

Missouri Department of Transportation  
*Roberta Broeker, Interim Director*

573.751.2551  
Fax: 573.751.6555  
1.888.ASK MODOT (275.6636)

## ADDENDUM 001 Property Damage Recovery Services Request for Proposal # 6-150923LK

Offerors should acknowledge receipt of Addendum 001 (ONE) by **signing** and **including it** with the original proposal. The due date for receipt of proposals is **unchanged** by this Addendum. The following changes shall be included as mandatory requirements for this solicitation. All other terms and conditions remain unchanged and in full force.

|   |   |
|---|---|
| Name and Title of Signer<br>(Print or type)   | Name and Title of Department<br>Authority<br><br>Leann Kottwitz<br>Senior General Services Specialist |
| Contractor/Offeror Signature<br><br><hr/><br>(Signature of person authorized to sign) | Department of Transportation<br>Leann Kottwitz<br>(Authorizing Signature)<br><i>Leann Kottwitz</i>    |
| Date Signed:  | Date Signed: September 18, 2015   |

### **Question:**

Does MO DOT have the ability to electronically exchange data (police reports, financial data, work order system information, reports, etc.)?

### **Response:**

Yes, (email).

### **Question:**

How does MO DOT currently identify, document, and track state property damage claims?



**Response:**

Identify - MoDOT Staff in each district Identifies and sets up claims  
Document – RiskMaster Database  
Track – RiskMaster Database

**Question:**

Does MO DOT maintain access to a work order system?

**Response:**

Yes.

**Question:**

Can this access be shared with the selected vendor?

**Response:**

No.

**Question:**

How are damage repair costs determined?

**Response:**

Estimates, Invoices from contractors.

**Question:**

Are actual costs used exclusively?

**Response:**

Yes.

**Question:**

Is MoDOT open to alternative cost determination methods?

**Response:**

No.

**Question:**

How does MO DOT obtain police reports?

**Response:**

Telex - (Initial Brief Crash Repots), Patrol and MoDOT Databases.

**Question:**

Can they be obtained electronically?

**Response:**

Yes

**Question:**

Can access to police report information be granted to the selected vendor?

**Response:**

Probably not. We have permission and will provide reports for vendor. Or the vendor will have to request from patrol.

**Question:**

In the past, has MoDOT included the administrative cost of recovery on the invoice?

**Response:**

No, it's not legal.

**Question**

There are states in which the general statute of limitations does not apply to cases in which the state is damaged. Is MoDOT aware of such an exception?

**Response:**

5 Year Statue in MO.

**Question:**

What is the total (number of claims and corresponding dollar amount) recovered for each of the past three years?

**Response:**

2014 – 2,943 claims collected on = \$4,830,543.00

2013 – 2,742 claims collected on = \$4,875,766.00

2012 – 2,703 claims collected on = \$4,412,805.00

**Question:**

What is the total (number of claims and corresponding dollar amount) billed for each of the past three years?

**Response:**

2014 – 4,035 claims billed = \$6,338,544.00

2013 – 3,531 claims billed = \$5,307,993.00

2012 – 3,312 claims billed = \$6,125,449.00

**Question:**

Are there any comprehensive maintenance agreements in place, or any other conditions that would prohibit the selected vendor from billing damage claims?

**Response:**

There is a pending decision on all logo signs (i.e. Restaurants signs and other businesses). No other maintenance agreement.

**Question:**

Does MoDOT have an established restitution/attorney demand letter/legal program?

**Response:**

No

**Question:**

Is MO DOT looking to have a vendor provide legal services?

**Response:**

No

**Question:**

Does MO DOT have an existing referral process for claims going to state department of collections?

**Response:**

No

**Question:**

If yes, under what conditions are claims referred to state collections and under what timeframe?

**Response:**

N/A

**Question:**

Are recovered dollars returned to the division or district in which the damage occurred?

**Response:**

MoDOT will administer this process.

**Question:**

Does MoDOT have access to any/all insurance coverage information for registered MO drivers?

**Response:**

No

**Question:**

Is insurance coverage verification available to the selected vendor?

No

Settlement clarification: Please confirm the selected vendor will have settlement authority of 75% up to a claims value of \$25,000. do all other settlement requests require MO DOT approval?

Yes, above \$25,000 and below 75% of the total cost per claim.

**Question:**

It is noted generally that two significantly large losses occur annually.

**Response:**

- a. Please provide a description of the type of loss incurred. **i.e. bridge, overpass, large pieces of equipment damaged by third party.**
- b. Please provide an average dollar amount of such losses. **\$200,000 - \$1,000,000 plus.**

**Question:**

What is MO DOT's definition of a subcontractor?

**Response:**

Any individual, partnership, corporation, joint venture or other entity to whom the contractor, with the written consent of the engineer, sublets any part of the work under the contract.

**Question:**

What is meant by case summary in reporting (Section 2-B-Reporting-5)?

**Response:**

Summary of Uncollectable claims – we will have claims where we are unable to identify the responsible parties. These will need to be closed in our system.

**Question:**

Section 2-B-Documentation: what is meant by payment receipts? Does this refer to a receipt sent to individual damagers or a statement sent back to MoDOT?

**Response:**

Statement sent to MoDOT showing receipt of payment from claimants.

**Question:**

Please provide clarification on discretion of filing insurance claims (Section 2-B-Identification and Pursuit-5).

**Response:**

There will claims that we will make a business decision to not pursue.