

m. 494.6

AC 150/5370-6A

DATE 3/6/81

# ADVISORY CIRCULAR



DEPARTMENT OF TRANSPORTATION  
Federal Aviation Administration  
Washington, D.C.

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**Subject:** CONSTRUCTION PROGRESS AND INSPECTION REPORT--AIRPORT  
DEVELOPMENT AID PROGRAM

1. PURPOSE. This advisory circular provides guidance for submission of a report on construction progress of Airport Development Aid Program (ADAP) projects.
2. CANCELLATION. AC 150/5370-6, Construction Progress and Inspection Report--Federal-aid Airport Program, dated 3/16/70, is cancelled by this revision.
3. RESPONSIBILITY FOR SUPERVISION AND INSPECTION. The prime responsibility for supervision and inspection of construction work under ADAP is with the airport sponsor (owner). The FAA Airports field office has a responsibility to conduct periodic inspections. The frequency of such inspections by FAA personnel should be sufficient to insure that the sponsor's engineer is providing adequate and competent engineering supervision and inspection during all stages of work and that the work complies with the approved plans and specifications.
4. FAA NEED FOR INFORMATION. In order to meet the above responsibility, FAA needs information as to what work is in progress, completed, or planned; recent testing; and problem areas. This information is discussed at preconstruction conferences and can be obtained in a convenient manner and in an appropriate time frame through use of FAA Form 5370-1, Construction Progress and Inspection Report.
5. USE OF FAA FORM 5370-1. FAA Form 5370-1, Construction Progress and Inspection Report (facsimile attached as Appendix 1), should be submitted not more frequently than quarterly by the sponsor's engineer to the FAA Airports field office which is the usual point of contact for ADAP work. If any problems, delays, or adverse conditions occur which will affect the project, the engineer should submit an interim report to the FAA. One copy of Form 5370-1 should be submitted for each construction contract in progress on an ADAP project.

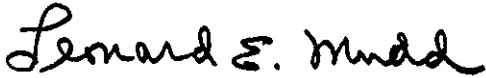
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6. EXCEPTION. In those localities where the information provided by Form 5370-1 can be obtained from reports required by the sponsor, the use of this form is optional.

7. SUPPLY. A supply of forms will be furnished the sponsor's engineer at the preconstruction conference. The form does not require postage.



LEONARD E. MUDD

Acting Associate Administrator for Airports

3/6/81

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Appendix 1

Form Approved OMB No. 004-R-0198

<b>DEPARTMENT OF TRANSPORTATION, FEDERAL AVIATION ADMINISTRATION CONSTRUCTION PROGRESS AND INSPECTION REPORT AIRPORT DEVELOPMENT AID PROGRAM</b>		PERIOD ENDING
		ADAP PROJECT NUMBER
AIRPORT NAME		
TYPE OF CONTRACT		CONTRACTOR'S NAME
1. ROUGH ESTIMATE OF PERCENT COMPLETION TO DATE OF CONSTRUCTION PHASES <i>(Include items such as clearing, grading, drainage, base, surface, lighting, etc.)</i>		
2. BRIEF OUTLINE OF WORK COMPLETED OR IN PROGRESS THIS PERIOD		
3. BRIEF WEATHER SUMMARY THIS PERIOD INCLUDING APPROXIMATE RAINFALL AND PERIODS OF BELOW FREEZING TEMPERATURE <i>(On earthwork jobs, include soil conditions)</i>		
4. CONTRACT TIME		5. BRIEF SUMMARY OF LABORATORY AND FIELD TESTING THIS PERIOD
NO. DAYS CHARGED TO DATE	LAST WORK-ING DAY CHARGED (DATE)	
6. DESCRIBE ANTICIPATED WORK BY CONTRACTOR FOR NEXT PERIOD		
7. PROBLEM AREAS/OTHER COMMENTS <i>(Revisions to plans and specifications approved or denied, delays, difficulties, etc.)</i>		
SPONSOR'S INSPECTOR OR REPRESENTATIVE		
DATE	TYPED OR PRINTED NAME AND TITLE	SIGNATURE

FAA Form 5370-1 (4-80) SUPERSEDES PREVIOUS EDITION

## Appendix 1

## INSTRUCTIONS FOR PREPARATION OF FAA FORM 5370-1 (4-80)

**CONSTRUCTION PROGRESS AND INSPECTION REPORT**  
**AIRPORT DEVELOPMENT AIR PROGRAM**

This preaddressed form is to be filled out, with ballpoint pen or typewriter by the Sponsor's inspector on the ADAP project, folded with the return address out, fastened, and mailed to the address shown below. No postage is required since the postage has been prepaid by the Federal Aviation Administration.

Submit one copy for each report. If additional space is required to complete any of the items, continue on a separate sheet of plain paper, identifying it with the ADAP project number, fold and insert inside the report before mailing.

If additional blank copies of the form are required, submit your request to the address provided below.

*TAB OR TAPE HERE*

1st  
Fold

2nd  
Fold

DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

OFFICIAL BUSINESS  
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WASHINGTON, D.C.

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NO POSTAGE  
NECESSARY  
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UNITED STATES

