

**Project time estimate**

Client: Mrs. Jones Project #: 1365

Date: 07/16/2025 Designer: Hala Ayoub

	Designer	Designer	Project manager	CAD	Support	Est. total hrs.
<b>Programming</b>						
Interview client	4 hrs					4 hrs
Inventory	3 hrs					3 hrs
Measure job site	6 hrs					6 hrs
Verify site conditions	3 hrs					3 hrs
Codes check	3 hrs					3 hrs
Develop project schedule	2 hrs					2 hrs
Meetings	2 hrs					2 hrs
						= 23 hrs
<b>Schematic design</b>						
Prepare plan footprint	4 hrs					4 hrs
Preliminary space plan	6 hrs					6 hrs
Preliminary furniture/equipment plans	5 hrs					5 hrs
Preliminary specifications	3 hrs					3 hrs
Preliminary budget	2 hrs					2 hrs
Codes check	2 hrs					2 hrs
Meetings	3 hrs					3 hrs
Reviews with client	2 hrs					2 hrs
						= 27 hrs
<b>Design development</b>						
Finalize floor plan	4 hrs.					4 hrs.
Finalize furniture/equipment plans	4 hrs					4 hrs
Finalize specifications	3 hrs					3 hrs
Finalize budget	2 hrs					2 hrs
Prepare presentation materials	4 hrs					4 hrs
Shop drawings	5 hrs					5 hrs
Meetings	3 hrs					3 hrs
Reviews with client	2 hrs					2 hrs
						= 27 hrs
<b>Contract documents</b>						
Working drawings and schedules	6 hrs					6 hrs
Specifications for bidding	3 hrs					3 hrs
Specifications for direct purchase	2 hrs					2 hrs
Obtain approvals and permits	3 hrs					3 hrs
Assist in bidding process	2 hrs					2 hrs
Qualify vendors	1 hr					1 hr
Meetings	2 hrs					2 hrs
						= 19 hrs
<b>Contract administration</b>						
Assist with bidding process	2 hrs					2 hrs
Procure FF&E	4 hrs					4 hrs
Site visits and inspections	3 hrs					3 hrs
Meetings	2 hrs					2 hrs
Meetings with client	2 hrs					2 hrs
Project finalization and evaluation	3 hrs					3 hrs
						= 16 hrs
<b>Totals</b>						<b>= (112)</b>

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**FIGURE 9-1.**

Project time estimating form. This type of form is used to establish how long the project could take based on required tasks.

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## Fee Estimating (Based on 112 Hrs)

Hourly rate: \$100/hr

1. Hourly Fee
  - 112 hours x \$100/hour = \$11,200
2. Flat Fee
  - Flat fee = \$12,000
3. Cost per Square Foot
  - 5,000 sqf. Space
  - $\$11,200 \div 5,000 \text{ sqf.} = \$2.24/\text{sqf.}$
  - Round up = **\$2.30/sqf.**
4. Summary
  - **Hourly Fee: \$11,200**
  - **Flat Fee: \$12,000**
  - **Cost per sqf: \$2.30/sqf.**