



Washington State
DEPARTMENT OF
ENTERPRISE SERVICES

Project Budgets

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FACILITIES PROFESSIONAL SERVICES

November 2025

OVERVIEW

What we will be covering:

- Requesting project funding
- Timing of funding
- Once you receive your funding
- Tracking budget through the project
- Major project reports

REQUESTING FUNDING FOR PROJECTS

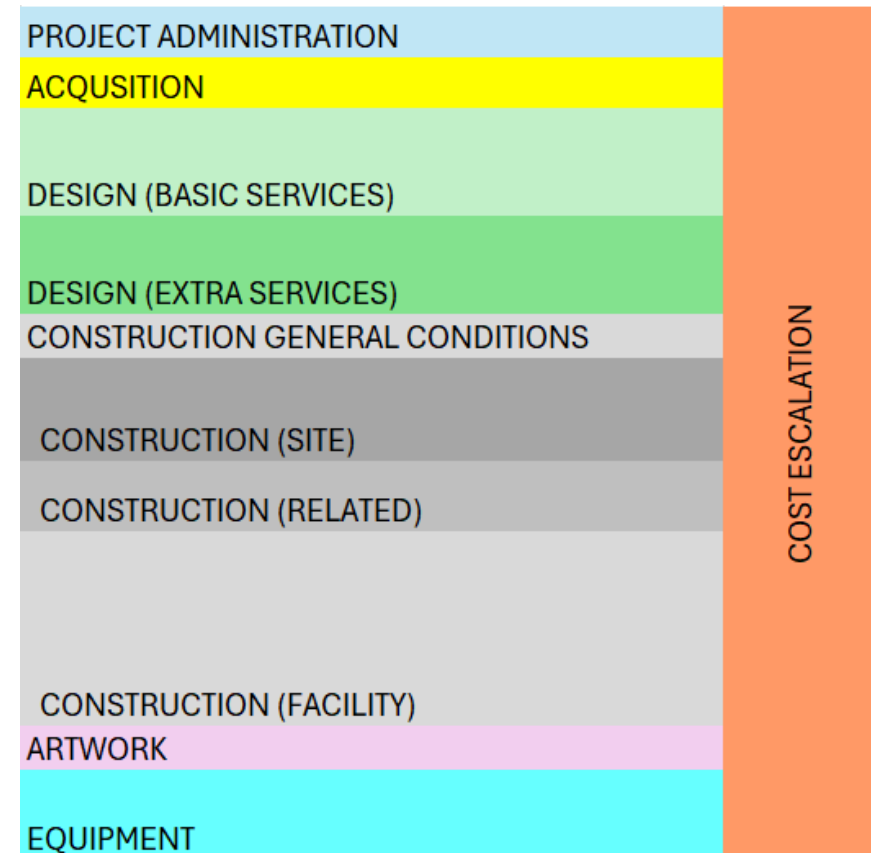
- **Capital funding**
 - Requests to OFM in September of odd years
 - OFM capital budget instructions
 - 10-year plan
 - Prioritized agency projects
 - Majors require C-100 cost breakdown form
- **Certificates of participation**
- **Local funds**
- **Federal funds**
- **Grants**



C-100 PROJECT BUDGET REQUEST

OFM tool:

- Construction cost estimate automatically calculates design basic services cost.
- Alternative public works design build or GCCM require some adjustments to data.
- Escalation is projected at 3.16% from base month (estimate date) to middle of construction duration.
- Updated C-100 required to release allocations for next project phase.
- [OFM cost-estimating form C-100.](#)

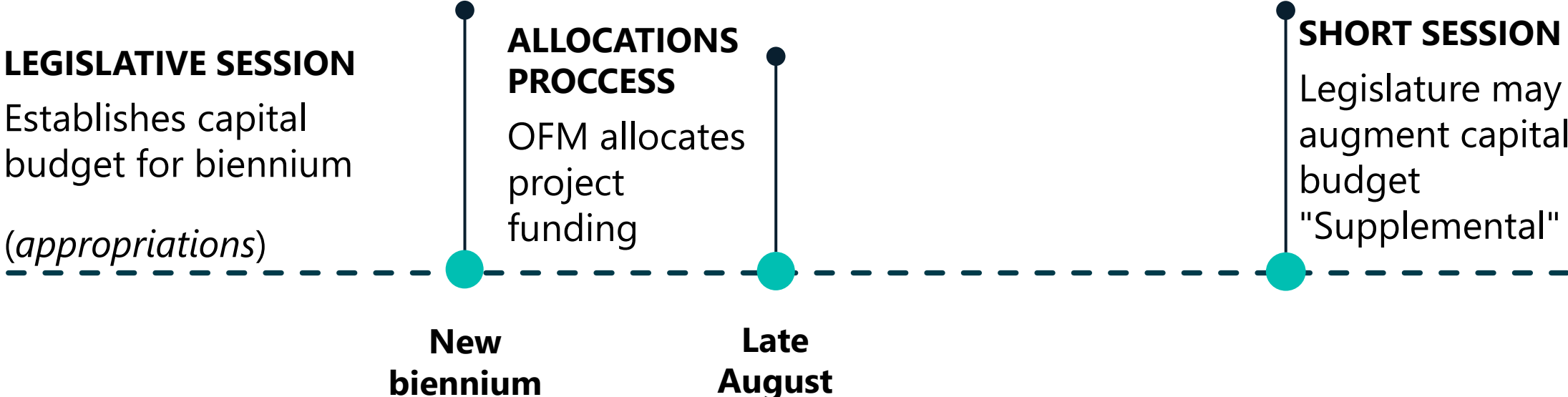


NON-CAPITAL FUNDING

- Non-capital funding needs to be reported to SBCTC or OFM.
- DES project management services require IAA (interagency agreement) since our funding is based on capital-funded projects.
- Federal funding sources may trigger additional project requirements. Provide those to project manager.



TIMING OF FUNDING



YOU GOT YOUR FUNDING!

Ready, set, go! Get your PWR engines revving!

- **Ballpark funding:**
 - Check with your PM at each milestone.
- **Design:**
 - Funding approval for design/consultant agreement.
 - Cost estimates at each design phase.
- **Bidding:**
 - Confirm funding to award.
- **Construction:**
 - Funding approval for construction contract and CO contingency.



BALLPARK FUNDING CHECK

Proj#	Project Title: Sidewalk Project	
A/E (% of MACC)	20%	95,200
Design conting	5%	4,760
Extra services	3%	14,280
Owner Costs	testing, haz mat, site survey, cx	10,000
Total Design & Owner Costs		124,240
MACC		476,000
Sales Tax	10.30%	49,028
Constr Contingency	8%	38,080
		563,108
Permits/ads	1.5%	7,140
Total Construction Costs		570,248
PM/DES fees?		
Total Estimate		694,488
Funding		700,000
Difference from funding		5,512

Verify project cost elements at each milestone:

- Pre-design
- Consultant selection
- Design
- Bidding
- Construction contract
- Mid-point of construction

COST ESTIMATING

Consultant cost estimates:

- Cost estimate developed in parallel with design process.
- If the cost estimate exceeds MACC, A/E shall analyze design alternatives and submit for owner's consideration.
- Owner responsible for prioritizing scope to meet budget.
- Cost estimate integrated into C-100.

Remodel work may trigger scope requirements such as fire alarm system upgrades.

3) Facility Construction	
A10 - Foundations	\$4,428,366
A20 - Basement Construction	\$0
B10 - Superstructure	\$2,872,674
B20 - Exterior Closure	\$9,397,062
B30 - Roofing	\$3,622,454
C10 - Interior Construction	\$6,191,414
C20 - Stairs	\$0
C30 - Interior Finishes	\$5,565,197
D10 - Conveying	\$0
D20 - Plumbing Systems	\$4,937,802
D30 - HVAC Systems	\$11,053,178
D40 - Fire Protection Systems	\$665,629
D50 - Electrical Systems	\$13,020,949
F10 - Special Construction	\$0
F20 - Selective Demolition	\$0
General Conditions	\$3,000,000
Casework and Furnishings	\$1,105,170
Estimating / Design Contingency	\$9,523,699
Photovoltaic Arrays	\$480,000
Building Mockup (on-site)	\$36,000
Contractor Markup	\$3,809,480
Sub TOTAL	\$79,709,073

TRACKING BUDGET THROUGH THE PROJECT



Monitor budget v. committed v. spent at these milestones:

- Each design phase
- Bids
- Construction contract
- Schedule of values and invoices
- Midpoint construction
- Final acceptance

COST TRACKING DURING CONSTRUCTION

- Project manager and client monitor cost changes relative to project progress.
- Contingency on remodel projects often exceeds 10% due to unforeseen conditions and/or aging systems.
- Narrative required for projects that exceed 15% of original contract cost.



SCHEDULE OF VALUES & INVOICES

Schedule of values:

- Submitted on A-19 form within 30 days of notice to proceed (NTP).
- Additional breakdown required for items exceeding 5%.
- Needs to include mobilization, bonds and insurance, major cost items, punch-list items, final cleaning and 2% (minimum) for closeout.

Item No.	SCHEDULE OF VALUES DETAIL	ESTIMATED VALUE	AMOUNT EARNED	%	PREVIOUSLY CLAIMED	THIS INVOICE
1.00	Original Contract - Preconstruction	\$ 873,291.84	\$ 873,291.84	100%	\$ 873,291.84	-
2.00	Change Orders					
3.00	COR 2 - Consultant Services	\$ 1,081,907.38	\$ 843,483.80	78%	\$ 843,483.80	\$ -
4.00	COR 5 - Reconstruction Services	\$ 2,280,956.52	\$ 1,676,636.39	74%	\$ 1,186,800.73	\$ 490,834.66
5.00	COR 6 - Long Lead Procurement (OCO OOS)	\$ 1,970,494.35	\$ 90,364.95	5%	\$ 90,364.95	\$ -
6.00	COR 8 - Construction Assessment (OCO OOS)					
7.00	General Conditions	\$ 1,744,062.62	\$ -	0%	\$ -	\$ -
8.00	Technology	\$ 38,191.00	\$ -	0%	\$ -	\$ -
9.00	Warranty	\$ 19,095.00	\$ -	0%	\$ -	\$ -
10.00	City License	\$ 20,013.48	\$ -	0%	\$ -	\$ -
11.00	Final Cleaning	\$ 24,637.00	\$ -	0%	\$ -	\$ -
12.00	Self-Perform Concrete	\$ 1,896,323.00	\$ -	0%	\$ -	\$ -
13.00	Rebar Supply and Install	\$ 277,676.01	\$ -	0%	\$ -	\$ -
14.00	Precast	\$ 23,641.00	\$ -	0%	\$ -	\$ -
15.00	Finished Concrete	\$ 248,672.00	\$ -	0%	\$ -	\$ -
16.00	Rigid Insulation	\$ 24,189.00	\$ -	0%	\$ -	\$ -
17.00	Masonry	\$ 749,369.00	\$ -	0%	\$ -	\$ -
18.00	Structural Steel FOB	\$ 2,440,098.08	\$ -	0%	\$ -	\$ -
19.00	Structure for Artist	\$ 10,000.00	\$ -	0%	\$ -	\$ -
20.00	Steel Erection	\$ 907,341.00	\$ -	0%	\$ -	\$ -
21.00	Steel Joists & Deck (See COP 06 Above)	\$ 444,240.26	\$ -	0%	\$ -	\$ -
22.00	Rough Carpentry	\$ 116,847.00	\$ -	0%	\$ -	\$ -
23.00	Finish Carpentry	\$ 52,553.00	\$ -	0%	\$ -	\$ -
24.00	Damproofing/Waterproofing	\$ 106,600.00	\$ -	0%	\$ -	\$ -
25.00	Above Grade Insulation	\$ 385,600.00	\$ -	0%	\$ -	\$ -
26.00	Gary-applied Fireproofing	\$ 55,785.00	\$ -	0%	\$ -	\$ -
27.00	Roofing	\$ 483,999.00	\$ -	0%	\$ -	\$ -
28.00	Metal Siding & Roof	\$ 1,100,193.00	\$ -	0%	\$ -	\$ -
29.00	Roof Accessories - Hatch	\$ 3,500.00	\$ -	0%	\$ -	\$ -
30.00	Joint Sealants	\$ 55,470.00	\$ -	0%	\$ -	\$ -
31.00	Doors and Hardware FOB	\$ 446,000.00	\$ -	0%	\$ -	\$ -
32.00	Doors and Hardware Install	\$ 53,037.00	\$ -	0%	\$ -	\$ -
33.00	Ceiling Doors	\$ 35,000.00	\$ -	0%	\$ -	\$ -
34.00	Glazing	\$ 1,023,348.00	\$ -	0%	\$ -	\$ -
35.00	Unit Skylights	\$ 28,706.00	\$ -	0%	\$ -	\$ -
36.00	OWB and Steel Stud Framing	\$ 1,758,336.00	\$ -	0%	\$ -	\$ -
37.00	Acoustical Ceilings and Panels	\$ 716,632.00	\$ -	0%	\$ -	\$ -
38.00	Tile, Carpet and Resilient Flooring	\$ 134,897.00	\$ -	0%	\$ -	\$ -
39.00	Paint	\$ 2,630.00	\$ -	0%	\$ -	\$ -
40.00	Painting & Wall Coverings	\$ 527,163.00	\$ -	0%	\$ -	\$ -
41.00	Visual Display Surfaces (M&S and TVC)	\$ 213,368.00	\$ -	0%	\$ -	\$ -
42.00	Signage	\$ 67,033.00	\$ -	0%	\$ -	\$ -
43.00	Toilet Partitions	\$ 50,000.00	\$ -	0%	\$ -	\$ -
44.00	Wall and Door Protection - Corner Guards	\$ 7,587.00	\$ -	0%	\$ -	\$ -
45.00	Wall and Door Protection - Corner Guards - Install	\$ 2,200.00	\$ -	0%	\$ -	\$ -
46.00	Toilet and Bath Accessories - Supply	\$ 8,858.00	\$ -	0%	\$ -	\$ -
47.00	Toilet and Bath Accessories - Install	\$ 13,840.00	\$ -	0%	\$ -	\$ -
48.00	Metal Locker	\$ 14,000.00	\$ -	0%	\$ -	\$ -
49.00	Fire Extinguishers and Cabinets - PEC & Knox	\$ 3,270.00	\$ -	0%	\$ -	\$ -
50.00	Fire Extinguishers and Cabinets - INSTALL	\$ 6,150.00	\$ -	0%	\$ -	\$ -
51.00	Miscellaneous Speciales (Shelving)	\$ 53,920.00	\$ -	0%	\$ -	\$ -
52.00	Residential Appliances	\$ 2,934.00	\$ -	0%	\$ -	\$ -
53.00	Fall Restraint and Fall Arrest System	\$ 30,000.00	\$ -	0%	\$ -	\$ -
54.00	PROJECTION SCREENS	\$ 44,113.00	\$ -	0%	\$ -	\$ -
55.00	PROJECTION SCREENS - Install	\$ 3,383.00	\$ -	0%	\$ -	\$ -
56.00	Lab Equipment	\$ 5,000.00	\$ -	0%	\$ -	\$ -
57.00	Lab Casework	\$ 1,332,142.00	\$ -	0%	\$ -	\$ -
58.00	Architecture Casework	\$ 270,868.00	\$ -	0%	\$ -	\$ -
59.00	Roller Shades	\$ 74,461.00	\$ -	0%	\$ -	\$ -
60.00	Site Pumpings	\$ 6,000.00	\$ -	0%	\$ -	\$ -
61.00	Elevator	\$ 173,862.00	\$ -	0%	\$ -	\$ -
62.00	Fire Suppression	\$ 329,304.00	\$ -	0%	\$ -	\$ -
63.00	HVAC	\$ 6,388,130.00	\$ -	0%	\$ -	\$ -
64.00	Electrical	\$ 3,924,246.00	\$ -	0%	\$ -	\$ -
65.00	Earthwork and Utilities	\$ 17,9462.00	\$ -	0%	\$ -	\$ -
66.00	Clipping	\$ 15,470.00	\$ -	0%	\$ -	\$ -
67.00	Site Concrete	\$ 169,410.00	\$ -	0%	\$ -	\$ -
68.00	Landscaping	\$ 249,615.00	\$ -	0%	\$ -	\$ -
69.00	Fencing	\$ 1,000.00	\$ -	0%	\$ -	\$ -
70.00	ASHER FEE of 4% on Chargeable Costs	\$ 64,073.00	\$ -	0%	\$ -	\$ -
71.00	General Liability	\$ 398,000.00	\$ -	0%	\$ -	\$ -
72.00	State BLD	\$ 157,458.00	\$ -	0%	\$ -	\$ -
73.00	Performance and Payment Bond	\$ 242,780.00	\$ -	0%	\$ -	\$ -
74.00	Builders Risk	\$ 69,468.00	\$ -	0%	\$ -	\$ -
75.00	Contingencies - Construction	\$ 866,080.00	\$ -	0%	\$ -	\$ -
76.00	Contingencies - Escalation	\$ 548,054.00	\$ -	0%	\$ -	\$ -
77.00						
78.00						
79.00						
80.00						
	SUBTOTAL	\$ 39,800,000.00	\$ 3,383,756.16	8%	\$ 2,892,921.49	\$ 490,834.66
	SALES TAX	\$ 3,980,000.00	\$ 330,370.60	8%	\$ 189,294.15	\$ 49,083.47
	TOTAL	\$ 43,780,000.00	\$ 3,714,126.76	8%	\$ 3,082,215.64	\$ 539,918.13
	Less Retainage		\$ 2,508.87		\$ 0.00	\$ 2,508.87
	Less any retainage items (Initial Estimate)		\$ 37,194,622.90		\$ 3,182,213.64	\$ 537,409.26
	Additional Tax		\$ 0.00		\$ -	\$ -
	AMOUNT DUE THIS ESTIMATE		\$ 3,714,126.76		\$ 3,182,213.64	\$ 537,409.26

MAJOR PROJECT REPORTS

Details					
Construction Type		Project Administered By			
% of Bldg Area that is being remodeled		Art Requirement Applies			
Procurement Method		Higher Ed Institution			
Statistics					
Complete the table below with information from the cost estimate submitted with the predesign study, the cost estimate of the project as funded and the actual cost data to date or at completion. Explain any variances in the Notes column or below.	Estimate at Approved Predesign	Estimate of the Project as Currently Funded	Actuals to Date	Estimate as Currently Funded to Actuals Variance	Notes
Gross Sq Ft (GSF)				-	
Usable Sq Ft (USF)				-	
Space Efficiency (USF/GSF %):					
Site Work SF:				-	
Demolition SF (provide building names in comments):				-	
MACC/Bid Award COST/GSF					
Construction Subtotal COST/GSF (Includes change orders)					
Milestone Dates					
Pre-design Complete					
Start Design					
Bid Due Date					
Notice to Proceed					
Substantial Completion					
Final Acceptance/Project Close-out Date					
Project Costs					
Complete the table below with information from the cost estimate submitted with the predesign study, the cost estimate of the project as funded and the actual cost data to date or at completion. Explain any variances in the Notes column or below.	Cost Estimate at Approved Pre-design	Cost Estimate of the Project as Currently Funded	Actual Costs to Date	Estimate as Currently Funded to Actuals Variance	Notes
Acquisition					
Acquisition Costs Total				\$ -	
Consultant Services					
Pre-Schematic Design Services				\$ -	
AE Basic Service Fee - Construction Documents				\$ -	
Extra Services - Pre-Bid				\$ -	
AE Basic Service Fee - Bid/Construction/Closeout				\$ -	

Due July 1 and Dec. 31 to OFM and Legislature:

- Provide status of project
- Compare project info from approved pre-design to current funding to actuals
- Estimated costs
- Square footage
- Milestone dates



QUESTIONS?

THANK YOU



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