

Department of Public Works
Bureau of Engineering
Project Closeout Form

Administration Division
Work Order Unit
1149 S. Broadway St., Suite 710
Mail Stop 490

A SEPARATE CLOSEOUT FORM IS REQUIRED FOR EACH WORK ORDER AND PERMIT

1. Closing Date: _____ 2. Work Order/Permit #: _____

3. Title: _____

4. I RECOMMEND that this Work Order/Permit be closed in the following Bureau (s):
(Complete this section only if applicable)

☐ 76-BCA ☐ 82-BOS ☐ 50-Acct ☐ 84-ST. LIGHTING ☐ Other, Please List Below: _____

5. PM/CM Checklist: (Check all of the items that are applicable)

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	As-Built Plans Signed	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Uploaded in Navigate LA
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Microfilm Completed	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Acceptance Board Report
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Other (Please Specify) _____					

6. COMPLETED

7. CANCELLED

8. ABANDONED

9. DENIED

☐
☐
☐
☐

10. For Use By Land Development Group:

11. Division/District: _____ 12. Prepared by: _____
(Please Type) (Please Type)

We have confirmed that all Bureau of Engineering charges to this work order have been posted and that no additional charges will be accepted.

13. Project Manager/Engineer's Name _____ 14. Phone No: _____
(Please Type)

15. Mapping Division Signature _____ 16. Date: _____
(Verifying As Builts Upload to Navigate LA)

17. District Engineer/Division Head Signature: _____ 18. Date: _____
(District/Division Head Signature)

For Use by Work Order Unit Only:

Closing Date: _____ Serial No: _____