

County Request No. 353

**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: 05/19/2026 Department: JJC

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

Please review and approve the FY27 Standard Long Term Lease Agreement Contract between Standley Systems, LLC and the Board of County Commissioners on behalf of the Oklahoma County Juvenile Bureau. Requested by Hannah Whipp, Juvenile Bureau Director.

**RECEIVED**

**MAY 19 2026**

**CIVIL DIVISION  
DISTRICT ATTORNEY**

*Hannah Whipp*  
County Officer or Department Director

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

*OK ✓  
① reviewed*

Date of Reply: 5/19/2026

*[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, 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: Oklahoma County Juvenile Bureau (County Dept.)  
Contact Person: Grant Billingsley, Business Manager  
Telephone Number: (405)713.6439

and the VENDOR: **Standley Systems**  
**26 E. Main**  
**Oklahoma City, OK 73104**

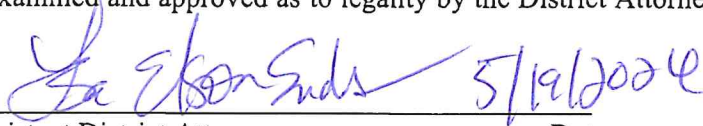
Contact Person: Linda Helmer  
Telephone Number: 405.224.0819

for the long-term lease of the following item:

Kyocera ECOSYS MA3500cifx Copier (Maintenance Department)

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)

ECOSYS MA3500cifx Copier for the Maintenance Department. 37 PPM Mono, 37 PPM

Color, paper 1

Maintenance is Mono (Black and white) copies at \$0.0248 cost per copy and Color is \$0.0895 cost per copy. 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, 2026, and by operation of Article 10 Section 26 of the Oklahoma Constitution, shall terminate at the end of the fiscal year on June 30, 2027. 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. ECOSYS MA3500cifix - \$23.47per month for lease and \$175.00 per month copy cost

The annual lease amount is \$281.64. The annual cost for copy charge is \$2,100.00, the total combined cost of lease and copy charges not to exceed Two Thousand three hundred and eighty-one and .64/100 (2381.64).

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 \_\_\_\_\_, 2026 \_\_\_\_\_.

BOARD OF COUNTY COMMISSIONERS  
OKLAHOMA COUNTY, OKLAHOMA

Approved by County Dept.:

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

\_\_\_\_\_  
Chairman

ATTEST:

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

VENDOR: Standley Systems

By: Linda Helmer

Attest or Notary:

\_\_\_\_\_  
My Commission Expires:

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

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

ACCEPTED BY  
BOARD OF COUNTY COMMISSIONERS  
OF OKLAHOMA COUNTY, OKLAHOMA

Chairman \_\_\_\_\_

Member \_\_\_\_\_

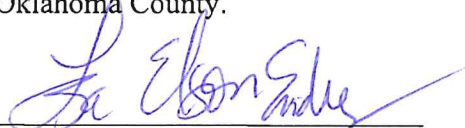
Member \_\_\_\_\_

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

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

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Bill To                               Requisition 12700074-00  FY 2027
JUVENILE JUSTICE BUREAU
5905 N. CLASSEN COURT                |
SUITE 400                             | Acct No:
OKLAHOMA CITY, OK                    | UNDEFINED ACCOUNT.
73118                                  | Review:
                                        | Buyer: 6065cbgrab1
                                        | Status: Created
                                        |
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Vendor                                Ship To
STANDLEY SYSTEMS LLC                 JUVENILE JUSTICE BUREAU
PO BOX 460                             5905 N. CLASSEN COURT
                                        SUITE 400
                                        OKLAHOMA CITY, OK 73118

CHICKASHA, OK 73023-0460

Tel#405-224-0819

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

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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/19/26	000124				Juvenile Justice Bureau

LN	Description / Account	Qty	Unit Price	Net Price
001	sw1034S-Blanket for the ECOSYS MA3500cifax Copier FY27 Lease Payments (Maintenance Superintendent's Office). Approved at the ? BOCC Meeting.	281.64	1.00000	281.64
		EACH		

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

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

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Requisition Link

Requisition Total 281.64

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

Amount Remaining Budget

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

Requisition 12700075-00 FY 2027

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
05/19/26	000124				Juvenile Justice Bureau

LN	Description / Account	Qty	Unit Price	Net Price
001	SW1034S-Blanket for the FY27 Copier Charges for the ECOSYS MA3500cifix Copier in the Maintenance Superintendent's Office. Approved at the ? BOCC Meeting.	2100.00	1.00000	2100.00
		EACH		

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 2100.00

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

Amount Remaining Budget