**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)