

Authority Request No. 425

**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: 6/11/2025 Department: Benefits and Retirement

State the nature of the legal request: Please review the attached agreement between Xerox

Business Solutions and Oklahoma County to be effective July 1, 2025, as to form and legality.

RECEIVED

JUN 12 2025

CIVIL DIVISION  
DISTRICT ATTORNEY

Jon Wilkerson  
Signature

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

Reviewed

Date of Reply: 6/12/25

Dee E. [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 Benefits - Pharmacy (County Dept )  
Contact Person Karole Pittman, Pharmacy Business Manager  
Telephone Number (405)713-2222

and the **VENDOR:** Xerox Business Solutions Southwest  
Address 820 W Sandy Lake Rd #110  
Coppell, TX 75019

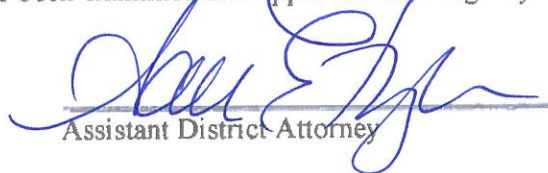
Contact Person Lorri Elpers  
Email Lorri Elpers@xerox.com

for the long term lease of the following items.

Xerox Altalink C8045 Multifunctional Copier/Printer/Scanner w/High Cap Tandem Tray

County or State Contract Number: 2931-01

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

 4/12/25  
Assistant District Attorney Date

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

Standard contract consisting of 3 pages  
with 1 page of attachments

ARTICLE 1  
EQUIPMENT LEASED

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

Xerox Altalink C8045 Multifunctional Copier/Printer/Scanner/w/High Cap Tandem Tray.  
Includes Color and B&W prints/copies with pages billed by separate maintenance  
agreement.

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 County. It is the present intent of the County to continue this lease for an additional 1 fiscal years. 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: One hundred forty three dollars and 85/100 (\$143.85) per month for lease. Annual contract amount \$1,726.20

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.

For the contract period of 7/1/25 through 6/30/26 the amount of encumbrance will be \$1,726.20.

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.

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

BOARD OF COUNTY COMMISSIONERS  
OKLAHOMA COUNTY, OKLAHOMA

Approved by County Dept.:

Chairman \_\_\_\_\_

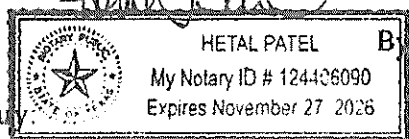
\_\_\_\_\_  
Department Head

ATTEST:

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

VENDOR: Xerox Business Solutions

Attest or Notary



Requisition Number 12600366 Blanket Purchase Order Number \_\_\_\_\_

Bill To OK COUNTY SOCIAL SERVICES 5905 N CLASSEN CT SUITE 302 OKLAHOMA CITY, OK 73118	Requisition 12600366-00 FY 2026  Acct No: UNDEFINED ACCOUNT. Review: Buyer: 6065sskarpit Status: Created
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Vendor DAHILL OFFICE TECHNOLOGY CORP PO BOX 205354  DALLAS, TX 75320-5354  Tel#210-805-8200	Ship To OK COUNTY SOCIAL SERVICES 5905 N CLASSEN CT SUITE 302 OKLAHOMA CITY, OK 73118
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Deliver To  
 OK COUNTY SOCIAL SERVICES  
 5905 N CLASSEN CT  
 SUITE 302  
 OKLAHOMA CITY, OK 73118

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
06/10/25	1003512				Social Services

LN Description / Account	Qty	Unit Price	Net Price
001 Blanket - SW1034X - Copier lease agreement for FY 2026	1726.20 EACH	1.00000	1726.20

Ship To  
 OK COUNTY SOCIAL SERVICES  
 5905 N CLASSEN CT  
 SUITE 302  
 OKLAHOMA CITY, OK 73118

Deliver To  
 OK COUNTY SOCIAL SERVICES  
 5905 N CLASSEN CT  
 SUITE 302  
 OKLAHOMA CITY, OK 73118

Requisition Link

Requisition Total 1726.20

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

Account	Amount Remaining Budget
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