

# CONSTRUCTION PROCEDURES HANDBOOK

SECTION VI	SUBSECTION F	DATE
CONSTRUCTION OPERATIONS	FUEL PRICE ADJUSTMENT	06/18/2024

Fuel Price Adjustment will only be included as a pay item in contracts that the bid specifications include eligible pay items that require 500 or more gallons of fuel. If the project does not have a pay item for fuel price adjustment, because the eligible pay items require less than 500 gallons of fuel, and changes to the contract increase the eligible pay item quantities to require 500 gallons or more of fuel, the RE will create the item Fuel Price Adjustment via a change order. The basic fuel price index will be the fuel price index at the time the Item Fuel Price Adjustment is added to the contract. The basic fuel price index for new work items will be the fuel price index at the time new work item prices are established.

When the item Fuel Price Adjustment is an item in the contract, calculate fuel price adjustment monthly for work performed from the first day of the month to the last day of the month for the month prior to the estimate cutoff date. Therefore, use the fuel price index for the month before the regular monthly estimate cutoff date as the Monthly Fuel Price Index for work performed in the previous calendar month.

Use [Form DC-160\(f\)](#) to calculate the monthly fuel price adjustment. Only use the items that are included on the form for the calculation. Do not use items that are not on the eligible items list except items that were added to the contract and are included in Table 160.03.01-1 of the Special Provisions. These items are to be added to the bottom of the eligible items list on the form. Hide rows for those items not required for a particular month's calculation. Make sure that there are no entries on the hidden rows.

For New Work added to the contract that is eligible for fuel price adjustment, the basic fuel price index is the fuel price index at the time the price for the New Work was established.

If an item listed in the [Form DC-160\(f\)](#) has a payment unit which differs from that listed in the form, revise the conversion factor in column G accordingly.

Attach the completed [Form DC-160\(f\)](#) to the daily work report.