

# Maintenance Advisory

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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 six 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) **90 Day Report:** Forward the reports to facilities/counties monthly. Follow-up on reports near the expiration date is imperative.

Send all supporting documentation to the address at the top, attention: Damage Claims

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.