

Big -TEK Engineering Estimated Financial Scenario

Start-up Costs

Personnel	<p>5 Engineers @ \$85K/yr + President @ \$75K/yr + Admin. Asst. @ \$25K/yr = \$ 525,000</p>														
Fringe Benefit (FB)	<p>A fringe benefit is a form of pay for the performance of services. For example, you provide an employee with a fringe benefit when you allow the employee to use a business vehicle to commute to and from work. Assume Fringe Benefit Package @ 36% (incl. employee's SS tax, vacation, holidays, medical, retirement (401K), dental, life insurance, relocation, unemployment insurances, etc):</p> $(5 \times \$85,000 + \$75,000 + \$25,000) \times 0.36 = \$ 189,000$ <p><i>Note: Federal Insurance Contributions Act (FICA) tax (Social Security and Medicare) is imposed by the federal government on both employees and employers. The entire FICA percentage of 15.3%</i></p> <ul style="list-style-type: none"> Employee's pay 6.2% for SS and 1.45% for the Medicare (this is not included in your cost) The employer is liable for 6.2% Social Security and 1.45% Medicare taxes=7.65% 														
Building	<p>Initially rent a suite of offices with 2 engineers/office (12' x 14'), an office/conference room for President (12' x 20'), and a reception/office area of 16' x 20'.</p> <p>(3 cubicles) x (12' x 14'/cubicle) + President office of (12' x 20')</p> <p>+ Reception/office area of (16' x 20') = 1064 sq ft</p> <p>Use nominal figure for office space in industrial park sectors of Clemson area, \$9.50/sq ft/mo. Then the lease rate for office space will be</p> $\$20.00/\text{sq ft}/\text{mo} \times 1064 \text{ sq ft} = \$ 21,280 / \text{mo.} = \$ 255,360 / \text{yr.}$														
Furniture	<p>Rental of a desk, chair, credenza set will run about \$60/mo. Need 7 sets for a total monthly expenditure of \$ 420 /mo = \$ 5,040 /yr</p> <p>The remaining equipment, furniture and software expenses are estimated to be about</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td>7 computers @ \$1500/computer</td><td style="text-align: right;">\$ 10,500</td></tr> <tr> <td>7 sets of general software @ \$1000/set</td><td style="text-align: right;">\$ 7,000</td></tr> <tr> <td>Specialized software</td><td style="text-align: right;">\$4,000</td></tr> <tr> <td>Copier, printer</td><td style="text-align: right;">\$690</td></tr> <tr> <td>Table and chairs for conference room</td><td style="text-align: right;">\$900</td></tr> <tr> <td>7 telephones @ \$35/ea</td><td style="text-align: right;">\$ 245</td></tr> <tr> <td style="text-align: right;">Total</td><td style="text-align: right;">\$ 28,375</td></tr> </table>	7 computers @ \$1500/computer	\$ 10,500	7 sets of general software @ \$1000/set	\$ 7,000	Specialized software	\$4,000	Copier, printer	\$690	Table and chairs for conference room	\$900	7 telephones @ \$35/ea	\$ 245	Total	\$ 28,375
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Phone and Internet	<p>According to AT&T, the cost of a combined voice/data line, is \$550.00/mo for operation.</p> <p>For 7 telephones the total cost will be \$ 10,800 /year.</p> <p>Assume that long distance calls add another 40% to this to get a total estimated annual phone cost of \$ 4,320</p>														

Travel	<p>Another cost item which will be important is travel. There will have to be continual contact with potential clients, attendance at selected technical conferences and workshops, and visits to plants or other locations where potential clients might be. Assume (modestly) that this will that the cost per local trip is \$ <u>250</u> and the cost per out-of-state trip is \$ <u>3250</u> there will be 2 of each trip each month</p> <p>\$ <u>7000</u> /mo for the first year, or an annual total of \$ <u>84000</u>.</p>
Interest	<p>Capital (i.e. money) is needed to fund these initial purchases as well as to underwrite operating expenses until a revenue stream is established by selling engineering services to customers.</p> <p>Assume that through personal contacts a credit line of \$810,000 has been established. This is to be repaid over the period of a year with 11 equal payments starting 1 month after the loan date. The negotiated interest rate is 5% per year. The monthly payment M is calculated from</p> $= \$ \text{75660}$ <p>Where P is the principal amount (\$800,000), I is the interest rate (5%), and q is the number of payments to be made (11). From this,</p> <p>Debt Service = Total interest paid in year = $11 \times M - P = \\$ \text{22258}$.</p>

Cost Estimate

Salaries	\$ <u>525000</u>
FB @ 36%	\$ <u>189000</u>
Building	\$ <u>255360</u>
Furniture	\$ <u>5040</u>
Debt service	\$ <u>22258</u>
Travel	\$ <u>84000</u>
Internet and Phone Service	\$ <u>15120</u>
Total Costs	\$ <u>1119113</u>

Overhead Calculation

Now we will estimate the Overhead (Indirect Technical Expense) we must charge to recover our costs. This cannot be too large, or else we will price ourselves out of business. On the other hand, we must be realistic, or else we will go broke, and therefore out of business.

Assume that the first year, the 5 engineers will be at least 75% "sold", i.e., 75% of their total time can be charged to customers. Then we can bill

<u>5</u> engineers @ 75% sold	\$ <u>318750</u>
(salaries billable to clients)	

FB @ 36%	\$ <u>114750</u>
(FB billable to clients)	

Total Billable to Clients	\$ <u>433500</u>
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The remaining salary dollars and FB's must be charged to overhead.

Total Expenses = Total Costs - Total Billable to Clients = \$ 685613 (Overhead Number)

This implies an Overhead rate of

$$\begin{aligned}\text{OH rate} &= (\$ \underline{685613} / \$ \underline{433500}) \times 100\% = \underline{158.16}\% \\ &= (\text{Overhead Number} / \text{Total Billable to Clients}) \times 100\%\end{aligned}$$

This implies that every labor dollar (at the "loaded" rate, i.e. with FB's) must be increased by a factor of 2.61 (1+ (OH rate/100%) + (5% profit/100%)) in order to recover the costs of doing business and make a profit (assuming a 5% profit). This is the figure that you will use when estimating the cost of a contract to a customer in a proposal. An overhead rate of 150% means that for each \$1.00 of direct labor budgeted for a project; \$1.50 needs to be budgeted for overhead costs.

Using the Overhead Number

You estimate that a project will take 1 week (40 hours) of your time, i.e. what does it cost for one week of an engineer's time. How much do you bill your client for this time?

Bill to Client

$$= \left[\frac{1 \text{ week work}}{52 \text{ weeks per year}} \cdot \left(\frac{\text{salary} = \$55\text{K}}{\text{year}} + \frac{\text{FB} = 0.36 \times \$55\text{K}}{\text{year}} \right) \cdot \left(1 + \frac{\text{overhead rate}}{100\%} + \frac{\text{profit} = 5\%}{100\%} \right) \right]$$

= \$ _____5802__