

State of Nevada  
Department of Transportation  
**DISPUTE PROCESS DOCUMENTATION WORKSHEET**

CONTRACT NO.: \_\_\_\_\_ DATE OF DISPUTE NOTIFICATION: \_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_

DISPUTED SAMPLE ID: \_\_\_\_\_ DATE OF SAMPLE: \_\_\_\_\_

SPLIT SAMPLE METHOD (Test Method Nev. T203):

MECHANICAL SPLITTER: \_\_\_\_\_ QUARTER: \_\_\_\_\_

DISPUTED ELEMENT:

BITUMEN RATIO: \_\_\_\_\_ GRADATION: \_\_\_\_\_ IN-PLACE DENSITY: \_\_\_\_\_

**LEVEL 1**

The engineer and Contractor personnel will perform an investigation, review data and possibly re-test samples. All Level 1 tasks must be completed within 3 working days from the time written notification is presented to the Engineer. In the space below, include a detailed description of actions taken to resolve the dispute. Attach additional pages if necessary.

INVESTIGATED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

**LEVEL 2**

The Engineer and Contractor personnel will perform an investigation and review data to determine if the questioned sample is an isolated sample (test differences outside of multi-lab precision). Contractor's and Engineer's test results must be complete and up to date for the sub-lot in question. If the dispute is a result of a bias between the Contractor's and Engineer's test results, then the Engineer will require a new round of check testing before determining if Level 3 should be used. The check test at this level is performed only on the item(s) being disputed. In the space below, include a detailed description of actions taken to resolve the dispute. Attach additional pages as necessary.

INVESTIGATED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

**LEVEL 3**

The Engineer and Contractor shall confirm that Level 1 and Level 2 have been completed. Engineer shall submit blind split samples to the third party within 10 working days from the time written notification is presented to the Engineer. The blind split samples shall be confidentially submitted only to the third-party testing laboratory designated for the project by the Department.

ENGINEER'S NAME: \_\_\_\_\_

ENGINEER'S PHONE: \_\_\_\_\_

ENGINEER'S EMAIL: \_\_\_\_\_