|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. **red**
 | **60% Design Milestone** | Click or tap to enter a date. | **90% Design Milestone** | Click or tap to enter a date. | **100% Design Milestone** |
| 1. **REDI Project**
 |
| **B1. REDI Project Number and** **Asset Name:**  | Project Number Asset Name |
| **B2. Engineering Firm for Final Design Name and Email** |
| Engineering Firm for Final Design | Engineering Firm for Final Design Email address |

|  |
| --- |
| 1. **Scope of Work**
 |
|[ ]  NO SCOPE CHANGE FROM PRIOR MILESTONE (10% ENGINEERING REPORT or 60% DESIGN)  |
|[ ]  YES, SCOPE CHANGE SINCE PRIOR MILESTONE (10% ENGINEERING REPORT or 60% DESIGN) |
| *If Yes, describe the scope of work included in the selected alternative if different than 10% Engineering Report:* |
| 1. **Resiliency Benefit**
 |
|[ ]  NO CHANGE FROM PRIOR MILESTONE (10% ENGINEERING REPORT or 60% DESIGN) |
|[ ]  YES, CHANGE FROM PRIOR MILESTONE (10% ENGINEERING REPORT or 60% DESIGN) |
| *Describe the ability of the project to mitigate risk from future damage and benefit the environment if different than the 10% Engineering Report:* |
| 1. **Economic Development Benefit**
 |
|[ ]  NO CHANGE FROM PRIOR MILESTONE (10% ENGINEERING REPORT or 60% DESIGN) |
|[ ]  YES, CHANGE FROM PRIOR MILESTONE (10% ENGINEERING REPORT or 60% DESIGN) |
| *Describe the extent to which the project provides additional and immediate benefits to economic systems (e.g., local businesses), particularly positive impacts on economic development if different than 10% Engineering Report:*  |
| 1. **Planned Project Construction Schedule**
 | [ ]  Check if schedule has changed since last reported |
| Construction Start Date: Click to enter a date. | Construction Completion Date: Click to enter a date. |
| **IF YOU HAVE AN EXECUTED GRANT DISBURSEMENT AGREEMENT FOR THE** **SUBJECT PROJECT, CONTINUE TO QUESTION G****IF NOT, COMPLETE BOX H BELOW.** |
| 1. **REDI Project Review**
 |
| [ ]  Yes | [ ] No | Has the project’s construction schedule (start and completion dates) changed by greater than 30 days from last reported? Provide explanation below to support response. |
| Schedule explanation |
| [ ] Yes | [ ] No | Is the project budget consistent with that presented in the Grant Disbursement Agreement?If No, provide explanation below to support response. |
| Budget |
| [ ] Yes | [ ] No | Is the project scope consistent with that presented in the Grant Disbursement Agreement?If No, provide explanation below to support response. |
| Scope |
| [ ] Yes | [ ] No | Have the necessary permits and any other consents been obtained, as required, to progress the project? List all required permits below.  |
| Permits |
| 1. **Name of Local Project Owner representative completing this design milestone progress report:**

Name of representative. | **Date:**Click or tap to enter a date. |
| ***Email completed form to your project’s REDI Oversight Agency Technical Guide/Project Manager and the REDICommission@exec.ny.gov*** |

*REDI Design Milestone Progress Report Instructions:*

|  |  |
| --- | --- |
| ***Box A*** | ***Design Milestone Event*** |
| *Check the appropriate box to identify if this Report is being submitted to document a 60% Design Milestone, 90% Design Milestone or 100% Design Milestone (aka REDI Pre-Construction Report). Design accomplishments expected at each milestone are described below, and will vary based on project type:* |
| *60% Design Accomplishments include but are not limited to:** *Appropriate scale preliminary project plans, typical sections, profiles etc. are developed and include;*
	+ *surveyed site mapping of existing features with proposed improvements,*
	+ *public and privately-owned property boundaries with reputed owners identified within the project limits (including underwater lands owner),*
	+ *sensitive areas, special management areas critical infrastructure (wetlands and adjacent areas, significant habitat etc.),*
	+ *existing overhead and underground utilities with owners identified,*
	+ *limits of proposed work,*
	+ *approximate limits of property acquisitions (including temporary easements, permanent easements and full acquisitions).*
* *Environmental impacts with measures to minimize and mitigate impacts identified*
* *Preliminary Work zone traffic control plans (including boat, pedestrian, bicycle and vehicular traffic)*
* *Site access plan proposed, if applicable*
* *Draft specifications for proposed work*
* *Mitigation plans and/or requirements for emergency flood mitigation during construction*
* *Possible staging area identified, if applicable*
* *Preliminary itemized quantity and cost estimate for proposed work with contingency*
* *Status of utility conflict resolution*
* *Property acquisitions identified with a schedule for completion*
* *SEQR actions complete/determination made as applicable*
* *Federal Consistency Assessment Form (FCAF) with completed Coastal Policy Analysis (including NYS coastal and LWRP policies)*
* *Permits identified and status of applications*
* *Public engagement plan*
 | *90% Design Accomplishments include but are not limited to:** *Prior review comments addressed, written responses documented*
* *Appropriate scale project plans, typical sections, profiles etc. are finalized and include;*
	+ *surveyed site mapping of existing features with proposed improvements,*
	+ *public and privately-owned property boundaries with reputed owners identified within the project limits (including underwater lands owner),*
	+ *sensitive areas, special management areas critical infrastructure (wetlands and adjacent areas, significant habitat etc.),*
	+ *erosion and sediment control plans*
	+ *existing overhead and underground utilities with owners identified,*
	+ *limits of proposed work,*
	+ *limits of property acquired for project (including temporary easements, permanent easements and full acquisitions).*
	+ *construction details*
* *Environmental impacts with measures to minimize and mitigate impacts identified*
* *Work zone traffic control plans (including boat, pedestrian, bicycle and vehicular traffic)*
* *Site access plan determined, if applicable*
* *Final specifications for proposed work*
* *Mitigation plans and/or requirements for emergency flood mitigation during construction*
* *Staging area identified, if applicable*
* *Itemized quantity and cost estimate for proposed work*
* *Utility conflicts resolved*
* *Property acquisitions complete or near complete with a schedule for completion*
* *SEQR actions complete/determination made as applicable*
* *Permits secured and notes in contract documents identifying permit requirements*
 |
| ***Box B*** | ***REDI Project*** |
| *B1. Enter the REDI Project Number and Asset Name identified in your REDI Award letter.**(example CO100 Smith Road Shoreline stabilization)* |
| *B2. Enter the name and email address of the Engineering Firm that is providing the Final Design services for the REDI project.*  |
| ***Box C*** | ***Scope of Work*** |
| *If No Changes since the prior milestone report (10% Engineering Report or 60% Design Milestone Progress Report) was submitted, check ‘No Change’. If the Scope of Work has changed, select ‘Yes Change’ and provide a brief description of the updated scope of work for the REDI funded project (The REDI Program Manager will determine if a REDI Grantee Change Request Form is needed).* |
| ***Box D*** | ***Resiliency Benefit*** |
| *If No Changes since the prior milestone report prior milestone report (10% Engineering Report or 60% Design Milestone Progress Report) was submitted, check ‘No Change’. If the Resiliency Benefit has changed, select ‘Yes Change’ and provide a brief description of the updated resiliency benefit from the REDI funded project. (The REDI Program Manager will determine if a REDI Grantee Change Request Form is needed).* |
| ***Box E*** | ***Economic Development Benefit*** |
| *If No Changes since the prior milestone report (10% Engineering Report or 60% Design Milestone Progress Report) was submitted, check ‘No Change’. If the Economic Development Benefit has changed, select ‘Yes Change’ and provide a brief description of the expected positive economic development benefit from the REDI funded project. (The REDI Program Manager will determine if a REDI Grantee Change Request Form is needed).* |
| ***Box F*** | ***Planned Project Construction Schedule*** |
| *Please enter the proposed REDI project’s planned construction start (groundbreaking) and construction completion date (work substantially completed, and site is open to the public).* *Check the box if the schedule has changed since the prior milestone report (i.e. 10% REDI Engineering Report, quarterly milestone etc.)* |
| ***Box G*** | ***REDI Project Review (only complete Box G if you have an executed Grant Disbursement Agreement for the project)*** |
| *Complete questions to indicate the project remains compliant with the approved scope, schedule and budget as documented in the project records provided to the funding authority and the Grant Disbursement Agreement. List all permits (environmental permits or other) that are required for the project construction.* |
| ***Box H*** | ***Name of Local Project Owner Representative completing this milestone report***  |
| *Please enter the name of the Local Project Owner representative completing this cover sheet in the space provided and Date the form is completed.* |
| ***Email completed form to your project’s REDI Oversight Agency Technical Guide/Project Manager and the REDICommission@exec.ny.gov*** |