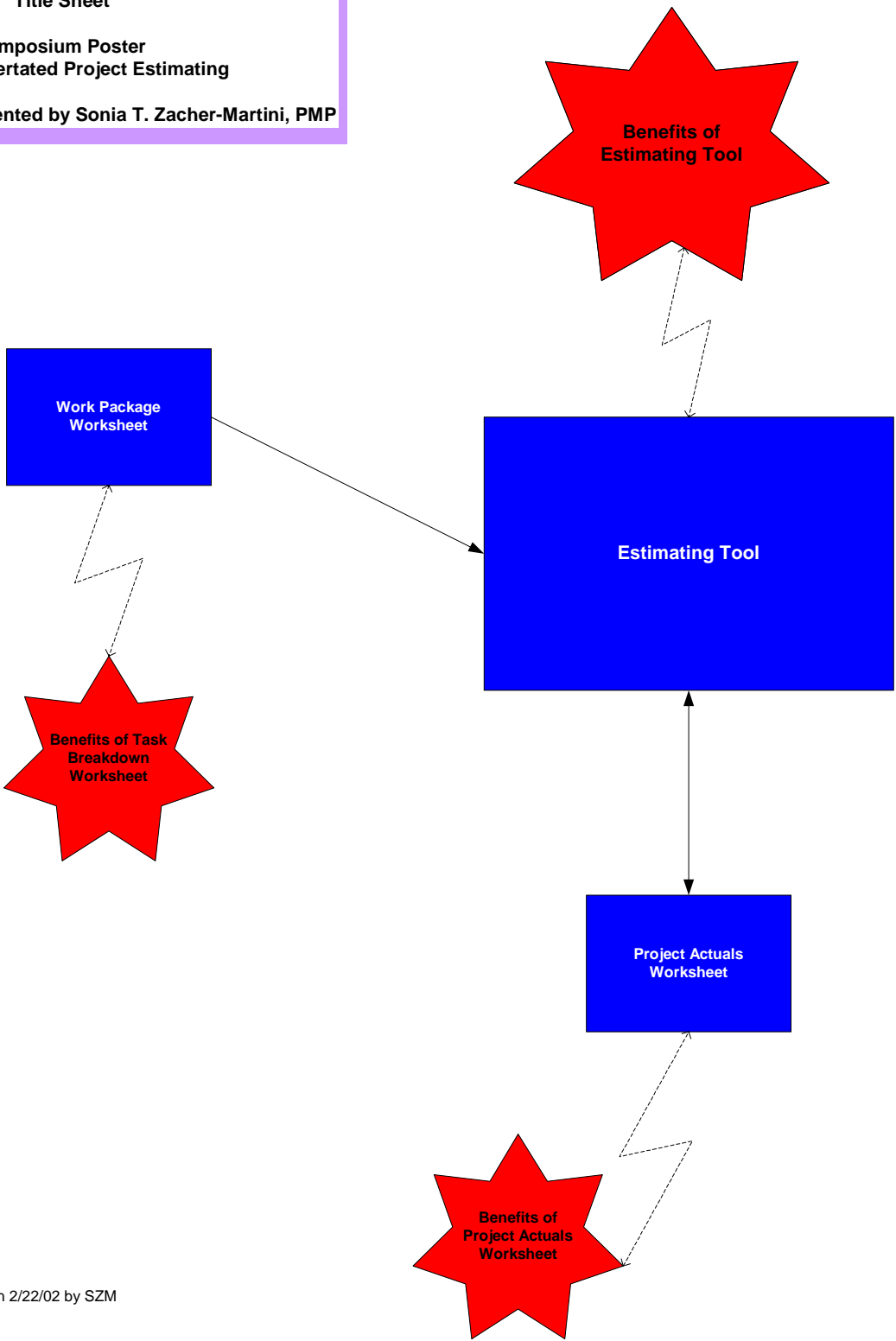


Title Sheet

NJ Symposium Poster
Accelerated Project Estimating

Presented by Sonia T. Zacher-Martini, PMP



Accelerated Project Estimating

PMI-NJ Chapter Symposium

May 6, 2002

Presented by:

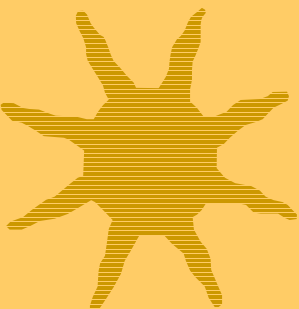
- Sonia T. Zacher-Martini, PMP
- Project Manager, Information Technology

• Contact information:

- PSEG – Services Corporation, IT
- 80 Park Plaza, Newark, NJ 07102-4194
- Phone: 973-430-7737
- E-mail: Sonia.Zacher-Martini@pseg.com



Benefits – Estimating Worksheet



- ★ Repeatabable/reusable
- ★ Team buy-in
- ★ Drills down to tasks
- ★ Enables tracking
- ★ Facilitates transition to new PM (if needed)
- ★ Helps Sponsors understand costs
- ★ Helps justify costs
- ★ Data all in one place
- ★ Helps manage costs
- ★ Easy to track
- ★ Enables modeling
- ★ Builds estimating DB
- ★ Quicker estimating turnaround
- ★ Helps manage numerous requests simultaneously

Estimating Worksheet

Project CRC Document Management Study - Deliver
 PM Sonia Zacher-Martini
 Revised 25-Apr-02
 by SZM

MAJOR PM ASSUMPTIONS

Based on a 7 week duration - per Jim Smith (does not include Project close-out)
 Assume no PPM schedule or plan needed, no client updates, no Risk Management Plan or Communication Plan, or issues.
 Jim Smith is the Project Lead
 PLAN ONLY - No test plan, no training, no support
 Needed: PMO folder, proposal, WBS, accounting, Org chart, closeout form, PMO Updates, Financial & Topline Updates

Material

software	\$0
hardware	\$0

IT Labor	hrs	2002 Billing Rate	subtl
Principle	8	\$130.00	\$1,040
Sr. Consultant	125	\$110.00	\$13,750
Sr. Consultant	36	\$110.00	\$3,960
Sr. Consultant	14	\$110.00	\$1,540
Consultant	20	\$85.00	\$1,700
Sr. Assoc.	0	\$70.00	\$0
Associate	0	\$50.00	\$0
Admin.	0	\$50.00	\$0
Subtotal IT Labor			\$21,990

NOTES

Jerry (EIA): 8 hrs per Jerry
 Jim (Arch): 125 hours total, per Jim & Jerry (includes pre-planning)
 Sonia (PM): 3 hrs/wk+, 36 hrs tl per Sonia (incl. Pre-plan, + next proposal)
 Joe Ippolito: 2 hrs/week, 14 hrs total (PCA role), per Sonia
 Arch, Network, Midrg, Standards support (40 hrs total) (Jill here), per Sonia
 Tech Writer, 105 hrs total per Jim (not needed, per Jerry - Jim will do).

External Labor

	\$0
Subtl. Ext. Labor	\$0
Subtl. Ext. Labor w/ overhead	0

SAMPLE

For illustrative purposes only!
 This data is fictitious.

Grand Total	\$21,990
Equals Approx.	\$22,000

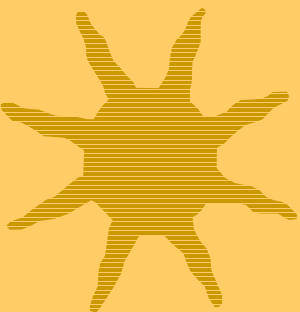
Cost Breakdown For Proposal:

software	\$0
hardware	\$0
IT Labor	\$22,000
External Labor	\$0
subtotal	\$22,000
10%	\$2,200
Grand total	\$24,200

add Risk & Contingency

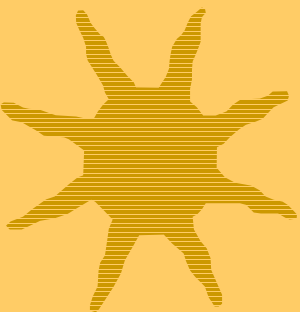


Benefits – Work Package Worksheet



★ Developed by team ➔ Buy-in!

★ Feeds into estimate



★ Reusable/repeatable

★ Build database

★ Feeds into schedule/plan



Work Package Worksheet

Project
PM
Revised
by

CRC Document Management Study - Deliver
Sonia Zacher-Martini
25-Apr-02
SZM

Work Packages/Tasks to complete

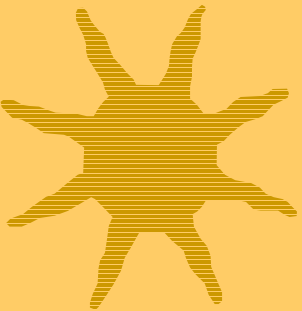
	Resource (title/name): Architect/Jim Smith	hours	days	weeks	percent	Total hours
1	Develop approach and initial plan	7			100%	7
2	Create detailed business requirements			1	33%	13.2
3	Gather background info (from industry SME's)			1	33%	13.2
4	Research potential solutions			1	50%	20
5	Document background info & research findings	8			100%	8
6	Select best approach, products and vendors - with client	8			100%	8
7	Completion Buffer					56
	<u>TOTAL</u>	<u>RESOURCE HOURS REQUIRED</u>				125

	Resource (title/name): PM/Sonia Zacher-Martini	hours	days	weeks	percent	Total hours
1	Gather initial requirements	2			100%	2
2	Define scope	1			100%	1
3	Develop draft Proposal	1			100%	1
4	Revise and finalize Proposal	1			100%	1
5	Track/monitor schedule & costs	0	0	7	5%	14
6	Review Study documentation for quality	3			100%	3
7	Develop draft Proposal for Plan/Design	2			100%	2
8	status meetings	0	7		25%	14
	<u>TOTAL</u>	<u>RESOURCE HOURS REQUIRED</u>				36

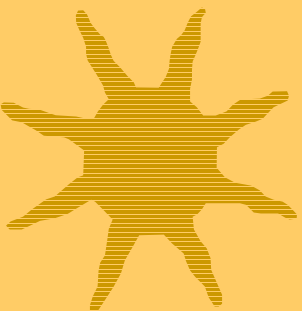
SAMPLE
For illustrative purposes only!
This data is fictitious.



Benefits – Project Actuals Worksheet



- ★ Facilitates monitoring of plan dollars vs. actual dollars



- ★ Helps with variance explanations

- ★ Helps improve accuracy of future estimates

- ★ Builds database of project actuals

- ★ Helps improve estimating process overall



Project Actuals Worksheet

Project CRC Document Management Study - Deliver
 PM Sonia Zacher-Martini
 Revised 25-Apr-02
 by SZM

SAMPLE

*For illustrative purposes only!
 This data is fictitious.*

Project		1-Apr	8-Apr	15-Apr	22-Apr	29-Apr	6-May	13-May	R&C	Resource	Billable	Resource
Resource		wk1	wk 2	wk3	wk4	wk5	wk6	wk7	(buffer)	Total Hours	Rate	Total \$
Jerry	budget	8	0	0	0	0	0	0	0	8	\$130.00	\$1,040
	actual	0	1	0						1	\$130.00	\$130
Jim	budget	14	10	10	10	5	10	10	56	125	\$110.00	\$13,750
	actual	12	22	8						42	\$110.00	\$4,620
Sonia	budget	10	5	5	3	3	5	5	0	36	\$110.00	\$3,960
	actual	12	12	3						27	\$110.00	\$2,970
Joe	budget	2	2	2	2	2	2	2	0	14	\$110.00	\$1,540
	actual	4	1	2						7	\$110.00	\$770
Arch, etc.	budget	0	0	5	5	5	5	0	0	20	\$85.00	\$1,700
Midrange	actual	1	1	6						8	\$85.00	\$680

Labor Resource Analysis				PROJECT TOTALS	BUDGET HOURS	183	
As of 19-Apr					ACTUAL HOURS	77	
				BUDGET RESOURCE DOLLARS		\$22,000	Per Proposal
				ACTUAL RESOURCE DOLLARS		\$8,490	

Material Resource Analysis				BUDGET MATERIAL DOLLARS	0	
As of 19-Apr				ACTUAL MATERIAL DOLLARS	0	

"OTHER" Resource Analysis				BUDGET "OTHER" DOLLARS	0	
As of 19-Apr				ACTUAL "OTHER" DOLLARS	0	

PROJECT TOTAL BUDGET VS. ACTUAL DOLLAR ANALYSIS						
AS OF 19-Apr						
				TOTAL BUDGET DOLLARS	\$22,000	
				TOTAL ACTUAL DOLLARS	\$8,490	
				VARIANCE	\$13,510	