

EBASE

Project Estimating and
Bid Analysis System

Exercises

In Class Catch-Up Templates

- 001 - General Info Tab
 - Text Data Tab
- 002 - Funds Tab
- 003 - Groups Tab
- 004 - Columns Tab
- 005 - Bid Items Tab
- 006 - Alternates Tab



EXERCISE 1

GENERAL INFO TAB

ENTER THE FOLLOWING:

Identification Information

TITLE:

**I 90
EBASE TRAINING
PCCP I/S REHAB
11S _ _ _**

**Work Order: XL1234
REGION: Olympia Service Center (default)
W.I.N: F12345Z
Measurement System: ENGLISH (default)
Contingency %: .04 (4%)
Engineering: .15 (15%)**

CONTACTS:

**Design P.E.: John Design, P.E.
Construction PE: Jane Construction, P.E.
Estimator: Your Name**



EXERCISE 2

TEXT DATA TAB

Project Remarks (sub tab):

Enter the example text:

Agreements:

Agreement GCA-4912 for \$9,000 with city

Proposal Description: (sub tab):

Enter the example text:

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

Type of Work (sub tab):

Enter the example text:

**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.**





EXERCISE 4

GROUPS TAB

Group #	County	Cntl Sec.	Fund #	Group Descr	Program	Prog Item #	Tax rate	SR #	Fed Work Type
1	SPOKANE	320103	5	SULLIVAN I/S PCCP REHABILITATION	P1	609049Z	Auto Entry *	Auto Entry *	NA
2	SPOKANE	320103	5	PINES SIGNAL UPGRADE	P3	609001F	Auto Entry *	Auto Entry *	Y031
3	SPOKANE	320103	5	SULLIVAN SIGNAL UPGRADE	P3	609001G	Auto Entry *	Auto Entry *	Y031
4	SPOKANE	3200CY	10	GCA AGREEMENT FOR CITY STREETS	P1	609049Z	Auto Entry *	Auto Entry *	NA
5	SPOKANE	320103	20	REIMBURSEMENT FOR THIRD PARTY DAMAGES	P1	609049Z	Auto Entry *	Auto Entry *	NA

*** Auto Entry**

CLICK, on Group 1

Complete the information req'd for each field as shown in the table.

This text is entered when the Control Section is selected

CLICK, **ADD**

ENTER, **2**

CLICK, **OK** and SELECT, the new added group.

Complete the information req'd for each field as shown in the table Repeat steps shown for Group 2 for Groups **3 thru 5**.

EXERCISE 5

COLUMNS TAB

COLUMN NUMBER	GROUP NUMBER	COLUMN HEADING (This field is limited to 12 characters wide by 4 lines tall)
1	1	SULLIVAN 38+83 TO 51+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
6	4	SULLIVAN 35+68 TO 38+83
7	5	THIRD PARTY DAMAGE



EXERCISE 6

BID ITEMS TAB

BID ITEM ENTRY – Standard Bid Items

CLICK **STANDARD ITEMS** button

CLICK , **GO**

SELECT from the Standard Items list → the **BOLD** numbers shown in the table below

CLICK , **APPLY SELECTIONS**

Item Number	Std Item Number	Column Number	Planned Quantity	Unit Price
1	0001	1	111000	1
		2	2000	
		4	10000	
		5	5000	
2	0150	1	600	8
		6	280	
3	0310	1	4090	19
		6	1260	
4	4013	3	5000	1
5	7725	7	5	1

SELECT Item Number 1

CLICK **ADD COLUMN** (4 times)

Fill-in qtys as shown for each Item.

Repeat the process above for items 2 thru 4.

CLICK on item Number **5**

CLICK , **ADD ITEM**

CLICK , **SAVE**

Click on the Item Number "0" and change it to a "5". Click **RESET ITEM NUMBERS**

CLICK , **ADD COLUMN**

Fill-in qtys as shown for the added Item.

BID ITEM ENTRY – NON Standard Bid Items

Item Number	Column Number	Section Header	Description	Unit Price/ Unit of Measure	Prequal Code	Planned Quantity
5	1	4	CULVERT	1 / L.S.	G2	See Lump Sum Breakout (next page)



EXERCISE 6

BID ITEMS TAB

LUMP SUM ITEMS - WORKSHEET

With item 5 selected,
 CLICK, **LUMP SUM BREAKOUT ITEMS** button.
 CLICK, **ADD** three times.
 Fill-In fields as shown,

Standard Item Number	Planned Quantity	Unit of Measure	Unit Price	Description	Total Cost
<i>Leave Blank for non-Std Items</i>	1,000	C.Y.	10	STRUCTURE EXCAVATION	<i>Auto-Calculated</i>
<i>Leave Blank for non-Std Items</i>	100	C.Y.	500	FOOTING CONCRETE (CULVERTS & WALLS)	<i>Auto-Calculated</i>
<i>Leave Blank for non-Std Items</i>	200	TON	35	STREAMBED SEDIMENT	<i>Auto-Calculated</i>
Lump Sum Break Out Items Total				<i>Auto-Calculated</i>	



Note the Calculated Total

CLICK, **SAVE**
 CLICK, **CLOSE**
 SELECT, **5**
 SELECT, **PLANNED QUANTITY**
 ENTER, the calculated **TOTAL** from the Lump Sum Breakout items.

MOVING BID ITEMS

CLICK, **MOVE ITEM** in the button panel
 Move item number 5 to where item number 4 is located.
 CLICK, **GO**

MOVE WHICH ITEM	5
MOVE ITEM TO WHERE	4



EXERCISE 6

BID ITEMS TAB

ITEM COMMENTS

CLICK, **BID ITEM 2**

CLICK, **ITEM COMMENTS** button

ENTER, **TRAFFIC ISLAND REMOVAL PER AGEEMENT 123 WITH CITY.**

CLICK, **SAVE**

CLICK, **CLOSE**



EXERCISE 7

NON-BID ITEMS TAB

CLICK, **ADD** Six times.
Fill-In fields as shown,

Number	Column	Item Description	Unit Price
700	1	700 MOTORIST ASSISTANCE PATROL (WSP) T-9131	1500.00
701	1	701 ELECTRICAL SERVICE AGREEMENT SCD-2252	350.00
702	3	702 SERVICE AGREEMENT SCX2643	10000.00
801	3	STATE SUPPLIED SIGNAL SYSTEM COMPONENTS	4000.00
802	4	STATE SUPPLIED SIGNAL SYSTEM COMPONENTS	4000.00
860	6	BRIDGE RAILING PROCUREMENT	30000.00



EXERCISE 8

ALTERNATE ITEMS

Go to **SECTION HEADERS** sub-tab

CLICK, **ADD** two times.

CLICK, **SAVE**.

In the new field, ENTER data as shown:

STEP 1

Section Header Tab

SECT NO.	SECTION DESCRIPTION	ALT CODE
31	ALTERNATE 1	A1
32	ALTERNATE 2	A2

Go to **GROUPS** tab

CLICK, **ADD**

ENTER. **6, OK**

CLICK, **ADD**

ENTER. **7, OK**

CLICK, **SAVE**.

In the new fields, ENTER data as shown:

STEP 2

GROUPS Tab

Group #	County	Cntl Sec#	Fund #	Group Description	PGM #	PIN #	Tax Rate	SR #	Fed Work Type
6	Spokane	320103	5	ALTERNATE 1 POOL CHUTE FISHWAY	I4	609049Z	Auto Entry	Auto Entry	
7	Spokane	320103	5	ALTERNATE 2 NOTCHED LOG CONTROLS	I4	609049Z	Auto Entry	Auto Entry	



EXERCISE 8

ALTERNATE ITEMS

Go to **COLUMNS** tab

CLICK, **ADD**

ENTER. **8, OK**

CLICK, **ADD**

ENTER. **9, OK**

CLICK, **SAVE.**

In the new fields, ENTER data as shown:

STEP 3 COLUMNS Tab

COLUMN NUMBER	GROUP NUMBER	COLUMN HEADING
8	6	A1 FISHWAY
9	7	A2 CONTROLS

Go to **BID ITEMS** tab

CLICK, **ADD ITEM , SAVE**

CLICK, **ADD ITEM, SAVE.**

SELECT , the first zero and change it to **7**

SELECT, the second zero and change it to **8**

CLICK, **SORT**

CLICK, **SAVE**

SELECT, each of the new items in turn and , ENTER data as shown:

STEP 4 ITEMS Tab

ITEM #	COLUMN #	SECTION HEADER	DESCRIPTION	UNIT PRICE	UNIT OF MEASURE	PREQUAL CODE	PLANNED QUANTITY
7	8	31	POOL CHUTE FISHWAY	1	L.S.	G2	12,000
8	9	31	NOTCHED LOG CONTROLS	1	L.S.	G2	9,500

