followed.

Payment to the Consultant for services rendered shall not exceed the maximum amount unless an increase is approved in accordance with the contract with the Consultant.

Direct expenses, if applicable, will not be paid in excess of that allowed by the Department for its own employees in accordance with the State of Michigan’s Standardized Travel Regulations. Supporting documentation must be submitted with the billing for all eligible expenses on the project in accordance with the Reimbursement Guidelines. The only hours that will be considered allowable charges for this contract are those that are directly attributable to the activities of this project.

The use of overtime hours is not acceptable unless prior written approval is granted by the MDOT project manager. Reimbursement for overtime hours that are allowed will be limited to time spent on this project in excess of forty hours per person per week. Any variations to this rule should be included in the priced proposal submitted by the Consultant and must have prior written approval by the MDOT project manager.

Compensation for services will be reimbursed on actual cost basis.

PROPOSAL INFORMATION AND SCORING

Formal proposals are required and shall include the information as outlined in these Guidelines. This section is the information required in the proposal that will be used to score the qualifications of each consultant/vendor’s proposal. The section numbering correlates to the score sheet. Therefore, the consultant/vendors should format their proposals consistent with the outline provided.

1. UNDERSTANDING OF SERVICE: 40 POINTS

   Describe your understanding of the service and/or innovations and safety or other issues you intend to propose. This information is to be based on the scope of services.

   Include any work item that you believe should be added to the scope of services, or any work item that is in the current scope of services which you believe should be altered. Describe the benefit to the service, the increase/decrease in hours and the increase/decrease to the cost of the research project due to the revision to this work item.

2. QUALIFICATIONS OF TEAM: 30 POINTS – The scoring for qualifications of team scoring will be one score based on the following information:
2.1 **Structure of the Project Team (Personnel and Roles)**

Describe the structure of the project team including the roles of all key personnel and subconsultant/vendors. For each subconsultant/vendor, describe role in service and include what percent of the named role that the subconsultant/vendor is expected to provide.

The consultant/vendor is contractually obligated to supply the key personnel proposed for this service. This includes maintaining them at the capacity level proposed. Any change in key personnel or their capacity level must have written approval of MDOT.

If applicable to the service, provide a communication plan of how the service team will communicate services information and resolve issues. Some RFPs may state that a communication plan is required.

2.2 **Staff Service Experience**

Provide resumes for each of the key staff of the prime and subconsultant/vendors. In addition to general resume information, the following information should be provided for service experience that is similar to the service being solicited:

- General description of the service
- Role of person in the service
- Service budget
- Year service was completed
- Name of client (agency or company)
- Role of consultant/vendors in the service (It is not required that the submitting consultant/vendors have a role)
- Name and phone number of person to contact for client
- If the service is a service related to a construction project, provide the route name, limits of construction, construction budget, general description of type of construction

The resume is limited to two pages per key staff member.

2.3. **Organization Chart (Only include if required in RFP)**

If required in the RFP, provide an organization chart of your service team including subconsultant/vendor(s). This chart must include the names of the key personnel selected for this service, their roles on the service, the name of the consultant/vendor by which they are employed, and lines of communication. The RFP may include a list of required key personnel for this service. The organization chart should show the personnel who meet these requirements. Also, indicate the people who will be points of contact with the MDOT project manager.

2.4 **Required Statistical Qualification**

In general, MDOT’s research is in the category of applied research. Regardless what is the primary field of an applied research project, statistical analysis tools are the typical ones for
handling the data to conduct applied research. For this reason, the research team must have the needed statistical knowledge and experiences for conducting applied research. The required knowledge level for a research team in statistical analyses, if defined in the RFP under the heading possible investigators, is classified into one of the following four categories:

- Level I: Master Degree or higher in Statistics and working experience in statistical analyses is required
- Level II: Undergraduate degree in Statistics and working experience in statistical analyses is required
- Level III: At least one college series of statistics courses and working experience in statistical analyses is required
- Level IV: at least one college statistics course and working experiences under statisticians is required
- Level V: No statistical analysis

Proposals not documenting statistical training and experience levels required in the RFP may be classified as non-responsive.

3. PAST PERFORMANCE: 30 POINTS
MDOT will review relevant performance evaluations for the past five years for prime and subconsultant/vendors that are being proposed. If the consultant/vendor has not previously worked for MDOT or has only had a few services opportunities that have been evaluated, this area should be used to provide other references for the selection team to contact. At a minimum, a phone number should be supplied for every reference. These would be in addition to those provided in the resumes in Section 2 and are limited to work completed in the past five years by the consultant/vendor.

Consultant/vendors are not required to submit prior evaluations with proposals, but should be aware that MDOT is reviewing prior evaluations.

4. QUALITY ASSURANCE/QUALITY CONTROL (QAQC) PLAN: 5 POINTS
Outline your consultant/vendor’s QAQC plan for this service. Include background information of your selected QAQC manager for this service. The person performing the quality control review must have extensive experience with MDOT standards and practices.

5. LOCATION: 5 POINTS
This section will be scored for all solicitations. The consultant selection criteria will include a consideration of what percentage of the contracted work will be performed in Michigan. Consultant/vendor is required to provide the location of where the work will be performed by prime and/or subconsultant/vendors. The percentage of work performed in Michigan must be listed for prime and/or subconsultant/vendors. The selection team will score the percentage of work performed in Michigan on all selections unless the project is for on-site inspection or survey activities. For those services, provide the location of the office(s) and key staff and where the
service work will be managed/coordinated (indicating how far key personnel will have to travel to get to the site). If the work will be performed at various locations, provide this information.

As a guideline for the scoring percentage of work performed in Michigan, please use the following:

| Percentage of Work To Be Done in Michigan | Score |
| 95% to 100%                        | 5     |
| 80% to 94%                         | 4     |
| 50% to 79%                         | 3     |
| 25% to 49%                         | 2     |
| 10% to 24%                         | 1     |
| Less than 10%                      | 0     |

6. **PRICE: 40 POINTS**

The total price of the proposal will be scored using a scale determined by the MDOT selection team.

**TOTAL POINTS: 150**
### Research Proposal Budget Form Worksheet

#### Project Title

#### Research Organization

#### Project Duration

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<th>Name of individual</th>
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#### Sub-Total Salary & Wages

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**SALARIES & WAGES -- MUST COMPLY WITH OMB CIRCULAR A-21**

Specify number of hours to be worked and hourly rate for each individual below:

Examples of role of individual are PI, Technician, Grad Student, etc.
### Fringe Benefits -- Must Comply with OMB Circular A-21

Indicate Employee, appropriate negotiated rate for each, and description of who the rate applies to. (e.g. - Sam Smith, 25%, Summer Faculty.)

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<th>Name</th>
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**Sub-Total Fringe Benefits**

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### Subcontractor -- Must Comply with OMB Circular A-21

A copy of the subcontractor’s budget must be attached. An MDOT approved subcontract is required for subcontractor costs in excess of $25,000 prior to payment of invoices that contain subcontractor work. List all subcontractors on a separate line.

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**Sub-Total Subcontractor**

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### Travel -- Must Comply with OMB Circular A-21

Must be in accordance with IDS contract requirements.

#### In-State Travel (Destinations within Michigan)
Provide destination, purpose, total mileage, total # of days, total # of meals, total # of trips, names of individual(s) traveling

$0.00

#### Out-of-State Travel (Prior approval required)
Provide destination, purpose, total mileage, total # of days, total # of meals, total # of trips, names of individual(s) traveling

$0.00

**Sub-Total Travel**

$0.00 $0.00 $0.00 $0.00 $0.00

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Page 2 of 3
**SUPPLIES -- MUST COMPLY WITH OMB CIRCULAR A-21** (Few items not allowed are: computers, printers, monitors, fax machines, printer paper, toner cartridges, pens, pencils, legal pads, clips, rubber bands, post-it notes, books, notebooks, binders, folders, diskettes, postage stamps, chairs, office furniture, calendars, paper punches, business cards, staplers, waste cans, etc.)

Provide details if cost exceeds $2,000. Individual line items in excess of $1,000 require a detailed explanation regardless of total cost.

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Sub-Total Supplies $0.00 $0.00 $0.00 $0.00 $0.00

**CAPITAL EQUIPMENT -- MUST COMPLY WITH OMB CIRCULAR A-21** - Purchased specifically for this project

List items with a value in excess of $500. Equipment in excess of $5,000 requires prior approval.

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Sub-Total Equipment $0.00 $0.00 $0.00 $0.00 $0.00

**OTHER EXPENSES -- MUST COMPLY WITH OMB CIRCULAR A-21** (Few items not allowed are: memberships in professional & scientific organizations, local telephone lines, cell phones, etc.) Any project expense which does not fall into another category. Provide detailed explanation of the expense and applicable breakdown of costs (e.g. graduate student tuition).

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Sub-Total Other Expenses $0.00 $0.00 $0.00 $0.00 $0.00

**INDIRECT COSTS -- MUST COMPLY WITH OMB CIRCULAR A-21** (Subconsultant fees, tuition, & costs indirectly related to the project shall not have the indirect rate applied in accordance with Circular A-21.) Indirect cost rates are negotiated between the university and it's cognizant agency. Indicate the type of negotiated indirect rate used and the percentage. (e.g. On Campus Research, 52%)

<table>
<thead>
<tr>
<th>Type</th>
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<th>FY2</th>
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Total Indirect Costs $0.00 $0.00 $0.00 $0.00 $0.00

**TOTAL PROJECT COSTS** $0.00 $0.00 $0.00 $0.00 $0.00

**UNIVERSITY MATCHING FUNDS** $0.00

**TOTAL MDOT PROJECT COSTS** $0.00 $0.00 $0.00 $0.00 $0.00