


# 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 252	Project Name ITD Idaho IT-144 & AASHTO T-84	Date 3/10/16
Agreement Administrator Ned Parrish		Progress Report Number KLK574-1	Agreement Number UI-16-01
Consultant			Report/Billing Period (From and To) 2/1/16 – 2/29/16
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			
<ul style="list-style-type: none"> <li>(1) The 90-minute, TRB webinar regarding the determination of Gsb was viewed on 2/18;</li> <li>(2) A kick-off meeting with the TA committee was held on February 25<sup>th</sup>. Project plans, procedures and collection of representative aggregates were discussed extensively;</li> <li>(3) A survey form requesting information from District Materials Engineers (DMEs) was developed for approval, with plans for distribution during the week of March 7<sup>th</sup>;</li> <li>(4) The ASTM and AASHTO standards for testing fine aggregates have been reviewed and compared to Idaho's IT-144 method;</li> <li>(5) A review of relevant literature is ongoing.</li> </ul>			
Summary of Work Completed to Date (Milestones Completed and Dates)			
<ul style="list-style-type: none"> <li>(1) Task 1, the "Verification of Equipment and Test Procedures" has been completed.</li> <li>(2) Task 3, "Experimental Plan" for selecting representative aggregates used for HMA in Idaho has been established.</li> <li>(3) The literature review is about 70 percent complete. A summary will be provided at the next TAC meeting.</li> </ul>			
Information Required from ITD to Avoid Delays			
<ul style="list-style-type: none"> <li>(1) The response from the DMEs is expected by March 23<sup>rd</sup>, and will be discussed at the next meeting with the TAC on March 29<sup>th</sup>.</li> </ul>			
List Changes in Scope or Complexity Requiring a Supplemental Agreement or Time Adjustments			
None expected.			
Consultant's Signature 		Printed Name and Title Sunil Sharma, Principal Investigator	

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Key Number	Program (Work Authority)	Progress Report Number 1	Agreement Number UI-16-01
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 20 months	Time Passed 1 month	Percent of Agreement Time Elapsed 10.00%	Percent of Work Completed 10.00%
Original Agreement Amount \$104,097.00	Supplemental(s) \$0.00	Current Agreement Amount \$104,097.00	Payments (Including this Payment) \$0.00
Percent of Agreement Dollars Paid 00.00%			
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 No Invoice		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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