

PAVER JOB INFORMATION SHEET

JOB SITE ADDRESS: _____ Phone # _____

Scheduled Date _____ Directions _____

OWNERS NAME (S): _____ Phone # (h) _____ (w) _____

GENERAL CONTRACTOR: _____ Contact _____ Phone _____

ARCHITECT: _____ Contact _____ Phone _____

PLANS: _____ Specs _____ Date _____ Pages _____

UTILITY LOCATOR CONFIRMATION # : _____ Date _____ Call placed by _____

OTHER CONTRACTORS ON SITE:

Company _____ Trade _____ Phone# _____

Company _____ Trade _____ Phone# _____

Company _____ Trade _____ Phone# _____

ROAD RESTRICTIONS: Location _____ Weight _____ Date _____

DEMOLITION: Yes / No Self / Others Company _____ Contact _____ Phone# _____

Concrete _____ Asphalt _____ Thickness _____ Sq.Ft. _____ Method _____

Dump Site Location: _____

EXCAVATING CONTRACTOR:

Company _____ Contact: _____ Phone# _____

Excavation Depth _____ GEOTEXTILE Yes / No Type _____ Sq. ft. _____

Base Depth _____ Tons _____ Sand Depth _____ Tons _____

TRUCKING COMPANY: (scheduled Yes / No) When _____

Company _____ Contact _____ Phone# _____

BASE MATERIAL SUPPLIER:

Company _____ Contact _____ Phone# _____

SAND MATERIAL SUPPLIER:

Company _____ Contact _____ Phone# _____

PAVER SUPPLIER:

Name _____ Contact _____ Phone# _____

Order # _____ Delivery Schedule / Equipment _____

PAVERS:

Pattern to be laid _____ SOLDIER COURSE Yes / no Direction of pattern _____

Type / shape _____ Size / Height _____ Color _____ Qty _____

PAVE EDGE: Linear Ft. RIGID _____ Linear Ft. FLEXIBLE _____ # of SPIKES _____

BONDING PAVERS: Lineal ft. _____ Sq. ft. _____ Qty of Adhesive _____ Type _____

EQUIPMENT RENTAL:

Company _____ Phone# _____ Type _____ Pick-Up / Delivery _____

Company _____ Phone# _____ Type _____ Pick-Up / Delivery _____

ELECTRICAL: Fuse box location _____

110v /220v In / Out / No Location _____

WATER: Yes / No In / Out / No Location _____

TOILET: On / Off Site Public / Private

Location _____

PAVER JOB FOLLOW UP COSTING SHEET

	BID	ACTUAL	± \$ DOLLARS	± % PERCENT
1	ESTIMATING AND BID			
	Labor			
	Expenses			
2	MOBILIZE EQUIP/LABOR			
	Labor			
	Expenses			
3	DEMOLITION			
	Labor			
	Equipment			
	Trucking			
4	EXCAVATION (self)			
	Layout & set grade			
	Labor			
	Equipment			
	Trucking			
5	EXCAVATION (sub-contract)			
6	CONCRETE CURB & GUTTER (sub-contract)			
7	BASE PREP (self)			
	Aggregate			
	Geotextile			
	Labor			
	Equipment			
	Trucking			
8	BASE PREP (sub-contract)			
9	PAVE EDGE Edging			
	Labor			
	Edging			
	Spikes			
10	SAND			
11	PAVERS			
	Materials			
	Trucking			
	Labor/Hours			
	Equipment			
	Cutting			
	Bonding			
12	CLEAN-UP			
	Labor/Hours			
	Equipment			
	Trucking			
	Backfill material			
OVERHEAD COST				
	<small>Note: (Take total annual overhead budget amount and divide by # of annual workdays)</small>			
TOTALS		\$	\$	± \$
			±	%

TOTAL (Gain/Loss ±) \$ _____

PAVER JOB ESTIMATING SHEET

NOTE: Equipment Costs and Labor Costs should be reduced to hourly or per square foot, or both. This will help facilitate your math.
For metric system be sure to convert meters to feet and cubic meters to yards before calculating estimated price.

	CATEGORY		COST
1	ESTIMATING AND BID (labor and expenses)	1	
2	MOBILIZE EQUIPMENT & LABOR (at start and end of job)	2	
3	DEMOLITION (use detail sheet)	3	
4	EXCAVATION (self) (use detail sheet)	4	
5	EXCAVATION (sub-contract)	5	
6	CONCRETE CURB & GUTTER (sub-contract)	6	
7	BASE PREPARATION (self) (use detail sheet)	7	
8	BASE PREPARATION (sub-contract) NOTE: Be sure any BASE BID covers all items A-K as in #7 on Detail Sheet. NOTE: Pavement square footage should include 4" to 10" around perimeter for base extension.	8	
9	PAVE EDGE® Edge Restraint Edging \$_____/ft. + Spikes \$_____/ft. + Labor \$_____/ft. X Total Job Lineal Ft.	9	
10	SAND (use detail sheet)	10	
11	PAVERS (use detail sheet)	11	
12	CLEAN-UP (use detail sheet)	12	
DIRECT COST SUB TOTAL			\$

IN HOUSE COST (Combine #'s 1, 2, 3, 4, 7, 9, 10, 11, 12)	\$
SUB CONTRACT COST (Combine #'s 3, 5, 6, 7)	\$
BID and/or PERFORMANCE INSURANCE BOND	\$
OVERHEAD (Number of days for job. See OVERHEAD SHEET, FORM PMOS) Take total annual overhead budget amount and divide by number of annual work days.	\$
JOB DISCOUNTS (Promo, Builder, Home Shows, etc.)	\$
SALES OR COMMISSION FEES	\$
JOB COST GRAND TOTAL	JOB COST \$
CONTINGENCY (% OF JOB COST)	\$
PROFIT (% OF COST)	\$
BID TOTAL	\$

PAVER JOB ESTIMATING DETAIL SHEET

NOTE: Equipment Costs and Labor Costs should be reduced to hourly or per square foot, or both. This will help facilitate your math.
For metric system be sure to convert meters to feet and cubic meters to yards before calculating estimated price.

3. DEMOLITION	10. SAND
a) EQUIPMENT (\$ per hour x # hours) a) \$ _____ b) LABOR b) \$ _____ c) TRUCKING c) \$ _____ (tons of excavated material ÷ into truck capacity = # of loads x hrs. each load x # hrs.) d) DUMP FEES d) \$ _____ (# of loads or tons x fee)	a) MATERIAL a) \$ _____ (bedding & jointing - coarse washed concrete sand) b) MATERIAL JOINTING b) \$ _____ (\$/ton or \$/bags per # sq. ft.) c) TRUCKING c) \$ _____ d) PLACEMENT d) \$ _____ (move from pile to locations on base) (equipment & labor & hours) e) SCREEDING e) \$ _____ (sq. ft. & labor hours) f) JOINT SWEEPING & VIBRATING f) \$ _____ (Include cost of initial tamping here) (equipment & labor & # hours)
SUB TOTAL # 3 \$ _____	
4. EXCAVATION (Self)	
a) LAYOUT + SET GRADE a) \$ _____ b) EQUIPMENT b) \$ _____ c) LABOR c) \$ _____ d) TRUCKING d) \$ _____ (tons of excavated material ÷ into truck capacity = # of loads x hrs. each load x # hrs.) e) DUMP FEES e) \$ _____ (# of loads or tons x fee)	Note: Sq. ft. x .003548 = for 1" loose screed base & jointed sand = # yards x weight per ton.
SUB TOTAL # 4 \$ _____	SUB TOTAL # 10 \$ _____
7. BASE (Self)	11. PAVERS
a) SUBGRADE COMPACTION a) \$ _____ (equipment & labor per hour) b) GEOTEXTILE b) \$ _____ (material & labor x 110% of job sq.ft.) c) AGGREGATES c) \$ _____ (pavement sq.ft. & base extension sq.ft. = total sq.ft. x material x depth) d) TRUCKING d) \$ _____ (# hours or by load or by ton) e) PLACEMENT e) \$ _____ (including rough grading) (equipment & labor x hours) f) UTILITY LINE SLEEVING f) \$ _____ (material & labor) g) COMPACTION (initial) g) \$ _____ (equipment & labor x hours) h) BASE WATERING h) \$ _____ (labor x hours) i) FINISH GRADING i) \$ _____ (equipment & labor x hours) j) COMPACTION (finish) j) \$ _____ (equipment & labor x hours) k) VERIFY ELEVATIONS k) \$ _____ (labor)	a) MATERIAL a) \$ _____ b) TRUCKING b) \$ _____ c) PLACEMENT (move to laying edge) c) \$ _____ (equipment & labor) d) LAYING d) \$ _____ (labor including layers & feeders) e) CUTTING (per lineal foot x total lineal) e) \$ _____ (factor in Kiamond blade life here) f) REPLACE DAMAGED OR f) \$ _____ DEFECTIVE PAVERS (labor) g) CUTS & WASTE g) \$ _____ h) BONDING h) \$ _____ (PAVE TECH Adhesive + labor/ft.)
SUB TOTAL # 7 \$ _____	SUB TOTAL # 11 \$ _____
a) CONSOLIDATE EXCESS MATERIALS a) \$ _____ (equipment & labor) b) BACKFILL & GRADE b) \$ _____ (material & equipment & labor) c) PAVERS SWEEPED OFF (labor) c) \$ _____ (equipment & labor) d) SITE CLEAN-UP (labor) d) \$ _____ e) MATERIALS REMOVED e) \$ _____ (labor & trucking)	
SUB TOTAL # 12 \$ _____	

PAVER CONTRACTOR MONTHLY OVERHEAD SHEET

ACCOUNTING CODE	OVERHEAD DESCRIPTION	BUDGET	ACTUAL	OVER/UNDER BUDGET
100	Printing			
110	Postage/UPS			
120	Advertising, Yellow Pages, Newspaper, etc.			
130	Dues and Subscriptions			
140	Professional Fees (Lawyer, Accountant)			
150	Telephone			
155	Rent Office			
160	Utilities			
170	Rent Warehouse			
190	Office Supplies			
200	Licences			
205	Travel & Entertainment			
210	Salary (Officers/Owners)			
220	Office/Clerical Wages			
230	Insurance (property, equip., health, liability, work comp, etc.)			
240	Depreciation (office machines, construction equipment			
250	Interest & Bank/Finance Charges			
260	Education/Training (for self or employees)			
510	Bad Debts			
520	Uniforms & Safety Equipment			
530	Downtime (Equipment)			
540	Dawntime (Labor Burden)			
555	Equipment Maintenance			
560	Equipment/Vehicle Lease			
565	Vehicle & Equipment Expenses			
TOTALs		\$	\$	\$

TOTAL OVERHEAD

SUB-TOTAL Gain (or Loss) ± from Budget \$ _____

OVER/UNDER BILLING ADJUSTMENT \$ _____

QUARTERLY (or bi-annual) ADJUSTMENT \$ _____

Accounting Code # _____ ± \$ _____

TOTAL ADJUSTED MONTHLY GAIN (or loss)± \$ _____

TOTAL ADJUSTED YEAR TO DATE GAIN (or loss)± \$ _____

ANNUAL OVERHEAD COMPUTATIONS

PROJECTED NUMBER OF WORKING DAYS THIS FISCAL YEAR # _____

PROJECTED OVERHEAD COST PER WORKING DAY

\$ _____ /Day

NOTE: Take the number of projected working days this year and divide into projected annual budget. This gives you projected overhead cost per working day. Use this figure when filling in the overhead on the Estimating Sheet.

Material Weights and Swell Factors

Excavation Factors

Metric-US Conversion Factors

(Based on National Bureau of Standards)

Material	Per C/Y		Percent of Swell	Swell Factors	Cubic Yards per Square Foot	
	(Loose)	(in Place)			Depth	
Cement, portland	2450	2950	20	.83	2"	.00617
Clay, natural red	2700	3500	30	.77	4"	.01235
Clay and gravel, dry	2300	3100	34	.74	6"	.01852
Clay and gravel, wet	2600	3500	34	.72	8"	.02469
Concrete	2650	3700	40	.72	10"	.03086
Concrete, wet mix	3600	3600	40	.72	1'-0"	.03704
Earth, dry loam	2300	2850	25	.81	1'-6"	.05555
Earth, wet loam	2750	3400	24	.81	2'-0"	.07407
Granite	2800	4560	65	.60	2'-6"	.09259
Gravel, 1/4 to 2" dry	2850	3200	12	.89	3'-0"	.11111
Gravel, 1/4 to 2" wet	3200	3600	13	.89	3'-6"	.13333
Laterite	3900	5200	33	.75	4'-0"	.14815
Limestone, blasted	2500	4250	69	.59	4'-6"	.16667
Limestone, crushed	2700	4500	67	.60	5'-0"	.18519
Limestone, marble	2700	4550	69	.59	5'-6"	.20370
Mud, dry	2100	2550	21	.82	6'-0"	.22222
Mud, wet	2650	3200	21	.83	6'-6"	.24074
Sand, dry	2750	3100	13	.89	7'-0"	.25926
Sand, wet	3150	3600	14	.88	7'-6"	.27777
Sandstone, shot	2700	4250	58	.64	8'-0"	.29630
Shale, riprap	2100	2800	33	.75	8'-6"	.31481
Slate	3600	4700	30	.77	9'-0"	.33333
Coral, class No.2, soft	1760	2900	65	.61	9'-6"	.35185
Coral, class No.1, hard	2030	2900	67	.60	10'-0"	.37037

AREA

Sq.cm	x 0.1550	= sq.ins
Sq.ins.	x 6.4516	= sq.cm
Sq.m	x 10.7639	= sq.ft
Sq.ft	x 0.0929	= sq.m
Ares	x 1076.39	= sq.ft
Sq.ft	x 0.00093	= ares
Sq.m	x 1.1960	= sq.yds.
Sq.yds.	x 0.8361	= sq.m
Hectare	x 2.4710	= acres
Acre	x 0.4047	= hectares
Sq.km	x 0.3861	=sq.miles
Sq.miles	x 2.5900	=sq.km

LENGTH

Centimeters	x 0.3937	= inches
Inches	x 2.5400	= centimeters
Meters	x 3.3808	= feet
Feet	x 0.3048	= meters
Meters	x 1.0936	= yards
Yards	x 0.9144	= meters
Kilometers	x 0.6214	= miles
Miles	x 1.6093	= kilometers

PRESSURE

Tons (long) per sq.ft.	x 10949.0	= kg. per sq.m
Kgs. per sq.mm	x .634973	= tons (long) per sq.in.
Tons (long) per sq.in.	x 1.57494	= kg. per sq.mm
Kgs per cu.m	x 0.62428	= lbs. per cu.ft
Lbs. per cu.ft.	x 16.0184	= kgs. per cu.m
Kgs. per m	x .671972	= lbs. per ft.
Lbs. per ft.	x 1.48816	= kgs. per m
Kg./m	x 7.233	= ft.lbs
Ft. Lbs.	x .13826	= kg./m

Percent of swell times the bank (in place) cubic yards equals the loose cubic yards to be removed.

Swell factor times the loose cubic yards equals bank cubic yards being moved.

Multiply the excavation factor by the area in square feet to find the cubic yards of soil to be excavated. Example: Assume an excavation 24 ft. x 30 ft. and 6 ft. deep. 24 x 30 = 720. In the table the 6 ft. depth has a factor of .22222 (the number of cu.yd. in an excavation 1 ft. square and 6 ft. deep). 720 x .22222 = 160 Cu. Yds.

Area and Circumference of Circles (Inches)

Dia.	Area	Cir.	Dia.	Area	Cir.	Dia.	Area	Cir.	Dia.	Area	Cir.	Dia.	Area	Cir.	Dia.	Area	Cir.
1/8	0.0123	.3926	4 1/2	15.904	14.13	16 1/2	213.82	51.83	32	804.24	100.5	56	2463.0	175.9	80	5026.5	251.3
1/4	0.0491	.7754	5	19.635	17.07	17	226.98	53.40	33	855.30	103.6	57	2551.7	179.0	81	5153.0	254.4
3/8	0.1104	1.178	5 1/2	23.758	17.27	17 1/2	240.52	54.97	34	907.92	106.8	58	2642.0	182.2	82	5281.0	257.6
1/2	0.1963	1.570	6	28.274	18.84	18	254.46	56.54	35	962.11	109.9	59	2733.9	185.3	83	5410.6	260.7
5/8	0.3067	1.963	6 1/2	33.183	20.42	18 1/2	268.80	58.11	36	1017.8	113.0	60	2827.4	188.4	84	5541.7	263.8
3/4	0.4417	2.356	7	38.484	21.99	19	283.52	59.69	37	1075.2	116.2	61	2922.4	191.6	85	5674.5	267.0
7/8	0.6013	2.748	7 1/2	44.178	23.56	19 1/2	298.64	61.26	38	1134.1	119.3	62	3019.0	194.7	86	5808.8	270.1
1	0.7854	3.141	8	50.265	25.13	20	314.16	62.83	39	1194.5	122.5	63	3117.2	197.9	87	5944.6	273.3
1 1/8	0.9940	3.543	8 1/2	56.745	26.70	20 1/2	330.06	64.40	40	1256.6	125.6	64	3216.9	201.0	88	6082.1	276.4
1 1/4	1.227	3.927	9	63.617	28.27	21	346.36	65.97	41	1320.2	128.8	65	3318.3	204.2	89	6221.1	279.6
1 3/8	1.484	4.319	9 1/2	70.882	29.84	21 1/2	363.05	67.54	42	1385.4	131.9	66	3421.2	207.3	90	6361.7	282.7
1 1/2	1.767	4.712	10	78.54	31.41	22	380.13	69.11	43	1452.2	135.0	67	3526.6	210.4	91	6503.8	285.8
1 5/8	2.073	5.105	10 1/2	86.59	32.98	22 1/2	394.60	70.68	44	1520.5	138.2	68	3631.6	213.6	92	6647.6	289.0
1 3/4	2.405	5.497	11	95.03	34.55	23	415.47	72.25	45	1590.4	141.3	69	3739.2	216.7	93	6792.9	292.1
1 7/8	2.761	5.890	11 1/2	103.86	36.12	23 1/2	433.73	73.82	46	1661.9	144.5	70	3848.4	219.9	94	6939.7	295.3
2	3.141	6.283	12	113.09	37.69	24	452.39	75.39	47	1734.9	147.6	71	3959.2	223.0	95	7088.2	298.4
2 1/4	3.976	7.068	12 1/2	122.71	39.27	24 1/2	471.43	76.96	48	1809.5	150.7	72	4071.5	226.1	96	7238.2	301.5
2 1/2	4.908	7.854	13	132.73	40.84	25	490.87	78.54	49	1885.7	153.9	73	4185.3	229.3	97	7389.8	304.7
2 3/4	5.939	8.639	13 1/2	143.13	42.41	26	530.93	81.68	50	1963.5	157.0	74	4300.8	232.4	98	7542.9	307.8
3	7.068	9.424	14	153.93	43.98	27	572.55	84.82	51	2042.8	160.2	75	4417.8	235.6	99	7697.7	311.0
3 1/4	8.295	10.21	14 1/2	165.13	45.55	28	615.75	87.96	52	2123.7	163.3	76	4536.4	238.7			
3 1/2	9.621	10.99	15	176.71	47.12	29	660.52	91.10	53	2206.1	166.5	77	4656.0	241.9			
3 3/4	11.044	11.78	15 1/2	188.69	48.69	30	706.86	94.24	54	2290.2	169.6	78	4778.3	245.0			
4	12.566	12.56	16	201.06	50.26	31	754.76	97.38	55	2375.8	172.7	79	4901.6	248.1			

WEIGHT

Kgs.	x 2.2046	= lbs.
Lbs.	x 0.4536	= kg.
Kgs.	x 0.0011	= tons (short)
Lbs.	x 0.0004536	= tons*
Kgs.	x 0.00098	= tons (long)
Tons (short)	x 907.1848	= kg.
Tons*	x 1.1023	= tons (short)
Tons (short)	x 0.9072	= tons*
Tons*	x 2204.62	= lbs.
Tons (long)	x 1016.05	= kg.

VOLUME

Cu.m	x 35.3145	= cu.ft
Cu.ft	x 0.0283	= cu.m
Cu.m	x 1.3079	= cu.yds
Cu.yds.	x 0.7646	= cu.m

Miscellaneous Useful Information

- Area of Circle: Multiply square of diameter by .7854.
- Area of Rectangle: Multiply length by breadth.
- Area of Triangle: Multiply base by 1/2 perpendicular height.
- Area of Ellipse: Multiply product of both diameters by .7854
- Area of Sector of Circle: Multiply arc by 1/2 radius.
- Area of Segment of Circle: Subtract area of triangle from area of sector of equal angle.
- Area of Surface of Cylinder: Area of both ends plus length by circumference.
- Area of Surface of Cone: Add area of base to circumference of base multiplied by 1/2 slant height.
- Area of Surface of Sphere: Multiply diameter by 3.1416.
- Circumference of Circle: Multiply diameter by 3.1416.
- Cubic inches in Ball or Sphere: Multiply cube of diameter by .5236.
- Cubic contents of Cone or Pyramid: Multiply area of base by 1/3 the altitude.
- Cubic contents of Cylinder or Pipe: Multiply area of one end by length.
- Cubic contents of Wedge: Multiply area of rectangular base by 1/2 height.
- Diameter of Circle: Multiply circumference by .31831.

Decimal Equivalents of Fractions

Inch	mms	1000s	Inch	mms	1000s	Inch	mms	1000s	Inch	mms	1000s
1/64	.39687	.015625	17/64	6.7469	.265625	33/64	13.907	.515625	49/64	19.447	.765625
1/32	.79375	.03125	9/32	7.1437	.28125	17/32	13.494	.53125	25/32	19.844	.78125
3/64	1.1906	.046875	19/64	7.5406	.296875	35/64	13.891	.546875	51/64	20.241	.796875
1/16	1.5875	.0625	5/16	7.9375	.3125	9/16	14.287	.5625	13/16	20.637	.8125
5/64	1.9844	.078125	21/64	8.3344	.328125	37/64	14.684	.578125	53/64	21.034	.828125
3/32	2.3812	.09375	11/32	8.7312	.34375	19/32	15.081	.59375	27/32	21.431	.84375
7/64	2.7781	.109375	23/64	9.1281	.359375	39/64	15.478	.609375	55/64	21.828	.859375
1/8	3.1750	.125	3/8	9.5250	.375	5/8	15.875	.625	7/8	22.225	.875
9/64	3.5719	.140625	25/64	9.9219	.390625	41/64	16.272	.640625	57/64	22.622	.890625
5/32	3.9687	.15625	13/32	10.319	.40625	21/32	16.669	.65625	29/32	23.019	.90625
11/64	4.3656	.171875	27/64	10.716	.421875	43/64	17.066	.671875	59/64	23.416	.921875
3/16	4.7625	.1875	7/16	11.112	.4375	11/16	17.462	.6875	15/16	23.812	.9375
13/64	5.1594	.203125	29/64	11.509	.453125	45/64	17.859	.703125	61/64	24.209	.953125
7/32	5.5562	.21875	15/32	11.906	.46875	23/32	18.256	.71875	31/32	24.606	.96875
15/64	5.9531	.234375	31/64	12.303	.484375	47/64	18.653	.734375	63/64	25.003	.984375
1/4	6.3500	.25	1/2	12.700	.5	3/4	19.050	.75			

DATE _____

This form is courtesy of PAVE TECH, INC.

JOB # _____

S	M	T	W	T	F	S
CIRCLE DAY OF WEEK						

PAVER JOB DAILY REPORT SHEET

MATERIALS

TYPE	DELIVERY/ RETURN	QTY.	SUPPLIER	TRUCKING CO.	COMMENTS

TRUCKING / HAULING

TRUCK LIC. #	LOAD SIZE (Yards)	DRIVER	TYPE OF WORK	#LOADS		HOURS	\$/ HR.
				IN	OUT		

SUBCONTRACTORS

COMPANY	START TIME	STOP TIME	# WORKERS	COMMENTS

For JOB DESCRIPTION #'s use the following:

(2) Mobilize Equipment	(4) Excavation	(9) Edging	(11) Pavers
(3) Demolition	(7) Base Prep	(10) Sand	(12) Clean-up

EQUIPMENT USAGE

EQUIP #	EQUIP. TYPE	SERVICE / REPAIR COMMENT	JOB DESC.#	OWN/ RENT	HOURS (by 1/4 hr.)	TOTAL HOURS	TOTAL

SUBCONTRACTORS

EMPLOYEE NAME	JOB DESC.#	# HRS	JOB DESC.#	# HRS	JOB DESC.#	# HRS	TOTAL HOURS	\$ RATE	\$ SUBTOTAL

