

October 6, 2010

DISPUTE RESOLUTION ADVISOR

SAMPLE DISPUTE RESOLUTION ADVISOR CCO

EXTRA WORK AT FORCE ACCOUNT:

Establish a Dispute Resolution Advisor for this Contract in accordance with Section 5-1.15B, "Dispute Resolution Advisor," of the Amended 2006 Standard Specifications.

The Dispute Resolution Advisor Agreement as specified in Section 5-1.15B, "Dispute Resolution Advisor," of the Amended 2006 Standard Specifications shall be completed by the Contractor, the Department and the DRA.

The cost of this work shall be borne equally by the Department and the Contractor as provided in accordance with Section 5-1.15B, "Dispute Resolution Advisor," of the Amended 2006 Standard Specifications. No markups shall be allowed in payment of the State's share of the cost of the work provided herein.

Estimated Cost \$ _____

SAMPLE DISPUTE RESOLUTION ADVISOR CCO TRANSMITTAL MEMO

Establishing a Dispute Resolution Advisor in accordance with Section 5-1.15B, "Dispute Resolution Advisor," of the Amended 2006 Standard Specifications. The purpose of the DRA is to assist in the resolution of disputes and potential claims arising from the work.

The cost of providing a Dispute Resolution Advisor for this contract shall be borne equally by the Contractor and the Department. For the purposes of enabling partial payments to the Contractor on a monthly basis, the method of payment shall be Extra Work at Force Account. Payments shall be made from invoices submitted by the Advisor, not more often than once per month. Markups shall not be allowed in the payment of the State's share of the invoiced costs. The total estimated cost of this change is \$_____. Supplemental funds were provided for the DRA in the contingency fund.

No adjustment of contract time is warranted as this change does not affect the controlling operation.