



## Interurban Transit Partnership

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300 Ellsworth Avenue SW Grand Rapids, MI 49503-4005 616.456.7514 • Fax 616.774.1195

March 14, 2018

RE: Transit Asset Management System Consultant – Project 2018-06

Dear Prospective Proposer:

The Interurban Transit Partnership (ITP) is requesting proposals to secure the services of a qualified consultant who can assist the ITP in developing a Transit Asset Management System (TAMS). The TAMS project is a requirement of the Federal Transit Administration and must be implemented by January 2019. Accordingly, the ITP desires to complete the TAMS project by no later than September 30, 2018 so that we have sufficient time to test the operability of all features of the TAMS.

The ITP has several systems in place that we hope will ease the development of the TAM System. We currently use the Trapeze EAM for all vehicles. We are in the process of adding facility data to the EAM and that will be available by mid-April, 2018. The ITP also has considerable asset data available as part of our finance software.

The ITP wishes to make it clear that funding for this project is limited. The ITP is looking for maximum creativity in conducting this project to minimize costs. Staff believes that our EAM system should minimize collection of data from our inventory of both vehicles and facilities. The ITP also hopes that use of the FTA's TERM Lite Decision Support Tool (DSL) should also help to reduce the final cost.

Responses to the RFP will be received in the offices of the Interurban Transit Partnership (ITP), 300 Ellsworth Ave., S.W., Grand Rapids, MI, 49503, until Tuesday, April 24, 2018 at 2:00 p.m. local time.

A complete copy of the bid package is attached for your consideration. I look forward to receiving your proposal.

Sincerely

A handwritten signature in black ink, appearing to read 'Mark R. Fedorowicz', is written over a light blue horizontal line.

Mark R. Fedorowicz  
Procurement Manager