



Pennsylvania
Department of General Services

DATE: January, 22, 2026

Jay R Reynold's, Inc.
PO Box 326
Willow Street, PA 17584-0326
Vendor No. 122417

Re: Notice of Selection/Notice of Award
Project No. DGS - C-0948-0087-001-Bid
Contract No. DGS - C-0948-0087.3 - Plumbing
PA State Museum - Paver Repair/Replacement
State Museum of Pennsylvania
Dauphin County, Pennsylvania
Proposal Submission Date - 10.21.2025
Federal ID# - 23-2008267
Amount of Contract - \$1,491,000.00
SDB Commitment - 8.83 %
VBE Commitment - 4.20 %
Base Bid No. - BB-3
Calendar Days - 612

Ladies and Gentlemen:

The Department of General Services (Department) has evaluated the Proposal your firm submitted in response to the Request for Proposals for Contract No. DGS C-0948-0087.3 - Plumbing Phase 001, along with the other submitted responsive Proposals. The Department has determined that your firm submitted the Proposals most advantageous to the Commonwealth in accordance with the evaluation factors, procedures and criteria set forth in the Request for Proposals and is therefore selecting and awarding the above subject Contract to you. Accompanying this letter is the Contract and Contract Bond for your execution for the subject contract.

In order to expedite execution and in accordance with the Request for Proposals, you are required to execute the Contract and Contract Bond (including providing a Power of Attorney and evidence of signature authority) and submit your Insurance Certificates as required by Article 10 of the General Conditions of the Construction Contract.

All documents must be uploaded to e-Builder for the Commonwealth's execution to commence. However, you must submit the original hardcopies of all the documents you uploaded to the Bureau of Capital Projects Planning & Procurement, 2nd Floor Arsenal Building, 1800 Herr Street, Harrisburg, Pennsylvania 17125 **within ten (10) days of receipt of the contract in e-Builder in order to achieve full execution of the Contract and Contract Bond.**

Please execute the Contract and Contract Bond in accordance with the Request for Proposals and as follows:

- The Contract and Contract Bond are to be signed by a senior corporate officer but, if not, provide evidence of the person's authority to sign the Contract and Contract Bond on the corporation's behalf.
- The Contract Bond is to have the name, mailing address, and state of incorporation of Surety Company inserted in the spaces indicated on the Contract Bond. The date of execution should be inserted in the space provided.
- The Contract Bond is to be executed by Contractor and the Surety Company. Include the Power of Attorney authorizing the Attorney in Fact to sign on behalf of the Surety Company, with a current certification date and bearing the signature of a corporate officer.

According to Section 543 of the Commonwealth Procurement Code, your firm **will not have a contract with the Department until the last Commonwealth official executes the contract.** Issuance of this Notice Selection / Notice of Award shall not constitute a waiver of the Department's right to rescind the award. The Department explicitly reserves the right to rescind the award until the last Commonwealth official executes the contract. The Department will notify you through e-Builder of a fully executed contract. Understand and agree that a stamped "APPROVED ELECTRONICALLY" or similar wording by the Commonwealth on the Contract and Contract Bond signature pages constitute a valid, binding contract with the Commonwealth and represents that all approvals required by Commonwealth contracting procedures have been obtained. The fully executed Contract and Contract Bond may not contain "ink" signatures by the Commonwealth.

No work should commence until you receive notice of the fully executed contract. The Department will notify you of the date, time and place of the Initial Job Conference. Your firm must commence on-site work within ten (10) days after the Initial Job Conference. Please remember that the number of calendar days allotted for the completion of this contract is calculated from the date of the Initial Job Conference.

Sincerely,

Greg Kirk

Greg Kirk
Deputy Secretary for Capital Programs, Department of General Services

Jay R Reynold's, Inc.
Contract No. DGS C-0948-0087.3 - Plumbing
Contractor Telephone No. 717-464-2755

Cc: Bureau of Construction
Capital Region
Requesting Agency – General Services
Susan Stanisic
Ed Olivieri
Paula Murphy

Professional: Chris Dawson Architect LLC
210 North 3rd Street, Suite C
Harrisburg, PA, 17101

REQUESTING AGENCY – Please ensure that a copy of this Letter of Award is forwarded to your Comptroller.

INSTRUCTIONS - Please use the links below for the instructions /Notifications for the Contractor.

[Notification to all contract awardees.](#)

[Welcome to the Supplier Service Center.](#)