

**COST ESTIMATE SUBMITTAL**  
**CHECKLIST**

## COST ESTIMATE SUBMITTAL CHECKLIST

**Project:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**A-E Name:** \_\_\_\_\_

## [ ] Construction Cost Estimate

**Check Type of Estimate Program:**      ☐ **Military**  
    ☐ **Civil**  
    ☐ **HTRW**  
    ☐ **Other (specify)** \_\_\_\_\_

**Check Level of Estimate:    Military:**    ☐ **Programming Effort**  
    ☐ **Project Definition**  
     ☐ **Initial**                    ☐ **Final**  
    ☐ **Concept**  
    ☐ **Interim**  
    ☐ **Final**  
    ☐ **Ready-To-Advertise**  
    ☐ **Change Order**  
    ☐ **Other (specify) \_\_\_\_\_**

**Civil:**     ☐ **Reconnaissance**  
               ☐ **DM/Baseline**  
               ☐ **Plans and Specs**  
               ☐ **Other (specify) \_\_\_\_\_**

**HTRW:**    ☐ **Level of Design** \_\_\_\_\_

**Other:**    ☐ **Level of Design** \_\_\_\_\_

**Type of Cost Estimate:**

☐ **Manual (pencil)**

☐ **PACES**

☐ **MCACES GOLD**

☐ **Excel Spreadsheet**

☐ **Other (specify) \_\_\_\_\_**

**Estimate Hierarchy:**

- ☐ **Normal Work Breakdown Structure (WBS)**
- ☐ **Full Work Breakdown Structure (WBS)**
- ☐ **Partial Work Breakdown Structure (WBS)**
- ☐ **Special (Separate Handout)**

**Note: The RTA cost estimate that is submitted to the Government shall be accompanied by a letter of transmittal which includes the following statement: “To the best of my knowledge the confidential nature of this estimate has been maintained”**

**[ ] AF Form 1178 (AF Projects Only)**

**[ ] 1.44MB 3-1/2” Diskettes containing a electronic copy of the PROJECT DATABASE, and a separate Diskette of the Labor Rates Database. These databases shall be “SAVE TO COMPRESSED” DO NOT CHANGE ANY OTHER DATABASES.**

**[ ] Supporting Data:**

**[ ] Quantity Survey Documentation**

**[ ] Quantity Derivations**

**[ ] Current Price Quotations**

**[ ] HAG Data Sheet**

**[ ] Annotated Comments, as appropriate**