



## Estimate Reference Information

Bid Estimate Report Gallery
 Commitments & Expenses

Project and Program Delivery Manual Chapter 5 Estimating Chapter Originally Issued: 11-07-24 Revised:xx-xx-xx

Plan items often have an estimate reference note. The estimate reference information should refer the contractor to the appropriate tabulation, Standard Road Plan, Detail sheet, or Typical Cross Section sheet. When any of the five parts of the Specifications are not covered, they should be included in the Estimate Reference Information.

If special notes are necessary for a project, they should be placed in the estimate reference information for the plan items that are affected, regardless of the note's presence elsewhere in the plan set.

Estimate reference information can be added to individual plan items by marking the checkbox next to a plan item and clicking "Edit".

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## **Estimate Reference Information**

The Edit Plan Item form will open. Default Estimate Reference Information for the plan item will appear in the "Notes" field. The designer should thoroughly read the default notes and edit the information as necessary to match the intent of the plans. When finished editing the estimate reference information, click "Save & Exit" at the top of the screen.

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**NOTE:** Default Estimate Reference Information should be reviewed and edited to match the design intent for the project. (Refer to Design Manual Chapter <u>01G-01 Bid Item Determination and Quality Estimation</u>)

## Chronology of Changes to Manual Section:

5.2.1.4 Estimate Reference Information

11/07/2024 NEW