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HUMAN RESOURCE CONSULTING
ACTUARIAL
BENEFIT ADMINISTRATION
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Heather McMillon
Jody Lancour
Transwestern
5555 San Felipe
Houston, TX 77056

Subject: Letter of Recommendation

Dear Jody and Heather,

I would like to share this letter of recommendation for Jimmy Gildart and Gildart Construction. Given that Jody introduced them to us, you may not need another tenant sharing their experiences with you, but this information could be valuable to you down the road.

Jimmy's team was conscientious to our work needs. Our job may have been a bit unusual, because we had to continually occupy our space. The workmen completed the tear-down during non-business hours, and when it became necessary to work during the business day, our business disruption was minimal.

The work was completed timely and professionally.

Jimmy worked with us to coordinate specific construction needs (i.e., electrical, data) with the phased-in move of our personnel. He kept us apprised of all timelines and what we needed to do to be prepared for his crews.

Finally, I am most grateful to Jimmy for his recommendation (actually, absolute insistence) that we bring in our prior furniture vendor to inventory our existing workstations and complete a design that was specific to that inventory. As it turned out, we could never have accomplished our complete furniture layout without the furniture vendor's involvement. His insistence paid off.

Jimmy stayed involved from the start of the job to the end, synchronizing his craftsmen when last-minute needs arose.

Thank you very much for recommending Gildart Construction for our onsite job.

Regards,

A handwritten signature in black ink, appearing to read 'Ellen', written over a horizontal line.

Ellen B. Sanborn
Principal

cc Jimmy Gildart