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| WI-CP029 Update BAC/EAC Spreadsheet |
| **Process Description: The BAC/EAC spreadsheet is used to compare prior month BAC and EAC with current month to identify any significant changes. This spreadsheet is populated with the formatted CPR data.** |

| BAC/EAC Spreadsheet | | **Comments,** |
| --- | --- | --- |
|  | 1. Update BAC/EAC Spreadsheet  * Navigate to the current month reconciliations folder ***Y:\Program Management\Cobra Processing\LCS3\04xx yyyy\04xx June yyyy Cobra Processing\04xx mmm yyyy Reconciliations*** * Select and open the ***“04xx mmm yyyy BAC and EAC Comparison Spreadsheet”*** * Navigate to the current month CPRs folder **Y:\EVMS\CPRs** * Open the formatted **02-01H *CPR 1 Hours*** report * Select and copy the **data only** from the first cell under ***Current Period BCWS*** to the last data cell in the ***Total Contract Variance*** row * Paste the data into the first data cell under ***BCWS*** in the ***CPR1HRS-Curr*** worksheet in the ***BAC and EAC Comparison Spreadsheet*** * In COBRA run the formatted **02-01D *CPR 1 Dollars*** report * Select and copy the **data only** from the first cell under ***Current Period BCWS*** to the last data cell in the ***Total Contract Variance*** row * Paste the data into the first data cell under ***BCWS*** in the ***CPR1DOL-Curr*** worksheet in the ***BAC and EAC Comparison Spreadsheet*** * In COBRA run the **02-01L *CPR 1 Labor*** report * Select and copy the **data only** from the first cell under ***Current Period BCWS*** to the last data cell in the ***Total Contract Variance*** row * Paste the data into the first data cell under ***BCWS*** in the ***CPR1LBR-Curr*** worksheet in the ***BAC and EAC Comparison Spreadsheet*** * Open the **02-01M *CPR 1 Material*** report * Select and copy the **data only** from the first cell under ***Current Period BCWS*** to the last data cell in the ***Total Contract Variance*** row * Paste the data into the first data cell under ***BCWS*** in the ***CPR1MATL-Curr*** worksheet in the ***BAC and EAC Comparison Spreadsheet*** * Open the **02-02H *CPR 2 Hours*** report * Select and copy the **data only** from the first cell under ***Current Period BCWS*** to the last data cell in the ***Total Contract Variance*** row * Paste the data into the first data cell under ***BCWS*** in the ***CPR2HRS-Curr*** worksheet in the ***BAC and EAC Comparison Spreadsheet*** * Open the **02-02D *CPR 2 Dollars*** report * Select and copy the **data only** from the first cell under ***Current Period BCWS*** to the last data cell in the ***Total Contract Variance*** row * Paste the data into the first data cell under ***BCWS*** in the **02-02D *CPR 2 Dollars-Curr*** worksheet in the ***BAC and EAC Comparison Spreadsheet*** * Open the **02-02L *CPR 2 Labor*** report * Select and copy the **data only** from the first cell under ***Current Period BCWS*** to the last data cell in the ***Total Contract Variance*** row * Paste the data into the first data cell under ***BCWS*** in the ***CPR2LBR-Curr*** worksheet in the ***BAC and EAC Comparison Spreadsheet*** * Open the **02-2M *CPR 2 Material*** report * Select and copy the **data only** from the first cell under ***Current Period BCWS*** to the last data cell in the ***Total Contract Variance*** row * Paste the data into the first data cell under ***BCWS*** in the ***CPR2MATL-Curr*** worksheet in the ***BAC and EAC Comparison Spreadsheet*** * Open the ***Detail*** worksheet and verify all totals match and that there are no ***“N/As”*** * Open the ***Summary*** worksheet and verify the ***EAC*** data, the ***BAC*** data, and ***ACWP Increment*** match what is on the ***Detail*** worksheet * In the ***CPR Header*** section, enter the figures for ***Negotiated Cost, Target Price, Authorized Unpriced Work, EAC Best Case, EAC Worst Case, EAC Most Likely, and Management Reserve*** |  |