

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 223	Project Name ITD Eval. of Safety Impact ID Signs	Date 11/5/2013
Agreement Administrator Ned Parrish		Progress Report Number KLK567-10	Agreement Number UI-13-02
Consultant			Report/Billing Period (From and To) 10/01/13-10/31/2013
Certification of Payment Submitted <input type="checkbox"/> Yes <input type="checkbox"/> No	Certification Date	PSA Number	Invoice Number 9
Description of Work Accomplished During the Month Task 8: Administer the user acceptance survey. (100%) Task 9: Analyze user acceptance survey data. (90%) Task 10: Write report. (30%) Submitted user acceptance report			
Summary of Work Completed to Date (Milestones Completed and Dates) Task 1: Create driver simulation. Completed Task 2: Test the driver simulation. Completed. Task 3: Administer the driver simulation. Completed. Task 5: Literature review and data acquisition. Completed Task 6: Complete analysis of crash data. Completed. Task 7: Create user acceptance survey. Completed. Task 9: Writing final report			
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 Michael Dixon, Principal Investigator	

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Key Number	Program (Work Authority)	Progress Report Number 10	Agreement Number UI-13-02
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 12 months	Time Passed 10 months	Percent of Agreement Time Elapsed 83.34%	Percent of Work Completed 85%
Original Agreement Amount \$51,518.70	Supplemental(s) \$0.00	Current Agreement Amount \$51,518.70	Payments (Including this Payment) \$38,070.40
Percent of Agreement Dollars Paid 73.90%			
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 9	This Payment Amount \$3,524.74		

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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Project: ITD RP 223 ITD IdaShield Safety Evaluation (KLK567)

Task Information		Month																								Total % Task Completed	
		01-15-13	02-01-13	02-15-13	03-01-13	03-15-13	04-01-13	04-15-13	05-01-13	05-15-13	06-01-13	06-15-13	07-01-13	07-15-13	08-01-13	08-15-13	09-01-13	09-15-13	10-01-13	10-17-13	11-02-13	11-18-13	12-04-13	12-20-13			
1	Create driver simulation		30%	30%	25%	3%	3%	3%	1%	1%	1%	2%	2%														100%
2	Test the driver simulation											30%	40%	30%													100%
3	Administer the finalized driver simulation													20%	20%	40%	20%										100%
4	Complete a final analysis of the driver simulation experiment data															10%	20%		10%	10%	20%						70%
5	Perform literature review, obtain and review crash data used in previous IdaShield reports, and acquire necessary data to normalize the crash data into crash rates		25%	25%	35%	3%	3%	8%	0%	2%																	100%
6	Complete the analysis of normalized crash data				10%	15%	15%	10%	5%	5%	10%	5%	5%	0%	10%	5%	5%										100%
7	Create a survey to assess driver population acceptance of the IdaShield sign							5%	0%	0%	3%	40%	40%	6%	6%												100%
8	Administer the user acceptance survey																25%	50%	15%	10%							100%
9	Analyze user acceptance survey data																	20%	30%	25%	15%						90%
10	Write report presenting findings and conclusions																	5%	5%	10%	10%						30%
11	Submit report to ITD technical advisory committee and FHWA representative																			0%	0%						0%
12	Present report summary to the TAC																					0%					0%
13	Modify and submit final report to address comments																						0%	0%			0%