

RESOLUTION NO.: 98-2023  
INTRODUCED BY: Mayor Thomas

**A RESOLUTION AUTHORIZING AN AMENDMENT TO AN AGREEMENT WITH PC ALTERNATIVES, LLC FOR INFORMATION TECHNOLOGY SUPPORT SERVICES FOR THE CITY.**

WHEREAS, pursuant to Resolution No. 14-2023, adopted by this Council on February 14, 2023, the Mayor was authorized to enter into an extension of the agreement with PC Alternative, LLC, for information technology support services for a term of one (1) additional year from January 1, 2023 until December 31, 2023, for an amount not to exceed \$760 per month without written authority from the Mayor to exceed that amount, for a total amount not to exceed \$9,500 for the additional one-year term without further authorization from this Council;

WHEREAS, the Mayor and the Director of Finance have advised that it is necessary to amend the 2023 extension to the agreement with PC Alternatives, LLC to add another \$10,500 for additional information technology support services, including but not limited to, the set-up of computers, email and cell phones, and to respond to requests for technical assistance to employees on an as-needed basis, and that it is necessary to increase the monthly limit for said services to an amount not to exceed \$1,750 per month without written authorization from the Mayor to exceed that amount;

WHEREAS, this Council desires to authorize the Mayor to enter into such an amendment to the aforesaid agreement, increasing the total amount of the 2023 extension of the agreement with PC Alternatives, LLC to an amount not to exceed Twenty Thousand Dollars (\$20,000).

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 amendment to the agreement with PC Alternatives, LLC for information technology support services for the term of January 1, 2023 through December 31, 2023, to add the amount of Ten Thousand Five Hundred Dollars (\$10,500) for the aforesaid additional information technology support services, the cost of which shall not exceed One Thousand Seven Hundred Fifty Dollars (\$1,750) per month without written authority from the Mayor to exceed that amount, which shall increase the total amount of the 2023 extended agreement with PC Alternatives, LLC, to an amount not to exceed Twenty Thousand Dollars (\$20,000). The amended agreement shall be substantially in the form of the First Amendment to Information Technology Support Services Agreement attached hereto as Exhibit A.

Section 2: If necessary, the Director of Finance is authorized to appropriate to a proper account a sum sufficient to cover the additional cost of the amended agreement set forth in Section 1 above.

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: July 11, 2023

APPROVED: July 11, 2023

ATTEST: Donnie Hunter  
Donnie L. Hunter  
Clerk of Council

Kim A. Thomas  
Kim A. Thomas, Mayor  
Bobby Jordan  
Bobby Jordan  
President of Council

EXHIBIT A

**First Amendment to  
Information Technology Support Services  
Agreement  
By and between the  
City of Richmond Heights, Ohio  
And  
PC Alternatives, LLC**

This First Amendment to Information Technology (“IT”) Support Services Agreement for the term January 1, 2023 through December 31, 2023 (“First Amendment to Agreement”) is made and entered into effective as of \_\_\_\_\_, 2023 by and between the City of Richmond Heights, Ohio, a municipal corporation (hereinafter the “City”), pursuant to Resolution No. \_\_\_\_\_, passed by the City’s Council on \_\_\_\_\_, 2023 and PC Alternatives, LLC (hereinafter the “Consultant”). City and Consultant are sometimes referred to in this First Amendment to Agreement collectively as the “Parties” and each a “Party.”

**RECITALS**

WHEREAS, the Parties wish to amend the Scope of Services and the Compensation under the 2023 extension of services agreement with PC Alternatives for the term commencing January 1, 2023 and continuing through December 31, 2023, as follows:

1. **Scope of Services.** The Scope of Services shall be amended to include the additional professional IT Support Services of set-up of computers, email and cell phones and responding to requests for technical assistance to employees on an as-needed basis.
2. **Compensation.**

Consulting Fees. In consideration for the performance of the Scope of Services in accordance with this First Amendment to Agreement, the City shall pay Consultant a monthly retainer in the amount of One Thousand Seven Hundred Fifty Dollars (\$1,750.00) per month, unless the Mayor gives express written consent to exceed that amount, at the rate of Ninety-Five Dollars (\$95.00) per hour, not to exceed a total amount of Twenty Thousand Dollars (\$20,000.00) for the Term of the Agreement, which retainer shall be paid on the first of each month for the various services comprising the Scope of Services hereunder.

**ALL PROVISIONS OF THE AGREEMENT NOT IN CONFLICT WITH THE TERMS OF THIS FIRST AMENDMENT TO AGREEMENT SHALL REMAIN IN FULL FORCE AND EFFECT.**

The Parties have caused this First Amendment to Agreement to be executed as of the date first above written.

**CITY OF RICHMOND HEIGHTS**

**PC ALTERNATIVES, LLC**

By: \_\_\_\_\_  
Mayor Kim A. Thomas

By: \_\_\_\_\_  
Will H. Robinson, Owner

Approved as to legal form and correctness:

\_\_\_\_\_  
R. Todd Hunt, Director of Law  
City of Richmond Heights

**FISCAL OFFICER'S CERTIFICATE**

As the fiscal officer of the City of Richmond Heights, I certify that as of the date of execution of the foregoing agreement the amount required to satisfy payment under this First Amendment to Agreement with PC Alternatives, LLC has been fully appropriated, or authorized or directed for such purpose and is in the Treasury or is in the process of collection and is free from any obligation or certification now outstanding.

Date: \_\_\_\_\_, 2023

\_\_\_\_\_  
Joseph Filippo, Director of Finance  
City of Richmond Heights