ELEVATION OF A DISPUTE MEMORANDUM

RESIDENT ENGINEER LEVEL

Project Name: Project Number:

Caltrans District/Org: Prime Contractor:

This dispute is: A policy issue An administrative issue A technical/specification issue

List individuals and organizations affected by this dispute and its resolution, i.e. Design, Materials, Maintenance, Local Government, Utilities, Other Governmental Agencies, School Districts, the traveling

public:

Name/Position/Organization:

Agreed upon problem: brief description of dispute needing further assistance for resolution:

Sub issues and dollars/days associated with each:

1. 4. 7.

2. 5. 8.

3. 6. 9.

Where we agree: Where we disagree:

Additional comments or recommendations:

Dispute resolved No Forward to next level on (date) at (time)

at this level? Yes, Describe resolution below:

If resolved, written feedback of the resolution was transmitted to Team Members and persons affected by this dispute on (date) at (time)

Caltrans Resident Engineer Contractor Representative