

Colorado Department of Transportation
Dispute Review Board (DRB) Candidate Solicitation

This form is to be filled out electronically. Type your answers in the grey areas in the space allowed by the boxes. You can use the Tab key to go from one field to the next. When you have completed this form, save it to your computer, then attach your form in an email to Mark.Straub@state.co.us with the Subject line as “(Your name)’s DRB-CS Form”. Do not include any other attachments to this form.

1. Candidate Information

Name: Susan Tappan	Employer: Retired
Address: 524 Annahy Drive	City: Fortuna State: CA Zip Code: 95540
Phone Number: 707-599-1340	Email Address (required): stappan53@gmail.com

2. Education

University/College	Degree	Year
1. Humboldt State University, Arcata, CA	B.S. Engineering	1980
2.		
3.		

3. Professional Licenses/Certifications and Professional Organizations

1. California PE #C38836	2. PMP Cert. #1380843
3. ASCE member	4. SWE member

3. Major Employment History

Employer	Number of Years Employed	Your Job Title(s)
1. CA Dept. of Transportation	25	Construction Manager, North Region, West Area
2. City of Fortuna, CA	3	City Engineer
3. SHN Engineering, Eureka, CA	2	Project Engineer
4. USFS, Six Rivers National Forest	5	Civil Engineer

5. Experience and General Information: (continued on page 2)

1. Describe your major areas of work experience/expertise:

Administration of highway construction contracts. Promoting partnering efforts during construction. Resolving disputes regarding construction contract plans and specifications. Approval of contract change orders.

2. Describe your experience with construction claims:

From 2011 to 2016 serving the State of California as Construction Manager, I presided over claim review hearings with Contractors - prior to issuing the final pay estimate. Negotiated settlements were paid through contract change order process. Listed on dispute resolution ladders in second tier from the top.

3. Describe your knowledge of construction contract law:

Legal knowledge has been obtained by working with State attorneys to assist in interpretation of contract plans and specifications, and as-built analysis to resolve claims in the litigation process. Experienced at giving depositions in tort liability cases related to construction. Also vetted in the arena of environmental laws affecting construction contracts.

4. Describe your experience with construction contract administration:

Responsible for management of all highway construction projects over a four county region in northwest California. For the last five years I also provided management oversight of a \$200 million bypass project in Willits, CA. Since 1992 responsible for supervision of Caltrans' Resident Engineers, providing oversight of contract administration activities throughout District 1. Began providing construction contract administration for Caltrans in 1989, as Resident Engineer on several projects.

5. Describe your construction field experience:

Served as Caltrans Resident Engineer in the administration of several construction projects beginning in 1989. Completed Caltrans Resident Engineer certification program. Promoted to Supervising Construction Engineer in 1992, to oversee administration of construction contracts by Resident Engineers over a large geographical area. Promoted to Construction Manager in 2011, responsible for all construction projects in four county area in the northwest corner of California. Also served as executive manager on \$200 million bypass project in Willits, CA.

6. Describe your DRB (or arbitration) training, certification, and experience:

DRBF training recertification at DRA/DRB workshop, November 2016, Oakland, CA.

I served on two boards for highway projects in California in 2017:
One involved a precast bridgedeck replacement on the highway to Yosemite.
The other replaced a median barrier on 880 from Fremont to Oakland.

7. Describe your employment/retirement status and availability to serve on a DRB and geographical area:

Retired end of 2015. Available to serve on DRB anywhere,
anytime.

DRB members are compensated as per Section 105 of the CDOT Specifications.

6. List Two References For Your Experience With Construction Claims

Name	Title	Organization	Phone Number	Email Address
Rich Foley	ADR Engr.	Caltrans	916.654.4352	rich.foley@dot.ca.gov
Gary Johnson	Construction Mng.	Caltrans	707.825.4897	gary.johnson@dot.ca.gov

Important Notice - All information provided on this form will be visible to the public on the CDOT – DBR web page: [“List of Candidate Members for the Dispute Review Board \(DRB\)”](#).

Susan Tappan