

Project Management - Pre-project budget worksheet

Estimated capital project cost

Land Acquisition (cost and location)	\$	
Hard Cost (building structure, sitework-including utilities, paving, grading, etc., landscaping, furnishings, etc.)	\$	159,727.00
Soft Cost (Architectural, Engineering, Legal, Geotech, etc.)	\$	
Insurance Cost	\$	
Bid Cost	\$	250.00
Other cost to construct and make operational (please list below:)		
IT Department - Terminate cables and purchase miscellaneous materials	\$	200.00
	\$	
	\$	
Capital Project Subtotal	\$	160,177.00
10% Contingency	\$	16,017.70
Total capital project cost	\$	176,194.70

Estimated Cost - Departmental Capital Purchases to make project operational

Shelving and storage componets	\$	5,000.00
Furniture for four Courtroom offices and three staff offices	\$	13,376.61
	\$	
Total cost departmental capital purchases	\$	18,376.61

Estimated Cost - Departmental Small Tools Purchases to make project operational

	\$	
	\$	
	\$	
Total cost departmental small tools purchases	\$	-

Total Cost to complete project and make fully operational \$ 194,571.31

Items below are for informational purposes:

Estimated Future Operating Cost	
Utilities	\$
Head count	\$
Future Insurance	\$
Additional future equipment (i.e. mowers, tractors, vehicles, etc.)	\$
Additional cost to operate	\$
	\$
	\$
	\$
Total estimated future cost to operate	\$

Will the project be completed as one project or will there be phases?

Please list all phases below with cost of each phase:

Phase	Cost
	\$
	\$
	\$
Total cost of all phases	\$

Is this project part of a project with previous cost? (i.e. a phase of a previous City project.)

Please list all previous phases below with final cost of each phase:

Phase	Cost
	\$
	\$
	\$
Total cost of all previous phases	\$