

Microsoft Corporation  
230 Third Avenue  
Waltham, MA 02154-7562

Tel. 617-487-6400  
Fax 617-487-7925



February 23, 1998

Mr. Claude Dwan  
Project Manager  
R. C. Griffin, Inc.  
49 Central Street  
Peabody, MA 01960

Dear Claude,

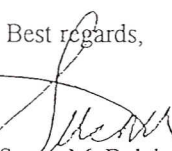
On behalf of Microsoft Corporation's New England District, I'd like to acknowledge the outstanding construction job R.C. Griffin et al have done on our behalf for our Progressive Officing project, at our Waltham, MA facility.

The dedication and responsiveness from your team is to be commended. Your work is of superior quality and the crew assigned to this project were terrific too work with and demonstrated a commitment to getting the job done and amazing enough..."on-time".

Again, thank you for a job well done and I look forward to working with you and R. C. Griffin on our Connection project once we get the ok on that project.

In closing, a special "kudos" to both Steve and Warren who were absolutely wonderful to work with.

Best regards,



Susan M. Balch  
Office Manager  
New England District