

Professional Agreement Invoice and Progress Report



Idaho Transportation Department

This page must be filled out monthly by the Consultant and forwarded to the Agreement Administrator with the monthly invoice. If necessary, attach additional sheets for continuation.

Key Number	Project Number UI-15-05	Project Name ITD Bicycle & Pedestrian Facility	Date 3/3/2016
Agreement Administrator Brian Shea		Progress Report Number KLK573-8	Agreement Number UI-15-05
Consultant			Report/Billing Period (From and To) 2/1/2016-2/29/16
Certification of Payment Submitted <input type="checkbox"/> Yes <input type="checkbox"/> No	Certification Date	PSA Number	Invoice Number Inv 3
<p>Description of Work Accomplished During the Month</p> <p>We met with the TAC in Boise to review the first interim report and make plans for next steps. It was decided that we will create a set of preliminary layers for a Bicycle Information map in IPLAN. A few of the layers will be based on existing ITD data and a few layers will be "derived" from existing data. The preliminary list of layers for the Bicycle Information Map includes: United States Bicycle Route, Adventure Cycling Route, Idaho Scenic By-way, Bicycle Facility, Bicycle Rating, Terrain Type, Bicycle Level of Service, Vehicle Speeds, Daily Vehicle Traffic, Large Truck Traffic, Highway Shoulder Width, and Rumble Strip Furthermore, we concluded that the Pedestrian side of this project will primarily focus on the needs of ITD's ADA inventory.</p>			
<p>Summary of Work Completed to Date (Milestones Completed and Dates)</p> <p>We have completed the First Interim Report. (Feb 2016) Identified a preliminary list of layers for IPLAN. (Feb 2016)</p>			
<p>Information Required from ITD to Avoid Delays</p> <p>Our team will need access IPLAN and the underlying GIS feature classes to make an IPLAN map. In particular the following attributes or derived attributes: Functional Class, Urban/Rural designation, Width of Outside Lane, Width of Shoulder, On-Street Parking, Presence of Curb, Vehicle Traffic Volumes, Number of Lanes, Speed Limit, Percent Heavy Vehicles, Pavement Condition, Presence of right fog line Rumble Strips, and Idaho Scenic Byway.</p>			
<p>List Changes in Scope or Complexity Requiring a Supplemental Agreement or Time Adjustments</p> <p>None</p>			
Consultant's Signature		Printed Name and Title Michael Lowry, Principal Investigator	

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Key Number	Program (Work Authority)	Progress Report Number 8	Agreement Number UI-15-05
Report Reviewed By			Review Date
The Following was Initiated			

Status Report

A completed status report must accompany all Agreement invoices recommended for payment. The requested percentage measurements of progress to this report are required.

Agreement Time 25 months	Time Passed 9months	Percent of Agreement Time Elapsed 36.00%	Percent of Work Completed 25%
Original Agreement Amount \$100,000.00	Supplemental(s) \$0.00	Current Agreement Amount \$100,000.00	Payments (Including this Payment) \$15,914.59
Percent of Agreement Dollars Paid 15.92%			
Certification of Payment Submitted <input type="checkbox"/> Yes <input type="checkbox"/> No	Certification Date	Fixed Fee \$	This Invoice \$
		To Date \$	Negotiated \$
If There is a Significant Variance Between the Percentages, Please Explain			
Consultant Invoice Number Invoice 3		This Payment Amount \$437.95	

Progress Payment: I certify that the Agreement provisions have been reviewed, the invoice amount checked, progress is substantiated, significant material expenses have support documentation (receipts), and the costs billed are project related and represent the work accomplished. I hereby approve the progress estimate for payment.

Final Payment: I certify that all work under the terms of the Agreement has been satisfactorily completed, any capital assets acquired have been delivered or value received, an affidavit of indebtedness received, and the project reviewed or audited and costs verified for work performed. I hereby approve final payment under the Agreement.

Agreement Administrator's Signature	Date	Second (Independent) Reviewer's Signature
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