

DISTRIBUTION OF CLAIM DOCUMENTS

Distribution below will be made by the District or Region

Title	Name	Claim Report Draft	Claim Report Final	Claim Position Letter	Board of Review Report	Final Determination of Claims
Contractor			X	X		X
Board of Review Members			X	X	E	E
District Director					E	E
Deputy District Director/Region Division Chief, Construction		X & E	D	E	E	E
Area Construction Manager		X & E	X	E	E	E
Others:						
Resident Engineer		D	D	D	E	E
Construction Engineer		D	D	D	E	E
Structures Representative		D	D	D	E	E
Structures Senior		D	D	D	E	E
Construction Claims Engineer		X & E	X	D	E	E
District/Region Claim Files			X	X	X	X
HQ Construction Coordinator	See Below	X & E	E	E	E	E
HQ Div. of Constr. Claims Specialist	Tim Buchanan	O	E	E	E	E

Distribution below will be made by the HQ Claims Specialist

Legal Division	Jose Aguirre	O	O	O	E	E
Division of Construction						
Arbitration Specialist	Ron Bacani		O		E	E
Lessons Learned Specialist	Perry Mayer		E	E	E	E
Office of Office Engineer - DES	John McMillan				E	E
	Brian Lee				E	E
	Paul Burdick				E	E
Office of Structure Office Engineer	John Stayton		O		E	E
Office of Structure Construction	Dolores Valls		O		E	E
Division of Budgets (non-exempt projects only)	Randy Steen				E	E
FHWA (non-exempt projects only)	Jason Dietz 980 Ninth St. Ste 400 Sacramento, CA 95814-2724 jason.dietz@fhwa.dot.gov		O		E	E

(D) At the discretion of the District or Region

(E) Electronic copy

(O) Only if requested

(X) Hard copy

HQ Construction Coordinators: Scott Jarvis (NR & D4), Jon Tapping (Toll), Vern Jones (D8, D11 & D12), John Hancock (CR & D7)