

County Request No. 287

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: 5/7/2025 Department: MIS

State the nature of the legal request: Please review the FY 2025-2026 renewal for services provided to the Oklahoma County Diversion Hub (assist with IT related needs).

There will be no cost to this contract.

RECEIVED

MAY 07 2025

CIVIL DIVISION
DISTRICT ATTORNEY

Signature

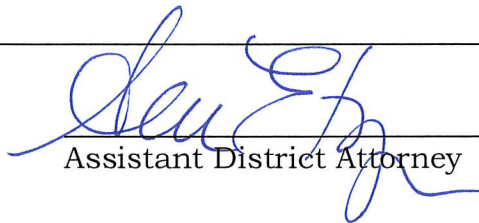


Reply of District Attorney's Office: _____

Reviewed - OK

Date of Reply: 5/7/25

Assistant District Attorney



OKLAHOMA COUNTY, OKLAHOMA
BOARD OF COUNTY COMMISSIONERS

STANDARD SERVICE CONTRACT BETWEEN COUNTY AND VENDOR

CONTRACT made as of the _____ day of _____ 20____

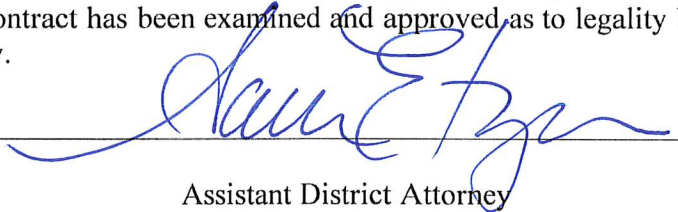
BETWEEN the **COUNTY:** The Board of County Commissioners of the
County of Oklahoma
320 Robert S. Kerr, Rm. 101
Oklahoma City, Oklahoma 73102

on behalf of: **Oklahoma County IT Department**
Contact Person: Charlotte Swindle
Email Address: itchaswi@oklahomacounty.org
Telephone Number: 405-713-1333

and the **VENDOR:** **Oklahoma County Diversion Hub**
Address: 220 NW 10th Street, Oklahoma City, OK 73103

Contact Person: Meagan Taylor
Telephone Number: 918-698-1136
Fax Number:

This Contract is a Renewal _____ x _____, New _____ Contract.
This contract has been examined and approved as to legality by the District Attorney, Oklahoma County.

 5/7/25

Assistant District Attorney Date

THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.

Standard contract consisting of 3 pages
with _____ page of attachments

ARTICLE 1
MAINTENANCE/SERVICES

The Vendor shall supply the following maintenance/services as required by the Contract and Bid Specifications: (describe item/s and serial numbers/s to be maintained)

a. Oklahoma County Obligations and Expectations

i. Assist with IT related needs.

b. Diversion Hub Obligations and Expectations

ii. To provide coordinators the following, at no-cost:

Workspace at 220 NW 10th Street OKC, OK 73103, (the "Premises"). The workspace must be in a secure and private area so as to adhere to privacy laws and guidelines.

Use of the premises includes common areas such as: office space, waiting room, client meeting rooms, break room, and the reception area;

Basic IT to include internet access:

Basic IT wiring for computers and telephones; Shared workspace and equipment, including copiers, printers, shredders, and scanners.

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 shall terminate on **June 30, 2026**. 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 maintenance/services of this equipment as follows:

Not applicable. Vendor not seeking compensation.

ARTICLE 5
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.: _____

Chairman

Department Head

ATTEST:

Maressa Treat, County Clerk

VENDOR:

Diversion Hub

By:

Meaghan Taylor

Attest or Notary:

Debby Guthrie



Requisition Number _____

Blanket Purchase Order Number _____