



CITY OF READING, PENNSYLVANIA

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

TAMMI REINHART
PURCHASING COORDINATOR

December 28, 2021

Brendan Stanton, Inc. dba BSI Electrical Contractors
416 Stump Road
Montgomeryville, PA 18936

Dear Sir/Madam:

The City of Reading has awarded BSI Electrical Contractors the contract for the Reading Public Library Electrical and Mechanical Upgrades Project for the City of Reading based on the submitted price of \$552,750.00.

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,

Tammi Reinhart
Purchasing Coordinator

Cc: Stan Rugis, Public Works Director
Patricia Tezak, Public Works Secretary
David Anspach, Project Manager

