**Project Closeout Report**

**Engineering/Construction/Equipment**

MassDOT Aeronautics Division Form AD5 (Last Modified: September 20, 2024)

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| **AIRPORT:** |  |
| **PROJECT TITLE:** |  |
| **AIP NO. / ASMP NO.:** |  | **MMARS NO:** |  |

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| **PROJECT DESCRIPTION (attach additional sheets if necessary):** |
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| **CONSULTANT CONTRACT DATA:** | **CONSTRUCTION CONTRACT DATA:** |
|       |       |
| **Original Contract** | **Total Amendments** | **Final Contract Cost** | **Original Contract** | **Total Amendments** | **Final Contract Cost** |
|       |       |       |       |       |       |

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| **PROJECT SCHEDULE DATA:** |  |  |
| **Date** | **Description of Event** | **Date** | **Description of Event** |
|       | Aeronautics 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 |
|       | Aeronautics Final Design Approval |       | Revised Construction Completion |
|       | Advertise Bids for Construction |       | Construction Substantially Complete |
|       | Bid Opening for Construction |       | Final Construction Completion |
|       | Aeronautics Grant Offer |       | Aeronautics Final Inspection |

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| **FINAL PROJECT COST BREAKDOWN:** |
|  | **AIP Eligible** | **ASMP Eligible** | **Ineligible** | **Total** |
| Consultant |       |       |       |       |
| Construction |       |       |       |       |
| Equipment |       |       |       |       |
| Other Costs |       |       |       |       |
| Administration |       |       |       |       |
| **Total Project Cost**  |  |  |  |  |

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| **FINAL PROJECT FUNDING BREAKDOWN:** |
| **Project Funding Source** | **AIP Eligible** | **ASMP Eligible** | **Ineligible** | **Total** |
| FAA Share |       |       |       |       |
| State Share |       |       |       |       |
| Local Share |       |       |       |       |
| **Project Totals** |  |  |  |  |

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| **FINAL PROJECT DBE PARTICIPATION (Use for projects with any federal funding):** |
| **DBE Plan Goal** | **Proposed DBE Amount**  | **Actual DBE Amount** | **Final DBE%** |
|       |       |        |       |
| **FINAL PROJECT M/WBE PARTICIPATION (Use for project with NO federal funding):** |
| **M/WBE Proposed Goal** | **Proposed M/WBE Amount**  | **Actual M/WBE Amount** | **Final M/WBE%** |
|       |       |        |       |

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| **FINAL PROJECT DELIVERABLES:** |
| **As-Built Plans (CADD/PDF Files)** | **DBE or M/WBE Forms (For Each Sub)** | **Monthly Reports****(Attach All)** | **Aerial / Daily Photos****(JPG)** | **Updated ALP****(CADD/PDF Files)** |
| [ ]        | [ ]        | [ ]        | [ ]        | [ ]        |

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| **FILES FOR PAVEMENT CONDITION (PCI) UPDATE (PROVIDE IN SEPARATE FOLDER)[[1]](#footnote-2):** |  |
| **Geometry (CADD)** | **Base Plan (CADD)** | **Geometry (PDF)** | **Typ. Sections****(PDF)** | **Pavement Design (PDF)** | **Geotech. Report (PDF)** | **Bid Canvas****(EXCEL)** | **Pavement Dates:** |
| [ ]        | [ ]        | [ ]        | [ ]        | [ ]        | [ ]        | [ ]        | [ ]        |

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| **CERTIFICATION FOR FINAL PROJECT ACCEPTANCE:** |  | **Aeronautics Grant Summary** |
| I hereby certify that: 1) The information noted above and herein is true and accurate; 2) The project was completed to my satisfaction in conformance with applicable federal, state, and 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 Amount: | $      |
| Final Share: | $      |
| Grant Balance: | $      |
| Amendment: | $      |
|  |       |  |       |
| Signature of Airport Sponsor |  | Name and Title of Airport Sponsor |  | Date |

1. – Required for any paving projects or projects that remove pavement. [↑](#footnote-ref-2)