

Estimate Part Selection

Rules

Shops are required to provide a Final Repair Account (FRA) which accurately lists all work completed and correctly indicates actual part type usage.

MPI estimators and repair shops are required to adhere to the Business Rules and related Estimating Standards. All part-sourcing software must be current. MPI approved workflows and configuration of part-sourcing software must be followed in addition to applicable usage of line discounts and markup lines.

The [MPI Parts Business Rules](#) contain information regarding required alternate part criteria, pricing, exclusions, standards, and warranties.

All requests are subject to audit and part selection reviews.

Part Selection

MPI Written Estimate – MPI Estimators must select all available parts as listed in the Mitchell Collision Estimating Guide (CEG). Parts are entered as follows:

1. Select all required replacement parts using CEG.
2. If CEG parts are without a price, enter \$1 in the price column.
3. Parts not listed in CEG should be selected from the Long Expansion file.
 - These parts will populate as either an AM or RM [one dollar item](#).
4. Calculate the estimate to allow MAPP to populate available alternate parts.

Accredited Repair Facility Estimate – [Parts Autonomy](#) allows accredited shops to make part type decisions, regardless of lowest cost pricing, as best suited to each individual shop's business needs. The shop must adhere to the following guidelines in order to provide MPI with an accurate Final Repair Account (FRA).

Part types applied to estimate as follows:

- OE: Any published part in Mitchell CEG may be selected.
 - Unpublished OE prices must be confirmed.
- Aftermarket (AM) / Remanufactured (RM): any published part and price auto populated by MAPP may be selected.
 - Non-MAPP (AM/RM) –Shops opting to use these parts will need to manually enter the correct part type and price for parts not covered in Long Expansion or a specific Estimating Standard. See 4. Parts Categories and References in the MPI Parts Business Rules.
- Recycled (LK): any published part and price identified using Car-Part Pro may be selected.
 - Self-supplied parts are subject to audit and part selection reviews to validate fair market pricing. See [Job Aid – Self Supplied Recycled Parts Process](#)

Price matching is allowed; however, in order to ensure an accurate FRA, shops must identify all price matches with an explanation line.

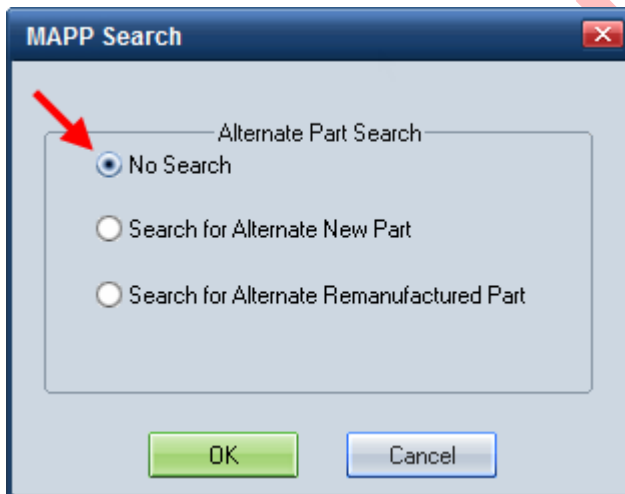
Procedure

If a MAPP populated part needs to be changed to a different part type, the following steps can be used. Begin with the estimate open in Mitchell Estimating.

1. Add the applicable part to the estimate from the **CEG** tab.

Estimate		Assembly					
No	St	Labor T	Labor	Part Description	Part T	Parl	Price
1		B	RR	L Fender Panel	Aftermarket New		
2		R	RO	L Add To Edge Fender	Existing		
3		R	RO	L Fender Outside	New		

2. Under the **Part Type** column, click and select **New** from the drop-down list.
3. Right-click the line item and select **Modify MAPP Search**.



4. In the MAPP Search window, select the **No Search** radio button and click **OK**.

When the estimate is re-calculated, the MAPP process will not search for aftermarket parts on the overridden line and it will remain as a new OEM part.

Related Links

- [Assemblies](#)
- [Job Aid – Self Supplied Recycled Parts Process](#)
- [MPI Parts Business Rules](#)
- [Parts Autonomy](#)
- [Warranties](#)

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