



REQUEST FOR PROPOSAL

**Lithium-Ion Battery Technical Services,
Safety & Compliance Support**

Arlington, Texas



Issued By	Tellworks Logistics
Customer Program	Lithium-Ion Battery Logistics
Project Location	Tellworks facility - Arlington, Texas
RFP Reference	RFP-9.1.26TM
Issue Date	9/11/2026
Proposal Due	10/23/2026 – 1:00 PM ET

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1. RFP Administration

Tellworks Logistics is soliciting proposals from qualified lithium-ion battery specialists to provide the technical, safety, regulatory, engineering, and implementation support required for the storage, warehousing, handling, and distribution of lithium-ion batteries at our Arlington, Texas facility.

RFP Contact	Keyla Varela, VP Operations
Email	Keyla.varela@tellworks.com
Intent to Participate	9/28/2026 – 5:00PM ET
Vendor Questions Due	10/05/2026 – 5:00PM ET
Tellworks Responses	10/12/2026 – 10:00AM ET
Proposal Submission Deadline	10/23/2026 – 1:00 PM ET
Anticipated Selection	11/2/2026 – 5:00PM ET
Target Project Kickoff	12/01/2026

Proposal submission

Submit one proposal in PDF format, with any supporting technical exhibits in their native format if appropriate. Pricing should be clearly separated from technical assumptions and optional services.

2. Background and Project Intent

Tellworks is preparing to store and manage lithium-ion battery inventory within its existing supply chain network. Tellworks will provide the core warehouse and distribution operating infrastructure while engaging a specialized battery consultant or service provider to help ensure the program is designed and operated safely and in compliance with applicable requirements.

The selected vendor will serve as Tellworks' technical subject-matter expert for lithium-ion battery requirements. The intent is not to outsource Tellworks' warehouse management role, but to supplement it with specialized expertise in battery storage, fire/life safety, handling, emergency response, regulatory compliance, and associated technical controls. If the assessment determines that a dedicated climate-controlled storage area is required, the selected vendor will also be responsible for managing the complete turnkey implementation of that area, including design coordination, sourcing, contractor management, construction, commissioning, and turnover to Tellworks, subject to Tellworks approval of scope and cost.

3. Project Objectives

- Establish a safe and compliant operating model for lithium-ion battery storage, handling, and distribution at the Arlington facility.
- Validate facility, fire-protection, storage, environmental, and emergency-response requirements for the actual battery products and operating conditions.
- Identify gaps between current facility capabilities and the requirements of applicable codes, standards, manufacturers, insurers, and the local Authority Having Jurisdiction (AHJ).
- Develop practical operating procedures, training, controls, and escalation processes that Tellworks personnel can execute consistently.
- Support implementation, AHJ/technical coordination, readiness validation, and go-live as required.
- Provide a scalable technical framework that can support future volume, product, packaging, or network changes.

- Determine whether a dedicated climate-controlled storage area is required and, if required, manage its turnkey design, sourcing, construction, commissioning, and operational turnover as part of the project.

4. Operating Model and Responsibility Split

Area	Tellworks Role	Selected Vendor Role
Warehouse / facility operations	Provide facility space, day-to-day warehouse management, WMS, standard operating infrastructure, and normal site leadership.	Assess and validate battery-specific storage requirements; identify required modifications, controls, or restrictions.
Storage / racking	Provide existing racking and storage infrastructure, subject to technical validation and approved modifications.	Validate suitability for product weight, configuration, storage height, fire protection, separation, floor loading, and impact protection.
Labor	Provide warehouse operators and supervision if labor is required within the final operating model.	Define battery-specific handling requirements, qualifications, PPE, work practices, and training.
Systems / inventory control	Provide WMS and standard inventory/order management processes.	Define any battery-specific data, traceability, status, hold, quarantine, inspection, or reporting requirements.
Safety / compliance	Maintain Tellworks safety management and site controls.	Provide specialized lithium-ion battery safety, regulatory, fire/life-safety, emergency-response, and compliance expertise.
Transportation / distribution	Provide transportation coordination and distribution operations as directed by the program.	Define and validate battery-specific transportation, packaging, labeling, documentation, handling, carrier, and exception requirements applicable to the movement profile.
Capital equipment / modifications	Review and approve proposed site changes, capital expenditures, and procurement recommendations; provide required site access and operational coordination.	Define technical requirements and manage approved battery-specific modifications. Where a climate-controlled area is required, manage the full sourcing, design/engineering coordination, contractor/subcontractor management, construction, commissioning, and turnover process.
Climate-controlled storage area (if required)	Approve final scope, budget, facility interfaces, and implementation plan; provide site access and operational coordination.	Manage the complete turnkey delivery, including design criteria, engineering coordination, sourcing, vendor/contractor selection, permits/AHJ coordination, equipment procurement, construction/installation, controls and monitoring, commissioning, documentation, and turnover to Tellworks.

5. Known Battery Profile and Planning Assumptions

- Battery chemistry: LFP and cobalt-free NMx.
- Battery energy range: approximately 4.8-14 kWh per battery/pack.
- UN classification identified by the customer: UN3480.
- Primary storage assumption: new, undamaged batteries maintained as inventory in approved packaging.
- Batteries are not expected to be connected, operating, or routinely charging while in normal storage.
- Customer environmental guidance: 0°C to +45°C (32°F to 113°F); recommended +10°C to +30°C (50°F to 86°F); humidity 5%-95%, non-condensing.
- Customer requirement: storage shall comply with NFPA 855. The selected vendor must validate how NFPA 855 and all other applicable codes/standards apply to packaged inventory versus any charging, damaged-battery, or other special conditions.

Important technical expectation

The vendor is expected to validate requirements based on the actual battery model, chemistry, state of charge, packaging, pallet/rack arrangement, quantities, storage height, building/fire area, sprinkler design, and local AHJ interpretation. Tellworks is not asking bidders to assume that a standard warehouse fire-protection design is sufficient.

6. Scope of Services

6.1 Regulatory, Code and AHJ Assessment

- Identify all applicable federal, state, local, fire-code, building-code, environmental, occupational safety, and transportation requirements for the proposed operating model.
- Confirm applicability and interpretation of NFPA 855, NFPA 13, and other relevant standards for the specific inventory and facility conditions.
- Develop a code/compliance matrix showing requirement, applicability, current condition, gap, recommended action, owner, and target completion date.
- Support coordination with the Arlington AHJ/fire marshal, insurer/risk engineer, or other reviewing authority as requested.
- Identify permits, approvals, engineering certifications, documentation, or inspections required before operation.

6.2 Facility, Fire Protection and Storage Design Review

- Review and define the approved dedicated storage zone, maximum battery quantity/kWh by room or fire area and required separation from general combustible storage.
- Evaluate the existing automatic sprinkler system and fire-water supply against the actual battery, package, pallet, rack, storage height, and ceiling conditions; identify required engineering analysis or modifications.
- Evaluate fire detection, alarm, monitoring, and any need for thermal or off-gas detection.
- Validate fire-rated separation, barriers, fire doors, penetrations, aisles, emergency exits, sprinkler clearances, rack flue spaces, and fire-department access.
- Validate racking, anchorage, load rating, floor loading, storage height, stacking, and mechanical-impact protection.
- Assess ventilation and flammable-gas hazards for enclosed areas, quarantine areas, or any space where battery failure could create gas accumulation.
- Confirm environmental controls, temperature/humidity monitoring, alarm thresholds, protection from water intrusion/direct heat/ignition sources, and any required backup or contingency controls.

6.3 Handling, Inspection and Quarantine Controls

- Define safe receiving, unloading, inspection, putaway, replenishment, picking, packing, staging, loading, and internal movement practices.
- Define controls to prevent puncture, crushing, dropping, short circuit, terminal exposure, falling inventory, and uncontrolled movement.

- Define visual inspection and acceptance/rejection criteria for swollen, leaking, hot, crushed, recalled, returned, wet, or otherwise suspect batteries.
- Design the damaged/suspect battery quarantine process, including location requirements, access controls, containment/isolation method, labeling, monitoring, escalation, and disposition interface.
- Recommend appropriate material-handling equipment, tools, PPE, spill/emergency kits, thermal monitoring devices, signage, and other battery-specific equipment.

6.4 SOPs, Training and Emergency Preparedness

- Develop or review battery-specific SOPs/work instructions for all in-scope warehouse activities.
- Develop training materials and competency requirements for operators, supervisors, managers, safety personnel, security, and emergency responders as appropriate.
- Develop incident-response procedures for damaged, smoking, overheating, leaking, or otherwise abnormal batteries, including evacuation, isolation, notification, and external emergency-response interfaces.
- Develop a facility map and pre-incident information package identifying battery locations, quantities, chemistry, isolation/quarantine areas, emergency contacts, fire lanes, and key systems.
- Define inspection, testing, maintenance, housekeeping, and periodic compliance-audit requirements.

6.5 Distribution and Transportation Technical Support

- Assess the planned inbound and outbound transportation profiles and identify battery-specific requirements that apply by mode, shipment configuration, condition, and destination.
- Define packaging, labeling/markings, documentation, carrier qualification, loading/segregation, securement, inspection, and exception-management requirements as applicable.
- Define requirements for transportation of damaged, defective, recalled, or otherwise suspect batteries if such movements become necessary; price this as an optional service if it requires a different operating model.
- Provide technical guidance for carrier or customer questions and regulatory changes during implementation and steady-state operations.

6.6 Implementation, Readiness and Ongoing Support

- Participate in project kickoff, site walk, design reviews, and implementation meetings.
- Provide an implementation plan with dependencies, decision points, responsible parties, and critical path items.
- Validate closure of technical gaps before go-live and provide a documented readiness assessment.
- Support inspections, AHJ discussions, customer reviews, or risk-engineering reviews as requested.
- Propose an optional ongoing technical-support model for post-launch questions, periodic audits, change reviews, and emergency consultation.

6.7 Climate-Controlled Storage Area - Conditional Turnkey Scope

If the selected vendor determines through its assessment, manufacturer requirements, applicable codes/standards, insurer requirements, AHJ direction, or operating conditions that a dedicated climate-controlled storage area is required, delivery of that area will become part of the selected vendor's project scope. The selected vendor will be responsible for managing the complete turnkey implementation from definition through operational turnover.

- Define the required temperature and humidity criteria, capacity, enclosure configuration, redundancy, monitoring, alarming, and other environmental-control requirements.
- Develop or coordinate the required engineering, design drawings, specifications, permits, AHJ/fire-marshall interfaces, and other facility approvals necessary for implementation.
- Source and manage qualified engineering firms, equipment suppliers, general contractors, and subcontractors required to complete the work, including obtaining and evaluating competitive quotations where practical.
- Manage procurement and construction/installation activities, including HVAC/environmental systems, electrical interfaces, fire/life-safety modifications, barriers or enclosures, monitoring and alarm systems, controls, and other required infrastructure.

- Manage the project schedule, budget tracking, site coordination, contractor safety, quality control, issue resolution, testing, and commissioning through completion.
- Provide final turnover documentation, including approved drawings/as-builts, permits and inspection records, equipment documentation, warranties, operating/maintenance requirements, test and commissioning results, training, and open-item closure.
- Clearly identify climate-control design/build costs, assumptions, contingencies, third-party costs, and schedule impacts in the proposal and project plan. No capital expenditure, contractor commitment, or construction activity may proceed without Tellworks' prior written approval.

6.8 Charging - Optional / Conditional Scope

Routine charging is not assumed to be part of the initial storage model. If charging is required now or in the future, the vendor must identify the additional requirements and provide a separate scope/cost for a dedicated charging solution, including compatible chargers, electrical protection, emergency disconnects, battery-management monitoring, noncombustible surfaces, fire detection, ventilation/off-gas controls, physical separation, access control, and warning signage as applicable.

7. Required Deliverables

#	Deliverable	Proposed Timing
1	Kickoff and detailed information request list	Vendor to propose
2	On-site facility assessment / walkthrough	Vendor to propose
3	Battery regulatory and code applicability matrix	Vendor to propose
4	Facility/fire-protection/storage gap assessment	Vendor to propose
5	Written technical recommendations and prioritized corrective-action plan	Vendor to propose
6	AHJ / fire marshal engagement support package, if required	Vendor to propose
7	Battery handling, inspection, quarantine, and emergency-response SOPs	Vendor to propose
8	Training curriculum, materials, and train-the-trainer / operator training	Vendor to propose
9	Transportation/distribution compliance guidance and operating controls	Vendor to propose
10	Go-live readiness review and written readiness confirmation / open-item log	Vendor to propose
11	Optional steady-state technical support / audit cadence	Vendor to propose
12	Conditional climate-controlled storage area turnkey design/build/commissioning and final turnover package, if required	Vendor to propose

8. Vendor Qualifications

- Demonstrated experience supporting lithium-ion battery storage, warehousing, distribution, fire/life safety, or comparable high-energy battery operations.
- Demonstrated knowledge of relevant codes, standards, AHJ processes, and fire-protection engineering considerations.
- Experience evaluating warehouse sprinkler/fire-protection design for lithium-ion battery storage configurations.
- Experience developing handling, damaged-battery/quarantine, emergency-response, and training programs.
- Ability to support an Arlington, Texas implementation with on-site resources when required.

- Qualified personnel with appropriate technical, engineering, fire-protection, hazardous-materials, safety, or regulatory credentials for the services proposed.
- Commercial insurance and business requirements sufficient to contract with Tellworks; provide evidence upon request.
- At least three relevant customer/project references, preferably involving battery logistics or comparable warehouse applications.

9. Proposal Response Requirements

1. Executive summary and confirmation of interest in the program.
2. Company overview and relevant battery/logistics capabilities.
3. Proposed project team, roles, credentials, location, and availability.
4. Understanding of the scope, technical approach, and proposed methodology.
5. Detailed work plan by phase, including site visits, meetings, analyses, deliverables, and estimated duration.
6. Completed Technical Requirements Response Matrix in Appendix A.
7. List of information Tellworks must provide to complete the assessment (battery SDS/specifications, packaging details, state of charge, quantities, drawings, sprinkler design data, etc.).
8. Clear assumptions, exclusions, dependencies, and items requiring third-party engineering or AHJ determination.
9. Pricing completed in Appendix B, with optional services and reimbursable expenses clearly separated.
10. Three relevant references and examples of comparable work.
11. Disclosure of any subcontractors or partners expected to perform material portions of the work.
12. Any recommended changes to the proposed scope that would improve safety, compliance, speed, or project certainty.
13. If a climate-controlled storage area is determined or anticipated to be required, provide the proposed turnkey execution approach, sourcing strategy, project-management structure, schedule, commercial assumptions, and separately identified design/build/commissioning costs.

10. Commercial Response

Tellworks prefers pricing that clearly separates the initial assessment/design effort from implementation support and ongoing services. Bidders may propose an alternative commercial model if it improves clarity or value, but should still provide enough detail for Tellworks to compare proposals on a like-for-like basis.

Pricing Component	Fixed Fee	Hourly / Daily	Estimated Hours / Days	Notes / Assumptions
Phase 1 - Assessment / Gap Analysis				
Phase 2 - Design / Compliance Plan				
Phase 3 - SOPs / Training / Implementation				
Phase 4 - Go-Live / Readiness Support				
Optional - AHJ / Fire Marshal Meetings				
Optional - Ongoing Technical Retainer				
Optional - Damaged Battery / Special Transport Support				
Travel / Reimbursable Expenses				
Other				

Pricing Component	Fixed Fee	Hourly / Daily	Estimated Hours / Days	Notes / Assumptions
Conditional - Climate-Controlled Area Turnkey Design / Build / Commissioning				

11. Evaluation and Selection

Tellworks expects to evaluate proposals based on the factors below. Tellworks may adjust the weighting or request clarifications, interviews, site discussions, or a best-and-final offer before selection.

Evaluation Factor	Illustrative Weight
Relevant lithium-ion battery technical expertise and comparable project experience	25%
Safety, regulatory, fire/life-safety, and AHJ capabilities	25%
Quality and practicality of proposed approach / deliverables	20%
Project team, responsiveness, and implementation availability	10%
Commercial value and pricing transparency	15%
References, contracting readiness, and overall fit	5%

12. RFP Terms and Conditions

- This RFP is a request for information and proposal only and does not create an obligation for Tellworks to award a contract or reimburse proposal costs.
- Tellworks may accept, reject, or negotiate any proposal, request clarifications, modify the scope or schedule, or discontinue the RFP process at its discretion.
- All recommendations must be based on the actual operating conditions and be clearly identified as requirements, recommendations, assumptions, or items subject to AHJ/engineering determination.
- The selected vendor will be expected to execute Tellworks' applicable confidentiality, contracting, insurance, safety, and site-access requirements before work begins.
- No equipment purchase, facility modification, or capital commitment is authorized through this RFP unless specifically included in the final executed agreement or written authorization.
- If a climate-controlled storage area is required, the selected vendor will manage the sourcing, design/engineering coordination, contractor/subcontractor selection and oversight, construction/installation, commissioning, and turnover as part of the project. All associated capital scope, third-party commitments, and costs remain subject to Tellworks' prior written approval.
- The selected vendor will be expected to coordinate professionally with Tellworks, facility stakeholders, the AHJ, insurers, engineering firms, and other project participants as required.

APPENDIX A - TECHNICAL REQUIREMENTS RESPONSE MATRIX

Bidders should complete the matrix below. For each requirement, indicate Comply / Partial / Exception / Not Applicable and provide concise comments, assumptions, required engineering review, or proposed solution. The requirements below reflect

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the minimum facility and infrastructure information provided for the program; the selected vendor remains responsible for validating applicability and identifying additional requirements.

#	Requirement Area	Minimum / Expected Requirement	Status	Vendor Comments
1	Dedicated storage zone	Designated lithium-ion battery storage area; maximum battery quantity and total kWh established by room/fire area; layout reviewed/approved by local fire marshal/AHJ.		
2	Automatic sprinkler protection	NFPA 13-compliant sprinkler protection; design verified for actual battery packs, packaging, pallets, racks, storage/ceiling heights; adequate fire-water supply, FDC, and monitoring; do not assume standard warehouse design is adequate.		
3	Fire detection and alarm	Code-compliant alarm; automatic smoke/heat detection as required; occupant and monitored-location notification; assess need for thermal or off-gas detection.		
4	Fire separation	Separate batteries from general combustible storage using approved distances, rated walls/barriers, or separate fire areas where required; maintain fire doors and rated construction.		
5	Warehouse layout	Code-compliant aisles/exits; sprinkler clearances; rack flue spaces; fire-department access; additional engineering review for high-density/automated storage if applicable.		
6	Racks and floor loading	Noncombustible or approved racks; anchored/load-rated for battery weight; verify floor loads; storage height/stacking limited to approved fire-protection design.		
7	Mechanical-impact protection	Bollards/guardrails/rack-end protection; prevent puncture/crush/drop/falling inventory; suitable handling equipment; secure batteries and protect exposed terminals.		
8	Damaged-battery quarantine	Separate area for swollen, leaking, hot, crushed, recalled, returned, or suspect batteries; away from normal inventory/combustibles; noncombustible surfaces; approved containment/isolation; marked and access-restricted; no return to normal racks.		
9	Environmental controls	Maintain manufacturer limits. Customer guidance: 0°C to +45°C (32°F to 113°F), recommended +10°C to +30°C (50°F to 86°F), humidity 5%-95% non-condensing. Protect from direct sunlight, heaters, hot work, water intrusion, extremes, and ignition sources. Assess monitoring/high-temp alarm.		
10	Fire-department access / emergency infrastructure	Accessible hydrants/fire lanes/building access; emergency lighting/exit signs; map of battery locations, quantities, chemistry, isolation areas; pre-incident plan and emergency contacts.		
11	Ventilation / gas-hazard assessment	Engineering assessment for enclosed rooms, containers, quarantine, and charging spaces; determine need for mechanical exhaust, gas detection, or explosion protection where flammable-gas accumulation is credible.		
12	Inspection / testing / maintenance	Routine inspection of sprinklers, alarms, fire doors, detection, ventilation, water supply; keep sprinkler heads/aisles/flue spaces/exits/equipment unobstructed; reassess when product, packaging, pallet, quantity, racks, or storage height changes.		

#	Requirement Area	Minimum / Expected Requirement	Status	Vendor Comments
13	Charging (if applicable)	Charging not in normal storage racks; dedicated charging area with compatible chargers, circuits/overcurrent protection, emergency disconnect, BMS monitoring, noncombustible surfaces, detection, ventilation/off-gas controls, separation, restricted access, and warning signage.		
14	Climate-controlled storage area (if required)	If required by manufacturer limits, code/standard interpretation, insurer/AHJ direction, or operating conditions, vendor shall manage turnkey definition, engineering/design coordination, sourcing, contractor management, permitting, construction/installation, environmental controls and monitoring, testing/commissioning, documentation, and final turnover to Tellworks. Scope and costs require Tellworks approval before commitment.		

APPENDIX B - PRICING & COMMERCIAL RESPONSE

Provide pricing in the format below or attach a comparable pricing schedule. Clearly state whether each item is fixed fee, time-and-materials, not-to-exceed, retainer, or optional. Identify travel policy and any third-party engineering or testing costs not included.

Workstream	Fee Type	Rate	Qty / Effort	Extended Cost	Assumptions / Inclusions
Project kickoff / document review					
On-site assessment					
Code / compliance analysis					
Fire-protection / storage design review					
Gap report / corrective action plan					
AHJ / fire marshal support					
SOP development					
Training development and delivery					
Transportation compliance guidance					
Readiness / go-live support					
Post-launch technical support					
Optional damaged-battery services					
Optional charging-area design support					
Travel and expenses					
Other					
Conditional climate-controlled area - turnkey design, sourcing, build & commissioning					

Commercial Assumptions / Exceptions

APPENDIX C - VENDOR INFORMATION & REFERENCES	
Legal Company Name	
Primary RFP Contact	
Title	
Email	
Phone	
Headquarters	
Texas / Local Office (if any)	
Years Supporting Lithium-Ion Battery Programs	
Proposed Prime Contractor / Subcontractors	

Relevant Project References

Customer / Project	Scope	Battery / Facility Type	Contact	Email / Phone

Key Personnel

Name	Role	Credentials	Relevant Experience	Availability

Vendor Certifications / Licenses / Insurance