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MARS Portal User Guide

Estimate Updates

MARS | Queensland Reconstruction Authority



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1. Request Estimate Updates

Estimate updates are changes to the estimated reconstruction costs of a Reconstruction of Essential Public Assets (REPA) submission and include changes to:

- market price (approved submissions only)
- scope
- estimate method
- reprosecution requested by council

Estimate updates must be requested through the organisation's QRA Regional Liaison Officer (RLO) (except updates to the market price). QRA can then enable the relevant fields within MARS.

Updates to the market price can be enabled by the organisation in the MARS Portal when actual tender rates have been obtained for REPA works.

Estimate updates must be lodged with QRA within nine (9) months of the end of the financial year of the event (by 31 March).

2. Update the Market Price

When a market price estimate method has been selected on one or more line items, and the awarded rate has not been finalised when the submission is lodged, your organisation can update each market price line item with the awarded rate as per the schedule of rates, when the market price is provided.

From the **Details** tab, select **Provide Market Price** then select **Yes** to create an estimate update.

ubmissions > Cr	SC.0043.1819M.REC Approved					
etails Line Items (18)	Validation Check 🤗 Lodgement Pending Querie	es (0) 🤅	Submission History			
Details			Additional			
Event * Submission type *	North & Far North Queensland Monsoon Trough, 25 January Reconstruction of Essential Public Assets	*¥	Version number: Phase: Submission date lodged:	1 Pre-approval 01-03-2022	Submission value: Recommended value: Project funding (incl trigger point):	\$90,838.40 \$90,838.40 \$90,838.40
Expenditure type * Construction start date	d Estimates DD/MM/YYYY	•	Approved date:	01-03-2022	Trigger point deduction: Contribution:	\$0.00 \$0.00
Submission description	If construction has commenced provide the actual start date. Subm Create Estimate Update Do you wish to create an estimate update?			ents (0) 🕧		
Market price 🕜	Why box per attached as a supporting document in excel format.		NO	here are in additio ering report. Go t form and uple	on to your submission form o the line items page to imp pad asset photos.	and photos e.g. port a submission

The submission will change its state to **In Development** and the line items with an estimate method of market rate will be unlocked.

2.1. Attach the Schedule of Rates

Select **Add Documents** then navigate to the location of the file on your computer, select the document from your file browser, then select **Open**.

Croydon Shire Council	Submissions	> DRAFT: 0460	74 (In development)					e	PRINT 🖹 SAVE
Organisation	Details Line Iten	ns (0) Validation Che	ck 🥑 Lodgement Submissio	n History					
Digital road network	Details				Д	dditional			
Activated events Trigger points	Event * Submission type *	North & Far North Reconstruction of	n Gueensland Monsoon Trough, 25 Jar Essential Public Assets	nuary v	PI SI	ersion number: hase: Jomission date lodge	1 Pre-approval d: N/A	Submission value: Recommended value: Project funding (incl	\$0.00 \$0.00 \$0.00
Applications Program progress	Organisation references	\bigcirc Open $\leftarrow \rightarrow \lor \uparrow \blacksquare \rightarrow$ This	PC > Documents >	v 0 0	Search	Documents	N/A	trigger point): Trigger point deduction: Contribution:	\$0.00 \$0.00
Activation requests	Construction start	Organise - New folder	C New ^	Data and diffe		BI • 🔟 🚯			
Unassigned line items Submissions	Submission descr	This PC SD Objects Desktop Cocuments	Custom Office Templates Music MyShapes	5/05/2023 2/ 5/05/2023 9/ 12/07/2023 3	28 PM 38 AM 126 PM	File folder File folder File folder	tents (0) 🕐	+ AD	
Delivery programs Transaction register	Market price	Downloads Music Pictures Videos	Offline Records (QD) Pictures Snagit User Guides	11/07/2023 3 13/07/2023 3 10/05/2023 1 2/06/2023 11	121 PM 102 PM 11:19 AM	File folder File folder File folder File folder	d here are in addition	n to your submission form	and photos e.g.
	* Required on s	Windows (Ci) Processed/Halfiel V C File nan	B Videos	5/05/2023 9:	IFiles Open	File folder	eering report. Go to form and uplo	the line items page to im ad asset photos.	port a submission

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An acknowledgement will popup. Select I Agree.



From the **Document details** window, select the **Document type** as **Schedule-of-rates** and enter a **Description** then select **Proceed**. The document will be included in the **Documents** section where you can download or delete it. Select **Save** to update the Submission.



2.2. Update the Line Item Rate

From the **Line Items** tab, filter the line items to display those where there is a Notification of **Market Price Not Provided**. Use the Columns filters to only display the cost breakdown columns then update the Rate and select Save. Once the estimate method rate has been updated, the **market price not provided** notification will be removed.

Submissions > CrSC.0043.1819M.REC: D					🔒 PRINT 🔯 SAVE
Details Line Items (18) Validation Check Lodgen O VALIDATE MORE Auto save	nent Submission History			PREPA - EST	B 💿 🗮 🛯
	C	Cost breakdown Direct costs			Pivot Mode
Notifications The Select All (Blanks)	ts F	Rate	Value (excl GST) \$757.50	Project mana \$7 \$2	✓ ✓ Image: Direct costs ▲ ✓ Image: Rate ✓ ✓ Image: Rate ✓ Image: Rate
MARKET PRICE NOT PROVIDED MARKET PRICE NOT PROVIDED incomplete	comment	\$5.05	\$505.00	@ \$5	✓ ✓ IIII Indirect costs ✓ IIII Escalation ✓ IIII Contingency ✓ IIII Sub total
					 ✓ IIII Line item values ✓ IIII Total value (excl GST)

3. Scope Change

A change in scope is any change to QRA's original estimated reconstruction works. These changes could be additional or lesser quantities, change in treatments, additional works, change in works location and works removed from scope.

The following information can be amended/added in a scope change:

- new line item (must be the same asset already in submission)
- geo coding (chainage and coordinates)
- treatment details (treatment, length, width, depth)
- photos
- reason for update (required)
- comments (validations and additional information).

A scope change estimate update can only be triggered by QRA. Contact your RLO to request a scope change estimate update is enabled. An estimate update notification will display on the **Details** tab.

Details		
Event *	North & Far North Queensland Monsoon Trough, 25 January - 14 February 2019 💌	
Submission type *	Reconstruction of Essential Public Assets	
Organisation reference	d	
Expenditure type *	Estimates 👻	i I
Construction start date	ם מודר מודר מודר מודר מודר מודר מודר מודר	
	If construction has commenced provide the actual start date.	1
Submission description	Submission description	
Market price	Where tender has been awarded prior to lodgement, check this box to enable the rate on market price	9
	lines to be updated as per the schedule of rates. The schedule of rates must be attached as a supporting document in excel format.	
Estimate update	A scope change request has been accepted by GRA. The scope of this submission can now be changed.	-

From the **line items** tab, use the column filters to streamline the view and then update the line item. Include information in the **Reason for update** for any line item that has changed and select **Save** when all the changes have been added.

Submissions > C	rSC.0043.1819M.RE0	C: DRAFT	In development			🖨 PRINT 🔞 :	SAVE
Ovalidate + NE	W MORE V LINE ITE	MS (0) ~	Submission Histor	/	₽REPA -	B © ESTIMATES - EXTERNAL - ESTIMATE UPDA	TE~
	Treatment details					Pivot Mode Search	
Reason for update	Treatment	Length (m)	Width (m)	Depth (m)	Quantity	Start Y	* II
						🗘 🗌 🖩 End X	
•	Heavy formation grading incorporating 50mm of imported material	50.00	2.00	1.000	€100.000	End Y End Y	> Hiters
	Bitumen spray seal, 2- coat	50.00	1.50	A	₽75.000	✓ III Treatment	
	Light formation grading	50.00	A	A	€50.000	✓ III Length (m) ✓ III Width (m)	
	Heavy formation grading	50.00	A	A	€50.000	Epepth (m) Row Groups	*
	Repair road signage	A	A	A	50.000	Drag here to set row groups	
	Heavy formation grading incorporating 50mm of imported material	100.00	2.00	1.000	€200.000	E Values	
				0	0	III sum(Rate)	

3.1. Descope

Line items can be descoped by setting the **length**, **width**, **or depth** to **zero** depending on the **unit of measurement**.

					•			
Submissions > (CSC.0105.18	319E.REC: DRA	FT In developm	hent				SAVE
Details Line Items (1	12) Validation	Check 🧭 🛛 Lodgem	ent Submis	sion History				
⑦ Ø VALIDATE + 1	NEW			Auto save	₽ REPA	- ESTIMATES - EXTER	E NAL - ESTIMATE UF	DATE V
Treatment details					•	Cost breakdown		
Treatment	Unit	Length (m)	Width (m)	Depth (m)	Quantity	Direct costs		Colu
in cut in cut	onix	Lenger (m)	fridan (iii)	bepai (iii)	quantity	Rate	Value (excl G	Projec B
							\$25,840,471.96	÷ 🗸
Gravel/material supply	<mark>@</mark> m3	0.00	0.00	0.000	€0.000	€\$44.17	≙\$ 0.00	4
Medium formation grading	≙m	1,999.00		A	€1,999.000	€\$9.78	€\$19,550.22	
Heavy formation grading	êm	1,999.00	a	a	€1,999.000	≙\$14.7 2	\$29,425.28	
Heavy formation grading incorporating 50mm of imported	@ m3	1,999.00	6.00	6.000	€71,964.000	€\$107.49	≙\$ 7,735,410.36	

Enter a **Reason for update** for descope lines and select **Save** to preserve changes. Click on the **Validate** button to validate the line items. The **Undelivered Scope** message will appear in the **Notifications** column.

L	Sub	missions >	CSC.0105.18	19E.REC: DRAFT (In develop	ment				IT 🗟 SAVE	
l	Detai	ls Line Items (12) Validation C	iheck 🥝 Lodgement Submi	ssion History					
ľ	8 🥝	VALIDATE +	NEW MORE Y	LINE ITEMS (1) Y) Auto save		B REPA - ESTIMATES	©	MATE UPDATE	Ĵ
							Previous assessmer	nt outcome		F
		Notifications	Validations	Comments	Reason for update		Assessed area			Colu
							Chainage Start	Chainage End	Start X	suu
										r 🗸
4		UNDELIVERED SCOPE	√ ОК	ok	Test		≙ 1	≙1,000	_141.C ▲	Filters
l	A		😳 1 Message	ok			≙1	2,000	€140.8	
	•		🖓 1 Message	ok			≙1	2,000	≙141.0	
l			🗘 2 Messages	ok			≙1	€2,000	€141.0	

4. Estimate Method Change

You can change the estimate method from benchmark to market and market to benchmark. Contact your RLO to request they enable the estimate update. When this has been complete, there will be a notification on the **Details** tab.

	Validation eneck C Edgement Submission history
Details	
Event *	North & Far North Gueensland Monsoon Trough, 25 January - 14 February 2019
Submission type *	Reconstruction of Essential Public Assets
Organisation reference *	955
Expenditure type *	Estimates
Construction start date	DD/MM/YYY
	If construction has commenced provide the actual start date.
Submission description	Submission description
Submission description	Submission description
Submission description Market price	Submission description Where tender has been awarded prior to lodgement, check this box to enable the rate on market price lin to be updated as per the schedule of rates. The schedule of rates must be attached as a supporting document in excel format.
Submission description Market price Estimate update An estimate method char changed.	Submission description Where tender has been awarded prior to lodgement, check this box to enable the rate on market price lin to be updated as per the schedule of rates. The schedule of rates must be attached as a supporting document in excel format. ge request has been accepted by QRA. The estimate method on the line items of this submission can now be

From the **line items** tab, use the column filters to streamline the view. Select the Estimate method to be changed and remove the current method then select which estimate to be used from the list. Select **Save** when all the changes have been added.

Submissi Details Lii O VALIDAT	ons > CrSC.003	5.1819M.REC: DRAF	T n sewiopment Submission History			
			Treatment details		⇔REP4	A - ESTIMATES - EXTERNAL - ESTIMATE UPDATE~
Notifica	tions Validations	Comments	Estimate method	Treatment	Unit	Leng
≜ ☑	▲ Validations incomplete	Auto gen comment	Benchmark estimate	Heavy formation grading incorporating 50mm of imported	@ m3	
A	▲ Validations incomplete	Auto gen comment	Market price	Bitumen spray seal, 2- coat	i∎m2	 Y Y III Treatment details III Estimate method
MARKET	PRICE NOT PL 🛆 Validations incomplete	Auto gen comment		Light formation grading	₽m	
≜ □	▲ Validations incomplete	Auto gen comment		Heavy formation grading	₽m	 ✓ Ⅲ Width (m) ✓ Ⅲ Depth (m)
● □	▲ Validations incomplete	Auto gen comment	- Concentrate Contract	Repair road signage	each	✓ Ⅲ Quantity ✓ ✓ Ⅲ Cost breakdown
<u>□</u>	▲ Validations incomplete	Auto gen comment	Benchmark estimate	Heavy formation grading incorporating 50mm of imported	@ m3	✓ ✓ IIII Direct costs ✓ IIII Rate
						v salde (excl dsl)

5. Reprosecution

A reprosecution refers to an organisation requesting that QRA review the assessment outcome following approval. This involves reviewing the adjustments made in the original assessment based on additional evidence to support the submission/asset eligibility. When a line item has been split by an assessor, all lines included in that split will appear in this section. When the ineligible line is reprosecuted, all lines in the split are restored to the line items.

When a reprosecution has been enabled, an estimate update notification will display on the **Details** tab.

Details	
Event *	North & Far North Gueensland Monsoon Trough, 25 January - 14 February 2019
Submission type *	Reconstruction of Essential Public Assets
Organisation reference	* test
Expenditure type *	Estimates
Construction start date	DD/MM/YYYY
	If construction has commenced provide the actual start date.
Submission description	Submission description
Market price	Where tender has been awarded prior to lodgement, check this box to enable the rate on market price I
	to be updated as per the schedule of rates. The schedule of rates must be attached as a supporting document in excel format.
Estimate update	A reprosecution request has been accepted by QRA. Additional evidence can now be added to this submiss

Select the **Reprosecution Lines** tab to view all line items that have been made ineligible/not recommended (both full and partial). Select the line items to reprosecute then select **Mark for reprosecution**. Select **Yes** to confirm and the line items will be moved to the line items page.

	Submitted details					Chainage (m)	
<u>_</u>	ld ↑ #Photo	s Type	Name	Number	Estimate method	Start End	
	€000001	€5 €Road - seal	ed 🔒 Goldsborough F	Road 🔒842	Market price	3,070	€3,100
	10						5
	1	Mark for reprosecution					
		This will restore selected line items into the new submission version for					

Navigate to **Line items** page and add additional evidence to reprosecuted lines to support your claim. On a reprosecuted line, you can:

- add photos on the Upload option in the photo panel
- add comments in the Comments column
- add reason for update

QRA QUEENSLAND RECONSTRUCTION AUTHORITY

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