

AMS/FAST CHANGE REQUEST (CR) COVERSHEET

Change Request Number: 22-77

Date Received: 4/21/2022

Title: Contract Closeout Checklist Template

Initiator Name: Stephen Mangan

Initiator Organization Name / Routing Code: Procurement Policy Branch, AAP-110

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Policy and Guidance: (Please check only one box)

- | | |
|---|--|
| ☐ Policy | ☐ Procurement Tools and Resources |
| ☐ Guidance | ☐ Real Property Templates and Samples |
| ☐ Procurement Samples | ☐ Procurement Clauses |
| ☒ Procurement Templates | ☐ Real Property Clauses |
| ☐ Procurement Forms | ☐ Other Tools and Resources |
| ☐ Procurement Checklists | |

Summary of Change:

Delete and Replace the Contract Closeout Checklist Template in Procurement Templates. The form adds a reference to DOT Form 4220.45 for CONTRACTOR'S ASSIGNMENT OF REFUNDS, REBATES, CREDITS, AND OTHER AMOUNTS.

Reason for Change:

Added DOT Form 4220.45 to Procurement Forms, which required an update to the Contract Closeout Checklist Template to provide a reference to the form.

Development, Review, and Concurrence: AAP-110, AAQ, AGC

Target Audience: Contracting and acquisition workforce

Briefing Planned: No.

ASAG Responsibilities: None.

Section / Text Location: <https://fast.faa.gov/docs/ContractCloseoutChecklist.pdf>

The redline version must be a comparison with the current published FAST version.

☒ I confirm I used the latest published version to create this change / redline

or

☐ This is new content

Links: https://fast.faa.gov/PPG_Procurement_Templates.cfm

Attachments: Contract Closeout Checklist Template

Other Files: N/A.

Redline(s): N/A