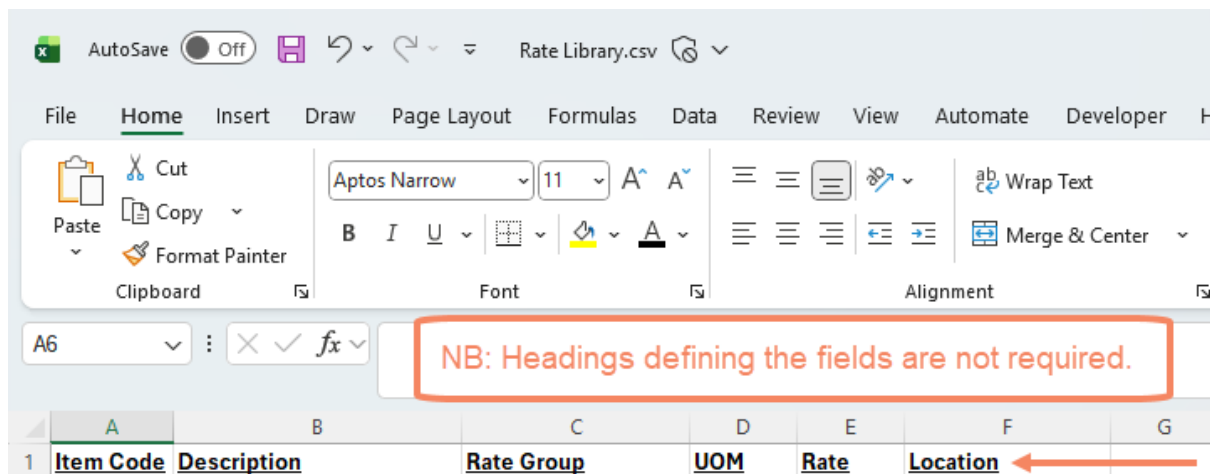
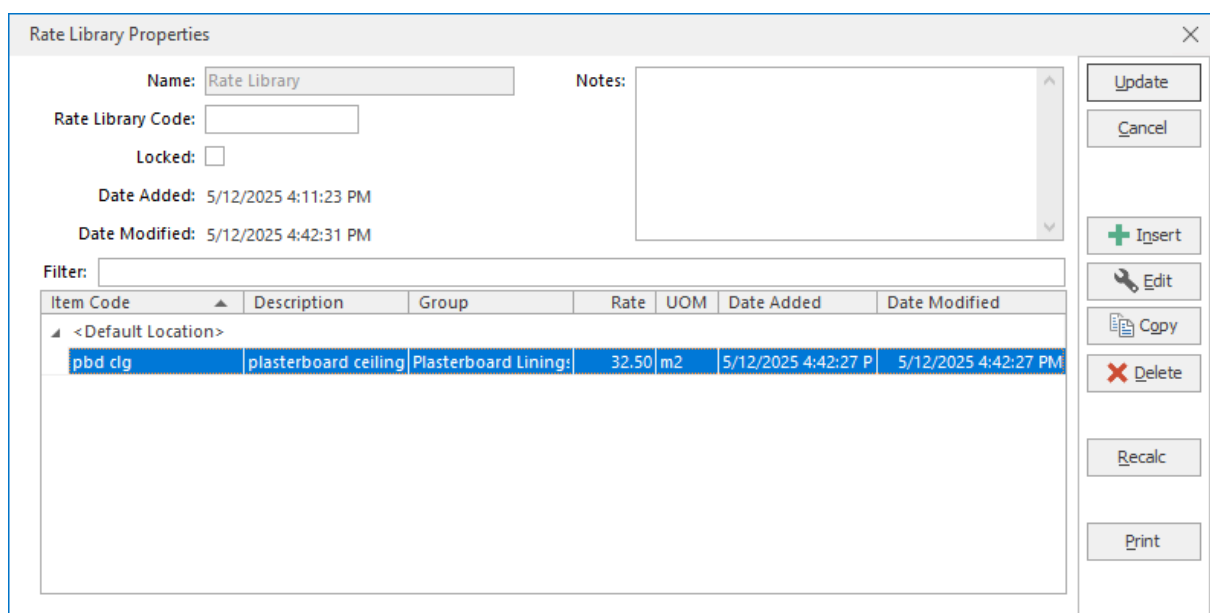


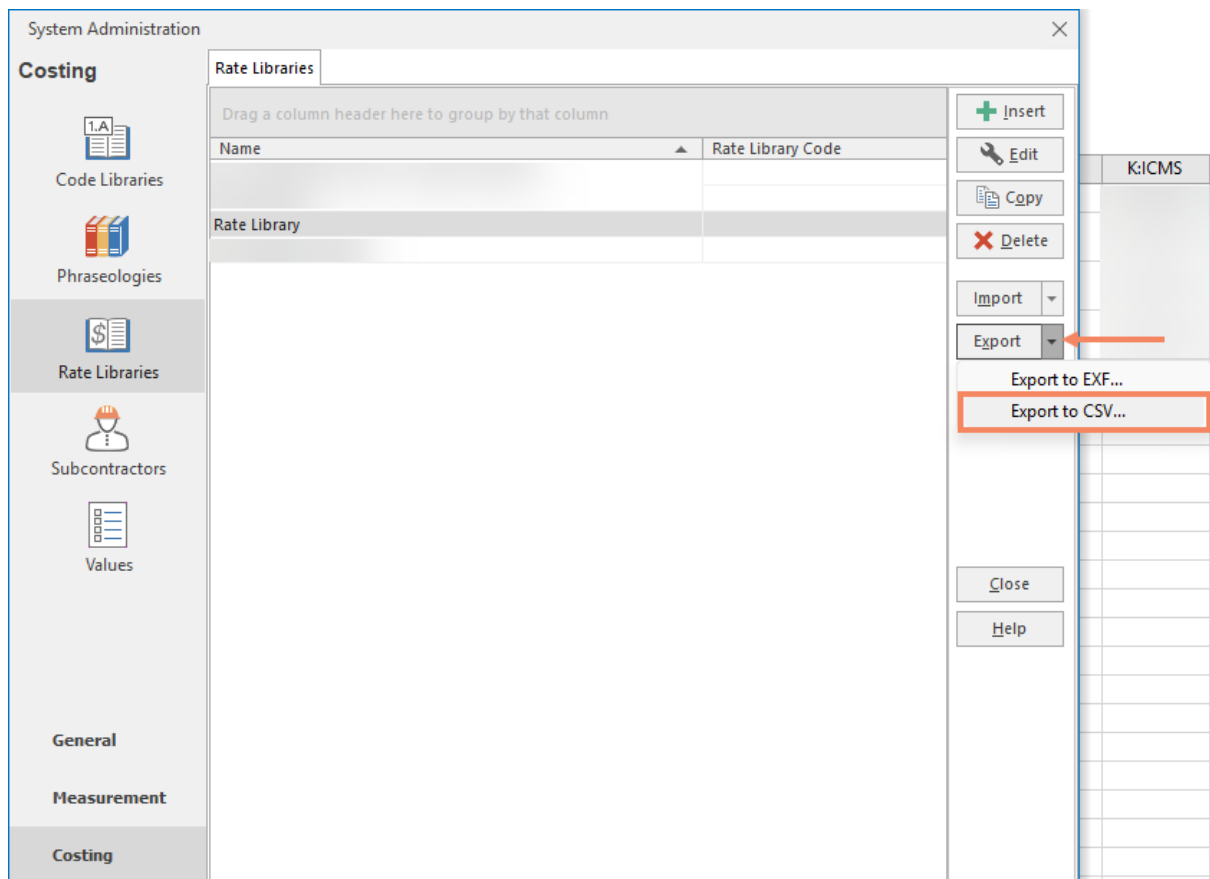
CostX has the capability to import a set of rates into a costX rate library from a CSV file. Each rate must be on a separate line and each line must contain the rate data columns in the following sequence:

Item Code, Description, Rate Group, UOM, Rate, Location

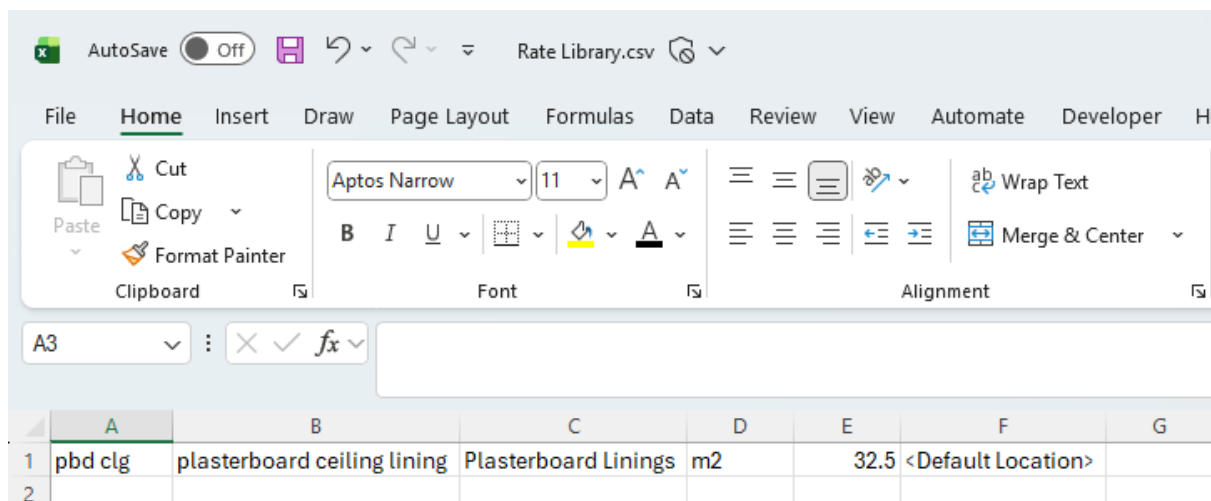


Start by inserting a single rate into a rate library before exporting the rate library to CSV.

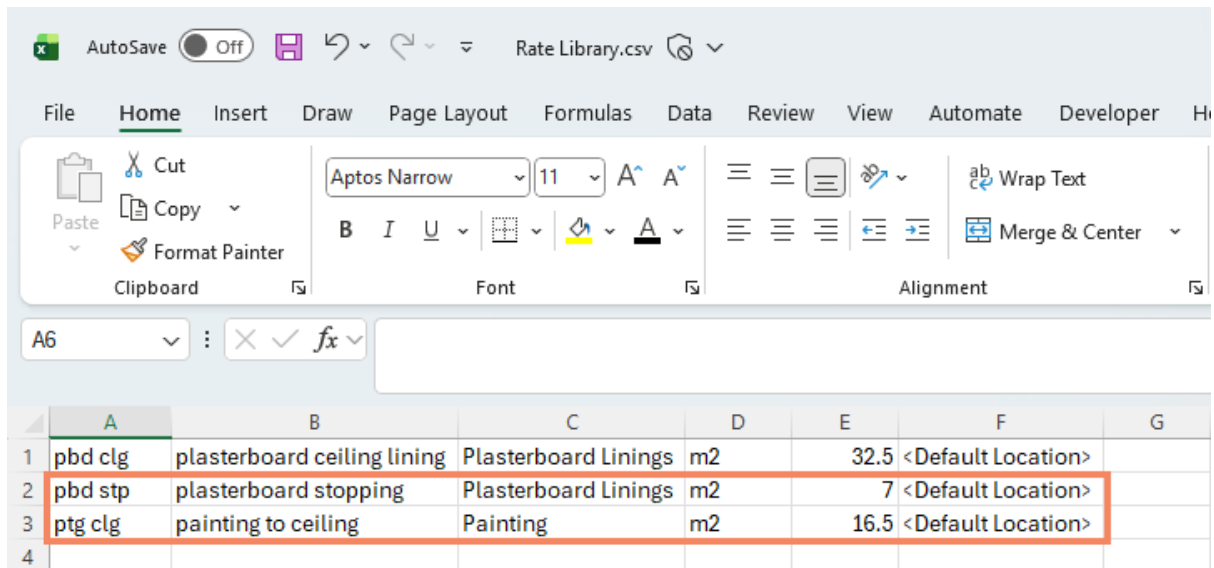




Open the excel and you will have a single rate which has the rate data in the sequenced order of columns.

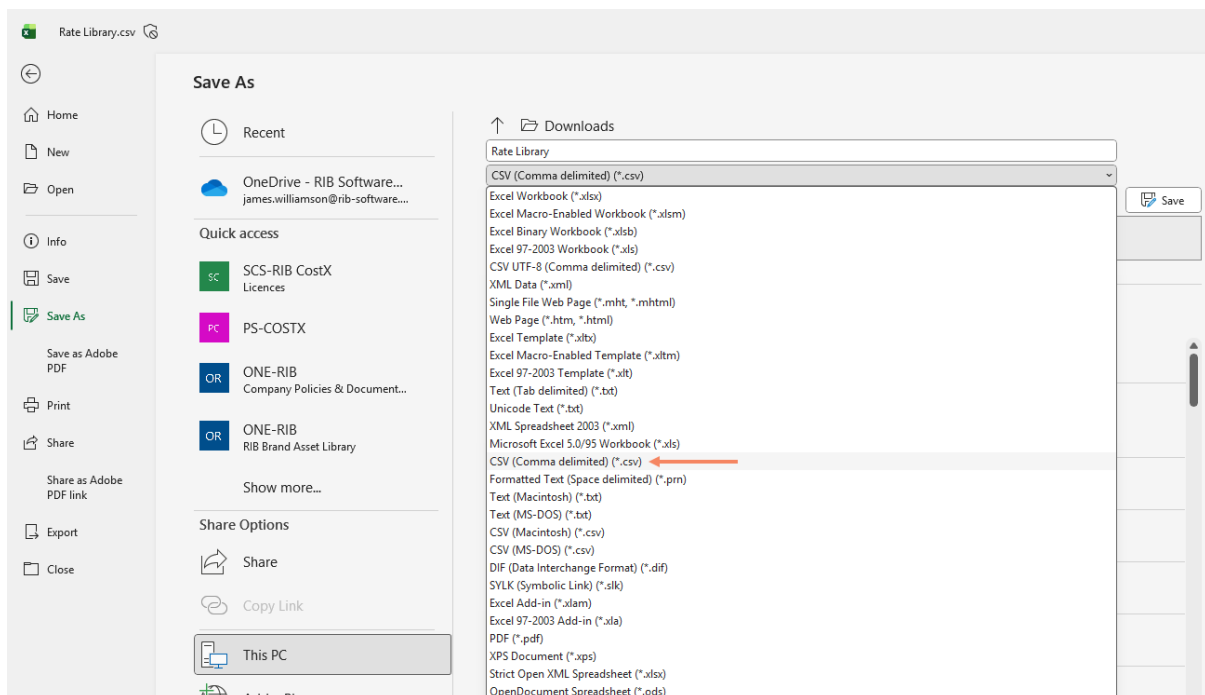


From here, you can continue populating your rate library with item rates.

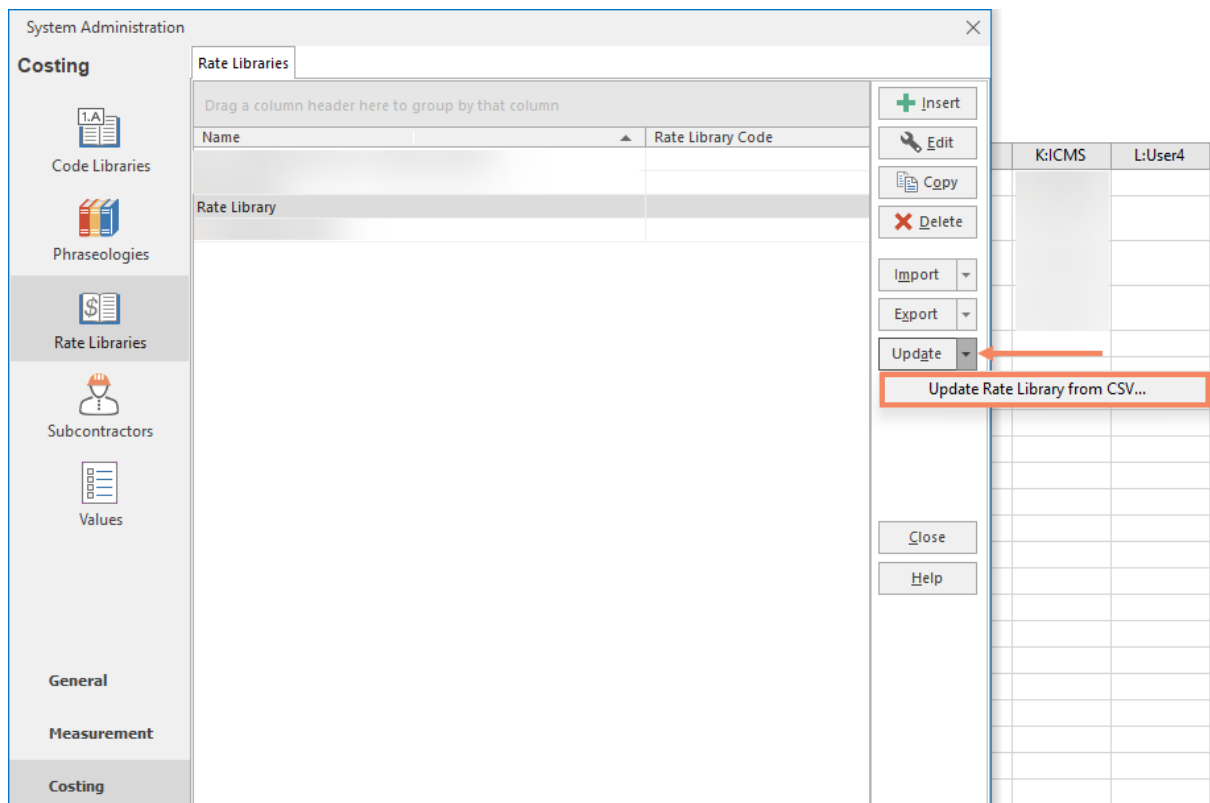


	A	B	C	D	E	F	G
1	pbd clg	plasterboard ceiling lining	Plasterboard Linings	m2	32.5	<Default Location>	
2	pbd stp	plasterboard stopping	Plasterboard Linings	m2	7	<Default Location>	
3	ptg clg	painting to ceiling	Painting	m2	16.5	<Default Location>	
4							

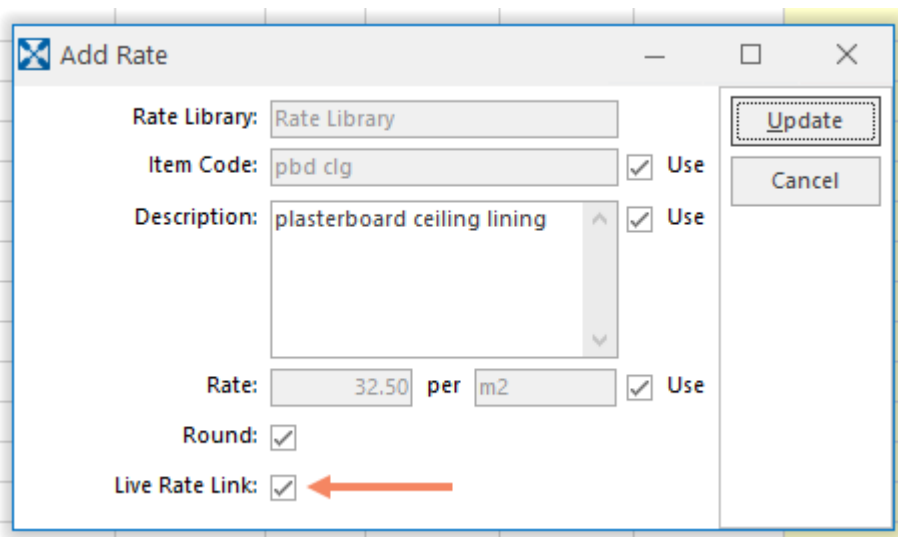
Save the excel as a .csv (Comma delimited) file, which can be imported into CostX.



The rate library can then be updated in costX via the system administration.



Composite rates can be built-up. From the rates tab, rates can be dragged and dropped into the rate sheet and if the live rate link checkbox is ticked, the rate column will contain the XGETRATE function and the text will be green, meaning when the rate changes, the values in the workbook automatically update.



Applewood University - RIB CostX

File Home Drawings Dimensions Revisions Workbooks Subcontractors Databooks

Add Properties Compare Drawings All Layers Invert Layers File Layers Rotate 90° Zoom Extents Zoom Area Reset View Add Positive Negative Add Manual Properties Both Accept All Measuring Add Spelling Properties Recalc Reports Function Workbooks Format Add Properties Databooks System Administration Administration

Dimension View Elemental Estimate

Workbooks

Name	GFA ...	Total
Elemental Estimate	3,934.68	19,793,310

E1 Cell = =XGETRATE("Rate Library","pbd clg",2) Total = 19,793,310

Code	Description	Quantity	Unit	Rate	Sub-Total	Factor	Total
14	Ceiling Finishes	5,031	m2	50.24	252,775		252,775
	13mm standard plasterboard ceiling including s	10	m2	56.00	560		560

A:Code	B:Description	C:Quantity	D:Unit	E:Rate	F:Factor	G:Total	H:Include	I:Package
1	pbd clg plasterboard ceiling lining	1.00	m2	32.50		32.50	32.50	
2	pbd stp plasterboard stopping	1.00	m2	7.00		7.00	7.00	
3	ptg clg painting to ceiling	1.00	m2	16.50		16.50	16.50	

Dimension Groups Dimensions Codes Constants

Rates Values Phraseologies Workbook Values

Click to Hide Filter <Filter is Empty>

Search: Go

Library: ☐ Selected ☒ All

Code	Description	Rate	UOM
AU - Sample Rate Library - Applewood Rates			
Project Rates			
Rate Library			
Painting			
ptg clg	painting to ceiling	16.5 m2	
Plasterboard Linings			
pbd clg	plasterboard ceiling lining	32.5 m2	
pbd stp	plasterboard stopping	7 m2	

GFA = 5,030 m2

Return to the cost sheet. Right click on the rate which can then be copied to the rate library.

Applewood University - RIB CostX

File Home Drawings Dimensions Revisions Workbooks Subcontractors Databooks

Add Properties Compare Drawings All Layers Invert Layers File Layers Rotate 90° Zoom Extents Zoom Area Reset View Measuring Add Positive Negative Both Add Manual Accept All Reports Function Workbooks Add Spelling Properties Recalc Format Add Properties Databooks System Administration

Dimension View Elemental Estimate

Workbooks

#	Name	GFA ...	Total
1	Elemental Estimate	3,934.68	19,793,310

Dimension Groups Dimensions Codes Constants

Rates Values Phraseologies Workbook Values

Click to Hide Filter <Filter is Empty>

Search: Go

Library: ☐ Selected ☒ All

#	Code	Description	Rate	UOM
1	AU - Sample Rate Library - Applewood Rates			
2	Project Rates			
3	Rate Library			
4	Painting			
5	ptg clg	painting to ceiling	16.5	m2
6	Plasterboard Linings			
7	pbd clg	plasterboard ceiling lining	32.5	m2
8	pbd stp	plasterboard stopping	7	m2

E8 Cell = =XSUMRATE() Total = 19,793,310

Code	Description	Quantity	Unit	Rate	Sub-Total	Factor	Total		
14	Ceiling Finishes	5,031	m2	50.24	252,775		252,775		
A:Code	B:Description	C:Quantity	D:Unit	E:Rate	F:Subtotal	G:Factor	H:Total	I:Package	J:Section
8	13mm standard plasterboard ceiling including stopping and paint	10	m2	56.00	560		560		
9									
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11									
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37									
38									
39									

Cost Calc

GFA = 5,030 m2

Cell = =XSUMRATE() Total = 19,793,310

.....

Ctrl+X
Ctrl+C
Copy Values
Ctrl+V
Ctrl+Shift+X
Ctrl+Shift+C
Ctrl+Shift+V
Ctrl+Ins
Ctrl+Del
Alt+Ins

Copy to Rate Library...