

## CERTIFICATE OF OVERHEAD COST RATE

This Certification is required per U.S. Department of Transportation, Federal Highway Administration (FHWA) Order 4470.1A, and dated October 27, 2010. FHWA has issued this new policy to be **effective January 1, 2011**, requiring consultants provide certification that costs used to establish overhead cost rates for Federal-aid engineering and design related services contracts do not include any costs which are expressly unallowable; and that the overhead cost rate was established only with allowable costs.

This certification is to provide assurance that the overhead costs rate was calculated in accordance with the applicable cost principles contained in the Federal Acquisition Regulations (FAR) of Title 48, Code of Federal Regulations (CFR) Part 31.

This form shall be completed and submitted by the prime consultant and each subconsultant (first and second tier subconsultant(s)) that have a derivation of cost sheet as part of this priced proposal where an overhead rate was proposed. Please note that the Certifying Official is defined as the firm's Executive (President, Vice President or equivalent) or Chief Financial Officer.

### PROJECT INFORMATION

MDOT CONTROL SECTION(S) – JOB NUMBER(S)

CONTRACT/AUTHORIZATION NUMBER

LOCAL AGENCY

PROJECT DESCRIPTION

### DECLARATION OF CERTIFICATION

OVERHEAD COST RATE: \_\_\_\_\_ %

DATE MDOT ACCEPTED OVERHEAD COST RATE: \_\_\_\_\_

FISCAL PERIOD COVERED FOR RATE CALCULATION: \_\_\_\_\_ to \_\_\_\_\_

*I, the undersigned, certify that I have reviewed the overhead rate calculation for the fiscal period as specified above and to the best of my knowledge and belief:*

- 1) All costs included to establish the above overhead cost rate are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) of title 48, Code of Federal Regulations (CFR), part 31.*
- 2) This overhead cost rate does not include any costs which are expressly unallowable under the cost principles of the FAR of 48 CFR 31.*

*Has the firm been approved to use the SAFE HARBOR INDIRECT COST RATE of 110% with the understanding that the Safe Harbor Rate will be used for the life of the agreement?*      Yes      No

*All known material transactions or events that have occurred affecting the firm's ownership, organization and overhead cost rates have been disclosed. All supplied wage rates contained within this submittal are true, accurate, and compliant with the guidelines established by 48 CFR 31.201-3.*

### CONSULTANT INFORMATION

LEGAL BUSINESS NAME

FEDERAL ID NUMBER (Must match prequalification file)

ROLE (Prime/Tier I/Tier II)

COMPANY ADDRESS

CITY

STATE

ZIP CODE

E-MAIL ADDRESS (Authorized Contract Signer)

PHONE NUMBER

E-MAIL ADDRESS (For Signed Contract Distribution)

**By signature on this form, the consultant agrees that information provided in the consultant priced proposal does not contradict the scope of services or violate the contract terms and conditions.**

CERTIFYING OFFICIAL (Printed Name - Title)

DIGITAL SIGNATURE OF CERTIFYING OFFICIAL AND DATE