

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: 05/23/2024 Department: JJC

State the nature of the legal request: _____

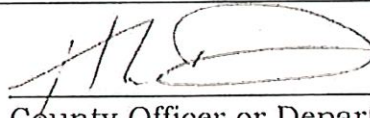
Please review and approve the Contractual Renewal between the BOCC of OK County on behalf of the Juvenile Bureau and NW Lawn Maintenance Inc, who shall provide Landscape/Lawn Maintenance for the OK County Juvenile Center, located at 5905 N. Classen Court, OKC 73118. Requisition 12500084/Detention/\$5928 and 12500085/Bureau/\$3192, not to exceed \$9120, has been issued to NW Lawn Maintenance, Inc. Agreement renewal is effective July 1, 2024 - June 30, 2025, contingent upon encumbrance of funds. Requested by Hannah Dix, Juvenile Bureau Director.

RECEIVED

MAY 24 2024

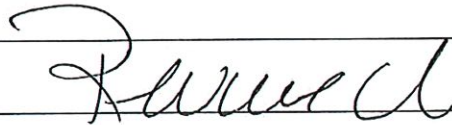
CIVIL DIVISION

DISTRICT ATTORNEY

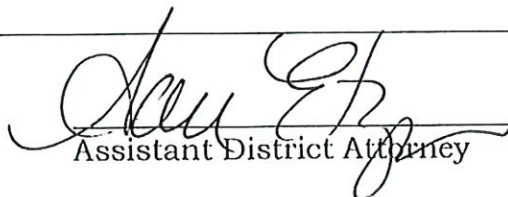


County Officer or Department Director

Reply of District Attorney's Office: _____



Date of Reply: 5/24/24


Assistant District Attorney

OKLAHOMA COUNTY, OKLAHOMA
BOARD OF COUNTY COMMISSIONERS

STANDARD MAINTENANCE CONTRACT BETWEEN COUNTY AND VENDOR

CONTRACT made as of the 1st day of July 2024

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

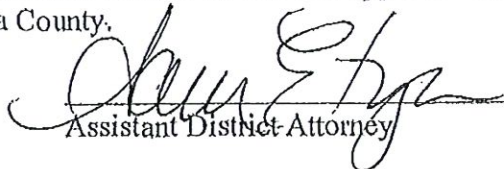
on behalf of: Juvenile Bureau -- (County Department)
Contact Person: Estabraq Al-Adhami, Maintenance Superintendent
Telephone Number: (405) 713-6497

and the VENDOR: NORTHWEST LAWN MAINTENANCE, INC
Address: P. O. Box 720423
Oklahoma City, OK 73172-0423
Contact Person: David Glover
Telephone Number: (405) 348-7649

For the following maintenance or services:

Landscape/Lawn Maintenance for the Oklahoma County Juvenile Justice Center located at
5905 Classen Court, OKC, OK 73118. See attached for specifics.

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

 5/24/24
Assistant District Attorney Date

THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.

Standard contract consisting of 4 pages.

ARTICLE 1
MAINTENANCE/SERVICES

The Vendor shall supply the following maintenance/services as required by the Contract and Bid Specifications: **Northwest Lawn Maintenance** agrees to provide labor and materials to complete the following landscape maintenance services as described below:

1) Weekly lawn maintenance consisting of mowing and bagging grass, removing clippings, edging, weed eating, and blowing hardscape areas. Trash removal in all hardscaped areas to be performed prior to every mowing (does not include the turf strip adjacent to the OKC Beautiful Islands from NW 59th to NW 57th street).

30 services per year @ \$85.00 per service \$2,550.00

2) Fertilization of turf areas 5 times per year to maintain healthy growth and appearance. Fertilizer mix to be appropriate for season and turf type, under the guidelines set forth by the OSU soil extension.

5 services per year @ \$124.00 \$620.00

3) Weed control services will be performed according to weather conditions and temperatures, consisting of 3 mixed applications of pre-emergent and post-emergent weed control in January, May, and October.

3 annual services @ \$214.00 \$642.00

4) All trees to be pruned annually to correct growth habit and maintain appearance. Sucker growth will be removed as needed throughout the year. All debris will be removed from property upon completion.

1 service per year @ \$3,772.00 \$3,772.00

5) Bed and shrub service performed on a monthly basis through the growing season. This service to include weeding all beds, cultivating soil or mulch to present a fresh appearance, and removing all leaves and debris from beds. In addition, all shrubs and groundcovers will be pruned as needed throughout the growing season, to preserve form and growth habit. All trash will be picked up and removed from the property with every service.

8 services per year @ \$192.00 \$1,536.00

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.

Northwest Lawn Maintenance maintains a \$1,000,000.00 general/auto liability policy, as well as complete worker's compensation coverage on all of its employees.

ARTICLE 3
TERM OF CONTRACT AND RENEWAL

This contract shall commence on July 1, 2024 and shall terminate on June 30, 2025. 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 as follows:

Total Cost of Contract \$9,120.00

Payment to be made in 12 equal monthly payments of \$760.00, due upon receipt of billing statements indicating the work performed. If this contract is canceled before June 30, 2025, customer agrees to pay for all services actually rendered at the above rates.

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.

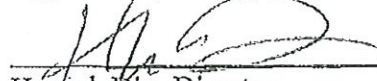
ARTICLE 7
LEGAL AUTHORITY

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.:



Hannah Dix, Director
Oklahoma County Juvenile Bureau

Chairman

Member

Member

APPROVED as to form and legality this _____ day of _____

Assistant District Attorney

ATTEST:

County Clerk

VENDOR: NW Lawn Maintenance, Inc.

By: 

Requisition Number _____
Blanket Purchase Order Number _____

Bill To
 JUVENILE JUSTICE BUREAU
 5905 N. CLASSEN COURT
 SUITE 202
 OKLAHOMA CITY, OK
 73118

Requisition 12500084-00 FY 2025

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

Page 1

Vendor
 NORTHWEST LAWN MAINTENANCE INC
 PO BOX 720423

Ship To
 JUVENILE JUSTICE BUREAU
 5905 N. CLASSEN COURT
 SUITE 202
 OKLAHOMA CITY, OK 73118

OKLAHOMA CITY, OK 73172-0423

Tel#405-728-7646
 Fax 405-349-7649

Deliver To
 JUVENILE JUSTICE BUREAU
 5905 N. CLASSEN COURT
 SUITE 202
 OKLAHOMA CITY, OK 73118

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/10/24	002002				Juvenile Justice Bureau
LN Description / Account	Qty	Unit Price	Net Price		
001 Blanket-DA Contract for Professional Services/Landscape and Lawn Maintenance for FY25 (Detention - 65%). Approved at the ? BOCC Meeting.	5928.00 EACH	1.00000	5928.00		

Ship To
 JUVENILE JUSTICE BUREAU
 5905 N. CLASSEN COURT
 SUITE 202
 OKLAHOMA CITY, OK 73118

Deliver To
 JUVENILE JUSTICE BUREAU
 5905 N. CLASSEN COURT
 SUITE 202
 OKLAHOMA CITY, OK 73118

Requisition Link

Requisition Total

5928.00

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

Amount Remaining Budget

Bill To
 JUVENILE JUSTICE BUREAU
 5905 N. CLASSEN COURT
 SUITE 202
 OKLAHOMA CITY, OK
 73118

Requisition 12500085-00 FY 2025

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

Page 1

Vendor
 NORTHWEST LAWN MAINTENANCE INC
 PO BOX 720423

 OKLAHOMA CITY, OK 73172-0423
 Tel#405-728-7646
 Fax 405-349-7649

Ship To
 JUVENILE JUSTICE BUREAU
 5905 N. CLASSEN COURT
 SUITE 202
 OKLAHOMA CITY, OK 73118

Deliver To
 JUVENILE JUSTICE BUREAU
 5905 N. CLASSEN COURT
 SUITE 202
 OKLAHOMA CITY, OK 73118

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/10/24	002002				Juvenile Justice Bureau

LN	Description / Account	Qty	Unit Price	Net Price
001	Blanket-DA Contract for Professional Services/Landscape and Lawn Maintenance for FY25 (Bureau - 35%). Approved at the ? BOCC Meeting.	3192.00 EACH	1.00000	3192.00

Ship To
 JUVENILE JUSTICE BUREAU
 5905 N. CLASSEN COURT
 SUITE 202
 OKLAHOMA CITY, OK 73118

Deliver To
 JUVENILE JUSTICE BUREAU
 5905 N. CLASSEN COURT
 SUITE 202
 OKLAHOMA CITY, OK 73118

Requisition Link Requisition Total 3192.00

***** General Ledger Summary Section *****
 Account Amount Remaining Budget