



1776 S. Jackson Street, Suite 518, Denver, CO 80210

February 18, 2022

Natalie Victoria
Homestead Management Corporation
1499 W 121st Ave, Westminster, CO 80234

RE: Townhomes at Coal Creek HOA Insurance Claim Cleaning & Restoration Introduction

Dear Townhomes at Coal Creek Association Members,

Claims & Construction Management Group, LLC. is excited and grateful that your community has chosen us to help your recovery from the devastating Marshall wildfires. This letter contains a significant amount of information which is relevant to the upcoming work to be performed at the association and within each individual unit. **PLEASE READ THIS DOCUMENT IN ENTIRETY.**

This letter addresses the following:

1. Claim adjusting work that will be performed in the next few weeks
2. Coordination with unit owners
3. Communication & coordination with unit owners for personal property
4. Administrative items
5. CCMG contact information and emergency protocols

The work that CCMG will be performing is soot and smoke restoration cleaning as estimated for in the association's master insurance policy with State Farm Insurance. We will be working with State Farm to settle the estimate based on the policy language and the smoke & soot damages we uncover during our investigation. Once the claim is settled we will transition to performing the work according to the claim estimate.

1. Claim adjusting work that will be performed in the next few weeks

- We will be evaluating approximately 10 unit's attics for smoke and soot damage to the insulation and the structure within the attic. I will be reaching out to several of you to coordinate access to your attics for this evaluation. The evaluation will be performed on February 25th.

2. Coordination with unit owners

- As mentioned above, we will be coordinating with owners for access to your attics. If you feel as though you have additional damages from the fires such as damaged windows, etc. please reach out to us and let us know so we can evaluate your situation. When emailing CCMG please include your unit number in the subject line of the email. Please email us your issue at:
coalcreek@ccmgpro.com

3. Communication & coordination with unit owners for personal property

- If you have not had your personal property professionally cleaned yet and would like to please reach out to us. It will be highly advantageous to have your personal contents cleaned at the same time we are replacing insulation and performing other cleaning services for the association. We are more than happy to help with your claim as well, again let us know at: coalcreek@ccmgpro.com
- If you are interested in having CCMG help you with your personal (HO6) claim there is no charge for this. A quick reminder however; the association is not handling your individual claims, this will be a direct relationship between CCMG and the unit owner/renter and the association assumes no responsibility for the contract between CCMG and the individual homeowners.

4. Administrative Items

Some general cleaning, protocols and cleaning materials can be found on our website here as general information for unit owners:

<https://www.ccmgpro.com/cofires>

I have also created a website page specifically for the Townhomes at Coal Creek, we will post all information, letters and updates on this page, please check it frequently.

www.ccmgpro.com/thcoalcreek

As mentioned above, we have created a special email address for everyone at Coal Creek to communicate with us. Please use this email and include your unit number in the subject line:

coalcreek@ccmgpro.com

5. CCMG Contacts and Emergency Protocols

CCMG's personnel will be onsite throughout the next few weeks. I've included our pictures at the end of this letter so you can recognize us and know we are there for the claim work.

Scott Benglen
(303) 596-6043

Clark Lodge
(310) 913-0782

scott@ccmgpro.com

clark@ccmgpro.com

Both partners of CCMG, Scott Benglen and Clark Lodge, will be actively involved in the claim & restoration process. Once the claim is settled we will have significantly more information for everyone on what work has been approved, schedules, etc.

IN THE EVENT OF AN EMERGENCY CALL 911. Both the Boulder County Sherrif and Louisville Police have Louisville on special security due to the fire damages.

On behalf of the entire CCMG team we are excited and grateful for this opportunity. There will be plenty of challenges, in our experience communication is key for a successful project like this. In general, email works best for CCMG unless it is urgent.

Thanks again for working with CCMG. We look forward to meeting and interacting with the entire Townhomes at Coal Creek community on this project to make your living space clean and healthy once again.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Benglen".

Scott Benglen



Clark Lodge

