



## *Florida Department of Transportation*

CHARLIE CRIST  
GOVERNOR

11201 N. McKinley Drive • Tampa, FL 33612-6456  
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STEPHANIE KOPELOUSOS  
INTERIM SECRETARY

### **Florida Department of Transportation – District 7 Plans, Specifications & Estimates (PS&E)**

To: General Distribution  
From: Jason P. Spilak, PS&E Manager  
Date: March 6, 2007  
Re: Construction Cost Estimates Format

In an effort to standardize Engineer's Estimates, effective March 7, 2007, Construction Cost Estimates (Engineer's Estimates) submitted to District 7 will be required to use the Engineer's Estimate form provided by Plans, Specifications & Estimates (PS&E). Submittals not using this format will be returned to the consultant and will require re-submittal in the correct format.

For information, assistance, or access to the most recent Excel spreadsheet version contact the following:

Primary Contact:	Rick McCall	(richard.mccall@dot.state.fl.us)	813.975.4854
Secondary Contact:	Beth Carlson	(beth.carlson@dot.state.fl.us)	813.975.6139



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### **Florida Department of Transportation – District 7 Plans, Specifications & Estimates (PS&E)**

To: General Distribution  
From: Jason P. Spilak, PS&E Manager  
Date: March 1, 2007  
Re: Engineer's Estimate Procedures

A handwritten signature in black ink, appearing to be 'J. Spilak'.

Effective immediately, all estimates must be provided on the Engineer's Estimate form which we have developed specifically for District 7 engineer's estimates submittals. This Engineer's Estimate form is an Excel spreadsheet with embedded macros and attached data to enable the user a streamlined process. It is anticipated that this form will enable consultants to provide estimates that are uniform in their format and ensure that they contain all the required information.

Macros must be enabled on your system to use several key functions within the program. If you need assistance with macros and security settings contact your systems administrator and/or contact the FDOT District 7 contacts below.

General project information is input on the Engineer's Estimate summary sheet in the appropriate fields. Once completed required data field on the Component Group sheets are automatically populated. The user also inputs the total dollar amount for Initial Contingency and the percent factors for Maintenance of Traffic (MOT), Mobilization (MOB), and Project Unknown (PU) on the Summary Sheet.

Pay item input will be provided by use of a drop down list of currently available pay items from the master pay item list. Upon selection of a pay item, the item description and unit type will be automatically inserted. In the current distribution it will be necessary to receive an update from the District office when pay items are updated in the master pay item list (a sheet is provided to input invalid pay items). A dynamic link to the FDOT pay item data base may be available at a future date.

The Engineer's Estimate is divided into Component Groups which exactly match those used in TRNS\*PORT. Each Component Group used will populate a Component Group sheet for that particular group. Since the Roadway Component Group usually contains many pay items, the

sheet for this group can extend onto a second or third Roadway Component sheet (i.e. 200, 200-2, 200-3). Likewise, each Structures Component Group (Bridges) necessitates a unique sub-component number (i.e. 100, 101, 102, etc.). A maximum of ten (10) Structures Component sub-groups can be used in one project file.

After completing the project information on the Summary Sheet and completing the pay item numbers and unit cost in the appropriate Component Group Sheets the user should review the information for completeness. The total(s) from each Component Group will automatically total on each sheet and be copied to the appropriate Component Group row on the Summary Sheet. The proper factors and sub-totals will be calculated on the lower part of the Summary Sheet and the Project Grand Total shown.

Several help files are available as links from the Summary Sheet. There are also links to District 7 and Statewide estimates contacts and resources. The user should save completed work using the Save File command link on the Summary Sheet. This method saves the file in the form "Submittal Type\_FPID Number".

In this current distribution version the user must number the pages they will use in the final product, starting with the Summary Sheet as Sheet 1 followed by whichever Component Sheets are used for the project. Also, the user must select which sheets are in use to be printed, by making multiple selections of the sheet tabs along the bottom of the screen (hold down the control button and select tabs). The "Select Sheets to Print" function may also be used which will perform a print preview and allow individual sheet printing of sheets selected within the pick list.

The Engineer's Estimate file will be distributed as an Excel Spreadsheet Template with the designation EE\_1111111111.XLT. The user should save this file in a protected folder and make working copies for each project. The current File Version is EE\_03/07 which can be checked on the Summary Sheet.

Contact information is shown below to obtain the Engineer's Estimate distribution Excel file. Also contact us if you require assistance with the spreadsheet or if you have pay item related issues.

Primary Contact for Engineer's Estimate form or Pay Item Issues:

Rick McCall                      [richard.mccall@dot.state.fl.us](mailto:richard.mccall@dot.state.fl.us)                      813.975.4854

Secondary Contact for Engineer's Estimate form or Pay Item Issues:

Beth Carlson                      [beth.carlson@dot.state.fl.us](mailto:beth.carlson@dot.state.fl.us)                      813.975.6139

**ENGINEER'S COST ESTIMATE**  
**FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 7**

ECE\_Rev.1

<b>FINANCIAL PROJECT ID # :</b>	123456-1-52-01
<b>PROJECT DESCRIPTION:</b>	US 301 from Big Bend to Gibsonton Drive. Widen from 2-lane to 6-lane. Improve drainage and driveway connections. Includes installation of traffic signals at 2 intersections.
<b>PAY ITEM SPEC YEAR:</b>	2007
<b>SUBMITTAL TYPE:</b>	Phase III Estimate
<b>COUNTY:</b>	Hillsborough
<b>DATE:</b>	January 20, 2007
<b>ENGINEERING CONSULTANT FIRM:</b>	Firm XYZ
<b>CONTACT NAME:</b>	Mr. Engineer, P.E.
<b>PHONE NUMBER:</b>	(813) 555-1212
<b>PAGE NUMBER:</b>	1 of 11

**COMPONENT GROUPS**

100 - STRUCTURES		\$541,800.00
200 - ROADWAY		\$159,450.00
300 - SIGNING & PAVEMENT MARKINGS		\$35,000.00
400 - LIGHTING	<i>NOT USED</i>	
500 - SIGNALIZATION		\$125,000.00
550 - ITS		\$10,000.00
600 - LANDSCAPE / PERIPHERALS		\$60,000.00
700 - UTILITIES		\$2,000.00
800 - ARCHITECTURAL		\$15,000.00
900 - MASS TRANSIT / OTHER		\$225,000.00
<b>COMPONENT SUB-TOTAL</b>		\$1,173,250.00
(102-1) MOT (Maintenance of Traffic)	5%	\$58,662.50
<b>SUB-TOTAL</b>		\$1,231,912.50
(101-1) MOB (Mobilization)	8%	\$98,553.00
<b>SUB-TOTAL</b>		\$1,330,465.50
PU (Project Unknowns)	25%	\$332,616.38
<b>SUB-TOTAL</b>		\$1,663,081.88
(999-25) Initial Contingency (Do Not Bid)		\$50,000.00
<b>PROJECT GRAND TOTAL</b>		<b>\$1,713,081.88</b>

**NOTES:**

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# INSTRUCTIONS

- 1) Macros MUST be enabled on the local computer from which you run this program. Access Macro options from the Tools>Options>Security drop-down menu settings.
- 2) Begin a new project or edit an existing project by inputing project data on the "Main Menu" user form which is activated when a project file is first opened or can be accessed at any time from the "Main Menu" button on the Summary Sheet.
- 3) Save completed worksheet file using the "Save File" Command Button on the Summary Sheet. This function will save the file in the folder from which it was originally opened, using the following format: Estimate Type\_XXXXXXXXXX.xls; where "Estimate Type" is the Type of Estimate Selected and shown on the Summary Sheet, and XXXXXXXXXXXX is the 11-digit FPID Number of the project as shown on the Summary Sheet.
- 4) To print completed sheets either use the "Print Preview Sheets" Command Button on the Summary Sheet or simply select the "Tabs" (Sheets) for the categories which are used and print them. An completed estimate should always include the Summary Sheet and at least one Component Sheet.
- 5) Please report any issues or problems with this Engineer's Cost Estimate file to the following:

Rick McCall, Estimates Specialist                      email: richard.mccall@dot.state.fl.us  
 Plans, Specifications & Estimates (PS&E)  
 Florida Department of Transportation District 7    phone: (813) 975-4854  
 11201 N. McKinley Drive  
 Tampa, FL 33612                                              fax: (813) 975-6150

Pay Item Categories	
Item Numbers	Subject/Group
100-102	MOT
103	Temporary Structures
104-108	Erosion Control & Environmental
109	Field Office
110-199	Earthwork
200-299	Base Courses
300-399,	except 346-347 Surface Courses, Concrete
346-347	Pavement
400-499,	Concrete
425-449	except 425-449 Structures
425-449	Drainage Structures
500-515	Incidental Construction- Structures
516-550	Incidental Construction- Roadway Items
551-569	Incidental Construction- Structural Paint
570-599	Incidental Construction- Landscaping
600-699	Traffic Control Devices (Signals)
700-714	Traffic Control
715	Traffic Control- Lighting
720-740	Incidental Construction- Other
741-749	Incidental Construction- Traffic Monitoring (TMS)
750-799	Incidental Construction- Architectural
800-899	Mass Transit (Railroad)
1000-1999	Utilities

Variable Ranges
MOT 5-10% depending on difficulty and complexity
MOB 10%
Initial contingency:
\$0 - \$1,000,000 use 5% of Contract
\$1,000,001 - \$5,000,000 use \$50,000 Maximum
\$5,000,001 - \$15,000,000 use 1% of Contract
greater than \$15,000,000 use \$150,000
By Florida Statutes Initial Contingency can never be more than \$150,000

[For more information about TRNS\\*PORT and the various modules, visit http://www.aashtoware.org](http://www.aashtoware.org)

[Additional information on the Bid/Award process is contained in the Division 1. General Requirements and Covenants of the Specifications.](#)