



Standard Practice for Presentation Format of Elemental Cost Estimates, Summaries, and Analyses¹

This standard is issued under the fixed designation E 2514; the number immediately following the designation indicates the year of original adoption or, in the case of revision, the year of last revision. A number in parentheses indicates the year of last reapproval. A superscript epsilon (ϵ) indicates an editorial change since the last revision or reapproval.

1. Scope

1.1 This practice covers the concurrent use of relevant ASTM standards for the preparation of elemental cost estimates, summaries, and analyses and specifically their presentation in a concise, consistent, and logical manner.

1.2 While the style and directions use construction terms applied to buildings, the principles apply equally well to other forms of construction where appropriate elemental classifications exist.

1.3 This practice is not an estimating manual, nor is it a guide to the skills and knowledge required of an estimator or other cost professional.

NOTE 1—The skills and knowledge acquired by a trained and experienced estimator are essential to the successful application of any elemental presentation format. They are the foundation of any estimate and the underpinning knowledge required when applying the elemental technique.

2. Referenced Documents

2.1 ASTM Standards:²

- E 631 Terminology of Building Constructions
- E 833 Terminology of Building Economics
- E 1557 Classification for Building Elements and Related Sitework—UNIFORMAT II
- E 1804 Practice for Performing and Reporting Cost Analysis During the Design Phase of a Project
- E 1836 Practice for Building Floor Area Measurements for Facility Management
- E 2083 Classification for Building Construction Field Requirements, and Office Overhead & Profit
- E 2168 Classification for Allowance, Contingency and Reserve Sums in Building Construction Estimating

¹ This practice is under the jurisdiction of ASTM Committee E06 on Performance of Buildings and is the direct responsibility of Subcommittee E06.81 on Building Economics.

Current edition approved May 1, 2008. Published August 2008. Originally approved in 2006. Last previous edition approved in 2006 as E 2514 – 06.

² For referenced ASTM standards, visit the ASTM website, www.astm.org, or contact ASTM Customer Service at service@astm.org. For *Annual Book of ASTM Standards* volume information, refer to the standard's Document Summary page on the ASTM website.

2.2 ASTM Adjuncts:

Basic Instructional Model Spreadsheet³

3. Terminology

3.1 *Definitions*—For definitions of terms used in this practice, refer to Terminologies E 833 and E 631.

3.2 Definitions of Terms Specific to This Standard:

3.2.1 *element, n—in construction planning, design, specification, estimating and cost analysis*, is a significant component part of the whole that performs a specific function, or functions, regardless of design, specification, or construction.

3.2.1.1 *Discussion*—While through analysis, or by direct measurement, construction estimates categorized into elements (functional elements) with their allocated costs may be summarized in an *elemental cost summary* or *elemental cost analysis*; elements also provide a framework for consistent preliminary description, outline, and performance specification through all stages of planning, design, construction, and maintenance.

3.2.2 *elemental cost plan, n*—an estimate, summarized and presented in element groups, that has been sanctioned by the owner/client.

3.2.2.1 *Discussion*—In practice an elemental cost plan includes the high level presentation figures contained in any of the relevant presentation formats referenced in this standard which, when sanctioned, become the benchmark figures against which subsequent estimates are compared.

3.3 For additional guidance on certain other terminology related to estimates, budgets, cost plans, and cost models refer to Appendix X1.

4. Summary of Practice

4.1 This practice covers the concurrent use of several ASTM standards that together form a valuable and tried framework for elemental cost presentation especially when used for design stage construction cost estimating of buildings, and also:

³ Available from ASTM International Headquarters. Order Adjunct No. ADJE2514.

4.1.1 Identifies three arrangements, estimate, summary, and analysis, of elemental cost presentation;

4.1.2 Provides conventions for use in completing these presentations; and

4.1.3 Provides suggestions for some typical uses, including reporting, error checking, change tracking, and comparison through the planning, design, construction, and final archival record stages common to all building projects.

4.2 This practice is about arrangement, format, and presentation only. It is not an estimating manual and relates solely to the presentation of elemental estimates or costs, or both, in a very specific format.

4.3 For the purposes of this practice an estimate is deemed to be the whole *corpus* of measurement, description, and pricing detail that together make up the total sum. The two formats referred to in this practice, elemental summary and elemental analysis, are either a summary arrangement or an analysis arrangement of this underlying estimate detail. These formats represent a high-level presentation of the basic estimate. An elemental estimate is different in that there is no underlying detail and so, in this case, the presentation is the estimate, using the elemental analysis format.

5. Significance and Use

5.1 Significance:

5.1.1 The application of elements (see 3.2.1 and Terminology E 833) to the description and the summary and analysis of building construction cost provides a consistency, commonality, and utility through all stages of design that other forms of estimate presentation do not.

5.1.2 This practice describes a simple format for elemental cost analysis presentation that is both valuable and informative when used during the various design stages of construction development.

5.2 *Use*—Users include owners, developers, contractors, cost professionals, estimators, architects, engineers, quantity surveyors, facility managers, and others involved in property development, construction, maintenance, and management.

5.2.1 *Reporting*—Cost reports structured by elements provide estimates, summaries, and analyses by applying “Cost to Function.” This application works whether the approach is “Design to Cost” or “Cost to Design.” Value analysis is greatly assisted through the allocation of estimated cost to elements.

5.2.2 *Controlling*—Comparison of progressively more detailed estimates is simplified where cost is allocated to appropriate elements regardless of design or specification, permitting efficient review and checking of new estimates. Design estimating using elements allows for benchmarking and the setting of cost limits (baseline) for a building design from the outset, and also permits the establishment of an elemental cost plan (see 3.2.2). Baseline records and cost plans are accessed and compared with current reports.

5.2.3 *Recording*—Historic and baseline cost records are easily kept for all forms of building construction, and in a format that can be used for the planning and design of future projects.

5.2.4 *Other Uses*—Elemental summaries and analyses are equally useful in forensic estimating and in quantitative risk analysis.

5.2.5 *Relationship to “Trade” Estimating*—Traditional trade (or construction) estimating summarizes cost to a product, or trade classification. This is valuable when construction work has been fully specified or contracted, but is less so through the planning and design stages. The two systems (trade and elemental) are compatible in that they both relate to the same end product, for example, a building; they differ solely in the way cost is aggregated. Each estimate form can be converted to the other by coding or allocating each construction component to an appropriate trade/product division or element. During design evolution, changes in design and specification can make trade estimates difficult to compare with previous or other, or both, estimates and so can hinder the process of cost control during the design phase.

5.2.6 *Additional Narrative Information*—While costs presented in these formats are descriptive in themselves they do not tell the full story of a project’s design. Narrative description of the construction work should also be an integral part of any complete presentation. Reference and description of this narrative form can be found in Practice E 1804, and in Classification E 1557 Appendix X3—Preliminary Project Description (PPD).

5.3 A detailed description of the presentation formats now follows. These descriptions are provided in eight sections, each intended to aid understanding of a particular facet of the formats:

Appearance	Section 6
Element Inclusions and Exclusions	Section 7
Basic Rules	Section 8
Layout	Section 9
Numeric Precision	Section 10
Estimate Calculation	Section 11
Analysis Calculation	Section 12
Variations and Additions	Section 13

6. Presentation Format—Appearance

6.1 *Elemental Cost Estimate*—It is not always readily apparent whether an elemental presentation format is actually an elemental cost estimate or an elemental cost analysis. They are quite specifically designed to be consistent in appearance with a common, structured layout that permits the ready comparison of one with another. Elemental cost summaries are obviously different in appearance however. An example elemental cost estimate is included as Appendix X3.

6.1.1 The least used of the three elemental presentation arrangements. While outwardly identical in appearance to the *analysis* format, the derivation of the data displayed within it is quite different.

6.1.2 Its limited use is primarily caused by its intent. It provides a means of preparing a structured estimate for a project when little, if any, design information is available, by using the results of elemental analyses from other, similar, designs.

6.1.3 Once design has commenced each succeeding estimate is prepared using the increasingly more detailed design documents. Consequently, there are construction details that can be identified, quantified and estimated very early in the process, which will become progressively more detailed. These updates will be consistently presented in a format that is

valuable in tracking cost by means of comparison and so quickly become either an *elemental summary* or an *elemental analysis*.

6.1.4 *Hierarchy of Use*—An *elemental cost estimate* requires the use of cost figures derived from other, pre-existing, *analyses*.

6.1.4.1 The *estimate* presentation uses high order parameter ratios and unit rates derived from a database of *elemental cost analyses* of similar work.

6.1.4.2 The retention of *analyses* from previous projects is an essential prerequisite to the successful preparation of an *elemental estimate* presentation.

6.1.5 The preparation of continuing estimates through the design and documentation phases is an iterative process, while preparation of the initial cost estimate is not. Continuing design estimate presentations, based on increasingly developed design detail will far outnumber those of an initial cost estimate during the design life cycle of a project.

6.1.6 Cost modeling, based upon empirical knowledge, an understanding of basic requirements, and data obtained from elemental cost analyses of similar, completed, projects, can also be used to generate an elemental cost estimate, summary or analysis presentation.

6.1.7 An initial cost estimate will be very simple and brief, although the presentation will appear to be identical to an elemental cost analysis of a detailed estimate, or a complex cost model.

6.2 *Elemental Cost Summary*—This format is primarily used for reporting as it provides a summary of the underlying, detailed, estimate in a simple, consistent, form. An example elemental cost summary is included as [Appendix X4](#).

6.2.1 It is a cost summary only and makes no attempt to analyze the result.

6.2.2 It provides more information than a total cost lump sum by showing the distribution of estimated cost among the various building elements and, when sanctioned by the owner/client, may become the elemental cost plan. This cost summary not only permits the speedy comparison of the various, ongoing, design estimates for the specific project, but with estimates for other projects too.

6.2.3 The comparisons made are usually between two cost summaries: the current summary and either another summary, a baseline summary, or the elemental cost plan. Included as part of a report to an owner, client, consultant, or other members of the project team, a cost summary permits each team member to compare and assess the impact of their recent design decisions and to reflect on their specific impact, both positive and negative, on the project's overall cost and economic viability.

6.2.4 This ready comparison is made easier by the use of a standard format and specifically defined element titles, wherein cost is applied to function (element) and not a trade or material classification. Using a standard reporting format allows each element cost to be reported consistently through the design life of any project.

6.3 *Elemental Cost Analysis*—This format is the most widely used as it provides a range of high-level information (analysis) about the underlying estimate. This analysis is of

most value to the cost estimating and cost controls practitioner. An example elemental cost analysis is included as [Appendix X5](#).

6.3.1 Applying analysis at a high-level permits a relatively simple and concise, yet sophisticated, review and report on a construction project's forecast cost that can be applied throughout the design phase. Whether the information available for estimating is scant (before design has been commenced) or extensive (when design has progressed or is finally complete), the analysis format remains unchanged.

6.3.2 To maintain this consistency in reporting and analysis the "high level" element, or parameter, quantities used in the analysis must be obtainable and measurable at, and through, all stages of design.

6.3.3 The consistent format makes comparison between the current elemental cost analysis and other elemental cost analyses easy. Frequent comparison is an essential activity when maintaining control of cost while allowing the design details to develop and increase in complexity through a project's design phase. The [Basic Instructional Model Spreadsheet](#) permits the demonstration of this very simple way of identifying cost deviations from a Benchmark, Baseline, or Elemental Cost Plan.

6.3.4 Cost modeling techniques can generate sophisticated underlying cost estimate detail that can make good use of this "high level" analysis also.

7. Presentation Format—Element Inclusions and Exclusions

7.1 *ASTM Standards*—Several existing ASTM standards are combined to provide the essential components that together create an elemental format suitable for estimating, analysis, and control.

7.1.1 Classification [E 1557](#) provides the primary elemental components. It describes and delineates the physical elements in a three level hierarchy. By itself Classification [E 1557](#) does not provide a complete hierarchy suitable for use in cost estimating as it omits other essential non-physical elements that are part of any estimating process and are an integral part of any cost presentation.

7.1.2 Classification [E 2083](#) provides additional elements without which any estimate will be incomplete.

7.1.3 Classification [E 2168](#) provides further elements that are essential in any estimate prepared before design is complete. Estimates prepared during the design process are usually expected to be a forecast of a reasonable bid. Therefore estimates prepared during the design process will necessarily need to include allowance for, as yet incomplete or evolving design decisions, or both.

7.2 Inclusions:

7.2.1 Group elements in accordance with Classification [E 1557](#). These are the Levels 1, 2, and 3 referred to therein. For other forms of construction refer to the relevant Standard Classification of Elements.

7.2.2 Field requirements, office overhead, and profit in accordance with Classification [E 2083](#).

7.2.3 Allowances, both general and specific, for intended work as described in Classification [E 2168](#).

Title: ❶	Eight Storey Office Building	Dates	
Location: ❷	Anywhere in the World	Estimate Date: ❸	2001.02.15
		Bid Date: ❹	2005.03.25

FIG. 1 Identification Section (Part 1)

Main Parameter	Reference: ❺	Office - Medium Rise	
Quantity ❻	5,019	Estimate	Class 5 (Order of Magnitude)
UoM: ❼	M2 (GFA)	Class: ❽	

FIG. 2 Identification Section (Part 2)

7.3 Exclusions:

7.3.1 Consultant fees and disbursements and other items that are not specifically part of the construction cost.

7.3.2 Contingencies, both general and specific, for unintended work as described in Classification E 2168.

8. Presentation Format—Basic Rules

8.1 Separate Buildings/Structures:

8.1.1 Each building or structure shall be summarized (analyzed, estimated) separately.

8.2 Units of Measure:

8.2.1 All measurements shall be SI except where other customary measurements are in use, for example, United States of America uses U.S. conventional measurements.

8.2.2 Applicable Standards:

8.2.2.1 Floor areas, when used as the main parameter, shall be measured and reported in accordance with Classification E 1836.

8.2.2.2 Group element and element metrics (units of measure) shall be measured and recorded in accordance with Classification E 1557 (Appendix X1) or other published Standard Classification.

9. Presentation Format—Layout

9.1 There are three major sections inherent in any written elemental cost presentation. These are the identification section, the main body section, and the totals section. All three are essential sections without which any presentation is incomplete.

9.2 Identification Section (see Fig. 1)—Identification is essential which, at a minimum, will include:

9.2.1 Title (1)—Obvious and necessary for identification, but not as essential to cost as other identifiers.

9.2.2 Location (2)—Location does affect cost. Any cost presentation must include this information.

9.2.3 Dates—All estimates are time sensitive and must never be presented without identifying applicable dates.

9.2.3.1 Estimate Date (3)—This is the date on which the estimate was completed.

9.2.3.2 Bid Date (4)—This is the date to which the presented estimate forecasts (or records) the bid cost. It is important to recognize that every pre-bid estimate is a forecast of an anticipated bid, and that it must include all necessary cost allowances to allow for deferred, or evolving, design decisions, as well as anticipated cost inflation between the estimate date and the bid date. Recording the cost of an actual bid will only require the inclusion of those cost allowances specifically called for in the bid documents.

9.2.4 Main Parameter (see Fig. 2)—It is common practice to include the Main Parameter, used in any analysis, within the Identification section. For buildings the main parameter will most commonly be the gross floor area measurement (see Classification E 1836). In special circumstances, however, other main parameters may be appropriate, and will be used instead. Such parameters will vary with the industry for which the estimate is being prepared. These main parameters might include for example: production volume or capacity measures, number of users or occupants, or other specific industry measures.

9.2.4.1 Quantity (5)—The measured or designed/planned main parameter quantity.

9.2.4.2 Unit of Measure (6)—Appropriate to the quantity, normally a number, area or a volume.

NOTE 2—It may also be necessary to add an additional identifier to distinguish between measurements made in accordance with different measuring rules, for example, floor areas can be measured as either gross, rentable, net, or assignable areas.

9.2.5 Reference (7)—An easy reference to the type of building that the cost figures portray, or represent, is important to ensuring that comparisons to other projects are made on an equitable basis. Several published classification schemes are available that can be used for this purpose. This reference is the minimum needed. To aid in the search for appropriate but yet more refined comparison these classification schemes may be expanded to include specific attributes, for example, the number of floors (storeys) above and below grade.

CODE	LEVEL 2 GROUP ELEMENT	Element & ELEMENT ③				Estimate Sums ④		
Code ①	Level 3 Element ②	Ratio	Quantity	UoM	Unit Rate	Element	ELEMENT	MJR GROUP
A. SUBSTRUCTURE								
A10	FOUNDATIONS						\$69,727	
A1010	Standard Foundations	0.111	6000	M2	7.67	46,027		
A1020	Special Foundations			M2		0		

FIG. 3 Body Section Example (Part 1)

Main Parameter ⑤			Percentage ⑥		
Element	ELEMENT	MJR GROUP	Element	ELEMENT	MJR GROUP
		\$2.69			2.7%
	\$1.29			1.3%	
0.85			0.8%		
0.00			0.0%		

FIG. 4 Body Section Example (Part 2)

9.2.6 *Estimate Class (8)*—It is important to indicate a relevant classification that identifies the reliability of the presented cost figures. This classification will change depending upon the completeness of the design documents or design/planning information, or both, used in the preparation of the underlying estimate. Suitable classifications may exist within an organization or be published publicly through a Standards organization.

9.2.7 *Additional Items*—There are numerous additional items that could be included within the identification section, for example, anticipated, or actual, contract duration, form of contract, or method of contract procurement, number of floors above and below grade. However, these are secondary identifiers—that should form part of the necessary additional information pertaining to the estimate which is recorded elsewhere—and are not essential to the presented mathematical summary or analysis.

9.3 *Body Section (see Fig. 3)*—In this section each element is presented, containing its specific range of elements. The titles for each of these sections are determined by the appropriate standard classification and all sections are included regardless of whether they will be used or not. It is the maintenance of this consistent presentation format that allows ready comparison and record keeping.

9.3.1 *CODE and Code (1)*—Section designator relevant to the appropriate standard classification of elements.

9.3.2 *LEVEL 2 GROUP ELEMENT and Level 3 Element (2)*—Element titles relevant to the appropriate standard classification of elements.

9.3.3 *Element and ELEMENT (3):*

9.3.3.1 *Ratio*—In an elemental analysis this is the ratio of element quantity to the main parameter quantity and is used as

an estimate check measure. In an elemental estimate a suitable ratio may be used to calculate the element quantity.

9.3.3.2 *Quantity*—The element quantity for the specific element An element quantity is a parameter quantity and will be constant in the particular case considered, but which will vary in those cases when the building design solution (shape, massing) changes.

9.3.3.3 *UoM*—Unit of measure for the elemental quantity.

9.3.3.4 *Unit Rate*—In an elemental analysis this a derived cost per unit, and is used as a measure against other estimates and norms. In an elemental estimate it is a cost per unit obtained from elemental analyses of other, comparable projects.

9.3.4 *Estimate Sums (4):*

9.3.4.1 *Element*—In an elemental analysis this is an accumulated sum obtained from the underlying estimate detail. In an elemental estimate this is the product of the element quantity multiplied by an elemental unit rate.

9.3.4.2 *ELEMENT*—An accumulated sum of elements (see Section 12).

9.3.4.3 *MAJOR GROUP (see Fig. 4)*—An accumulated sum of ELEMENTS (see Section 12).

9.3.5 *Main Parameter (5):*

9.3.5.1 *Element, ELEMENT, MAJOR GROUP*—A derived figure (see Section 12).

9.3.6 *Percentages (6):*

9.3.6.1 *Element, ELEMENT, MAJOR GROUP*—A derived figure used as an estimate check measure (see Section 12).

9.4 *Totals Section (see Fig. 5)*—The primary result of any estimate is always a total sum, notwithstanding the extent of detail with which it is prepared or presented, or both. Within

TOTAL - BUILDING CONSTRUCTION						① \$5,463,482
-------------------------------	--	--	--	--	--	---------------

Total Section (Part 1)

	② \$101.18		③ 100.0%
--	------------	--	----------

Total Section (Part 2)

FIG. 5 Total Sections

each elemental presentation there may in fact be several totals and subtotals leading to a final total sum.

9.4.1 Total Section (Parts 1 and 2) together demonstrate one total line within the elemental estimate and elemental analysis examples included within the appendixes.

9.4.2 *MAJOR GROUP Estimate Sum Total (1)*—See 12.3.3.

9.4.3 *MAJOR GROUP Main Parameter Total (2)*—See 12.4.3.

9.4.4 *MAJOR GROUP Percentage (3)*—See 12.5.3 and Note 3.

NOTE 3—The line chosen for display in total section (Parts 1 and 2) is also a key line whose totals have also been selected to be the reference point for all percentage calculations throughout the elemental analysis. The example uses the total building cost as this point. Consequently all percentage calculations shown in the analysis relate to this cost sum and are expressed as being a proportion (percentage) of this figure. There are other totals that may sometimes be included against which the percentage calculations are made. These are usually considered to be subsidiary and are employed in specific circumstances only. They are discussed in Section 13, Variations, that follows.

10. Presentation Format—Numeric Precision

10.1 *Element and ELEMENT*:

10.1.1 *Ratio*—Round to the nearest three decimal places.

10.1.2 *Quantity*—Round to the nearest whole number.

10.1.3 *Unit Rate*—Round to the nearest two decimal places.

10.2 *Sums*:

10.2.1 *Element, GROUP ELEMENT, MAJOR GROUP ELEMENT*—For projects of less than \$500,000 round to the nearest \$100, and for larger projects, to the nearest \$1,000.

10.3 *Main Parameter*:

10.3.1 *Element, GROUP ELEMENT, MAJOR GROUP ELEMENT*—Round to the nearest two decimal places.

10.4 *Percentage*:

10.4.1 *Element, GROUP ELEMENT, MAJOR GROUP ELEMENT*—Round to the nearest one decimal place.

11. Presentation Format—Estimate Calculation

11.1 In its most basic form an elemental estimate may employ the following calculation methodology. Few elemental estimates are prepared in such a fundamental way so presentation usually reverts to the elemental analysis form (see Section 12).

11.2 An elemental estimate is typically an aggregation of the product of elemental quantities multiplied by elemental unit rates. In some circumstances the product of the main parameter quantity and main parameter unit rates may also be used.

11.3 *Element and ELEMENT*:

11.3.1 *Ratio*—Obtained from appropriate historic data or generated by a mathematical massing model.

11.3.2 *Quantity*—The product of ratio *multiplied* by the main parameter quantity.

11.3.3 *Unit Rate*—Obtained from appropriate historic data (for example, elemental analyses).

11.4 *Sums*:

11.4.1 *Element*—The product of quantity *multiplied* by the elemental unit rate.

11.4.2 *GROUP ELEMENT*—The sum of element sums contained within the group.

11.4.3 *MAJOR GROUP ELEMENT*—The sum of the group element sums contained within the group element.

11.5 *Main Parameter*:

11.5.1 *Element*—The element sum divided by the main parameter quantity.

11.5.2 *GROUP ELEMENT*—The group element sum divided by the main parameter quantity.

11.5.3 *MAJOR GROUP ELEMENT*—The major group element sum divided by the main parameter quantity.

11.6 *Percentages*:

11.6.1 *Element*—The element sum divided by the designated major group estimate total.

11.6.2 *GROUP ELEMENT*—The group element sum divided by the designated major group estimate total.

11.6.3 *MAJOR GROUP ELEMENT*—The major group element sum divided by the designated major group estimate total.

12. Presentation Format—Analysis Calculation

12.1 An elemental analysis derives the results of elemental cost divided by elemental quantity. It also derives the result of element cost divided by the main parameter quantity.

12.2 *Element and ELEMENT*:

12.2.1 *Ratio*—Quantity *divided* by main parameter quantity.

12.2.2 *Quantity*—Obtained from within the estimate detail. Items specifically designated as element parameter quantities.

12.2.3 *Unit Rate*—element sum *divided* by element quantity.

12.3 *Sums*:

12.3.1 *Element*—The sum of items obtained from the underlying estimate detail.

12.3.2 *GROUP ELEMENT*—The sum of element sums contained within the group.

12.3.3 *MAJOR GROUP ELEMENT*—The sum of the group element sums contained within the group element.

12.4 *Main Parameter*:

12.4.1 *Element*—The element sum divided by the main parameter quantity.

12.4.2 *GROUP ELEMENT*—The group element sum divided by the main parameter quantity.

12.4.3 *MAJOR GROUP ELEMENT*—The major group element sum divided by the main parameter quantity.

12.5 *Percentages*:

12.5.1 *Element*—The element sum divided by the designated major group estimate total.

12.5.2 *GROUP ELEMENT*—The group element sum divided by the designated major group estimate total.

12.5.3 *MAJOR GROUP ELEMENT*—The major group element sum divided by the designated major group estimate Total.

13. Presentation Format—Variations and Additional User Information

13.1 *Percentage Calculations*:

13.1.1 Some practitioners may add additional, total and subtotal lines into their analyses. While these additional totals have no effect upon the end result (the total estimated cost) they do run the risk of implying that they represent a complete figure. The more so if the additional total or subtotal is designated as the 100 % reference point, yet excludes critical

sums for such elements as field requirements, office overhead and profit, and allowances.

13.1.2 Allowances are not contingencies and are an integral part of the estimate without which the estimate will be incomplete and will fall short of forecasting a reasonable bid figure. For a more detailed discussion and distinction between allowances and contingencies refer to Classification E 2168.

13.1.3 Included within the ASTM Basic Instructional Model Spreadsheet is a sheet tab entitled “Research.” There, compared side by side, are the calculated effects of moving the 100 % ‘marker’ to two other locations (subtotals). There it can be seen that the effect of doing so is not great and does not materially skew the percentage figures displayed for all the other elements.

13.1.4 Clients and owners may see, and are often presented with, the full cost analysis presentation for their project as part of a routine cost presentation. The 100 % designator does imply completeness and can be misunderstood if applied to subtotal figures that do not represent a complete entity.

13.2 Ratios and Element Quantities:

13.2.1 The first analysis column of the format included in this practice displays the ratio of element quantity to the main parameter quantity. This serves two essential functions:

13.2.1.1 It is a mathematical description of the subject building’s shape; and

13.2.1.2 Ratios are a valuable, macro level, estimate error checking tool.

13.2.2 Shape changes will be reflected in the ratio displayed. For example, when using gross floor area as the main parameter, a single storey building will show a ratio of 1.000 for slab on grade, and suspended roof elements, and 0.000 for the suspended floor element. A two storey building would indicate 0.500 instead for all of these same elements. There are many other relationships that can be explored by trial using the ASTM Basic Instructional Model Spreadsheet.

13.2.3 Wall to floor ratios are also a valuable indicator of the level of design economy inherent in the shape (massing) of the building.

13.2.4 Macro level estimate error checking may be undertaken after the shape ratio relationships have been understood. It is important the quantities used for these calculations are obtained from the underlying estimate. Using figures specifically measured for this purpose, and not actually used in the underlying estimate, does not permit error checking. Assuming that gross floor area is the main parameter quantity some examples are:

13.2.4.1 Where the ratios for slab on grade and suspended floor slabs totalled together amount to a figure greater than 1.000 then there may be too high a quantity of slab included within the estimate. Conversely if the total is significantly less than 1.000 then there may be too little.

13.2.4.2 Floor finishes and ceiling finishes are quite unlikely to exceed a ratio 1.000 and may typically be expected to be in the order of 0.950, or less, as not all surfaces will be finished.

13.2.4.3 Though not a ratio check, the wall finishes quantity for example (being internal finishes) is quite unlikely to exceed the sum of the exterior wall area plus twice the internal wall area.

13.2.5 The ratios included within the *elemental analysis* format are not all inclusive and only represent a minimum for presentation. There are numerous other ratios that may be extracted from the underlying estimate that will also aid in economic design development.

14. Data

14.1 Entry:

14.1.1 A simple spreadsheet can be used to gather the estimate detail together and then write a presentation *elemental summary* or *elemental analysis*. A single page spreadsheet can be used to prepare and present an *elemental estimate*. Examples of these are contained within the available **Basic Instructional Model Spreadsheet** adjunct to this practice.

14.1.2 There are more suitable alternatives to the use of spreadsheets, computerized database programs for example, despite the spreadsheets’ almost universal use and acceptance by a large majority of practitioners.

14.1.3 Discussion and recommendation on more sophisticated processing systems is beyond the scope of this practice however.

14.2 Storage:

14.2.1 It is suggested here, in keeping with standard database methodology, that the ‘driving’ figures behind an elemental analysis, and not the results of analysis, are the figures to be recorded and retained. This allows for future revision and improvement in elemental analysis with the least obsolescence of historic data.

14.2.2 The data to be recorded, at a minimum, is as follows:

14.2.2.1 Title,

14.2.2.2 Location,

14.2.2.3 Estimate Date,

14.2.2.4 Bid Date,

14.2.2.5 Reference,

14.2.2.6 Estimate Class,

14.2.2.7 Main Parameter Quantity,

14.2.2.8 Main Parameter Unit of Measure,

14.2.2.9 Element Quantity (for each element),

14.2.2.10 Element Quantity Unit of Measure (for each element), and

14.2.2.11 Element Cost Sum (for each element).

14.2.3 This basic data is sufficient to recreate an elemental summary or analysis.

14.2.4 Adjustment for time, location, unit of measure, and main parameter quantity can also be made permitting the creation of new elemental estimates, summaries, or analyses.

15. Keywords

15.1 allowances; building cost estimate; contingencies; elemental analysis; elemental estimate; elemental summary; field requirements; office overhead & profit; presentation format

APPENDIXES

(Nonmandatory Information)

X1. GUIDANCE NOTES

X1.1 These guidance notes are included to aid in understanding the specific terminology used within this practice. Existing practitioners may initially believe that the terms used in this practice conflict with their own understanding and usage. However this is not so. The terms are intended to enter a certain rigor into the current practice and description of elemental cost planning, estimating, and cost control.

X1.2 This practice refers solely to the presentation format of estimate results. An estimate is deemed to be the whole *corpus* of measurement, description, and pricing detail that together make up the total sum. The more important formats referred to in this practice, elemental summary and elemental analysis, are a summary or an analysis of this underlying estimate detail. These formats represent a high-level presentation of the basic estimate. The remaining format, elemental estimate, differs in that there is no underlying detail and so, in this case, the presentation format is the estimate.

X1.3 Practitioners frequently use the term cost plan. For the purposes of this practice the stance is taken that all calculations of cost during the project's design phase, no matter how they are presented, are fundamentally estimates. An elemental cost plan is an estimate that has been sanctioned by the owner/client as the base line against which all subsequent estimates are to be compared. Specifically, in practice, it is the high-level presentation figures included in any of the noted presentation formats, which are actually sanctioned, and become the benchmark figures. Comparison is subsequently made between the elemental cost plan (benchmark) and another estimate using these high-level presentation figures. This comparison identifies any cost deviations, and will point to the specific elements

that require further (low level, detailed) examination. The high level review is required to maintain the work within budget by providing a view that is not clouded by the ever changing detail inherent in the underlying estimate as the design work progresses and grows in detail and complexity. This process of iterative identification, examination, and rectification is the prime cost control process undertaken during the design phase of a construction project.

X1.4 Other practitioners habitually use the term “budget.” While a budget is a sanctioned estimate too, for the purposes of this practice it is deemed to be the final total in an elemental cost plan or, even simpler still, a single lump sum. Consequently a budget will typically lack the structure displayed by a cost plan and so will not allow direct identification of those specific elements of work that may require revision to maintain that budget. Use of an elemental cost plan permits finer cost control during design.

X1.5 Another term that may require some clarification is “cost model.” Each of the formats included within this practice do represent themselves as, and are in fact, a cost model. They are intended to be a representation of reality, that is, of the finished construction work, albeit in numeric terms. In the hands of a skilled practitioner these cost models can be interactive and interpretive, permitting application of the practitioners’ knowledge and experience in guiding the design/physical work to a successful cost conclusion. The underlying modeling techniques are legion and will vary widely in response to the changing extent of design information available. A description of these techniques is outside the scope of this practice.

X2. BASIC INSTRUCTIONAL MODEL SPREADSHEET ADJUNCT

X2.1 The ASTM Basic Instructional Model Spreadsheet adjunct to this practice contains a simple working example of the three presentation arrangements noted above. They are written as a Microsoft Excel spreadsheet and is intended to serve as a guide and learning tool to aid in further understanding the principles espoused in this practice.

X2.2 The following supporting [Appendix X3-Appendix X5](#) are provided to allow an interested reader to see the three presentations discussed above. The [Basic Instructional Model Spreadsheet](#) adjunct provides the opportunity for ‘hands on’ exploration of the principles described in this practice. These spreadsheets are simple and direct and usable without restriction. They may also be used as a foundation for building more sophisticated systems including simple cost modeling.

X2.3 *Caveat Emptor*—The spreadsheet software is used to illustrate the use of this practice and not because this is considered to be the best form of software for application to cost planning, cost control, and elemental estimating. Spreadsheets are inherently dangerous in that, while they are easy to create, they are not always easy to proof or protect from inadvertent errors in summation and other formulas. Temporary changes in logic, formulae, and entered numbers can be forgotten and then perpetuated in subsequent uses of the spreadsheet, introducing significant error. There are undoubtedly other computerized solutions (XML, data base, or other programming languages) that are, admittedly with greater effort, better suited to developing elemental estimating systems around this practice.

X3. ELEMENTAL COST ESTIMATE TABLES

X3.1 *Elemental Cost Estimate*—See Figs. X3.1-X3.4.

NOTE X3.1—As already noted within the practice the Elemental Estimate format and the Elemental Analysis format will, superficially, appear

to be similar. It is the method by which they are calculated that differs. They are both included nevertheless. The Elemental Summary represents the same underlying estimate as the Elemental Analysis.



Title: Office Building Location: Somewhere		Dates		Main Parameter		Reference: Office - Medium Rise Class 5 - Order of Magnitude			
		Estimate Date: Bid Date:	1997.03.25 1998.04.26	Quantity: UoM:	\$4,000 sf (GFA)	Estimate			
CODE Code	LEVEL 2 GROUP ELEMENT Level 3 Element	Element & ELEMENT		Estimate Sums		Main Parameter		Percentage	
		Ratio	Quantity	UoM	Unit Rate	Element	ELEMENT	Element	ELEMENT
A. SUBSTRUCTURE						MJR GROUP	\$126,000	MJR GROUP	2.6%
A10	FOUNDATIONS						\$49,200		1.0%
A1010	Standard Foundations	0.111	5994 sf		5.10		30,600	0.57	0.6%
A1020	Special Foundations		0				0	0.00	0.0%
A1030	Slab on Grade	0.111	5994 sf		3.10		18,600	0.34	0.4%
A20	BASEMENT CONSTRUCTION						\$76,800		1.6%
A2010	Basement Excavation	0.049	2646 cy		10.20		27,000	0.50	0.6%
A2020	Basement Walls	0.071	3834 sf		13.00		49,800	0.92	1.0%
B. SHELL							\$1,295,700		26.7%
B10	SUPERSTRUCTURE						\$620,700		12.8%
B1010	Floor Construction	0.888	47952 sf		12.10		580,200	10.74	12.0%
B1020	Roof Construction	0.111	5994 sf		6.75		40,500	0.75	0.8%
B20	EXTERIOR ENCLOSURE						\$656,200		13.5%
B2010	Exterior Walls	0.472	25488 sf		15.50		395,100	7.32	8.2%
B2020	Exterior Windows	0.120	6480 sf		39.00		252,700	4.68	5.2%
B2030	Exterior Doors	0.000	5 ea		1675.00		8,400	0.16	0.2%
B30	ROOFING						\$18,800		0.4%
B3010	Roof Coverings	0.111	5994 sf		3.00		18,000	0.33	0.4%
B3020	Roof Openings	0.000	1 no		750.00		800	0.01	0.0%
C. INTERIORS							\$650,400		13.4%
C10	INTERIOR CONSTRUCTION						\$210,900		4.4%
C1010	Partitions	0.537	28998 sf		5.60		162,400	3.01	3.4%
C1020	Interior Doors	0.001	68 no		530.00		36,000	0.67	0.7%
C1030	Fittings	0.000	1 sum		12500.00		12,500	0.23	0.3%
C20	STAIRS						\$82,000		1.9%
C2010	Stair Construction	0.000	16 ft		5750.00		92,000	1.70	1.9%
C2010	Stair Finishes	0.000	0 sf				0	0.00	0.0%
C30	INTERIOR FINISHES						\$347,500		7.2%
C3010	Wall Finishes	0.850	45900 sf		2.60		119,300	2.21	2.5%
C3020	Floor Finishes	0.700	37800 sf		3.75		141,800	2.63	2.9%
C3030	Ceiling Finishes	0.800	43200 sf		2.00		86,400	1.60	1.8%
D. SERVICES							\$1,930,900		39.9%
D10	CONVEYING						\$224,000		4.6%
D1010	Elevators & Lifts	0.000	16 stp		14000.00		224,000	4.15	4.6%
D1020	Escalators & Moving Walks		0				0	0.00	0.0%
D1090	Other Conveying Systems		0				0	0.00	0.0%
D20	PLUMBING						\$140,300		2.9%
D2010	Plumbing Fixtures	0.002	81 ea		1000.00		81,000	1.50	1.7%
D2020	Domestic Water Distribution	0.001	54 ea		500.00		27,000	0.50	0.6%
D2030	Sanitary Waste	0.001	54 ea		475.00		25,700	0.48	0.5%
D2040	Rain Water Drainage	0.111	5994 sf		1.10		6,600	0.12	0.1%
D2090	Other Plumbing Systems		0				0	0.00	0.0%

FIG. X3.1 UNIFORMAT II Elemental Cost Estimate for Buildings



CODE Code	LEVEL 2 GROUP ELEMENT Level 3 Element	ELEMENT & ELEMENT			Estimate Sums		Main Parameter		Percentage	
		Ratio	Quantity	Unit	Unit Rate	Element	Element	Element	Element	MJR GROUP
D30	HVAC									
D3010	Energy Supply	0.015	810	mbh	30.00	0	0.00	\$14.28	0.0%	15.9%
D3020	Heat Generating Systems	0.003	162	tr	920.00	24,300	0.45		0.5%	
D3030	Cooling Generating Systems	0.888	47952	sf	10.20	149,000	2.76		3.1%	
D3040	Distribution Systems	0.111	5994	sf	1.50	489,100	9.06		10.1%	
D3050	Terminal & Package Units	1.000	54000	sf	1.60	9,000	0.17		0.2%	
D3060	Controls and Instrumentation	1.000	54000	sf	1.60	86,400	1.60		1.8%	
D3070	Systems Testing & Balancing	1.000	54000	sf	0.25	13,500	0.25		0.3%	
D3090	Other HVAC Systems & Equipment		0			0	0.00		0.0%	
D40	FIRE PROTECTION							\$1.99		2.2%
D4010	Sprinklers	0.005	270	hds	320.00	86,400	1.60		1.8%	
D4020	Standpipes	0.000	8	cbs	2650.00	21,200	0.39		0.4%	
D4030	Fire Protection Specialties		0			0	0.00		0.0%	
D4090	Other Fire Protection Systems		0			0	0.00		0.0%	
D50	ELECTRICAL							\$12.74		14.2%
D5010	Electrical Service & Distribution	0.007	378	Kw	205.00	77,500	1.44		1.6%	
D5020	Lighting & Branch Wiring	0.007	378	Kw	1250.00	472,500	8.75		9.8%	
D5030	Communication & Security	1.000	54000	sf	2.25	121,500	2.25		2.5%	
D5090	Other Electrical Systems	1.000	54000	sf	0.30	16,200	0.30		0.3%	
E	EQUIPMENT & FURNISHINGS							\$75,000		1.5%
E10	EQUIPMENT							\$0.31		0.4%
E1010	Commercial Equipment		0	sf	75.21	0	0.00		0.0%	
E1020	Institutional Equipment		0	sf	75.21	0	0.00		0.0%	
E1030	Vehicular Equipment	0.000	1	sum	10000.00	10,000	0.19		0.2%	
E1090	Other Equipment	0.000	1	sum	7000.00	7,000	0.13		0.1%	
E20	FURNISHINGS							\$1.07		1.2%
E2010	Fixed Furnishings	0.000	1	sum	58000.00	58,000	1.07		1.2%	
E2020	Movable Furnishings		0			0	0.00		0.0%	
F	SPECIAL CONSTRUCTION & DEMOLITION							\$0		0.0%
F10	SPECIAL CONSTRUCTION							\$0.00		0.0%
F1010	Special Structures		0			0	0.00		0.0%	
F1020	Integrated Construction		0			0	0.00		0.0%	
F1030	Special Construction Systems		0			0	0.00		0.0%	
F1040	Special Facilities		0			0	0.00		0.0%	
F1050	Special Controls and Instrumentation		0			0	0.00		0.0%	
F20	SELECTIVE BUILDING DEMOLITION							\$0.00		0.0%
F2010	Building Elements Demolition		0			0	0.00		0.0%	
F2020	Hazardous Components Abatement		0			0	0.00		0.0%	
X&Z	BUILDING FIELD REQUIREMENTS, OFFICE OVERHEAD & PROFIT, AND ALLOWANCES							\$766,700		15.8%
X	FIELD REQUIREMENTS, OFFICE OVERHEAD & PROFIT							\$407,800		8.4%
X10	Field Requirements		7.0%			285,500	5.29		5.9%	
X20	Office Overhead & Profit		3.0%			122,300	2.26		2.5%	
Z10	ALLOWANCES							6.65		7.4%
Z1010	Design Development Allowance		5.0%			224,300	4.15		4.6%	
Z1020	Initiation Allowance		3.0%			134,600	2.49		2.8%	
TOTAL	- BUILDING CONSTRUCTION							\$4,844,700		100.0%

FIG. X3.2 UNIFORMAT II Elemental Cost Estimate for Buildings (Cont'd)



Title: Office Building Location: Somewhere		Dates		Main Parameter		Reference: Office - Medium Rise Estimate Class 5 - Order of Magnitude					
		Estimate Date: Bid Date:	1997.03.25 1998.04.26	Quantity: 37,560 UoM: sf(NSA)	Estimate						
CODE	LEVEL 2 GROUP ELEMENT Level 3 Element	Element & ELEMENT			Estimate Sums		Main Parameter		Percentage		
		Ratio	Quantity	UoM	Unit Rate	Element	ELEMENT	MJR GROUP	ELEMENT	Element	ELEMENT
G. SITEWORK											
G10	SITE PREPARATION						\$20,100		\$0.54		0.4%
G1010	Site Clearing	0.250	9390	cy		2,800			0.07		0.1%
G1020	Site Demolition and Relocations		0			0			0.00		0.0%
G1030	Site Earthwork	1.150	43194	sf	0.40	17,300			0.46		0.4%
G1040	Hazardous Waste Remediation		0			0			0.00		0.0%
G20	SITE IMPROVEMENTS						\$49,000		\$1.30		1.0%
G2010	Roadways	0.065	2441	sf	3.60	8,800			0.23		0.2%
G2020	Parking Lots	0.500	18780	sf	1.50	28,200			0.75		0.6%
G2030	Pedestrian Paving	0.010	376	sf	4.00	1,500			0.04		0.0%
G2040	Site Development		0			0			0.00		0.0%
G2050	Landscaping	0.430	16151	sf	0.65	10,500			0.28		0.2%
G30	SITE MECHANICAL UTILITIES						\$90,600		\$2.41		1.9%
G3010	Water Supply	0.002	75	lf	20.50	1,500			0.04		0.0%
G3020	Sanitary Sewer	0.003	113	lf	6.10	700			0.02		0.0%
G3030	Storm Sewer	1.000	37560	lf	2.00	75,100			2.00		1.6%
G3040	Heating Distribution		0			0			0.00		0.0%
G3050	Cooling Distribution		0			0			0.00		0.0%
G3060	Fuel Distribution	0.004	150	lf	21.50	3,200			0.09		0.1%
G3090	Other Site Mechanical Utilities	0.450	16902	sf	0.60	10,100			0.27		0.2%
G40	SITE ELECTRICAL UTILITIES						\$16,200		\$0.43		0.3%
G4010	Electrical Distribution	0.004	150	lf	23.00	3,500			0.09		0.1%
G4020	Site Lighting	0.500	18780	sf	0.65	12,200			0.32		0.3%
G4030	Site Communications & Security	0.004	150	lf	3.40	500			0.01		0.0%
G4090	Other Site Electrical Utilities		0			0			0.00		0.0%
G90	OTHER SITE CONSTRUCTION						\$0		\$0.00		0.0%
G9010	Service and Pedestrian Tunnels		0			0			0.00		0.0%
G9090	Other Site Systems		0			0			0.00		0.0%
X&Z. SITEWORK FIELD REQUIREMENTS, OFFICE OVERHEAD & PROFIT, AND ALLOWANCES											
X	FIELD REQUIREMENTS, OFFICE OVERHEAD & PROFIT						\$33,100				0.7%
X10	Field Requirements		7.0%			12,300	\$17,600		0.33		0.4%
X20	Office Overhead & Profit		3.0%			5,300			0.23		0.3%
Z10	ALLOWANCES						\$15,500		0.29		0.3%
Z1010	Design Development Allowance		5.0%			9,700			0.18		0.2%
Z1020	Inflation Allowance		3.0%			5,800			0.11		0.1%
TOTAL - SITEWORK CONSTRUCTION							\$209,000			\$5.01	4.3%

FIG. X3.3 UNIFORMAT II Elemental Cost Estimate for Sitework



Title/ Location	Dates Estimate Date Bid Date	Building		Sitework		Total
		Cost	%	Cost	%	
Office Building Somewhere	1997 03 25 1998 04 26	4,078,000	80.7%	175,900	3.5%	4,253,900
Elemental Cost (excluding Allowances)		407,800	8.1%	17,600	0.3%	425,400
Field Requirements, Office Overhead & Profit		224,300	4.4%	9,700	0.2%	234,000
Design Allowance		134,600	2.7%	5,800	0.1%	140,400
Inflation Allowance						
Total Construction Cost (TCC)		4,844,700	95.9%	209,000	4.1%	5,053,700

FIG. X3.4 Total Construction Cost Summary (TCC)

X4. ELEMENTAL COST SUMMARY TABLES

X4.1 *Elemental Cost Summary*—See Figs. X4.1-X4.4.

NOTE X4.1—As already noted within the practice the Elemental Estimate format and the Elemental Analysis format will, superficially, appear to be similar. It is the method by which they are calculated that differs. They are both included nevertheless. The Elemental Summary represents the same underlying estimate as the Elemental Analysis.

Title:	Renovation of Existing Building	Dates		
Location:	No Place in Particular	Estimate Date:	2001.02.15	
		Bid Date:	2005.03.25	
Reference:	Office - Low Rise	Main Parameter		
Class:	Class 3 (Preliminary Design)	Quantity:	290	
		UoM:	M2 (GFA)	
CODE	LEVEL 2 GROUP ELEMENT	Estimate Sums		
Code	Level 3 Element	Element	ELEMENT	MJR GROUP
A. SUBSTRUCTURE				\$41,700
A10	FOUNDATIONS		\$41,700	
A1010	Standard Foundations	29900		
A1020	Special Foundations	0		
A1030	Slab on Grade	11800		
A20	BASEMENT CONSTRUCTION		\$0	
A2010	Basement Excavation	0		
A2020	Basement Walls	0		
B. SHELL				\$138,200
B10	SUPERSTRUCTURE		\$41,700	
B1010	Floor Construction	0		
B1020	Roof Construction	41700		
B20	EXTERIOR ENCLOSURE		\$66,300	
B2010	Exterior Walls	48900		
B2020	Exterior Windows	10200		
B2030	Exterior Doors	7200		
B30	ROOFING		\$30,200	
B3010	Roof Coverings	30200		
B3020	Roof Openings	0		
C. INTERIORS				\$45,100
C10	INTERIOR CONSTRUCTION		\$27,500	
C1010	Partitions	23500		
C1020	Interior Doors	4000		
C1030	Fittings	0		
C20	STAIRS		\$0	
C2010	Stair Construction	0		
C2010	Stair Finishes	0		
C30	INTERIOR FINISHES		\$17,600	
C3010	Wall Finishes	2800		
C3020	Floor Finishes	8000		
C3030	Ceiling Finishes	6800		
D. SERVICES				\$253,000
D10	CONVEYING		\$45,000	
D1010	Elevators & Lifts	45000		
D1020	Escalators & Moving Walks	0		
D1090	Other Conveying Systems	0		
D20	PLUMBING		\$6,400	
D2010	Plumbing Fixtures	0		
D2020	Domestic Water Distribution	0		
D2030	Sanitary Waste	0		
D2040	Rain Water Drainage	6400		
D2090	Other Plumbing Systems	0		

FIG. X4.1 UNIFORMAT II Elemental Cost Summary for Buildings



CODE Code	LEVEL 2 GROUP ELEMENT Level 3 Element	Estimate Sums		
		Element	ELEMENT	MJR GROUP
D30	HVAC		\$135,100	
D3010	Energy Supply	0		
D3020	Heat Generating Systems	0		
D3030	Cooling Generating Systems	40000		
D3040	Distribution Systems	77600		
D3050	Terminal & Package Units	5500		
D3060	Controls and Instrumentation	12000		
D3070	Systems Testing & Balancing	0		
D3090	Other HVAC Systems & Equipment	0		
D40	FIRE PROTECTION		\$0	
D4010	Sprinklers	0		
D4020	Standpipes	0		
D4030	Fire Protection Specialties	0		
D4090	Other Fire Protection Systems	0		
D50	ELECTRICAL		\$66,500	
D5010	Electrical Service & Distribution	15400		
D5020	Lighting & Branch Wiring	25100		
D5030	Communication & Security	12200		
D5090	Other Electrical Systems	13800		
E. EQUIPMENT & FURNISHINGS				\$7,300
E10	EQUIPMENT		\$0	
E1010	Commercial Equipment	0		
E1020	Institutional Equipment	0		
E1030	Vehicular Equipment	0		
E1090	Other Equipment	0		
E20	FURNISHINGS		\$7,300	
E2010	Fixed Furnishings	7300		
E2020	Movable Furnishings	0		
F. SPECIAL CONSTRUCTION & DEMOLITION				\$3,800
F10	SPECIAL CONSTRUCTION		\$0	
F1010	Special Structures	0		
F1020	Integrated Construction	0		
F1030	Special Construction Systems	0		
F1040	Special Facilities	0		
F1050	Special Controls and Instrumentation	0		
F20	SELECTIVE BUILDING DEMOLITION		\$3,800	
F2010	Building Elements Demolition	3800		
F2020	Hazardous Components Abatement	0		
X&Z FIELD REQUIREMENTS, OFFICE OVERHEAD & PROFIT, ALLOWANCES				\$212,900
X	FIELD REQUIREMENTS, OFFICE OVERHEAD & PR		\$63,600	
X10	Field Requirements	39,100		
X20	Office Overhead & Profit	24,500		
Z	ALLOWANCES		\$149,300	
Z10	Design Development Allowance	82,900		
Z20	Inflation Allowance	66,400		
TOTAL - BUILDING CONSTRUCTION				\$702,000

FIG. X4.2 UNIFORMAT II Elemental Cost Summary for Buildings (Cont'd)

Title: Renovation of Existing Building		Dates	
Location: No Place in Particular		Estimate Date: 2001.02.15	
		Bid Date: 2005.03.25	
Reference: Office - Low Rise		Main Parameter	
Class: Class 3 (Preliminary Design)		Quantity: 488	
		UoM: M2 (NSA)	
CODE	LEVEL 2 GROUP ELEMENT	Estimate Sums	
Code	Level 3 Element	Element	MJR GROUP
G. SITEWORK			\$9,800
G10	SITE PREPARATION		\$0
G1010	Site Clearing	0	
G1020	Site Demolition and Relocations	0	
G1030	Site Earthwork	0	
G1040	Hazardous Waste Remediation	0	
G20	SITE IMPROVEMENTS		\$9,800
G2010	Roadways	0	
G2020	Parking Lots	0	
G2030	Pedestrian Paving	1200	
G2040	Site Development	8600	
G2050	Landscaping	0	
G30	SITE MECHANICAL UTILITIES		\$0
G3010	Water Supply	0	
G3020	Sanitary Sewer	0	
G3030	Storm Sewer	0	
G3040	Heating Distribution	0	
G3050	Cooling Distribution	0	
G3060	Fuel Distribution	0	
G3090	Other Site Mechanical Utilities	0	
G40	SITE ELECTRICAL UTILITIES		\$0
G4010	Electrical Distribution	0	
G4020	Site Lighting	0	
G4030	Site Communications & Security	0	
G4090	Other Site Electrical Utilities	0	
G90	OTHER SITE CONSTRUCTION		\$0
G9010	Service and Pedestrian Tunnels	0	
G9090	Other Site Systems	0	
X&Z FIELD REQUIREMENTS, OFFICE OVERHEAD & PROFIT, ALLOWANCES			\$4,300
X	FIELD REQUIREMENTS, OFFICE OVERHEAD & PR		\$1,300
X10	Field Requirements	800	
X20	Office Overhead & Profit	500	
Z	ALLOWANCES		\$3,000
Z10	Design Development Allowance	1,700	
Z20	Inflation Allowance	1,300	
TOTAL - SITEWORK CONSTRUCTION			\$14,100

FIG. X4.3 UNIFORMAT II Elemental Cost Summary for Sitework

Title: Renovation of Existing Building		Dates		Main Parameter
Location: No Place in Particular		Estimate Date: 2001.02.15		290
		Bid Date: 2005.03.25		M2 (GFA)
Reference: Office - Low Rise		Building	Sitework	Total
Class: Class 3 (Preliminary Design)		Cost	Cost	Cost
Elemental Cost (excluding Allowances)		\$489,100	\$9,800	\$498,900
Field Requirements, Office Overhead & Profit		\$63,600	\$1,300	\$64,900
Design Allowance		\$82,900	\$1,700	\$84,600
Inflation Allowance		\$66,400	\$1,300	\$67,700
Total Construction Cost (TCC)		\$702,000	\$14,100	\$716,100

FIG. X4.4 Total Construction Cost Summary

X5. ELEMENTAL COST ANALYSIS TABLES

X5.1 *Elemental Cost Analysis*—See **Figs. X5.1-X5.4**.

NOTE X5.1—As already noted within the practice the Elemental Estimate format and the Elemental Analysis format will, superficially, appear

to be similar. It is the method by which they are calculated that differs. They are both included nevertheless. The Elemental Summary represents the same underlying estimate as the Elemental Analysis.



Title: Renovation of Existing Building Location: No Place in Particular				Dates Estimate Date: 2001.02.15 Bid Date: 2005.03.25		Main Parameter Quantity: 290 UoM: m2 (GFA)		Reference: Office - Low Rise Estimate Class 3 (Preliminary Design)	
CODE Code	LEVEL 2 GROUP ELEMENT Level 3 Element	Element & ELEMENT		Estimate Sums		Main Parameter		Percentage	
		Ratio	Quantity	UoM	Unit Rate	Element	ELEMENT	Element	ELEMENT
A. SUBSTRUCTURE							\$41,700		
A10	FOUNDATIONS							\$143.79	5.9%
A1010	Standard Foundations	1.000	290 m2		103.10	29900	103.10	4.3%	
A1020	Special Foundations					0	0.00	0.0%	
A1030	Slab on Grade	1.000	290 m2		40.69	11800	40.69	1.7%	
A20	BASEMENT CONSTRUCTION					0	\$0		0.0%
A2010	Basement Excavation					0	0.00	0.0%	
A2020	Basement Walls					0	0.00	0.0%	
B. SHELL							\$138,200		19.7%
B10	SUPERSTRUCTURE					0		\$143.79	5.9%
B1010	Floor Construction					0	0.00	0.0%	
B1020	Roof Construction	1.000	290 m2		143.79	41700	143.79	5.9%	
B20	EXTERIOR ENCLOSURE							\$228.62	9.4%
B2010	Exterior Walls	0.583	169 m2		289.35	48900	168.62	7.0%	
B2020	Exterior Windows	0.100	29 m2		351.72	10200	35.17	1.5%	
B2030	Exterior Doors	0.014	4 ea		1800.00	7200	24.83	1.0%	
B30	ROOFING							\$104.14	4.3%
B3010	Roof Coverings	1.000	290 m2		104.14	30200	104.14	4.3%	
B3020	Roof Openings					0	0.00	0.0%	
C. INTERIORS							\$45,100		6.4%
C10	INTERIOR CONSTRUCTION							\$94.83	3.9%
C1010	Partitions	0.469	136 m2		172.79	23500	81.03	3.3%	
C1020	Interior Doors	0.010	3 ea		1333.33	4000	13.79	0.6%	
C1030	Fittings					0	0.00	0.0%	
C20	STAIRS							\$0.00	0.0%
C2010	Stair Construction					0	0.00	0.0%	
C2010	Stair Finishes					0	0.00	0.0%	
C30	INTERIOR FINISHES							\$60.69	2.5%
C3010	Wall Finishes	1.221	354 m2		7.91	2800	9.66	0.4%	
C3020	Floor Finishes	0.948	275 m2		29.09	8000	27.59	1.1%	
C3030	Ceiling Finishes	0.862	250 m2		27.20	6800	23.45	1.0%	
D. SERVICES							\$253,000		36.0%
D10	CONVEYING							\$155.17	6.4%
D1010	Elevators & Lifts	0.003	1 ea		45000.00	45000	155.17	6.4%	
D1020	Escalators & Moving Walks					0	0.00	0.0%	
D1090	Other Conveying Systems					0	0.00	0.0%	
D20	PLUMBING							\$22.07	0.9%
D2010	Plumbing Fixtures					0	0.00	0.0%	
D2020	Domestic Water Distribution					0	0.00	0.0%	
D2030	Sanitary Waste					0	0.00	0.0%	
D2040	Rain Water Drainage					6400	22.07	0.9%	
D2090	Other Plumbing Systems	1.000	290 m2		22.07	0	0.00	0.0%	

FIG. X5.1 UNIFORMAT II Elemental Cost Analysis for Buildings



CODE Code	LEVEL 2 GROUP ELEMENT Level 3 Element	Element & ELEMENT			Estimate Sums		Main Parameter		Percentage	
		Ratio	Quantity	UoM	Unit Rate	Element	Element	Element	Element	MJR GROUP
D30	HVAC						\$135,100			
D3010	Energy Supply					0		0.00	0.0%	19.2%
D3020	Heat Generating Systems					0		0.00	0.0%	
D3030	Cooling Generating Systems	0.069	20 Kw		2000.00	40000	137.93	137.93	0.0%	
D3040	Distribution Systems	1.000	290 m2		267.59	77600	267.59	267.59	11.1%	
D3050	Terminal & Package Units	0.034	10 Kw		550.00	5500	18.97	18.97	0.8%	
D3060	Controls and Instrumentation	0.148	43 ea		279.07	12000	41.38	41.38	1.7%	
D3070	Systems Testing & Balancing					0		0.00	0.0%	
D3090	Other HVAC Systems & Equipment					0		0.00	0.0%	
D40	FIRE PROTECTION						\$0	\$0.00	0.0%	
D4010	Sprinklers					0		0.00	0.0%	
D4020	Standpipes					0		0.00	0.0%	
D4030	Fire Protection Specialties					0		0.00	0.0%	
D4090	Other Fire Protection Systems					0		0.00	0.0%	
D50	ELECTRICAL						\$66,500	\$229.31	9.5%	
D5010	Electrical Service & Distribution	1.000	290 m2		53.10	15400	53.10	53.10	2.2%	
D5020	Lighting & Branch Wiring	0.393	114 ea		220.18	25100	86.55	86.55	3.6%	
D5030	Communication & Security	1.000	290 m2		42.07	12200	42.07	42.07	1.7%	
D5090	Other Electrical Systems	1.000	290 m2		47.59	13800	47.59	47.59	2.0%	
E	EQUIPMENT & FURNISHINGS						\$7,300			1.0%
E10	EQUIPMENT						\$0	\$0.00	0.0%	
E1010	Commercial Equipment					0		0.00	0.0%	
E1020	Institutional Equipment					0		0.00	0.0%	
E1030	Vehicular Equipment					0		0.00	0.0%	
E1090	Other Equipment					0		0.00	0.0%	
E20	FURNISHINGS						\$7,300	\$25.17	1.0%	
E2010	Fixed Furnishings	1.000	290 m2		25.17	7300	25.17	25.17	1.0%	
E2020	Movable Furnishings					0		0.00	0.0%	
F	SPECIAL CONSTRUCTION & DEMOLITION						\$3,800			0.5%
F10	SPECIAL CONSTRUCTION						\$0	\$0.00	0.0%	
F1010	Special Structures					0		0.00	0.0%	
F1020	Integrated Construction					0		0.00	0.0%	
F1030	Special Construction Systems					0		0.00	0.0%	
F1040	Special Facilities					0		0.00	0.0%	
F1050	Special Controls and Instrumentation					0		0.00	0.0%	
F20	SELECTIVE BUILDING DEMOLITION						\$3,800	\$13.10	0.5%	
F2010	Building Elements Demolition	0.003	1 sum		3800.00	3800	13.10	13.10	0.5%	
F2020	Hazardous Components Abatement					0		0.00	0.0%	
X&Z	BUILDING FIELD REQUIREMENTS, OFFICE OVERHEAD & PROFIT, AND ALLOWANCES						\$212,900	\$734.14		30.3%
X	FIELD REQUIREMENTS, OFFICE OVERHEAD & PROFIT						\$63,600	219.31	9.1%	
X10	Field Requirements		8.0%			39,100	134.83	134.83	5.6%	
X20	Office Overhead & Profit		5.0%			24,500	84.48	84.48	3.5%	
Z	ALLOWANCES						\$149,300	514.83	21.3%	
Z10	Design Development Allowance		15.0%			82,900	285.86	285.86	11.8%	
Z20	Initiation Allowance		12.0%			66,400	228.97	228.97	9.5%	
TOTAL	- BUILDING CONSTRUCTION						\$702,000	2420.69		100.0%

FIG. X5.2 UNIFORMAT II Elemental Cost Analysis for Buildings (Cont'd)



Title Location	Renovation of Existing Building No Place in Particular	Dates		Building		Sitework		Total
		Estimate Date: Bid Date	2001 02 15 2005 03 25	Cost	%	Cost	%	
	Elemental Cost (excluding Allowances) Field Requirements, Office Overhead & Profit Design Allowance Inflation Allowance Total Construction Cost (TCC)			489,100	68.3%	9,800	1.4%	498,900
				63,600	8.9%	1,300	0.2%	64,900
				82,900	11.6%	1,700	0.2%	84,600
				66,400	9.3%	1,300	0.2%	67,700
				702,000	98.0%	14,100	2.0%	716,100

FIG. X5.4 Total Construction Cost Summary

ASTM International takes no position respecting the validity of any patent rights asserted in connection with any item mentioned in this standard. Users of this standard are expressly advised that determination of the validity of any such patent rights, and the risk of infringement of such rights, are entirely their own responsibility.

This standard is subject to revision at any time by the responsible technical committee and must be reviewed every five years and if not revised, either reapproved or withdrawn. Your comments are invited either for revision of this standard or for additional standards and should be addressed to ASTM International Headquarters. Your comments will receive careful consideration at a meeting of the responsible technical committee, which you may attend. If you feel that your comments have not received a fair hearing you should make your views known to the ASTM Committee on Standards, at the address shown below.

This standard is copyrighted by ASTM International, 100 Barr Harbor Drive, PO Box C700, West Conshohocken, PA 19428-2959, United States. Individual reprints (single or multiple copies) of this standard may be obtained by contacting ASTM at the above address or at 610-832-9585 (phone), 610-832-9555 (fax), or service@astm.org (e-mail); or through the ASTM website (www.astm.org).