

County Request No. 569

**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: 08/16/2025 Department: JJC

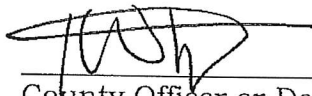
State the nature of the legal request: \_\_\_\_\_

Please review and approved the rental Agreement between the BOCC on behalf of OCJB and Standley Systems for Copier Lease and Maintenance for the Kyocera MA3500. Requisitions 12601510-\$1,080 and 12601509-\$143.64 have been issued to Standley Systems, LLC. This Agreement is effective July 1, 2025, through June 30, 2026. requested by Hannah Whipp, Juvenile Bureau Director.

RECEIVED

AUG 07 2025

CIVIL DIVISION  
DISTRICT ATTORNEY

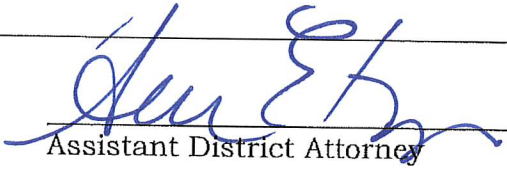


County Officer or Department Director

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

*Reviewed*

Date of Reply: 8/7/25

  
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: Grant Billingsley, Business Manager  
Telephone Number: (405)713.6439

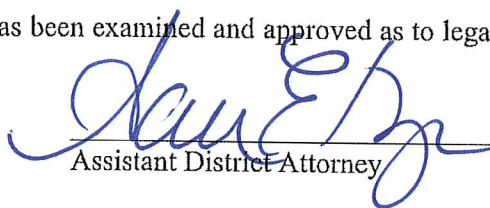
and the **VENDOR**: **Standley Systems**  
**26 East Main**  
**Oklahoma City, OK 73104**

Contact Person: Linda Helmer  
Telephone Number: 405.224.0819

for Kyocera MA3500 detention 2.

County or State Contract Number: Statewide Contract No. SW1013S.

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

  
Assistant District Attorney

8/7/25  
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  
Kyocera MA3500 in the Detention 2 Office. 30 PPM Mono,

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.:

  
\_\_\_\_\_  
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

\_\_\_\_\_  
Date

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

Requisition 12601510-00 FY 2026

Acct No:  
10152500-54459  
Review:  
Buyer: 6065cbgrab1  
Status: Released

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
08/06/25	000124				Juvenile Justice Bureau
LN Description / Account					
			Qty	Unit Price	Net Price
001 SW1013S-Blanket for copier maintenance/copy charges for Kyocera MA3500 to be used in Detention.			1080.00 EACH	1.00000	1080.00

1 10152500-54459

1080.00

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

1080.00

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

Account  
10152500-54459

Juvenile Detention

Copier Charges

Amount Remaining Budget  
1080.00 577499.74

\*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity Date Clerk  
Approved 08/06/25 Grant Billingsley

Comment  
Auto approved by orig/apprvr:

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

Requisition 12601510-00 FY 2026

Acct No:  
10152500-54459  
Review:  
Buyer: 6065cbgrabill  
Status: Released

Page 2

Vendor  
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PO BOX 460

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Tel#405-224-0819

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SUITE 400  
OKLAHOMA CITY, OK 73118

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
08/06/25	1000124				Juvenile Justice Bureau
LN Description / Account			Qty	Unit Price	Net Price
Approved	08/06/25	Hannah Whipp	Auto approved by orig/apprvr:		
Queued	08/06/25	Albert Rodriguez	Auto approved by orig/apprvr:		
Queued	08/06/25	Deborah McDonald	Auto approved by orig/apprvr:		
Queued	08/06/25	Maria Pinley	Auto approved by orig/apprvr:		
Queued	08/06/25	Sheena McGrady	Auto approved by orig/apprvr:		
Queued	08/06/25	Chantel Boso	Auto approved by orig/apprvr:		
Pending		Chantel Boso	Auto approved by orig/apprvr:		
Pending		Ashley Franklin	Auto approved by orig/apprvr:		
Pending		Ashley McMichael	Auto approved by orig/apprvr:		
Pending		Lauren Adkison	Auto approved by orig/apprvr:		
Pending		Long Tran	Auto approved by orig/apprvr:		

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

Requisition 12601509-00 FY 2026

Acct No:  
10152500-55390  
Review:  
Buyer: 6065cbgrab1  
Status: Released

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

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

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
08/06/25	1000124				Juvenile Justice Bureau
LN Description / Account					
			Qty	Unit Price	Net Price
001 SW1013S-Blanket for copier lease payments for Kyocera MA3500 to be used in Detention.			143.64 EACH	1.00000	143.64
1 10152500-55390				143.64	

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OKLAHOMA CITY, OK 73118

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5905 N. CLASSEN COURT  
SUITE 400  
OKLAHOMA CITY, OK 73118

Requisition Link

Requisition Total

143.64

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

Account	Amount	Remaining Budget
10152500-55390	143.64	77547.70
Juvenile Detention	Copier-Lease	

\*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Approved	08/06/25	Grant Billingsley	Auto approved by orig/apprvr:
Approved	08/06/25	Hannah Whipp	Auto approved by orig/apprvr:

Bill To  
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OKLAHOMA CITY, OK  
73118

Requisition 12601509-00 FY 2026

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Review:  
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Status: Released

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