Use this Section to specify a list of scope of work cost breakdowns to be submitted by the Contractor within 15 Days after date of issuance of Letter of Acceptance of bid of a stipulated price design-bid-build contract.

The purpose for requesting submission of this information is to facilitate analysis and monitoring of current construction cost data. It is required only on contracts with an estimated value above **$1 million**.

The list is required to be submitted within 15 Days after commencement of the Contract, together with submission of the signed Contract Documents, certificates of insurance and surety bonds. If applicable, ensure that the Letter of Bid Acceptance includes the requirement for submission of this list within 15 Days.

This Master Specification Section contains:

.1 This Cover Page

.2 Data Sheet – Editing the List

.3 Specification Section Text

This Section contains a listing of commonly used items of work. **Text must be edited to make it project specific and to produce a comprehensive listing of principal items of work.** **Do not include minor or low dollar value items of work.**

Structure the list based on assumed trade breakdown. Due to some inherent differences between specification breakdown (MasterFormat) and trade breakdown, **do** **not** rely solely on the specification breakdown to establish items of work.

MasterFormat Division headings are included for convenience only, to provide a standard structure and framework for the list. They are not intended to restrict the scope of items listed.

Ensure that each item of work listed represents a single, definable, "scope" for (1) supply and installation, (2) supply only, or (3) installation only. Determine which items of work are likely to be "supply only" or "installation only" and include an appropriate preface, i.e. "Supply of ..." or "Installation of ...".

Where a Division includes supply only items, include at the end of the Division a separate line item for installation of the supply only items.

**END OF DATA SHEET**

**Changes made in this Section Update (2022-10-31):**

1. Added Change Log
2. Updated address of the Tender Administrator
3. Added Alberta logo to all pages.
4. Grammatical corrections / capitalized defined terms.
5. Added Project ID/WBS No., Contract ID, and Plan # to Page 1 of Cost Breakdown List.

|  |  |  |
| --- | --- | --- |
|  | FROM: |  |
|  |  | (Legal Name of Contractor) |
|  |  |  |
|  | PROJECT: | **[LOCATION – PROJECT TITLE] [Contract Title] [Secondary Contract Title]**  **Project ID/WBS No.: [ ] Contract ID: [ ] Plan No.: [ ]** |

**Completion and Submission Instructions:**

.1 Within 15 Days after date of commencement of the Contract (date of issuance of letter of acceptance), complete and submit Cost Breakdown List to:

|  |  |  |
| --- | --- | --- |
|  |  | Tender Administrator  Infrastructure  Email: [infras.tenderadmin@gov.ab.ca](mailto:infras.tenderadmin@gov.ab.ca) |

.2 Enter cost for all requested items of Work.

.3 For items of Work to be performed by the Contractor's own forces, enter the cost of such Work, exclusive of general requirements costs.

**Cost Breakdowns List**:  See next page.

***Note: Trades noted in the following are all supply and installation trades unless noted otherwise!***

|  |  |  |  |
| --- | --- | --- | --- |
| **Division 02** | | | |
|  | [Demolition] | **$** |  |
|  | [Hazardous Material Remediation] | **$** |  |
|  |  |  |  |
| **Division 03** | | | |
|  | [Cast-in-Place Concrete – Supply] | **$** |  |
|  | [Cast-in-Place Concrete – Concrete Formwork] | **$** |  |
|  | [Cast-in-Place Concrete – Concrete Placement] | **$** |  |
|  | [Cast-in-Place Concrete – Concrete Finishing] | **$** |  |
|  | [Reinforcing Steel Supply] | **$** |  |
|  | [Placement of Reinforcing Steel] | **$** |  |
|  | [Supply][and Installation] of [Pre-Cast Concrete] | **$** |  |
|  |  |  |  |
| **Division 04** | | | |
|  | [Unit Masonry] | **$** |  |
|  | [Brick Masonry] | **$** |  |
|  | [Stone Masonry] | **$** |  |
|  | [Glass Block Masonry] | **$** |  |
|  |  |  |  |
| **Division 05** | | | |
|  | [Structural Steel] | **$** |  |
|  | [Open Web Steel Joists] | **$** |  |
|  | [Metal Deck] | **$** |  |
|  | [Supply][and Installation] of [Miscellaneous Steel] | **$** |  |
|  | [Railings] | **$** |  |
|  | [Supply][and Installation] of [Castings and Ornamental Metalwork] | **$** |  |
|  | [                                                                                                             ] | **$** |  |
|  |  |  |  |
| **Division 06** | | | |
|  | [Supply of Glued Laminated Structural Units] | **$** |  |
|  | [Supply of Engineered Wood Products] | **$** |  |
|  | [Supply][and][Installation] of [Heavy Timber Structures] | **$** |  |
|  | [Supply of Wood Trusses] | **$** |  |
|  | [Supply of Architectural Woodwork and Millwork] | **$** |  |
|  | [Supply of Wood and Plastic Doors and Frames] | **$** |  |
|  | [Finish Carpentry (install woodwork, doors, hardware, millwork, etc.)] | **$** |  |
|  | [Rough Carpentry (includes the installation of Division 6 Supply Only items and Division 8 Unit Windows, excluding Finish Carpentry, Heavy Timber items)] | **$** |  |
|  |  |  |  |
| **Division 07** | | | |
|  | [Dampproofing] | **$** |  |
|  | [Waterproofing] | **$** |  |
|  | [Preformed Plastic (Vinyl, Fiberglass, etc.) Wall and Soffit Cladding] | **$** |  |
|  | [Preformed Metal Wall and Soffit Cladding] | **$** |  |
|  | [Supply][and Installation] of Architectural Plastic (Vinyl, Fiberglass, etc.) Panels | **$** |  |
|  | [Supply][and Installation] of [Architectural Metal Panels] | **$** |  |
|  | [Wood or Composite Wood Siding and Soffits] | **$** |  |
|  | [Plastic (Vinyl, Fiberglass, etc.) Siding] | **$** |  |
|  | [Metal Siding] | **$** |  |
|  | [Shingle Roofing] | **$** |  |
|  | [Tile Roofing] | **$** |  |
|  | [Membrane Roofing] | **$** |  |
|  | [‘Green’ Roofs] | **$** |  |
|  | [Roofing Sheet Metal (incl. gutters and downspouts)] | **$** |  |
|  | [Metal Roofing] | **$** |  |
|  | [Roof Accessories] | **$** |  |
|  | [Unit Skylights] | **$** |  |
|  | [Spray Applied Fireproofing] | **$** |  |
|  | [Firestopping (excluded for Mechanical and Electrical sub-trades)] | **$** |  |
|  | [Caulking and Sealants] | **$** |  |
|  |  |  |  |
| **Division 08** | | | |
|  | [Supply of Hollow Metal Doors and Frames] | **$** |  |
|  | [Overhead Doors] | **$** |  |
|  | [                                  ] Doors | **$** |  |
|  | [                                  ] Doors | **$** |  |
| SPEC NOTE: List special doors and windows, based on project requirements. Identify supply only items. Note that plastic and wood doors are supplied and installed under Division 6 subtrades. | | | |
|  | [Entrances,][Storefronts,][and Windows] | **$** |  |
|  | Supply of [Wood,][Plastic,][and Metal][Unit Windows] | **$** |  |
|  | Supply of [ ][Windows] | **$** |  |
|  | [Supply of Finish Hardware] | **$** |  |
|  | [Supply][and Installation] of [Glass and Glazing] | **$** |  |
|  | [Supply][and Installation] of [Skylights] | **$** |  |
|  | [Curtainwall] | **$** |  |
|  |  |  |  |
| **Division 09** | | | |
|  | [Lath,][Plaster][and Stucco] | **$** |  |
|  | [Drywall] | **$** |  |
|  | [Steel Stud Framing,][Furring][and Suspension] | **$** |  |
|  | [Tile,][Terrazzo,][Marble,][and Granite] | **$** |  |
|  | [Component Ceiling Systems][and][Manufactured Acoustical Units] | **$** |  |
|  | [Wood][and][Laminate][Flooring] | **$** |  |
|  | [Resilient Floor Coverings] | **$** |  |
|  | [Carpeting][and][Carpet Tile] | **$** |  |
|  | [Seamless Flooring] | **$** |  |
|  | [Specialty Flooring] | **$** |  |
|  | [Wall Coverings] | **$** |  |
|  | [Special Wall Coatings] | **$** |  |
|  | [Painting][and][Staining] | **$** |  |
|  |  |  |  |
| **Division 10** | | | |
|  | [Prefinished Demountable][and][Operable][Wall Partitioning] | **$** |  |
|  | [Supply][and Installation] of [Flagpoles,][Signage][and Directories] | **$** |  |
|  | [Supply][and Installation] of [Chalkboards,][Tackboards][and Whiteboards] | **$** |  |
|  | [Supply][and Installation] of [Postal Specialties] | **$** |  |
|  | Supply of [Washroom and Bath Accessories] | **$** |  |
|  | [Washroom Partitions] | **$** |  |
|  | [Access Flooring] | **$** |  |
|  | Supply of [Roof][and][Access Hatches] | **$** |  |
|  | [                                                ] | **$** |  |
|  |  |  |  |
| **Division 11** | | | |
|  | [Food Service Equipment] | **$** |  |
|  | [Residential Equipment (Appliances)] | **$** |  |
|  | [Laundry][and][Cleaning][Equipment] | **$** |  |
|  | [Waste Management Equipment] | **$** |  |
|  | [Parking][and][Loading Dock][Equipment] | **$** |  |
|  | [Audio-Visual][and][Theatrical][Equipment] | **$** |  |
|  | [Cashier Equipment] and [Safes] | **$** |  |
|  | [Medical,][Mortuary][and][Hospital][Equipment] | **$** |  |
|  | [Athletic][and][Fitness][Equipment] | **$** |  |
|  | [Laboratory Equipment] | **$** |  |
|  | [                                         ] | **$** |  |
|  | [Installation of Division 11 Supply Only Items] | **$** |  |
|  |  |  |  |
| **Division 12** | | | |
|  | [Window Treatment] | **$** |  |
|  | [Seating] | **$** |  |
|  | [Interior Planters, Landscaping and Water Features] | **$** |  |
|  | [Artwork] | **$** |  |
|  | [Manufactured Kitchen Cabinets and Vanities] | **$** |  |
|  |  |  |  |
| **Division 13** | | | |
|  | [Pre-Engineered Structures] | **$** |  |
|  | [Inflatable][and][Fabric][Structures] | **$** |  |
|  | [Modular Structures] | **$** |  |
|  | [Greenhouses,][Bandstands and Gazebos] | **$** |  |
|  | [Swimming,][Diving][and][Therapy][Pools] | **$** |  |
|  | [Specialty Rooms (i.e. Clean Rooms, Dark Rooms, Radiation Shielded, etc.)] | **$** |  |
|  | [                                                      ] | **$** |  |
|  |  |  |  |
| **Division 14** | | | |
|  | [Elevators][and][Dumbwaiters] | **$** |  |
|  | [Escalators][and][Movators] | **$** |  |
|  | [Hoists,][Lifts][and][Cranes] | **$** |  |
|  |  |  |  |
| **Division 20** | | | |
|  | [Plumbing and Piping] | **$** |  |
|  | [Ventilation and Sheet Metal] | **$** |  |
|  | [HVAC Controls] | **$** |  |
|  | [Air Conditioning and Refrigeration] | **$** |  |
|  | [Insulation and Firestopping] | **$** |  |
|  | [Fire Protection Systems] | **$** |  |
|  | [Environmentally ‘Green’ Systems] | **$** |  |
|  |  |  |  |
| **Division 26** | | | |
|  | [Power Distribution and Wiring Systems] | **$** |  |
|  | [Lighting and Control Systems] | **$** |  |
|  | [Data Systems] | **$** |  |
|  | [Audio-Visual Systems] | **$** |  |
|  | [Intercommunication Systems] | **$** |  |
|  | [Security Systems] | **$** |  |
|  | [Sound Distribution/Paging Systems] | **$** |  |
|  | [RF][and][CCTV][Television Systems] | **$** |  |
|  | [Telephone Systems] | **$** |  |
|  |  |  |  |
| **Division 31** | | | |
|  | [Site Clearing] | **$** |  |
|  | [Excavation] | **$** |  |
|  | [Backfill] | **$** |  |
| ***SPEC NOTE: List other individual major earthwork components, based on project requirements and assumed trade breakdown.*** | | | |
|  | [                                                 ] | **$** |  |
|  | [Shoring][and][Underpinning] | **$** |  |
|  | [Piling] | **$** |  |
|  |  |  |  |
| **Division 32** | | | |
|  | [Asphalt Paving] | **$** |  |
|  | [Concrete Paving,][Curbs and Gutters] | **$** |  |
|  | [Unit Paving] | **$** |  |
|  | [Chain Link,][Brick,][Stone,][and Wood][Fencing] | **$** |  |
|  | [Exterior Landscaping] | **$** |  |
|  | [Irrigation] | **$** |  |
|  | [Site Furnishings] | **$** |  |
|  | [Fountains and Water Features] | **$** |  |
|  | [                                                ] | **$** |  |
|  | [                                                ] | **$** |  |
|  |  |  |  |
| **Division 33** | | | |
|  | [Foundation Drainage] | **$** |  |
|  | [Underground Utilities] | **$** |  |
|  |  |  |  |
|  | **END OF SECTION** | | |