

# Memorandum

*Serious drought  
Help Save Water!*

To: DEPUTY DISTRICT DIRECTORS, Construction  
DEPUTY DIVISION CHIEF, Structure Construction  
CONSTRUCTION MANAGERS  
SENIOR CONSTRUCTION ENGINEERS  
RESIDENT ENGINEERS

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File: Division of Construction  
CPD 14-5

From: MARK LEJA, Chief  
Division of Construction



Subject: **CONSTRUCTION RESOURCE ESTIMATING NORMS**

The *Division of Construction Business Plan, Fiscal Year 2013-2014* identifies managing construction support costs as one of the division's strategic goals. To help manage construction support costs, realistic project resource budgets must be prepared.

This directive introduces the Construction Resource Estimating Norms (CNorms) worksheet, an optional tool for preparing construction project resource budgets. If a district prefers to use a different method or tool to estimate project resources, this directive does not preclude them from doing so.

The CNorms worksheet was developed as a generic tool that can be customized for use on a statewide basis. It was set up by a team from the Division of Construction and staff who prepare resource budgets in North Region, Central Region, and Districts 4, 7, and 11. The CNorms worksheet follows the model used by North Region Construction for 16 years, with changes to encompass the best practices of the tools used and evaluated by the CNorms development team.

While the CNorms worksheet is an effective tool for estimating district construction resources, it is a generic tool that cannot account for every nuance of every project nor take the place of sound judgment by the manager or engineer preparing the estimated resources of a project. The manager or engineer using this tool must review the resources generated and use their knowledge, experience, and managerial judgment to validate the results.

The CNorms tool is available under "Deliverables," "SCRIP 2" at the Reducing Construction Support Costs Initiative website: <http://onramp.dot.ca.gov/hq/construction/supportcost.php>.

The resources estimated by the CNorms tool do not include Structure Construction's resources. Structures Construction uses its own tool to estimate its project resources.

Use of the CNorms or other resource estimating tool will help achieve the objectives identified in Project Delivery Directive 11, Deputy Directive 41-R2, and Construction Procedure Directive 13-3.

For information regarding this directive, contact Andy Alvarado, Division of Construction, at [andy\\_alvarado@dot.cat.gov](mailto:andy_alvarado@dot.cat.gov) or (916) 653-8633.