

RESOLUTION NO.: 56-2025
INTRODUCED BY: Mayor Thomas

A RESOLUTION AUTHORIZING THE MAYOR TO RENEW THE AGREEMENT WITH CIVIC PLUS, LLC FOR WEBSITE SERVICES.

WHEREAS, the City previously entered into a Master Services Agreement (the "Agreement") with CivicPlus, LLC in 2022 for the construction and service of the City's website, as authorized pursuant to Resolution No. 57-2022, with an option to renew the Agreement subject to annual appropriation of funds by this Council for the annual service fees, which renewal occurred in 2024 by Resolution No. 37-2024 of this Council;

WHEREAS, it is in the best interest of the City to extend the Agreement with CivicPlus for an additional one-year period, from May 25, 2025, until May 24, 2026, subject to the terms and conditions set forth in the Invoice and renewal statement of work attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Richmond Heights, State of Ohio, that:

Section 1: The Mayor is authorized to enter into an extension of the Agreement with CivicPlus for a total cost of \$6,151.95 for the annual service fees, from May 25, 2025, until May 24, 2026, in accordance with the terms of the Agreement and renewal statement of work.

Section 2: The funds required for the expense in Section 1 of this Resolution shall come from the General Fund No. 100-7150-52400.

Section 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: April 8, 2025

APPROVED: April 8, 2025

Kim A. Thomas, Mayor

ATTEST: Tracey J. Blair
Tracey Blair
Clerk of Council

Bobby Jordan
President of Council

EXHIBIT A



Invoice

Updated Remittance Address:
(FOR PAYMENTS ONLY)
CivicPlus LLC
PO Box 737311
Dallas TX 75373-7311

#332064

5/25/2025

Bill To

Bayyinah Brooks
City of Richmond Heights
26789 Highland Road
Richmond Heights OH 44143

TOTAL DUE

\$6,151.95

Due Date: 6/24/2025

Terms	Customer	Approving Authority	
Net 30	City of Richmond Heights, OH		
Qty	Item	Start Date	End Date
1	Hosting & Security Annual Fee - CivicEngage Central	5/25/2025	5/24/2026
1	SSL Management CP Provided Only 1 per domain (Annually Renews)	5/25/2025	5/24/2026
1	DNS and Domain Hosting Annual Fee: http://richmondheightsohio.org/en-US/home.aspx	5/25/2025	5/24/2026
1	Annual - CivicEngage Central	5/25/2025	5/24/2026
<hr/>			
		Total	\$6,151.95
		Due	\$6,151.95

Please submit payment via ACH using the details below. Please send notification of ACH transmission via email to remittance@civicplus.com. That address is not monitored for other inquiries or notifications. For any other invoice questions or information, please contact us at accounting@civicplus.com.

Bank Name	Account Name	Account Number	Routing Number
JPMorgan Chase	CivicPlus LLC	910320636	021000021



302 South 4th St, Suite 500
Manhattan, KS 66502
US

Quote #:
Date:
Customer:

Q-61523-1
1/5/2024 3:42 PM
RICHMOND HEIGHTS,
OHIO

QTY	Product Name	DESCRIPTION
1.00	DNS and Domain Hosting Annual Fee (http://URL) - Renewal	DNS and Domain Hosting Annual Fee: http://richmondheightsohio.org/en-US/home.aspx
1.00	Annual - CivicEngage Central Renewal	Annual - CivicEngage Central
1.00	Hosting & Security Annual Fee - CivicEngage Central Renewal	Hosting & Security Annual Fee - CivicEngage Central
1.00	SSL Management - CP Provided Only Renewal	SSL Management # CP Provided Only 1 per domain (Annually Renew)
Annual Recurring Services - Initial Term		USD 5,859.01
Annual Recurring Services - (Subject to Uplift)		USD 5,859.01

1. This renewal Statement of Work ("SOW") is between: City of Richmond Heights ("Customer") and CivicPlus, LLC and shall be subject to the terms and conditions of the Master Services Agreement ("MSA") and the applicable Solutions and Products terms found at www.civicplus.net/hcp/legal-stuff (collectively, the "Terms and Conditions"). By signing this SOW, Customer expressly agrees to the Terms and Conditions throughout the Term of this SOW. The Terms and Conditions form the entire agreement between Customer and CivicPlus (collectively, referred to as the "Agreement"). The Parties agree the Agreement shall supersede and replace all prior agreements between the Parties with respect to the services provided by CivicPlus herein (the "Services").
2. This SOW shall remain in effect for an initial term starting at the Customer's next renewal date of 5/25/2024 and running for twelve months ("Initial Term"). In the event that neither party gives 60 days' notice to terminate prior to the end of the initial Term, or any subsequent Renewal Term, this SOW will automatically renew for additional 1-year renewal terms ("Renewal Term"). The Initial Term and all Renewal Terms are collectively referred to as the "Term".
3. Unless terminated, Customer shall be invoiced for the Annual Recurring Services on each Renewal Date of each calendar year subject to an annual increase of 5% each Renewal Term.

Acceptance

By signing below, the parties are agreeing to be bound by the covenants and obligations specified in this SOW. For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>.

IN WITNESS WHEREOF, the parties have caused this SOW to be executed by their duly authorized representatives as of the dates below.

Client

By:

Name:

Title:

Date:

CivicPlus

By:

Name:

Amy Vikender

Title:

Senior Vice President of Customer Success

Date: