



**VIRGINIA RAILWAY EXPRESS
AMENDMENT OF SOLICITATION
REQUEST FOR QUOTES (RFQ)**

ADDENDUM No. 1

Issued: March 4, 2026

Brivo Access Control Badge Readers Upgrade

Contact: Monica McKenzie **Email:** mmckenzie@vre.org **Telephone/Fax:** (703) 838-5428

DESCRIPTION OF AMENDMENT

The above Request for Quotes is amended as follows:

1. DUE DATE CHANGE – TITLE PAGE

DELETE: Page 1 of 14

REPLACE WITH: Page 1R of 14 attached herewith

2. INSTRUCTIONS FOR QUOTERS – ADD OPTIONAL SITE VISIT

DELETE: Page 3 of 14

REPLACE WITH: Page 3R of 14 attached herewith

Except as specifically amended herein, all other terms and conditions of this solicitation remain unchanged and in full force and effect.

Quoters must acknowledge receipt of this addendum by returning a signed original with the Quote package prior to the hour and date specified in the solicitation.

Company _____

Address _____

City _____ State _____ Zip Code _____

Name of Person Authorized to Sign _____
Print

Signature _____ Date _____



VIRGINIA RAILWAY EXPRESS
A Better Way. A Better Life.

VIRGINIA RAILWAY EXPRESS

REQUEST FOR QUOTES (RFQ)

INFORMATION SECURITY & TECHNOLOGY (IST) BRIVO ACCESS CONTROL BADGE READERS UPGRADE

RFQ Issued: February 25, 2026

Questions Due: *March 12, 2026*, at 10:00 A.M. Eastern Time

Quotes Due: *March 19, 2026*, at 1:00 P.M. Eastern Time

Contact: Monica McKenzie, Purchasing & Contract Compliance Specialist
Virginia Railway Express, 1500 King Street, Suite 202, Alexandria, VA 22314

Main Office: (703) 684-1001 **Email:** procurement@vre.org

2. INSTRUCTIONS FOR QUOTERS

A. SUBMISSION OF WRITTEN QUESTIONS

1. **Deadline:** All questions and requests for clarification regarding the meaning or interpretation of this RFQ and other solicitation documents, or any ambiguities, discrepancies, inconsistencies, or conflicts in or between any of the technical, pricing, or contractual provisions, must be submitted no later than the ***date and time specified on Page 1*** of this RFQ. Questions and clarifications requested after such time will not be answered unless VRE elects, in its sole discretion, to do so.
2. **Format for Questions:** Questions must be submitted in writing and include the related section number and title.
3. Questions must be submitted to VRE's contact in writing via electronic mail as listed on Page 1 of this RFQ. No questions or requests for additional information, clarification, or any other communication should be direct to any other individual.
4. No oral communication will be accepted. VRE will not be bound by any oral communications, or written interpretations or clarifications that are not set forth in an addendum to the RFQ.
5. Questions and responses will be posted on VRE's website at www.vre.org.
6. Any interpretation of the questions made by VRE will be responded to and distributed in the form of an addendum to the RFQ and will be available to all interested Quoters through VRE's website.

B. SUBMISSION OF QUOTE

1. Quotes must be submitted no later than the ***date and time specified on Page 1*** of this RFQ.
2. The Quote shall be submitted on **ATTACHMENT 1 - QUOTE FORM** provided by VRE.
3. Quotes shall be submitted via electronic mail to VRE's contact as listed on Page 1 of this RFQ.
4. The subject line of the electronic mail shall include the RFQ title.
5. Incomplete Quotes or Quotes received after the Quote closing date and time will not be considered by VRE.

C. AWARD

A firm-fixed price Purchase Order will be awarded by VRE to the lowest responsive, responsible Quoter.

D. VRE POINT OF CONTACT (POC)

VRE's Information Security and Technology Project Specialist will be the point of contact following award of a Purchase Order.

E. OPTIONAL SITE VISIT

A non-mandatory site visit will be held at 10:00 A.M. on Tuesday, March 10, 2026, at VRE's HQ Office located at 1500 King Street, Suite 202, Alexandria, VA 22314. Metered parking is available nearby. You will be required to sign-in upon arrival at our office. Please email your confirmation of attendance to mmckenzie@vre.org.

