



**U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION**  
**Denver Field Office**

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July 22, 2008

Re: Reference for William Shook

Dear Sir/Madam:

As the Director of the U.S. EEOC's Denver Field Office, I had the recent occasion to work directly with William Shook on a major office renovation project which he handled for our agency as the local contractor/Project Manager. This renovation project was an extensive one, spanning a time period of about six months while being handled in two separate phases. Despite the fact that William was also the Project Manager on several other projects concurrent with ours, he provided our office with excellent on-site assistance from start to finish. He provided us with prompt and effective customer service in response to our many questions and concerns, while ensuring that the project was completed in a quality-minded, competent, and timely fashion. It was truly a pleasure to work with William, and I highly recommend his project management skills and expertise.

Sincerely,

Nancy A. Sienko, Director  
Denver Field Office