

**Using the Construction Task Catalog®
(Summary) – Adjustment factors Inclusion**

The Contractor's price Adjustment Factor represent the actual cost for all work performed and shall include but not be limited to the following:

BUSINESS COSTS:

1. Office overhead, including, but not limited to, office space, office equipment, office and management personnel, office supplies, and employee transportation.
2. Insurance and bonding.
3. Profit (GC and Subs).
4. Overhead (Subs)
5. Job Order development services, Owner meetings, and other administrative services required by the Contract Documents.
6. Cost of financing the work.
7. Business risks such as the risk of a lower than expected volume of work, smaller than anticipated Job Orders, poor Subcontractor performance, and inflation or material cost fluctuations.

PROJECT RELATED COSTS:

8. Project trailer, equipment and supplies, and portable toilets for Contractor's use.
9. Project management and project supervision.
10. Services required to complete project filings and obtain permits.
11. Preparation and modification of sketches, drawings, submittals, as-built drawings, and other project records.
12. Incidental engineering and architectural services.
13. Gang boxes and storage containers for Contractor's tools, equipment and materials.
14. Basic safety and warning signage, minor barricades (e.g., construction tape, etc.) and personnel safety equipment (e.g., hard hats, safety harnesses with lifeline or cabling, protective clothing, safety glasses, face shields, etc.).
15. Meeting Owner's security requirements. All taxes for which a waiver is not available including material sales tax and equipment rental.
16. Removing and returning Owner's furniture and furnishings (e.g. chairs, tables, pictures, etc. but excluding modular furniture, furnishings fastened to the wall or floor, safes and other furniture requiring disassembly).
17. Sealing windows doors, and other openings with plastic to contain construction dust and debris within the work area, or to protect existing surfaces.
18. Working in extreme temperatures (below or above normal) or adverse conditions such as rain, wind, sleet or snow. Costs resulting from inadequate supply of building materials, fuel, electricity, or skilled labor.
19. Daily clean-up.
20. Final professional clean-up.

PRICE VARIATIONS:

Contractors may experience direct costs that are different than the unit prices set forth in the Construction Task Catalog. While diligent effort was made to provide accurate, unit prices, it is the Contractor's responsibility to review and analyze the unit prices, and to calculate, prior to bidding, the Adjustment Factors accordingly.