

Master Builder Cost To Complete

Little Known – Little Used, TOO bad!

We have seen a whole lot of Master Builder Users who have never used and sometimes have never even seen the Cost To Complete tool in the program. These are the same folks who have project managers keeping an Excel spreadsheet to keep track of costs out on the jobsite. So, a feature that REALLY makes use of the powerful integration features tends to get overlooked. Here is how it works:

COST TO COMPLETE

1. Open the Cost to Complete menu in project management (6-8)
2. Open #1 Cost to Complete.
3. Select a job and enter your approximate Labor Burden Rate
4. Press Options/Update.

Row	Cost Code	Budget	Cost to Date	% Comp	% Actual	Cost to Comp	Over/(Under)	User Defined	Notes
1	1000.000 - GENERAL REC	69,942.00	39,169.55	56.00	56.00	30,776.08	3.63		
2	1020.000 - Contingency	3,500.00				3,500.00			
3	1310.000 - Permits	10,311.00				10,311.00			
4	1510.000 - Temp. Utilities	796.00	778.32	97.78	97.78	17.67	-0.01		
5	1520.000 - Field Office & S		215.00				215.00		
6	1540.000 - Mobilize & Dem	1,446.00	878.90	60.78	60.78	567.13	0.03		
7	2000.000 - SITE WORK	56,985.00	56,985.00	100.00	100.00				
8	2300.000 - Excavation/Exp	8,151.00	1,510.31	18.53	18.53	6,640.31	-0.38		
9	3000.000 - CONCRETE	3,381.00	680.00	20.11	20.11	2,701.40	0.40		
10	3100.000 - Foundation For	7,695.00	6,214.46	80.76	80.76	1,480.51	-0.03		
11	3200.000 - Foundation Rei	417.00	455.72	109.29	100.00		38.72		
12	3300.000 - Foundation Cas	5,066.00	5,226.44	103.17	100.00		160.44		
13	3340.000 - Slab Prep	14,495.00	5,480.71	37.81	37.81	9,014.69	0.40		
14	3350.000 - Slab Cast-in-Pla	7,644.00	8,697.82	113.79	100.00		1,053.82		
15	4000.000 - MASONRY	37,125.00	37,125.00	100.00	100.00				
16	5100.000 - Structural Steel	10,100.00	10,942.50	107.50	100.00		762.50		
Edited		User	Budget	Cost to Date	% Comp	% Actual	Cost to Comp	Over/(Under)	
05/07/2007		supervisor	468,432.00	373,298.40	79.69	71.11	151,627.26	56,493.66	

Enter the estimated cost to complete the work

5. You just went to several parts of the system and pulled in lots of data in summary:
 - a. **Budget (Revised)**
 - i. Budget Files for Original Budget Numbers **PLUS**
 - ii. Budget Changes in Change Orders
 - b. **Cost to Date**
 - i. Job Cost Records (6-3) pulling costs from AP Invoices, Payroll Records, Equipment Allocations, and/or Inventory Allocations **REAL TIME!** So, if the accounting is being done on a timely basis, you have some pretty accurate numbers!
 - ii. Daily Payroll Figures (5-5-1). That's why you put the labor burden rate in. These have not been calculated yet
 - c. % Comp (Costs divided by Budget)
6. You can now enter your "eyeball" percent complete figures in the % actual column
 - a. Adjust % Comp back to 100%
 - b. Enter percentage that includes material and services delivered but not yet billed.
 - c. Press the calculator to have a pretty good figure for a cost to complete.

HOURS TO COMPLETE

Row	Cost Code	Budget Hours	Hours to Date	% Comp	% Actual	Hours to Comp	Over/(Under)	User Defined	Notes
1	1000.000 - GENERAL REC	926.00	460.00	49.68	49.68	465.93	-0.07		
2	1540.000 - Mobilize & Dem	8.00				8.00			
3	3000.000 - CONCRETE	51.00				51.00			
4	3100.000 - Foundation For	56.00				56.00			
5	3340.000 - Slab Prep	86.00				86.00			
6	3350.000 - Slab Cast-in-Plc	116.00				116.00			
7	6100.000 - Rough Framing	509.00				509.00			
8	6120.000 - Wall Framing	19.00				19.00			
9	6130.000 - Roof Framing	144.00	80.00	55.56	75.00	26.67	-37.33		
10	6200.000 - Finish Carpentry	54.00	12.00	22.22		54.00	12.00		
11	6400.000 - Custom Casewk		16.00				16.00		
12	8100.000 - Metal Doors & F	36.00	32.00	88.89	88.89	4.00			
13	10800.000 - Bath Accesso	3.00	4.00	133.33	100.00		1.00		
14									
15									

Edited: 05/07/2007 User: supervisor Budget Hours: 2,008.00 Hours to Date: 604.00 % Comp: 30.08 % Actual: 30.21 Hours to Comp: 1,395.60 Over/(Under): -8.40

Enter the actual percent completed, determined by a field survey

1. Hours to complete is almost exactly like Cost to Complete only with hours instead of dollars
2. Master Builder allows you to budget hours by cost code.
3. It also allows enter changes in hours in the Change Order section.
4. Update the screen with Options/Update.
5. **If you are using Daily Payroll you will have hours as of yesterday!**

DAILY PAYROLL

Up-to-date labor figures require time and energy to properly track and control. Is it worth it? YES! If either of the above were compared to a speedometer or gas gauge, you would be seeing your performance in real time. Otherwise, any gauge is telling you what circumstances were as much as two weeks late!

We mention tracking labor on a daily basis to many of our contractor clients. The usual response is that “we have a hard enough time getting people to turn in their timecards once a week! How are we going to do this daily?” We agree that this is difficult. Is it worth the difficulty? YES! The result is accurate labor costs on a timely basis! The answer is to have the lead person, foreman, supt., or project manager do this daily. How does it get done?

1. *Top management or the company owner has to make this happen!* Unless these people agree that timely and accurate information is a good thing, the plan to implement is almost guaranteed to fizzle.
2. The managers can fill out forms, OR
3. A project coordinator type can call people in the field daily to get this information.
4. Daily payroll can be pulled from 6-11-6 Daily Field Reports entered by the manager or by the project coordinator.
5. There’s not a lot of extra work to do payroll since with a couple of mouse clicks one can generate timecards from the dailies. VERY SLICK!