Consultancy Hourly Rate Calculator

An excel based solution, which is macro free, to enable you to calculate suitable hourly rates, create a quote, and monitor the outcomes. If this sounds like what you need, take a look at the details below.

Calculate the hourly cost per person
Assign personnel into suitable standard charge-out rates
Calculate the cost per stage, based on time taken
Determine what margin to add to each project
Calculate the overhead margin and the profit margin
Track quotes and get follow-up reminders
See a detailed report showing success of quotes
See what profit margins are more likely to be accepted
See a live dashboard with data checks and alerts
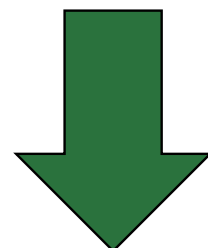## Have an up-to-date 12 month rolling report
And so much more...

Calculate hourly rates, generate quotes, track outcomes

spreadsheetsolutions.biz/store

SPREADSHEET SOLUTIONS

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Personnel Rates
Your Business

Optional

> The idea here is to calculate the hourly rate for each person, and then add them to the closest 'standard charge'. Enter in the columns with the red headers, and the green ones should automatically calculate. If you wish to change which standard charge a person is assigned to, you can do so by using the column with the yellow header.

Person	For 52 week period Annual Salary	NI and Pension %	Working Weeks	Hours per Week	Productivity Rate	Over-ride Charge Rate	Sorter	Hourly Rate	Charge Rate	Hourly Difference
George	£50,000.00	20.0%	46	40.0	50%			£65.22	£70.00	£4.78
Mandy	£50,000.00	20.0%	46	40.0	60%			£54.35	£55.00	£0.65
Alan	£30,000.00	20.0%	46	40.0	80%			£24.46	£30.00	£5.54

The first part of this spreadsheet is to capture the salaries of each person, as well as the extras (pension and NI) and their hours and productivity (how much of their time they are working on client work). This data is then used to determine what each person costs per hour.

Once you've then set up to 10 standard charge out rates (see below), then each person will be assigned into a charge out rate category. This means that you can group people by hourly rate, so you're charging out a standard rate, rather than a specific person.

Standard Charges & Profit Percentages
Your Business

Standard Charge Out Rates

Standard Profit Percentages

Standard Charge Out Rates	No Staff	% Staff	Standard Profit Percentage	% Quotes	% Quotes
£20.00 ✓	0	0.0%	2.5% ✓	40	7.4%
£30.00 ✓	1	33.3%	3.0% ✓	57	10.6%
£40.00 ✓	0	0.0%	3.5% ✓	78	14.5%
£50.00 ✓	0	0.0%	4.0% ✓	49	9.1%
£55.00 ✓	1	33.3%	4.5% ✓	39	7.2%
£60.00 ✓	0	0.0%	5.0% ✓	67	12.4%
£65.00 ✓	0	0.0%	5.5% ✓	59	10.9%
£70.00 ✓	1	33.3%	6.0% ✓	56	10.4%
£75.00 ✓	0	0.0%	6.5% ✓	60	11.1%
£80.00 ✓	0	0.0%	7.0% ✓	34	6.3%

You can set up to 10 standard rates, in order to group people at a similar hourly rate, so you can charge them out. So, if you charge out £20 an hour, then anyone in the £20 an hour group could do that work.

You can also assign up to 10 standard profit percentages. when you assign a profit percentage for a project, you can use any percentage, but it will be assigned to the closest standard rate for the sake of the reporting. This way you can see which standard rate is the best to use for future quoting, to get the best chance of winning projects. The profit margin percentage also uses your overheads and expected turnover, so you can complete those too on the spreadsheet.

Standard Hour Rates	Stage 0 Hrs/Rate	Stage 1 Hrs/Rate	Stage 2 Hrs/Rate	Stage 3 Hrs/Rate	Stage 4 Hrs/Rate	Stage 5 Hrs/Rate	Stage 6 Hrs/Rate	Stage 7 Hrs/Rate	Stage 8 Hrs/Rate	
£20.00	4									✓
£30.00		8			12					✓
£40.00			4	4		4				✓
£50.00		8						12		✓
£55.00			6		12		12		12	✓
£60.00				16		10				✓
£65.00			2				2	2		✓
£70.00	8			12					2	✓
£75.00		2	2		2			2		✓
£80.00										✓
Total Hours	12	18	14	32	26	14	14	16	14	
Staff Cost	£640.00	£790.00	£770.00	£1,960.00	£1,170.00	£760.00	£790.00	£880.00	£800.00	
Break Even	£1,248.78	£1,541.46	£1,502.44	£3,824.39	£2,282.93	£1,482.93	£1,541.46	£1,717.07	£1,560.98	
Charge	£1,387.53	£1,712.74	£1,669.38	£4,249.32	£2,536.59	£1,647.70	£1,712.74	£1,907.86	£1,734.42	
Rounded	£1,388.00	£1,713.00	£1,669.00	£4,249.00	£2,537.00	£1,648.00	£1,713.00	£1,908.00	£1,734.00	

When it comes time to do a quote, it is relatively simple to do so. The spreadsheet shows you the standard rates, and the stages (there are 10 stages which you can rename). All you have to do is state how many hour are required for each stage at each rate.

It then calculates the total hours per stage, the staff cost per stage, the break even point per stage, and the charge you should charge per stage (based on your desired profit margin). You can even round each value off if required. These figures can then easily be transferred to the next tab where the quote can be tracked.

| Status	Total Project Value	Date	Client	Project	Profit %	Date Quoted	Date Follow Up	Date Conclusion	Select Conclusion Type
Stale	£39,457.00	04/08/2022	Client 471	Project 471	5.1%	04/08/2022		29/08/2022	Stale
Stale	£41,853.00	06/08/2022	Client 578	Project 578	7.0%	06/08/2022		29/08/2022	Stale
Declined	£46,057.00	04/08/2022	Client 698	Project 698	3.0%	04/08/2022		29/08/2022	Declined
Stale	£33,001.00	03/08/2022	Client 473	Project 473	3.5%	03/08/2022		30/08/2022	Stale
Accepted	£45,550.00	04/08/2022	Client 552	Project 552	3.3%	04/08/2022		30/08/2022	Accepted
Declined	£61,567.00	15/08/2022	Client 1	Project 1	5.5%	15/08/2022		05/09/2022	Declined
Delayed	£40,422.00	07/08/2022	Client 99	Project 99	5.0%	07/08/2022		05/09/2022	Delayed
Delayed	£53,252.00	12/08/2022	Client 636	Project 636	3.9%	12/08/2022		05/09/2022	Delayed
Declined	£40,806.00	11/08/2022	Client 60	Project 60	6.5%	11/08/2022		07/09/2022	Declined
Delayed	£60,593.00	08/08/2022	Client 999	Project 999	5.7%	08/08/2022		12/09/2022	Delayed
Delayed	£56,420.00	24/08/2022	Client 952	Project 952	4.9%	24/08/2022		14/09/2022	Delayed
Stale	£49,445.00	02/08/2022	Client 381	Project 381	5.2%	02/08/2022		16/09/2022	Stale
Accepted	£38,418.00	12/08/2022	Client 419	Project 419	3.1%	12/08/2022		16/09/2022	Accepted
Delayed	£39,970.00	09/08/2022	Client 803	Project 803	3.8%	09/08/2022		16/09/2022	Delayed
Accepted	£32,203.00	12/08/2022	Client 939	Project 939	4.6%	12/08/2022		16/09/2022	Accepted
Accepted	£61,867.00	01/08/2022	Client 42	Project 42	3.0%	01/08/2022		19/09/2022	Accepted
Stale	£59,806.00	01/08/2022	Client 438	Project 438	2.5%	01/08/2022		19/09/2022	Stale
Stale	£47,058.00	02/08/2022	Client 690	Project 690	5.1%	02/08/2022		19/09/2022	Stale
Declined	£56,279.00	29/08/2022	Client 408	Project 408	6.1%	29/08/2022		20/09/2022	Declined
Accepted	£34,522.00	24/08/2022	Client 291	Project 291	4.1%	24/08/2022		21/09/2022	Accepted
Accepted	£42,826.00	02/08/2022	Client 444	Project 444	5.1%	02/08/2022		21/09/2022	Accepted
Declined	£38,332.00	19/08/2022	Client 582	Project 582	3.9%	19/08/2022		21/09/2022	Declined
Accepted	£49,142.00	20/08/2022	Client 841	Project 841	6.8%	20/08/2022		21/09/2022	Accepted
Delayed	£30,372.00	11/08/2022	Client 297	Project 297	3.4%	11/08/2022		26/09/2022	Delayed
Declined	£57,413.00	19/08/2022	Client 330	Project 330	5.0%	19/08/2022		26/09/2022	Declined
Declined	£47,580.00	14/08/2022	Client 418	Project 418	3.2%	14/08/2022		26/09/2022	Declined

Once you add a quote to the database, you then get alerts to send the quote, and to follow up. When you state that you have an answer for the quote, you can select the conclusion type, as to state the outcome of the quote.

This database keeps all the quotes in one place, keeps the status up to date, and provides excellent data for the report and dashboard.

Breakdown based on status	No. of Projects	Average Profit	Average Value	Total Value
Accepted	89	4.68%	£45,573.07	£4,056,003.00
Delayed	79	4.50%	£44,946.06	£3,550,739.00
Stale	83	4.66%	£45,160.80	£3,748,346.00
Declined	83	4.81%	£45,486.71	£3,775,397.00
Active	149	4.82%	£44,395.32	£6,614,902.00
ALL Quotes	483	4.71%	£45,021.51	£21,745,387.00

Number of projects per status per standard profit markup

The colour formatting on stale and declined is reversed

Profit Percentage	Accepted	Active	Delayed	Stale	Declined
2.5%	8	9	8	5	8
3.0%	10	16	11	7	6
3.5%	10	20	13	17	12
4.0%	10	11	7	5	6
4.5%	6	12	8	4	6
5.0%	13	16	5	16	9
5.5%	9	19	6	10	9
6.0%	8	16	7	9	10
6.5%	8	19	14	6	9
7.0%	7	11	0	4	8

One of the key tables on the report is the one which shows you the standard profit percentages and the current status. You can then see a heat map showing where the most activity took place. I've used random data, so this one doesn't tell a story, but you should be able to see what profit margin starts to see you losing more projects, which will show you what you could be charging. You would likely see more red in the higher margins, and more green in the lower ones.

Number of projects per profit per status

Total value of projects per profit per status
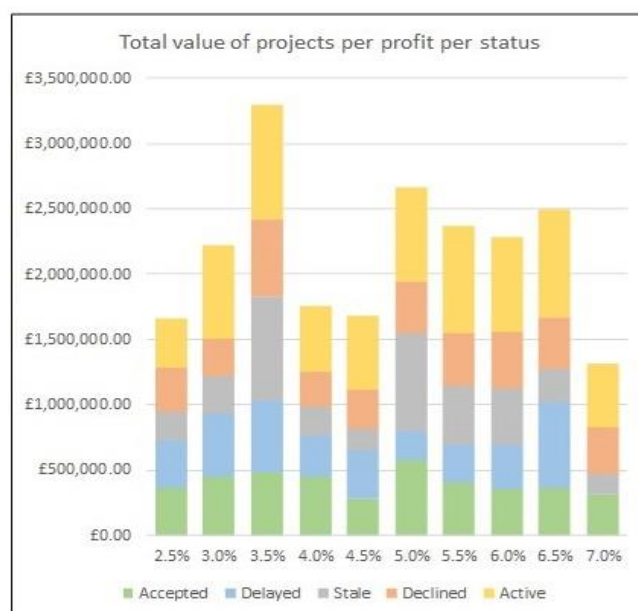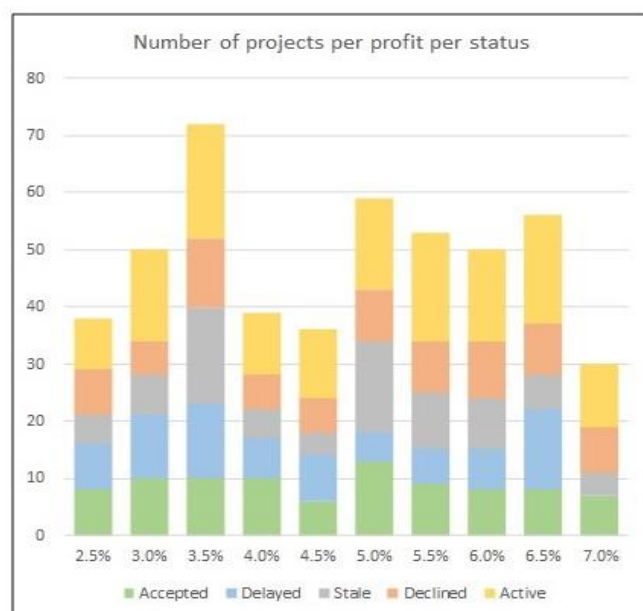
The report then goes on to show some comparisons per month, for the last (rolling) 12 months. You can see how much work was quoted on, as well as confirmed/rejected each month. This kind of reporting, as well as the alerts and notifications on the dashboard, could prove to be very useful for the management and growth of your business.

So there you have it, an overview of this unique product. We can't show you everything in this brochure, so please use the link below to the demo video, should you wish to see exactly how this product works.

All the other links you may need for more information, or to purchase this product, are below.
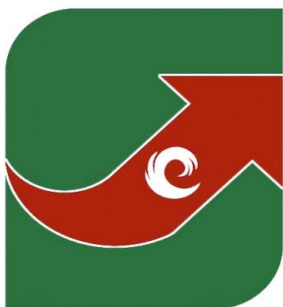
In order to purchase this product, download a free trial, or watch the demo video, please click the image to the left.

This product is sold from the UK, and will be invoiced as GBP. The fee is a once off fee, and there is no monthly charge. There will be an entirely optional annual charge, should you want to receive future upgrades.

£350

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