



**Virtual Meeting Agenda
RVTD ADA Scheduling Software
RFP #01-2025TF
February 18th, 2025 @ 11:00AM-12:00PM (PST)**

Virtual Meeting Link:

<https://us06web.zoom.us/j/83212969674?pwd=uM7a1j67dvvOD0q6dDb40qzxSwxeoC.1>

1. Welcome – RVTD Staff introductions
 - a. Tim Fountain – Accessible Transportation Manager
 - b. Paige West – RVTD Planning and Strategic Programs Manager
 - c. Maria Carrillo – RVTD Paratransit Coordinator
 - d. Matt Christensen – RVTD Technology Services Manager
 - e. Cory Benton – TransLink Operations Manager
 - f. Debbie Wilbur – RVTD Finance Manager
2. Housekeeping and Meeting Guidelines:
 - a. All participants submit the following in Chat: Name, Company, Position Title and Email
 - b. Meeting recording will be available on the www.rvtd.org website on 2/20/2025
 - c. RVTD will mute and hide video of all non-RVTD participants
 - d. Participants who wish to speak must use the Raise your Hand prompt in Zoom and RVTD will unmute participants to begin their question or comment
3. Review questions submitted by Feb. 8th deadline and RVTD’s responses
 - a. Questions received by the deadline and RVTD responses are posted to the www.rvtd.org/about/rfp website and were sent to the Responder’s list
 - b. RVTD will briefly review each question and the response
 - c. Q&A available after each question to provide clarification
4. Open for other questions from the Group
5. Review important dates for the RFP
6. Adjourn