



May 3, 2006

Carolyn Williams  
Williams Interior Design  
2168 Citygate Drive  
Columbus, OH 43219

Dear Carolyn,

As we bring the Johnson Hall project to a close, I wanted to take a moment to say thank you for the work you and your firm did with this project. I especially want to recognize the work Ruth Brown did in working closely with us to revise designs, ensure our needs were met, and meet extremely quick deadlines.

When reviewing the project budget it seemed amazing that such a large percentage of the budget went to furnishings, given how smoothly and how quickly that part of the project went. Every piece of the furnishings portion of the project was done professionally, efficiently, and exactly as we asked. Your follow-up and attention to detail has been outstanding.

Throughout the project your firm provided valuable insight into our choices, offering guidance when you felt we were headed down a path that would be impractical or that we would not like in the end. You offered many alternatives that fit within our budget and respected the short timeline we had for completion of this project.

I truly appreciated having Williams Interior Design as a partner on this project. Please feel free to use my recommendations for existing or new customers. I would be more than happy to share my experiences with them.

Sincerely,

A handwritten signature in cursive script that reads 'Kara N. Monroe'.

Kara N. Monroe, Ph.D.

Executive Director of Finance, Facilities, and Information Technology  
Ivy Tech Community College - Richmond