

TENTATIVE AGENDA
RAYTOWN BOARD OF ALDERMEN
COMMITTEE OF THE WHOLE
JANUARY 5, 2021
ONLINE ZOOM WEBINAR
6:30 P.M.

A video recording of the Committee of the Whole meeting will be available online and linked on the City's website within 48 hours of the meeting's date and time.

zoom.us/join
Webinar ID: 813 8725 8013
Passcode: 273994

- 1. Approval of the December 1, 2020 Committee of the Whole meeting minutes.**
- 2. Enterprise Asset Management Software**
Point of Contact: Jose Leon, Public Works Director

ADJOURNMENT

MINUTES
RAYTOWN BOARD OF ALDERMEN
COMMITTEE OF THE WHOLE
DECEMBER 1, 2020
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
6:00 P.M.

Mayor Michael McDonough called the December 1, 2020 Committee of the Whole meeting to order at 6:05 p.m.

Roll Call

Roll was called by Teresa Henry, City Clerk, and the attendance was as follows:

Present: Alderman Bill Van Buskirk, Alderman Frank Hunt, Alderman Mary Jane Van Buskirk, Alderman Bonnaye Mims, Alderman Greg Walters, Alderman Janet Emerson, Alderman Ryan Myers, Alderman Derek Ward

Absent: Alderman Jason Greene, Alderman Jim Aziere

1. Approval of the November 10, 2020 Committee of the Whole meeting minutes.

Alderman Myers, seconded by Alderman Mary Jane Van Buskirk, made a motion to adopt. The motion was approved by a vote of 8-0-2.

Ayes: Aldermen Myers, Mary Jane Van Buskirk, Emerson, Ward, Hunt, Mims, Bill Van Buskirk, Walters

Nays: None

Absent: Aldermen Greene, Aziere

2. Rock Island Trail Update

Point of Contact: Damon Hodges, City Administrator

Damon Hodges, City Administrator, introduced the item and Matt Davis, Rock Island Project Manager for Jackson County Parks + Rec, presented. Both Damon Hodges and Matt Davis remained for any discussion.

3. City Hall Improvements

Point of Contact: Jose Leon, Public Works Director

Jose Leon, Public Works Director, presented the item and remained for any discussion.

ADJOURNMENT

Alderman Emerson, seconded by Alderman Myers, made a motion to adjourn. The motion was approved unanimously.

The meeting adjourned at 6:50 p.m.



ENTERPRISE ASSET MANAGEMENT SOFTWARE PRESENTATION

PUBLIC WORKS DEPARTMENT

WHAT IS AN ENTERPRISE ASSET MANAGEMENT SOFTWARE (EAMS)?

- A software that integrates GIS mapping, asset data, work management, service request management, and permitting with a specific focus on Public Works operations into one platform



WHY DID WE BUDGET FOR THIS ITEM?

- Asset Tracking
- Personnel Tracking (man-hours, work orders, etc)
- Materials Inventory
- GIS Mapping Assets
- Comprehensive Centralize Database for Assets
- New technology = Efficiency
- Raytown PW working with old technology
- Portable Technology
- Transparency with Public



- Staff Notes
- Excel Spreadsheets
- Information Archiving Inconsistent
- Follow-up Not Always
- Field Issues Documented

PROCESS TO ONBOARD A VENDOR

- Issued Request For Information (RFI) in March 2020
- Received 8 Vendor Proposals
 - Staff Committee Reviewed and Ranked All
- Staff Selected Top 4 Ranking Vendors for Online Demonstration in July 2020
- Staff Ranked the 4 vendors based on live demonstration – August 2020
- Staff Identified “Best Fit” for Raytown Public Works/Parks – October 2020
- Board Approval of Agreement January/February 2021

- 2020-2021 Budgeted Item = \$200,000



VENDOR SELECTION – CITYWORKS ASSET MANAGEMENT



TIMMONS GROUP

YOUR VISION ACHIEVED THROUGH OURS.

Cityworks Asset Management

City of Raytown, Missouri

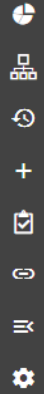
Date: November 9, 2020

Cityworks®



DASHBOARD – WORK ORDERS TRAFFIC

Rs



Work Orders - Requested

<input type="checkbox"/>	Work Order Id	Description	Status Description
<input type="checkbox"/>	136027	Maintenance	1-Requested
<input type="checkbox"/>	136028	Maintenance	1-Requested
<input type="checkbox"/>	136029	Repair Sign Pole and Sign	1-Requested
<input type="checkbox"/>	136030	Repair Sign Pole and Sign	1-Requested

1-4 of 4

Work Orders Open/In Progress

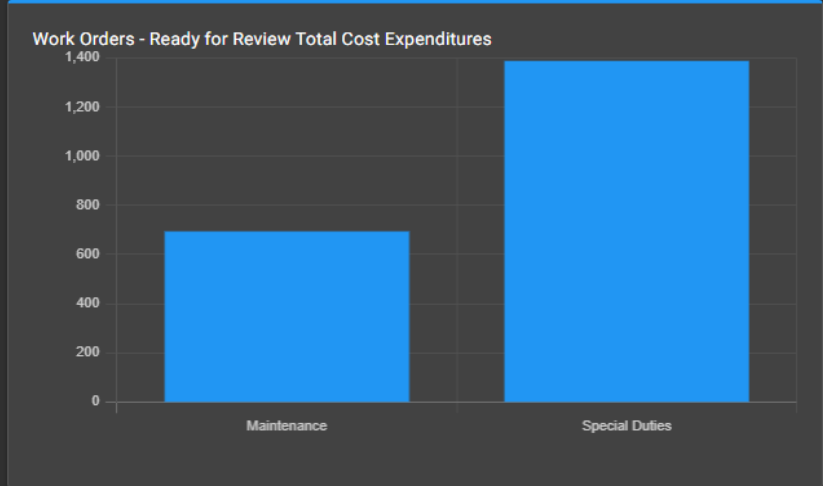
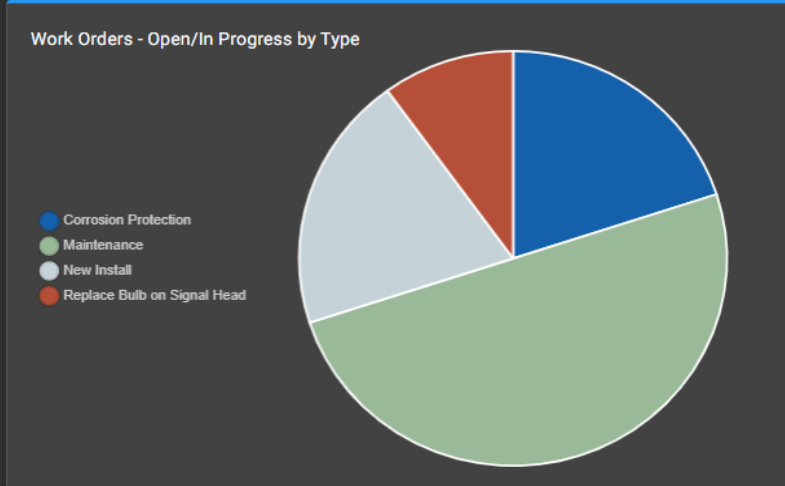
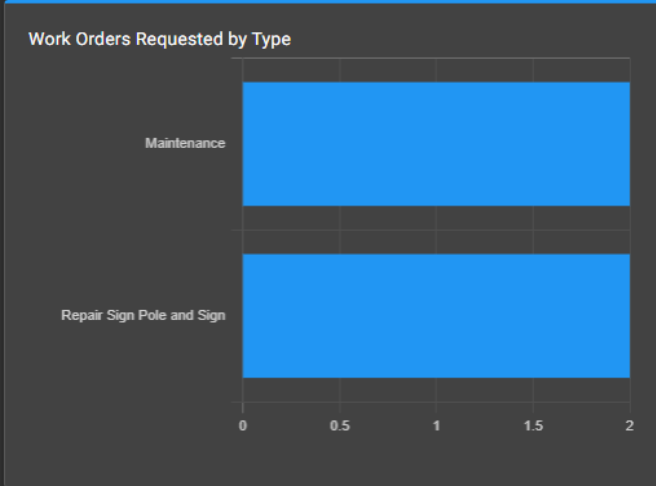
<input type="checkbox"/>	Work Order Id	Description	Status Description	Priori
<input type="checkbox"/>	133969	New Install	2a-Open	Medi
<input type="checkbox"/>	133970	Replace Bulb on Signal Head	2a-Open	Medi
<input type="checkbox"/>	134685	New Install	2a-Open	Medi
<input type="checkbox"/>	135865	Corrosion Protection	3-In Progress	Medi
<input type="checkbox"/>	135866	Corrosion Protection	2a-Open	Medi
<input type="checkbox"/>	135867	Maintenance	2a-Open	Medi
<input type="checkbox"/>	135868	Maintenance	2a-Open	Medi

1-7 of 10

Work Orders - Ready for Review

<input type="checkbox"/>	Work Order Id ↑	Description	Status Description	Priority Description
<input type="checkbox"/>	136031	Special Duties	5-Completed	Medium
<input type="checkbox"/>	136033	Maintenance	5-Completed	Medium Low

1-2 of 2



>

DASHBOARD - STREETS

Rs

- 🏠
- 📊
- 🔄
- +
- 📝
- 🔗
- ☰
- ⚙️

Emergency Work - Unassigned

<input type="checkbox"/> Work Order Id	Description	WO Address	Supervisor Name
No records found			
OPEN WO(S)			... < >

Crew 1 - In Progress Work

<input type="checkbox"/> Work Order Id ↑	Description	Priority Description	WO Address
<input type="checkbox"/> 135850	Crack Sealing	Medium	5859 OAK TI
<input type="checkbox"/> 136073	Grading	Medium Low	E 29TH 29TI
OPEN WO(S)			... 1-2 of 2 < >

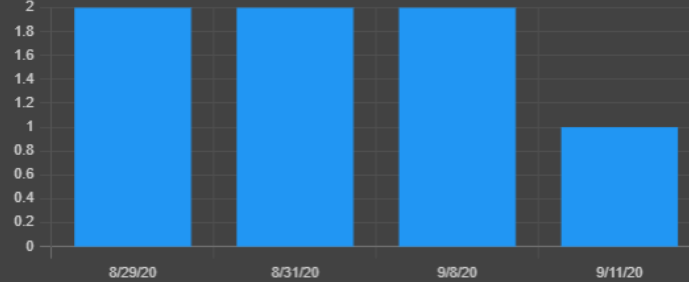
Crew 2 - In Progress Work

<input type="checkbox"/> Work Order Id ↑	Description	Status Description
<input type="checkbox"/> 136072	Chipseal	3-In Progress
<input type="checkbox"/> 136074	Remove Debris	3-In Progress
OPEN WO(S)		... 1-2 of 2 < >

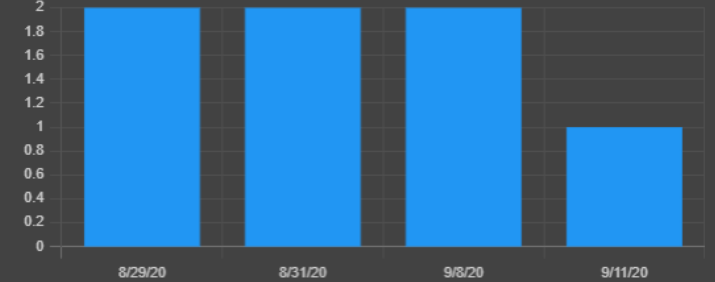
Unassigned Work Current Week (non-emergency)

<input type="checkbox"/> Work Order Id ↑	Description	Priority Description	Supervisor Ni
No records found			
OPEN WO(S)			... < >

Crew 1 - Work Orders Next 7 Days



Crew 2 - Work Orders Next 7 Days



Overdue Work Orders

<input type="checkbox"/> Work Order Id	Description	Priority Description ↑	Submit
<input type="checkbox"/> 134424	Weed Abatement	Medium	
<input type="checkbox"/> 134682	Overlay - AC Thin	Medium	(st) Full
<input type="checkbox"/> 134683	Overlay - AC Thin	Medium	(st) Gar
<input type="checkbox"/> 134684	Overlay - AC Thin	Medium	(st) Gar
OPEN WO(S)			... 1-4 of 18 < >

Crew 1 - Total Work Order Expenditures YTD

1,821,839.93
US Dollars

Crew 2 - Work Order Expenditures YTD

269,494
US Dollars

DASHBOARD – RIGHT OF WAY PERMITTING

Dashboard - PLL - Main Dashboard

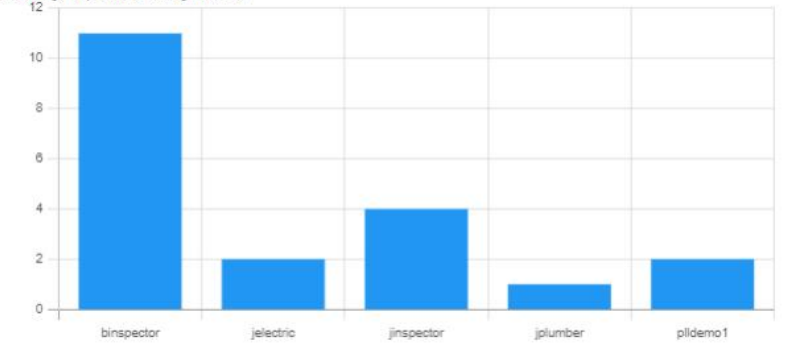


New Applications

<input type="checkbox"/>	Case Number	Case Type Description	Location	Case Name	Date Created	Ca Object Id ↓
<input type="checkbox"/>	CBP20-018	Commercial - New Construction	1001 E DANFORTH DANFORTH RD, KOKOPELLI SPRINGS	3 tenant strip mall	12/18/2020	69

OPEN CASE(S) 1-1 of 1

Building Inspection Assignments



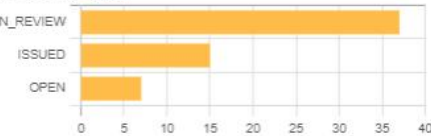
Active Projects

59
Each

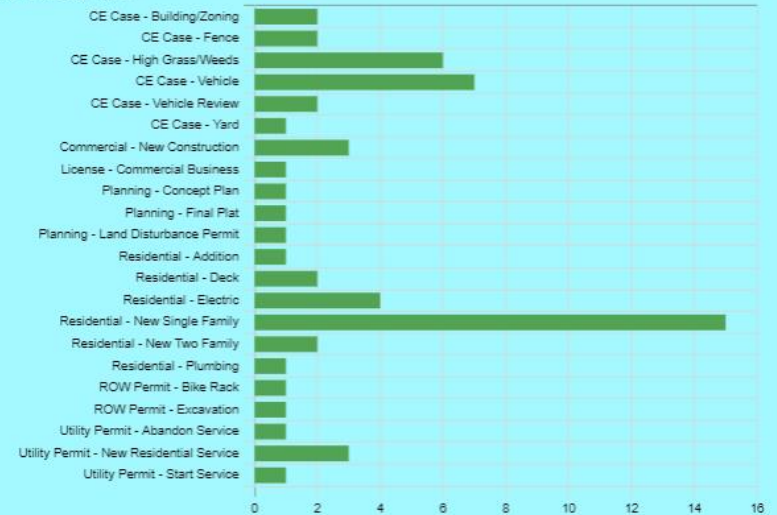
Submitted via Public Portal?



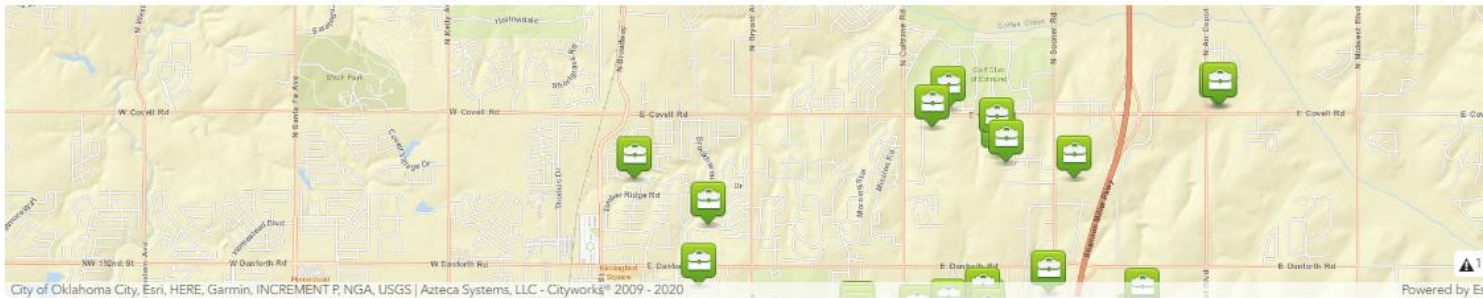
Open Cases by Status



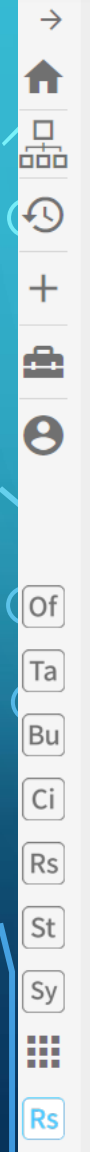
PLL Cases by Type



Active Cases



DASHBOARD – SERVICE REQUESTS



Streets Requests - New Received

<input type="checkbox"/>	Request Id	Description	Priority Dr
<input type="checkbox"/>	133283	Streets: Pothole In Street Damaged Car	Medium H
<input type="checkbox"/>	133301	Streets: Grading	Medium
<input type="checkbox"/>	133318	Streets: ADA Program	Medium

Q OPEN SR(S) III 1-3 of 3 < >

Streets Requests - Open/In Progress

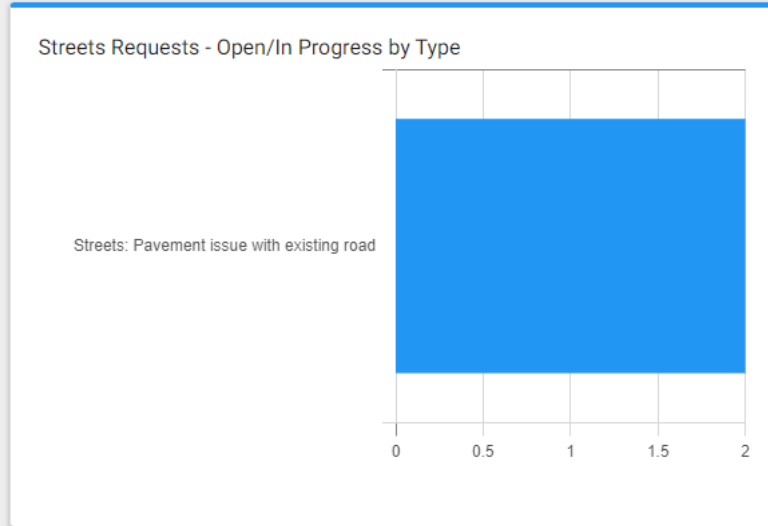
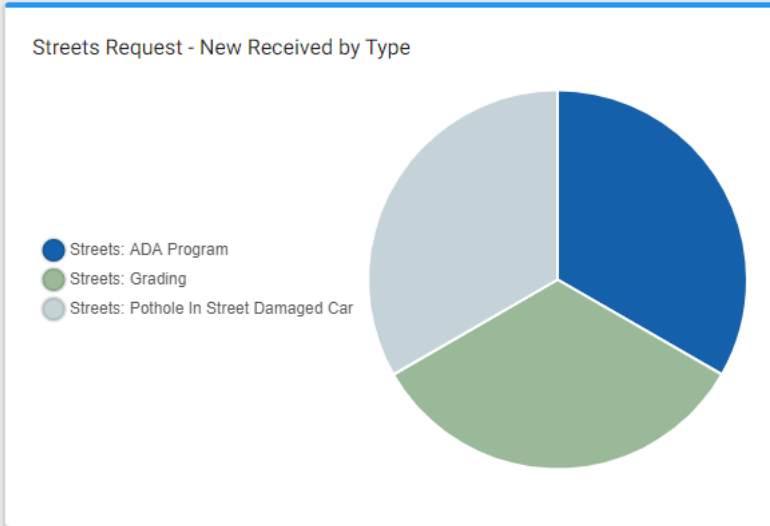
<input type="checkbox"/>	Request Id	Description	Date T
<input type="checkbox"/>	132784	Streets: Pavement issue with existing road	10/07/
<input type="checkbox"/>	132868	Streets: Pavement issue with existing road	10/08/

Q OPEN SR(S) III 1-2 of 2 < >

Streets Requests - Ready for Review

<input type="checkbox"/>	Request Id	Description ↑	Date Time Initiated
<input type="checkbox"/>	133300	Streets: Sidewalk Damage	08/05/2020
<input type="checkbox"/>	133302	Streets: Livestock In Roadway	07/22/2020

Q OPEN SR(S) III 1-2 of 2 < >



Streets Requests - Total Expenditure of Completed

84.7

Total Cost in \$

DASHBOARD - INVENTORY

Dashboard - STR - Min Qty Tracking



Min Qty/Reorder - Main Storeroom

<input type="checkbox"/> Material Uid ↑	Description	Part Number	Category	Storeroom Stock
<input type="checkbox"/> 100	Dirt to Jobsite	100	CONSTRUCTION	3 VIEW
<input type="checkbox"/> M109A	A-Mix Asphalt			1 VIEW
<input type="checkbox"/> WFIRE HYDRANT	EAST JORDAN Fire Hydrant			1 VIEW
<input type="checkbox"/> WW4IN PVC-4IN PVC	4 inch PVC - 4 inch PVC Adapter			2 VIEW
<input type="checkbox"/> ASSMB - TS_R1_1P48	Stop Sign 48 in Prefabricated (Finished Goods)		TRAFFIC	1 VIEW

CREATE REQUISITION NEW AUDIT ▮
1-5 of 20 < >

Items Below Min - Main Storeroom

20

Below Min

- 1203M1 Ductile Iron Grate
- A-Mix Asphalt
- Glock 43 9mm Pistol
- 2 inch Brass Check Valve
- Batteries AAA
- Hand Sanitizer
- 4 inch PVC - 4 inch PVC Adapter
- Clear Safety Glasses
- JAWS OF LIFE 700E
- 6 inch Hydra Stop Clamps
- Dirt to Jobsite
- Kennedy 4.5 inch fire
- 6in X 5 1/4in Fire Hydrant Extension
- EAST JORDAN Fire Hydrant
- Lube Filter, Spin-On
- Alternator/Generator
- FREIGHT CHARGES
- Manhole Bricks

Min Qty/Reorder all Storerooms

<input type="checkbox"/> Material Uid ↑	Description	Part Number	Storeroom Stock
<input type="checkbox"/> 100	Dirt to Jobsite	100	3 VIEW
<input type="checkbox"/> M109A	A-Mix Asphalt		1 VIEW
<input type="checkbox"/> FMTOILETPAPRJRTJR	JRT Jrs. - Toilet Paper	21562499	3 VIEW
<input type="checkbox"/> FMWIPERS	Windshield Wipers	159753	2 VIEW
<input type="checkbox"/> WFIRE HYDRANT	EAST JORDAN Fire Hydrant		1 VIEW

CREATE REQUISITION ▮
1-5 of 58 < >

Items Below Min Qty - All Storerooms

58

Below Min

- 10 X 24 X 1 Air Filter
- 4 ft. T8 LED Tube - 2500 Lumens - 19W - 4100 Kehl
- 1203M1 Ductile Iron Grate
- 4 inch PVC - 4 inch PVC Adapter
- 2 inch Brass Check Valve
- 6 inch Hydra Stop Clamps
- 20 ft 6 inch Concrete pipe with Push On
- 60 Watt LED A19 Bulb
- 20 ft 8 inch PVC pipe with slip joint
- 6in X 5 1/4in Fire Hydrant Extension
- 3M Hard Hat
- 9mm Ammunition

DASHBOARD - FLEET

OBJECTID	ASSETID	DESCRIPTION	VIN	LICENSE	MANUFACTURER
1	3003315	1TON UTILITY TRUCK (Chevy)	1GBGC24U73Z330365	294 4MP	2019 / CHEVROLET / C3500HD (3003315)
2	3499129	1 TON PICK-UP	1GKET16S056189480	660 8EV	1999 / CHEVROLET / C30943 (3499129)
3	7100121	1 TON 4X4	1GCHK34R2YR150951	498 3HC	2000 / CHEVROLET / C3500 (7100121)
4	3008446	1 Ton Utility Truck	1FDWF30538EC10236	210 6VS	2015 F350 FORD SUPER DUTY (3008446)
5	3008442	2018 TRAFFIC FRMN TRUCK 1500 EXT. CAB (3008442)	1GCEC19C08Z132778	592 6VJ	CHEVROLET
6	3508443	2008 ROAD SPR TRUCK 1500 EXT. CAB (3508443)	1GCEC19C58Z130864	590 0VJ	CHEVROLET
7	7308444	2008 WATER SPR TRUCK 1500 EXT. CAB (7308444)	1GCEC19C78Z132924	592 7VJ	CHEVROLET
8	3397175	2006 EXTENDED CAB C1500 (3397175)(225)	1GCEC19M0VE270459	443 0BC	CHEVROLET
9	7197111	2006 EXTENDED CAB C1500 (7197111) (903)	1GCEC19M5VE269601	443 2BC	CHEVROLET
10	3201241	1/2 TON TRUCK	2GCEC19VX11234041	199 9JF	CHEVROLET
11	3503314	1/2 TON TRUCK	2GCEC19V631358293	763 8LT	CHEVROLET
12	3599212	1/2 TON TRUCK	1B7HC16Y4XS191076	408 2EB	DODGE
13	7104350	1/2 Ton	1D7HA18NX4S752987	339 2NE	DODGE
14	7304351	1/2 TON TRUCK	1D7HU18N34S721703	339 1NE	DODGE
15	3302305	2002 FORD F150 PICK UP	2FTRX17W22CA92890	919 9LC	FORD
16	3105334	2005 FORD F-150	1FTRX12W85FB26041	153 0RA	FORD

- Create WO
- Search WO
- Create Insp
- Search Insp
- Create Permit
- Search Permit
- Relationships
- Change Out
- Export

- All Pages
- Current Page
- Current Selection

RECAP

- New Software – Dashboard
- Work Order System
- Personnel Management
- Fleet Information Management
- GIS Mapping
- Archiving
- Mobile Devices
- Service Requests
- Public Information Transparency – Easier to share information (Presentations, etc)
- 2020-2021 Budget = \$200,000





QUESTIONS?