University of Alaska
Service Center Rate Proposal and Questionnaire

Please complete a separate questionnaire and proposal for each service center or recharge activity. This questionnaire should be submitted to the regional campus chief financial officer with each request to establish a Recharge Center or Time & Materials Center. In addition, an updated copy of the questionnaire should be submitted to the chief financial officer, or designee, with each annual rate proposal.

(See accounting manual procedure P-112 for guidelines on service/recharge centers and allowable costs)

Name of service center: ACEP Test Facility Recharge Center

Service center org/fund number(s): 173089-68126 & 68128

Individual to contact: Brent Sheets or Gwen Holdmann

Work phone number: 474-1194 or 750-0650

Date questionnaire was completed: May 31, 2013

Period for which rate is requested: FY14

Estimated recoverable costs for the period: $1,083,845

Estimated revenue for the period: $1,083,845

Estimated amount charged to federal grants and contracts: $0 (We expect State grants/contracts will be funding work at this center).

Rates proposed:

Daily rate for External entities at ETL: $4,720

Daily rate for External entities at AHERC: $4,397

Daily rate for UA projects at ETL: $4,089

Daily rate for UA projects at AHERC: $3,573

I reviewed this questionnaire and proposal. I believe it fairly represents the activities of the respective service center and request authorization to implement these rates as proposed.

Dean/Director certification

CFO (Chief Financial Officer) Approval:
1. Provide a brief description of the recharge activity, including why it is needed, principal customers or beneficiaries, and anticipated activity levels (attach explanation).

2. Provide a brief description of the service center's operating cycle or other period over which accumulated revenues are expected to be approximately equal to accumulated allowable costs including equipment use allowances (attach explanation).

3. Provide a brief description of the methodology used to establish the recharge rate, markup, or price (attach explanation).

4. What unit of measure is used as a billing base (hour, day, procedure, mileage, etc.) __________ Daily rate __________

5. Approximately how many units will be processed or sold during the fiscal year? __________
   We anticipate 90 days external customers & 30 days internal for the facility in Fairbanks. 90 days external customers & 20 days internal for the facility in Nenana.

6. Are all users charged for this service? Yes __________ No __________
   If no, how do you determine who is charged? __________

7. Are charges made to anyone other than university departments and grants and contracts? Yes __________ No __________
   If yes, who are these external customers and estimated amounts of annual activity? __________
   AEA is funding Hatch and Oceana through the Emerging Tech Program. Both have verbally committed to using the lab. Other potential customers include Marsh Creek, ORPC and faculty. (Faculty would be charged at the internal rate).

Page 2          July 19, 2013  14:46 PM
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8. Are all users charged the same rate? Yes_______No_______ X_____
If no, how do you determine which rate is used?__________________________________________
   UA projects are charged F&A as a funded project. External entities are not a
   UA grant and therefore are not otherwise charged F&A.


9. Are any costs related to this activity charged to another account or is the activity
   subsidized in some manner? Yes_______No_______ X_____
   a. If yes, please describe the nature of the subsidy.________________________________________
   ____________________________________________
   ____________________________________________
   ____________________________________________

   b. Approximate amount of subsidy for the fiscal year. $________________________

10. Is an inventory required for this activity? Yes_______ X_______ No_______
    If yes, what is the average value of the inventory, at cost?___________________________
    We are estimating the value of the working inventory (supplies) to be about
    $40,000 annually. Examples of inventory items include fuel for the diesel
    generators, engine parts, ropes, anchors, pressure sensors and other monitoring
    devices, etc.

11. Are there any significant assets (cash, accounts receivable, land, etc.) liabilities,
    commitments, or risk management exposures associated with this activity?
    Yes_______ X_______ No_______
    If yes, please describe?______________________________________________________________
    ____________________________________________
    ____________________________________________
    ____________________________________________
    A considerable investment, up to $1.3 million, is in the process of being
    made in the ETF modules. The purchase costs for permanent equipment, such
    as the fuel tank, are incorporated into the cost recovery calculations as
    depreciable items. The risk is that the Recharge center may not generate the
    anticipated revenues to cover the expenses, including depreciation.
    ____________________________________________
    ____________________________________________
    ____________________________________________