

Professional Services Scope/Budget Starter

Client planning portfolio

Professional services scope, schedule, and budget planning

Bucks Machine, a product operated and sold by Outside In Print LLC.
Support for Bucks Machine is provided by Outside In Print LLC: support@outsideinprint.org.

Project	Professional Services Scope/Budget Starter
Location	Client planning portfolio
Project Type	Professional services scope, schedule, and budget planning
Fiscal Year	FY2027
Schedule Range	2026-10-01 to 2026-12-02 (63 days)
Labor Rate	\$150 / hr
ODC/Travel	\$3,500
Contingency	10% of labor + ODC
Prepared	08/07/2026, 11:42 AM

Low Estimate	Most Likely Estimate	High Estimate
180.4 hrs	216 hrs	281.1 hrs
Labor \$27,054	Labor \$32,400	Labor \$42,165
Total \$33,609	Total \$39,490	Total \$50,232

1. Executive Summary

This report summarizes the proposed scope, schedule, labor, budget adders, risk, and review posture.

Range	Low	Most Likely	High
Hours	180.4	216	281.1
Labor Cost	\$27,054	\$32,400	\$42,165
ODC/Travel	\$3,500	\$3,500	\$3,500
Contingency	\$3,055	\$3,590	\$4,567
Total Budget	\$33,609	\$39,490	\$50,232
Tasks	14	Milestones	5
Open QA	0	Accepted Risk	0
Peak Loading	118.7 hrs in Oct 2026	Schedule Duration	63 days

2. Purpose, Scope, And Basis

This section records the planning basis used to construct the proposed course of action and labor estimate.

2.1 Proposed Schedule And Course Of Action

The proposed course of action uses a compact discovery-to-decision sequence. The team confirms the decision need, reviews current-state material, defines deliverables, builds the schedule and estimate basis, completes QA, and packages a client-ready scope and budget report.

2.2 Key Assumptions

The estimate assumes source materials are available at kickoff, the client can provide timely decisions during review windows, and the preferred course of action can be bounded before detailed delivery starts. Labor ranges account for uncertainty in source completeness, stakeholder alignment, and QA iteration.

2.3 Limitations Of Proposed Course Of Action

Synthetic demonstration for evaluation only. This AI-assisted planning-support package requires human review. It is not a final contract or statement of work, formal approval, government deliverable, or professional certification. It provides a traceable planning baseline for discussion and should be updated if the scope, source material, review path, or client decision criteria change.

3. Schedule And Budget

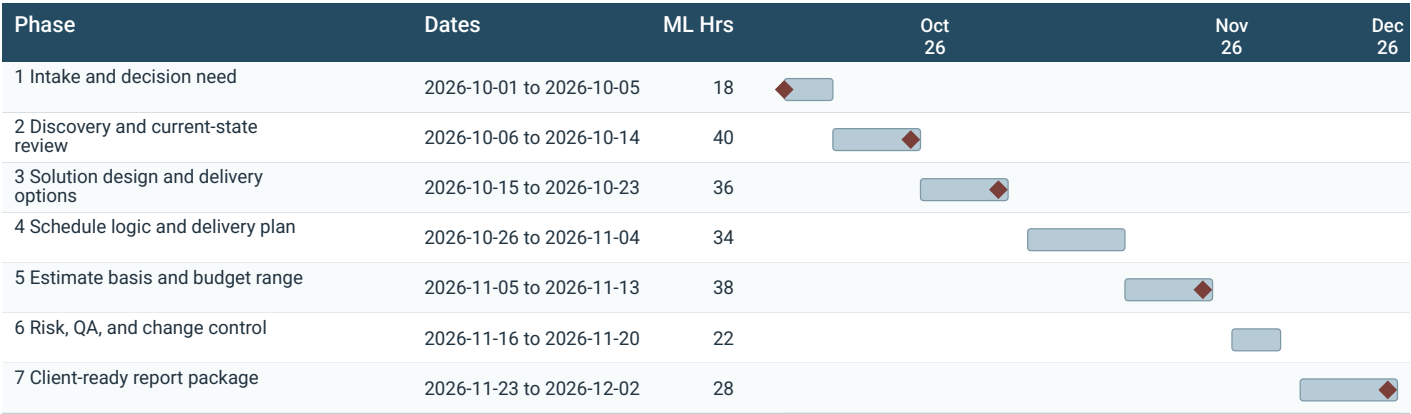


Figure 1. Compact phase timeline generated from current project dates.

Phase	Low Hrs	ML Hrs	High Hrs	Low Labor	ML Labor	High Labor	% ML	Items
1 Intake and decision need	15.3	18	22.5	\$2,295	\$2,700	\$3,375	8%	2 / 1
2 Discovery and current-state review	32	40	54	\$4,800	\$6,000	\$8,100	19%	2 / 1
3 Solution design and delivery options	29.5	36	46.8	\$4,428	\$5,400	\$7,020	17%	2 / 1
4 Schedule logic and delivery plan	28.9	34	43.5	\$4,335	\$5,100	\$6,528	16%	2 / 0
5 Estimate basis and budget range	31.9	38	50.2	\$4,788	\$5,700	\$7,524	18%	2 / 1
6 Risk, QA, and change control	18.9	22	27.7	\$2,838	\$3,300	\$4,158	10%	2 / 0
7 Client-ready report package	23.8	28	36.4	\$3,570	\$4,200	\$5,460	13%	2 / 1
Total	180.4	216	281.1	\$27,054	\$32,400	\$42,165	100%	14 / 5

Period	Start	Finish	ML Hours	ML Labor
Oct 2026	2026-10-01	2026-10-31	118.7	\$17,800
Nov 2026	2026-11-01	2026-11-30	89.3	\$13,400
Dec 2026	2026-12-01	2026-12-31	8	\$1,200
Total	2026-10-01	2026-12-02	216	\$32,400

4. Estimate Uncertainty

Figure 2 provides a compact planning-range view for labor hours and total budget uncertainty. Whiskers mark low and high estimates; the marker shows the most-likely estimate.

Planning Range Uncertainty

Whiskers mark low and high estimates. Box spans the current low-to-high range. Red marker shows most-likely.

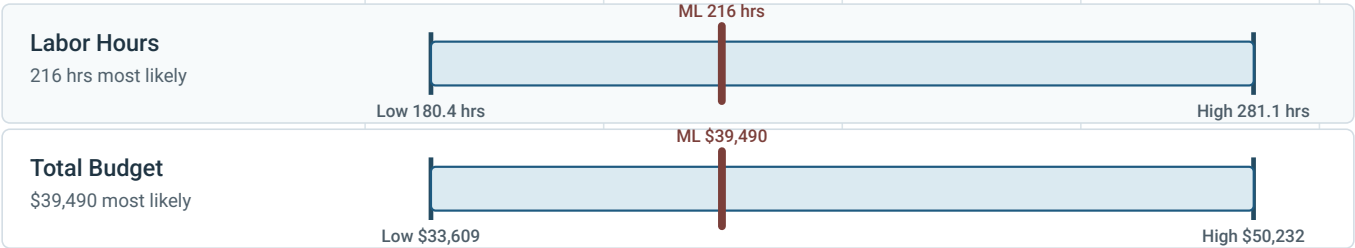


Figure 2. Planning range box and whisker plot for labor hours and total budget.