

UTILITY DISPUTE RESOLUTION

STATUS DATE:	DISPUTE LEVEL:	OUTCOME:
	Escalation to Regional Reviewer	
	Elevated to Utility Council	
	Appealed to State Highway Engineer	

SECTION 1: PROJECT INFORMATION

PROJECT #	ROAD NAME (Print.)	ROAD NUMBER	COUNTY
PROJECT MANAGER NAME (Print.)	EMAIL	PHONE	
CONTRACTOR NAME	EMAIL	PHONE	

SECTION 2: PETITIONER INFORMATION

ORGANIZATION NAME (Print.)	EIN/VENDOR #/ID # (if applicable)
STREET ADDRESS	CITY
STATE	ZIP
CONTACT NAME (Print.)	EMAIL
PHONE	

SECTION 3: RESPONDENT INFORMATION

ORGANIZATION NAME (Print.)	EIN/VENDOR #/ID # (if applicable)
STREET ADDRESS	CITY
STATE	ZIP
CONTACT NAME (Print.)	EMAIL
PHONE	

SECTION 4: UTILITY INFORMATION

ORGANIZATION NAME (Print.)	EIN/VENDOR #/ID #
STREET ADDRESS	CITY
STATE	ZIP
CONTACT NAME (Print.)	EMAIL
PHONE	

DISPUTED ISSUE: _____ STATUS: _____

NOTES:

UTILITY DISPUTE RESOLUTION

SECTION 5: ESCALATION NOTES

STATE LETTER SENT ON:

DISPUTED DELIVERABLE RECEIVED ON:

Efforts to Resolve Disputed Issue:

1ST negotiation began on: _____ and completed on _____.

2nd review began on: _____ and completed on _____.

Reason for escalation to Central Office petition:

OUTCOME:

ADDITIONAL INFORMATION:

SECTION 6: ELEVATE-TO-UTILITY-COUNCIL NOTES *(Only complete if submitted to Utility Council.)*

DISPUTE RESOLUTION MEETING DATE: _____

Reason for Utility Council petition:

OUTCOME:

ADDITIONAL INFORMATION:

SECTION 7: APPEAL NOTES *(Only complete if utility council decision is appealed.)*

COUNCIL MEETING DATE: _____

Reason for Appeal petition:

OUTCOME:

ADDITIONAL INFORMATION:

UTILITY DISPUTE RESOLUTION

DISPUTE PETITION FOR DECISION

ITEMS THAT MUST BE INCLUDED WITH THE PETITION FOR DECISION:

(Please check each item to signify inclusion in the petition.)

- ☐ **Statement of Facts**—A narrative that explains the issue at hand, remedy sought by the petitioner, efforts made to resolve the issue before escalation, and impact the dispute has on the project.
- ☐ **Statement of Dispute**—A narrative of all disputes and issues the petitioner is submitting for resolution, proposed resolutions of parties (minimally inclusive of petitioner and respondent), and identification of all parties necessary to resolve the dispute.
- ☐ **Documentation**—Any pertinent documents related to the dispute.

Note: Failure to provide the following documentation may result in the petition either being dismissed or returned to the petitioner for corrective action.

I certify the named parties in the statement of dispute have been provided a copy of this petition for decision.

ESCALATE TO CENTRAL OFFICE:

Escalating Petitioner Name (*Print.*)

Escalating Petitioner Title

Escalating Petitioner Signature

Date

ELEVATE TO UTILITY COUNCIL:

Elevating Petitioner Name (*Print.*)

Elevating Petitioner Title

Elevating Petitioner Signature

Date

APPEAL TO CABINET LEADERSHIP:

Appealing Petitioner Name (*Print.*)

Appealing Petitioner Title

Appealing Petitioner Signature

Date