

PhaseCode Records

Phase	Description	Type	Rate
108	Document Existing Plan	Square Ft	
109	Furniture Consultation	Square Ft	
110	Consultation/Programming	Square Ft	
111	Planning/Schematics	Square Ft	
112	Design Development	Square Ft	
113	Construction Documents	Square Ft	
114	Pricing Plans/Bid Services	Square Ft	
115	Project Support & Const. Phase Admin.	Square Ft	
116	Additional Services	Square Ft	
117	Relocation Services	Square Ft	
118	Post Occupancy Services	Square Ft	
119	Clerical Support	Square Ft	
120	Additional Services	Square Ft	
208	Document Existing Plan	Hourly	1.000
209	Furniture Consultation	Hourly	1.000
210	Consultation/Programming	Hourly	1.000
211	Planning/Schematics	Hourly	1.000
212	Design Development	Hourly	1.000
213	Construction Documents	Hourly	1.000
214	Pricing Plans/Bid Services	Hourly	1.000
215	Project Support & Const. Phase Admin.	Hourly	1.000
216	Additional Services	Hourly	1.000
217	Relocation Services	Hourly	1.000
218	Post Occupancy Services	Hourly	1.000
219	Clerical Support	Hourly	1.000
220	Consultation/Planning -- OT	Overtime	1.500
221	Schematics/Space Plans -- OT	Overtime	1.500

PhaseCode Records

Phase	Description	Type	Rate
222	Design Development -- OT	Overtime	1.500
223	Construction Documents -- OT	Overtime	1.500
224	Pricing Plans/Bid Services -- OT	Overtime	1.500
225	Construction Phase Services -- OT	Overtime	1.500
226	Additional Services -- OT	Overtime	1.500
227	Relocation Services -- OT	Overtime	1.500
228	Post Occupancy Services -- OT	Overtime	1.500
229	Clerical Support -- OT	Overtime	1.500
230	Business Development	Admin-Hrly	0.000
231	Business Development -- OT	Admin-OT	1.500
232	General Administrative	Admin-Hrly	0.000
233	Vacation Time	Admin-Hrly	0.000
234	Holiday/Birthday	Admin-Hrly	0.000
235	Sick Time	Admin-Hrly	0.000
236	Continue Ed/Train-CAD	Admin-Hrly	0.000
237	Allowed/Comp.	Admin-Hrly	0.000
238	Time Off - No Pay	Admin-Hrly	0.000
239	National / State Holiday	Hourly	1.000
240	Standard Creation & Updates	Hourly	1.000
241	General Space Planning Issues	Hourly	1.000
242	Real Estate Process & Procedures	Hourly	1.000
243	RHI Vendor Process & Procedures	Hourly	1.000
244	IT Processes	Hourly	1.000
245	Furniture Projects	Hourly	1.000
246	Real Estate Meetings	Hourly	1.000
247	RHI Real Estate Initiatives	Hourly	1.000
248	Specs/Color/Design	Hourly	1.000

PhaseCode Records

Phase	Description	Type	Rate
308	Document Existing Plan	Fixed Fee	
309	Furniture Consultation	Fixed Fee	
310	Consultation/Programming	Fixed Fee	
311	Planning/Schematics	Fixed Fee	
312	Design Development	Fixed Fee	
313	Construction Documents	Fixed Fee	
314	Pricing Plans/Bid Services	Fixed Fee	
315	Project Support & Const. Phase Admin.	Fixed Fee	
316	Additional Services	Fixed Fee	
317	Relocation Services	Fixed Fee	
318	Post Occupancy Services	Fixed Fee	
319	Other	Fixed Fee	
320	Permit Services	Fixed Fee	
410	Geotechnical Engineer	Consultant	0.000
420	Civil Engineer	Consultant	0.000
430	Structural Engineer	Consultant	0.000
440	Electrical Engineer	Consultant	0.000
450	Mechanical Engineer	Consultant	0.000
460	IT/Telecom	Consultant	0.000
470	Landscape Architect	Consultant	0.000
480	Lighting Consultant	Consultant	0.000
490	Other	Consultant	0.000
910	Outside Reproduction	Expenses	1.000
920	Inhouse Reproduction	Expenses	1.000
930	Large Format Scans/Plots - Originals	Expenses	17.500
931	Small Plots	Expenses	3.250
932	Large Format Scan/Plot - Copies	Expenses	10.690

PhaseCode Records

Phase	Description	Type	Rate
940	Xeroxing	Expenses	2.000
950	Travel - Mileage	Expenses	0.485
951	Travel - Parking	Expenses	1.000
960	Travel - Other	Expenses	1.000
970	Telephone & Fax	Expenses	2.000
980	Postage & Delivery	Expenses	1.000
985	Supplies	Expenses	1.000
990	Other	Expenses	1.000
999	Office Reimbursables	Expenses	0.015

Total PhaseCode Records: 90