**RE submits accident report and repair cost documentation to Risk Management**.

 Risk Management assigns K-number and pursues reimbursement from motorist’s insurer.

**RE issues change order to provide for repair at contract unit prices.**

If re-mobilization is needed, a nominal contingent item for mobilization can be added.

\* Requests to utilize the JOC contract are generally approved except when the party who caused the damage is unknown. In this case, the RE may deny the request if the JOC repair is significantly higher.

JOC Repair Option

**RE submits information to JOC administrator who issues Job Order to JOC contractor.**

MoDOT Risk Management pursues reimbursement from motorist’s insurer.

Actions to follow when damage by others occurs prior to project completion.

Contractor Repair Option

**Contractor completes repair.**

**Contractor is responsible for performing the repair at contract unit prices, but contractor may request the RE utilize the district Job Order Contract to complete repair.**

If the JOC request is made, RE determines\* which option is in the best interest of MoDOT.

YES

NO

**Contractor shall complete the repair at the contractor’s expense.**

Contractor may pursue reimbursement from motorist’s liability insurer or contractor’s property damage insurer.

**Was formal Partial Acceptance made on the guardrail prior to the damage?**

When it becomes available, the contractor shall provide the RE with the accident report from law enforcement, as required per Sec 616.4.2.6.

**Damaged Guardrail or Guard Cable**

**Delineate the damaged area as soon as possible. Promptly plan and schedule the repair.**

**Guardrail or guard cable is damaged prior to project Final Inspection.**