

County Request No. 339

**REQUEST FOR LEGAL SERVICES**

This form is used to provide legal opinions and contract approval by the District Attorney's Office. Only that advice that is related to a pending or potential claim against the County or its officers and employees is protected by the attorney-client privilege. Opinions that are privileged should not be disclosed to anyone or the privilege may be waived.

All legal opinions and approvals rendered are based only on the documentation and information stated below or attached to this form and, thus, it is important that all relevant facts and information be provided at the time of review. Please advise the District Attorney's Office of new or additional information, as it may cause the opinion to change. In all cases, the opinions of the District Attorney's Office are not binding on the County, its officers or employees and may be followed or disregarded in the discretion of the elected official.

Date of Request: 05/15/2026 Department: JJC

State the nature of the legal request: \_\_\_\_\_

Please review and approve Contract between OCJB and Francotyp-Postalia/FP Mailing Solutions for the rental of the Vision S5 Mailing Machine. Requisitions 12700062 (\$530.01) Detention and 12700063 (\$285.39) Bureau have been issued. Requested by Hannah Whipp, Juvenile Bureau Director.

MW Billings  
FOR County Officer or Department Director

Reply of District Attorney's Office: \_\_\_\_\_

*OK reviewed*

*JJE*

Date of Reply: 5/19/2026

[Signature]  
Assistant District Attorney

OKLAHOMA COUNTY, OKLAHOMA  
BOARD OF COUNTY COMMISSIONERS

STANDARD RENTAL CONTRACT BETWEEN COUNTY AND VENDOR

CONTRACT made as of the 1st day of July, 2026

BETWEEN the COUNTY: The Board of County Commissioners of the  
County of Oklahoma  
320 Robert S. Kerr, Rm. 101  
Oklahoma City, Oklahoma 73102

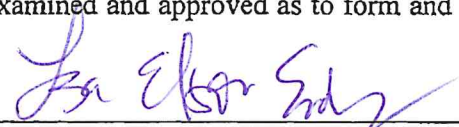
on behalf of: Juvenile Bureau (County Dept.)  
Contact Person: Donna Hampton, Purchasing Clerk  
Telephone Number: (405) 713-6429

and the VENDOR: Francotyp-Postalia  
FP Mailing Solutions  
Address: 140 N. Mitchell Court, Suite 200  
Addison, IL 60101-5629  
Contact Person: Ron Bayless  
Telephone Number: (405) 917-1975

For the rental of the following items:

PostBase Vision S5 Semi-Automatic Mailing Machine with Envelope Moistener, 10 lb. Capacity  
Internal Scale, Internal Label Printer, LAN and Built-in Wi-Fi Connectivity, Accounting Package  
with 20 accounts, Unlimited Postage Resets, Rate Guard and Complete on-site Maintenance.

This contract has been examined and approved as to form and legality by the District Attorney,  
Oklahoma County.

  
Assistant District Attorney

Date 5/19/2020

THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.

Standard contract consisting of 3 pages.  
With \_\_\_\_\_ page of attachments

ARTICLE 1  
EQUIPMENT RENTED

The Vendor shall supply the following equipment to the County: (describe item/s and serial numbers/s)

One (1) PostBase Vision S5 Seme-Automatic Mailing Machine, Adjustable Touchscreen, Envelope Moistener, 10 lb. Capacity Internal Scale, Internal Label Printer, Label Dispenser, Manual Sealer, Semi-Auto Letter Feed.

One (1) Accounting Package with 20 Accounts

ARTICLE 2  
INSURANCE/LIABILITY

The Vendor agrees to maintain liability and Workers' Compensation insurance to cover the acts of Vendor and his employees or agents regarding any services rendered pursuant to this contract. Such liability and Workers' Compensation insurance shall be sufficient in coverage and policy limitations to cover all claims arising under the Oklahoma Governmental Tort Claims Act. The Vendor agrees to indemnify and hold harmless the County for any negligent acts of Vendor in the performance of this Contract.

ARTICLE 3  
TERM OF CONTRACT AND RENEWAL

This contract shall commence on July 1, 2026 and shall terminate on June 30, 2027. The contract is renewable for an additional fiscal year upon approval of both parties.

Unless terminated earlier, this Contract will automatically terminate at the end of the current fiscal year (June 30) pursuant to Article 10, Section 26 of the Oklahoma Constitution.

It is agreed that the County may terminate this contract at any time before the end of the fiscal year for any reason after giving the Vendor a 30-day written notice of termination. It is further agreed the County may terminate this Contract immediately if the Vendor fails to provide services in accordance with this contract or in any way breaches any of the provisions of the Contract.

ARTICLE 4  
CONTRACT AMOUNT

The County shall pay the Vendor for the rental of this equipment as follows:

PostBase Vision S5 Semi-Automatic Mailing Machine with Envelope Moistener, 10 lb. Capacity Internal Scale, Internal Label Printer, LAN and Built-in Wi-Fi Connectivity, Accounting Package with 20 accounts, Unlimited Postage Resets, Rate Guard and Complete on-site Maintenance - \$67.95 per month for the package (billed quarterly/\$203.85) or \$815.40 annually.

ARTICLE 5  
MISCELLANEOUS PROVISIONS

ARTICLE 6  
BLANKET PURCHASE ORDER

This contract is null and void unless the amount of the contract has been encumbered by the Oklahoma County Clerk. Upon approval of this contract, a Blanket Purchase Order Number will be issued by Oklahoma County as set out below.

ARTICLE 7  
LEGAL AUTHORITY

It is expressly understood that the County is a subdivision of the State of Oklahoma and consequently may only contract pursuant to the procedures and with limitations provided by Oklahoma Law, including the County Purchasing Act, 19 O.S.A. Section 1500 et. seq., 19 O.S.A. Section 1 and 62 O.S.A., Section 430.1.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

BOARD OF COUNTY COMMISSIONERS  
OKLAHOMA COUNTY, OKLAHOMA

Approved by County Dept.:

  
\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
County Clerk

VENDOR:FP Mailing Solutions\_\_\_\_\_

By:  - AGENT

Attest or Notary: \_\_\_\_\_

Requisition Number \_\_\_\_\_

Blanket Purchase Order Number \_\_\_\_\_

ACCEPTED BY  
BOARD OF COUNTY COMMISSIONERS  
OF OKLAHOMA COUNTY, OKLAHOMA

Chairman \_\_\_\_\_

Member \_\_\_\_\_

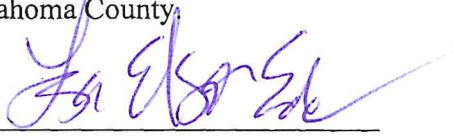
Member \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Maressa Treat, Oklahoma County Clerk

This contract has been examined and approved as to legality by the District Attorney,  
Oklahoma County

  
\_\_\_\_\_  
Assistant District Attorney

5/19/2020  
\_\_\_\_\_  
Date

Bill To JUVENILE JUSTICE BUREAU 5905 N. CLASSEN COURT SUITE 400 OKLAHOMA CITY, OK 73118	Requisition 12700062-00 FY 2027  Acct No: UNDEFINED ACCOUNT. Review: Buyer: 6065cbgrab1 Status: Created
--	---

Vendor  
 FRANCO TYP-POSTALIA INC  
 140 N MITCHELL CT, SUITE 200  
  
 ADDISON, IL 60101  
  
 Tel#800-341-6502  
 Fax 800-341-5141

Ship To  
 JUVENILE JUSTICE BUREAU  
 5905 N. CLASSEN COURT  
 SUITE 400  
 OKLAHOMA CITY, OK 73118

Deliver To  
 JUVENILE JUSTICE BUREAU  
 5905 N. CLASSEN COURT  
 SUITE 400  
 OKLAHOMA CITY, OK 73118

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/15/26	000399				Juvenile Justice Bureau

LN	Description / Account	Qty	Unit Price	Net Price
001	Blanket-GSA-25-0014R for Post Base Vision S5 Semi-Automatic Meter for FY27 (Detention 65%). Approved at the ? BOCC Meeting.	530.01 EACH	1.00000	530.01

Ship To  
 JUVENILE JUSTICE BUREAU  
 5905 N. CLASSEN COURT  
 SUITE 400  
 OKLAHOMA CITY, OK 73118

Deliver To  
 JUVENILE JUSTICE BUREAU  
 5905 N. CLASSEN COURT  
 SUITE 400  
 OKLAHOMA CITY, OK 73118

Requisition Link	Requisition Total	530.01
***** General Ledger Summary Section *****		
Account	Amount	Remaining Budget

