

Letter of Recommendation for Paula Castellano

11th September 2017

David M. Riley

Capital Group

3000 K St NW Suite 230

Washington DC 20007

Property Management – 61 La Gorce Circle, Miami Beach, FL 33141:

Paula managed my vacation property (the above address) from October 2005 until early 2017 (when I sold the home).

She managed all maintenance and renovation work performed at the property which included installation of new bathrooms, new stone floors and hurricane windows throughout. She chose contractors, managed them highly professionally and made sure that high quality work was performed at a fair cost.

Paula also managed the pool service, yard services and cleaners. She also acted as a “Concierge” to houseguests when I lent the home out from time to time to friends.

Paula was highly professional, trustworthy and did a great job.

Renovation Management – 2408 California St, Washington DC 20008 and 2430 Wyoming Ave NW, Washington DC 20008:

Because Paula had done such a great job managing my Miami Beach home, I gave her the job of managing my two DC homes and in particular managing very extensive renovation projects at both homes.

Paula managed a \$1m renovation of 2408 California St and a very extensive/complex renovation and addition costing \$5m at my main DC residence: 2430 Wyoming Ave.

Paula had complete freedom to hire and fire subcontractors as well as individual craftsmen. We had joint check books and credit cards and Paula had full responsibility to pay bills on my behalf (and was entirely trustworthy in this process).

Paula also has great design sense and contributed to design ideas both in terms of the renovation, but also in terms of the interiors design (eg. choice of fabrics, furnishings, finishes).

Paula is also talented at landscape design and helped in the re-planting of the 0.5 Acre gardens at 2430 Wyoming Ave, including extensive construction of new paths, terraces etc.

All subcontractors found Paula to be highly responsive, professional and easy to work with.

Paula worked closely with architects, engineers and the City to get the required permits for work performed.

Paula was an excellent negotiator on my behalf and always sought multiple quotes and achieved discounts/great pricing on my behalf.

Paula has carried out a detailed renovation accounting/documentation for me of all the work performed. This required great attention to detail and facility with Excel.

It was super helpful during the renovation process that Paula is bi-lingual (English/Spanish).

Summary:

Paula is a totally trustworthy and highly capable person. She has a “can do” attitude and did an amazing job for me managing very extensive renovations/addition work on my three high value homes.

She is highly organized, bi-lingual and “can do” in her approach.

Paula has also helped to re-do my entire personal filing as well as re-organizing my office for me. I'm delighted with the outcome.

I can't recommend Paula more highly to you.

I can be reached at dmriley8@aol.com if you have specific follow up questions.