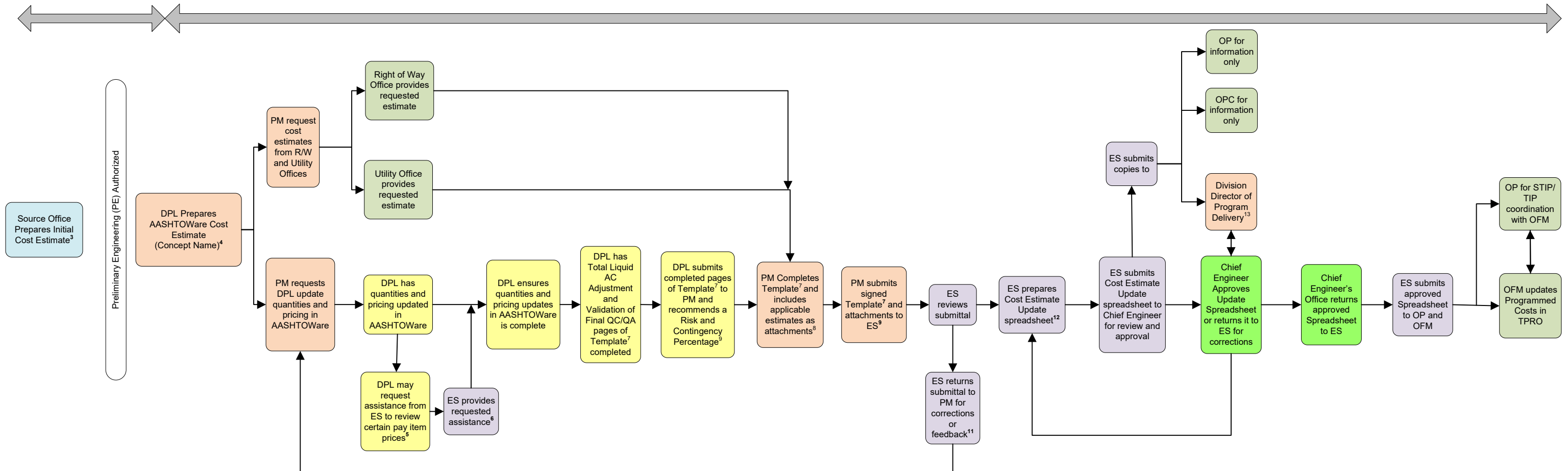


Cost Estimating Process (Policy 3A-9 Cost Estimating Procedures¹)

Initial
Cost Estimate

Preliminary Engineering Programmed Cost Estimates²



Responsible Offices

- Engineering Services
- Program Delivery
- Project Source Office
- Design Team (GDOT or Consultant)
- Chief Engineer
- Other Offices

List of Acronyms:

AASHTOWare = AASHTOWare Project Estimation
DPL = Design Phase Leader
ES = Engineering Services
OFM = Office of Financial Management
OPC = Office of Program Control
OPD = Office of Program Delivery
OP = Office of Planning
PM = Project Manager
TPRO = GDOT project management system that provides source data used for Preconstruction Status Reports

Notes:

1. See GDOT Policy 3A-9 Cost Estimating Procedures for detailed guidance relating to cost estimates and the update of programmed costs.
2. Preliminary Engineering Programmed Cost Estimates section of this flow chart applies to PDP Milestone, Cost Increase/Decrease, STIP/TIP Amendment or Administrative Modification, and Annual Programmed Cost Estimate Updates required by Policy 3A-9.
3. The Source Office responsible for developing proposed projects for addition to Construction Work Program (CWP).
4. AASHTOWare Concept Name (electronic file name) must begin with the PI Number (Ex. 0001234, 0001234XXX, 0001234_XXX). Please refer to the GDOT AASHTOWare Estimation Quick Reference Guide located on the R.O.A.D.S. website > Design Related Resources > Engineering Services.
5. DPL requests assistance from ES by submitting an email request to DesignerEstimateQuestions@dot.ga.gov and copying the PM.
6. ES may request and the DPL will provide current plans, calculations, and other items necessary for them to assess prices. ES will copy PM on all email correspondence to the DPL.
7. Template is GDOT's *Revisions To Programmed Costs Template*.
8. The PM is responsible for obtaining signed concurrence from local sponsors on the template.
9. See Policy 3A-9 for GDOTs Risk and Contingencies table.
10. Programmed Cost Estimate updates are submitted via email to CostEstimatesandUpdates@dot.ga.gov with completed Template⁷ with attachments included as a single pdf attachment.
11. Submittals returned to the PM for corrections will be resubmitted by the PM following the same process as the first submittal. Submittals returned to the PM as feedback do not need to be resubmitted as the first submittal will continue to be processed by ES.
12. ES will prepare a Programmed Cost Estimates Updates spreadsheet monthly for update submittals they have reviewed and are acceptable for further processing. All Updates received by the 7th of each month will be reviewed for inclusion (if accepted) in that month's spreadsheet.
13. Division Director of Program Delivery may be asked to provide information on specific project cost increases/decreases to the Chief Engineer.