



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 270 | Project Name ITD MSE Walls | Date 6/6/2019 |
| Agreement Administrator John Ingram | Progress Report Number EN1853-KLK586-17 | Agreement Number UI-18-01 | |
| Consultant's Name | | Report/Billing Period (From and To) 5/1/2019-5/31/2019 | |
| Prompt Payment To Subconsultant(s) Verified <input type="checkbox"/> Yes <input type="checkbox"/> No | Authorization Number | Invoice Number Invoice 11 | |
| Describe Work Accomplished During the Month (List Major Activities that were in progress during this period and estimate the remaining time for each.) 1. Preparation of draft final report is underway. | | | |
| Summarize Work Completed to Date (Milestones Completed and Dates) (List Major Activities that were completed, including completion dates.) Please see GANTT chart attached | | | |
| List Information Required from ITD to Avoid Delays | | | |
| List Changes in Scope or Complexity that Requires a Supplemental Agreement or Time Adjustments | | | |
| Printed Name Sumil Sharma | 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 | | |
| | | 17 | UI-18-01 | | |
| Agreement Time | Time Passed | Percent of Agreement Time Elapsed | Percent of Work Completed | | |
| 19 months | 17 months | 89.48% | 95% | | |
| Original Agreement Amount | Supplemental(s) | Current Agreement Amount | Payments (Including this Payment) | Percent of Agreement Dollars Paid | |
| \$30,000.00 | \$0.00 | \$30,000.00 | \$26,985.31 | 89.96% | |
| Prompt Payment To Subconsultant(s) Verified <input type="checkbox"/> Yes <input type="checkbox"/> No | | Fixed Fee | This Invoice | To Date | Negotiated |
| | | | \$ | \$ | \$ |
| If There is a Significant Variance Between the Percentages, Please Explain | | | | | |
| | | | | | |
| Consultant Invoice Number | | | This Payment Amount | | |
| Invoice 11 | | | \$74.74 | | |
| 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 |
| | | |

Distribution: DRI (Original) - Project File

Copy - Prime Consultant

