

# NTREC/MOR Project Proposal

Date:

## Project Information

Project Name:  
Project Contact:  
Phone Number:  
District/Subarea:  
Evaluation Period  6 Months  1 year  
Number of unit proposed:

## Vendor/Product Information

Vendor:  
Contact Name:  
Address:  
Website:  
Make/Model #

## Funding

Total Cost: \$      Reminder-include tax and shipping  
Amount requested: \$  
District match/cash: (EST) \$  
Number of units requested:  
Liquid volume requested:  
District soft match/contributions of:  
 Labor  
 Equipment and/or Material

## Additional Information

1. Project Description/Purpose:
2. What equipment or services will this project replace or improve?
3. How will this product/equipment benefit MN/DOT and how will it affect daily activities when used?

4. How will the project be evaluated or measured? Fill all boxes that apply and explain.

- |  |   |
|--|---|
| <input type="checkbox"/> Saves Time      | <input type="checkbox"/> Saves Manpower   |
| <input type="checkbox"/> Saves Material  | <input type="checkbox"/> Saves Money      |
| <input type="checkbox"/> Reduce Injuries | <input type="checkbox"/> Reduce accidents |

Explain.

5. To the best of your knowledge, has this or something similar been tried within MN/DOT before?

6. Identify implementation potential? Explain.

- Statewide
- Application Specific (what area) bridge, vegetation, etc. \_\_\_\_\_

Explain:

**NOTE:** Please send the proposal and all supportive documents to Clark Moe, Mail Stop 722 or email at [clark.moe@state.mn.us](mailto:clark.moe@state.mn.us). For questions or other information contact Clark Moe at 651/366-3545 or Ryan Otte at 651/366-3585.

## Concurrence Letter

To: Clark Moe  
Maintenance Research

From: Area Maintenance Engineer

Subject: **[Project Name]**

\_\_\_\_\_ Please proceed with the above research project.  
**[District]** will give this project our full support.

\_\_\_\_\_ Please take these concerns into account before proceeding with the above project.

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Date: \_\_\_\_\_

Signature: \_\_\_\_\_

## Research Waiver

To: Vendors involved with Mn/DOT Maintenance Operations Research Projects  
From: **[District]**  
Subject: Research Waiver for **[Project Name]**

Thank you for your interest in participating in a Mn/DOT Maintenance Operations Research project. To insure understanding of all participants involved, this letter is to inform vendors of Mn/DOT's intentions at the end of the project.

1. Mn/DOT reserves the right to decide if the project, upon its findings, is suitable for Mn/DOT use.
2. By conducting the research project, Mn/DOT does not imply any further purchase or implementation of any kind.
3. Mn/DOT reserves the right to report findings of the research projects in reports and other means whether written or verbal.
4. Mn/DOT assumes no responsibility for repercussions of reports on projects whether direct or indirect to vendors involved or participating in Maintenance Operations Research Unit projects.
5. The use of this product is for research purposes and does not imply endorsement from Mn/DOT.

Please feel free to contact Mn/DOT Maintenance Operations Research if you have any questions or comments.

I have read and understand this Research Waiver, (two signatures required)

Date\_\_\_\_\_ Company \_\_\_\_\_ Representative  
Signature\_\_\_\_\_

Date\_\_\_\_\_ Company \_\_\_\_\_ Officer  
Signature\_\_\_\_\_