

Formula SAE Cost Event – Revised 2/24/10

Expectations and Requirements for 2010 Michigan and California Events

Below is a summary of the expectations and requirements for the Cost Event for the 2010 North America Formula SAE competitions. These are consistent with the rules including Rules C3.8.1 and C3.24 but are meant to clarify and provide more flexibility to teams. Please note that teams are required to submit **both** a hard copy and an electronic report.

1. **Hard Copy Report – Required** - Hard copy reports are required and must be by the date/time posted under “Action Deadlines” on the FSAE website. Deadlines and the information for submitting reports is given at the following links:
Michigan: <http://students.sae.org/competitions/formulaseries/fsae/dates.htm>
California: <http://students.sae.org/competitions/formulaseries/west/dates.htm>
2. **Electronic Submission – Required** - Electronic data submission is required but can take either of two different forms. It is up to teams to choose which method they wish to use, but we recommend you stick with Excel.
 - a. **Excel Option** - The Excel **spreadsheet** called 2010_FSAE_eBOM.xls can be downloaded from www.fsaonline.com. The Excel spreadsheet must be included on a CD that is mailed with the hard copy report.
 - b. **Cost Event Application Option** –The Cost Event Application (Microsoft Access Application) may be used at your option. **Caution** – The Access application is in the process of being replaced, therefore the existing bugs will not be fixed and sync times may be long.

Data is submitted when the team clicks the ‘sync’ button. Changes to the electronic data will be permitted until **11:59pm Eastern Time (GMT-5 hrs) on the day of the deadline**, after which the last data submitted to the website will be considered official and changeable only in the team’s addendum.

For the 2011 competitions we anticipate replacing the Access application with a completely web based Cost system.

3. **Report Precedence** - In cases where there are differences between the hard copy and electronic submission the hard copy report will have precedence.
4. **Hard Copy Cost Report Requirements** - The mailed Cost Report must:
 - a. Be postmarked by the deadline
 - b. Use the official Cost Tables (posted on www.fsaonline.com) for all costs. *Note: the Excel spreadsheet version of the official Cost Tables will continue to be updated through 2010.*
 - c. No receipts are required, and none allowed.
 - d. All materials, processes, fasteners and tooling must be taken from the Cost Tables. Items that are not in the tables will need an Add Item Request submitted immediately (see item 6 below) and will need to be included in the Addendum with the applicable cost penalty.

- e. Follow all rules, especially 3.8 "Cost Report"
 - f. Have listed on the cover the University name, Competition(s) Name(s) and Car number(s) for each event (as per 3.8).
 - g. A summary listing the cost of each of the eight systems including break down of materials, processes, fasteners and tooling with totals for each system.
 - h. One (or more) pages for each assembly including assembly number, the parts of the assembly and the materials, processes, fasteners and tooling making up the assembly.
 - i. One (or more) pages for each part including part number and the materials, processes, fasteners and tooling making up the part.
 - j. Include the filled out spreadsheet on CD.
5. **Additional Documentation** - Additional documentation should include sufficient information to convey the engineering design and manufacturing processes to support the costing information included in the report. This should be submitted with the hard copy report at a minimum. The content can include but is not limited to:
- a. Engineering drawings for parts and assemblies
 - b. Assembly explosion diagrams
 - c. Pictures of the actual parts
 - d. Documentation proving process methods (such as casting)
 - e. Manufacturer's information (such as website print outs) that provides information on purchased parts that teams are required or are optionally costing as made parts.
6. **Add Item Request Deadline** - The deadline to receive Add Item Requests is February 26, 2010 for both Michigan and California. Add Item Requests should be submitted online at: <http://www.fsaonline.com/eAIR.htm>.