**HORT 465 LANDSCAPE ESTIMATING - SYLLABUS**

**Lecture/Lab times:** Monday and Wednesday, 12:00 p.m. to 1:50 p.m.

**Meeting place:** Shepardson, room 212. Some labs in rooms 218 as announced.

**Credits:** 3

**Instructor:** Zach Johnson

**Office:** 208 Shepardson

**Phone:** 970 491 2835

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**Office Hours:** Wednesday 9 am to 10 am. Other times by appointment.

**Course Outline**

**Content Summary**

A. Estimating Procedures
   1. Materials take-offs
      Interpreting landscape bid documents including drawings and specifications
      Quantity survey techniques using scales, digitizer and onscreen methods.
   2. Labor calculations
      Production rates
      Crew average wage
      Labor burden
      Overtime
      Travel and load
   3. Equipment calculations
      Equipment production rates
      Equipment costing
   4. Sub-contract costs
   5. General conditions costing
   6. Mark-ups
      Taxes
      Overhead
      Profit
   7. Competitive Bidding

B. Miscellaneous Landscape Business Issues
   1. Landscape contracts
   2. Bonding

During the lab sessions individual and group project assignments will be given. These projects will involve quantity surveying, estimating, and bid preparation. On the computers in room 218 we will be using Excel to create estimates. You will also be learning how to use a digitizing pad.

**Required Text**


**Ram CT**

Class assignments and work sheets will be located on the Web CT site for HORT465. It is crucial that you check for assignments and work sheets prior to each class.
Evaluation and Grading

Midterm exam 20% of final grade
Final exam  20% of final grade
Assignments 45% of final grade
Quizzes and Class participation 15% of final grade

All work will be given a total possible point value. This point value will be noted on each assignment, quiz and test.

Occasional pop quizzes will be administered without notice at any class time.

Exams will contain a combination of true and false, multiple choice and short answer questions or estimating problems.

Project evaluations will be based on accuracy, completeness and neatness of presentation. Some of the labs will be completed in group situations. In general, everyone in the same group will get the same grade. It is your responsibility to work on equality of participation, cooperation and other team skills, but if serious problems of poor participation arise, they should be discussed in private with the instructor. In such cases, an individual may receive a different grade from the group. Letter grades follow university guidelines. A plus and minus system will be used when determining final letter grades.

Equipment Required
Architect's Scale, Engineer's Scale, a 45° triangle 6'' to 10'' size, pocket calculator, medium pencil, eraser, 4 colored pencils, small roll of drafting tape.

Academic Honesty
Cheating, copying or modifying assignments, lab problems, quizzes or tests will result in immediate removal from the class. Team projects require sharing tasks and information between members of the same team and this does not constitute cheating. The instructor also encourages individuals to help others on the computer and other estimating equipment during lab time. In the competitive bid phase of the class near the end of the semester, collaboration and cross checking between teams is not permitted. It is our expectation that you will honor the following statement throughout this course: I pledge on my honor that I have not received or given any unauthorized assistance on this academic work.

Computer Lab
Room 218 will be used for the computer instruction phase of the course. Other classes use this lab on a regular basis with the times posted outside the lab door. During the open times you may use the computers.

Policy Notes
Late projects will not be evaluated. Exceptions are documented illnesses and family emergencies only. The instructor is committed to helping you complete the requirements of this course and to enhance your professional growth. If problems arise which interfere with your ability to perform well please come and ask for special assistance.