Washington State Department of Transportation

Memorandum

November 29, 2007

TO: Kevin Dayton, Lorena Eng, Jerry Lenzi, Don Senn, Craig Stone, Don Wagner, Don Whitehouse

FROM: Donald K. Nelson, Director
Environmental and Engineering Programs

SUBJECT: Project Delivery Memo #07-01 - Cost Estimating Guidance

Purpose and Direction

WSDOT has developed cost estimating guidance for projects. It will ensure a consistent approach to cost estimating, estimate review, estimate documentation, and management of estimate data throughout WSDOT. The guidance should be used as a tool in the project delivery process.

With recent volatile market conditions, cost estimating is more important than ever. This guidance explains the different estimating types used at various stages of project development; shows the cost estimating process; and contains soft cost data, important factors to consider, and estimate review criteria.

The guidance also includes a Preliminary Engineering (PE) percentage table, which is very similar to the Construction Engineering (CE) percentage table. The PE table will eventually be included in the Plans Preparation Manual.

The cost estimating guidance will be presented at the upcoming Design/Construction, Project Engineer, and Project Development conferences. It will also be incorporated into appropriate classes (cost estimating classes, design classes, CRA and CEVP workshops, Design Academy, etc.).

Portions of the guidance will be included in the WSDOT Design Manual and Plans Preparation Manual. The guidance will be updated twice a year starting in 2008.

Please share this information with appropriate staff. The cost estimating guidance is located at http://www.wsdot.wa.gov/publications/fulltext/CEVP/EstimatingGuidelines.pdf.

Action Requested

Project Development
Beginning immediately, use this cost estimating guidance for all WSDOT projects from planning through PS&E.

HQ Design Office
Incorporate the applicable portions of the estimating guidance into the Design Manual and Plans Preparation Manual.

Contract Ad and Award
No action necessary.

Construction
No action necessary.

TLB:slm

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