



CITY OF READING, PENNSYLVANIA

DEPARTMENT OF FINANCE
PURCHASING DIVISION
ROOM 2-45
815 WASHINGTON STREET
(610) 655-6207
TAMMI.REINHART@READINGPA.GOV

TAMMI REINHART
PURCHASING COORDINATOR

May 25, 2022

Len Hatter, Project Estimator/Manager
H&K Group, Inc.
2052 Lucon Road
Skippack, PA 19474

Dear Sir/Madam:

The City of Reading has awarded H&K Group, Inc. the contract for the 2022 Road Program Project for the City of Reading based on the submitted price of \$4,000,732.77.

This award is made in accordance with proposals received in the Office of the Purchasing Coordinator. The City Solicitor will notify you when the necessary papers are ready for signature.

In the meantime, please send the name, title and email address of the individuals who will execute the contract and witness the execution of the contract to Fred.Lachat@readingpa.gov and Tammi.Reinhart@readingpa.gov.

If performance and payment bonds are required, please send executed copies of the bonds and any other required submittals (eg. Stipulation Against Liens) to the Law Department by email (solicitor@readingpa.gov) and regular mail (City Hall Rm 2-39).

We would also respectfully request that you send a copy of your company's W9 form to my attention at Tammi.Reinhart@readingpa.gov for our records.

Sincerely,

A handwritten signature in black ink that reads "Tammi Reinhart".

Tammi Reinhart
Purchasing Coordinator

Cc: Kyle Zeiber, Acting Public Works Director
David Anspach, Acting Projects Manager

