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U.S. DEPARTMENT OF AGRICULTURE
RURAL UTILITIES SERVICE

CONSTRUCTION INVENTORY
(FOR LABOR AND MATERIAL CONTRACT)

SHEET	**OF**	**SHEETS**	
DATE	**PROJECT DESIGNATION**		**CONTRACT NO.**
BORROWER		**RUS PROJECT CODE(S)**	
ENGINEER			
CONTRACTOR			

AMOUNT PAYABLE TO CONTRACTOR

A. TOTAL COST OF STANDARD, NEW AND CONVERSION ASSEMBLY UNITS INSTALLED
(Total Column 6 RUS Form 254a) _____ _____

B. COST TO REMOVE "I" UNITS (Total Column 7, RUS Form 254a) _____ _____

C. AMOUNT TO BE CREDITED TO CONTRACTOR FOR MATERIALS REMOVED FROM EXISTING FACILITIES AND RETURNED (Total Column 14, RUS Form 254b) _____ _____

SUBTOTAL _____ _____

DEDUCT:

D. AMOUNT CHARGEABLE TO CONTRACTOR FOR MATERIALS IN ASSEMBLY UNITS REMOVED (Total Column 9, RUS Form 254a) _____

E. NET AMOUNT OF OWNER-FURNISHED MATERIALS (Total Column 24, RUS Form 254c) _____ _____

F. NET AMOUNT DUE CONTRACTOR _____

(In making final payment to Contractor, the net amount due the Contractor, as shown by this Certification, will be reduced by the sums, if any, due the Owner for liquidated damages, payment made to date, or other sums which the owner has the right to retain under the terms of the Contract, and signature by all parties does not preclude the retention by the Owner of such amounts.)

CERTIFICATE OF ENGINEER

I certify that to the best of my knowledge and belief the attached final inventory correctly shows the total number and character of assembly units installed and removed by the Contractor and that the net amount of due the Contractor, as shown above, is true and correct.

_____ _____
ENGINEER

_____ *By* _____
DATE

ACCEPTANCE BY OWNER

_____
OWNER

_____ *By* _____
DATE PRESIDENT

ACCEPTANCE BY CONTRACTOR

_____
FIRM

_____ *By* _____
DATE

RUS Form 254 Instructions

(See RUS Bulletin 176713-3, Preparation and Use of RUS Form 254, for additional instructions)

The Engineer will prepare 5 copies of RUS Form 254 and 254a; also 5 copies of Forms 254b and 254c when applicable,

Calculation of amount payable to Contractor will employ data taken from Nos. 1 thru 25, RUS Forms 254, 254a, 254b, and 254c. The amounts to be inserted opposite Items A, B, C, D, and E on RUS Form 254 are indicated in the texts of those items.

Nos. 1 thru 17, Forms 254a & 254b: (Form 254b is required only when "I" removal units are included in the Contract.)

No.	Source of Information
1 and 2	From tabulation of staking sheets *
3 and 4	From Contract
5	No. 3 plus No. 4
6	No. 1 multiplied by No. 5
7	No. 1 multiplied by No. 3 (for "I" units only).
8	From Table "C" of Contract
9	No. 1 multiplied by No. 8 for "I" removal units only. (Table C relates solely to "I" units.)
1 0, 11, & 12	From Engineer's and Owner's records
13	From Table D in Contract
14	No. 12 multiplied by No. 13
15	From Engineer's records (Quantities shall be listed opposite the appropriate material items described in No. 11.)
16	From individual stock record card for each material item listed.
17	No. 15 multiplied by No. 16

Data shown on Form 254c to be presented under the following headings, as appropriate:

PART I. MATERIAL ITEMS INCLUDED IN LISTS SET FORTH IN CONSTRUCTION CONTRACT.

PART II. OTHER MATERIAL ITEMS FURNISHED BY OWNER.

Nos. 18 through 25: (Form 254c is required only when there are owner-furnished materials.)

No.	Source of Information
18 and 19	From Contract and Material Receipts
20	From charge-out and credit tickets covering materials issued to and returned by Contractor **
21	From average unit costs on charge-out and credit tickets relating to this construction, such costs in turn being taken from the average unit costs reflected by the stock record cards for the applicable period.
22	No. 20 multiplied by No. 21
23	For Part 1, from the unit prices specified in the Contract in the "List of Owner Furnished Materials" For Part 11, from the actual unit costs to Owner-- the same as used in No. 21
24	No. 20 multiplied by No. 23
25	No. 24 minus No. 22. (if a minus quantity, enter in parentheses.)

See 7 CFR 1726, Electric System Construction Policies and Procedures, for instructions regarding distribution of the completed forms.

Reference should be made to RUS Bulletin 1767B-3, Preparation and Use of the RUS Form 254, for instruction in accounting for all contract costs, including the retirement of units removed by the Contractor and the unitization by record units of costs of construction assemblies installed by the Contractor.

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* Standard units will be listed first, followed by new units and conversion units, in that order, with all "I" removal units being listed last. In Column 2, under "Unit No.", enter the unit identifier, and under "Type", enter either: "N-New", "H-Conversion" or "I-Removal".

** The quantities shown in No. 20 should agree with materials receipts prepared in connection with the contract.

The types of items of material and the quantity of any item of material listed under Part I of the tabulation should be limited to the type of items and should not exceed the quantity of any item of material specified in the construction contract in the "List of Owner Furnished Materials." Any additional items of material or excess quantities over the items specified in such lists are to be shown under Part 11 of the tabulation.

U.S. DEPARTMENT OF AGRICULTURE
RURAL UTILITIES SERVICE

CONSTRUCTION INVENTORY
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SHEET	OF	SHEETS
DATE	PROJECT DESIGNATION	CONTRACT NO.
BORROWER		
ENGINEER		
CONTRACTOR		

ASSEMBLY UNITS		DUE CONTRACTOR FOR UNITS INSTALLED, CONVERTED AND REMOVED					AMOUNT CHARGEABLE TO CONTRACTOR FOR MATERIALS IN ASSEMBLIES REMOVED	
			EXCEPT I UNITS					
QUAN-TITY	UNIT NO. /TYPE N- New C-Conversion I-Removal	LABOR UNIT PRICE	MATERIAL UNIT PRICE	TOTAL UNIT PRICE (Col.3 + Col.4)	COST OF CONSTRUCTION (C01.1 x C01.5)	COST TO REMOVE "I" UNITS (Col.1 x Col.3)	UNIT VALUE (Table C)	TOTAL (COIA x C01.8)
1	2	3	4	5	6	7	8	9
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		TOTAL						

RUS FORM 254a (Rev. 4-10)

U.S. DEPARTMENT OF AGRICULTURE RURAL UTILITIES SERVICE **CONSTRUCTION INVENTORY** (FOR LABOR AND MATERIAL CONTRACT)	SHEET	OF	SHEETS
	DATE	PROJECT DESIGNATION	CONTRACT NO.
	BORROWER		
	ENGINEER		
	CONTRACTOR		

SUMMARY AND CLASSIFICATION OF MATERIALS RETURNED TO OWNER BY CONTRACTOR FROM "I" REMOVAL UNITS

AMOUNTS TO BE CREDITED TO CONTRACTOR FOR MATERIALS RETURNED					RETURNED MATERIALS DECLARED REUSABLE BY ENGINEER		
ITEM DESIG-NATION	DESCRIPTION OF MATERIAL	QUANTITY	ITEM VALUE TABLE D IN CONTRACT	TOTAL CREDIT TO CONTRACTOR (Col.12 X Col.13)	QUANTITY OF ITEMS	STOCK CARD ITEM PRICE	SALVAGE VALUE (Col.15 X CoL.16)
10	11	12	13	14	15	16	17
TOTAL							

RUS FORM 254b (Rev. 4-10)

U.S. DEPARTMENT OF AGRICULTURE
RURAL UTILITIES SERVICE

CONSTRUCTION INVENTORY
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SHEET	OF	SHEETS
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BORROWER		
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TABULATION OF NET AMOUNT OF MATERIALS FURNISHED BY OWNER

ITEM DESIG-NATION	DESCRIPTION OF MATERIAL	QUANTITY	ACTUAL COST TO OWNER		AMOUNT CHARGEABLE TO CONTRACTOR AT CONT. PRICE		EXCESS OF COL. 24 OVER COL. 22
			UNIT COST	EXTENDED COST (Col.20 X Col,21)	UNIT PRICE	EXTENDED COST (Col. 20 X Col. 23)	
18	19	20	21	22	23	24	25
TOTAL							

RUS FORM 254c (Rev. 4-10)