

October 20, 1995

LETTER OF RECOMMENDATION FOR JAIME A. GARCIA

The Assassination Records Review Board is a independent federal agency created to oversee the identification and release of records related to the assassination of President John F. Kennedy. Our office is located at 600 E Street NW, Washington DC and we currently have a staff of twenty five people.

During the last year as the Administrative Officer for the Assassination Records Review Board, I have been responsible for setting the office up and for overseeing repairs are made to our office space. S.C Herman & Associates, Inc. is responsible for maintaining our building operations and providing us with engineering and mechanical services. During this time one of SC Herman's engineers, Mr. Jaime A. Garcia, has provided engineering and mechanical services to the Assassination Records Review Board. When notifying Mr. Garcia concerning a problem he has always responded in a very timely manner. Mr. Garcia has always presented himself in a very professorial manner and has always done exceptional work.

In my experience I believe Mr. Jaime A. Garcia would be a valuable employee to any engineering company. If you have any questions please call me at 202-724-0088 ext. 239.

Sincerely,

Valerie Trzaska-Sails  
Administrative Officer