



**Marion County
Board of County Commissioners**

Procurement Services

2631 SE Third St
Ocala, FL 34471
Phone: 352-671-8444
Fax: 352-671-8451

PROJECT CLOSE OUT MEETING REQUEST FORM

Project Name	Davis Waterline Expansion Program		
Project Code	SWC000045	Contract Number	
End-Using Dept.	Solid Waste		
Project Budget	\$111,444.00 ✓		
Final Project Costs	\$42,632.00 ✓		
Remaining Funds	\$68,812.00 ✓		
Funding Restrictions (Grant, Etc.)			
Construction Manager Name			

Documentation Provided

Copy of Dept. Acceptance letter: ☐ Yes ☐ No

Date Final Request for Payment Received

Facilities Director/ Project Manager Signature:

Administrative Use

Date Meeting Request Received: Date of Project Close Out Meeting

Project Completion Certification (To be completed & signed during CPM):

Recommendation for Remaining Project Funds

This project has been completed. Remaining funds to be transferred to GL account: ZA423534-599302, reserves for capital outlay.

Karen Palerson 7-24-25
Department Signature Date

Meguel Aguirre 8-1-25
Facilities Management Signature Date
Budget Signature Date

Information Technology Signature Date
Debbie Cole
Digitally signed by Debbie Cole
Date: 2025.08.01 14:36:20 -04'00'

Procurement Services Signature Date

Administration/Fiscal Signature Date