Milestone Worksheet

Project Number: 14-1100 C
Project Name: Kettle River Access
Sponsor: Fish & Wildlife Dept of
Project Manager: Sarah Thirtyacre

I marked "n/a" on all development milestones since we were only funded to do acquisition.

The milestones worksheet is used by RCO to create the starting and ending dates for your project and to identify important project milestones that will help make sure your project stays on schedule. These milestones should be realistic, attainable and allow for quick implementation and expenditure of grant funds.

Instructions:

1. In the Target Date column, identify the estimated date that you expect to complete the milestone. If the milestone has already been completed put in the date it was completed. If it is not applicable to your project please put N/A in the date field.

2. Use the Comments/Description column to write in comments that will assist in describing the milestone. Examples are: permits in hand; property acquired under a RCO waiver; in-water work window; etc.

Special Note: For projects that involve the acquisition of multiple parcels of land, certain milestones will repeat for each parcel. Use the Comments/description field to identify each parcel

Milestone	Target Date	Comments/Description
Project Start	9-8-15	
Draft Easement to RCO	n/a	
Draft Lease to RCO	n/a	
Order Appraisal(s)	12-31-15	
Order Appraisal Review(s)	3-31-16	
Purchase Agreement Signed	6-15-16	
Survey Complete	4-1-17	
Baseline Documentation to RCO	n/a	
Acquisition Closing	9-1-16	
Recorded Acq Documents to RCO	12-1-16	
Demolition Complete	6-30-17	
Noxious Weed Control Complete	6-30-17	
Fencing Complete	6-30-17	
Relocation Plan Submitted	n/a	
Design Initiated	n/a	
Cultural Resources Complete	2-1-17	
Progress Report Submitted	6-30-16	
60% Plans to RCO	n/a	
Applied for Permits	n/a	
SEPA/NEPA Completed	n/a	

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All Bid Docs/Plans to RCO	n/a	
Bid Awarded/Contractor Hired	n/a	
Construction Started	n/a	
50% Construction Complete	n/a	
RCO Interim Inspection	n/a	
90% Construction Complete	n/a	
Funding Acknowl Sign Posted	6-30-17	
RCO Final Inspection	n/a	
Construction Complete	n/a	
Final Billing to RCO	8-30-17	
Final Report in PRISM	8-30-17	
Agreement End Date	6-30-17	