



# 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 266	Project Name ITD Skid Resistance Pavement	Date 3/13/2019
Agreement Administrator James Poorbaugh		Progress Report Number EN1797-KLK583-21	Agreement Number UI-17-03
Consultant's Name			Report/Billing Period (From and To) 2/1/19-2/28/19
Prompt Payment To Subconsultant(s) Verified <input type="checkbox"/> Yes <input type="checkbox"/> No		Authorization Number	Invoice Number Invoice #87
Describe Work Accomplished During the Month (List Major Activities that were in progress during this period and estimate the remaining time for each.) - The research team has worked on Task 6 "Establish correlations at different speeds" to improve the developed models for skid numbers at various speeds. In addition, the team has worked on Task 7 "Prepare the final report" to summarize the results of the research project.  - We continue working on the software to improve its functionality.  - ITD will collect friction measurements in District 3. The research team will use the data to validate and finalize the model.			
Summarize Work Completed to Date (Milestones Completed and Dates) (List Major Activities that were completed, including completion dates.) Please see attached GANTT chart. The research team completed Task 1 (Literature Review) and identified the test sites for evaluation under Task 2. In addition, we submitted two technical memoranda (3 and 4) that summarized the work done so far in the project.  Please see attached GANTT chart			
List Information Required from ITD to Avoid Delays ITD skid crew will test 10 sites in D3. This information will be used to complete the model development and validation.			
List Changes in Scope or Complexity that Requires a Supplemental Agreement or Time Adjustments			
Printed Name Emad Kassem		Title Principal Investigator	Consultant's Signature

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**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 21	Agreement Number UI-17-03
Agreement Time 25	Time Passed 21	Percent of Agreement Time Elapsed 84.00%	Percent of Work Completed 87%
Original Agreement Amount \$119,999.71	Supplemental(s) \$	Current Agreement Amount \$119,999.71	Payments (Including this Payment) \$98,766.67
Percent of Agreement Dollars Paid 82.31%			
Prompt Payment To Subconsultant(s) Verified <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Fixed Fee</b> \$	This Invoice \$
		To Date \$	Negotiated \$
If There is a Significant Variance Between the Percentages, Please Explain			
Consultant Invoice Number Invoice #18		This Payment Amount \$1,594.36	
Report Reviewed By			Review Date

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

Work planned for this period was completed <input type="checkbox"/> Yes <input type="checkbox"/> No	Quality of work was completed satisfactory <input type="checkbox"/> Yes <input type="checkbox"/> No	Discussed performance with Consultant <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
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		Yr 2017							Yr 2018												Yr 20			
		Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
<b>Task 1</b>	Literature review	25%	50%	100%																				
<b>Task 2</b>	Identify and select pavement sites for evaluation	15%	30%	40%	50%	65%	70%	85%	100%															
<b>Task 3</b>	Measure skid number at different speeds	5%	15%	20%	40%	40%	40%	40%	40%	40%	40%	40%	45%	60%	80%	85%	85%	85%	90%	90%	90%	90%		
<b>Task 4</b>	Measure the surface friction characteristics	5%	15%	20%	40%	40%	40%	40%	40%	40%	40%	40%	45%	60%	80%	80%	85%	85%	90%	90%	90%	90%		
<b>Task 5</b>	Analyze the collected data				10%	20%	25%	30%	40%	50%	55%	65%	70%	75%	80%	80%	90%	90%	95%	100%	100%			
<b>Task 6</b>	Establish correlations at different speeds												20%	30%	35%	40%	50%	60%	70%	80%	85%	90%	94%	96%
<b>Task 7</b>	Prepare the Final report																			10%	20%	50%	55%	

<b>Deliverable No.</b>		1	2	3	4
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