

Milestone Worksheet

Project Number: 14-1948 D
Project Name: Port of Grays Harbor, 28th St. Landing Phase 2
Sponsor: Grays Harbor Port of
Project Manager: Laura Moxham

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.

Milestone	Target Date	Comments/Description
Project Start	10/15/15	AGREEMENT EXECUTION
Design Initiated	10/8/14	COMPLETED DURING PH 1
Progress Report Submitted	4/30/16	
Cultural Resources Complete	12/31/15	TO BE COMPLETED BY RCO
60% Plans to RCO	10/15/15	UPON AGREEMENT EXECUTION
Applied for Permits	11/15/15	SHORELINE COMPLETE
SEPA/NEPA Completed	6/29/12	COMPLETED DURING PH 1
All Bid Docs/Plans to RCO	11/15/15	UPON APPROVAL OF 60% PLAN
Bid Awarded/Contractor Hired	2/9/16	COMMISSION APPROVAL
Construction Started	3/15/16	
50% Construction Complete	5/31/16	INWATER WORK AFTER 7/15/16
RCO Interim Inspection	6/15/16	ESTIMATED
90% Construction Complete	8/31/16	
Funding Acknowl Sign Posted	8/31/16	
RCO Final Inspection	9/15/16	
Construction Complete	9/15/16	
Final Billing to RCO	10/31/16	
Final Report in PRISM	11/30/16	
Agreement End Date	12/31/16	