



Bioprocessing Pilot Plant Schedule of Users' Fees

The following document defines the charge rates for conducting work at the Bioprocessing Pilot Plant (BPP) and/or using equipment managed by the BPP. These rates will be reviewed regularly and are subject to change. A quote provided as part of a research grant proposal or at the time of approving a work request is valid for up to one year.

Definitions:

An **AgBio user** is a person or a group from within the College of Agriculture and Bioresources that will use the BPP to conduct research. Usage will be invoiced and charged to a CFOAPAL or research fund that is managed within the College of Agriculture and Bioresources.

A **USask user** is a person or a group from an academic or research unit at the University of Saskatchewan but outside the College of Agriculture and Bioresources that will use the BPP to conduct research. Usage will be invoiced and charged to a CFOAPAL or research fund that is managed outside the College of Agriculture and Bioresources.

An **external user** is a person, a group, or a company that will use the BPP to conduct work that is not related to the University of Saskatchewan. An invoice will be issued for the corresponding fees.

Instructions for payment:

AgBio and USask users shall provide a valid CFOAPAL number when filling out a "BPP work request" form for each activity planned in the BPP. Users' fees will be charged directly to the fund provided at the end of the month during which the work has been completed.

External users will sign a work contract with the BPP, where payment arrangements will be specified. Typically, the BPP will collect payment in two instalments, each corresponding to 50% of the total contract price, and the first payment should be done when signing the contract.

Workspace fee:

Workspace Fee per Work Project	
Ag-Bio / USask user	External user
\$10.00/day	\$100.00/day

The workspace fee is a daily charge rate for the use of workbench space, fume hood, cleaning supplies, and select PPE. Workbench space and fume-hood time are subject to availability. The access fee is assessed in addition to fees for using the equipment. Researchers' leaving samples and

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equipment within the BPP will be considered to be actively using their assigned workspace, and workspace fees will be charged until they are removed, or other storage arrangements are made.

Personnel fee:

Subject to the availability of personnel, staff within the BPP can provide training and/or perform research activities on behalf of users at a rate of \$90.00/hr.

External users have the option of paying the BPP's personnel fee or seeking approval to conduct work within the BPP. Before any external user is allowed to commence work in the BPP, proof of equivalent training certificates in **Laboratory Safety** and **WHIMS** must be provided. Additionally, each party shall maintain **commercial liability insurance** with a limit not less than two million Canadian dollars (\$2,000,000 CDN) inclusive per occurrence for bodily injury (including death), and damage to property, including but not limited to the equipment, including loss of use thereof. Such insurance shall include coverage for broad form property damage, contractual liability, completed operations, product liability and non-owned automobiles.

Equipment usage fee:

Equipment Usage Fee	Hourly rate		
	AgBio	USask	External
Freeze Dryer (Labconco 12 L)	\$ 3.00	\$ 3.75	\$ 6.00
Rotary Evaporator (Buchi 20 L)	\$ 30.00	\$ 37.50	\$ 60.00
Spray Dryer (Buchi B-290)	\$ 30.00	\$ 37.50	\$ 60.00
Vacuum Oven	\$ 6.00	\$ 7.50	\$ 12.00
Disc Mill	\$ 3.00	\$ 3.75	\$ 6.00
Drum Dryer	\$ 45.00	\$ 56.25	\$ 90.00
Oil Expeller (Komet)	\$ 10.00	\$ 12.50	\$ 20.00
Forced Air Oven	\$ 2.00	\$ 2.50	\$ 4.00
High Pressure Reactor (20 L)	\$ 50.00	\$ 62.50	\$ 100.00
Karr Column	\$ 15.00	\$ 18.75	\$ 30.00
Thin Film Evaporator	\$ 125.00	\$ 156.25	\$ 250.00
Spinning Band Separator	\$ 22.50	\$ 28.13	\$ 45.00
Vibratory Screener Separator (Sweco)	\$ 13.00	\$ 16.25	\$ 26.00
Oil Filter (Frymaster)	\$ 50.00	\$ 62.50	\$ 100.00

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Air Cleaner (Small snorkel)	\$ 15.00	\$ 18.75	\$ 30.00
Fluidized Bed Dryer	\$ 5.00	\$ 6.25	\$ 10.00
Small Oven (* per use)	\$ 5.00	\$ 6.25	\$ 10.00
Soxhlet (12 L)	\$ 25.00	\$ 31.25	\$ 50.00
Tubular Membrane UF System	\$ 60.00	\$ 75.00	\$ 120.00
VSEP - L	\$ 60.00	\$ 75.00	\$ 120.00
VSEP - P	\$ 100.00	\$ 125.00	\$ 200.00

Note: The equipment usage fee is assessed based on the origin of the project or location of the CFOAPAL not on the affiliation of the personnel conducting the work. For instance, an Ag and Bio student completing the work for an external user would still be considered under the external user category.

Sample calculation:

Charges for conducting work at the BPP are calculated as (equation 1),

$$Total = Workspace\ fee * days + Equipment\ fee * hours + Personnel\ fee * hours \quad (1)$$

For example, when an AgBio user dries a protein slurry using the Spray Dryer (Buchi B-290) for 2 hours on a single day, and requires workspace, the total charge would be:

$$Total = \$10.00 * 1\ day + \$30.00 * 2\ hr = \$70.00$$

Cold and frozen storage fees:

Cold (4°C) and Frozen (-20°C) Storage Fee

Bin Size	AgBio / USask user	External user
9 L (24.1 x 38.3 x 14.1 cm)	\$0.25/day	\$0.50/day
25 L (38.6 x 58.8 x 15.4 cm)	\$0.50/day	\$1.00/day
> 25 L	\$1.00/day	\$2.00/day

Users must properly label each sample bin, identify compatibility, use adequate sealed containers, and fill out a label for the bin provided. Such a label must include the following information:

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- Researcher’s name,
- NSID (if applicable),
- Project title,
- Alternative contact,
- Date (first date of storage),
- Specific location within the chamber,
- Contents, and
- Phone number

Bin label sample:

NAME: **Researcher A**

PHONE #: **(306)-717-XXXX** NSID: **ABC123**

PROJECT: **Project title on work request / contract**

LOCATION : **Rack/Shelf/Position** DATE: **First date of storage**

CONTENTS: **Briefly describe contents** OTHER CONTACT: **Professor B**

Ambient storage fee:

In general, samples, materials, and/or equipment must not be stored within the BPP due to the limited space available. However, if deemed necessary for a specific project and subject to space availability, samples, materials, and/or equipment may be stored at ambient conditions for a fee assessed based on the floor area occupied.

Ambient Storage Fee

Ag-Bio / USask user	External user
\$2.00/day/ m ²	\$4.00/day/ m ²

External equipment access fee:

Subject to approval, the BPP may allow the use of external equipment (equipment not own by the BPP) within the facility. All equipment must be removed by the end of the project, and a daily fee will be assessed based on the floor area occupied.

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External Equipment Space Fee

Ag-Bio / USask user	External user
\$2.00/day/ m ²	\$4.00/day/ m ²

Private BPP usage fee:

Subject to approval and for safety reasons, a project might require exclusive use of the facility and closure of the BPP to other users for a short period of time that must not exceed 10 business days at a time. In this scenario, the BPP will assess a fee of \$500 per day for having to close the facility to other stakeholders.

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