



U.S. Fish and Wildlife Service
Asset Management Coordinator's
User Guidance AM-03
**Inflation Adjustments for the
DM Five Year Plan**

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Inflation Adjustments for the DM Five Year Plan

Introduction

The purposes of this user guide is to briefly explain the process of adjusting planned costs in project work orders for inflation, using the five-year average of the Construction Cost Index (CCI), an industry-standardized inflation adjustment factor published by *The Engineering News Record* and provided by Headquarters. The National Deferred Maintenance Coordinator will distribute the CCI value to Regional AMCs NLT January 30th of each year. This bulletin is intended for experienced Service Asset Maintenance Management System users.

Guidance

The deferred maintenance (DM) child work orders in "WAPPR" status with "planned costs" attached to Deferred Maintenance Five Year Plan (DMFP) in a "Project Plan Year" will be adjusted for inflation by factoring the CCI value by the "Unit Cost" in the Material Tab of the children work order(s) in the DMFP hierarchy. The Regional Asset Management Coordinators will update child DM work orders in a FYP NLT 1 April of each year. AMCs must re-calculate, at a minimum, the first 3 years of the FYP work orders to project funding needs for the stations.

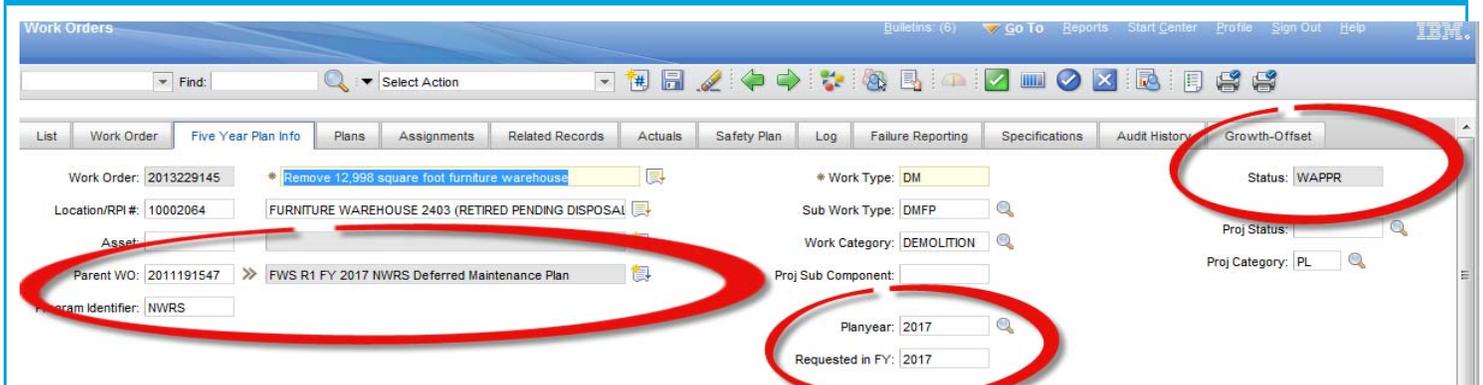
Five Year Plan Info

(Note: This tab is visible only on work orders with an "FP" subtype.)

The **Five Year Plan Info** tab shows information specific to the preparation, submission to the department, and tracking the progress of Deferred Maintenance (DM).

This tab does not show on the work order form unless the Sub work type is DMFP or CIFP. This tab is normally editable only to those who have responsibility to provide data supporting the project. Data entry is restricted to Headquarters Preferred Maintenance Coordinators and Regional Asset Maintenance Management Coordinators (AMC) users. In addition, some fields may be updated only by the Headquarters Deferred Maintenance Coordinators.

This tab is used to enter, view and modify five year plan funding information, including the DOI Rankings.

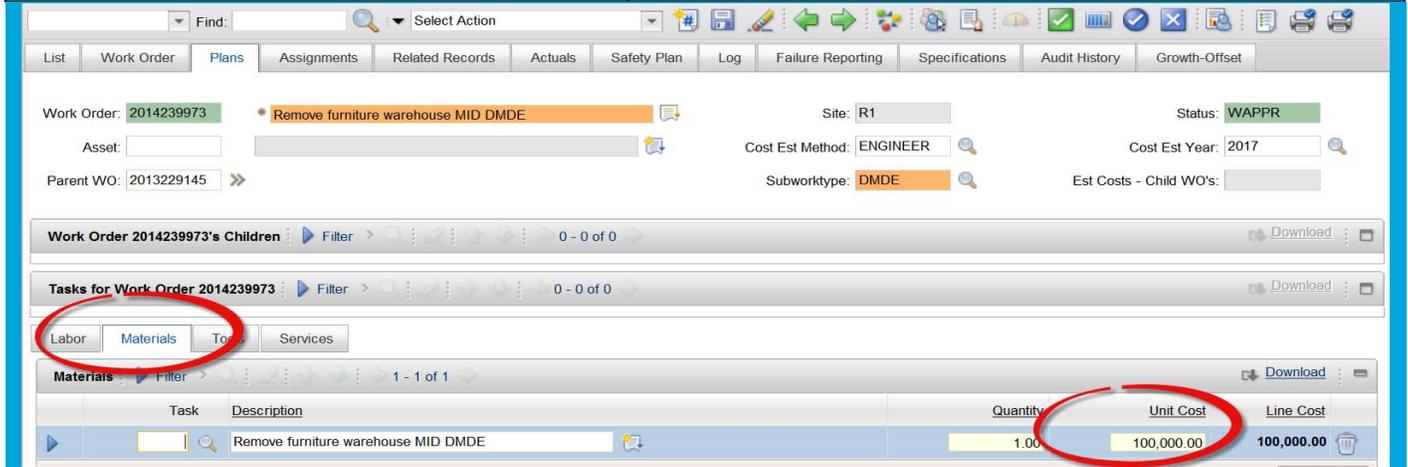


The Regional Asset Maintenance Coordinator will access the Service Maintenance Management System and query for DM child work orders with the following sub work types.

DMCM	Corrective Maintenance
DMRM	Recurring Maintenance
DMCR	Component Renewal
DMDE	Demolition
DMRH	Rehabilitation
DMRP	Replacement
DMEG	Engineering

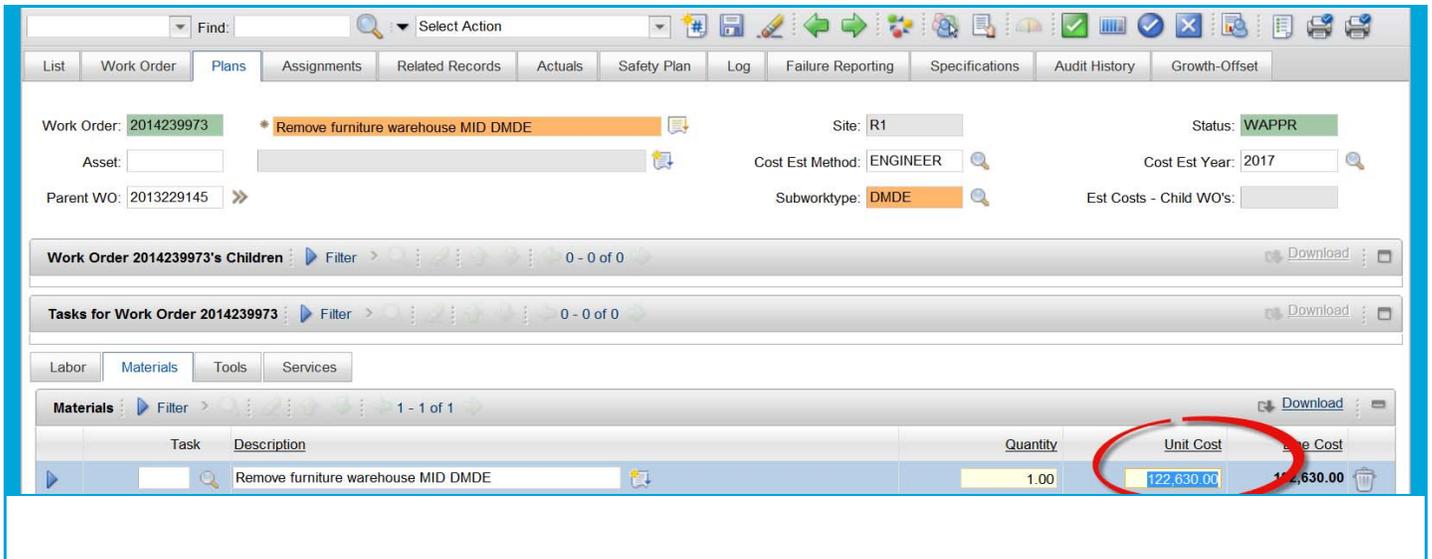
Select the Five Year Plan tab.

Plans	<p>The Plans tab provides a view of the work order plan detail including tasks as well as labor, materials and tools required to do the job. This is where the work is planned to allow for cost estimations.</p> <p>This tab is used to enter, view, and modify job tasks and labor, material, and tool requirements for the work plan.</p>
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Select the work order's Plans Material tab on the child work order and escalate the costs using the CCI factor.

Multiply the Unit Costs by the CCI Factor: (Example shown: 100,000 X 1.2263)



Remember to save the work order.