

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@dot.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: Elizabeth A. Tippin	Employer: Self-employed		
Address: One Embarcadero Center, 5th Floor	City: San Francisco	State: CA	Zip Code 94111
Phone Number: (415)835-1332	Email Address (required): etippinlaw@gmail.com		

2. Education

University/College	Degree	Year Graduated
1. Arizona State University	BFA	1975
2. Golden Gate University School of Law	JD	1983
3.		

3. Professional Licenses/Certifications and Professional Organizations

1. California Licensed Attorney	2. USGBC, LEED, Accredited Professional
3. American Arbitration Association/Panel	4. Dispute Resolution Board Foundation

3. Major Employment History

Employer	Number of Years Employed	Your Job Title(s)
1. Self Employed	14	Legal Consultant/Arbitration/Mediation/DRB
2. AAU/Architecture Department	10	Adjunct Professor/Architecture Business/Law
3. CA Office Administrative Hearing	5	Administrative Law Judge
4. Pandell Novich Borsuk	7	Litigator/Arbitrator/Mediator

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

1. Describe your major areas of work experience/expertise:
I have a combined practice of legal consulting for businesses in the construction industry and providing construction project neutral services including arbitration, mediation and DRB services. I have been licensed as an attorney since 1984. Served as an Administrative Law Judge for five years; Contractors State License Board Arbitrator for over 10 years; American Arbitration Association Construction Panel; and mediation/arbitration of over 1000 cases. Experience includes highway/bridge construction; pipeline; civic, commercial, residential and educational projects.

2. Describe your experience with construction claims:
As an arbitrator/mediator, responsible for listening to parties, reviewing documents and preparing Arbitration Awards and settlement agreements; as general counsel responsibilities included preparation and review of construction claims, preparation of position papers with recommendation; negotiation of change orders, additional services, and claims settlement.

3. Describe your knowledge of construction contract law:
Combined legal and neutral services in the area of construction law and dispute resolution

processes; reviewed and negotiated hundreds of contracts for public and private projects. Competed numerous classes in construction contract law; taught classes in construction law with the American Institute of Architects and the American Bar Association.

4. Describe your experience with construction contract administration:

As general counsel for businesses in the design and construction industry, I have prepared and reviewed construction contracts for a variety of projects; in addition, I have been involved in negotiation of issues ranging from contract negotiation to bidding, and including developing strategy for resolution of disputes during the construction, wherein I reviewed all project documents. As a Standing DRB member for the OmniTrans project I have reviewed all project documents, including but not limited to, change orders, schedules, requests for information, and contract documents. For over ten years, I have taught a class entitled Architectural Professional Practice in the Graduate School of Architecture at AAU in SF, including lecturing on construction contract administration.

5. Describe your construction field experience:

My experience includes construction site visits as a neutral and attorney; and attended numerous lectures on construction methods and materials. As a San Francisco Fire Department, Neighborhood Emergency Response Team (NERT) member, I have been trained in preparing field surveys of damaged buildings. Completed the United States Coast Guard 24 Hour Hazardous Waste Operations Course, 3/24/13, including assessing construction hazardous waste.

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

DRBF DRB Advanced/Chairing Workshop, 9/19/13; DRBF CDOT DRB Training 9/11/13; DRBF Caltrans DRA/DRB Training Workshops, 12/17/09, 10/29/10 and 3/26/13; Currently serving as DRB member for OmniTrans (Vehicle Maintenance Facility Modification (San Bernardino, CA); over 500 hours of training in arbitration, mediation, and administrative hearings as an Administrative Law Judge; member of the Commercial and Construction Panels of the American Arbitration Association; member of CALTrans DRB Panel; arbitrator/mediator/hearing officer for over 1000 disputes.

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

I have been self-employed for the last 14 years providing legal consultant and neutral services, including arbitration, mediation and DRB. I also teach Architectural Professional Practice on Mondays. I do not work full-time in these assignments and have would be available to serve on a DRB in Colorado. I previously lived in Denver and look forward to the opportunity to be of service to the parties involved in construction projects in Colorado.

DRB members are compensated as per Section 105.23 of the CDOT Specifications.

6. List Two References For Your Experience With Construction Claims

Name	Title	Organization	Phone Number	Email Address
Doug Holen	Owner	Douglas J. Holen, Const.	(505) 670-3301	Dholen@comcast.net
Butch Britt	President	W.B.Britt, Inc.	(805) 312-4895	wbbritt@gmail.com

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