

***CITY OF HANNIBAL***  
***OFFICIAL COUNCIL AGENDA***

**Tuesday, November 19, 2019**  
**Council Chambers**  
**7:00 p.m.**

**ROLL CALL**

**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

**Closed Session Meeting – August 20, 2019**  
**Closed Session Meeting – October 15, 2019**  
**Regularly Scheduled Council Meeting – November 5, 2019**

**APPROVAL OF PAYROLL AND CLAIMS**

**First Half – November, 2019**

**JAMES R. HARK – MAYOR**

**Re: Mayoral Commendation**

**SARA ROTHWEILER – HANNIBAL JAYCEES**

**Re: Request, Street Closure – Annual Christmas Parade**  
*Saturday, December 7, 2019 – 5:00 p.m. – 7:00 p.m.*

**CHRIS BROWN – Y MEN’S CLUB OF HANNIBAL**

**Re: Request, Street Closures – Down by the River & Mud Volleyball Events**

*DBTR – May 15, June 19, July 17, August 21, September 18, 2019*

*Mud Volleyball – July 2 – July 5, 2019*

**LISA PECK – CITY MANAGER**

**Re: Update, Code Enforcement & Permitting Software Purchase**

**GAIL BRYANT – DIRECTOR, HANNIBAL CONVENTION & VISITOR’S BUREAU**

**Re: Approval, Bid Waiver for Media Buys**

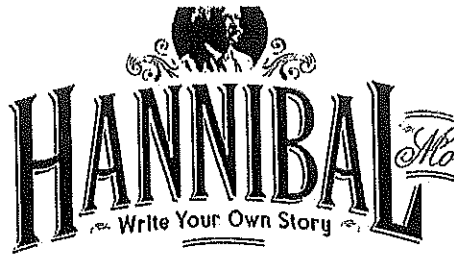
**CLOSED SESSION**

*In Accordance with RSMo. 610.021 (2)*

- *Real Estate Negotiations*

**ADJOURNMENT**

Office of City Clerk



Angelica N Vance

SPECIAL EVENT APPLICATION

Today's Date: November 4, 2019 Date you wish to be placed on Agenda: November 19, 2019

Your Organization: Hannibal Jaycees Special Event: Christmas Parade

Date(s) of Event: December 7, 2019 Requested Times (from - to) 5pm - 7pm

Description of Activity: The parade will start line up from Save a Lot parking lot and go down Broadway then turn left on Main Street to North Street.

Primary Contact Person(s): Sara Rothweiler Home Phone:

Work Phone: Cell Phone: (573) 603-4184 E-mail rothweiler.s@hotmail.com

Assistance Needed (location, etc.) Have all side streets blocked off as well as the parade route for safety - street closures for parade route.

DEPARTMENTAL COMMENTS:

Police: 9 officers @ \$45 x 2.5 total Dept. Cost 1,012.50

Fire: No problems with this event Dept. Cost

Chief Benjamin

Public Works: N/A Dept. Cost

Building Inspector: No comment Dept. Cost

J Burnham

Parks: No objections Dept. Cost

A Dorian

Street: Will supply barricades Dept. Cost

Rich Danna by Phone

Tourism: No comment Dept. Cost \_\_\_\_\_

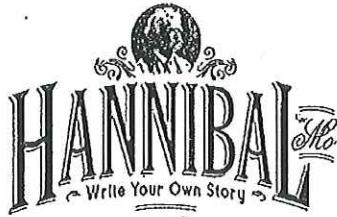
G Bryant

Administration: OK if the other departments are good Dept. Cost \_\_\_\_\_

L Beck

STAFF RECOMMENDS: Must clean up trash following parade - Approval -  
all necessary documents on file. *Sharon L. Johnson, City Clerk*





Return to:
Office of the City Clerk
Attention: Debbie White
320 Broadway
Hannibal, Mo 63401
Phone (573) 221-0111 ext.221
Fax (573) 221-8191

SPECIAL EVENT APPLICATION

Today's Date: 10-14-2019 Date you wish to be placed on Agenda: 11-19-2019

Your Organization: Y men's Club of Hannibal Special Event: Down by the River & Mud Volleyball

Date(s) of Event: D.B.T.R. - See Attachment Requested Times (from -- to) D.B.T.R. - See Attachment
Mud V.B.- See Attachment Mud V.B.- See Attachment

Description of Activity: Down by the River - Street entertainment to raise money for the Y.M.C.A
Mud Volleyball is a tournament to raise money for the Y.M.C.A.

Primary Contact Person(s): Chris Brown Home Phone:

Work Phone: Cell Phone: 573-721-1776 E-mail cbrown@sydenstrickers.com

Assistance Needed (location, etc.) Hill Street & N First St Alley to be closed

DEPARTMENTAL COMMENTS:

Police: No cost to HPD Dept. Cost

LT Routh

Fire: No problem with this event Dept. Cost

Chief Benjamin

ARP Public Works: Dept. Cost

Building Inspector: No comment Dept. Cost

J Burnham

Parks: No objections Dept. Cost

A Dorion

Street: Will supply barricades Dept. Cost

R Danna by Phone

Tourism: No comments Dept. Cost \_\_\_\_\_  
G. Bryant

Administration: OK if the other departments Dept. Cost \_\_\_\_\_  
are good L. Beck

STAFF RECOMMENDS: approval upon receipt of certificate of  
insurance signed by Tulsa city clerk

**2020 Y-Men's Meetings, Down By the River and Mud Volleyball Dates**

**DATES TO RESERVE THE PAVILION AND STREET CLOSURE:**

**May --**

**5-6-2020 -Regular Meeting -6:00 PM -Meet at the pits**

**5-14-2020 -Setup for D.B.T.R. & Regular Meeting -6:00 PM -Meet at the pits**

**5-15-2020 -D.B.T.R.**

**5-16-2020 -D.B.T.R. Clean up**

**June --**

**6-3-2020 -Regular Meeting -6:00 PM -Meet at the pits**

**6-10-2020 -Regular Meeting, 6:00 PM -Meet at the pits**

**6-18-2020 -Setup for D.B.T.R. & Regular Meeting -6:00 PM -Meet at the pits**

**6-19-2020 -D.B.T.R.**

**6-20-2020 -D.B.T.R. Clean up**

**6-24-2020 -Regular Meeting -6:00 PM -Meet at the pits**

**July -**

**6-28-2020 -Setup for Mud Volleyball**

**6-29-2020 -Setup for Mud Volleyball**

**6-30-2020 - Setup for Mud Volleyball**

**7-01-2020 - Practice for Youth Tourney**

**7-02-2020 - Youth Mud Volleyball**

**7-03-2020 -Mud Volleyball**

**7-04-2020 - Mud Volleyball**

**7-05-2020 - Mud Volleyball**

**7-16-2020 -Setup for D.B.T.R. & Regular Meeting -6:00 PM -Meet at the pits**

**20207-17-1 -D.B.T.R.**

**7-18-2020 -D.B.T.R. Clean up**

**August**

**8-5-2020 -Regular Meeting -6:00 PM -Meet at the pits**

**8-20-2020 -Setup for D.B.T.R. & Regular Meeting -6:00 PM -Meet at the pits**

**8-21-2020 -D.B.T.R.**

**8-22-2020 -D.B.T.R. Clean up**

**September**

**9-02-2020 -Regular Meeting -6:00 PM -Meet at the pits**

**9-17-2020 -Regular Meeting -6:00 PM -Meeting & DBTR Setup**

**9-18-2020 -D.B.T.R.**

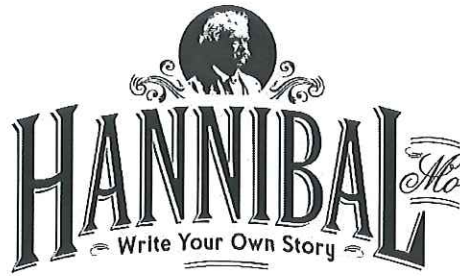
**9-19-2020 -D.B.T.R. Clean up**

DOWN BY THE RIVER STREET CLOSURE

— MUD VOLLEYBALL STREET CLOSURE







## MEMORANDUM

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**To: Mayor and City Council**

**From: Lisa Peck – City Manager**

**Re: Code Enforcement and Permitting Software Purchase**

**Date: October 31, 2019**

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Resolution 2231-19 amending the City Of Hannibal FY-2019-2020 (NO. 1) budget contained \$22,500 for the purchase of software to improve the data management capabilities related to code enforcement and building permitting.

With the assistance of the City's IT consultant, staff researched and tested various software products for usability, functionality, reporting, geographic information systems (GIS) integration and mobile use. After testing and consultation with the City's IT support provider, it was determined that the NASPO CLOUD SOLUTIONS-SHI provided the solution that best suits the City's needs.

This software will significantly assist in the processing of applications and complaints, the scheduling of inspections and tracking building permits by allowing for the complete record of a building permit or code enforcement property to be contained in one folder. Use of the software will enable staff to efficiently complete applications, inspections in the field and to print out completed permits and certificates before leaving a site.

Additional benefits include:

- Documents (applications, complaints etc.) can be recalled at any time for effective updating and/or editing;
- Completed documents can be printed out directly from screen in any quantities;
- Mobile features allow forms to be completed on-site while inspectors are in field;
- Photographs can be saved with each inspection;
- Detailed notes can be included for each inspection;
- Previous inspections can be recalled for easy review;
- Internal tracking system allows easy identification of who performed each inspection and when information is added to the system;

- Automates the process of opening cases, scheduling inspections, recording violations and coordinating resolutions;
- Inspectors can view and add property ownership information, inspection results, photos, notices and violations from their mobile field devices, effectively allowing more time to interact with citizens and minimizing time in the office; and
- The history and mapping features allow for a comprehensive view of every recorded event surrounding a property inspection up to the present, as well as the ability to sort and group violations by specific location.

I ask Council to approve the Resolution to follow



Pricing Proposal  
 Quotation #: 17954097  
 Created On: 10/25/2019  
 Valid Until: 11/24/2019

**City of Hannibal**

**Inside Account Executive**

**Devon McClain**

320 Broadway  
 Hannibal, MO 63401  
 United States  
 Phone: 573-795-1003  
 Fax:  
 Email: devon@mcclainllc.com

**Sam Martin**

290 Davidson Ave,  
 Somerset, NJ 08873  
 Phone: 800-477-6479  
 Fax: 732-564-8224  
 Email: sam\_martin@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Viewpoint Cloud - Multi-Discipline OpenGov - Part#: OGVP-VPMD-B1025K-RR- 1Y Contract Name: NASPO Cloud Solutions Contract #: AR2488 Subcontract #: CT170457025 Coverage Term: 11/15/2019 – 11/14/2020 <b>Note:</b> Billed Annually	1	\$15,187.50	\$15,187.50
2 ESRI ArcGIS OpenGov - Part#: OGVP-VPEAG-ALTR-RR-1Y Contract Name: NASPO Cloud Solutions Contract #: AR2488 Subcontract #: CT170457025 Coverage Term: 11/15/2019 – 11/14/2020 <b>Note:</b> Billed Annually	1	\$421.50	\$421.50
3 Flag Integration (per system) OpenGov - Part#: OGVP-VPFI-ALTR-NR-1Y Contract Name: NASPO Cloud Solutions Contract #: AR2488 Subcontract #: CT170457025 Coverage Term: 11/15/2019 – 11/14/2020 <b>Note:</b> Billed Annually	1	\$421.50	\$421.50
4 MAT / Assessor System OpenGov - Part#: OGVP-VPMAT-ALTR-RR- 1Y Contract Name: NASPO Cloud Solutions Contract #: AR2488 Subcontract #: CT170457025 Coverage Term: 11/15/2019 – 11/14/2020 <b>Note:</b> Billed Annually	1	\$844.50	\$844.50
5 Viewpoint Cloud - Base Implementation OpenGov - Part#: OGVP-VPBI-B1025K-RR-1Y Contract Name: NASPO Cloud Solutions	1	\$5,062.50	\$5,062.50

Coverage Term: 11/15/2019 –

**Note:** Billed Upfront

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6	ESRI ArcGIS Setup OpenGov - Part#: OGVP-VPEAGS-ALTR-NR- 0Y Contract Name: NASPO Cloud Solutions Contract #: AR2488 Subcontract #: CT170457025 Coverage Term: 11/15/2019 – <b>Note:</b> Billed Upfront	1	\$140.50	\$140.50
7	Flag Integration (per system) Setup OpenGov - Part#: OGVP-VPFIS-ALTR-NR-0Y Contract Name: NASPO Cloud Solutions Contract #: AR2488 Subcontract #: CT170457025 Coverage Term: 11/15/2019 – <b>Note:</b> Billed Upfront	1	\$140.50	\$140.50
8	MAT / Assessor System Setup OpenGov - Part#: OGVP-VPMATS-ALTR-NR- 0Y Contract Name: NASPO Cloud Solutions Contract #: AR2488 Subcontract #: CT170457025 Coverage Term: 11/15/2019 – <b>Note:</b> Billed Upfront	1	\$281.50	\$281.50
			Total	\$22,500.00

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#### Additional Comments

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.  
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

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*The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.*

THE NASPO CLOUD SOLUTION CONTRACT was issued on 9/2 2016 and usable through 9/15/2026. The lead State issuing the RFP, overseeing a team to evaluate, and address any questions pertaining to this contract is UT. All NASPO contracts have a lead state that assumes responsibility for drafting, issuing and awarding the bid.

#### Facts NASPO Cloud Solution Contract

1. Received 58 bid responses
2. Awarded NASPO Cloud Solutions Contract to 38 vendors- SHI is one of the 38 that received award.
3. Dugan Petty formerly with NASPO and an expert on CLOUD solutions worked very closely with the State of UT on the issuance of this bid resulting in a contract
4. There are 230 government entities participating currently on the NASPO Cloud Solutions Contract, including the State of MO.
5. The RFP, issued by the State of Utah on behalf of 35 states (INCLUDING MO), resulted in **competitive awards granted to 38 cloud-solution providers**. Cost was evaluated, references, and use of the cloud solutions are some of the key factors evaluated.
6. The purpose of the Request for Proposals (RFP) resulting in contract award was to establish Master Agreements with **qualified Offerors to provide services related to cloud solutions for all Participating Entities. The objective of this RFP is to obtain best value, and achieve more favorable pricing, than is obtainable by an individual state or local government entity because of the collective volume of potential purchases by numerous state and local government entities.** The Master Agreement(s) resulting from this procurement shall be extended to state governments (including departments, agencies, institutions), institutions of higher education, political subdivisions (i.e., colleges, school districts, counties, cities, etc.), the District of Columbia, territories of the United States, and other eligible entities subject to approval of the individual state procurement director and compliance with local statutory and regulatory provisions. The initial term of the Master Agreement shall be ten (10) years with no renewal provisions; however, **Contract Vendors must submit an annual certification that they are still compliant with the mandatory minimum requirements and technical specification of the RFP.**
7. Attached is the MO State Participating Addendum. Hannibal would use the customer instructions in the MO State Participating Addendum.
8. Using the NASPO insures best value and excellent volume price discounts that normally would not be secured by a City.
9. Lastly, using the NASPO saves on City resources, costs, etc that normally would be used to write a bid, evaluate, award, etc. Many governments use this competitive cost saving method to procure cloud solutions.

10. Each state, territory, and participating entity is unique in how they currently employ cloud solutions; some are utilizing cloud solutions to augment services that their technology departments provide to end users and some have not entered the realm of outsourcing technical solutions to cloud solutions providers. The objective of the NASPO Cloud Solutions Contract is to provide states, territories, and their authorized political subdivisions with high quality cloud based service providers that have the ability to provide a menu of cloud solutions offerings **that will ultimately increase the technology department's overall efficiency, reduce costs, improve operational scalability, provide business continuity, increase collaboration efficiencies, and allow for expanded flexibility in work practices and system improvements.**

11. Governments are provided access to technical capabilities that run in cloud environments and meet the NIST Essential Characteristics. Sub-categories in scope are the three NIST Service Models, Software as a Service (SaaS), Platform as a Service (PaaS), and Infrastructure as a Service (IaaS).

The awarded contracts allow governments to choose cloud solutions that meet the following descriptions:

Commercially available cloud computing services

Meets the National Institute for Standards and Technology (NIST) definition of Cloud Computing

Open to all deployment models (private, public, community or hybrid), vendors specify deployment models

*Gail Bryant, CTIS*  
Director



*Megan Rapp, CTIS*  
Assistant Director

## MEMORANDUM

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TO: Mayor Jim Hark and Members of City Council  
CC: Lisa Peck, City Manager  
FROM: Gail Bryant, Director of Conventions & Tourism  
DATE: November 2019  
REGARDS: Purchasing Policy Limitations - Media Buys

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### **PUCHASING POLICY - MEDIA BUYS**

The Hannibal Convention & Visitors Bureau (HCVB) would like to request council approval to utilize the following vendors for media purchases up to \$75,000.00, earmarked as a portion of line item #48.569 in our FY2020 budget.

As of August 31, 2019, H&L Partners are no longer the Missouri Division of Tourism's (MDT) Agency of Record. After vetting the new agency, the HCVB Board decided to revisit consideration of their services with the new agency next year, in order to allow them time to develop a history with the state.

In continuing with our current marketing strategy, the HCVB, utilizing the following vendors for media buys, would realize a cost-savings of up to \$11,250.00 in fees. The vendors are Carr Strategies, Facebook, KC Royals, Lamar Advertising, Next to Nothing Designs, Madden Media, Meredith Travel Marketing, Miles Media, Missouri Meetings & Events, NPR, Pandora Radio, Poole Communications, Spotify Radio, Quincy Broadcast, Sinclair Broadcast Group, Spectrum Reach, St. Joseph News Press, St. Louis Cardinals, and YouTube.

*The HCVB would like to recommend council approval for media buys utilizing the named vendors for up to \$75,000.00 in total, earmarked as a portion of line item #48.569 in the HCVB FY2020 budget.*

**Hannibal Convention & Visitors Bureau**  
505 North Third Street  
Hannibal, Missouri 63401  
573.221.2477  
VisitHannibal.com