

Engineer's Estimate Checklist for Optimal Confidence

Project Name/Number: Price Agreements for Furnishing Sewer Improvements for Nonconforming Sewer Conversions

Engineer: Melanie Gualotunia, PE Level of Effort to prepare this estimate: 15 Hours

Items included in this estimate: Overall contract amount of \$3,000,000 annually.

Items excluded in this estimate: Unit prices, which will be determined via individual contracts.

Project Scope

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
Is the project scope clearly understood and well defined?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are pay items identified according to project Specifications?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are materials and quantities accurate for execution of the job?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the extent of street resurfacing understood and accounted for?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is utility coordination and/or relocation, and potential project delay, understood and accounted for in this estimate?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are environmental and soil conditions understood, and are the extent and methods of any required disposal accounted for in this estimate?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has Traffic Control been estimated according to project-specific conditions?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are project-specific mobilization costs understood and accounted for in this estimate?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have known extra work items, or force account items, been accounted for?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Comments: Project specific scope will vary between task orders. The majority of the scope of work for short sanitary sewer extensions to convert nonconforming sewers has a well understood limit, with each work order and design made to fit the site-specific conditions. All items of work are understood before approving contractors and a detailed estimate for work is approved for completed design. Based on the previous contracts for this work, the overall annual amount of \$3,000,000 has been sufficient.

Project Schedule

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
Have availability and delivery time of important materials and equipment been checked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has the contract time been determined with/by the Construction Manager?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have contract time cost impacts been accounted for in this estimate?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have construction season cost impacts been accounted for in this estimate?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are schedule constraints and/or schedule acceleration requirements understood, well defined, and accounted for in this estimate?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have unusual work time requirements (i.e. 24-hr work or limited street closure times) been accounted for in this estimate?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Comments: Individual work order schedules are agreed upon with BES construction manager and Contractor after considering all site-specific factors are taken into account, and the notice to proceed includes total Calendar Days.

Quality Assurance

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
Are quantity take-off calculations and back-up information documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are unit prices verified with vendors and sources documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are historical unit costs adjusted (to midpoint of construction) from projects of similar scale, similar site and similar construction conditions?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have non-standard items been estimated "bottom up"?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is a contingency in this estimate? If so, describe: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are "plug" estimates used? If so, describe: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Was this estimate checked? (quantities and costs)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: Cost estimates for each individual task order will be documented and checked as they arise. Similar contracts with nearly identical bid items will be used to develop the price agreements.

Bidding Environment

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
Is this project directed to the sheltered market and is this accounted for in this estimate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the time/season of advertising been factored into this estimate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are circumstances known that would limit the bidding pool and is this accounted for?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: We will work with BES and Central Procurement for selecting bidders and will likely utilize the Prime Contractor Development Program

Implementation Procedures for Capital Projects

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
Does the project construction estimate agree with the current budget?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If "No", has a Trend Alert been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Comments: The overall budgets for the E08748 and E10491 extension programs have been approved. Individual task orders will only be approved as budget allows.