

#275

REQUEST FOR DISTRICT ATTORNEY LEGAL SERVICES

THIS FORM IS TO BE USED TO REQUEST ADVICE AND/OR REPRESENTATION FOR THE COUNTY OF OKLAHOMA, COUNTY OFFICIALS AND EMPLOYEES FROM THE DISTRICT ATTORNEY AS REQUIRED BY SECTIONS 215.4, 215.5, 215.25 AND 215.26 OF TITLE 19 OF THE OKLAHOMA STATUTES. IF ADVICE IS SOUGHT, THE REQUEST MUST BE SIGNED BY AN ELECTED COUNTY OFFICER. THIS FORM MUST BE FILLED OUT AND SUBMITTED TO THE CIVIL DIVISION OF THE OKLAHOMA COUNTY DISTRICT ATTORNEY'S OFFICE IN A TIMELY MANNER. ALL REQUESTS FOR ADVICE WILL BE RESPONDED TO IN WRITING. IF THE REQUEST IS FOR LEGAL REPRESENTATION UNDER 19 O.S. SECTION 215.25, THE REQUEST MUST BE SUBMITTED IN WRITING EARLY ENOUGH TO PERMIT THE DISTRICT ATTORNEY'S OFFICE ADEQUATE TIME TO COMPLETE A "GOOD FAITH AND COURSE OF EMPLOYMENT" INVESTIGATION AS CONTEMPLATED BY 19 O.S. SECTION 215.26.

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05.05.2025
DATE OF REQUEST: _____

COUNTY DEPARTMENT MAKING REQUEST: Oklahoma County Treasurer

STATE, WITH SPECIFICITY, WHAT THE REQUEST IS AND WHY THE ASSISTANCE OF THE DISTRICT ATTORNEY'S OFFICE IS NEEDED:

Review of the service agreement between Standley System and Oklahoma County Treasurer for lease on Copier, Savin MP6503SP. Agreement to be effective upon approval by the Board of County Commissioners through June 30, 2026 Requested Jackie Wilson.

ATTACH ADDITIONAL DOCUMENTS AS APPROPRIATE.

RECEIVED

MAY 02 2025

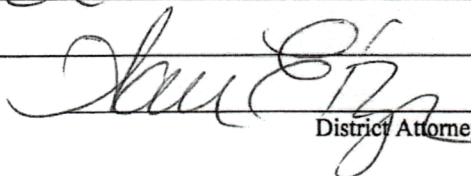

COUNTY OFFICER

.....
CIVIL DIVISION
DISTRICT ATTORNEY

DATE RECEIVED BY DISTRICT ATTORNEY: _____

REPLY BY DISTRICT ATTORNEY:

Reviewed


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 Treasurer, (County Dept.)
Contact Person: Jackie Wilson
Telephone Number: (405)713.1329

and the **VENDOR:** **Standley System**
Address: 2601 NW Expressway
Oklahoma City, OK 73112

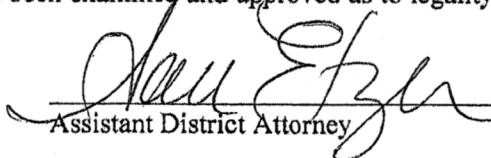
Contact Person: Linda Helmer
Telephone Number: 405-224-0819

for the long term lease of the following items:

Savin MP6503 SP Copier Serial Number G650C400326 #46985

County or State Contract Number: SW1013S Multi-Function Copier Contract

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

 5/5/25
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)

Savin MP6503 SP Copier, includes all-inclusive maintenance, black and white copies at \$0.0065 each. 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, 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:
Two hundred nineteen dollars and 54/100 per month for lease. Annual contract amount is \$2,634.48.

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 07/01/2025 through 06/30/2026 the amount of encumbrance will be \$2,634.48.

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.: _____

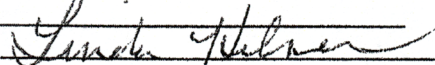
Chairman

Department Head _____

ATTEST:

Oklahoma County Clerk

VENDOR: Standley Systems

By: 

Attest or Notary:

My Commission Expires: _____

Requisition Number: 12600014

Blanket Purchase order number: _____

Discussion and possible action to approve Standard and Long-Term Lease Contract between the Board of County Commissioners, and Standley Systems. Lease of the following item MP6503SP copier, includes all-inclusive maintenance, black and white copies at \$0.0065 each. This agreement shall begin July 1, 2025 and end on June 30, 2026. Requisition No. 12600014 has been issued to Stanley Systems, LLC. In the amount of \$2,634.48 from Treasurer General Fund Leased Equipment (1130/150/55390), contingent upon encumbrance of funds.

Requested by Forrest "Butch" Freeman, Oklahoma County Treasurer and approved as to form and legality by Oklahoma County District Attorney.

(Document Received)

Bill To OKLAHOMA COUNTY TREASURER 320 ROBERT S. KERR SUITE 307 OKLAHOMA CITY, OK 73102 JACKIE.WILSON@OKLAHOMACOUNTY.ORG	Requisition 12600014-00 FY 2026 Acct No: UNDEFINED ACCOUNT. Review: Buyer: 6065trjeabil Status: Created
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Vendor STANDLEY SYSTEMS LLC PO BOX 460 CHICKASHA, OK 73023-0460 Tel#405-224-0819	Ship To OKLAHOMA COUNTY TREASURER 320 ROBERT S. KERR SUITE 307 OKLAHOMA CITY, OK 73102
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Deliver To
 OKLAHOMA COUNTY TREASURER
 320 ROBERT S. KERR
 SUITE 307
 OKLAHOMA CITY, OK 73102

1130 150 55390 2026

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/10/25	1000124				Treasurer

LN Description / Account	Qty	Unit Price	Net Price
001 BLANKET-SW1013S-LEASE MULTIFUNCTION COPIER SAVIN MP6503SP COPIER EQUIP#46985 1130 150 55390 2026	2634.48 EACH	1.00000	2634.48

Ship To
 OKLAHOMA COUNTY TREASURER
 320 ROBERT S. KERR
 SUITE 307
 OKLAHOMA CITY, OK 73102

Deliver To
 OKLAHOMA COUNTY TREASURER
 320 ROBERT S. KERR
 SUITE 307
 OKLAHOMA CITY, OK 73102

Requisition Link

Requisition Total	2634.48
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***** General Ledger Summary Section *****

Account

Amount Remaining Budget