



Pre-Proposal Meeting

RFP 2025-11109

Enterprise Asset Management Software & Implementation Services

November 12, 2025

****This Meeting Will Be Recorded****

Welcome

- Jennifer Anderson – Procurement Coordinator
- Krissy Ellis – Technology Project Manager

Guidelines and Clarifications

- Attendance – janderson@spokanetransit.com
 - Name of Firm
 - Point of Contact w/Email and Phone
- Questions received prior to and at this meeting and the responses will be included in an Amendment.
- Pay careful attention to all requirements of the RFP and return all required forms and documentation.

Questions from Proposers

- Scope of Work Summary – Krissy Ellis
- Questions – All in Attendance

Project Background

Spokane Transit Authority Assets

Over \$350M in capital assets, with an additional \$420M in assets scheduled to be acquired over the next five (5) years

Rolling Stock

- 175 Fixed Route Vehicles
- 123 Paratransit Vehicles
- 119 Rideshare/Special Use Vehicles

Organizational Owned Equipment

- 65 Support/Non-Revenue Vehicles
- 83 Major Equipment Items (acquisition value of over \$50,000)

Facilities

- 25 Owned Facilities
- 33 City Line BRT Stations
- Over 1,600 bus stops

Project Background

Software in Use

Current EAM in use	Tyler EAM
ERP	Tyler ERP
GIS	Esri ArcGIS
Operations	Trapeze OPS
Computer-Aided Dispatch/Automatic Vehicle Location (CAD/AVL)	Vontas OnRoute
Data Warehouse and Analytics	Azure Data Warehouse, Power BI, Azure Fabric
Construction Management	Procore (implementation in progress)
Learning Management System	LearnUpon
Telematics	Samsara

Desired High Level EAM Functionality (Categories)

Asset Registry

Asset
Condition and
Assessment

Work Request
(Service
Request)

Work Planning
and
Management

Warranty
Management

Inventory/
Warehouse
Management

Planning and
Budgeting

Reporting and
Analytics

Data Access
and Integration

Technical
Requirements

Project Scope Overview

Implementation Services

- Implement the proposed software, including interfaces

Post Implementation Application Management Services

- Ongoing maintenance and software upgrades support

On-Premises OR Hosted (Propose one, or both)

- (Optional) Hosting Services
 - Host the software for the term of the contract

Project Scope Details

Implementation Services

- Task 1 – Project Management
- Task 2 – Business Process and Requirements Validation
- Task 3 – Solution Design
- Task 4 – Data Conversion
- Task 5 – System Integrations & Interfaces (includes list of all interfaces)
- Task 6 – System Development
- Task 7 – Testing
- Task 8 – Knowledge Transfer & Training
- Task 9 – Solution Deployment
- Task 10 – Production Support & Transition

Project Scope Details

Post Implementation Application Management Services

- Task 11 – Service Management
- Task 12 – Application Management

(Optional) Hosted

- Task 13 – Hosting Services

Attachments

Cost Worksheet

- Includes tabs for both on-premises and hosted options
- Vendors can fill one or both, based on proposed options

Software Requirements

- Includes both functional and technical requirements

Samples

- Deliverable Expectations Document (DED)
- Deliverable Acceptance Document (DAD)

Questions?

Next Steps

- Deadline to submit questions, requests for clarifications, or approved equals, including redline changes to the sample agreement:

December 1, 2025, 4:00 PM, Pacific Time

- Proposals Due:

December 12, 2025, by 4:00 PM, Pacific Time

Thank You

Jennifer Anderson

Procurement Coordinator

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