



April 12, 2012

TO WHOM IT MAY CONCERN:

I would like to highly recommend the services of Mary C. J. Roberts of Project Management Advisors, Inc.

I have worked with Mary on two different projects in the past 8 years. In 2005, we completed construction on a 14,000 square foot Clubhouse which was a multi-purpose building serving the residents of Laguna Woods Village. As the project manager, and in conjunction with in-house staff, Mary oversaw construction of the building and tenant improvements, as well as the site construction. This included a steel-framed building with a central plant-type HVAC system, parking lot, landscaping, full commercial kitchen, dance floor and other specialty rooms, such as a large Bridge card tournament room, in addition to the standard requirements of offices, restrooms, driving range pro shop, trash enclosure, etc. Mary provided standard construction management services, such as managing the RFI process, reviewing change orders for final approval, value engineering, preparation of meeting minutes, attendance at weekly meetings and numerous other meetings, tracking punch-list completion, close out documents and maintaining a full set of archived documents pertaining to the project.

In 2010, Mary was again retained in a similar role as construction manager for the Village Green building serving the residents of Laguna Woods and located on a 27 hole golf course. The two-story building, which was completed in late 2011, is a 20,000 square foot multi-purpose building comprised of a high-end Golf Pro Shop and golf starter functions, cart barn storage for golf carts, cart wash enclosure, full kitchen, Café, Club Rooms, and a high-end lounge; along with the standard offices, restrooms, trash enclosure, etc. Once again, Mary's involvement included the site, landscaping, building and tenant improvements. This building was challenging in that it was constructed up against an existing slope, with the 2<sup>nd</sup> floor level with the existing parking areas. The building was wood-framed with standard package HVAC units, and had special consideration for drainage and prevention of water intrusion, due to its proximity and elevation relative to the slope. This project also had extensive site work, and specialty construction, such as a putting green, and is connected to the golf course at the lower level. Mary provided the same construction management services as she has provided for Clubhouse 7 and other projects for PCM, as well.

I look forward to working with Mary again very soon.

Sincerely,

A handwritten signature in blue ink that reads "Douglas Koller". The signature is fluid and cursive, written over a large, light blue circular watermark or background element.

Douglas Koller  
Project Manager  
Professional Community Management Inc.