

SPOKANE TRANSIT AUTHORITY  
ADDENDUM TO  
RFP 2025-11109 – ENTERPRISE ASSET MANAGEMENT SOFTWARE AND  
IMPLEMENTATION SERVICES

**AMENDMENT NO. 1**

Amendment 1 consists of this cover page and one (1) attachment:

- Responses to Questions and Requests for Approved Equals, Clarifications, or Changes

This Addendum is hereby made a part of the RFP document to the same extent as though it were originally included therein. All Proposers shall acknowledge receipt and understanding of this addendum by completing the information required on Attachment A, Proposal Response Form, and returning the signed page with their proposal on or before the proposal due date.

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Jennifer Anderson  
Procurement Coordinator

Question #	Document Section	Page Number	Question	STA Response	Links
1	NA	NA	Does STA have a forecast of when you will be acquiring new rolling stock and/or organizational owned equipment assets? As well, how many assets in those years?	STA forecasts acquiring approximately 170 rolling stock assets and 50 organizational equipment assets over 2026–2030, primarily replacements with minor expansions (e.g., 2 diesel buses in 2026, 8 BEBs in 2030 for BRT). Rolling stock includes 32 fixed-route buses, 51 paratransit vans, 54 rideshare vehicles, and 1 support vehicle (~\$65M total). Organizational equipment includes ~27 major subsystems (e.g., lifts, fueling systems) and ~17 information systems (~\$11M total). Detailed year-by-year schedules, types, and costs are in the 2025 Transit Asset Management Plan (Chapter Four: Investment Prioritization, Implementation Strategy, and Identification of Resources) and the 2025–2030 Transit Development Plan (Capital Improvement Program section). Schedules are subject to funding and supply chain adjustments.	<a href="https://www.spokanetransit.com/wp-content/uploads/2024/07/2025-2030-TDP-Adopted.pdf">https://www.spokanetransit.com/wp-content/uploads/2024/07/2025-2030-TDP-Adopted.pdf</a> <a href="https://www.spokanetransit.com/wp-content/uploads/2025/03/2025-TAM-Plan-Final-PDF.pdf">https://www.spokanetransit.com/wp-content/uploads/2025/03/2025-TAM-Plan-Final-PDF.pdf</a>
2	4.3.4	NA	Can this project be done remotely or a combination of USA, near or off-shore?	Yes, per the RFP, proposers can propose a combination of resources.	
3	NA	NA	Could you comment on where this initiative ranks in terms of critical projects for 2026 at STA?	STA does not rank projects and initiatives. This project has been in planning for several years and is a high priority for implementation in 2026. Resources have been identified and committed to the project and end users are looking forward to the new system.	
4	NA	NA	It says that Tyler EAM will be used for historical storage moving forward but is there anything that is spurring the search for a new EAM?	Spokane Transit's asset management processes have outgrown the functionality available within our existing EAM solution. STA plans to leave its current EAM (Tyler EAM) in place for historical data retrieval/review only and will migrate lists of assets, condition data, inflight work orders, material lists and material quantities into the new software.	
5	NA	NA	Do you have the Tyler ERP API set, or method for integrating with Tyler ERP?	We do not yet have the Tyler ERP API set, yet will acquire it for use in this initiative. If you have experience utilizing it, please indicate.	
6	NA	NA	What is the budget range for this project?	STA has a budget for 2026, but is looking forward to seeing the price proposals to fully understand what this endeavor may cost.	
7	NA	NA	Since there are a large number of bidding companies will you short list and then select a vendor of choice?	Detailed information about the evaluation/selection process can be found in Section 5 of the RFP.	
8	NA	NA	Beyond the published evaluation criteria and weights, are there specific areas STA considers especially critical for a successful proposal? For example, is field user experience a top priority, or the depth of integration capabilities, or perhaps the long-term total cost of ownership?	We haven't identified any specific criteria as especially critical. Answer everything in the software requirements as completely as possible and we'll evaluate that accordingly.	

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9	2.8	NA	The RFP states what has to be included in the proposal and it references the sample deliverable expectation document and the sample deliverable acceptance document. I just wanted to clarify that those don't need to be fully completed and that it would be a post award situation.	Correct. Per Section 2.8, the SELECTED Proposer shall prepare and submit a Deliverable Expectation Document (DED) for each deliverable identified in the Deliverable List. A template to be used for each DED during this project can be found in Attachment E– Sample Deliverable Expectations Document and Attachment F – Sample Deliverable Acceptance Document (DAD) based on the approved DED with fields available for review and approval of the deliverable.	
10	NA	NA	If questions are answered in an Amendment that were received prior to and at the pre-proposal meeting, will there be additional Amendments addressing questions asked after the meeting but before the deadline of December 1?	Yes. All questions received prior to the deadline (December 1, 2025, 4:00 p.m.) to submit questions, requests for clarifications, and redlines to the sample agreement, will be answered in an Amendment.	
11	2.9.8.1	NA	In regards to training, are you guys looking at more like a "train the trainer" model or what model do you envision for training?	Please note that the RFP states: "The selected Proposer shall provide the first round of training to end users, and train STA trainers (train-the-trainer approach) for future training. The selected Proposer shall coordinate with the STA Training Manager to adhere to STA training standards, guidelines and best practices."	
12	2.9.4.1	NA	As part of the proposal, STA outlines 3 mock data conversions for part of the data conversion piece for moving into the new system. Is that essentially a full end to end data, a conversion load from what's currently in Tyler EAM for all data from it or will you work with the vendor for essentially defining it like how that is broken down exactly?	Per the RFP, STA plans to migrate list of assets, condition data, inflight work orders, material lists and material quantities into the new software. STA plans to leave its current EAM (Tyler EAM) in place for historical data retrieval/review. The selected Proposer and STA will conduct at least three (3) mock data conversions prior to deployment to: 1) Verify conversion load sequence and dependencies; 2) Determine approximate timing for every load, validation, and quality assurance review to estimate how long the data conversion activities will take; 3) Validate that legacy data is "clean" (e.g., missing data is created, duplicate records are eliminated, and legacy non-integrated data reconciles once loaded mutually with STA including data synchronization with required systems); and 4) Refine existing data validation procedures that ensure each conversion is loaded properly and that interdependent data conversions reconcile.	
13			In reference to STA's proposal submittal requirements concerning business registration and licensing, specifically: Active registration with the Washington State Secretary of State; Active Washington State Business License issued by the Department of Revenue; Active Worker's Compensation Account with the Department of Labor & Industries, would STA be open to accepting a bid as responsive if the proposer is able to provide proof of application for these required registrations/licenses at the time of bid submission?	Yes, STA is amenable to accepting proof of application for the required certifications. STA was recently made aware that some of the applications are taking six+ weeks for state agencies to review.	