



Mountain Line

3773 N. Kaspar Drive · Flagstaff, AZ 86004 · 928-679-8900 · FAX 928-779-6868 · www.mountainline.az.gov

MOUNTAIN LINE MEMORANDUM

TO: ALL INTERESTED VENDORS
FROM: HEATHER HIGGINS, PURCHASING AND CONTRACTS OFFICER
SUBJECT: REQUEST FOR INFORMATION: ASSET MANAGEMENT SOFTWARE
DATE: OCTOBER 9, 2023

Mountain Line is seeking information from qualified vendors regarding Asset Management Software solutions to manage our agency's capital assets for the following five asset categories: facilities (buildings), bus stops, fleet, infrastructure, and equipment. The solution must be able to transfer data history of all assets from our fleet software, Ron Turley Associates (RTA), and facilities/bus stop software, ThingTech. The purpose of this RFI is to gather details about potential software solutions that can effectively manage and track our transit company's assets, improve maintenance processes, enhance efficiency, provide better visibility into asset utilization, forecast asset replacements schedules. There will not be a contract resulting from this RFI, but is intended to provide Mountain Line with sufficient details to prepare a Request for Proposals.

Background

Mountain Line is a public transit agency in northern Arizona operating fixed route bus service on nine routes, paratransit service, vanpool, and seasonal Mountain Express service to Arizona Snowbowl. Mountain Line receives Federal Transit Administration (FTA) funding and follows FTA's requirements for maintaining assets in a state of good repair. Mountain Line reports to the National Transit Database (NTD).

Mountain Line operates a fleet of transit vehicles and related infrastructure, including buses, transfer stations, maintenance facilities, bus stops and support equipment. We are committed to maintaining our assets efficiently to ensure the safety of passengers, reduce downtime, and extend the lifespan of our assets. Additionally, we have assets that are managed in RTA and ThingTech systems, and we require a new software solution that can seamlessly integrate the transfer history of these assets.

Objectives

We are interested in receiving information from software vendors who can provide asset management solutions that meet the following objectives:

- Comprehensive Asset Tracking software should enable real-time tracking of all transit assets, including facilities (buildings), bus stops, vehicles, equipment, and infrastructure.

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- Maintenance Scheduling, the solution should support the scheduling and tracking of preventive and corrective maintenance tasks, reducing unplanned downtime, and optimizing maintenance activities.
- Inventory Management must efficiently manage spare parts, consumables, and supplies associated with asset maintenance and repair.
- Inventory Reporting to support NTD and FTA reporting requirements.
- Integration Capabilities, the software should seamlessly integrate with existing systems such as Trans Track, Fuel Master, and accounting software.
- Transfer History provides the capability to incorporate historical asset transfer data from RTA and ThingTech systems, ensuring a complete and accurate record of asset movements.
- Reporting and Analytics must provide robust capabilities to track asset performance, maintenance history, costs, and asset transfer history.
- Mobile Accessibility must support mobile devices for field technicians to access work orders, update status, record maintenance activities, and view asset transfer history on-the-go.
- User-Friendly Interface must be intuitive and easy-to-use for both administrative users and field technicians.
- Customization, the solution should offer customization options to adapt to our specific workflows and requirements.

Interested vendors are requested to provide the following information in a quick references page:

- Product overview or a Demo that provides an outline of your asset management software solution, emphasizing its key features and capabilities relevant to our objectives, including integration and asset transfer history.
- Integration, describe in detail how your solution will seamlessly integrate asset transfer history from RTA and ThingTech systems.
- Mobile Compatibility, explain how your solution caters to the mobile needs of field technicians, including accessing asset transfer history.
- Support and Training, detail the support and training services you offer to assist us in implementing and utilizing the software effectively.
- Cost Structure, provide an approximate cost structure, encompassing licensing fees, implementation costs, and ongoing maintenance fees.

Interested vendors should send information electronically to purchasing@mountainline.az.gov by 5 pm AZ on November 6, 2023.

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