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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 Queri	es (0) S	Submission History				
Details			Additional				
Event * Submission type *	North & Far North Queensland Monsoon Trough, 25 January	¥	Version number: Phase:	1 Pre-approval	Submission value: Recommended value:	\$90,838.40 \$90,838.40	
Organisation reference *	ation reference * d		Submission date lodged: Approved date:	01-03-2022 01-03-2022	Project funding (incl trigger point): Trigger point deduction:	\$90,838.40 \$0.00	
Expenditure type * Construction start date	Estimates DD/MM/YYYY	-			Contribution:	\$0.00	
Submission description	f construction has commenced provide the actual start date. Subm Create Estimate Update Do you wish to create an estimate update?			ents (0) 👩			
Market price	Wh box per attached as a supporting document in excel format.		NO YES	ering report. Go	ion to your submission form to the line items page to imp load asset photos.		

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**.

roydon Shire Council	Submissions	> DRAFT: 0460						0	PRINT 🕑 SAVE
Organisation	Details Line Item	ns (0) Validation Chec	k 🥑 Lodgement Submissio	in History					
Digital road network	Details				A	dditional			
Trigger points	Event * Submission type *		Gueensland Monsoon Trough, 25 Ja Essential Public Assets	nuary v	P	ersion number: hase:	1 Pre-approval	Submission value: Recommended value:	\$0.00 \$0.00
pplications	Organisation refer				S	ubmission date lodged	: N/A] N/A	Project funding (incl trigger point):	\$0.00
Program progress	Expenditure type	Open				×		Trigger point deduction:	
Activation requests	Construction start		C > Decuments >	~ ē .	,O Searc	h Documents		Contribution:	\$0.00
Expressions of interest	Submission descr	Organise Vew folder This PC	Name	Date modi	fied	Bii • 🔟 🕜	nents (0) 🚯		
Unassigned line items		3D Objects	Custom Office Templates	5/05/2023		File folder File folder			_
Submissions		Desktop	My Shapes	12/07/2023	3 3:26 PM	File folder		+ AD0	
Delivery programs	Market price	Downloads Music	New folder Offline Records (QD) Pictures	20/06/2023 11/07/2023 13/07/2023	3 3:21 PM	File folder File folder File folder			
Transaction register		Pictures Videos	Snagit User Guides	10/05/2023		File folder File folder	d here are in additio	n to your submission form	and photos e.g.
		Windows (Ct)	🖉 Videos	5/05/2023		File folder 🗸 🗸	eering report. Go to	o the line items page to im	
	• Required on s	File nam	e Submission_document	/	All Files Open	> Cancel	form and uplo	ad asset photos.	

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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 💿 🗮 🛯
		Cost breakdown Direct costs			Pivot Mode
Notifications The Select All (Blanks)	ts F	Rate	Value (excl GST) \$757.50	Project mana \$7 \$2	✓ ✓ III Direct costs
MARKET PRICE NOT PROVIDED MARKET PRICE NOT PROVIDED incomplete	comment	\$5.05	\$505.00	@ \$5	V V III Indirect costs
					 ✓ 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 🗸	
Construction start date		
	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	
	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 QRA. The scope of this submission can now be changed.	_
* Required on save.		

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.

Details Line Items (18)	Validation Check O		Submission Histor	y		🖨 PRINT 🔞 SAVE
⊘ VALIDATE + NE		EMS (0) ~	Auto save		÷REPA -	B © ESTIMATE UPDATE V
	Treatment details					Pivot Mode
Reason for update	Treatment	Length (m)	Width (m)	Depth (m)	Quantity	Search
						1 III End X
•	Heavy formation grading incorporating 50mm of imported material	50.00	2.00	1.000	€100.000	End Y End Y End Y Estimate method
	Bitumen spray seal, 2- coat	50.00	1.50	a	₽75.000	III Treatment III Unit
	Light formation grading	50.00	A	A	€50.000	✓ Ⅲ Length (m) ✓ Ⅲ Width (m)
	Heavy formation grading	50.00	A	a	€50.000	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	(2) Values
	Bitumen spray seal, 2-	100.00	1.50	A	€150.000	💠 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**.

		1819E.REC: DRA		ent			🔒 PRINT 🛛 🗟	SAVI
tails Line Items (12) Validatio	on Check 🧭 🛛 Lodgen	nent Submiss	sion History				
⊘ VALIDATE + I	NEW MORE	V LINE ITEMS (1)		Auto save	₽ REP	A - ESTIMATES - EXTER	E NAL - ESTIMATE UF	DATE
reatment details						Cost breakdown		
Treatment	Unit	Length (m)	Width (m)	Depth (m)	Quantity	Direct costs		Proj
neatment	Onit	Length (m)	width (m)	Depth (m)	Quantity	Rate	Value (excl G	Proj
							\$25,840,471.96	
Gravel/material supply	<mark>@</mark> m3	0.00	0.00	0.000	€0.000	≙\$44.17	€\$0.00	
Medium formation grading	₽m	1,999.00	a	a	€1,999.000	€\$9.78	\$19,550.22	
	êm	1,999.00		A	€1,999.000	€\$14.72	€29,425.28	
Heavy formation grading								

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.

,	CSC.0105.18	319E.REC: DRAFT 🧲	in development				
Details Line Items ((12) Validation	Check 🧭 🛛 Lodgement	Submission History				
Ø VALIDATE +	NEW MORE ~	LINE ITEMS (1) Y	Auto save	₽ REPA - ESTIMATES	© ∷ - EXTERNAL - ESTIN	ATE UPDAT	
				Previous assessmer	nt outcome		
Notifications Validations		Comments	Reason for update	Assessed area			
				Chainage Start	Chainage End	Start X	
	✓ ОК	ok	Test 🔶	≙ 1	1,000	€141.	
	💭 1 Message	ok		≙1	2,000	€140.8	
≜ □				≙ 1	€2,000	€141.0	
	🗘 1 Message	ok					

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 Check 🥝 Lodgement 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/YYYY
	If construction has commenced provide the actual start date.
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 lik to be updated as per the schedule of rates. The schedule of rates must be attached as a supporting document in excel format.
Market price 0	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

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.

Details Line Item		5.1819M.REC: DRAF	Submission History			🖨 PRINT 🔯 SAVE
			Submission History		₽REPA	ESTIMATES - EXTERNAL - ESTIMATE UPDATE -
			Treatment details			Pivot Mode
Notifications	Validations	Comments	Estimate method	Treatment	Unit	Leng
≜ ☑	▲ Validations incomplete	Auto gen comment	Benchmark estimate	Heavy formation grading incorporating 50mm of imported	@ m3	
â	▲ Validations incomplete	Auto gen comment	Market price	Bitumen spray seal, 2- coat	@ m2	✓ ✓ III Treatment details ✓ III Estimate method
MARKET PRICE NO	Validations incomplete	Auto gen comment		Light formation grading	₽m	Treatment Unit Length (m)
<u>●</u>	▲ Validations incomplete	Auto gen comment	ц	Heavy formation grading	âm	
● □	A Validations incomplete	Auto gen comment		Repair road signage	each	✓ III Quantity ✓ ✓ III Cost breakdown
A	△ Validations incomplete	Auto gen comment	Benchmark estimate	Heavy formation grading incorporating	@ m3	✓ ✓ III Direct costs

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 Queensland 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.

	A MARK FOR REPROSECUTION							
	Submitted details						Chainage (m)	
<u>-</u>	ld ↑ #1	hotos Ty	rpe	Name	Number	Estimate method	Start	End
≜ ⊡	@000001	≙ 5 ≙	Road - sealed	■Goldsborough Road	6 842	Market price	€3,07	0
						-		
		Mark for	reprosecutio	on				

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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