

Resources for Consultants

- **Website link:** [Doing Business with the City - City of Charlotte](#)
- **Special Provisions Online Library**
 - *Ensure latest city Special Provisions are used*
 - *Ensure Special Provisions match cost estimate line items (SP number, description, unit)*
 - *Always include SP for Earthwork (not a cost estimate line item)*
- **General Services CAD Standards**
 - *Sign-up for updates (applies to SPs, CAD standards, and Details & Consultant Resources)*
- **Details & Consultant Resources**
 - *Consultant Forum from 2024 and will post 2026*
 - *Construction cost – unit price update February 2026*
 - *added many more items*
 - *added informal (less than \$500k construction cost)*
 - *do not use for on-call construction work*
 - *Plan Design Milestone checklist - updated*
 - *Plan Submittal Coversheet - updated*
 - *Cost Estimate Template - updated*
 - *Design Criteria Template*
 - *Comment Response Form*

Independent Cost Estimate (ICE)

□ Background Info/Process

- Updated ICE process a few years ago
- ICE consultant prepares “blind” cost estimate
 - *only receive PDF of plans and prepare full independent construction cost estimate*
- Ensures the “best” estimate possible
 - *sharing information on how numbers were obtained (costs/quantities)*
 - *NO blame/shame*
- Required for all construction cost estimates \$2.5M or greater
 - *Preliminary Design*
 - *Right of Way Plans*

□ Variance Report/Reconciliation

- After ICE consultant prepares ICE, they are provided with the design engineer’s estimate and prepare a variance report
 - *shows differences in quantities and unit prices*
- Reconciliation meeting is held to review significant differences
 - *PM/Program Manager/ Construction Rep/Project Controls typically attend*
 - *Follow up between ICE and design engineer needed following the meeting to fine tune estimates on both sides*
 - *Goal to have final estimates within ~5%*