

EXERCISE 1

GENERAL INFO TAB

 Follow the steps to Create a New Estimate from the training course Prior to beginning Exercise 1.

ENTER THE FOLLOWING:

Identification Information

TITLE:

Enter Route → **I-90**
Enter First Line Of Title → **EBASE TRAINING**
Enter Second Line Of Title → **PCCP I/S REHAB**
Enter Job Number → **99T _ _ _**



The JOB NUMBER entered should match what you named the job when you created it.

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

If the default is not your Region, open the EBASE Fundamentals Guide and see in the Troubleshooting section on how to change your default Region

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 3

FUNDING TAB

Funds (sub tab):

Fund Number:

- 5
- 10
- 20

Participants (sub tab):

CLICK, **ADD** (3 times) to add three funds.
Designate these as, **5 10 20**
CLICK, **SAVE**

DOUBLE-CLICK. fund **5**
TYPE, "**FEDERAL TOLL CREDITS**".
CLICK, **SAVE, CLOSE**

DOUBLE-CLICK. fund **10**
TYPE, "**GCA 4912 AGREEMENT**".
CLICK, **SAVE, CLOSE**

DOUBLE-CLICK. fund **20**
TYPE, "**STATE**".
CLICK, **SAVE, CLOSE**

CLICK, **ADD** (3 times) to add three Participants.

TYPE text as shown.

| <u>Participant Name</u> | <u>Fed Aid Number</u> | <u>Funding Indicator</u> |
|-------------------------|-----------------------|--------------------------|
| Federal | IM-0906(211) | Federal Aid |
| GCA-4912 | | City |
| STATE | | State |

Fund / Participant Matching (sub tab):

CLICK, **ADD** (once)
Complete each Fund/Match entry
Before creating additional entries.

| <u>Fund #</u> | <u>Participant</u> <u>Max Amount</u> | <u>Fund Seq.</u> | <u>Part. %</u> | |
|---------------|---|------------------|----------------|-------------|
| 5 | FEDERAL | 1 | 90% | (.9) |
| 5 | STATE | 2 | 100% | (1) |
| 10 | GCA-4912 | 1 | 100% | (1) |
| 20 | STATE | 1 | 100% | (1) |

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 |

EBASE EXERCISES

CLICK, on Group **1**
Complete the information req'd for each field as shown in the table.

*** Auto Entry**

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 |

CLICK, on Column 1
 Complete the information req'd for each field as shown in the table.
 CLICK, **ADD**
 ENTER, **2**
 CLICK, **OK** and SELECT, the new added Column.
 Complete the information req'd for each field as shown in the table
 Repeat steps for **3 thru 7**.

EXERCISE 6

BID ITEMS TAB

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

For this exercise you will be using the button panel. Read the directions carefully as you complete each step.

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 (you may want to sort by Standard item number for easier lookup)

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 | 5.00 | 1 |

SELECT Item Number 1
CLICK **ADD COLUMN** (4 times)
Fill-in qtys as shown for each Item. Save

Repeat the process above for items 2 thru 5.

EXERCISE 6

BID ITEMS TAB

BID ITEM ENTRY – NON Standard Bid Items

CLICK on item Number 5

CLICK , **ADD ITEM**

CLICK , **SAVE**

Click on the Item Number "0" and change it to a " 5 ".

CLICK, **SAVE THEN CLICK, RE-SET ITEM NUMS**, CLICK on item Number

5

CLICK , **ADD COLUMN**

| 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 |

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** and make a note of the **LUMP SUM BREAK OUT TOTAL**

CLICK, **CLOSE SELECT , 5**

SELECT, **PLANNED QUANTITY**

ENTER, the calculated **TOTAL** from the Lump Sum Breakout items.

EXERCISE 6

BID ITEMS TAB

MOVING BID ITEMS

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

CLICK, **OK**

| | |
|--------------------|---|
| MOVE WHICH ITEM | 5 |
| MOVE ITEM TO WHERE | 4 |

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 | 14 | 609049Z | Auto Entry | Auto Entry | |
| 7 | Spokane | 320103 | 5 | ALTERNATE 2 NOTCHED LOG CONTROLS | 14 | 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 | 32 | NOTCHED LOG CONTROLS | 1 | L.S. | G2 | 9,500 |