

## Cost Model Phases Summary

Phases are used to create subtotals for a project. Think of them as one level higher than Pay Items in a Work Breakdown hierarchy. Phases are project specific, but you can store common ones in a library to import.

## Create Phases for Cost Model

1. Open Cost Model for a Project, select the Phases Tab on the Ribbon Menu. Phases can be entered manually using the Add New row or imported from the Phase Library using the Import Phases button.

The screenshot shows the Prjlx software interface with the 'Phases' tab selected on the ribbon. The ribbon includes buttons for 'Assign Phases', 'Import Phases', 'Set Phase', and 'Clear Phase'. The 'Import Phases' button is highlighted with a red box. Below the ribbon, a summary table is visible with columns: Original Contract Price, Estimated Margin, Target Price, Target Fee, Target Markup, and Estimated Total. The 'Phases' section below contains a table with columns: Description, Phase Sort V..., Notes, and Price Total. A red box highlights the 'Add New Row' button (indicated by an asterisk) in the first row of the Phases table.

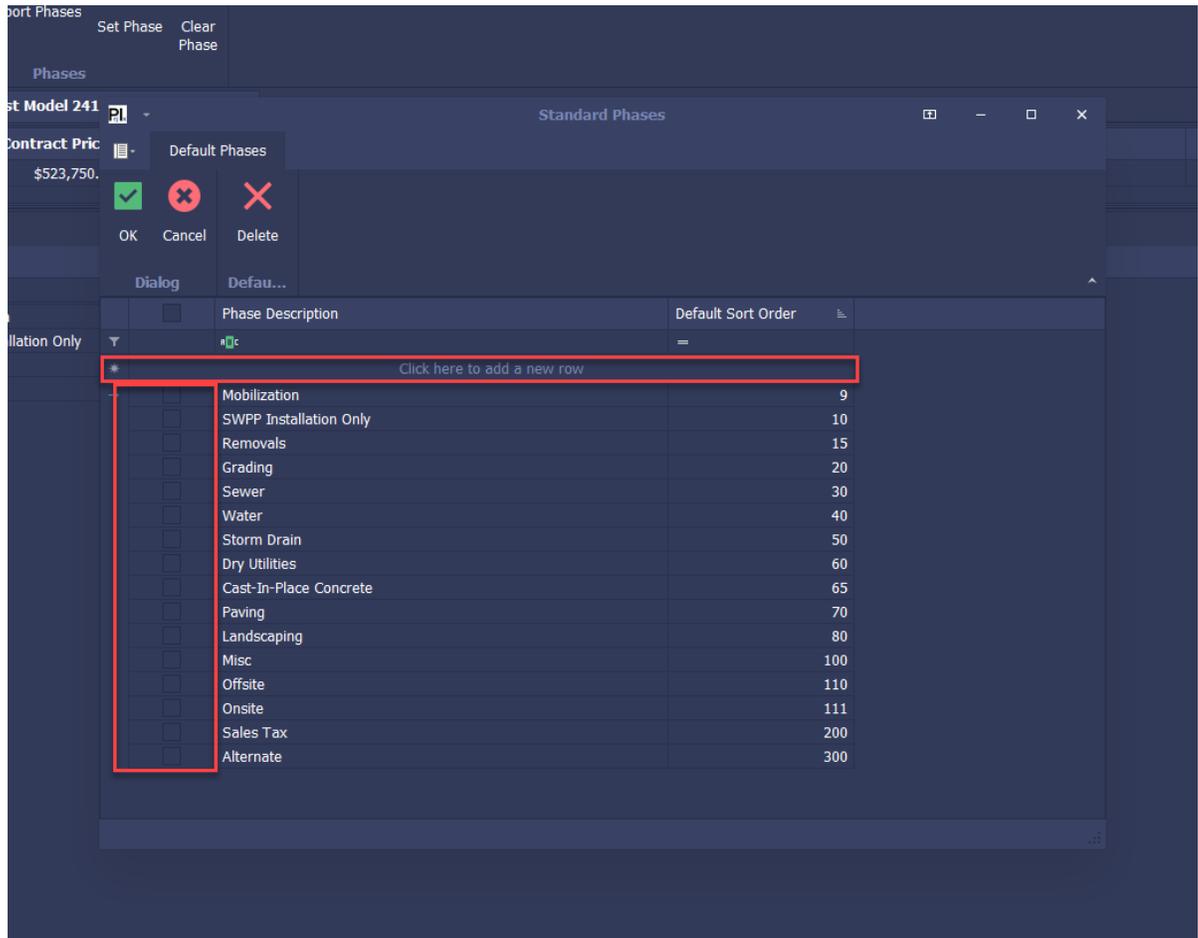
Original Contract Price	Estimated Margin	Target Price	Target Fee	Target Markup	Estimated Total
\$1,253,260.00	12.98 %	\$1,417,792.73	\$327,182.94	30.00 %	\$1,090,609

Description	Phase Sort V...	Notes	Price Total
* Click here to add a new row			
Mobilization	9		\$0.00
Sewer	10		\$0.00
SWPP Installation Only	10		\$0.00

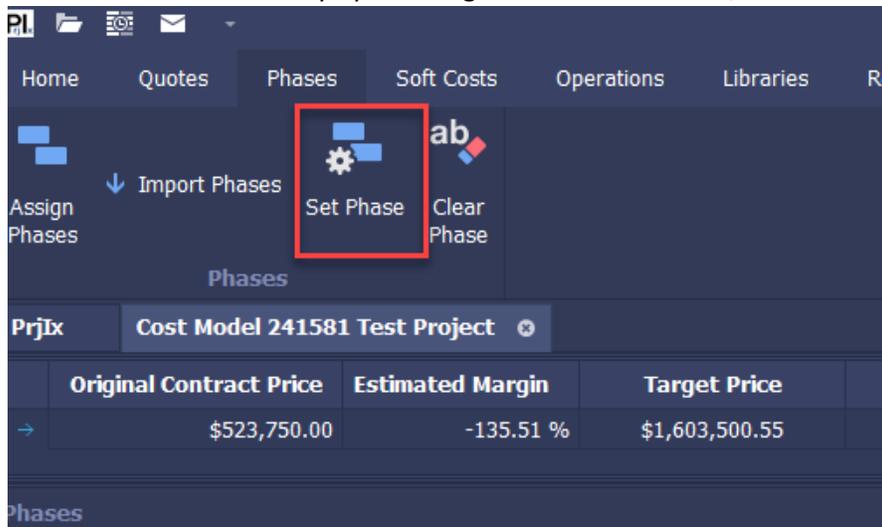
a.

2. If you want to setup common Phases in the library, click on Import Phases and use the Add New row to enter library phases, then check the boxes for the ones you want to import.



a.

3. Once Phases are setup, you can assign them in the Cost Model, if you setup Phases prior to Pay Items, you can set the default Phase for data entry by selecting the Set Phase button, then entering new pay items.



a.

