

# Project Completion Certificate

Sponsor's Guide to Non-Traditional Project Implementation  
SG13

WisDOT Local Program (Central Office)  
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|                          |              |                          |  |
|--------------------------|--------------|--------------------------|--|
| WisDOT Project ID Number |              | Date Checklist Completed |  |
| Project Title            | Hwy #/Letter | County                   |  |
| Project Limits           |              | Sponsor                  |  |
| Project Description      |              | Preparer/Title           |  |

I hereby certify:

- That the project identified above has been completed in a manner consistent with its description in the execute State/Municipal Agreement and the approved Project Proposal Certificate.
- That all consultants, contractors, subcontractors, and sponsor employees have substantially fulfilled their contractual obligations to this project.
- That if the project was a procurement project, it was completed in accordance with the approved plans and specifications, including procurement and installation.
  - I have procured and received the requested materials as of \_ \_\_\_\_\_ (date).
  - I have installed the requested materials as of \_ \_\_\_\_\_ (date).
- That if the project includes steel and iron materials permanently incorporated in the project, the [Buy America provision](#) has been met and the certification form [DT4567](#) has been submitted.
- That any and all construction-related claim known to exist as of this date, including *third-party* claims, have been resolved.
- That if the project is a Safe Routes to School project the post-activity/project survey has been completed or will be completed within 12 months. Please check one:
  - I completed the survey and submitted it on \_ \_\_\_\_\_ (date).
  - I will complete and submit the survey by \_ \_\_\_\_\_ (date).
- That the final reimbursement request has been submitted and, that upon payment of the reimbursement request, the project may be permanently closed for all charges. The total project costs for this phase were \$ \_ \_\_\_\_\_, of which \$ \_ \_\_\_\_\_ was federally/state funded.

|   |  |       |      |
|---|--|-------|------|
| <b>Sponsor Certification</b>  |  | Title | Date |
| Signature of Sponsor  |  |       |      |
| <b>WisDOT Acceptance</b>  |  |       |      |
| I have inspected the project listed above and determined that it has been completed in substantial conformance with the State/Municipal Agreement and the approved plans and specifications, as may have been amended by approved contract change order(s). |  |       |      |
| Signature of Region Representative  |  | Title | Date |