



TOWN OF PALM BEACH

Planning, Zoning and Building

Cost Evaluation Worksheet for Substantial Improvement Determination (44 CFR 59.1)

Job Address: _____
Permit Number: _____
Contractor Name: _____
Job Description: _____

Description of Expense, including all labor, materials and owner-supplied items (include the estimated value of donated or discounted material and owner or volunteer labor).

1. Site Preparation: _____
2. Demo/Shoring/Refuse Hauling: _____
3. Framing: _____
4. Roofing: _____
5. Windows/Doors: _____
6. Exterior Wall Finishes/Decks/Stairs: _____
7. Drywall/Tape/Texture/Interior Plaster: _____
8. Plumbing – Rough/Finish: _____
9. Mechanical – HVAC/Other Mechanical Serc/Waterproofing Rough/Finish: _____
10. Electrical – Rough/Finish: _____
11. Finish Work/Cabinetry/Carpentry/Tile: _____
12. Flooring: _____
13. Insulation/Soundproofing: _____
14. Painting/Wallpaper/Other Wall/Ceiling Finishes Not Previously Noted: _____
15. Labor/Materials for Items Not Covered in the Preceding Categories: _____
16. Profit & Overhead: _____

Total: _____
Grand Total: _____

I certify that the information provided above is currently accurate to the best of my knowledge.

Signature: _____ Date: _____

Print Name: _____

4.4.1 Cost that must be Included in SI/SD Determinations

Items that must be included in the costs of improvement and the costs to repair are those that are directly associated with the building. The following list of costs that must be included is not intended to be exhaustive, but characterizes the types of costs that must be included:

1. Materials and labor, including the estimated value of donated or discounted materials (Section 4.4.4) and owner or volunteer labor (Section 4.4.5)
2. Site preparation related to the improvement or repair (e.g., foundation excavation or filling in basements)
3. Demolition and construction debris disposal (Section 4.4.6)
4. Labor and other costs associated with demolishing, moving, or altering building components to accommodate improvements, additions, and making repairs.
5. Costs associated with complying with any other regulations or code requirement that is triggered by the work, including costs to comply with the requirements of the Americans with Disabilities Act (ADA)
6. Costs associated with elevating a structure when the proposed elevation is lower than the BFE.
7. Construction management and supervision.
8. Contractor's overhead and profit.
9. Sales taxes on materials.
10. Structural elements and exterior finishes, including:
 - a) Foundations (e.g., spread or continuous foundation footings, perimeter walls, chainwalls, pilings, columns, posts, etc.)
 - b) Monolithic or other types of concrete slabs.
 - c) Bearing walls, tie beams, trusses.
 - d) Joists, beams, subflooring, framing, ceilings.
 - e) Interior non-bearing walls.
 - f) Exterior finishes (e.g., brick, stucco, siding, painting, and trim).
 - g) Windows and exterior doors.
 - h) Roofing, gutters, and downspouts.
 - i) Hardware.
 - j) Attached decks and porches.
11. Interior finish elements, including:
 - a) Floor finishes (e.g., hardwood, ceramic, vinyl, linoleum, stone, and wall-to-wall carpet over subflooring).

- b) Bathroom tiling and fixtures.
- c) Wall finishes (e.g., drywall, paint, stucco, plaster, paneling, and marble).
- d) Built-in cabinets (e.g., kitchen, utility, entertainment, storage, and bathroom).
- e) Interior doors.
- f) Interior finish carpentry.
- g) Built-in bookcases and furniture.
- h) Hardware.
- i) Insulation.

12. Utility and service equipment, including:

- a) Heating, ventilation, and air conditioning (HVAC) equipment.
- b) Plumbing fixtures and piping.
- c) Electrical wiring, outlets, and switches.
- d) Light fixtures and ceiling fans.
- e) Security systems.
- f) Built-in appliances.
- g) Central vacuum systems.
- h) Water filtration, conditioning, and recirculation systems.

Desk Reference. FEMA P-758.