

# Engineering / Construction Project Closeout Report

Airport: \_\_\_\_\_

Project No.: \_\_\_\_\_

Project Title: \_\_\_\_\_

<b>Project Description (attach additional sheets if necessary)</b>
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**CONSULTANT CONTRACT DATA:**

**CONSTRUCTION CONTRACT DATA:**

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Original Contract	Total Amendments	Final Contract Cost	Original Contract	Total Amendments	Final Contract Cost

**PROJECT SCHEDULE DATA:**

Date	Description of Event	Date	Description of Event
	MassDOT Pre-App Approval		Pre-construction Conference
	Pre-design / Scoping Meeting		Construction Contract Approval
	Consultant Contract Approval		Notice to Proceed
	Receipt of Preliminary Plans, Specs & Estimate		Original Construction Completion
	MassDOT Final Design Approval		Revised Construction Completion
	Advertise Bids for Construction		Construction Substantially Complete
	Bid Opening for Construction		Final Construction Completion
	MassDOT Grant Offer / Commission Vote		MassDOT Final Inspection

**FINAL PROJECT COST & FUNDING DATA:**

Project Cost Categories	AIP Eligible	ASMP Eligible	In-Eligible	Total
Consultant				
Construction				
Equipment				
Other Costs				
Administration				
<b>Project Totals</b>				

Project Funding Source	AIP Eligible	ASMP Eligible	In-Eligible	Total
FAA Share				
MassDOT Share				
Local Share				
<b>Project Totals</b>				

Proposed DBE Fee	Actual DBE Fee	Final DBE %

**FINAL PROJECT DBE PARTICIPATION:**

**FINAL PROJECT DELIVERABLES:**    As-built plans    DBE Forms    Daily Reports    Project photos    Update ALP

**CERTIFICATION FOR FINAL PROJECT ACCEPTANCE:**

**MassDOT Grant  
Summary**

I hereby certify that: 1) the information noted herein is true and accurate; and, 2) the project was completed to my satisfaction in conformance with applicable federal, state & local laws, rules, regulations and funding program guidelines; and, 3) state funds have been requested and will be distributed as noted above in accordance with applicable funding program guidelines.

Grant No.: _____  Original Amt.: \$ _____ Final Share: \$ _____ Grant Balance: \$ _____  Amendment: \$ _____
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\_\_\_\_\_  
Signature of Airport Sponsor

\_\_\_\_\_  
Title of Airport Sponsor

\_\_\_\_\_  
Date