



**CONSTRUCTION DISPUTE RESOLUTION SERVICES, LLC**  
**Specializing in Mediation & Arbitration**

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**DISPUTE REVIEW BOARD CHECKLIST/QUESTIONNAIRE**

**DRB PARTICIPANT OPTIONS**

- Project Owner and General Contractor (Prime Contractor)
- Subcontractors
- Sub-Subcontractors
- Material Suppliers
- Service Providers
- Others \_\_\_\_\_

**DRB PANEL MEMBER OPTIONS**

- One CDRS DRB Panel Member
- Two CDRS DRB Panel Members
- Three CDRS DRB Panel Members
- One Owner Representative and One General Contractor Representative

**DRB ADR OPTIONS**

- Advisory Opinions (AO)
- Mediation (ME)
- Co-Mediation (CM)
- Binding Mediation (BM)
- Binding Arbitration – Single Arbitrator (A1)
- Binding Arbitration – Three Arbitrators - Tri-Partite Panel (A3)
- Med-Arb (MA)
- Arb-Med (AM)

|  |           |           |           |           |           |           |           |           |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| <input type="checkbox"/> Dollar Thresholds | <u>AO</u> | <u>ME</u> | <u>CM</u> | <u>BM</u> | <u>A1</u> | <u>A3</u> | <u>MA</u> | <u>AM</u> |
| All Amounts                                | _____     | _____     | _____     | _____     | _____     | _____     | _____     | _____     |
| Under \$10,000                             | _____     | _____     | _____     | _____     | _____     | _____     | _____     | _____     |
| Under \$25,000                             | _____     | _____     | _____     | _____     | _____     | _____     | _____     | _____     |
| Under \$50,000                             | _____     | _____     | _____     | _____     | _____     | _____     | _____     | _____     |
| Under \$100,000                            | _____     | _____     | _____     | _____     | _____     | _____     | _____     | _____     |
| Under \$250,000                            | _____     | _____     | _____     | _____     | _____     | _____     | _____     | _____     |
| Under \$500,000                            | _____     | _____     | _____     | _____     | _____     | _____     | _____     | _____     |
| Under \$1,000,000                          | _____     | _____     | _____     | _____     | _____     | _____     | _____     | _____     |
| Other \$ _____                             | _____     | _____     | _____     | _____     | _____     | _____     | _____     | _____     |

- ADR Services will be provided for \_\_\_\_\_ months after the completion of the project.

**DRB ACTIVITIES**

- Preliminary meetings before project commencement
- DRB Regular Meetings
  - Weekly
  - Monthly
  - Quarterly
  - Semi-Annually
  - Upon Request
  - Other \_\_\_\_\_
- Jobsite Visits
  - Weekly
  - Monthly
  - Quarterly
  - Semi-Annually
  - Upon Request
  - Other \_\_\_\_\_

**DRB ADMINISTRATION**

Project Name \_\_\_\_\_

Project Owner \_\_\_\_\_

Address \_\_\_\_\_

STREET

\_\_\_\_\_

ADDITIONAL INFORMATION

CITY

STATE

ZIP

COUNTRY

TELEPHONE

FAX

COMPANY E-MAIL

Owner Representative or Contact \_\_\_\_\_

Address \_\_\_\_\_

CITY

STATE

ZIP

COUNTRY

TELEPHONE

FAX

WORK E-MAIL

CELL PHONE

HOME E-MAIL

Expected Commencement Date of the Project \_\_\_\_\_

Expected Completion Date of the Project \_\_\_\_\_

Project Description \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DRB DESCRIPTION/SPECIALIZATION**

DRB #1 – Description/Specialization \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DRB #2 – Description/Specialization \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DRB #3 – Description/Specialization \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DRB #4 – Description/Specialization \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DRB #5 – Description/Specialization \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DRB #6 – Description/Specialization \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DRB #7 – Description/Specialization \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_