

SUSAN ALLYSON TAPPAN PE, PMP, DRBF member
[email: stappan53@gmail.com](mailto:stappan53@gmail.com) (707) 599-1340

Dispute Resolution Service

Experienced, objective professional with distinguished career in highway construction. Record of excellence in building partnerships and facilitating team consensus to avoid conflict. Proficient at contract administration, dispute resolution and claim analysis.

PROFESSIONAL EXPERIENCE

CALIFORNIA DEPARTMENT OF TRANSPORTATION (Caltrans)

Construction Manager, North Region, West, 2011 to retirement in 2015

Managed \$400 million construction program annually over four counties of northwest California. Supervised 80 engineers, and technicians. Facilitated partnerships to improve project communications and avoid potential conflicts. Provided direction on presentations to DRBs. Chaired formal meetings to review claims and make final determinations.

Area Construction Engineer, 1989 to 2011

Contract Administration of highway construction projects in Del Norte, Humboldt, Mendocino and Lake Counties. Supervision of Resident Engineers and project inspectors. Change order approvals. Claim analysis for determination of merit and quantum.

Key Accomplishments:

- Qualified as Dispute Review Board member
- Certified Project Management Professional
- Partnering Instructor for State and Industry representatives
- Resident Engineer Program Certification

CITY OF FORTUNA, City Engineer 1987 to 1989

Appointed by the City Council to restructure and manage their Planning and Engineering Departments. Provided executive presentations. Conducted public hearings. Ensured project compliance with City Ordinances and General Plan zoning requirements.

PALMER CREEK COMMUNITY SERVICES DISTRICT, 1994-99, 2010-14

Served on Board of Directors, providing water and sewer services for a rural community.

EDUCATION AND CREDENTIALS

DRB Administration & Practice Workshops, California and Nevada, 2015
Project Management Institute PMP Certification 1380843
Licensed Civil Engineer, 38836, State of California