



Disaster Preparedness Workshop

Insurance Recovery Presentation

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Commercial Insurance Coverage

- Property Insurance Contract Between the City & Insurance Carriers
- Total Insured Value - \$10.9B & Over 2600 Insured Locations
- High Maximum Property Policy Deductible - \$20M
- Policy Loss Limit - \$175M



Insured Property Schedule

City of Houston
Schedule of Insured Property, Solid Waste Management
Policy Term 4/1/2014 to 4/1/2015

Sample

Ins. Key No.	Location / Description	Address	Zip Code	2014-15 Building Value	2014-15 Content Value
6094	Central Street Neighborhood Depository	2240 Central St.	77017	250,000	2,000
9784	Department Headquarters	611 Walker St., 12th Flr.	77002	0	617,371
9787	Kelley Fuel Island (FMD)	5614 A Neches St.	77026	265,891	30,000
9788	Kelley Wash Bays	5614 A Neches St.	77026	290,555	100,000
9789	Kirkpatrick Neighborhood Depository	5565 Kirkpatrick St.	77028	31,620	0
9791	NE Collections (former Kelly Ofc.)	5614 Neches St.	77026	2,148,482	62,780
9785	NE Environmental Service Center	11552 S. Post Oak Rd.	77045	424,530	150,000
9792	NE Light Vehicle Maint Shop (FMD)	5703 Eastex Fwy.	77057	406,392	22,320
1222	NE North Trailer	5703 Eastex Fwy.	77057	27,027	20,000
9793	NE Paint/Welding Shop (FMD)	5617 Neches St.	77026	1,569,298	67,647
9794	NE PM/Parts (FMD)	5617 Neches St.	77026	1,826,387	78,845
9795	NE Service Center/SVC/Maint/Welding	5617 Neches St.	77026	7,642,992	116,718
1223	NE South Trailer	5703 Eastex Fwy.	77057	21,621	5,000
9807	NE Surplus Warehouse/Facilities	5711 Eastex Fwy.	77093	1,592,572	120,000
1444	North Main Recycling Center (New Admin. Bldg.)	9003 N. Main St.	77018	1,144,608	250,000
1360	North Main Recycling Center, Depository and Guard Shack	9003 N. Main St.	77018	740,518	0



Insurance Recovery

Administrative Procedure 4-2, Internal Disaster Preparation & Recovery

- Damage Estimates for Owned Property (Buildings, Contents, etc.)
- Immediate Notice of Damages – Three Days
- Disaster Data Collection Team (DDCT) – ARA / OEM / FIN
- Department Designated Representatives (Knowledgeable of Damages / Financial Documentation)



City Preliminary Property Damage Form

What is required?

- Identification of Damages – Schedule of Insured Property
- Include Location of Damages, Address and Insurance Key Number
- Damage Estimates
 - Buildings: Permanently Installed Fixtures & Machinery
 - Contents: Furniture, Fixtures, Supplies & Computers
- Damage Documentation – Emergency Repairs & Permanent Repairs
 - Photograph Damages Upon Discovery
- Damage Inspections
 - Multiple Inspections for Multiple Purposes
- Description of Damaged Vehicles
 - 47 Vehicles Are Insured
 - Designate a Vehicle Contact Person



City Preliminary Property Damage Form

Why should it be a priority?

- Time Sensitive – Preliminary Report Due in Three Days
- Initial Insurance Claim
- Request for State and/or Federal Disaster Assistance – Filing Deadlines
- Mobilization of Resources



Claim Settlement

How Much and Where Does it go?

- Actual Expenses vs. Negotiated Settlement
- Claim Payment After Application of Deductible
- Insurance Recovery Deposited into Disaster Recovery Fund – Managed by Finance



Insurance Claim Timeline

