

UNIVERSITY OF OKLAHOMA
Microfabrication Research & Education Center (MREC)

Cleanroom Laboratories User Agreement

Updated: Dec. 10th, 2022

INTERNAL RATES:

- a. Rates have been determined by historical records of expenses and usage.
- b. Payment shall be made as follows: Monthly Billing with invoice due upon receipt.
- c. All users of the University Cleanroom will be charged the following usage fees:
 - o Item 1 - Cleanroom access fee (mandatory)
 - o Item 2 – Equipment usage fee (depending on specific equipment used)

ITEM 1: Cleanroom access fee:

Every user will be charged by the number of days she/he uses cleanroom resources (rate: \$30/day). There is a cap of \$1200 per “calendar year” per user.

ITEM 2: Equipment usage fee:

Cleanroom uses a commercial web tool management system ([iLab Link](#)) to enable online tool scheduling, operation monitoring, and tool condition reporting. All users are required to use the system for tool reservation and usage. In addition, PIs and users will be able to use the system to track their usage and billing histories.

Equipment	Hourly usage rate (\$)
Parylene CVD coater	15
Atomic layer deposition (ALD)	50
RF/DC Sputtering (e.g., AJA)	40
E-beam Evaporator (e.g., CHA)	40
Thermal Evaporator (e.g., Lesker, Element Pi)	40
ICP-RIE etcher (e.g., Trion, Oxford)	40
Plasma Etcher	25
MJB3 Mask aligner lithography	20
Heidelberg upg101 laser writer	30
E-Beam Lithography	120
Westbond wedge/ball convertible wirebonder	25
Semiautomatic wafer dicer	20
Park NX10 Atomic force microscope (AFM)	25
Joel-6060 Scanning electron microscopy (SEM)	20
X-Ray Diffraction (XRD) system	40
Stylus Profilometer (e.g., KLA Tencor)	20
Rapid thermal annealer	15
Ellipsometer	20
Superuser Assistant Fee	30
Staff Assistant Fee	55
Annual cap per user	6000

- **Note:** Equipment Usage fees are not charged on lab tools that are not on the above list (e.g., hot plates, spin coaters, fume hoods, weight balancers, ultrasonic bath, optical microscopes, glovebox).

The VPR's office will bill users the usage charge monthly. For students, postdocs, or other direct reports to a faculty member, the faculty member will be billed. Payment of any outstanding charges is due and payable within thirty (30) days after billing. Continued failure to pay user charges will result in denied access to the facility and may result in a collections action against the authorized user.

Please provide the following:	
<i>User's Name, OUID</i>	
<i>User's Phone and Email</i>	
<i>Faculty Advisor</i>	
<i>Project Name</i>	
<i>Project Account Number</i>	

Please contact Rebecca A. Gibson if you have any questions related to the payment:

Rebecca A. Gibson
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University of Oklahoma – Office of the Vice President for Research
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ACCEPTANCE OF TERMS:

By signing below, the signatory agrees to all the terms in this document.

Signature of the responsible Faculty Advisor

Date