

DraftTakeoff

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FIRST-DRAFT QUANTITY TAKEOFF WORKBOOK

Rev A · 28 Sep 2026

Maple Street Community Hall

Prepared for	SAMPLE CONTRACTOR (fictional)
Document ID	DraftTakeoff-SAMPLE-workbook
Basis documents	plans.pdf (16 sheets, drawn by DraftTakeoff)
Drawing sheets	16 drawing sheets in the set: 14 billed drawing sheets and 2 cover and general-notes sheets read free — listed sheet by sheet on the Drawing Register
Prepared by	DraftTakeoff — automated first-draft takeoff and bid-screening reports
Deliverable tier	FIRST DRAFT — starting point for your own estimate, not a final takeoff
Units	Imperial
Classification standard	CSI MasterFormat divisions
Date issued	28 Sep 2026
Revision	A — initial issue
Checked by	[reviewer's initials and date — before you rely on it]

Revision record

Rev	Date	Description	By
A	28 Sep 2026	Initial issue	DraftTakeoff

FIRST-DRAFT TAKE-OFF — NOT A BID DOCUMENT. WHAT IT IS FOR (deciding whether to proceed): A Class 5 concept screening range, not a price. The band on the front page is the answer; any single figure inside it is not. WHAT THIS IS: a first-draft quantity take-off measured from the drawings you supplied, with every quantity backed by a calculation sheet you can open, check and change. THE PRICES: where a rate is shown it is a PRELIMINARY GUIDELINE ONLY — a starting figure to help you judge scale. It is not a quotation, not a final price, and not a figure to submit as a bid. Rates we could not establish are left as EMPTY YELLOW CELLS for you to complete with your own costs. You are expected to price this work yourself. ACCURACY: this is an AACE Class 5 concept-screening estimate. The accepted range for that class is 50% BELOW to 100% ABOVE the figure shown, so no single total in this workbook - the Quotation's included - is the answer on its own. BEFORE YOU RELY ON IT: verify the quantities against your full drawing set and add your own overheads, contingency and professional judgment. Read the Confidence Report sheet — it states, item by item, how confident we are and what the drawings did not tell us. LIMITATION: this document is supplied as-is, with no warranty of accuracy, completeness or fitness for any purpose, and is priced low precisely because it is a rapid draft rather than a checked estimate. We accept no liability for any loss arising from its use, including any bid submitted in reliance on it. Our total liability is limited to the fee paid for this document.

Price It In 4 Steps

WHAT THIS FILE IS. The measuring is ours; the judgment stays yours. We read your set sheet by sheet and put every quantity on a calculation table you can check in a minute instead of re-measuring in an hour — and how close we get depends on how completely the set is drawn, which is why a line the drawings cannot answer says SOURCE INSUFFICIENT rather than carrying a figure. PRICES ARE THE SMALLER HALF, ON PURPOSE. A unit rate is local, dated and negotiated, so we fill in a reference rate only where we can defend one — each with its grade and source in the cell, and none of them a quote — and leave the rest blank and yellow rather than inventing a number. 'Your Pricing Checklist' tells you exactly how many are yours and where they sit. Overtyping anything of ours you know better than: your cell always wins. This is a first draft that shortens your evening, not a finished estimate you can bid unchecked.

1 Fill in the YELLOW Unit Cost cells

Open each Takeoff sheet. Enter your material and labor unit costs in the yellow cells. Skip lines you self-perform differently — everything recalculates. Every sheet is protected so the yellow cells are the only ones you can type into, which stops a stray paste from overwriting a formula. There is NO PASSWORD — Review > Unprotect Sheet opens any sheet completely.

2 Adjust Settings

Open Settings: waste %, TARGET PROFIT MARGIN %, overhead %, tax %. Set the margin you need to keep and leave the markups alone — they carry your overhead first, so the Quote Summary reports back the margin you asked for. One change flows everywhere. Set your job duration in Indirect Cost.

3 Check what you are about to send

Quote Summary shows your cost, your selling price and your margin side by side. Read the Confidence Report before you commit — it lists what to verify and what is excluded. These two sheets are yours: do not forward them.

4 Send the Quotation and the Client BOQ

Select both tabs (click Quotation, Ctrl-click Client BOQ) and File → Print → Print Active Sheets → Save as PDF: that is your quotation as a document, and nothing else in this workbook goes with it. Those two sheets are already written for your client and already linked to your rates. Fill the yellow identity cells — your letterhead, quotation number, client name, drawing reference — and print or export them; the print areas are set. They show selling prices only, never your cost or margin.

Quantities were measured neat-line from the drawings listed in each Backup sheet. Waste/lap factors are NOT embedded — apply your own practice.

Reading the Takeoff sheets

Enter your unit COSTS in the YELLOW cells. Waste/markup default from Settings — override per line if needed.

A line still carrying our reference figures shows Waste % 0%: an installed reference rate is priced per measured unit with its waste already inside, and a labor, removal or machinery figure buys no material. Type your own unit cost in either cell and the line takes the Settings waste % again.

AMBER cells already hold a figure: our guideline, with its grade and source in the cell note. Overtyping it with your own — an amber figure is a starting point, never a price we stand behind. A yellow cell is empty because we could not establish one.

Selling Total = Qty × (1+Waste) × (Sell Mat + Sell Lab); Profit = Selling – Cost.

Your rates flow straight to the Quotation and Client BOQ sheets — price a line here and it appears there, ready to send.

Rows labeled "Equipment — ..." at the end of this list are this trade's machinery cost (excavator, mobile crane, hoist, pump, etc.) — Material reads "machinery" by design; enter the machinery cost in the Labor / Machinery Unit Cost cell so it flows through the same markup formulas. It is machinery money, not wages: the prevailing-wage factor does not touch it. A tower crane, site-wide mobilization and haul-off logistics live on the Indirect Cost sheet instead — never price the same machine in both places.

ORANGE cells are OUR placeholder estimate (not a verified quote — see Rate sources (not published in this sample)) auto-filled so the quote is never blank; overtype them with your own numbers as soon as you have real pricing.

GRAY cells are reference-only figures, not part of the priced scope. BLUE columns are the GUIDELINE RANGE — a low-to-high reference band, never a single quotable figure (traceable, see Rate sources (not published in this sample) sheet); they never feed the totals.

READ THE PRICE BASIS COLUMN: a line marked LABOR ONLY carries no material cost at all — the equipment/fixture itself is NOT in that figure.

Line ID stays the same for the same work across re-issues of this takeoff, so prices you entered can be carried over by Line ID. It is built from the work itself (trade, CSI division, work type, drawing mark or size, unit), not from the wording of the description; a line that is split, merged or measured in a different unit in a later issue gets a new Line ID and has to be priced again.

What's in this workbook

37 sheets listed below — every sheet in this workbook besides this README. Click any name to jump to it.	
1	Cover Project identity, revision record, first-draft disclaimer
2	Basis of Measurement The measurement rules behind every quantity — read before using the numbers
3	Find Type a word or two in the yellow cell and every line that carries them is listed, with a link to each — works on a phone. On screen only: not in the printed copy
4	Dashboard KPIs, cost-by-trade chart, indicative range (if baselines supplied)
5	Settings Overhead / markup / tax — one place, flows everywhere
6	Quotation Print-ready covering quotation with payment schedule and terms — fill the yellow cells and send

7	<u>Client BOQ</u>	The priced bill to attach to it — selling rates only, linked to your Takeoff sheets
8	<u>Quote Summary</u>	YOUR costs, markup and margin in one place — working sheet, not a document to send
9	<u>Indirect Cost</u>	Preliminary & temporary works + site expenses (duration-driven)
10	<u>Takeoff-Structural</u>	Quantities + your yellow cost cells (+ blue baseline references; an AMBER baseline is one we do not stand behind — replace those first)
11	<u>Backup-Structural</u>	Source of truth: every quantity with its drawing reference, basis and division (in your units only)
12	<u>Calc-Structural</u>	Calculation tables: the dimensions and formulas behind each quantity — edit any input cell and the quantity, its Backup line and the price all follow
13	<u>Takeoff-Architectural</u>	Quantities + your yellow cost cells (+ blue baseline references; an AMBER baseline is one we do not stand behind — replace those first)
14	<u>Backup-Architectural</u>	Source of truth: every quantity with its drawing reference, basis and division (in your units only)
15	<u>Calc-Architectural-1</u>	Calculation tables: the dimensions and formulas behind each quantity — edit any input cell and the quantity, its Backup line and the price all follow
16	<u>Calc-Architectural-2</u>	Calculation tables: the dimensions and formulas behind each quantity — edit any input cell and the quantity, its Backup line and the price all follow
17	<u>Takeoff-Plumbing</u>	Quantities + your yellow cost cells (+ blue baseline references; an AMBER baseline is one we do not stand behind — replace those first)
18	<u>Backup-Plumbing</u>	Source of truth: every quantity with its drawing reference, basis and division (in your units only)
19	<u>Calc-Plumbing</u>	Calculation tables: the dimensions and formulas behind each quantity — edit any input cell and the quantity, its Backup line and the price all follow
20	<u>Takeoff-Electrical</u>	Quantities + your yellow cost cells (+ blue baseline references; an AMBER baseline is one we do not stand behind — replace those first)
21	<u>Backup-Electrical</u>	Source of truth: every quantity with its drawing reference, basis and division (in your units only)
22	<u>Calc-Electrical</u>	Calculation tables: the dimensions and formulas behind each quantity — edit any input cell and the quantity, its Backup line and the price all follow
23	<u>Takeoff-HVAC</u>	Quantities + your yellow cost cells (+ blue baseline references; an AMBER baseline is one we do not stand behind — replace those first)
24	<u>Backup-HVAC</u>	Source of truth: every quantity with its drawing reference, basis and division (in your units only)
25	<u>Calc-HVAC</u>	Calculation tables: the dimensions and formulas behind each quantity — edit any input cell and the quantity, its Backup line and the price all follow
26	<u>Takeoff-Sitework</u>	Quantities + your yellow cost cells (+ blue baseline references; an AMBER baseline is one we do not stand behind — replace those first)

27	<u>Backup-Sitework</u>	Source of truth: every quantity with its drawing reference, basis and division (in your units only)
28	<u>Calc-Sitework</u>	Calculation tables: the dimensions and formulas behind each quantity — edit any input cell and the quantity, its Backup line and the price all follow
29	<u>Your Pricing Checklist</u>	The lines to price first, ranked by how much of the total they carry
30	<u>Division Summary</u>	Live rollup by CSI MasterFormat division (US jobs only — omitted otherwise)
31	<u>Rate sources (not published in thi</u>	Where every reference rate comes from: source, method and date (when supplied)
32	<u>Schedule & S-Curve</u>	A first-draft schedule — every package's months filled in and the S-curve drawn; overtype the months and it redraws
33	<u>Payment Schedule & Cash Flow</u>	One claim per month, what it pays after retainage and the pay lag, and the peak cash you must carry — with the month it bites
34	<u>Confidence Report</u>	Per-line weights, items to verify, exclusions, risks — read before committing
35	<u>RFI Register</u>	Every question for your designer, numbered RFI-001 ... as every document in the package numbers it — yellow columns to track what was sent and answered
36	<u>Index</u>	Every line in the workbook on one sheet, with its amount and a link to it — Ctrl+F here finds anything
37	<u>Drawing Register</u>	Every drawing sheet read at intake, by file, page and title-block number

SAMPLE CONTRACTOR (fictional)

[street address · city, state ZIP]

[telephone · email · license no.]

Your letterhead goes here: type over the three yellow lines above, or paste your logo over them (Insert > Picture).

QUOTATION

DRAFT QUOTATION - as far as the takeoff can take it from your drawings. The rest is yours to finish: 8 lines still have no rate (out of 90 measured), so the TOTAL below counts only the lines priced so far. Any rate we filled in is our starting rate, not yours: check each one. The checklist at the end of this page names the lines to finish. Delete this notice before you send.

Quotation no.	[]	Date	28 Sep 2026
To	[client name]	Valid for	[30] days
Attention	[name, title]	Your ref	[]
Project	Maple Street Community Hall		
Drawings	plans.pdf		

Thank you for the opportunity to price this project. We are pleased to submit our quotation for the works set out below, measured from the drawings named above. The attached bill of quantities gives every item, quantity and rate behind these figures.

Works	Detail	Amount (USD)
Structural	23 items	255,154.80
Architectural	46 items	280,293.69
Plumbing	5 items	38,694.00
Electrical	7 items	42,676.80
HVAC	3 items	74,616.00
Sitework	6 items	73,809.41
Direct works		765,244.70
Preliminary & temporary works — site establishment	1 of 8 items priced	21,426.29
Site expenses	7 of 11 items priced	112,836.48
Indirect works — total of the lines above	17,480.40/month x 4.2 months + 60,845.09 one-time; % of direct once priced	134,262.77
Subtotal before tax		899,507.47
Less: special discount		
NET before tax		899,507.47
Sales Tax		—
TOTAL OF PRICED LINES ONLY		899,507.47
Amount in words	[write the total in words]	

SAMPLE CONTRACTOR (fictional)

Payment schedule

Stage	% of total	Amount (USD)
Advance payment on signing (only where the contract provides one)	0.0%	—
Sitework works complete	9.2%	82,454.10
Structural works complete	31.7%	284,957.96
Architectural works complete	34.8%	312,898.36
Plumbing works installed and tested	4.8%	43,235.00
HVAC works installed and tested	9.3%	83,308.55
Electrical works installed and tested	5.3%	47,678.12
Substantial completion — retainage released (first part)	2.5%	22,487.69
End of the warranty period — balance of retainage	2.5%	22,487.69
Total	100.0%	899,507.47

Terms

1. Construction period as agreed in the contract; this quotation does not fix a schedule.
2. Retainage of 5% is withheld from each progress payment; 50% of it is released at substantial completion and the balance at the end of the warranty period.
3. Changes to the work are priced and agreed in writing before the work is carried out.
4. This quotation covers the items listed in the attached bill of quantities. Anything not listed is excluded.
5. Quantities are measured from the drawings named above and are to be verified against the full set before the works are ordered.

Yours sincerely,

[name]

[position]

for and on behalf of SAMPLE CONTRACTOR (fictional)

SAMPLE CONTRACTOR (fictional)

DRAFT CHECKLIST - what was left for you when this was delivered. Delete this section before you send.

No rate yet - 8 of 90 lines. Price them on the Takeoff sheets (the yellow cells):

- Concrete to tie columns T1, 12 in x 12 in (Structural)
- Reinforcement to slab on grade (Structural)
- Reinforcement to tie columns T1, #4 bars and ties (Structural)
- Vertical reinforcement to grouted masonry cells (Structural)
- Ceramic wall tile, full height behind sanitary fixtures, toilets (Architectural)
- Toilet compartments, accessories and signage (Architectural)
- Dumpster enclosure screen — construction and height not shown (Sitework)
- Site and parking lot lighting — BY OTHERS per G-002 (Sitework)

Our starting rate - 82 lines. These are starting rates from the Rate sources (not published in this sample) sheet, not your costs: check each one (the orange cells on the Takeoff sheets).

Low-confidence quantity - 17 lines. Check the quantity against the drawings before you price it (the Confidence Report says why):

- Concrete to tie columns T1, 12 in x 12 in (Structural)
- Reinforcement to slab on grade (Structural)
- Reinforcement to tie columns T1, #4 bars and ties (Structural)
- Grout to reinforced masonry cells at 48 in on center, 2,000 psi (Structural)
- Vertical reinforcement to grouted masonry cells (Structural)
- Concrete masonry unit parapet upstand above eave, 8 in, from 14'-0 to 15'-6 (Architectural)
- Rigid board insulation R-13 in exterior wall cavity, continuous (Architectural)
- Stainless steel brick veneer ties (Architectural)
- Masonry control joint, full height of wall including parapet, sealed both faces (Architectural)
- Metal furring to interior face of exterior wall, lobby, kitchen and toilets (Architectural)
- Gypsum board lining, 5/8 in, to furred exterior wall, lobby, kitchen and toilets (Architectural)
- Ceramic wall tile, full height behind sanitary fixtures, toilets (Architectural)
- Paint to outer face of parapet upstand, two coats over primer (Architectural)
- Paint to exposed roof deck soffit, joists and structure, two coats over primer (Architectural)
- Toilet compartments, accessories and signage (Architectural)
- Dumpster enclosure screen — construction and height not shown (Sitework)
- Site and parking lot lighting — BY OTHERS per G-002 (Sitework)

Maple Street Community Hall

PRICED BILL OF QUANTITIES

Rates are SELLING rates: they carry the waste/lap allowance and the markups set on the Takeoff sheets. Your cost and your margin appear nowhere on this sheet. A line with no rate prints blank - check every rate before you attach this bill. Every figure is linked - change a unit cost on a Takeoff sheet and this bill follows.

#	Description	Unit	Qty	Material rate (USD)	Material amount (USD)	Labor rate (USD)	Labor amount (USD)	Amount (USD)
Structural								
1	Machine excavation for spread footings F1, 4 ft 0 in x 4 ft 0 in x 1 ft 4 in deep	CY	32.51	29.82	969.41	12.78	415.46	1,384.87
2	Machine trench excavation for strip footing SF1, 2 ft 6 in wide x 1 ft 6 in deep	CY	50.83	34.02	1,729.26	14.58	741.11	2,470.37
3	Backfill and compaction to footing excavations, selected excavated material	CY	38.15	22.68	865.34	9.72	370.86	1,236.20
4	Compacted granular base, 4 in thick, under slab on grade	CY	39.51	65.94	2,605.04	28.26	1,116.44	3,721.48
5	Concrete to spread footings F1, 3,000 psi	CY	11.85	368.34	4,365.51	157.86	1,870.93	6,236.44
6	Concrete to strip footing SF1, 3,000 psi	CY	33.33	368.34	12,277.99	157.86	5,261.99	17,539.98
7	Concrete slab on grade, 5 in thick, 4,000 psi	CY	49.38	263.76	13,025.18	113.04	5,582.22	18,607.40
8	Concrete to tie columns T1, 12 in x 12 in	CY	—			SUB-QUOTE		
9	Formwork to sides of spread footings F1	SF	320.00	10.00	3,200.00	4.28	1,369.60	4,569.60
10	Formwork to sides of strip footing SF1	SF	720.00	10.00	7,200.00	4.28	3,081.60	10,281.60
11	Edge formwork to slab on grade, 5 in deep	SF	100.00	11.12	1,112.00	4.76	476.00	1,588.00
12	Vapor retarder, 10 mil, under slab on grade	SF	3,200.00	0.90	2,880.00	0.38	1,216.00	4,096.00
13	Reinforcement to spread footings F1, #5 bars, ASTM A615 grade 60	LB	613.92	1.85	1,135.74	0.79	484.99	1,620.73
14	Reinforcement to strip footing SF1, #5 bars, ASTM A615 grade 60	LB	841.94	1.85	1,557.59	0.79	665.13	2,222.72
15	Reinforcement to slab on grade	LB	—			SUB-QUOTE		
16	Reinforcement to tie columns T1, #4 bars and ties	LB	—			SUB-QUOTE		
17	8 in concrete masonry bearing wall, ASTM C90 normal weight, f'm 2,000 psi	SF	2,855.00	25.62	73,145.10	10.98	31,347.90	104,493.00
18	Grout to reinforced masonry cells at 48 in on center, 2,000 psi	CY	6.09	443.10	2,699.17	189.90	1,156.79	3,855.96
19	Vertical reinforcement to grouted masonry cells	LB	—			SUB-QUOTE		
20	Open web steel joists 24K7, 40 ft 0 in span	LB	7,458.00	2.81	20,956.98	1.20	8,949.60	29,906.58
21	Structural steel beams W12x26 over openings, ASTM A992	LB	2,288.00	3.30	7,550.40	1.42	3,248.96	10,799.36
22	Steel angle lintels L4x4x1/4 over masonry openings, ASTM A36	LB	774.40	3.82	2,958.21	1.63	1,262.27	4,220.48

#	Description	Unit	Qty	Material rate (USD)	Material amount (USD)	Labor rate (USD)	Labor amount (USD)	Amount (USD)
23	Steel roof deck, 1-1/2 in type B, 22 gauge	SF	3,200.00	5.75	18,400.02	2.47	7,904.01	26,304.03
Subtotal - Structural					178,632.94		76,521.86	255,154.80
Architectural								
24	Concrete masonry unit parapet upstand above eave, 8 in, from 14'-0 to 15'-6	SF	360.00	14.83	5,338.80	6.36	2,289.60	7,628.40
25	Face brick veneer, 3-5/8 in, running bond, to 3'-4 above finished floor	SF	726.67	25.87	18,798.87	11.09	8,058.73	26,857.60
26	Rigid board insulation R-13 in exterior wall cavity, continuous	SF	2,786.00	3.36	9,360.96	1.44	4,011.84	13,372.80
27	Stainless steel brick veneer ties	ea	408.75	2.64	1,079.11	1.13	461.89	1,541.00
28	Masonry control joint, full height of wall including parapet, sealed both faces	LF	217.00	7.04	1,527.68	3.01	653.17	2,180.85
29	TPO single ply roof membrane, 60 mil, mechanically fastened	SF	3,200.00	6.17	19,744.00	2.64	8,448.00	28,192.00
30	Polyisocyanurate roof insulation R-30, two layers staggered	SF	3,200.00	4.76	15,232.00	2.04	6,528.00	21,760.00
31	Vapor retarder under roof insulation	SF	3,200.00	0.94	3,008.00	0.40	1,280.00	4,288.00
32	Prefinished metal coping to parapet	LF	240.00	19.20	4,608.00	8.23	1,975.20	6,583.20
33	Aluminum storefront door, pair, 6'-0 x 7'-0, insulated glazing	ea	2.00	5,145.00	10,290.00	2,205.00	4,410.00	14,700.00
34	Hollow metal door, single, 3'-0 x 7'-0, 90 minute fire rated, with frame	ea	4.00	1,512.00	6,048.00	648.00	2,592.00	8,640.00
35	Solid core wood door, 3'-0 x 7'-0, in hollow metal frame	ea	5.00	1,024.80	5,124.00	439.20	2,196.00	7,320.00
36	Insulated sectional overhead door, 10'-0 x 10'-0	ea	1.00	3,885.00	3,885.00	1,665.00	1,665.00	5,550.00
37	Aluminum fixed window, thermally broken, 6'-0 x 5'-0	ea	10.00	1,260.00	12,600.00	540.00	5,400.00	18,000.00
38	Aluminum fixed window, thermally broken, 3'-0 x 5'-0	ea	6.00	806.40	4,838.40	345.60	2,073.60	6,912.00
39	Aluminum awning window, 3'-0 x 2'-0, obscure glazing	ea	4.00	630.00	2,520.00	270.00	1,080.00	3,600.00
40	Door hardware set HW-1: storefront pair, panic exit device, closer, threshold	set	2.00	2,112.60	4,225.20	905.40	1,810.80	6,036.00
41	Door hardware set HW-2: rated single, lockset, closer, seals, wall stop	set	4.00	1,134.00	4,536.00	486.00	1,944.00	6,480.00
42	Door hardware set HW-3: single, passage set, 3 hinges, wall stop	set	5.00	499.80	2,499.00	214.20	1,071.00	3,570.00
43	Door hardware set HW-4: overhead door, manual chain hoist, slide bolt	set	1.00	680.40	680.40	291.60	291.60	972.00
44	Sealed concrete floor finish, two coats penetrating sealer	SF	2,130.75	1.44	3,068.28	0.62	1,321.07	4,389.35

#	Description	Unit	Qty	Material rate (USD)	Material amount (USD)	Labor rate (USD)	Labor amount (USD)	Amount (USD)
45	Porcelain floor tile 12x24	SF	442.25	9.13	4,037.71	3.91	1,729.18	5,766.89
46	Quarry floor tile	SF	308.05	10.69	3,293.10	4.58	1,410.89	4,703.99
47	Coved quarry tile skirting base to kitchen	LF	69.51	14.34	996.78	6.14	426.79	1,423.57
48	Coved porcelain tile skirting base to toilets	LF	77.02	12.67	975.86	5.44	418.99	1,394.85
49	Resilient skirting base, 4 in	LF	284.58	3.97	1,129.80	1.70	483.79	1,613.59
50	Interior partition framing, 3-5/8 in metal stud at 16 in o.c., full height to underside of roof structure	SF	1,715.00	3.74	6,414.10	1.61	2,761.15	9,175.25
51	Gypsum board, 5/8 in type X, to interior partitions, both faces, taped ready to decorate	SF	3,430.00	3.36	11,524.80	1.44	4,939.20	16,464.00
52	Sound attenuation batt insulation in toilet and kitchen partitions	SF	1,463.00	1.21	1,770.23	0.52	760.76	2,530.99
53	Prepare and make good exposed concrete masonry interior wall face ready to decorate, main hall, store and plant	SF	2,288.00	0.94	2,150.72	0.40	915.20	3,065.92
54	Metal furring to interior face of exterior wall, lobby, kitchen and toilets	SF	258.00	2.58	665.64	1.10	283.80	949.44
55	Gypsum board lining, 5/8 in, to furred exterior wall, lobby, kitchen and toilets	SF	258.00	2.58	665.64	1.10	283.80	949.44
56	Fiberglass reinforced panel wall lining to 8'-0, kitchen	SF	524.58	5.74	3,011.11	2.46	1,290.48	4,301.59
57	Ceramic wall tile to 4'-0 high, toilets	SF	308.08	9.52	2,932.96	4.08	1,256.98	4,189.94
58	Ceramic wall tile, full height behind sanitary fixtures, toilets	SF	—	SUB-QUOTE				
59	Suspended acoustic ceiling tile 2x2 at 9'-0 above finished floor, lobby	SF	199.30	4.56	908.83	1.96	390.64	1,299.47
60	Vinyl faced acoustic ceiling tile 2x2 at 9'-0 above finished floor, kitchen	SF	308.05	5.15	1,586.48	2.21	680.80	2,267.28
61	Gypsum board ceiling at 9'-0 above finished floor, toilets	SF	242.94	4.37	1,061.66	1.87	454.30	1,515.96
62	Paint to exterior concrete masonry above brick band, two coats over primer	SF	2,059.33	1.31	2,697.73	0.56	1,153.23	3,850.96
63	Paint to outer face of parapet upstand, two coats over primer	SF	360.00	1.31	471.60	0.56	201.60	673.20
64	Paint to interior concrete masonry wall face, two coats over primer, main hall, store and plant	SF	2,288.00	1.31	2,997.28	0.56	1,281.28	4,278.56
65	Paint to gypsum board wall surfaces, two coats over primer	SF	2,855.34	1.31	3,740.50	0.56	1,598.99	5,339.49
66	Paint to exposed roof deck soffit, joists and structure, two coats over primer	SF	2,130.75	1.31	2,791.28	0.56	1,193.22	3,984.50

#	Description	Unit	Qty	Material rate (USD)	Material amount (USD)	Labor rate (USD)	Labor amount (USD)	Amount (USD)
67	Paint to gypsum board ceilings, two coats over primer, toilets	SF	242.94	1.31	318.25	0.56	136.05	454.30
68	Toilet compartments, accessories and signage	ea	—			SUB-QUOTE		
69	Exposed tee suspension grid for 2x2 lay-in ceiling tile, lobby and kitchen	SF	507.41	2.11	1,070.64	0.90	456.67	1,527.31
Subtotal - Architectural					196,224.40		84,069.29	280,293.69
Plumbing								
70	Water closet, floor mounted, flush valve (mark WC)	EA	6.00	1,579.20	9,475.20	676.80	4,060.80	13,536.00
71	Lavatory, wall hung, sensor faucet (mark LAV)	EA	6.00	1,407.00	8,442.00	603.00	3,618.00	12,060.00
72	Urinal, wall hung (mark UR)	EA	2.00	1,331.40	2,662.80	570.60	1,141.20	3,804.00
73	Kitchen sink, three compartment (mark SK)	EA	1.00	3,145.80	3,145.80	1,348.20	1,348.20	4,494.00
74	Water heater, 80 gal electric (mark WH)	EA	1.00	3,360.00	3,360.00	1,440.00	1,440.00	4,800.00
Subtotal - Plumbing					27,085.80		11,608.20	38,694.00
Electrical								
75	2x4 LED troffer, 40W, 4000K (mark L1)	EA	34.00	283.50	9,639.00	121.50	4,131.00	13,770.00
76	LED downlight, 12W (mark L2)	EA	18.00	157.92	2,842.56	67.68	1,218.24	4,060.80
77	Exterior wall pack, 25W (mark L3)	EA	8.00	336.00	2,688.00	144.00	1,152.00	3,840.00
78	Duplex receptacle, 20A (mark R1)	EA	46.00	126.00	5,796.00	54.00	2,484.00	8,280.00
79	Emergency light with battery (mark EM)	EA	10.00	304.50	3,045.00	130.50	1,305.00	4,350.00
80	Exit sign, LED (mark EX)	EA	6.00	224.70	1,348.20	96.30	577.80	1,926.00
81	Panelboard, 208Y/120V, 42 circuit, surface mounted	EA	1.00	4,515.00	4,515.00	1,935.00	1,935.00	6,450.00
Subtotal - Electrical					29,873.76		12,803.04	42,676.80
HVAC								
82	Rooftop unit, 7.5 ton gas/electric, with curb	EA	2.00	17,472.00	34,944.00	7,488.00	14,976.00	49,920.00
83	Exhaust fan, roof mounted	EA	3.00	1,226.40	3,679.20	525.60	1,576.80	5,256.00
84	Kitchen extract hood, 10 ft, with fire suppression	EA	1.00	13,608.00	13,608.00	5,832.00	5,832.00	19,440.00
Subtotal - HVAC					52,231.20		22,384.80	74,616.00
Sitework								
85	Asphalt paving on 6 in aggregate base, parking lot	SF	2,240.00	4.49	10,057.61	1.92	4,300.80	14,358.41
86	Concrete sidewalk, 6 in, 5 ft wide, broom finish	LF	120.00	40.32	4,838.40	17.28	2,073.60	6,912.00
87	Water service, 6 in, from main to building	LF	145.00	72.66	10,535.70	31.14	4,515.30	15,051.00
88	Sanitary sewer, 6 in, to main, including 2 manholes	LF	220.00	119.28	26,241.60	51.12	11,246.40	37,488.00

#	Description	Unit	Qty	Material rate (USD)	Material amount (USD)	Labor rate (USD)	Labor amount (USD)	Amount (USD)
89	Dumpster enclosure screen — construction and height not shown	LF	—			SUB-QUOTE		
90	Site and parking lot lighting — BY OTHERS per G-002	EA	—			SUB-QUOTE		
Subtotal - Sitework					51,673.31		22,136.10	73,809.41
TOTAL - direct works								765,244.70
Preliminary & temporary works — site establishment, plant & temporary services								
91	Mobilization / demobilization	Sum						
92	Site-wide plant & machinery	Sum						
93	Material delivery & spoil/debris haul-off	Sum						
94	Temporary power & water — connections and installation	Sum						
95	Site office, storage & temporary sanitation — set-up	Sum						
96	Temporary fencing, project & safety signage, traffic control	Sum						
97	Site-wide scaffolding & temporary works	Sum						
98	Site establishment & temporary works	Sum						21,426.29
Subtotal - Preliminary & temporary works								21,426.29
Site expenses — staff, running costs & job lump sums								
99	Project management staff	month	4.2					38,954.16
100	Site office running costs, utilities	month	4.2					19,353.60
101	Site security	month						
102	Small tools, consumables & PPE	month	4.2					9,565.92
103	Site vehicles & fuel	month						
104	Material testing & inspections	month						
105	Cleanup & dumpsters	month	4.2					5,544.00
106	Builder's risk & general liability insurance	Sum						22,384.80
107	Bond & guarantee fees	Sum						15,306.00
108	Permits & plan-check fees	Sum						
109	Final clean at handover	Sum						1,728.00
Subtotal - Site expenses								112,836.48
TOTAL - indirect works								134,262.77
Subtotal before tax								899,507.47
Less: special discount (enter an amount here if you give one)								
NET before tax								899,507.47
Sales Tax								—
TOTAL								899,507.47

NOT READY TO SEND: 8 lines still have no rate (out of 90 measured) - price them on the Takeoff sheets first.

Quantities are a first-draft measurement from the drawings named on the Quotation. Verify against the full set before you issue this bill.

Takeoff— Structural

Your unit COSTS go in the yellow cells; waste and markup default from Settings. Fold a group with the +/- buttons above the column letters: A-D measured, E-H your cost, I-K markup, L-O selling price. Colored cells and equipment lines: see README.

YOUR COST															PLACEHOLDER	GUIDELINE		REFERENCE	
#	Item	Unit	Qty	Material Unit Cost (USD)	Labor / Machinery Unit Cost (USD)	Extended Cost (USD)	Check	Waste %	Mat Markup %	Lab Markup %	Sell Mat/Unit (USD)	Sell Lab/Unit (USD)	Selling Total (USD)	Profit (USD)	GUIDELINE RANGE — Low (USD)	GUIDELINE RANGE — High (USD)	Src	Price basis	Line ID
1	Machine excavation for spread footings F1, 4 ft 0 in x 4 ft 0 in x 1 ft 4 in deep	CY	32.51			1,154.06	0.9	0.0%	20.0%	20.0%	29.82	12.78	1,384.87	230.81	28.00	43.00	LLUSTRATIVE	WASTE IN THE RATE — Waste % reads 0% while our reference figures stand: they are priced per measured unit. Type your own cost and the Settings waste % applies	STR-31-TRENCH-FTG-48X48X16-CY
2	Machine trench excavation for strip footing SF1, 2 ft 6 in wide x 1 ft 6 in deep	CY	50.83			2,058.64	0.9	0.0%	20.0%	20.0%	34.02	14.58	2,470.37	411.73	32.00	49.00	LLUSTRATIVE	WASTE IN THE RATE — Waste % reads 0% while our reference figures stand: they are priced per measured unit. Type your own cost and the Settings waste % applies	STR-31-TRENCH-FTG-30IN-CY
3	Backfill and compaction to footing excavations, selected excavated material	CY	38.15			1,030.16	0.9	0.0%	20.0%	20.0%	22.68	9.72	1,236.20	206.04	21.00	33.00	LLUSTRATIVE	WASTE IN THE RATE — Waste % reads 0% while our reference figures stand: they are priced per measured unit. Type your own cost and the Settings waste % applies	STR-31-BACKF-CY
4	Compacted granular base, 4 in thick, under slab on grade	CY	39.51			3,101.23	1	0.0%	20.0%	20.0%	65.94	28.26	3,721.48	620.25	62.00	95.00	LLUSTRATIVE	WASTE IN THE RATE — Waste % reads 0% while our reference figures stand: they are priced per measured unit. Type your own cost and the Settings waste % applies	STR-03-SLAB-4IN-CY
5	Concrete to spread footings F1, 3,000 psi	CY	11.85			5,197.03	1	0.0%	20.0%	20.0%	368.34	157.86	6,236.44	1,039.41	272.00	605.00	LLUSTRATIVE	WASTE IN THE RATE — Waste % reads 0% while our reference figures stand: they are priced per measured unit. Type your own cost and the Settings waste % applies	STR-03-FTG-PAD-CY

... 38 further row(s) removed from this sample. The delivered workbook carries all of them, live.

Calculation sheet — Structural

Yellow cells are yours to change. Every gray cell is a live Excel formula reading those yellow cells — correct a dimension or add a row and the totals, the Takeoff sheet and the priced columns all follow automatically. Nothing here is a typed-in number pretending to be a calculation.

Machine excavation for spread footings F1, 4 ft 0 in x 4 ft 0 in x 1 ft 4 in deep

31 Earthwork | 31 23 16 Excavation | S-101 foundation plan and foundation schedule

[Used on Backup-Structural row 4](#)

#	Run / Area	No.	Length (LF)	Width (LF)	Depth (LF)	Bulking	Excavation (bank) (CF)	Loose volume (cart away) (CF)
edit →	editable	editable	editable	editable	editable	editable	formula	formula
1	F1 pits, 15 no. at grid intersections (S-101)	15	6.62	6.62	1.33	0%	877.73	877.73
note: linked to the Backup sheet as CF / 27 = CY							877.73	877.73

Machine trench excavation for strip footing SF1, 2 ft 6 in wide x 1 ft 6 in deep

31 Earthwork | 31 23 16 Excavation | S-101 foundation plan and foundation schedule

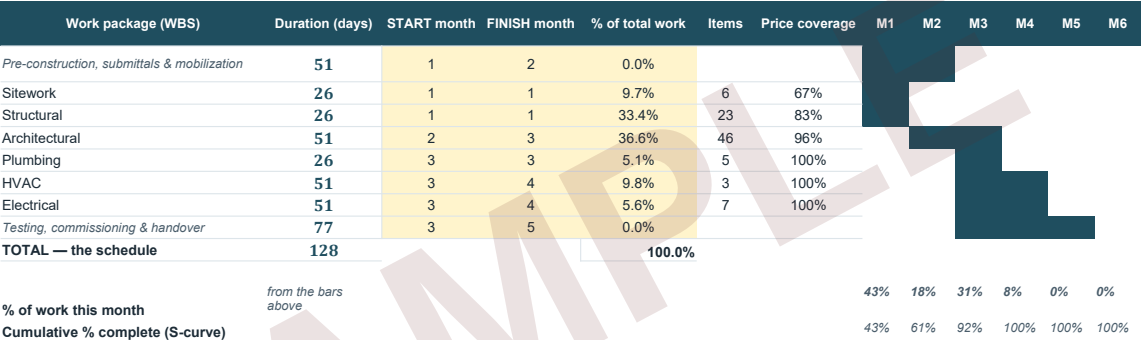
[Used on Backup-Structural row 5](#)

#	Run / Area	No.	Length (LF)	Width (LF)	Depth (LF)	Bulking	Excavation (bank) (CF)	Loose volume (cart away) (CF)
edit →	editable	editable	editable	editable	editable	editable	formula	formula
1	SF1 under grid C (north), 1 run x 80 ft 0 in	1	80.00	3.81	1.50	0%	457.48	457.48
2	SF1 under grid A (south), 1 run x 80 ft 0 in	1	80.00	3.81	1.50	0%	457.48	457.48

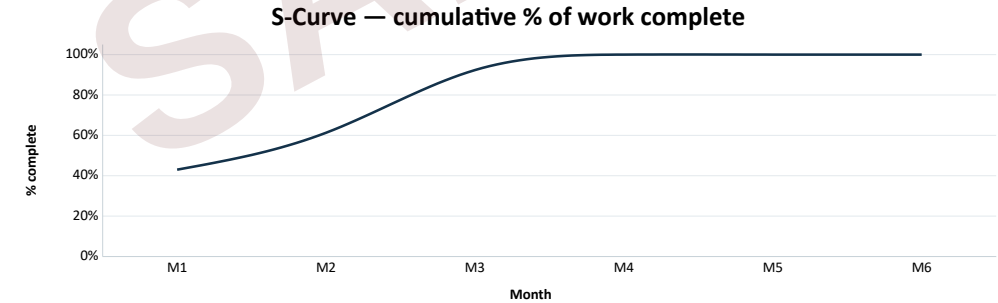
... 161 further row(s) removed from this sample. The delivered workbook carries all of them, live.

Preliminary Schedule & S-Curve — bar chart, months and days

A first-draft schedule from pre-construction to handover: work packages, their months (yellow, yours to change) and their share of the work. Months are relative; how to read this sheet is at the bottom.



This curve is drawn from OUR first-draft sequence — a conventional building order stretched over the estimated duration. It redraws the moment you change a START or FINISH month above, and it is the input to the Payment Schedule & Cash Flow sheet, so correct it there and your drawdown follows.



HOW THE PERCENTAGES WERE DERIVED — check them, do not trust them: each package's share is its measured quantities priced at our reference rates, as a proportion of the whole. Column G (Price coverage) tells you how much of that package actually carries a rate. Where coverage is low the share is built on a minority of the lines, and the lines that carry rates tend to be the larger, more standard ones — so a low-coverage package is usually UNDERSTATED here. COLUMN E (% OF TOTAL WORK) IS YELLOW ON PURPOSE. It is our starting figure, not a finding. Overtyping any row you disagree with — the bars, the monthly percentages and the curve all follow, and the TOTAL cell shows whether your figures still add to 100%. The bars spread each package evenly across the months you nominate; the S shape comes from packages starting and finishing at different times, not from an used build-up rate inside a package — that would be inventing a rate we cannot know. THE TWO ITALIC ROWS ARE NOT TRADES. Pre-construction (site establishment, mobilization, the first round of shop drawings and product submittals, long-lead orders) and Testing, commissioning & handover (functional testing, punch list, record drawings, O&M manuals, training, final acceptance) carry no measured quantities, so their share of the work is 0% — but they carry MONTHS, and those months are what the Indirect Cost sheet multiplies its site staff, trailer, power, toilets and dumpsters by. Their lengths are published minimums, not our opinion: the pre-construction bar is the submittal round a federal specification allows (UFGS 01 33 00 — 30 calendar days to submit, 20 working days to review, 30 on a project of 180 days or more), and the handover bar is the shortest closeout window the same family of specifications allows (UFGS 01 78 00 — 60 calendar days to final acceptance, of which 30 fall after the last trade leaves). They do NOT grow with the size of your building: no free published source states commissioning or closeout duration as a share of the schedule, so on a large or systems-heavy project treat both as floors and lengthen them yourself. THE ORDER OF THE BARS is this job's own trades sequenced in a conventional construction order at a fixed overlap. There are no logic ties, no critical path and no float anywhere on this sheet.

HOW TO READ THIS SHEET

WHAT WE PROVIDED: a first-draft SCHEDULE. The work packages run down the page in the order a job is built — pre-construction and mobilization first, then structure, then the trades that follow it, and testing, commissioning and handover at the end — each with its span in days, the months it occupies, and its

Monthly Payment Schedule & Cash Flow — one claim per month

What you can bill each month, what reaches your bank, and the most you ever carry out of your own pocket. Yellow cells are your contract terms; how to read this sheet is at the bottom.

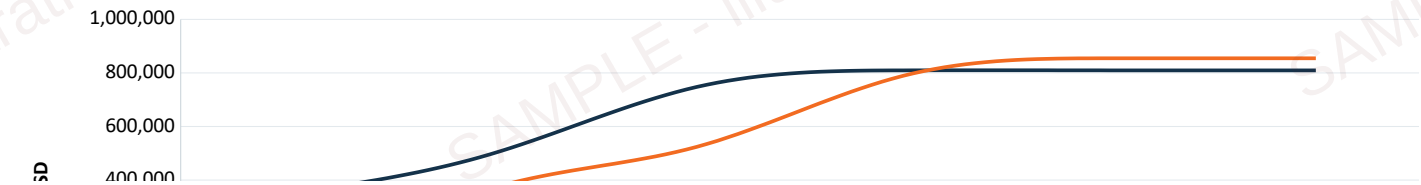
YOUR CONTRACT TERMS — edit these

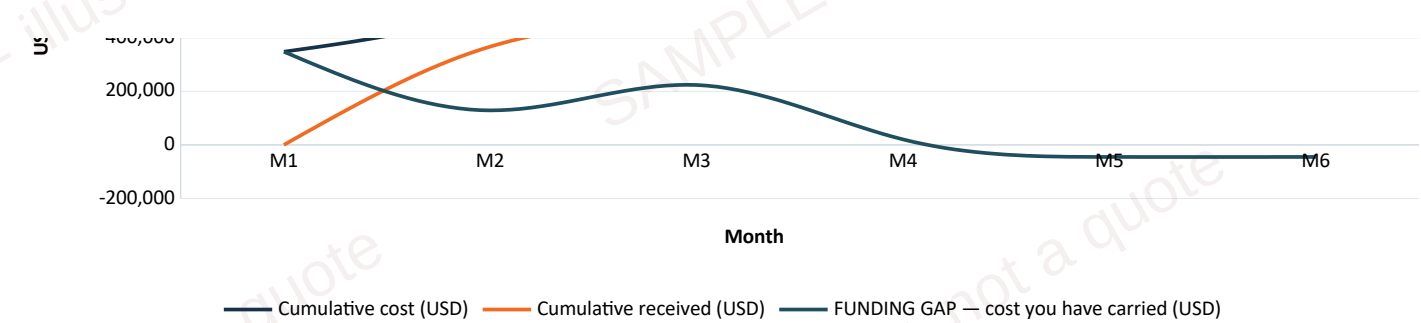
Contract value, excluding tax	899,507.47	your selling price from the Quote Summary — type your own contract sum over it if the figure you sign for differs
Retainage withheld from each pay application	5.0%	market-normal default — replace it with your contract's figure
Certify-and-pay lag (months)	1.0	work done in a month is certified and paid the following month; 0 means paid in the same month, 2 means a slow payer
Advance / mobilization payment (% of contract)	0.0%	leave at zero unless your contract grants one — this sheet credits it in month 1 and does NOT model its recovery, so a nonzero figure makes the trough look better than it will be
Your cost as a % of the contract value	90.0%	what the work costs you: the cost column of the Quote Summary over its selling price — the rest is your profit and is not spent
Retainage released at substantial completion	50.0%	the usual split: half at substantial completion, the balance at the end of the warranty period

Month	% of work this month	Cumulative % complete	Gross claim (USD)	Retainage withheld (USD)	NET CERTIFIED — payable (USD)	Cash received (USD)	Cumulative received (USD)	Your cost this month (USD)	Cumulative cost (USD)	FUNDING GAP — cost you have carried (USD)
M1	43.0%	43%	386,788.21	19,339.41	367,448.80	—	—	348,101.55	348,101.55	348,101.55
M2	18.3%	61%	164,699.82	8,234.99	156,464.83	367,448.80	367,448.80	148,226.50	496,328.05	128,879.25
M3	31.0%	92%	279,162.14	13,958.11	265,204.03	156,464.83	523,913.63	251,240.26	747,568.31	223,654.68
M4	7.7%	100%	68,947.25	3,447.36	65,499.89	265,204.03	789,117.66	62,051.13	809,619.44	20,501.78
M5	0.0%	100%	—	—	—	65,499.89	854,617.55	—	809,619.44	(44,998.11)
M6	0.0%	100%	—	—	—	—	854,617.55	—	809,619.44	(44,998.11)
TOTAL	100.0%		899,597.42	44,979.87		854,617.55		809,619.44		

PEAK FUNDING REQUIREMENT — the most you must carry at once	348,101.55 in month M1
Retainage held when the work finishes	44,979.87 released 50% at substantial completion, the balance after the warranty period
Still owed to you the day the last month ends (certified but unpaid, plus retainage)	44,889.92
Peak funding as a share of the contract value	38.7% the number to take to your bank — it is what this job asks you to finance, whatever its total

Cash carried through the job — cost paid out vs money received





HOW TO READ IT — the gap column is not a loss. It is money you have spent that has not come back yet, and it comes back: by the end of the job the gap closes to the retainage still being held. What matters is the peak — if it is larger than the cash and facilities you can put behind this job, the answer is not to bid harder, it is to negotiate the terms that drive it: a shorter pay lag, a lower retainage, or an advance. Each of those is a yellow cell above, so you can price the concession before you ask for it. WHAT WOULD MAKE THIS WRONG — a schedule that is not yours (fix it on the Schedule & S-Curve sheet), a margin that is not yours (Settings), a payer who does not pay on time (raise the lag and look at the peak again), and front-loaded costs: this sheet spends money in proportion to work in place, while deposits on long-lead equipment leave earlier than that. If your job has a large deposit, add it as a cost month of its own.

HOW TO READ THIS SHEET

WHAT THIS ANSWERS: how much you can bill each month, how much of it actually reaches your bank and when, and — the figure this sheet exists for — the MOST YOU EVER HAVE TO CARRY OUT OF YOUR OWN POCKET, and in which month it bites. You pay your crews and your suppliers in the month the work happens; you are paid for that month later, less retainage. The gap between the two is money you have to find before the job pays you back, and it peaks long before the job ends. WHERE THE MONTHS COME FROM: the Schedule & S-Curve sheet. Change a start or finish month there and every figure here moves with it. THE YELLOW CELLS ARE YOUR CONTRACT TERMS — retainage, the pay lag, any advance, and your own cost-to-value ratio. The defaults are market-normal, not read from your contract unless the line beside them says so. THIS IS A PLANNING AID, NOT ADVICE. It is arithmetic over a first-draft schedule and a first-draft price. It ignores tax timing, takes each pay application is certified in full, and does not model the recovery of an advance payment. Take it to your accountant and your bank as a starting position, not as a forecast.

Confidence Report — read this before using the numbers

SCHEDULE: no contract period was stated in the documents you sent, so the duration in this workbook is OUR estimate from the scope of the take-off. It drives the site-overhead months and the payment schedule — replace it with your own schedule before you rely on either.

Every quantity carries a weight in the Check column. 1.0 means it was counted or measured directly from a dimensioned drawing. 0.9 means one stated basis to confirm stands behind it, 0.7 that it was derived through a declared rule, and 0.5 that the drawings did not carry enough detail and an allowance was used. Lines at 0.7 and 0.5, and any line with no weight, are highlighted: those are the lines worth your time first. The weight points to where your attention is worth spending — it is not a claim about how accurate the number is, and we publish no overall score for the job.

BASELINE PRICE COVERAGE: 82 of 90 items (91%) carry a reference rate. The remaining 8 ship with EMPTY cost cells for you to fill — they are not zero-cost and are not excluded from scope.

LABOR RATE BASIS: baseline labor rates take PRIVATE work. Public projects bound to prevailing-wage law (published prevailing wage rates, state wage orders) pay materially more for the same hours — set the prevailing-wage factor in Settings (or overtypе labor rates) before relying on any labor figure for such a job. The factor scales labor only, never material or equipment.

Trade	Items	1.0	0.9	0.7	0.5	No weight	Value share of flagged lines, when priced (live)
Structural	23	10	8	0	5	0	1.5%
Architectural	46	16	20	0	10	0	11.2%
Plumbing	5	5	0	0	0	0	0.0%
Electrical	7	7	0	0	0	0	0.0%
HVAC	3	3	0	0	0	0	0.0%
Sitework	6	2	2	0	2	0	0.0%

Lines worth a second look (flagged in the Check column, least-supported first):

Confidence Report — read this before using the numbers

Trade	Item	Qty	Unit	Check	Why / basis to confirm	RFI
Architectural	Concrete masonry unit parapet upstand above eave, 8 in, from 14'-0 to 15'-6	360.00	SF	0.5	BASIS TO CONFIRM: the elevations and the building section show the wall continuing above the 14'-0 eave to a 15'-6 parapet, and no sheet says what that upstand is built of - there is no parapet detail, no cap flashing detail and no note. It is carried as the same 8 in fully grouted CMU, 240'-0 long x 1'-6 high, painted on the outer face under keynote 2. No opening touches this line because every scheduled door and window head is at or below 10'-0, well under the 14'-0 eave. Confirm the parapet construction, whether it is insulated, and whether the inner face is finished. Basis of Measurement rule W5: nothing is deducted for a stiffener column, a bond beam or a lintel inside the wall, because the set draws and schedules none - there is no lintel schedule on any sheet, architectural or structural, and no opening head detail. Basis to confirm (RFI-009): no sheet states what the parapet above the 14'-0 eave is built of; it is carried as the same 8 in fully grouted CMU wall that the elevations show continuing above the brick band, with no brick and no cavity insulation above the eave, from another part of this drawing set. Basis to confirm (RFI-008): On Maple-Street-Hall-Plans.pdf p5, the plan draws 24.00 SF of openings in 'Concrete masonry unit parapet upstand above eave, 8 in, from 14'-0 to ' (D1 x1, D4 x1, W1 x10, W3 x1) and nothing is deducted from it - please confirm whether these openings sit in this wall - value used 0, 2.23; not given on the drawings - the designer should confirm it.	RFI-009
Architectural	Rigid board insulation R-13 in exterior wall cavity, continuous	2,786.00	SF	0.5	BASIS TO CONFIRM: carried over the full exterior wall area to the eave, net of openings over 10.8 SF. If the insulated cavity exists only behind the 3'-4 brick band, as one reading of the A-301 note allows, this line falls to about 731.9 SF. Nothing above the eave is insulated because the parapet build-up is not stated. Basis to confirm (RFI-010): A-401 calls the R-13 rigid insulation continuous but draws no wall section, so the set does not say whether it stops at the top of the 3'-4 brick band or runs the full wall height; it is carried over the full wall to the eave, the only reading under which the wall has a continuous thermal layer, from our stated measurement convention.	RFI-010
Architectural	Stainless steel brick veneer ties	408.75	ea	0.5	BASIS TO CONFIRM: the horizontal tie spacing is not printed anywhere in the set. Taken at 16 in o.c. horizontally to match the printed 16 in o.c. vertical spacing. The quantity is the brick veneer area divided by that grid. Basis to confirm (RFI-011): A-401 prints the 16 in o.c. vertical tie spacing but no horizontal spacing; 16 in o.c. horizontally is used, giving one tie per 16 in x 16 in of veneer, from our stated measurement convention.	RFI-011
Architectural	Masonry control joint, full height of wall including parapet, sealed both faces	217.00	LF	0.5	BASIS TO CONFIRM: no control joint is located on any sheet. The count follows the printed rule - 24'-0 maximum spacing around the 240'-0 perimeter, plus one at each corner - and each joint is measured the full 15'-6 height of the wall and parapet. Basis to confirm (RFI-012): G-002 note 7 sets the maximum spacing and requires a joint at every corner, but no control joint is drawn or located on any plan or elevation; the count is the minimum that satisfies the printed note, from a published standard.	RFI-012

Confidence Report — read this before using the numbers

Architectural	Metal furring to interior face of exterior wall, lobby, kitchen and toilets	258.00	SF	0.5	A-401 puts furred gypsum board on the inside of the exterior wall everywhere except the hall and the store; the room finish schedule adds the plant to the painted-CMU rooms. Measured to the 9'-0" ceiling in these four rooms. The furring depth is not stated anywhere in the set. Basis to confirm (RFI-001): The schedule lists 6 W2 'Aluminum fixed window, thermally broken, 3'-0 x 5'-0' and none is marked on a plan of this set; 'Metal furring to interior face of exterior wall, I' deducts 6, 'Gypsum board lining, 5/8 in, to furred exterior wa' deducts 6, 'Paint to exterior concrete masonry above brick ban' deducts 6, '8 in concrete masonry bearing wall, ASTM C90 norma' deducts 1 - please confirm where they are drawn (an elevation, a sheet not in this set) or whether the schedule count is right; the schedule count is carried - value used 6; not given on the drawings - the designer should confirm it. Basis to confirm (RFI-005): On Maple-Street-Hall-Plans.pdf p5, the schedule lists 2 D1 'Aluminum storefront door, pair, 6'-0 x 7'-0, insulated glazing' and the plan draws 1; 'Face brick veneer, 3-5/8 in, running bond, to 3'-4' deducts 2, 'Metal furring to interior face of exterior wall, I' deducts 2, 'Gypsum board lining, 5/8 in, to furred exterior wa' deducts 2, 'Paint to exterior concrete masonry above brick ban' deducts 2, '8 in concrete masonry bearing wall, ASTM C90 norma' deducts 2 - please confirm where the other one is drawn (an elevation, a sheet not in this set) or whether the schedule count is right; the schedule count is carried - value used 2; not given on the drawings - the designer should confirm it.	RFI-001, RFI-005
Architectural	Gypsum board lining, 5/8 in, to furred exterior wall, lobby, kitchen and toilets	258.00	SF	0.5	Same measure as the furring it is fixed to. NOTE: the A-601 schedules place two storefront pairs and three W2 windows - 21'-0 of opening - in the lobby's 14'-0 of exterior wall, which cannot all fit; the deductions are therefore taken across the four rooms together, where they still leave a positive area. See the open questions before this line is priced. Basis to confirm (RFI-001): The schedule lists 6 W2 'Aluminum fixed window, thermally broken, 3'-0 x 5'-0' and none is marked on a plan of this set; 'Metal furring to interior face of exterior wall, I' deducts 6, 'Gypsum board lining, 5/8 in, to furred exterior wa' deducts 6, 'Paint to exterior concrete masonry above brick ban' deducts 6, '8 in concrete masonry bearing wall, ASTM C90 norma' deducts 1 - please confirm where they are drawn (an elevation, a sheet not in this set) or whether the schedule count is right; the schedule count is carried - value used 6; not given on the drawings - the designer should confirm it. Basis to confirm (RFI-005): On Maple-Street-Hall-Plans.pdf p5, the schedule lists 2 D1 'Aluminum storefront door, pair, 6'-0 x 7'-0, insulated glazing' and the plan draws 1; 'Face brick veneer, 3-5/8 in, running bond, to 3'-4' deducts 2, 'Metal furring to interior face of exterior wall, I' deducts 2, 'Gypsum board lining, 5/8 in, to furred exterior wa' deducts 2, 'Paint to exterior concrete masonry above brick ban' deducts 2, '8 in concrete masonry bearing wall, ASTM C90 norma' deducts 2 - please confirm where the other one is drawn (an elevation, a sheet not in this set) or whether the schedule count is right; the schedule count is carried - value used 2; not given on the drawings - the designer should confirm it.	RFI-001, RFI-005

Confidence Report — read this before using the numbers

Architectural	Ceramic wall tile, full height behind sanitary fixtures, toilets	not measured	SF	0.5	SOURCE INSUFFICIENT: finish note 3 calls for tile full height behind fixtures, but the set has no interior elevation of either toilet and no dimension for how wide or how high that tiling runs, so there is nothing to measure. The floor plan shows fixture positions only. No opening is deducted because there is no measured area to deduct one from. This is a real cost that the drawings issued do not quantify.	RFI-029
Architectural	Paint to outer face of parapet upstand, two coats over primer	360.00	SF	0.5	BASIS TO CONFIRM: kept on its own line because it depends on the unstated parapet construction. Only the outer face is measured; no sheet says whether the roof side of the parapet is painted, and no opening touches this line. Basis to confirm (RFI-016): the elevations paint the CMU above the brick band and show the wall continuing to the parapet; nothing says whether the inner face of the parapet above roof level is finished, so only the outer face is carried, from another part of this drawing set.	RFI-016
Architectural	Paint to exposed roof deck soffit, joists and structure, two coats over primer	2,130.75	SF	0.5	BASIS TO CONFIRM: measured on the plan area of the three rooms whose ceiling is 'exposed structure, painted'. The girth of the open web joists and the flutes of the 1-1/2 in type B deck are not drawn, so the painted surface is larger than the plan area by a factor the drawings do not allow us to fix. Confirm before pricing.	RFI-030
Architectural	Toilet compartments, accessories and signage	not measured	ea	0.5	SOURCE INSUFFICIENT: the set has no specialties schedule, no interior elevation and no accessory legend. A-101 draws sanitary fixtures in both toilets but no cubicle, grab bar, mirror, dispenser or room sign, and nothing in the set says how many of any of them there are. An assembly building with two toilet rooms will need them, so this is a known cost that the drawings issued do not quantify.	RFI-031
Sitework	Dumpster enclosure screen — construction and height not shown	not measured	LF	0.5	C-101 keynote 3 calls for a 12 x 10 dumpster pad but no enclosure elevation, material or height is drawn anywhere in the set. A quantity here would be invented. What would resolve it: an enclosure detail or a note stating the screen type and height.	RFI-032
Sitework	Site and parking lot lighting — BY OTHERS per G-002	not measured	EA	0.5	The scope note on G-002 places site lighting with others, and C-101 keynote 5 repeats it. Excluded from this takeoff rather than carried at zero without saying why.	
Structural	Concrete to tie columns T1, 12 in x 12 in	not measured	CY	0.5	SOURCE INSUFFICIENT: the foundation schedule lists T1 as 1 ft 0 in x 1 ft 0 in with 4 no. #4 bars and ties, 6 no., but its DEPTH column is struck through and no section, elevation or detail on the issued sheets shows how far the column runs. A height cannot be measured, so no volume is carried. Confirm the T1 height and the 6 locations and this line becomes about 0.04 CY per foot of column height for all six.	RFI-033
Structural	Reinforcement to slab on grade	not measured	LB	0.5	SOURCE INSUFFICIENT: the slab is noted only as 5 in slab on grade, 4,000 psi. No bar size, spacing, welded wire reinforcement or fiber is called for anywhere on the issued sheets, and the engineer's quantity basis does not list slab steel either, so nothing is carried. For scale, welded wire reinforcement at 6 in x 6 in W1.4 over 3,200 SF would be roughly 670 LB, and #4 bars at 18 in each way roughly 3,000 LB - a spread too wide to price without an answer.	RFI-034
Structural	Reinforcement to tie columns T1, #4 bars and ties	not measured	LB	0.5	SOURCE INSUFFICIENT: the foundation schedule gives 4 no. #4 bars and ties for each of 6 T1 columns, but no column height and no tie size or spacing. Bar lengths cannot be measured until the T1 height is confirmed, so nothing is carried.	RFI-035

Confidence Report — read this before using the numbers

Structural	Grout to reinforced masonry cells at 48 in on center, 2,000 psi	6.09	CY	0.5	Floor plan keynote 1 reads 8 in CMU bearing wall, fully grouted at 48 in o.c., taken as one grouted cell every 4 ft 0 in along the 240 LF perimeter, 60 cells full height. Grout strength is the 2,000 psi in the structural general notes. BASIS TO CONFIRM: the drawings do not give a block core size, so the core of a standard 8 x 8 x 16 two-core unit, 5-1/2 in x 5-1/8 in, is used; and if the keynote means the wall is solid grouted throughout rather than at 48 in centers, this line rises to roughly 38 CY. Basis to confirm (RFI-024): keynote 1 gives 48 in centers but does not number the cells; 240 LF divided by 4 ft 0 in gives 60 - value used 60, from our stated measurement convention. Basis to confirm (RFI-025): the drawings give no block core size; the core of a standard 8 x 8 x 16 two-core unit is used - value used 0'-5 1/2", from a published standard.	RFI-024, RFI-025
Structural	Vertical reinforcement to grouted masonry cells	not measured	LB	0.5	SOURCE INSUFFICIENT: keynote 1 calls for the 8 in masonry to be grouted at 48 in o.c. but no bar size is given for the grouted cells, and no wall section or reinforcing detail is issued. The run itself is measurable - 60 cells at 14 ft 0 in is 840 LF of vertical bar - so confirming the bar size alone closes this line: it would be about 620 LB in #4 or about 970 LB in #5. Horizontal joint reinforcement and bond beams are not shown anywhere and are not carried.	RFI-036

Questions for your designer:

• 37 question(s), numbered RFI-001 to RFI-037: 8 where the drawings disagree with themselves; 20 values the drawings do not give (Basis to confirm); 8 lines the drawings did not settle; 1 other open questions. Each is written once, on the RFI Register sheet, and the lines above cite its number. The full list, with columns to track what was sent and answered, is the RFI Register sheet in the workbook.

→ [Open the RFI Register sheet](#)

EXCLUSIONS — not included in any quantity or total in this workbook:

- Architectural: Site lighting and the transformer pad: G-002 scope notes say these are BY OTHERS.
- Architectural: Kitchen equipment: G-002 scope notes say it is OWNER FURNISHED, contractor installed. The extract hood named in the same note is mechanical work and is not measured here.
- Architectural: Landscape planting beyond the paved area: G-002 scope notes say it is NOT IN CONTRACT.
- Architectural: The 5 in concrete slab on grade, its 10 mil vapor retarder and its 4 in compacted base, and the open web steel joists and 1-1/2 in type B metal deck: structural work, shown on S-101, S-201 and S-501.
- Architectural: Glazed aluminum storefront framing beyond the two scheduled door pairs: the set schedules storefront doors but draws no storefront screen or curtain wall elevation.
- Architectural: Sanitary fixtures, floor drains, light fittings and air diffusers: shown on P-101 and E-101, measured by the plumbing and electrical sections.
- Architectural: Signage, fire extinguisher cabinets, lockers, blinds, entrance matting and similar specialties: the set has no specialties schedule and no interior elevation.
- Architectural: Excavation, backfill, paving, curbs and site drainage: shown on C-101 and C-201, measured by the sitework section.
- Structural: Roof membrane, R-30 insulation, flashings and roof edge above the steel deck - architectural.
- Structural: Face brick veneer to 3 ft 4 in and the R-13 cavity insulation to the masonry wall - architectural.
- Structural: Interior 3-5/8 in metal stud partitions with gypsum board both faces, and the doors in them - architectural.
- Structural: Site earthwork, paving, drainage and utilities outside the building footprint - not shown on the structural sheets.
- Structural: Piling or ground improvement: none is shown. The foundations are taken as spread footings bearing on natural ground at the 2,500 psf the general notes take, a figure those notes themselves mark for verification.

Confidence Report — read this before using the numbers

• Structural: Slab finishes, curing compounds, control joint sawing and joint sealants: none is called for on the issued sheets.

• Structural: Masonry horizontal joint reinforcement, bond beams and anchors: none is shown or scheduled.

• Structural: Shop-designed connections, anchor bolts and bearing plates for the joists and beams: no connection detail is issued, so nothing beyond the 10 percent connection allowance carried inside each steel line is included.

SCOPE DECLARATIONS — work deliberately NOT measured in this workbook:

• SCOPE CHECK — reviewed and excluded: The drawing set contains no hvac sheets, so no hvac quantities were measured. This is a gap in the drawings supplied, not an omission from the takeoff, and it is listed here so it can be seen and priced separately.

• SCOPE CHECK — reviewed and excluded: The drawing set contains no interior sheets, so no interior quantities were measured. This is a gap in the drawings supplied, not an omission from the takeoff, and it is listed here so it can be seen and priced separately.

Key notes and risks carried from the takeoff:

• Architectural: OPEN QUESTION 1 - Parapet construction. The elevations and the building section show the CMU wall continuing above the 14'-0 eave to the 15'-6 parapet printed on G-001, and no sheet says what that 1'-6 upstand is built of, whether it is insulated, or whether its roof side is finished. There is no parapet detail and no coping girth. It is carried as 8 in fully grouted CMU, 240'-0 x 1'-6 = 360.05 SF, painted on the outer face only.

• Architectural: OPEN QUESTION 2 - The plan draws fewer openings than the schedules list. A-101 draws 12 window openings and 7 door openings; the A-601 schedules list 20 windows and 12 doors. The quantities here follow the schedules, which are the only place in the set that says how many there are, and the plan has been used for position only. The gap is 8 windows and 5 doors, which is a real difference in price. Confirm which is right before this is bid.

• Architectural: OPEN QUESTION 3 - The lobby cannot hold the openings the schedules give it. The window schedule puts W2 in 'kitchen and lobby' and the door schedule puts both storefront pairs at the lobby entrance, but the lobby has only 14'-0 of exterior wall, against 12'-0 of storefront plus 9'-0 of window if the six W2 are split evenly. The deduction for the furred and boarded lining has therefore been taken across the lobby, kitchen and two toilets together, where it still leaves a positive area.

• Architectural: OPEN QUESTION 4 - The plan draws windows the schedules do not place. A-101 draws a window in the east wall of the store and another in the east wall of toilet 1, but the window schedule puts W2 in the kitchen and lobby and W3 in the toilets, and names no window in the store. Nothing has been added for the store window.

• Architectural: OPEN QUESTION 5 - A-101 draws a door in the main hall's east partition and the door schedule names no door in the main hall. Nothing has been added for it; the skirting base in the main hall is therefore measured with no door deducted.

• Architectural: OPEN QUESTION 6 - The plant room finish. A-401 gives the inside face of the exterior wall 'painted CMU in hall and store, furred GWB elsewhere'; the A-602 room finish schedule gives the plant painted CMU as well. The room schedule has been followed room by room, so the plant is priced as painted block with no furring or board.

• Architectural: OPEN QUESTION 7 - Partition head height. A-401 says partitions run full height to the underside of structure 'in rated walls', but no sheet identifies which walls are rated, and no partition head is dimensioned. Every partition is carried the full 14'-0. If the non-rated partitions stop just above the 9'-0 ceilings, the framing, board, batt and paint on them fall by roughly a third.

• Architectural: OPEN QUESTION 8 - Cavity insulation extent. A-401 calls the R-13 rigid insulation continuous but the set has no wall section, so it does not say whether the insulated cavity runs the full wall height or only behind the 3'-4 brick band. It is carried over the full wall: 2,786.02 SF rather than 726.67 SF.

• Architectural: OPEN QUESTION 9 - Tile behind fixtures. Finish note 3 calls for ceramic tile full height behind fixtures in the toilets, and the set has no interior elevation of either toilet, so the extent cannot be measured. That line is carried at zero and marked SOURCE INSUFFICIENT.

• Architectural: OPEN QUESTION 10 - Specialties. There is no specialties schedule, no accessory legend and no interior elevation, so toilet compartments, grab bars, mirrors, dispensers and room signs cannot be counted from the drawings. That line is carried at zero and marked SOURCE INSUFFICIENT.

Confidence Report — read this before using the numbers

- Architectural: PRINTED AREAS. The AREA SF column of the A-602 room finish schedule sums to 3,200 SF, exactly the printed 80'-0 x 40'-0 footprint, so those room areas are gross of wall thickness. Floor and ceiling finishes are measured net between finished wall faces as Basis of Measurement rule F1 requires, which gives 2,881 SF against the 3,200 SF printed - about 10% less. The printed figure for each room is shown on its own calculation row so the two can be compared line by line.
- Architectural: SCALE. The printed scale note '1/8 in = 1'-0' on A-101 and A-201 does not match the sheets: both are drawn at about 1 in = 3.02 ft on a 36 x 24 in sheet. Every measurement here was calibrated against the printed 80'-0 x 40'-0 footprint first, and every figure that could be read as a printed dimension was read rather than scaled, as G-002 note 2 requires.
- Architectural: CONTROL JOINTS. G-002 note 7 requires control joints at 24 ft maximum spacing and at all corners, but none is drawn or located on any plan or elevation. Fourteen joints - ten on the 240'-0 perimeter plus one at each corner - are carried at the full 15'-6 height.
- Architectural: CROSS-CHECK AGAINST THE SET'S OWN TABLE. S-501 prints a QUANTITY BASIS table marked FOR INFORMATION. It is transcribed in full beside this take-off. Its two architectural rows agree with what was measured here: the CMU wall at 240 LF x 14'-0 high less openings, and the metal deck at 3,200 SF over the same 80'-0 x 40'-0 rectangle as the roof build-up. The table is a cross-check printed beside our measurement, never a replacement for it, and its other four rows are structural.
- Architectural: Not located on a plan (The floor plan A-101 draws no window in the kitchen or lobby walls; the W2 windows, their number and size, come from the A-601 window schedule only): Concrete masonry unit wall, 8 in, fully grouted at 48 in o.c., exterior; Rigid board insulation R-13 in exterior wall cavity, continuous; Aluminum fixed window, thermally broken, 3'-0 x 5'-0; Metal furring to interior face of exterior wall, lobby, kitchen and to; Gypsum board lining, 5/8 in, to furred exterior wall, lobby, kitchen a; Paint to exterior concrete masonry above brick band, two coats over pr.
- Architectural: Not located on a plan (Door hardware sets are listed on the A-601 hardware schedule only; the plans show the doors, not the hardware on them): Door hardware set HW-1: storefront pair, panic exit device, closer, th; Door hardware set HW-2: rated single, lockset, closer, seals, wall sto; Door hardware set HW-3: single, passage set, 3 hinges, wall stop; Door hardware set HW-4: overhead door, manual chain hoist, slide bolt.
- Architectural: Not located on a plan (The floor plan A-101 draws no door into the kitchen; the kitchen's D3 door comes from the A-601 door schedule only): Coved quarry tile skirting base to kitchen; Fiberglass reinforced panel wall lining to 8'-0, kitchen.
- Architectural: Not located on a plan (The floor plan A-101 draws no window in the toilet 2 wall; the W3 window there comes from the A-601 window schedule only): Metal furring to interior face of exterior wall, lobby, kitchen and to; Gypsum board lining, 5/8 in, to furred exterior wall, lobby, kitchen a.
- Architectural: Not located on a plan (The floor plan A-101 draws no window in the kitchen or lobby walls; the W2 windows, their number and size, come from the A-601 window schedule only): Rigid board insulation R-13 in exterior wall cavity, continuous; Aluminum fixed window, thermally broken, 3'-0 x 5'-0; Metal furring to interior face of exterior wall, lobby, kitchen and to; Gypsum board lining, 5/8 in, to furred exterior wall, lobby, kitchen a; Paint to exterior concrete masonry above brick band, two coats over pr.
- Electrical: Not located on a plan (E-101 draws 28 identical light symbols with no fixture marks, so an L1 troffer cannot be told apart from an L2 downlight on the plan; the count is the E-101 schedule quantity): 2x4 LED troffer, 40W, 4000K (mark L1).
- Electrical: Not located on a plan (E-101 draws 28 identical light symbols with no fixture marks, so an L2 downlight cannot be told apart from an L1 troffer on the plan; the count is the E-101 schedule quantity): LED downlight, 12W (mark L2).
- Electrical: Not located on a plan (E-101 does not draw the exterior wall packs; the count is the E-101 schedule quantity): Exterior wall pack, 25W (mark L3).
- Electrical: Not located on a plan (E-101 does not draw the receptacles; the count is the E-101 schedule quantity): Duplex receptacle, 20A (mark R1).
- Electrical: Not located on a plan (E-101 does not draw the emergency lights; the count is the E-101 schedule quantity): Emergency light with battery (mark EM).
- Electrical: Not located on a plan (E-101 does not draw the exit signs; the count is the E-101 schedule quantity): Exit sign, LED (mark EX).

Confidence Report — read this before using the numbers

- Electrical: Not located on a plan (E-101 does not draw the panelboard; the count is the E-101 schedule quantity): Panelboard, 208Y/120V, 42 circuit, surface mounted.
- Sitework: Not located on a plan (C-101 lists the sidewalk in its site keynotes but does not draw it, so its route cannot be located on the plan): Concrete sidewalk, 6 in, 5 ft wide, broom finish.
- Sitework: Not located on a plan (C-201 gives the water service in its utility keynotes (145 LF) but does not draw its route): Water service, 6 in, from main to building.
- Sitework: Not located on a plan (C-201 gives the sanitary sewer in its utility keynotes (220 LF with 2 manholes) but does not draw its route): Sanitary sewer, 6 in, to main, including 2 manholes.
- HVAC: Not located on a plan (No plan draws the rooftop units (there is no roof plan and P-101 draws no equipment); the count is the P-101 schedule quantity): Rooftop unit, 7.5 ton gas/electric, with curb.
- HVAC: Not located on a plan (No plan draws the roof exhaust fans (there is no roof plan and P-101 draws no equipment); the count is the P-101 schedule quantity): Exhaust fan, roof mounted.
- HVAC: Not located on a plan (No plan draws the kitchen extract hood; the count is the P-101 schedule quantity): Kitchen extract hood, 10 ft, with fire suppression.
- Plumbing: Not located on a plan (No plan draws a urinal symbol that can be told apart from the water closets; the count is the P-101 schedule quantity): Urinal, wall hung (mark UR).
- Plumbing: Not located on a plan (No plan draws the kitchen sink (the kitchen on A-101 shows one unlabelled counter outline); the count is the P-101 schedule quantity): Kitchen sink, three compartment (mark SK).
- Plumbing: Not located on a plan (No plan draws the water heater; the count is the P-101 schedule quantity): Water heater, 80 gal electric (mark WH).
- Structural: Bottom of footing: the foundation schedule gives the footing thickness but the drawings print no bottom-of-footing level, no finished grade and no frost depth. Excavation is carried to the scheduled thickness only; each additional foot of founding depth adds about 24 CY of dig and about the same of backfill.
- Structural: Tie column T1: scheduled as 6 no. at 1 ft 0 in x 1 ft 0 in with 4 no. #4 bars and ties, but the DEPTH column is struck through and no section shows the column extent, so its concrete and its reinforcement are both carried at zero.
- Structural: Slab reinforcement: the slab is noted only as 5 in slab on grade, 4,000 psi. No bar, mesh or fiber is called for anywhere, and the engineer's own quantity basis does not list slab steel either. Between welded wire fabric and #4 bars at 18 in the spread is about 670 LB to 3,000 LB, so nothing is carried until it is confirmed.
- Structural: Masonry vertical bars: keynote 1 calls for the 8 in masonry to be grouted at 48 in o.c. but gives no bar size, and no wall section is issued. The run is 60 cells at 14 ft 0 in = 840 LF, about 620 LB in #4 or about 970 LB in #5.
- Structural: Grouting extent: keynote 1 reads 'fully grouted at 48 in o.c.', which is read here as grouted cells at 4 ft 0 in centers. If the wall is solid grouted throughout, the grout line rises from about 6 CY to about 38 CY.
- Structural: Lintels: the framing schedule lists 16 no. L1 angle lintels, while the masonry line deducts 15 openings from the wall. Confirm which openings the 16 lintels serve.
- Structural: Delivery door D4: the door schedule calls it the plant delivery door, which reads as an external opening, but the floor plan draws its swing inside the plant room and does not break the exterior wall line there. The 100 SF opening is deducted from the masonry on that reading.
- Structural: Storefront D1: the door schedule lists 2 no., the floor plan draws one storefront opening in the south wall at the lobby. If only one pair is external the masonry area rises by 42 SF.
- Structural: Window schedule against the plan: the window schedule totals 20 windows (10 W1, 6 W2, 4 W3) while the floor plan draws 12 openings in the exterior wall - 5 in the north wall, 5 in the south wall and 2 in the east wall. The 12 drawn openings are what the masonry line deducts.
- Structural: Joist note: the roof framing plan reads '24K7 at 5 ft 0 in o.c. - 15 no. each bay'. At 5 ft 0 in centers over the 80 ft 0 in building, 15 is the count for the whole roof, which is what the framing schedule, the engineer's quantity basis and a joist-by-joist count on the plan all give. Read literally as 15 per 20 ft bay the roof would carry 60 joists and four times this quantity.
- Structural: Beams B1: the framing schedule lists 4 no. W12x26 over openings at 20 ft 0 in span, but the roof framing plan does not mark where they are. The count and span are taken from the schedule alone.

Confidence Report — read this before using the numbers

• Structural: Drawing scale: the plans print '1/8 in = 1 ft 0 in', but measured against the printed 80 ft 0 in overall dimension the sheets are drawn at about 1 in = 3.06 ft. Every quantity here is therefore taken from printed dimensions and from the schedules rather than scaled; the two scaled checks that were made are noted on the lines they check and both landed within 2 percent of the printed figures.

WHAT THE DOCUMENTS STATE, BESIDE WHAT WE MEASURED

• The drawings you sent publish their own quantity table (sheet S-501 (page 14 of source/Maple-Street-Hall-Plans.pdf), table headed QUANTITY BASIS - FOR INFORMATION). We measured the work independently from the drawings; both figures are below, per item, with the difference. Neither replaces the other: you bid against the published quantities, and our measurement is what tells you where they and the drawings disagree.

SAMPLE

Confidence Report — read this before using the numbers

Item	Description	Unit	Stated in the documents	Continuation	We measured	Difference
Joists			15.00			
CMU wall			240.00			
Metal deck			3,200.00			
Footings F1			15.00			
Slab on grade			3,200.00			
Strip footing SF1			240.00			

• 6 published item(s) carry no measured line in this workbook: Footings F1, Strip footing SF1, Slab on grade, CMU wall, Joists, Metal deck. They are in the documents' table and we did not measure them - price them from the table, and tell us if you think we missed work on the drawings.

BID FORM UNITS THAT MEASURE SOMETHING ELSE

• Your bid form pays these items in a unit that measures something other than what the drawings let us measure (a weight against an area, a length against an area). The measured quantity stays the figure in this workbook. Beside it is what it comes to in the bid form's unit, worked only from figures the take-off already carries and named as a Basis to confirm - or the reason it cannot be worked out without inventing one.

Confidence Report — read this before using the numbers

Trade	Item	We measured	Bid form unit	Equivalent	Basis to confirm / why not converted
Structural	Concrete to strip footing SF1, 3,000 psi	33.33 CY	LF	not converted	Not converted to LF: the bid form pays by a length and the line is measured as a volume; one cannot be turned into the other without a figure the drawings do not give. The measured quantity is the figure we stand behind.
Structural	Concrete slab on grade, 5 in thick, 4,000 psi	49.38 CY	SF	not converted	Not converted to SF: the bid form pays by an area and the line is measured as a volume; one cannot be turned into the other without a figure the drawings do not give. The measured quantity is the figure we stand behind.
Structural	8 in concrete masonry bearing wall, ASTM C90 normal weight, f'm 2,000 psi	2,855.00 SF	LF	not converted	Not converted to LF: the bid form pays by length and the line is measured as an area whose calculation rows do not separate a run length from a width. The measured quantity is the figure we stand behind.