

County Request No. 410

**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: 06/09/2025 Department: JJC

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

Please review and approve the Rental Agreement between the BOCC of Ok County on behalf of OCJB and Standley Systems for Copier Lease and Maintenance for FY26. Requisitions 12600311-Detention-\$6600 (Lease) and 12600312-\$3554 (Lease) and Requisitions 12600313-\$6,723.46 (copier charges) and 12600314-\$3,620.33 (copier charges) has been issued to Standley Systems, LLC. This agreement is effective July 1, 2025 through June 30, 2026, contingent upon encumbrance of funds. Requested by Hannah Whipp, Juvenile Bureau Director.

**RECEIVED**

**JUN 10 2025**

**CIVIL DIVISION  
DISTRICT ATTORNEY**

*HWH*

County Officer or Department Director

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

*Reviewed*

Date of Reply: 6/10/25 *[Signature]*

Assistant District Attorney

OKLAHOMA COUNTY, OKLAHOMA

BOARD OF COUNTY COMMISSIONERS

STANDARD LONG TERM LEASE CONTRACT BETWEEN COUNTY AND VENDOR

CONTRACT made as of the 1st day of July, 2025

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: Oklahoma County Juvenile Bureau (County Dept.)  
Contact Person: Valerie D. Lee, Business Manager  
Telephone Number: (405)713.6439

and the **VENDOR:** **Standley Systems**  
**2601 NW Expressway, Suite 1110W**  
**Oklahoma City, OK 73112**


Contact Person: Linda Helmer  
Telephone Number: 405.224.0819

for the long-term lease of the following items:

Kyocera6054ci (Business Services), TASKalfa 4004i(1st Fl intake) , TASKalfa 4004i (-4th Fl),  
ECOSYS M2635dw(DetentionFA Office), Kyocera6054ci(4th floor 4058), ECOSYS  
M2635dw (2nd fl Central), and TASKalfa 8003i(JDC 1st fl)

County or State Contract Number: Statewide Contract No. SW1034S.

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

  
Assistant District Attorney Date

**THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.**

ARTICLE 1  
EQUIPMENT LEASED

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

Maintenance is Kyocera6054ci (Business Services),.0083 mono/ .028color TASKalfa 4004i(1st fl intake).0068 mono , TASKalfa 4004i (-4th fl) .0068 mono, ECOSYS M2635dw(DetentionFA Office).023 mono, Kyocera6054ci(4th floor 4058).0083 mono/ .028color, ECOSYS M2635dw (2nd fl Central),.023 mono and TASKalfa 8003i(JDC 1st fl.0065 mono Includes all -- inclusive maintenance, also includes all parts, labor and supplies (Excludes paper)

## 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, 2025, and by operation of Article 10 Section 26 of the Oklahoma Constitution, shall terminate at the end of the fiscal year on June 30, 2026. County shall have the right to renew this Contract for successive annual renewal periods. Each annual renewal period shall expire on the last day of the then current fiscal year of the County. However, in order for the contract to be continued the contract must be renewed on July 1 or thereafter of each succeeding fiscal year by an affirmative action of the Board of County Commissioners. Pursuant to 62 O.S. §430.1 in no event shall the County's obligation be deemed to continue past the end of the County's fiscal year ending June 30 of every year, nor shall County be deemed to be indebted beyond the indebtedness created by each fiscal year's obligation.

It is agreed between the parties 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 thirty-day written notice and may terminate immediately if Vendor breaches any of the terms of this contract.

## ARTICLE 4 CONTRACT AMOUNT

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

1. Kyocera 6054ci (4th fl HR Finance) - \$198.93 per month for lease and \$196.22per month copy cost
2. Kyocera 4004ci(1st fl intake) - \$122.49 per month lease and \$91.78 per month

copy cost.

3. Kyocera 6054ci (4058 4th fl) - \$198.93 per month lease and \$255.55 per month copy cost.

4. ECOSYS M2635dw (Detention ) - \$11.10 per month lease and \$ 14.70 per month copy cost.

5. Kyocera 4001i(4th floor) - \$122.49 per month lease and \$39.78 per month copy cost.

6. ECOSYS M2635dw (2nd fl Central) - \$11.10 per month lease and \$15.18 per month copy cost.

7. KYOCERA 8003I (JDC 1st fl) - \$181.04 per month lease and \$248.77 per month copy cost.

The annual lease amount combined shall be \$10,152.84. The annual cost for copy charge combined \$10,343.79. The total combined cost of lease and copy charges not to exceed Twenty Thousand FOUR Hundred ninety-six dollars and 63/100 (\$20,496.63).

#### 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 \_\_\_\_\_, 2025 \_\_\_\_\_.

BOARD OF COUNTY COMMISSIONERS  
OKLAHOMA COUNTY, OKLAHOMA

Approved by County Dept.:

\_\_\_\_\_  
Chairman

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

ATTEST:

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



VENDOR: Standley Systems

By: Linda Helmer

Attest or Notary:

Donna R. Hampton

My Commission Expires:

11/22/2025

Requisition Number: \_\_\_\_\_ (Lease) and \_\_\_\_\_ (Maintenance)

Blanket Purchase order numbers: \_\_\_\_\_

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

\_\_\_\_\_  
Date

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

Requisition 12600311-00 FY 2026

Acct No:  
 UNDEFINED ACCOUNT.  
 Review:  
 Buyer: 6065chgrab1  
 Status: Created

Page 1

Vendor  
 STANDLEY SYSTEMS LLC  
 PO BOX 460

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

CHICKASHA, OK 73023-0460

Tel#405-224-0819

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
06/06/25	1000124				Juvenile Justice Bureau
LN Description / Account			Qty	Unit Price	Net Price
001 SW1034S-Blanket for FY26 Bureau Copier Lease Payments (Detention-525/65%). Approved at the ? BOCC Meeting.			6600.00 EACH	1.00000	6600.00

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

6600.00

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*  
 Account

Amount Remaining Budget

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

Requisition 12600312-00 FY 2026

Acct No:  
UNDEFINED ACCOUNT.  
Review:  
Buyer: 6065cbgrab1  
Status: Created

Page 1

Vendor  
STANDLEY SYSTEMS LLC  
PO BOX 460

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

CHICKASHA, OK 73023-0460

Tel#405-224-0819

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
06/06/25	1000124				Juvenile Justice Bureau
LN Description / Account					
			Qty	Unit Price	Net Price
001 SW1034S-Blanket for FY26 Bureau Copier Lease Payments (Bureau-526/35%). Approved at the ? BOCC Meeting.			3554.00 EACH	1.00000	3554.00

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

3554.00

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*  
Account

Amount Remaining Budget



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

Requisition 12600313-00 FY 2026

Acct No:  
UNDEFINED ACCOUNT.  
Review:  
Buyer: 6065cbgrab1  
Status: Created

Page 1

Vendor  
STANDLEY SYSTEMS LLC  
PO BOX 460

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

CHICKASHA, OK 73023-0460

Tel#405-224-0819

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	
06/06/25	1000124				Juvenile Justice Bureau	
LN Description / Account				Qty	Unit Price	Net Price
001 SW1034S-Blanket for FY26 Bureau Copiers Maintenance/Copy Charge (Detention-525/65%) Portion. Approved at the ? BOCC Meeting.				6723.46 EACH	1.00000	6723.46

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

6723.46

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*  
Account

Amount Remaining Budget

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

Requisition 12600314-00 FY 2026

Acct No:  
UNDEFINED ACCOUNT,  
Review:  
Buyer: 6065cbgrabill  
Status: Created

Page 1

Vendor  
STANDLEY SYSTEMS LLC  
PO BOX 460

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

CHICKASHA, OK 73023-0460

Tel#405-224-0819

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
06/06/25	1000124				Juvenile Justice Bureau
LN Description / Account		Qty	Unit Price	Net Price	
001 SW1034S-Blanket for FY26 Bureau Copiers Maintenance/Copy Charge (Bureau-526/35%) Portion. Approved at the ? BOCC Meeting.		3620.33 EACH	1.00000	3620.33	

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

3620.33

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*  
Account

Amount Remaining Budget