



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 7/10/2019
Agreement Administrator James Poorbaugh	Progress Report Number EN1797-KLK583-25	Agreement Number UI-17-03	
Consultant's Name		Report/Billing Period (From and To) 6/1/2019-6/30/2019	
Prompt Payment To Subconsultant(s) Verified <input type="checkbox"/> Yes <input type="checkbox"/> No	Authorization Number	Invoice Number Invoice #22	
Describe Work Accomplished During the Month (List Major Activities that were in progress during this period and estimate the remaining time for each.) - The researchers prepared the final report and it is currently under review by an external reviewer. The final report documents the research methodology, presents the results and analysis, summarizes the findings, and provides recommendations. In addition, the final report includes a description of the proposed Excel-based application for calculating skid number at a reference speed.			
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 all the research tasks.			
List Information Required from ITD to Avoid Delays			
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	Agreement Number		
		25	UI-17-03		
Agreement Time	Time Passed	Percent of Agreement Time Elapsed	Percent of Work Completed		
27	25	92.59%	96%		
Original Agreement Amount	Supplemental(s)	Current Agreement Amount	Payments (Including this Payment)	Percent of Agreement Dollars Paid	
\$119,999.71	\$	\$119,999.71	\$113,415.80	94.51%	
Prompt Payment To Subconsultant(s) Verified		Fixed Fee	This Invoice	To Date	Negotiated
<input type="checkbox"/> Yes <input type="checkbox"/> No		\$	\$	\$	\$
If There is a Significant Variance Between the Percentages, Please Explain					
Consultant Invoice Number			This Payment Amount		
Invoice #22			\$8,869.57		
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

		Yr 2017									
		Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	
Task 1	Literature review	25%	50%	100%							
Task 2	Identify and select pavement sites for evaluation	15%	30%	40%	50%	65%	70%	85%	100%		
Task 3	Measure skid number at different speeds	5%	15%	20%	40%	40%	40%	40%	40%	40%	
Task 4	Measure the surface friction characteristics	5%	15%	20%	40%	40%	40%	40%	40%	40%	
Task 5	Analyze the collected data				10%	20%	25%	30%	40%	50%	
Task 6	Establish correlations at different speeds										
Task 7	Prepare the Final report										
Deliverable No.					1			2			

