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A&E Consultant Contracts:

Independent Cost Estimate (ICE)
and
Cost Analysis
Video 9 – Other Direct Costs
(Part 2 Cost Analysis)

Caltrans

Division of Local Assistance

Script:

In Part 1, local agency generated an Independent Cost Estimate. The Independent Cost Estimate as mentioned before will serve as basis for negotiation. Part 2, Cost analysis compares and evaluates the independent cost estimate with consultant cost proposal. This video will guide the local agency on Part 2, cost analysis process starting with the Other direct cost worksheet.

Upon opening the file, the worksheet will take you to the Instructions worksheet.   This worksheet contains a printable copy of instructions for your reference.   Information on some of the key elements and regulations are also available.

The second worksheet is the other direct costs. This worksheet captures the costs of items not related to labor cost such travel, printing, reproduction, etc. Click the Other Direct Costs tab to open the worksheet.

The OTHER DIRECT COSTS worksheet has three tables. The Local agency estimate, Consultant Cost Proposal, and Final Negotiation. Local Agency estimate is imported from Part 1 -ICE. Consultant items are manually entered in the consultant cost proposal table. The local agency's estimate and the cost proposal items are then compared and further analyzed for negotiation. Negotiated quantities and unit cost are recorded in the final negotiation table.

Click the import button to import local agency's other direct costs from Part 1 - Independent Cost Estimate. Instructions on how to insert rows and delete rows are also included in the worksheet for your reference.

A file window will open. Find the independent cost estimate file you saved in Part 1-ICE. Click "Open" to import.

Upon opening the file, a prompt for the consultant name will appear. Enter the consultant name and click ok.

The worksheet will auto-populate.

The local agency's other direct costs estimate will be imported, and a consultant cost proposal table will be generated. Manually enter the cost proposal items to the Consultant Cost Proposal table. This will allow 1 to 1 comparison between local agency's estimate and consultant cost proposal. If you need additional rows, double click the yellow highlighted row. To delete rows, press CTRL key plus small letter d.

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ICE/ Cost Analysis – Other Direct Costs (Video 9)

This concludes this video on other direct costs. Please proceed to ICE vs Cost Proposal worksheet to enter the labor costs or direct costs.

References:
Caltrans Division of Local Assistance Main Website
https://dot.ca.gov/programs/local-assistance

Visit the A&E Resources website to find the latest tools, resources and guidance for A&E consultant contracts.
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23 CFR, Part 172 Administration of Engineering and Design Related Service Contracts
(23 CFR 172.7(a)(1)(v)
https://www.ecfr.gov/cgi-bin/text-idx?rgn=div5&node=23:1.0.1.2.3

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ICE/ Cost Analysis – Other Direct Costs (Video 9)

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Local Assistance Consultant Selection and Procurement Webpage

http://www.dot.ca.gov/hq/LocalPrograms/AE/index.htm

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