



# Pre-Proposal Meeting

RFP 2026-11180  
Demand Response Transit Software

April 9, 2026

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

# Welcome

- Jennifer Anderson – Procurement Coordinator
- Emily Poole – Chief Planning and Development Officer
- Janet Stowe – Director of Paratransit Transportation & Rideshare Services
- Kade Peterson – Chief Information Officer
- Jordan Hayes-Horton – Director of Procurement
- Andrew Casper – Deputy Chief of Operations

# Guidelines and Clarifications

- Attendance Record – [janderson@spokanetransit.com](mailto:janderson@spokanetransit.com)
  - Name of Firm
  - Key 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 – Emily Poole
- Questions – All in Attendance

# Next Steps

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

April 17, 2026, 4:00 PM, Pacific Time

- Proposals Due:

April 30, 2026, by 4:00 PM, Pacific Time

# Thank You

**Jennifer Anderson**

**Procurement Coordinator**

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