

PORTSMITH COA PROCEDURE

FOR CONTACTING OUR RESTORATION TEAM (PAUL DAVIS)

The following procedure is being provided to assist residents in getting restoration assistance from Paul Davis Restoration of Tampa. Paul Davis was selected and approved by the Portsmouth Board of Directors at our board meeting on April 15, 2025. On May 1, 2025, I signed the First Priority Agreement with Paul Davis. The First Priority Program is a unique non-exclusive commitment that Paul Davis will be there when we need them. Emergency events covered under this program agreement include but are not limited to fire damage, flood damage, hurricane damage, tornado damage, etc...

On May 20, 2025, Tim Keogh, Commercial Business Development Manager, and Tyler Davis, Director of Mitigation, from Paul Davis, gave a presentation to the board and to all residents in attendance. It was a brief presentation, but it was well received.

After the meeting Tim met with our CAM, Candi Raines, and ensured that Paul Davis was in the system for the Portsmouth COA. The documents provided to First Service Residential, and to the Portsmouth Board will be attached to this document and will be posted on the First Service Residential Connect Portal for download and printing.

What does the First Priority Agreement give us? What does the First Priority Agreement cost me? What does the First Priority Agreement cost the COA? First, there is no cost associated with the signed commitment. However, if we need to have Paul Davis on sight to do damage control, damage recovery, and damage restoration, there will be an estimate provided to First Service Residential, and to the Portsmouth COA Board, and if necessary, the owner of the unit being restored. In an emergency, (fire damage, roof damage, flooding, etc.), work will commence immediately, with cost to be determined based on the scope of work. Paul Davis will help work through the issues and will also help aid with insurance claims. (Providing details of the incident to COA insurers, and owner insurers).

How do we get Paul Davis to respond? According to Tim Keogh, in a catastrophic event (hurricane, tornado, system wide flood, major fire), they will respond to any of our board members or First Service CAM. This is because in a catastrophic event many people may be unreachable, or out of the area.

In the event of a local event (fire, flood, etc.), you will contact your First Service Residential (FSR) CAM (Community Association Manager), the President of the COA (Condominium Owners Association), and your HO6 insurance company. FSR and the COA will contact the Paul Davis representative, and the COA insurance representative to begin the process of

damage control, recovery, and restoration. There is a list of emergency contacts at the end of this document.

It is hopeful that there will never be a need to use this procedure, but if there is an event, it is reassuring to know that we have a plan in place to begin the process of restoration. If you have any questions before an event, feel free to contact any COA Board Member or your FSR CAM. If they don't have the immediate answer, they will work to find the answer and get back to you. Also, keep in mind that you are not obligated to use Paul Davis if you have an emergency event at your unit. You can use any restoration contractor you choose. But as a COA board, we wanted to ensure that you had a company available that made Portsmouth a priority.

Note: Please be aware that Paul Davis is a franchised operation. We signed an agreement with the Paul Davis Restoration of Tampa, 1611 Allison Woods Lane, Tampa, FL, 33619.

Title	Member	Phone
FSR CAM	Aundrey Sutherland	813-296-7491
Board of Directors		
President	John Petruch	412-609-7938
Vice-President	Dave Barrett	978-424-3960
Secretary	Elaine Curtis	817-909-5445
Treasurer	Doug Yingling	813-404-7850
Director	Gary Brian	502-544-6051
Director	Dennis Douglas	813-352-4748
Director	Megan Kryszak	716-698-2974
Paul Davis, Mgr.	Tim Keogh	813-990-9797 cell
Paul Davis	24/7 Emergency Line	813-984-2700