



University of Colorado
Boulder • Colorado Springs • Denver and Health Sciences Center

Office of University Risk Management

1800 Grant Street, Suite 700
014 UCA
Denver, Colorado 80203
(303) 860-5682, Fax (303) 860-5680

February 17, 2009

CoCat Restoration
Dominick Solano, Operations Manager
5150 Havana Street, Unit F
Denver, CO 80239

Re: Emergency Response and Remediation

Dear Dominick,

Thank you for agreeing to provide University of Colorado Denver timely response to emergencies that may involve water and fire remediation and clean up. UCD includes campus locations at Anschutz Medical Center and at 9th and Colorado Boulevard.

It is impossible to forecast the extent or frequency of water and fire events. Therefore, we are unable to predict how much emergency work will be required. In recent years the campuses have suffered losses sporadically due to freezing pipes, activated sprinklers and surface water. Typically, you will be asked to respond to an emergency by campus emergency or facility personnel. It is anticipated you will respond and assess the scope of damage and determine a course of action based on your expertise. This information should be provided to onsite personnel from Facilities Management or University Construction Management. Once the determination has been made it is anticipated immediate steps will be taken to utilize necessary assets to complete initial remediation, clean up and necessary emergency repairs to stabilize the event and prevent further damage to University property.

If it is discovered during or after initial mitigation and repair that more extensive repairs will be required; or there is evidence of pollution, mold or asbestos containing material, contact the Facilities Project Manager and the assigned URM claim professional immediately. Further review, inspection and instruction may be necessary.

Billing must reflect an agreed upon scope of damage, details that accurately summarize work activity, use of equipment and the provision of necessary supplies. Number of personnel, labor hours and rate must also be included. Billings should be provided to URM directly for review and payment.

This is intended to outline the general protocol and billing process. On occasion you may be directed to deviate depending the circumstances. If you have any questions please do not hesitate to contact me.

If you have not done so, please provide via e-mail or fax certificates of proof of Liability, Workers Compensation and Automobile Insurance to University Risk Management.

Sincerely,



Gary Longfellow,
Director, Insurance and Claims Administration

Cc: Jim Gantner, Claims Professional