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|  | The “Basis of Estimate” has been completed and/or updated with explanation of estimate changes. |
|  | All available project team backup has been reviewed and incorporated. |
|  | Has the cost estimate been updated in response to relevant changes in its basis, background data, or assumptions? |
|  | All unit costs have been validated by professional judgment and/or historical cost information. |
|  | All spreadsheet formulas have been reviewed and totals have been cross-checked. |
|  | Item takeoffs have been checked or omissions and oversights |
|  | All costs and durations have been checked for conformity between amounts of work (item quantities) with the schedule durations to determine correctness. |
|  | Have work method studies been considered during the estimate development?  (constructability, traffic management, haul quantities, distances and temperatures, borrow and spoil requirements, construction methodology, site conditions etc.) |
|  | Allowances and factors have been validated and are appropriate for the level of estimate. |
|  | All markup amounts have been verified and confirmed appropriate. (Tax, Engineering, Change Order Contingencies etc.) |
|  | All estimate assumptions and exclusions upon which the cost estimate is based clearly identified and defined ? |
|  | Base estimate uncertainties have been assessed and documented. |
|  | All uncertainties and risks associated with the estimate have been documented. |
|  | Risk contingencies are sufficiently removed from unit bid item prices in the base cost estimate |
|  | Risk contingencies that were removed are replaced with events on the risk register. |