

# 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 ITD RP 222	Project Name ITD Passing Lane Safety	Date 9/9/2015
Agreement Administrator Ned Parrish		Progress Report Number KLK566-32	Agreement Number UI-12-03
Consultant			Report/Billing Period (From and To) 8/1/15-8/31/15
Certification of Payment Submitted <input type="checkbox"/> Yes <input type="checkbox"/> No	Certification Date	PSA Number	Invoice Number No invoice
Description of Work Accomplished During the Month The project team is continuing to work on the final report for the project.			
Summary of Work Completed to Date (Milestones Completed and Dates) See Gantt Chart			
Information Required from ITD to Avoid Delays			
List Changes in Scope or Complexity Requiring a Supplemental Agreement or Time Adjustments			
Consultant's Signature		Printed Name and Title Ahmed Abdel-Rahim, Principal Investigator	

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**This page must be filled out by the Agreement Administrator.**

Key Number	Program (Work Authority)	Progress Report Number 32	Agreement Number UI-12-03
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 33 months	Time Passed 32 months	Percent of Agreement Time Elapsed 96.97%	Percent of Work Completed 94%
Original Agreement Amount \$24,788.36	Supplemental(s) \$0.00	Current Agreement Amount \$24,788.36	Payments (Including this Payment) \$21,370.19
Percent of Agreement Dollars Paid 86.21%			
Certification of Payment Submitted <input type="checkbox"/> Yes <input type="checkbox"/> No	Certification Date	<b>Fixed Fee</b> \$	This Invoice \$
		To Date \$	Negotiated \$
If There is a Significant Variance Between the Percentages, Please Explain			
Consultant Invoice Number None		This Payment Amount \$0.00	

**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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Task	Task Description	2013												2014												2015								
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1	Document the characteristics of passing lanes crashes	30%	40%	15%																														
2	Review and document improved passing lane signage and lane marking alternatives.		60%	30%	10%																													
3	Meet with the project's TOC to identify the passing lane test site			25%	25%		40%				10%																							
4	Develop an implementation plan			75%	5%	10%					25%	20%	15%	20%	10%																			
5	Before data collection			30%	20%	40%	10%																											
6	After data collection					20%										5%	15%		5%		5%													
7	Before and after data analysis							20%	10%			20%						20%																
8	Project final report																														60%	20%		