The Regents of the University of California

Builder's Risk Loss Control and Prevention Inspection Instructions

INSURANCE CARRIER REQUIREMENT

As a condition under the University's Master Builder's Risk Program, the insurance carrier has the right to inspect the projects which are insured under this program. The insurance carrier has the right to make loss control and prevention recommendations.

The purpose of these loss control inspections is to:

1. Confirm that the project is properly underwritten based on the information provided by the University Project Management / Contract Administration team on the Builder's Risk Application;
2. Ensure the University has taken precautions to prevent / mitigate property losses; and
3. Provide the University with recommendations of additional loss control and prevention measures to reduce the risk of loss.

TIME COMMITMENT & PROCESS

Depending on the project, a loss control and prevention inspection may encompass 1 to 4 hours of time (including preparation of materials for review).

The process is:

1. The insurance carrier's loss control and prevention engineer will contact Alliant to request an inspection;
2. Alliant will coordinate with the University Project Management and/or Contract Administration team to schedule a date, time, and location;
3. Alliant will confirm with the participants from the insurance carrier, Alliant Loss Control Consultant assigned to the specific project, and the University Project Management and/or Contract Administration team. A representative from the University Project Management and/or Contract Administration team must be available on the day of the inspection to address specific questions. The University Project Representative must accompany the insurance carrier's loss control and prevention engineer as well as the Alliant Loss Control Consultant during the project site walk.
4. Prior to the scheduled inspection, Alliant will provide the insurance carrier's list of information that will need to be made available for review on the day of the inspection. Page 3 of this document provides a sample list of possible items or questions. To reduce the amount of time expended on the day of the inspection, it is

suggested that a room or desk be set aside at the project site for the insurance carrier loss control and prevention engineer to review the documents. After review, the Project Management and/or Contract Administration team can address any specific project questions and then accompany the loss control and prevention engineer and Alliant on the project site walk.

5. At the conclusion of the site inspection, the insurance carrier's loss control and prevention engineer will share the findings and recommendations with the participants of the site walk.
6. The insurance carrier's written report will be provided to Alliant who will forward the report to the participants of the site walk, Project Management and/or Contract Administration team, local Risk Management, and UCOP Risk Services.
7. The University Project Management and/or Contract Administration team is responsible for addressing any action item(s). A written response to the action item(s) should be addressed to the insurance carrier's loss control and prevention engineer. This response should be emailed to Alliant, local Risk Management, and UCOP Risk Services. Alliant will forward the written response to the insurance carrier.

QUESTIONS? CONTACT

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GENERAL INFORMATION / QUESTIONS FOR THE INSPECTION

As part of the inspection, the insurance carrier's loss control and prevention engineer will request to review specific information on the project. The following is a sample of the types of information and/or questions:

- Project's physical street address
- Name and address of the Architect, Engineer, Contractor and, if applicable, the Construction Manager
- Architectural Construction Drawings including site plan and building elevations
- Location of the nearest fire hydrants (should be on site plans) and Fire Department Stations
- Schedule of Estimated Values and Major Equipment (switch gears, transformers, pumps, a/c)
- Updated Project Values and Completion Date
- Estimated % of completion at time of the site inspection Construction Critical Path Schedule and major completion dates
- Construction Site Security Plan
- Geotechnical Report Topographical Plan
- Latest pay request cover sheet (showing total contact amount and amount paid out to-date)
- Test results for the sprinkler system and approved sprinkler submittals or as-built drawings
- A brief discussion of the campus and / or medical center history with the contractor and the contractor's prior experience with this type of project
- Type of construction? (Precast Concrete, Tilt-up Concrete Slab, other)
- What type of Construction Contract? (i.e., Lump Sum, Cost Plus, etc.)
- Where are the major (critical) construction components coming from and how are they to be shipped?
- Where will construction materials and major items be stored?
- Are there any tunnels, bridges, or excavations deeper than 30 feet associated with the construction?
- Any site testing of equipment?
- Is it Union construction?
- What is the project float time?
- What are the long lead items?
- Is the project on schedule?
- Does the project have construction phase scheduling? (i.e., handed over to the University in phases)
- Are there any hazards in the proximity of the new structures?