



THIS MATERIAL REPRESENTS THE CONSIDERED OPINIONS OF THE BUSINESS PRACTICES COMMITTEE AND THE BOARD OF MANAGEMENT OF THE CORPORATION OF BC LAND SURVEYORS REGARDING REASONABLE STANDARDS FOR FINANCIAL COMPENSATION AND CONTRACTING OF PROFESSIONAL SURVEY SERVICES. INDIVIDUAL SURVEYORS SHOULD ALSO CONSIDER ANY UNIQUE ASPECTS OF THEIR INDIVIDUAL PRACTICES IN ORDER TO DEVELOP APPROPRIATE FEE SCHEDULES.

## **BCLS**

### **Business Practices Committee BULLETIN**

#### **Survey estimate form**

Previous bulletins have dealt with calculations to determine charge-out rates, salary expectations of a BCLS, marking up of disbursements, how many billable hours in a year, payroll multipliers, and step-by-step estimating. These elements can be drawn together into a single spreadsheet form for estimating, as does the accompanying example SURVEY ESTIMATE FORM. In addition to simplifying the estimate process, interesting information can be derived when recalculating the spreadsheet after the project is complete by using your timesheet data to compare actual costs to your estimates.

Please feel free to photocopy, or create a similar form, for your own use. A copy of the spreadsheet software is available from this committee, or you can download a copy directly from the BCLS website. We recommend that you adopt this method, or a very similar method, for your own business practice.

#### **IF YOU DON'T ESTIMATE IN THIS MANNER, WHAT ARE THE CONSEQUENCES?**