

Maintenance Advisory

MA 2012-03

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CAPTURING REVENUE THROUGH THE PROPERTY DAMAGE RECLAMATION PROCESS

The Property Damage Reclamation Process (PDRP) is used to track crashes that cause damage to state property such as traffic signs or signals, guardrail, median cable barrier, fences or bridges. When damage is identified, The Michigan Department of Transportation (MDOT) attempts to recover the cost of the repairs from the individual(s) responsible for the crash or from their insurance company.

The money collected through PDRP is retained by MDOT and used for highway projects and maintenance operations. The Operations Field Services Division (OFSD) staff has outlined four areas below to improve current practices to help collect additional funds.

Four Opportunities for Improvement:

- 1) **Timeliness:** Return supporting documentation to OFSD no later than nine months after crash date.
- 2) **Inspections:** During routine maintenance inspections, make notes of crash locations and compare them with the UD-10 crash reports.
- 3) **County/Contractors Repairs:** Statewide Coordinators review damage costs with counties/contractors to ensure they are being reported correctly. If repairs were performed on a construction project, please record the project number in the comment box.
- 4) **Region Coordinators** should pull 90 Day Reports on a monthly basis and should forward to facilities/counties. Follow-up on reports near the expiration date is imperative.

Upload all supporting documentation in PDRP on Reclamation Detail page.

MDOT is committed to recouping damage claims before the one year deadline.

For more information regarding the damage claim process, refer to Guidance Document 10073, Highway Damage Claim Process.

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