



# Professional Agreement Invoice and Progress Report

ITD 0771 (Rev. 01-17)

Idaho Transportation Department

itd.idaho.gov

**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 235	Project Name ITD AASHTOWare Pavement ME Design	Date 12/6/17
Agreement Administrator Mike Santi		Progress Report Number KLK572-31	Agreement Number UI-15-04
Consultant's Name			Report/Billing Period (From and To) 11/1/17-11/30/17
Prompt Payment To Subconsultant(s) Verified <input type="checkbox"/> Yes <input type="checkbox"/> No		Authorization Number	Invoice Number Invoice 27
Describe Work Accomplished During the Month (List Major Activities that were in progress during this period and estimate the remaining time for each.) Work during this month included: <ul style="list-style-type: none"> <li>- Working on the calibration of the Longitudinal cracking and IRI model.</li> <li>- Working on a draft of the final report.</li> <li>- Meet with Lina Pierce to consult on the project progress.</li> </ul> Note: The attached invoice covers also the trip to Denver to attend the 2nd National AASHTOWare Users Group Meeting .			
Summarize Work Completed to Date (Milestones Completed and Dates) (List Major Activities that were completed, including completion dates.) Please refer to the attached Gantt Chart. Most of the project research work is close to complete. The teams now focuses on the calibration Task #7. Work progress so far is estimated by about 87% complete.			
List Information Required from ITD to Avoid Delays			
List Changes in Scope or Complexity that Requires a Supplemental Agreement or Time Adjustments			
Printed Name		Title	Consultant's Signature

# Professional Agreement Invoice and Progress Report

ITD 0771 (Rev. 01-17)

itd.idaho.gov

Idaho Transportation Department

## Status Report **This page must be completed by the Agreement Administrator**

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

Key Number	Program Number	Progress Report Number	Agreement Number
		31	UI-15-04
Agreement Time	Time Passed	Percent of Agreement Time Elapsed	Percent of Work Completed
36 months	31	86.11%	87%
Original Agreement Amount	Supplemental(s)	Current Agreement Amount	Payments (Including this Payment)
\$338,036.53	\$0.00	\$338,036.53	\$260,061.39
Percent of Agreement Dollars Paid			
76.93%			
Prompt Payment To Subconsultant(s) Verified	<b>Fixed Fee</b>	This Invoice	To Date
<input type="checkbox"/> Yes <input type="checkbox"/> No		\$	\$
Negotiated			
\$			
If There is a Significant Variance Between the Percentages, Please Explain			
Consultant Invoice Number	This Payment Amount		
Invoice 27	\$8,567.75		
Report Reviewed By			Review Date

## Consultant Performance **To Be Completed Monthly by the Agreement Administrator**

Work planned for this period was completed	Quality of work was completed satisfactory	Discussed performance with Consultant
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Explain		
Performance: Describe the Consultants performance during this period		

**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

Distribution: DRI (Original) - Project File

Copy - Prime Consultant

