

STATE OF MINNESOTA- OFFICE MEMORANDUM

DEPARTMENT OF TRANSPORTATION

Date: 4/29/2022

To: Ron Mulvaney

From: Sheila Cornelius
Office of Financial Management

Subject: Sampling, Testing and Inspection Charges to be Effective May 1, 2022

New unit costs have been established covering the services of the Department of Transportation for sampling, testing and inspection of materials. The attached list of charges for these services has been prepared for your information. The charges are to be effective for all work set up for billing beginning May 1, 2022 or as soon thereafter as possible.

The “Charge out Number,” as listed, will appear on the invoices at all times. The 1000 and 1100 series cover testing costs on samples submitted to the laboratory. The 1200 series covers the cost of inspection and includes incidental sampling and testing. The term “laboratory” as used above applies not only to the central laboratory of the Department of Transportation in Maplewood, but also includes laboratories at the various district headquarters.

We have discontinued calculating rates for tests that are infrequently done. An asterisk in the rate column of the attached sheets denotes these tests. MnDOT will still provide this service, but the cost will be billed to the city or county on the basis of the actual time spent on the test. A labor additive charge, currently 20.64%, will be added to the hourly labor charge and to the related employee benefits. Additionally, a billing additive rate is added to labor charges billed, the rate is currently 27.65%. A new billing additive rate will be developed and will be effective July 1.

The billing rates listed on the attached pages do not include overhead. A lab overhead rate will be added to billings for the lab testing charges. The lab overhead rate effective May 1, 2022 is 122.19%. This lab overhead rate will be in effect from May 1, 2022 until April 30, 2023. The billing overhead rate will be added to billings automatically. When you quote rates to others, be sure to mention this additional 122.19%.

These charge rates are posted on the MnDOT web site at [MnDOT Lab Testing and Inspection](#) – click on “Lab Testing and Inspection Rates – Memo” or “Current Rates effective May 1, 2021”. Note: If there are any changes or additions to the current year’s charge rates it will be updated on this webpage.

If you have any questions concerning this memorandum, contact Cindy Krieger at cindy.krieger@state.mn.us

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