

Force Account Project Assessment Form (Estimate)

Ohio Revised Code 117.16 requires the Auditor of State to develop a force account project assessment form to be used by each public office to estimate or report the cost of a force account project. The form shall include costs for employee salaries and benefits, any other labor costs, materials, freight, fuel, hauling, overhead expense, workers' compensation premiums, and all other items of cost and expense, including a reasonable allowance for the use of all tools and equipment used on or in connection with such work and for the depreciation on the tools and equipment.

This form is to be completed as provided in Auditor of State Bulletin 2003-003.

Project Name/Number: _____

Project Description: _____

Proposed Start Date: _____

Proposed End Date: _____

ESTIMATED LABOR

Description	Base Wage	Hours Worked		Total
_____	_____	X	=	_____
_____	_____	X	=	_____
_____	_____	X	=	_____
_____	_____	X	=	_____
_____	_____	X	=	_____
_____	_____	X	=	_____
_____	_____	X	=	_____
_____	_____	X	=	_____
_____	_____	X	=	_____
_____	_____	X	=	_____
_____	_____	X	=	_____

Total Base Wages _____

_____ % of base wages (fringe benefits, BWC, etc.) _____

_____ % of wages and fringe benefits for overhead _____

Total Labor Estimate _____

ESTIMATED MATERIALS

Description	Cost per Unit	Quantity	Unit Type	Total	
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____
_____	_____	X	_____	=	_____

Base Materials _____

_____ % of base materials for overhead _____

Total Materials Estimate _____

