



## Exhibit A

### UNION STATION REDEVELOPMENT CORPORATION

#### REQUEST FOR PROPOSALS

#### UNION STATION PARKING GARAGE FIRE ALARM SYSTEM REPLACEMENT

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**Union Station**  
REDEVELOPMENT CORPORATION

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## **1.0 INTRODUCTION**

### **1.1 PURPOSE**

The Union Station Redevelopment Corporation (“USRC”) is currently inviting proposals from contractors interested in providing construction services for the Fire Alarm System Upgrade for the Union Station Parking Garage.

Proposals provided in response to this RFP that comply with the submittal requirements set forth in Section 3.4 PROPOSAL INFORMATION AND CONTENT will be evaluated in accordance with the criteria and procedures described in Section 5.0 PROPOSAL EVALUATION CRITERIA. Based on the results of the evaluation, the USRC will award the contract included in Section 6.0 EXHIBITS in this RFP to the most advantageous Proposer based on the cost and the evaluation factors set forth in this RFP.

### **1.2 DESCRIPTION OF PROJECT**

The project includes replacement and upgrades to the garage fire alarm system.

Scope items include:

- Removal of the existing fire alarm system.
- Installation of conduit, wiring, devices, and programming for an operational and code-compliant garage fire alarm system.
- Installation of a new central fire alarm panel and remote annunciator panels.

### **1.3 BACKGROUND**

The current garage fire alarm system is inoperable and needs replacement. Additionally, there are multiple fire alarm systems that serve the Train Station complex which are not interconnected to allow for coordinated alarm management. The new fire alarm system installation is intended to provide the necessary alarm capability for the garage and be equipped with the necessary technology and components to interface with future planned upgrades to the existing station fire alarm systems.

### **1.4 PROJECT OBJECTIVES**

1. Provide a new fire alarm system for the parking garage.
2. Enable the future interconnection with other station complex fire alarm systems.

### **1.5 OBTAINING THE RFP**



Proposers may obtain additional copies of the RFP by contacting the Contact Person identified in Section 1.8 of this RFP.

## 1.6 PRE-PROPOSAL CONFERENCE

USRC will hold a Pre-Proposal Conference/Walkthrough on **February 12, 2026, at 11:00 AM**. The conference will be held in the Union Station Parking Garage.

Attendance at the Pre-Proposal Conference is encouraged, but is not mandatory. The purpose of the Pre-Proposal Conference is to provide information regarding the project and to address any questions and concerns regarding the services sought by the USRC through this RFP.

## 1.7 PROPOSAL DUE DATE

All proposals are to be submitted via email to [bids@usrcdc.com](mailto:bids@usrcdc.com) or at Owner's option, due on the Reception Desk of the Union Station Redevelopment Corporation. The USRC office is located at 750 1<sup>st</sup> St NE, Suite #1010, Washington, D.C., 20002. All submitted proposals will be time and date stamped according to the computer clock at the Reception Desk of the USRC.

Proposal Due Date and Time: **Friday, March 6, 2026, by 11:00 AM**

Any proposals received after this appointed schedule will be considered late and will be returned unopened to the Proposer. The proposal due date can be changed only by addendum.

## 1.8 CONTACT PERSON AND INQUIRIES

Any questions or suggestions regarding this RFP should be submitted in writing to the USRC contact person listed below:

Guneet Singh, Project Manager  
Union Station Redevelopment Corporation  
750 1<sup>st</sup> St NE, Suite #1010  
Washington, DC 20002  
Phone: (202) 222-0271  
Fax: (202) 222-0280  
Email: [gsingh@usrcdc.com](mailto:gsingh@usrcdc.com)

Any response made by the USRC will be provided in writing to all Proposers by addendum. No verbal responses shall be authoritative.



## 1.9 SELECTION PROCESS SCHEDULE

**Pre-proposal walkthrough:** Thursday, 2/12/26, at 11:00 AM

**Proposals due:** Friday, 3/6/26, by 11:00 AM

## 2.0 INSTRUCTIONS TO PROPOSERS:

### 2.1 PROCUREMENT PROCESS

The procurement method will be a competitive sealed proposal process. All technical requirements, unless otherwise specified, must be met, or be capable of being met by the Proposer or their proposal will be disqualified as being non-responsive.

### 2.2 CLARIFICATION AND ADDENDA

Proposers must prepare requests for information or clarification in writing for USRC's consideration as set forth in this section of this RFP. While the USRC has not placed an initial limitation on the number of requests that can be submitted, Proposers are cautioned that if Proposers do not request meaningful clarifications or interpretations in an organized manner (e.g., limited frequency of requests), the USRC will set restrictions on the frequency and number of requests permitted.

Proposers are advised that this section places no obligation on the part of the USRC to respond to any or all requests for information or clarification, and that the USRC's failure to respond to any such request will not relieve the Proposer of any obligations or conditions required by this RFP. Requests for information or clarification regarding this RFP shall only be submitted in writing (letter, fax or email) to the Contact Person identified in Section 1.8 of this RFP.

All responses to written requests for information or clarification, or additional information will be distributed as addenda to this RFP by email to all Proposers known to USRC.

No oral interpretation, instruction, or information concerning this RFP given by any employee or agent of the USRC shall be binding. Proposers who submit a Proposal in reliance on any such oral information risk having their response to this RFP deemed non-responsive.

During the period provided for the preparation of Proposals, the USRC may issue addenda to this RFP. These addenda will be numbered consecutively and will constitute a part of this RFP. Each Proposer is required to acknowledge receipt of each addendum in writing to the Contact Person. This acknowledgment shall include all



addenda distributed prior to the Proposal Due Date. All responses to this RFP shall be prepared with full consideration of the addenda issued prior to the Proposal Due Date.

### **2.3 TERM OF CONTRACT**

The term of the contract shall be until the final completion of all elements of the Scope of Work (hereinafter, the "Project").

### **2.4 PROPOSAL EVALUATION**

All proposals will be evaluated using the criteria specified in Section 5 of this RFP. Selection will include an analysis of proposals by an Evaluation Committee designated by the President and CEO. The Evaluation Committee will include USRC personnel and may include outside experts and representatives from USRC's affiliate agencies. The committee may request oral interviews with a select number of proposers.

### **2.5 RESERVED RIGHTS**

The USRC reserves the right to accept or reject any and/or all proposals, to waive irregularities and technicalities, and to request resubmission. Any response from a Proposer that is received may or may not be rejected by the USRC depending on available competition and timely needs of the USRC. There is no obligation on the part of the USRC to award the contract to the lowest proposer and the USRC reserves the right to award the contract to the responsible proposers submitting responsive proposals.

The USRC shall be the sole judge of the proposals and the resulting agreements that are in its best interest and its decision shall be final. Also, the USRC reserves the right to make such an investigation as it deems necessary to determine the ability of any proposer to perform the work or service requested. The proposer shall provide information that the USRC deems necessary to make this determination. Such information may include, but shall not be limited to, current financial statements by an independent CPA; verification of availability of personnel; and past performance records.

### **2.6 APPLICABLE LAWS**

All applicable laws, ordinances, and regulations of the District of Columbia shall apply.

### **2.7 ACCURACY OF RFP AND RELATED DOCUMENTS**

The USRC assumes no responsibility that the specified technical and background information presented in this RFP, or otherwise distributed or made available during this procurement process, is complete or accurate. Without limiting the generality of the foregoing, the USRC will not be bound by or be responsible for any explanation or



interpretation of the Proposal documents other than those given in writing as an addendum to this RFP.

Should a recipient of this RFP find discrepancies in or omissions from this RFP and related documents, the recipient of this RFP shall immediately notify the Contact Person designated in Section 1.8 of this RFP in writing. A written addendum, if necessary, will be made available to each recipient of this RFP.

## **2.8 RESPONSIBILITY OF PROPOSER**

Each Proposer is encouraged to conduct all necessary investigations and review all available and relevant data and information that is necessary in its judgment in order to assume the responsibility for the scope of work described in this RFP prior to the submittal of its Proposal.

## **2.9 CONFIDENTIAL INFORMATION**

If any Proposal contains technical, financial, or other confidential information that the Proposer believes is exempt from disclosure, the Proposer must clearly label the specific portions intended to remain confidential. The USRC, at its sole discretion and subject to applicable law, will determine whether such exemption applies. The USRC has sole discretion to make such determination regarding the disclosure of information, and by responding to this RFP, Proposers waive any challenge to the USRC's decisions in this regard. Marking all or substantially all of a Proposal as confidential may result in the Proposer being deemed non-responsive to this RFP.

Notwithstanding the foregoing, Proposers recognize and agree that the USRC, its staff, and its Consultants will not be responsible or liable in any way for any losses that the Proposer may suffer from the disclosure of information or materials to third parties.

## **2.10 USRC RIGHTS AND OPTIONS**

This RFP constitutes an invitation to submit Proposals to the USRC. Without limitation or penalty, the USRC reserves and holds at its sole discretion, the following rights and options:

1. This RFP does not obligate the USRC to select, procure or contract for any services whatsoever;
2. USRC reserves the right to change or alter the schedule for any events associated with this procurement and, if required, notify the Proposers. A Proposer, by submitting a Proposal, agrees to be bound by any modifications made by the USRC;
3. All costs incurred by a Proposer in connection with responding to this RFP



(including engineering and legal costs), the evaluation and selection process undertaken in connection with this procurement, and any negotiations with the USRC will be borne by the Proposer;

4. The USRC reserves the right to reject all Proposals and components thereof to eliminate all Proposers responding to this RFP from further consideration for this procurement, and to notify such Proposers of the USRC's determination;
5. The USRC may cancel this RFP without the substitution of another RFP and terminate this procurement at any time without any liability whatsoever;
6. The USRC reserves the right to waive any technicalities or irregularities in the Proposals;
7. The USRC reserves the right to eliminate any Proposer who submits incomplete or inadequate responses or is not responsive to the requirements of this RFP;
8. The USRC may request Proposers to send representatives to the USRC for interviews and presentations;
9. To the extent deemed appropriate by the USRC, the USRC may select and enter into negotiations with any Proposer submitting a Proposal that is found to be reasonably susceptible for award;
10. The USRC reserves the right to discontinue negotiations with any selected Proposer;
11. The USRC reserves the right, without prior notice, to supplement, amend, or otherwise modify this RFP;
12. All Proposals (other than portions thereof subject to patent or copyright protection) become the property of the USRC and will not be returned, and the USRC reserves the right to utilize all such information contained in the Proposals without further cost to the USRC;
13. The USRC may add to or delete from the Project Scope of Work set forth in this RFP;
14. Any and all Proposals not received by the Proposal Due Date shall be rejected and returned unopened;
15. Neither the USRC, its staff, its representatives, nor any of its consultants or attorneys will be liable for any claims or damages resulting from the solicitation, collection, review, or evaluation of responses to this RFP;
16. The USRC, including its representatives and consultants, reserves the right to visit and examine any of the facilities referenced in any Proposal and to observe and investigate the operations of such facilities;
17. The USRC reserves the right to conduct investigations of the Proposers and their responses to this RFP and to request additional evidence to support the information included in any such response;





18. The USRC reserves the right to award multiple contracts to perform the Scope of Services; and
19. By responding to this RFP, Proposers acknowledge and consent to the rights and conditions set forth in this RFP, including those set forth in the contract, which is attached as Exhibit B.

## **2.11 TERMINATION OF NEGOTIATIONS**

USRC, at its sole discretion, may exclude a Proposer from further participation in any negotiation process, if the USRC determines that such Proposer is failing to progress in the negotiations or if the terms of its Proposal are less advantageous than those of other Proposers. USRC will give written notice of its decision to the Proposer, which shall be sent in writing, signed by the USRC.

## **2.12 ADDITIONAL OR SUPPLEMENTAL INFORMATION**

After receipt of the submittals, the USRC will evaluate the responses, including the references, experience and other data relating to the Proposer's qualifications. If requested by the USRC, proposer may be required to submit additional or supplemental information to determine whether the proposer meets all of the qualification requirements.

## **2.13 REPORTING RESPONSIBILITIES**

The successful Proposer will report directly to the USRC's project manager, who will be identified following execution of the contract.

## **2.14 SUBSTITUTION OF APPROVED KEY TEAM MEMBERS:**

USRC will select the key team members to perform the services contemplated under this solicitation based, in part, on the past successful experience and expertise of the proposed team members. Accordingly, key team members presented to the USRC during the solicitation process, or specifically approved by USRC shall not be replaced or removed the terms of the Contract, without the prior written approval of the USRC. If any key member of the USRC approved Contractor team shall retire, resign, or otherwise cease employment then a replacement shall promptly be appointed, subject to prior approval by the USRC.

USRC reserves the right to reject any replacement team member. If the USRC, in its sole discretion, determines that any key team member is performing their responsibilities under the Contract in an unsatisfactory manner or if irreconcilable differences or an unworkable relationship shall arise, the Contractor shall, within five (5) days after receipt of written notice from the USRC of such circumstance, replace such key team



member with a successor acceptable to the USRC. Any changes in the staffing of the project will require written notification to the USRC and the USRC's written approval of the replacement team member.

## 2.15 GENERAL REQUIREMENTS

The following information pertains to the submission of a proposal to the USRC, and contains instructions on how proposals must be presented in order to be considered. If specific conditions or instructions in the text of this RFP conflict with the General Requirements as listed here, those conditions or instructions in the RFP shall prevail.

1. Proposals submitted in response to this RFP must be formatted as specified in Section 3.4 PROPOSAL INFORMATION AND CONTENT of this RFP. Additional sheets, literature, etc. – will not be allowed. Page limitations, if included, must be followed as specified in the RFP;
2. The required number of copies shall be submitted to address shown by the Proposal Due Date and time identified in Section 3.1 SUBMISSION REQUIREMENTS;
3. The proposal submitted must be clearly labeled with the Project name and number, due date and time, and the name of the company submitting the proposal. Proposals must be submitted via email to [bids@usrcdc.com](mailto:bids@usrcdc.com) or received at the USRC Reception Desk by the Proposal Due Date and time identified in Section 1.7 of this RFP in order to be considered. The USRC has no obligation to consider proposals that are not in properly marked;
4. Proposals received after the Proposal Due Date and time will not be opened or considered;
5. By submitting a signed proposal, Proposer agrees to accept an award made at the price and upon the terms contained in that proposal. Prices proposed must be audited by the Proposer to insure correctness before the proposal is submitted. Person signing the proposal is responsible for the accuracy of information in it. The specifications, provisions, and the terms and conditions of the RFP and proposal shall be attached to and become a part of a valid contract between the USRC and the Proposer upon notice of award of contract in writing;
6. Any contract awarded as a result of this proposal, shall comply fully with all Local, District of Columbia, State, and Federal laws and regulations;
7. Absolutely no fax proposals or reproduction proposals will be accepted;
8. A Proposer must type or neatly print company name, as well as the full legal name and title of the person signing the proposal, in all appropriate places. The Proposer's



signature must be executed by a Principal of the company duly authorized to make contracts and bind the company to all terms being proposed;

9. Proposals may be withdrawn upon receipt of a written request prior to the Proposal Due Date and time. If a firm seeks to withdraw a proposal after the Proposal Due Date and time, the firm must present a written statement indicating that an error was made;

10. The Proposer must propose all items specified or indicate under each item what alternative is being proposed and why it should be considered in lieu of the original RFP requirements. Failures to indicate any exceptions shall be interpreted as the Proposer's intent to fully comply with the RFP requirements as written. Conditional or qualified proposals (except as specifically allowed in the RFP) are subject to rejection in whole or in part;

11. The USRC shall be the sole judge of the quality and the acceptability of all proposals. Design, features, overall quality, local facilities, terms and other pertinent considerations will be taken into account in determining acceptability;

12. The successful Proposer must assume full responsibility for delivery of all goods and services proposed and agree to relieve the USRC of all responsibility and costs for prosecuting claims (including, but not limited to, losses, demands, damages and liabilities of any kind, including reasonable attorneys' fees, costs and expenses incident thereto, for bodily injury, sickness or death, and property damage or destruction);

13. The successful Proposer shall be responsible for the proper training and certification of personnel used in the performance of the services proposed;

14. The successful Proposer shall not assign, transfer, convey, sublet, or otherwise dispose of any contract resulting from the RFP or of any of all of its rights, title or interest therein without prior written consent of the USRC;

15. Proposals must contain references that reflect successful completion of contracts for the types of services for which the Proposer is submitting a proposal to the USRC. In instances where that does not apply, the proposal must contain a statement and supporting documentation demonstrating such expertise, knowledge, or experience to establish the vendor submitting the proposal as capable of meeting the demands of the proposal should an award be made to them;

16. Proposers submitting proposals may be required to furnish evidence that they maintain permanent places of business of a type and nature compatible with their proposal, and are in all respects competent and able to fulfill the terms of the RFP requirements. The USRC may make such investigations as it deems necessary to determine the ability of the Proposer to perform such work, and reserves the right to reject any proposal if evidence fails to indicate that the Proposer is qualified to carry out



the obligation of the contract and to complete the work satisfactorily;

17. By submitting a signed proposal, Proposer certifies that there has been no collusion with any other Proposer;

18. Upon notice of selection, the Proposer submitting the proposal is obligated to perform. Should a successful Proposer refuse to enter into a contract subsequent to an award, the Proposer may be found to be "non-responsible" in the future;

19. In case of default by the successful Proposer, the USRC may procure the articles or services from another source and hold the successful Proposer responsible for any resultant excess cost;

20. Successful Proposers contract directly with the USRC and are the party obligated to perform. Contracts may not be assigned and any failure to perform the Contract in accordance with the RFP requirements will constitute a breach of contract and may result in a Proposer being found to be "non-responsible" in the future;

21. Invoice(s) must be submitted upon completion of each Phase of the Scope of Services (breakdown of Phases is shown in Section 3.4 PROPOSAL INFORMATION AND CONTENT);

22. The USRC reserves the right to accept or reject any or all proposals, or any part thereof, and to waive any technicalities. USRC reserves the right to award a contract based on this RFP and the proposal(s) received (in whole or in part) to one or several Proposers;

23. Awards will not necessarily be based on cost alone. Other factors, as detailed in this RFP, will be considered in determining what proposal will be deemed to best meet the needs of the USRC;

24. It is the policy of the USRC that the evaluation and award process for the USRC contracts shall be free from both actual and perceived impropriety, and that contacts between potential Proposers and the USRC, elected officials and staff regarding pending awards of the USRC contracts shall be prohibited:

- a. No person, firm, or business entity, however situated or composed, obtaining a copy of or responding to this solicitation, shall initiate or continue any verbal or written communication regarding this solicitation with any USRC officer, employee, or designated the USRC representative, between the date of the issuance of this solicitation and the date of the USRC's recommendation for award of the subject contract, except as may otherwise be specifically authorized and permitted by the terms and conditions of this solicitation;



b. All verbal and written communications initiated by such person, firm, or entity regarding this solicitation, if same are authorized and permitted by the terms and conditions of this solicitation, shall be directed to the USRC.

25. Any Proposer intending to respond to this solicitation as a Joint Venture must submit an executed Joint Venture Agreement with this offer. This agreement must designate those persons or entities authorized to execute documents or otherwise bind the Joint Venture in all transactions with the USRC, or be accompanied by a document, binding upon the Joint Venture and its constituent members, making such designation. Proposals from Joint Ventures that do not include these documents will be rejected as being "non-responsive."

### **3.0 PROPOSAL REQUIREMENTS**

#### **3.1 SUBMISSION REQUIREMENTS**

##### **3.1.1 Proposal Due Date and Submittal Format**

All Proposals, including all attachments, must be submitted via email to [bids@usrcdc.com](mailto:bids@usrcdc.com) or received by USRC at its Reception Desk in a sealed package or no later than the Proposal Due Date and must be addressed to:

**Guneet Singh**  
**Union Station Redevelopment**  
**Corporation 750 1<sup>st</sup> St NE, Suite #1010**  
**Washington, DC 20002**  
**Phone: (202) 222-0271**

Each proposal must meet the requirements noted in this RFP. The required content of the Proposal is specified in Section 3.4 PROPOSAL INFORMATION AND CONTENT of the RFP. The Proposer must sign the Proposal.

##### **3.1.2 Number of Copies**

If the Proposals are to be delivered to USRC the office, Proposers shall submit the following:

Two (2) original, bound copies in a sealed envelope and one (1) copy provided in PDF format submitted via email to [bids@usrcdc.com](mailto:bids@usrcdc.com). All Proposals must be complete with all requested information.

#### **3.2 OVERVIEW OF PROPOSAL REQUIREMENTS**

Proposers shall submit Proposals organized as shown in Section 3.4 PROPOSAL



INFORMATION AND CONTENT. Each of the instructions set forth in this section must be followed for a Proposal to be deemed responsive to this RFP. USRC reserves the right to reject any Proposal, which in its judgment, does not comply with these Proposal submission requirements.

### 3.3 SCOPE OF WORK

The project includes replacement and upgrades to the garage fire alarm system.

Scope items include:

- Removal of the existing fire alarm system.
- Installation of conduit, wiring, devices, and programming for an operational and code-compliant garage fire alarm system.
- Installation of a new central fire alarm panel and remote annunciator panels.

### 3.4 PROPOSAL INFORMATION AND CONTENT

Proposers shall submit a Proposal responding to the items listed below identified by PART number & Title in the order shown. Responses must be in sufficient detail to provide for meaningful evaluation and assessment. Please limit your proposal response to no more than 15 pages:

#### PART 1: Letter of Introduction/Executive Summary

- Among other items, provide an executive commitment regarding support for the success of the Project and a summary of reasons for selection of Proposer.

#### PART 2: Experience of the Firm including Sub-Contractors

Provide:

- Background of the firm, including location, years in business, number of employees, areas of expertise, etc.
- How does the firm distinguish itself from other firms?
- Identify the firm's qualifications to provide the professional services requested.
- Provide a list of three clients, which are most similar to USRC, describe these similarities, and provide the name and telephone number of a contact person, and years serviced.



PART 3: Team Assigned to the Contract

- Describe who will be assigned to the project team and what work elements they will be assigned.
- Provide the qualifications and experience of each member of the team.

PART 4: Project Approach

What is the bidder's approach to successfully completing the Scope of Work?

PART 5: Schedule

Provide a detailed schedule, from award, procurement, construction, substantial completion, punch list, commissioning, AHJ approvals, and final completion.

PART 6: Fees

Provide a fixed price proposal to provide the work described herein. All sub-contractors required to perform the work shall be included in the fixed price fee proposal. Provide the proposal in the provided Bid Form Exhibit A:

Pursuant to negotiations with the apparent awardee, USRC may require a further detailed breakdown and explanation of the fee structure.

PART 7: Minority Business Participation

PART 8: Miscellaneous Requirements

#### **4.0 MINORITY BUSINESS PARTICIPATION**

The involvement of Local Business Enterprises ("LBE"), Minority Business Enterprises (MBE), Disadvantaged Business Enterprises ("DBE") and Women Business Enterprises ("WBE") is a high priority for the USRC. To this end, the USRC has endorsed the goal of maximum feasible opportunity for minority participation in all phases of a USRC project. In this regard, proposer shall state what necessary and reasonable steps it will take to ensure that those enterprises have the maximum opportunity to compete for and perform subcontracts as part of the project.



## 5.0 PROPOSAL EVALUATION CRITERIA

The proposals will be evaluated on the following criteria, which are listed in relative order of importance:

- Base scope Price
- Unit pricing
- Alternate pricing
- Site team experience

USRC RESERVES THE RIGHT TO DETERMINE WHICH MATERIALS AND FACTORS TO TAKE INTO CONSIDERATION. THE EVALUATION AND SELECTION SHALL BE AT THE SOLE AND ABSOLUTE DISCRETION OF USRC.





**Union Station**  
REDEVELOPMENT CORPORATION

## **6.0 EXHIBITS**

Exhibit B – Union Station Parking Garage Fire Alarm Upgrade Bid Form

Exhibit B.1 – Union Station Parking Garage Fire Alarm Upgrade Drawings dated 10/3/2025

Exhibit B.2 – Union Station Parking Garage Fire Alarm Upgrade Specifications dated 10/3/2025

Exhibit B.2.1 – Union Station Garage Fire Alarm Upgrade – Construction Agreement Draft