

# Learn to produce accurate estimates for all of your projects

## Fundamentals of Cost Estimating Workshop for Organisations

### Learn to produce estimates:

- > **More accurately**
- > **More efficiently**
- > **With greater reliability**
- > **With greater consistency**

### Workshop outline

This workshop has been developed from years of estimating experience in both the public and private sectors. The presenters of this program have worked with numerous organisations including contractors and local and state governments to develop a workshop that will help to implement estimating best practice across your organisation. This workshop does not require any software systems.

Using best practice estimating, you can deliver accurate detailed estimates.

Learn how to integrate best practice estimating with your project management and job costing processes.

Training can be customised to ensure integration with your business practices.

### Your key presenter

#### Robert MacDonald BE., CPEng., MIE Aust.

Robert is the Managing Director of MacDonald International. He is also a Director of Benchmark Estimating Software.

In his 26 year professional career Robert has specialised in estimating and is acknowledged as a leading expert. He has been consulting with and preparing estimates for the United Kingdom Highways Agency. He is approved as a Peer Reviewer for Transit New Zealand estimates, and subsequently has been upgraded to an Independent Expert. He has prepared many road and bridge estimates for the RTA of New South Wales, Australia.

Robert has also prepared and presented papers on estimating for Government and analysis of Job Costing methods for Civil Contractors.

### Workshop outcomes

By the end of the Fundamentals of Cost Estimating Workshop, the participants will have an understanding of:

- > the value of good estimating
- > what makes a good estimate
- > the different levels of estimating and the approach required for each
- > sound estimating techniques including:
  - Quantity takeoffs
  - Supplier enquiries
  - Normal estimating production rates
  - Direct Cost Assessments
  - Indirect Cost Assessment
  - Contingencies
  - Preliminaries and other allowances

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## Workshop program

Time	Description
<b>DAY ONE</b>	
<b>Session A</b>	<b>Good Estimating</b>
9.00 - 9.30	Introductions
9.30 – 10.15	The value of good estimates & some notable disasters What makes a 'Good Estimate'? How long should an estimate take?
10.15 – 10.45	Different Types of estimates (Unit rate, resourced based)
<b>Session B</b>	<b>Levels of Estimating</b>
11.00 – 1.00	Different levels of Estimating
<b>Session C</b>	<b>Estimating Procedures</b>
2.00 – 3.00	Quantity Takeoffs Supplier Enquiries
3.15 – 4.30	Estimating Techniques and Production rates
<b>DAY TWO</b>	
<b>Session D</b>	<b>Direct Cost Estimating</b>
9.00 – 1.00	Tutorial  Participants are encouraged to bring along a current project that they need to estimate. During this time our trainer will be available to assist participants to go step by step through a real estimate. In this way not only do they receive specialist training, but also they work towards completion of a real work task. Alternatively, a tutorial can be worked on that will develop the necessary estimating skills.  The Importance of the estimate review process
<b>Session E</b>	<b>Indirect Cost Estimating</b>
2.00 – 4.00	Preliminaries Contingencies Other allowances including Investigation, Design, Project Management and Development costs
<b>Session F</b>	<b>Final Remarks</b>
4.00 - 4.30	Concluding Remarks

## Testimonials

*"The Workshop presented by Benchmark Estimating was extremely informative, well organised and opened up a whole new concept in estimating. Our Strategic Asset Management Group found great benefit from incorporating an understanding of Strategic, Concept and Detailed estimates into its planning process."*

### **Emilio Reale**

Executive Officer Works  
Glenorchy Council TAS

*"We found the Workshop to be very good at addressing the grass roots of estimating. The informal discussions between participants regarding estimating and project management were invaluable."*

### **Peter Matwijow**

Operations Coordinator  
Port Stephens Council NSW

## Your investment

### Public Workshop

To attend a public Fundamentals of Estimating Workshop your investment is £500 per person, excluding VAT.

### Conditions

Each participant will be issued with Course documentation and all materials required for the course. Travel and accommodation costs for our Trainer(s) are additional.

## Produce civil estimates:

1. More accurately
2. More efficiently
3. With greater reliability
4. With greater consistency

### **United Kingdom**

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