EBASE

Project Estimating and Bid Analysis System

Training Course

EBASE
What is it used for?

EBASE Supports Bid Item History based Estimating, although it accepts the use of
Non – Standard items and Standard Items with Means style or bottom up style
Cost calculations.
WSDOT uses Standard bid items where possible in our contracts. This not only allows for
Consistency (no Surprises for the contactors = Lower Bids submitted) but also for
the collection of bid history for various types of work. This bid history may be
analyzed for where, when, quantity, and who did the work to get the most
accurate cost possible.

EBASE Creates and stores a permanent record and History that may be shared
by many users Statewide.

EBASE Supports and is a crucial link in the entry of, and as a conduit for estimate
Data. EBASE provides reports used in many facets for keeping the Highway Programs on
Track, Determining Lowest responsible bidder for Awards, contract Payments, as well as
interfacing and providing data to systems such as – CCIS, CAPS, BIDS, TRIPS
and the DATAMART.
In its Primary function, EBASE provides department estimators access to Historical cost data for
Analysi,s enabling the development of accurate estimate Reports for construction
Projects.

Other Features provided by EBASE:
☞ Standard Item Table – accessible thorough EBASE or via the web.
☞ UBA – Unit Bid History – accessible thorough EBASE or via the web.
☞ EXCEL Export of bid items – Web feature

Supplemental Programs:
BID TABS PRO, BID TABS PLUS – These applications utilize WSDOT Bid History,
Including all Non-Standard items to analyze cost data.
They are capable of taking any EBASE estimate and analyzing the items entered
For cost by comparing with Statewide, Regional, or Contractor bid Item cost
History.
You may also upload data from exported EBASE files or Excel estimates
you have created, to build estimates or analysis data.

Tools and Information are available on the internet on the internet @
http://www.wsdot.wa.gov/Design/ProjectDev?Engineering Applications/default.htm

Information you will need for entry into EBASE and where you can find it

GENERAL INFO tab

Project Title	-	Plan Review Liaison
PS&E Job Number	-	Plan Review Liaison
Work Order Number	-	CPMS / Program Management
Dollars Budgeted	-	CPMS / Program Management
Const Eng. %	-	EBASE User's Guide or Plans Prep Manual 800.03(2)
Contingency %	-	EBASE User's Guide or Plans Prep Manual 800.03(2)

_____

TEXT DATA tab   **Final Project Definition Report**

Project Remarks -	EBASE User's Guide or EBASE Fundamentals (for type & Format)
Proposal Description -	EBASE User's Guide or EBASE Fundamentals (for type & Format)
Text Data -	EBASE User's Guide or EBASE Fundamentals (for type & Format)

_____

FUNDING tab

Participants (Who is contributing dollars towards the construction of the project)

Fund Sources can be found by PIN in CPMS on the QC Screen. See the listed Finance Code – Federal Share Table at: http://wwwi.wsdot.wa.gov/Planning/CPDMO/FederalAid.htm or Maximum dollar Participation.
ALSO check agreements for additional funding sources.

Federal-Aid number -   Program Mgmt (sub-program manager)

_____

GROUPS tab

County –	TRIPS GEOMETRIC Report
Control Section –	TRIPS GEOMETRIC Report
Fund Number –	FUNDS Tab (create designations per EBASE Users Guide)
Group Desc. –	PROJECT SUMMARY (to determine where breaks occur)
Sub Program –	PROJECT SUMMARY
Program Item # (P.I.N.)	PROJECT SUMMARY
Fed. Work Type Code –	EBASE User's Guide
Safety Class Code –	EBASE User's Guide

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Information you will need for entry into EBASE and where you can find it

COLUMNS tab

Group number -   Groups Tab

Column Heading -   Determine by Work to be completed and Column Break Rules
                                  Plan Prep. Manual 400.06(5)

                                  _____

BID ITEMS Tab

Bid Items and Quantities -   These will come from the Plans. i.e Qtabs, Structure Notes
                                  Planting Plans , profiles etc.
                                  Other Quantities such as Lump Sum, Calc. or Est. items will
                                  come from the estimate workbook worksheets.
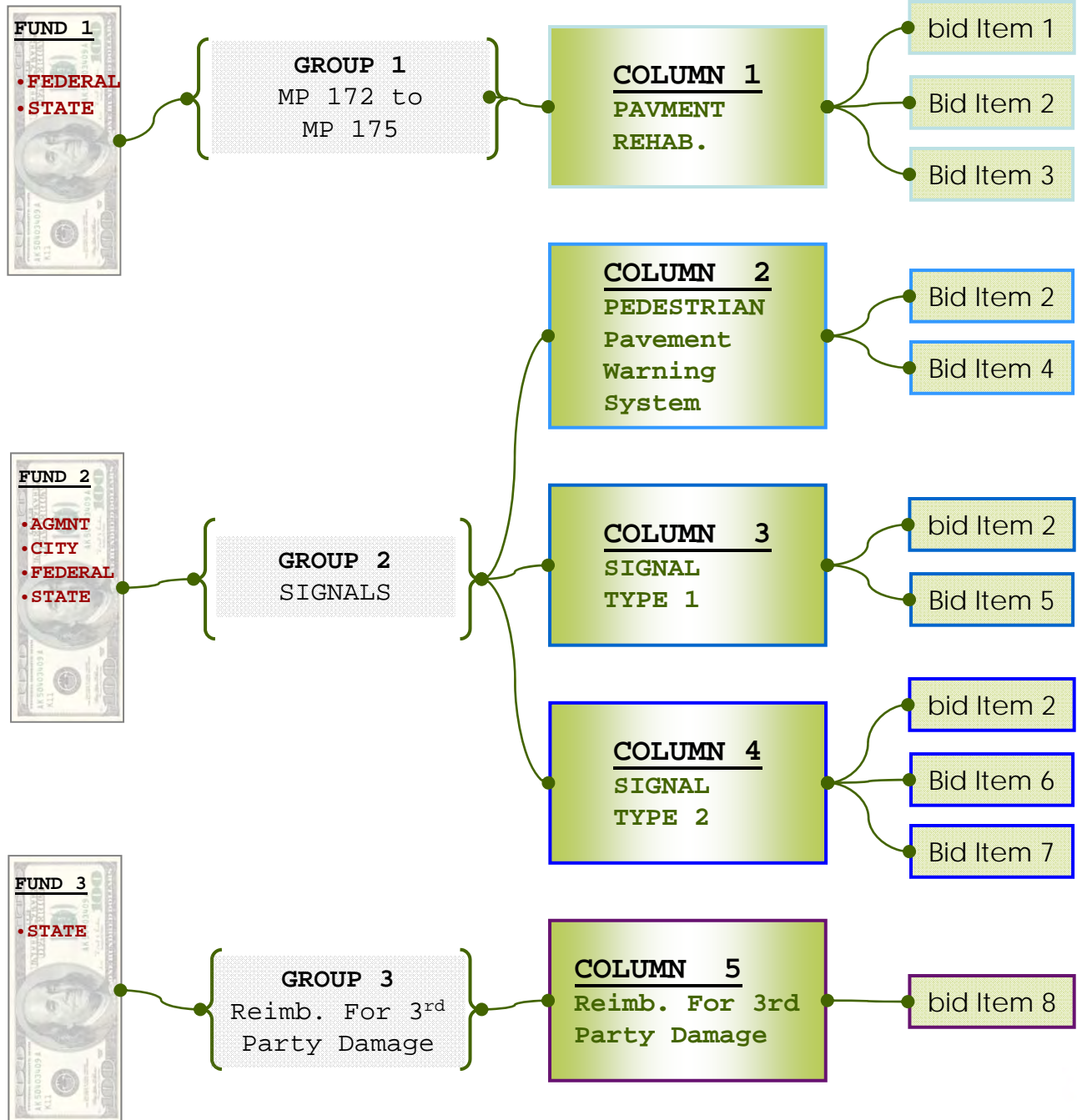
How the Data entered in EBASE is Related

DATA FROM Funding TAB

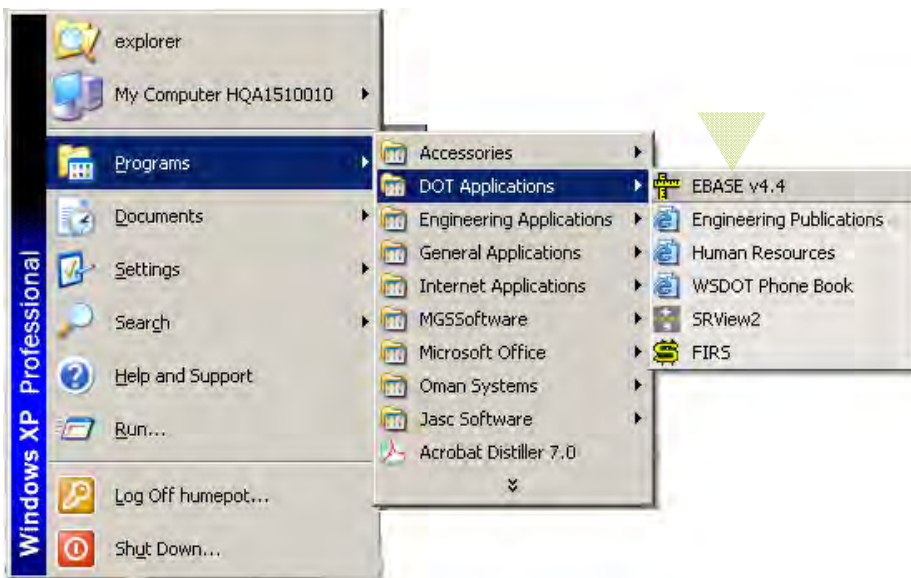**DATA FROM GROUPS TAB**

DATA FROM COLUMNS TAB

DATA FROM Bid Items TAB

FUND 1
- FEDERAL
- STATE

GROUP 1
MP 172 to MP 175

COLUMN 1
PAVMENT REHAB.

bid Item 1

Bid Item 2

Bid Item 3

COLUMN 2
PEDESTRIAN Pavement Warning System

Bid Item 2

Bid Item 4

FUND 2
- AGMNT
- CITY
- FEDERAL
- STATE

GROUP 2
SIGNALS

COLUMN 3
SIGNAL TYPE 1

bid Item 2

Bid Item 5

COLUMN 4
SIGNAL TYPE 2

bid Item 2

Bid Item 6

Bid Item 7

FUND 3
- STATE

GROUP 3
Reimb. For 3rd Party Damage

COLUMN 5
Reimb. For 3rd Party Damage

bid Item 8

MILE 4

Getting Started

To begin, open the EBASE Application:

CLICK **Start**   and Select Programs\DOT Applications\EBASE

```
explorer
My Computer HQA1510010    ▶

Programs                  ▶    Accessories              ▶
                               DOT Applications         ▶    EBASE v4.4
Documents                 ▶    Engineering Applications ▶    Engineering Publications
Settings                  ▶    General Applications     ▶    Human Resources
                               Internet Applications    ▶    WSDOT Phone Book
Search                    ▶    MGSSoftware              ▶    SRView2
Help and Support               Microsoft Office         ▶    FIRS
Run...                         Oman Systems             ▶
                               Jasc Software            ▶
                               Acrobat Distiller 7.0
Log Off humepot...                    ⊗
Shut Down...
```

Read the EBASE Broadcast Message, This will have alert you of the latest news or Attention Items.
     CLICK **Close**

EBASE Broadcast Message

2/28/2007 - >>> DO NOT ACCESS THE EBASE BIDS DATA ON THE DAY OF BID OPENING UNTIL CONTRACT AD & AWARD HAS NOTIFIED THE REGION PLANS OFFICE THAT THE RESULTS ARE AVAILABLE FOR VIEWING. <<<

Newest Alerts are posted at the Top.
Scroll down to view old postings

Close

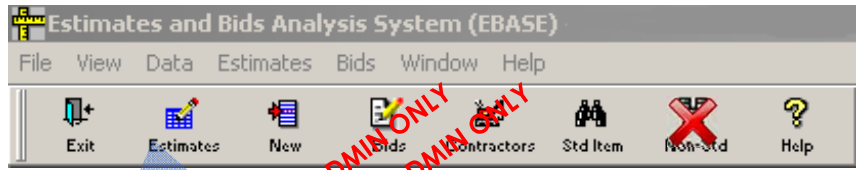MILE
5
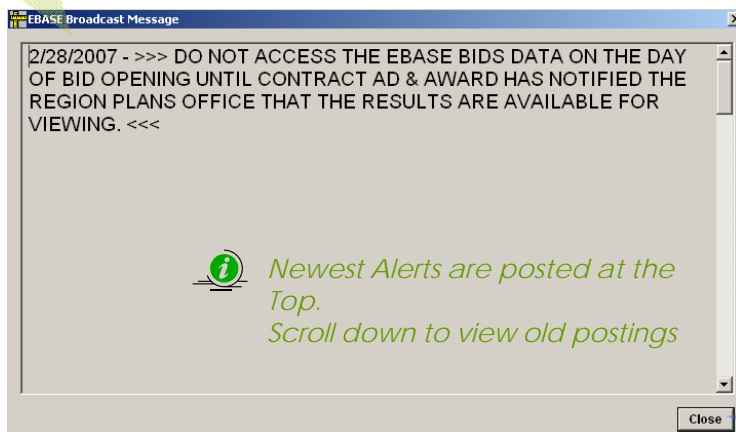
Controls

Most Frequently an existing Estimate will need to be Accessed.

Click the "ESTIMATES" Button to view all the Estimates in your Region.

Estimates and Bids Analysis System (EBASE)

File   View   Data   Estimates   Bids   Window   Help

Exit   Estimates   New   ~~ADMIN ONLY~~ Bids   ~~ADMIN ONLY~~ Contractors   Std Item   Non-Std   Help
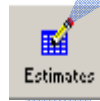
Estimates

Job Selection Window (DOUBLE CLICK TO SELECT JOB)

Please Select Region:
Eastern

Estimates to View:
● Current Versions   ○ All Estimates   ○ Deleted   ○ Awarded   ○ As Built

#	Region	Job No	Version	Contract	Work Order	W.I.N.	Title (Partial Display)	Lock
6	ER	00Z001	1	005803	OL3540		SR27□□FALLON TO PALOUSE□□□□□00Z001	Y
6	ER	00Z002	1	005809	OL2965		SR21□□FERRY COUNTY DRAINAGE IMPROVEMENT	Y
6	ER	00Z003	1	005840	OL3674		SR 174□□SR 174 SAFETY RESTORATION□□□□□00Z	Y
6	ER	00Z004	1	005858	XL0851		SR 195□□PLAZA TO VIC. CORNWALL RD.□□MP 69.	Y
6	ER	00Z005	2	005841	XL0852		SR27□□FREEMAN TO VIC. 32ND AVE.□□□□□00Z005	Y
6	ER	00Z006	1	005854	XL0878		SR 26□□UNION FLAT CREEK TO COLFAX□□□□□00Z	Y
6	ER	00Z007	1	005820	OL3697		SR2□□NORTH SPOKANE/DIVISION STREET□□STA	Y
6	ER	00Z008	3	005860	XL0723		SR 21 ET AL□□2000 EASTERN REGION□□CHIP SE	Y
6	ER	00Z009	2	005910	0L3715		SR 278 AND SR 395□□2000 EASTERN REGION□□9	Y
6	ER	00Z010	1	005882	XL0849		SR 90□□RITZVILLE TO TOKIO□□STONE MATRIX□□	Y
6	ER	00Z011	1	005917	XL0722		SR-90□□RURAL INTERSTATE RUMBLE STRIPS□□□	Y
6	ER	00Z013	4	005947	0L8386		SR 90□□SPRAGUE AVENUE INTERCHANGE□□PH/	Y
6	ER	00Z014	2	005924	XL1113		SR 270□□PULLMAN TO IDAHO STATE LINE□□□□□0	Y
6	ER	00Z015	1	005936	000000		SR 20□□TIGER RESEEDING□□□□□00Z015	Y
6	ER	00Z016	1	005961	XL1074		SR 290 SPUR□□2ND AVE OC BRIDGE 290/4.6N□□[	Y
6	ER	00Z017	1	005990	XL0715		SR 395 ET. AL.□□EASTERN REGION SNOW FENCE	Y

251 Records

Print   Save As

Estimates Window Buttons

Exit Program
Close Window
Sort List
Scroll List

Exit   Close   New   Sort   Filter   Print   First   Previous   Next   Last
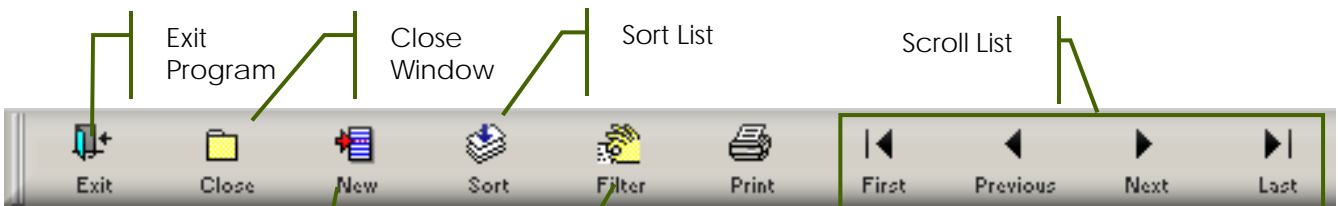
Create New Estimate
Filter List
(See Fundamentals Guide for filters)

Std Item   Delete   Non-Std   ~~ADMIN ONLY~~ UnDelete   Lock   ~~ADMIN ONLY~~ Un-Lock   Help

Open Help Web Site

Open Standard Item Table

Delete Estimate

Lock Estimate
(this Locks the estimate preventing further revisions. To "Lock & Load" use the MOVE TO BIDS button only.)

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New Estimate
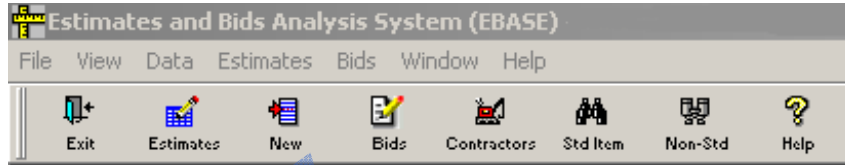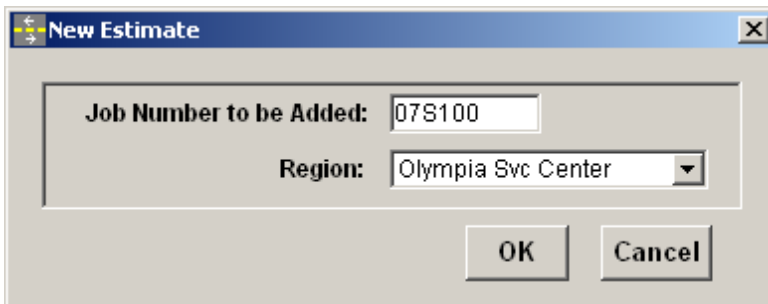
SELECT the **NEW** icon to create a new estimate

Estimates and Bids Analysis System (EBASE)

File   View   Data   Estimates   Bids   Window   Help

Exit   Estimates   New   Bids   Contractors   Std Item   Non-Std   Help

i You would select the ESTIMATES button to view or edit existing estimates

New

New Estimate

Job Number to be Added: 07S100

Region: Olympia Svc Center ▼

OK   Cancel

ENTER THE FOLLOWING:

JOB NUMBER >>>   1 1 S __ __ __

REGION >>> (this will default to your Region)

CLICK   **OK**

And   **Yes**

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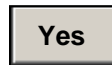
i The Job Number is the Working number for the Estimate, this will be renamed to the PS&E Job Number when the project is ready for AD.
EXAMPLE:
07 A 001

Current Year →
Region Code →
Sequence No. →

It is not Necessary to have a PS&E job number
When beginning an estimate, but you should
Have a 6 character name that uniquely identifies
The estimate. i.e use the Work Order Number or
WIN Number

Your new Estimate will be created. To begin to entering data:

CLICK, the **ESTIMATES** icon.
SCROLL, through the estimates list for your Region.
DOUBLE-CLICK, on your estimate

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General Info Tab

The General Info tab is where the Basic Project Information and contacts are entered.

Enter the title using all 4 lines

First line – *Route*
Second line – *First Line of Title*
Third Line – *Second Line of title (may be left blank)*
Forth Line – *Job Number (title will not print on reports if not present)*

CONTRACT – *This will be filled in by the Contract Ad & Award office at AD.*
REGION – *Auto-filled (based on your user ID)*
WORK ORDER NUMBER – *Enter your 6-digit design charge number, (XL number)*
MEASUREMENT SYSTEM – *ENGLISH (Default)*
CONTINGINCY % - *This will usually be 4%*
ENGINEERING % - *Enter appropriate %, a chart may be found in the EBASE Users Guide.*

W.I.N. *(work item number) Enter this number assigned to your project from CPMS*
DESIGN P.E.
CONSTRUCTION P.E } *– Enter the appropriate contacts for this estimate.*
ESTIMATOR

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General Info Tab

General Info	Text Data	Funding	Groups	Columns	Bid Items	Non-Bid Items

* Upload to Mainframe Without Moving to Bids

* Move to Bids Without Mainframe Upload

Identification Information:

Title:
I-90
EBASE TRAINING
PCCP I/S REHAB
07S001

Last Update: 01/23/2007
Locked:

Contract Number: 000000   Work Order Number: XL1234   Measurement System: ENGLISH

Region: Olympia Svc Center   Contingency Percentage: 4.00%

W.I.N: F12345Z   Engineering Percentage: 15.00%

Contacts:

Design Project Engineer: JOHN , DESIGN, P.E.   Estimator: YOUR NAME HERE

Construction Engineer: JANE CONSTRUCTION, P.E.

*

Save	Summary of Quantities Revisions	Move to Bids	Access	Duplicate / New Version

---

Summary of Quantity Revisions

Line Number	Revision Date	Revision Description	Revised By
1	06/01/2007	REVISED QUANTITY BID ITEM #2	TWH

Record Post Advertisement
Addendums to Cost and Quantities

Also Enter Plan Sheet Number

Contract Plans Summary of Quantites Start Page: 3
Contract Plans End Page: 53

Add	Delete	Sort	Close
Save	Save As	Print	

Access Authorizations

User ID	Last Update	Owner
HumePoT	04/10/2007	☑

Estimate Owners may control
Access to their Estimates

Add	Delete	Sort	Close
Save	Save As	Print	

Are you Sure?

This operation makes a duplicate of the current estimate under a different job number or allows you to create another version of this job number. Are you sure you want to perform this operation?

OK	Cancel

Duplicate / New Version

Old

Job Number: TRAIN

Version: 1

New

Job Number: TRAIN

Version: 2

OK	Cancel

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* These buttons Available at the Admin. Level

EXERCISE 1

2 – 3 Min.

Text Data Tab

General Info	**Text Data**	Funding	Groups	Columns	Bid Items	Non-Bid Items

This screen is for entering special Project level remarks that you want to bring attention to.
Any text entered here will be printed on the bottom of the Preliminary Estimate Summary Report.

Project Remarks | Proposal Description | Type of Work

```
AGREEMENTS:
HR6-0302 WIDE LOAD AGREEMENT WITH TOWN OF …
HR6-0303 WIDE LOAD DETOUR WIT COUNTY
---------------------------------------------------------------------

NICKLE FUNDS ONLY
---------------------------------------------------------------------
CONSTRUCTION PERMIT WITH CITY ON FILE
```

These Are Examples of the type of informational Notes that may be entered in this area. It is always a good idea to place a note For any type Of agreement information that does not Appear, or whose participation Is unclear on the funding tab in this area.

Save

Proposal Description

```
I-90; EBASE TRAINING PCCP I/S REHAB, IN THE CITY OF SPOKANE AND SPOKANE COUNTY, VICINITY OF MP
291.92, A FEDERAL AID PROJECT,
```

Enter the Route, County, Mile Posts, Project Title and if it is a State or a Federal Project. Always end this paragraph with a comma. This text is inserted into the paragraph at the top of the Proposal report

Save

Type of Work

```
THIS CONTRACT PROVIDES FOR THE IMPROVEMENT OF SULLIVAN ROAD FROM MISSION AVENUE TO INDIANA
AVENUE AND PINES ROAD AT I-90, IN SPOKANE COUNTY. THIS WORK SHALL CONSIST OF REMOVING ASPHALT
CONCRETE PAVEMENT, PLACING PORTLAND CEMENT CONCRETE PAVEMENT, PAVEMENT MARKING, UPGRADING
SIGNAL SYSTEM COMPONENTS, ADJUSTING INLETS, AND OTHER WORK,
```

Save

This Text may be the same as that found in the Contract Special Provisions Under "Desc. Of Work"

*Use this screen to enter a brief description of theMajor items of work being performed.
This text is limited to 4 lines, and will be printed at the top of the Preliminary Estimate Summary report*

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EXERCISE 2

3 Min.

Funding Tab

If you would like to enter a special comment about any of the Funds you setup, Double click on the Fund Number and a window will be displayed for text entry. Any text entered here will be printed on the Fund Report.

Agreement Message / Fund Remarks

C

Federal Toll Credits

Save Close

| General Info | Text Data | **Funding** | Groups | Columns |

Funds | Participants | Fund / Participant Matching

i A Fund Number is simply a place holder to group Participants together under.

Create your Fund numbers by clicking the ADD button and entering a sequence of numbers, 5, 10, 15; 2,4,6...
You may use any sequence that makes sense to you.

Fund Number
| 5 |
| 10 |
| 20 |

Double Click on Item For Fund Remarks/Agreement

Participants

Participant Name	Federal Aid Project Number	Funding Indicator
FEDERAL	IM-0906(211)	Federal Aid
GCA 4912		City
STATE		State

i One participant per line.
Each Participant must have a *unique name*.
A Federal Aid Project Number must be entered for all federal participants

Print Add Delete Save Sort

Fund / Participant Matching

Fund Number	Participant	Funding Sequence	Participation Percentage	Maximum Amount
5	FEDERAL	1	90.00%	
5	STATE	2	100.00%	
10	GCA 4912	1	100.00%	
20	STATE	1	100.00%	

i
• Add one Fund/Participant line at a time and complete before adding another.
• A Funding sequence must be entered to show who pays first, second etc. (Each fund may have up to four participants.)
• It is Ok for a participant contribute to more than one fund.
• A Participation Percentage must be entered for each - in decimal format.

Print Add Delete Save Sort

Some Participants have a set dollar amount they have agreed to pay towards the project - a **Maximum Amount**.

In most cases a Max. Amount Participant should be entered as a Funding Sequence of 1, the *Primary* participant, with a Participation Percentage shown as 100%.
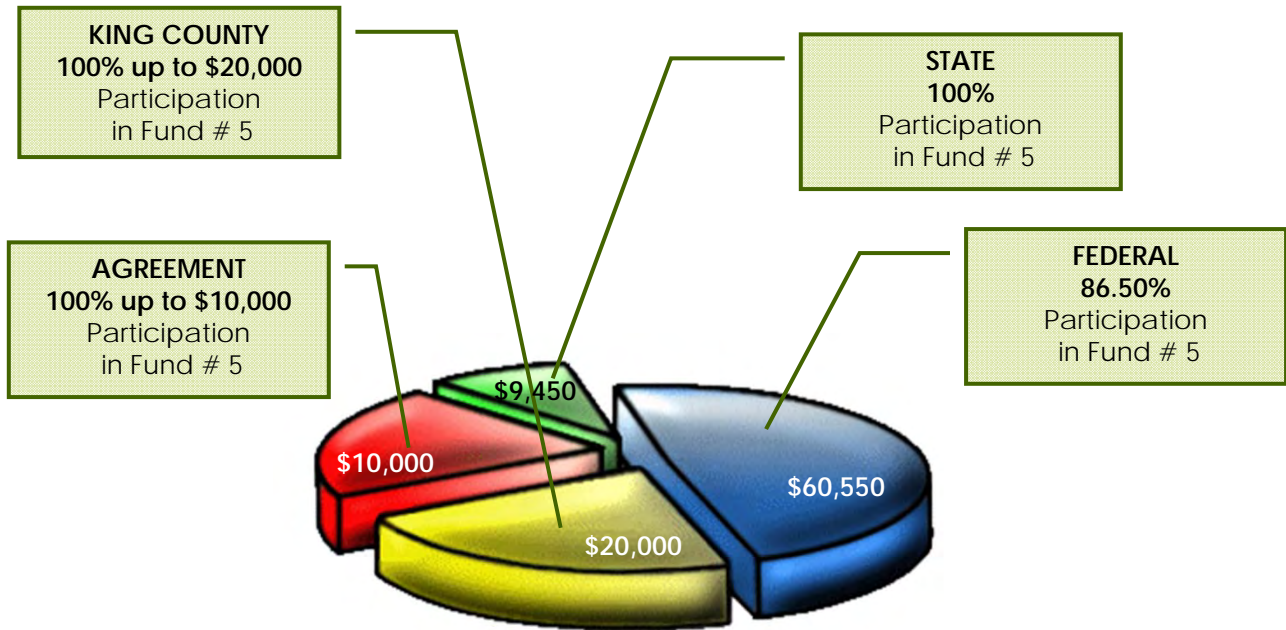Should it be necessary to remove the Max Amount either enter a zero, or delete and re-add the participant/fund match line

Funding Tab

Example of how a single fund may be broken down by participant

EXAMPLE FUND				
Total dollars of work to be paid for by this example fund 5 = $100,000				
Participants	Fund Sequence (Order in which Dollars Contributed are spent)	Participation %		Actual $$$ Participant is obligated to contribute based on their Participation %
King County	1	100 % With a Maximum contribution amount of $20, 000		$20,000
Agreement for $10,000	2	100 % With a Maximum contribution amount of $10, 000		$10, 000
Federal	3	86.50%		$60,550
State	4	100%		$9, 450

KING COUNTY
100% up to $20,000
Participation
in Fund # 5

STATE
100%
Participation
in Fund # 5

AGREEMENT
100% up to $10,000
Participation
in Fund # 5

FEDERAL
86.50%
Participation
in Fund # 5

$9,450

$10,000

$60,550

$20,000

FUND # 5 Total =
$100, 000

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EXERCISE 3

5 Min.

Groups Tab

General Info | Text Data | Funding | **Groups** | Columns | Bid Items | Non-Bid Items

Group Number
1
2
3
4
5

Maximum allowed number of Groups in an estimate is: **99** *(i)*

Use the "Move Group" button to re-position a Group in the sequence. (i.e. move group 5 to group 3... group 5 becomes group 3, group 3 becomes group 4, and group 4 becomes group 5).

County: SPOKANE ▾ **(Select First)**
Control Section Number: 320103 ▾
Fund Number: 5 ▾
Group Description: SULLIVAN I/S PCCP REHABILITATION

Program: P1 ▾ Program Item Number: 609049Z
State Route Number: 090 Tax Rate: 8.70%
Federal Work Type Code: ▾

(i) When a Control Section is selected the STATE ROUTE NUMBER and the TAX RATE Are automatically entered by EBASE

Move Group

Print | Add | Delete | Save | Sort

Group Move ☒

Move Which Group: 5

Move To Group Number: 3

OK | Cancel

GROUP BREAKOUT RULES Plan Prep Manual 400.06(5)(a)

When is a separate Group will be necessary ?

- There is a change in the Program Number (PIN).
- A change in the Program or Sub-Program (P1, I2, etc.)
- A change in Funding (participants, rates, source of funding)
- A break in Control Sections.
- separate Group is required for Third Party Damages.

Adding a New Group:

1. Click "ADD to add a new Group. First select a County for the Group, EBASE will generate a Control Section table based on the County entered.

2. Select a Control Section number that applies to the area where the work is to be performed. When a Control Section is selected the State Route Number and Tax Rate fields will automatically be completed.

3. Assign a Fund to the Group.

4. Enter a Group description, that is descriptive of the type of work being performed and / or the location of the work.

5. Select Program and enter a Program Item Number.

6. Select a Federal Work Type Code (if applicable). See EBASE Users Guide.

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EXERCISE 4

7 Min.

Columns Tab

Column Number	Group Number	Column Heading
1	1	SULLIVAN SR38+83 TO SR51+21
2	1	SULLIVAN NORTH SIGNAL SYSTEM 4
3	2	PINES SOUTH SIGNAL SYSTEM 1
4	3	SULLIVAN SOUTH SIGNAL SYSTEM 2
5	4	SULLIVAN MISSION SIGNAL SYSTEM 3

PLEASE NOTE: Column Headings are limited to 10 characters per line!

Move Column

Print   Add   Delete   Save   Sort

Column Break Rules PPM 400.06(5)(b)

At a minimum a separate column is required for:

- Each Bridge
- Each wall – Unless these are tabulated separately in the plans.
- State Furnished Pit sites

Separate Columns should be used for individual construction lines i.e. Ramps, Mainline, Frontage Road.

Separate Columns can be to setup for work that may be cut from the Project due to possible funding issues. This will make for quick revisions to the estimate by simply deleting Columns of work, rather than time consuming re-calculations of Bid Items.

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EXERCISE 5

5 Min.

Bid Items Tab

Screen Areas

Items

Item Number	Std Item Num
10	
11	5739
12	6514
13	6403
14	6490
15	6806
16	6890
17	6912
👉 18	
19	6971
20	6982

Column Number	Planned Quantity
4	9,000.00

Add Item   Delete Item
Add Column   Delete Column
Standard Items   Sort
Non-Standard Items   Save
Re-Set Item Nums   Move Item
UBA History Data   Spreadsheet
Specifications   Item Report
Lump Sum Breakout Items
Item Comments (none)

Column Quantity Assignment
Designate how much of the Bid Item will be used in each portion of the project

Function Button Panel

Item List
Used to Sequence to Standard Items

Text Data | Funding | Groups | Columns | **Bid Items** | Non-Bid Items

Section Headers

Column Number	Planned Quantity
4	9,000.00

Add Item   Delete Item
Add Column   Delete Column
Standard Items   Sort
Non-Standard Items   Save
Re-Set Item Nums   Move Item
UBA History Data   Spreadsheet
Specifications   Item Report
Lump Sum Breakout Items
Item Comments (none)

Std Item Num
11	5739
12	6514
6403
14	6490
15	6806
16	6890
17	6912
👉 18	
19	6971
20	6982

Section Header: 18 TRAFFIC   Prorate Item: ☐
Standard Item:
Non-Standard Item:
Description: SIGNAL INTERCONNECT SYSTEM 2
Unit Price: 1.0000 Unit Measure: L.S. Prequal Code: W6

Bid Item Details
Enter details for a Standard Item Number,
Or Describe a Non-Standard Item

Section Header: 18 TRAFFIC   * Prorate Item: ☐
Standard Item:
Non-Standard Item: This feature not implemented

* Use the PRORATE ITEM: check box to Distribute dollar amount across columns. – Use ONLY for MOBILIZATION.

Description: SIGNAL INTERCONNECT SYSTEM 2
Unit Price: 1.0000 Unit Measure: L.S. Prequal Code: W6

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Bid Items Tab

Use the "ADD ITEM" Button
To insert Bid Items (Standard & Non-Standard)
into an Existing bid item list

Click on the Bid Item directly
Below where you will insert the
New item and click the ADD ITEM
Button.
Click SAVE
And RE-SET ITEMS NUMS to renumber
The Item Number Sequence.

Use the "STANDARD ITEMS" Button to select and
apply Standard Bid Items upon initial item entry,
or to add Standard Bid Items to the end of the
item list

Click on the STANDARD ITEMS button.
Either"

> *a) for a new list or for item placement at*
> *the end of an existing list, Click the GO*
> *button when the "Select Item Location"*
> *dialog box is Displayed.*
> *Select Standard Bid Items.*
> *Click "Apply Selection"*
>
> *b) to add Standard Bid Items to an*
> *existing list, Enter the desired item*
> *sequence placement in the "Select*
> *item Location" dialog box is displayed.*
> *Click GO*
> *Select the Standard Bid Item(s)*
> *Click "Apply Selections"*
> *Click "Re-Set Items Nums" on the Button*
> *Panel.*

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Bid Items Tab

Add Column

Use the Add Column Button to Select columns where the Items will be used And how much (planned quantity) will be placed in each location.

Item Measurement and Description Details are Automatically imported When Standard Items are selected.

Quantity ,Cost, and Unique Descriptive information must Be manually input.

i Non-Standard Items Req. all data be manually input.
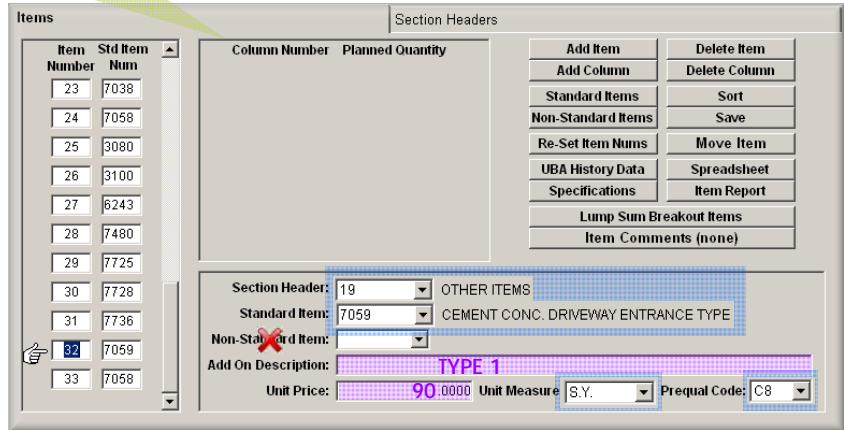
UBA History Data

Use the "UBA History Data" Button to view the Unit Bid History for the Standard Item to help determine the unit price.

i

When using the Bid History, keep other factors in mind that may effect the averages such as Project Size, Location and project type.
i.e. – If this were Mainly a Signal Project, you are going to get more contractors who are focused in that area – so they will bid higher for the concrete work in the project than a paving contractor.

UBA Historical Data

Washington State Department of Transportation
Unit Bid Analysis Data
Date: 08/15/2007
Page 1 of 4

Standard Item Number: 7059 CEMENT CONC. DRIVEWAY ENTRANCE TYPE

Region: 1 Northwest

Job No	Contract	Quantity	Low Bid	Second Bid	Third Bid	Award Date
07A023	007346	17.00	160.0000	139.1200	100.0000	05/21/2007
07C515	007343	199.00	110.0000	60.0000	41.0000	05/21/2007
07A014	007339	77.00	60.0000	55.0000	.0000	05/07/2007
07Z005	007281	27.00	100.0000	.0000	.0000	05/01/2007
07A013	007314	218.00	24.0000	60.0000	45.0000	04/16/2007
06A020	007232	102.00	56.5000	60.0000	40.0000	12/26/2006
06A009	007192	531.00	54.0000	42.0000	75.0000	09/08/2006
06B018	007191	1,505.00	27.0000	42.5000	45.0000	08/11/2006
06A802	007163	89.00	50.0000	61.0000	75.0000	07/14/2006
05C522	007164	67.00	40.0000	55.0000	.0000	06/19/2006
05C522	007164	969.00	35.0000	40.1000	.0000	06/19/2006

Right Mouse Click on Specific Item to Retrieve Contract Information.   Print | Save As | Sort | Filter | Close

i DO NOT FOCUS ON THE SMALL ITEMS
80% of the ESTIMATE COST IS COMPRISED OF 20% OR LESS OF THE BID ITEMS – focus your best efforts on these item costs to insure they are Accurate.

Also Round your Quantities. Entering figures to the penny implies a level of accuracy that may not exist in the estimate.

MILE 22

Items panel

Item Number	Std Item Num
23	7038
24	7058
25	3080
26	3100
27	6243
28	7480
29	7725
30	7728
31	7736
32	7059
33	7058

Column Number Planned Quantity

Buttons: Add Item | Delete Item | Add Column | Delete Column | Standard Items | Sort | Non-Standard Items | Save | Re-Set Item Nums | Move Item | UBA History Data | Spreadsheet | Specifications | Item Report | Lump Sum Breakout Items | Item Comments (none)

Section Header: 19 — OTHER ITEMS
Standard Item: 7059 — CEMENT CONC. DRIVEWAY ENTRANCE TYPE
Non-Standard Item:
Add On Description: TYPE 1
Unit Price: 90.0000 Unit Measure: S.Y. Prequal Code: C8

Bid Items Tab

Specifications

Standard Item Specifications

STANDARD ITEM

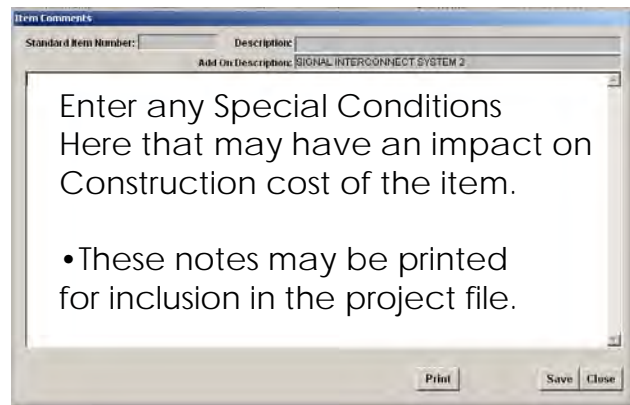Standard Specification 1-09.7
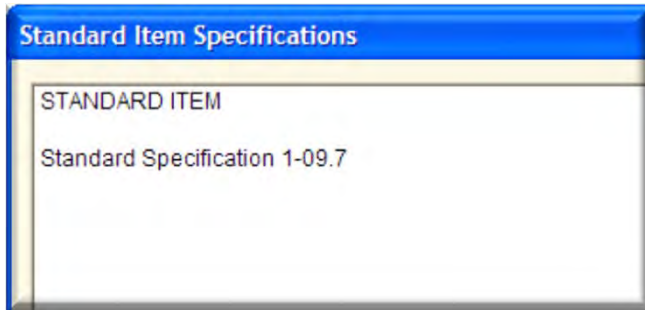
Use the "Specifications" Button to view the Revision history for the item. Amendments & GSPs are shown here.
Specification text or Reference to the Spec Book is listed for many items.

Item Comments Exist!

Use the "Item Comments box to note special conditions for the selected Bid Item

Item Comments
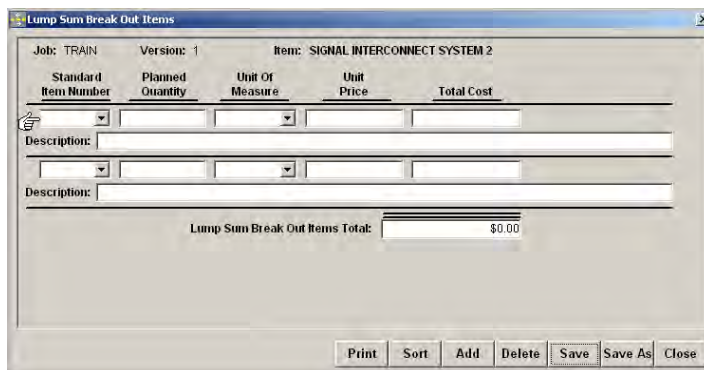Standard Item Number: ___ Description: _____
Add On Description: SIGNAL INTERCONNECT SYSTEM 2

Enter any Special Conditions Here that may have an impact on Construction cost of the item.

•These notes may be printed for inclusion in the project file.

Print   Save Close

Lump Sum Breakout Items

Lump Sum Break Out Items

Job: TRAIN   Version: 1   Item: SIGNAL INTERCONNECT SYSTEM 2

Standard Item Number	Planned Quantity	Unit Of Measure	Unit Price	Total Cost

Description:

Description:

Lump Sum Break Out Items Total: $0.00

Print Sort Add Delete Save Save As Close

Use the "Lump Sum Breakout Items" button to List and calculate cost the individual components that Make up each Lump Sum Bid Item.
A Lump Sum Item Report may be printed detailing all
Listed Lump Sum items.

MILE 23

Items		Section Headers	
Sect No.	**Section Description**		**Alt Code**
13	CEMENT CONCRETE PAVEMENT	▾	
14	HOT MIX ASPHALT	▾	
15	SEAL COAT	▾	
16	IRRIGATION AND WATER DISTRIBUTION	▾	
17	EROSION CNTL AND ROADSIDE RESTORATION	▾	
18	TRAFFIC	▾	
19	OTHER ITEMS	▾	
20	BUILDING	▾	
25	On Hold Items	▾	
29	SUPERSTRUCTURE	▾	
30	OBSOLETE ITEMS HIDEOUT	▾	
31	ALTERNATE 1	▾	A1
32	ALTERNATE 2	▾	A2
50	ROAD USER COST	▾	
51	please delete me	▾	

☐ **Accumulate Alternates** | Print | Add | Delete | Save | Sort |
☐ **Include Road User Cost**

The Section Headers Tab lists all available item categories.

Use this tab to:

- Add categories for Non-Standard Bid Items.

- Create New Section Headers for Alternate Bid Items

- Road User Cost – cost-plus-time bidding procedure (incentive)
  http://www.wsdot.wa.gov/Projects/delivery/alternative/ABBidding

MILE
24

EXERCISE 6
Parts 1-3

10 Min.

Non-Bid Items Tab

These are items of work or materials that are paid for as part of the total construction project, but are not performed by, nor furnished by the Contractor.

Numbers in the **700 to 799 range** have construction engineering and contingencies applied to them, but no sales tax. Federal Aid money may be used to fund all, part or none of this work**.**

Examples of this type of work may include:
• Utility Agreements
• County/City Agreements
• State Force Work other than WSDOT i.e. WSP
• Engineering/Consultant Services

Numbers in the **800 to 899** range have no sales tax, construction engineering, or contingencies applied to them.

Examples of this type of work may include:
• State Force Work (WSDOT not to exceed $50k)
• State Supplied Materials (Parcel numbers, labor and payable agreements cannot be charged here)
• Rail Road Flagging (800 – 859 Range)
• Some Permits and Agreements

*   Numbers in the **800 to 859** range are to be used for Federal-Aid **participating** items.
** Numbers in the **860 to 899** range are to be used for Federal-Aid **non**-participating items.

General Info	Text Data	Funding	Groups	Columns	Bid Items	**Non-Bid Items**

Number	Column	Item Description	Unit Price
700	1	700 MOTORIST ASSISTANCE PATROL (WSP) T-9131	1,500.0000
701	1	701 ELECTRICAL SERVICE AGREEMENT SCD-2252	350.0000
702	3	702 SERVICE AGREEMENT SCX2643	10,000.0000
801	3	STATE SUPPLIED SIGNAL SYSTEM COMPONENTS	4,000.0000
802	4	STATE SUPPLIED SIGNAL SYSTEM COMPONENTS	4,000.0000
860	6	BRIDGE RAILING PROCUREMENT	30,000.0000
		Total:	$49,850.00

For guidelines in the use of State Force Work and State Supplied Materials, See Chapter 700.05(28) figure 7 of the Plans Preparation Manual.

Print   Add   Delete   Save   Sort

MILE 26

EXERCISE 7

3 Min.

Alternate Items

There are a couple of different ways we handle Alternate Bids Items, these are defined as:

> **Additive Alternate**
> A supplemental unit of work or group of bid items, identified separately in the proposal, which may, at the discretion of the Contracting Agency, be awarded in addition to the base bid.
>
> **Either / Or Alternate**
> One of two or more units of work or groups of bid items, identified separately in the proposal, from which the Contracting Agency may make a choice between different methods or material of construction for performing the same work.

Most commonly the Either / Or alternative is included WSDOT contracts when alternate bidding is used.

To enter Alternates into EBASE, they are separated from the main set of Base bid items.

Alternate Bid Items are:
Entered as the last bid items on the Bid Items Tab
Assigned to an Alternate Section Header.
Assigned to a separate Column and Group.

An Alternate may include only one or many bid items. If an Alternate is comprised of multiple bid items, all the bid items must be assigned to the same alternate Section / Code

EXAMPLE: (either/or)
    BASE BID ITEMS (no Alt. code, assigned to normal Sections. i.e. HMA, GRADING
    ALTERNATE 1   [Concrete Br. Items] (Section / Alt Code **A1**)
    ALTERNATE 2   [Steel Br. Items] (Section / Alt Code **A2**)

RESULT:

Base
Base + A1
Base + A2

EXAMPLE: Multiple (either/or)
    BASE BID ITEMS_____no Alt. code,)
    Concrete br. Items_____**A1**
    Steel Bridge Items_____**A2**
    Reinforced Concrete Wall Items_____ **B1**
    Reinforces Earth Wall Items_____**B2**

RESULT:

Base
Base + A1+ B1
Base + A1 + B2
Base + A2 +B1
Base + A2 + B2

MILE
28

EXERCISE 8
Parts 1 & 2

10 Min.

Internal and external planholders use the <u>Summary of Quantities</u> to grasp the nature and Magnitude of the work

Program Managers use <u>Preliminary Estimates</u> to monitor and balance the overall WSDOT Program

Accounting uses the <u>Preliminary Estimates</u> to set up construction phase Work Orders (aka Contract #s)

Contract Ad & Award identifies the low bid by comparing bids received on the <u>Proposal</u> Forms against the <u>Preliminary Estimate.</u>
And
The <u>Work Classification</u> Reports to determine which contractors are eligible to bid on specific contracts

Pre-qualified Contractors submit their bids on the <u>Proposal</u> Form

Project Offices compare bids in the <u>Bid Check Report</u> against the By Item Report to justify award or rejection of bids over 10% or $50K