

County Request No. 372

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: _____ Department: Facilities Management

State the nature of the legal request: Please review the renewal copier service and maintenance agreement between BOCC and Standley Systems for the fiscal year 2024-2025. Pending encumbrance of funds.

RECEIVED

MAY 31 2024
CIVIL DIVISION
DISTRICT ATTORNEY

Signature

Reply of District Attorney's Office: _____

Reviewed

Date of Reply: 6/5/24 _____
[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 _____ day of _____ 2024

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

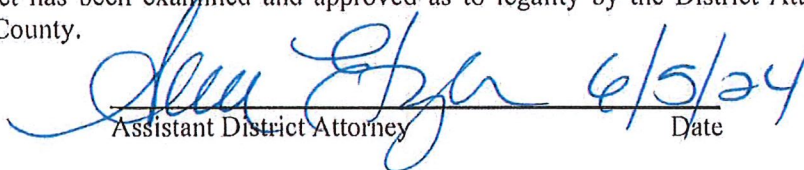
On behalf of: Oklahoma County Facilities Management
Contact Person: Keith Monroe
Telephone Number (405) 713-1392

And the **VENDOR:** **Standley Systems**
Address: 26 East Main
Oklahoma City, Oklahoma 73104
Contact Person: Linda Helmer
Telephone Number (405) 574-1133

For the long term lease of the following items: Savin IM C3500 copier ID 60796

County or State Contract Number: SW 1013S

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


Assistant District Attorney Date 6/5/24

THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.

Standard contract consisting of 4 pages
with 0 page of attachments

ARTICLE 1
EQUIPMENT LEASED

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

Savin C3500 Copier ID 60796, \$181.85 month plus all inclusive maintenance, black and white copies at \$0.0085 each and color copies at \$0.0450. 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 1st 2024 and by operation of Article 10 Section 26 of the Oklahoma Constitution, shall terminate at the end of the fiscal year on June 30th, 2025. 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 eighty one dollars and 85/100 per month for lease, \$181.85. Annual contract amount \$2,182.20. Estimate for copy charge is \$66.50 per month at a cost of \$0.0085 per copy estimated at 2000 copies (2000 x 0.0085= \$17.00) and estimate (1100 x 0.0450=\$49.50) color copies. Annual estimated cost for copy charge is \$798.00.

Total estimated cost \$2,980.20.

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 7/1/2024 through 6/30/2025 the amount of encumbrance will be \$2,980.20.

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 430.1.

APPROVED this _____ day of _____, 2024 _____.

BOARD OF COUNTY COMMISSIONERS
OKLAHOMA COUNTY, OKLAHOMA

Approved by County Dept.:

Chairman



Department Head

ATTEST:

Marissa Treat, County Clerk

VENDOR: Standley Systems

By: Linda Helmer

Attest or Notary:

Requisition Number _____

Blanket Purchase Order Number _____



Bill To
 OK CO FACILITIES MANAGEMENT
 321 PARK AVENUE, ROOM 413
 OKLAHOMA CITY, OK
 73102

Requisition 12500184-00 FY 2025

Acct No:
 UNDEFINED ACCOUNT,
 Review:
 Buyer: 6065d3amybru
 Status: Created

Page 1

Vendor
 STANDLEY SYSTEMS LLC
 PO BOX 460

Ship To
 OK CO FACILITIES MANAGEMENT
 321 PARK AVENUE, ROOM 413

CHICKASHA, OK 73023-0460

OKLAHOMA CITY, OK 73102

Tel#405-224-0819

Deliver To
 OK CO FACILITIES MANAGEMENT
 321 PARK AVENUE, ROOM 413

OKLAHOMA CITY, OK 73102

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/30/24	000124				Facilities Mgmt - Court Hou
LN Description / Account	Qty	Unit Price	Net Price		
001 Blanket SW1013S Copier Lease	2182.20 EACH	1.00000	2182.20		

Ship To
 OK CO FACILITIES MANAGEMENT
 321 PARK AVENUE, ROOM 413
 OKLAHOMA CITY, OK 73102

Deliver To
 OK CO FACILITIES MANAGEMENT
 321 PARK AVENUE, ROOM 413
 OKLAHOMA CITY, OK 73102

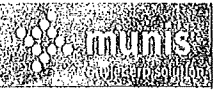
Requisition Link

Requisition Total

2182.20

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

Amount Remaining Budget



Bill To
 OK CO FACILITIES MANAGEMENT
 321 PARK AVENUE, ROOM 413
 OKLAHOMA CITY, OK
 73102

Requisition 12500185-00 FY 2025
 Acct No:
 UNDEFINED ACCOUNT.
 Review:
 Buyer: 6065d3amybru
 Status: Created

Page 1

Vendor
 STANDLEY SYSTEMS LLC
 PO BOX 460
 CHICKASHA, OK 73023-0460
 Tel#405-224-0819

Ship To
 OK CO FACILITIES MANAGEMENT
 321 PARK AVENUE, ROOM 413
 OKLAHOMA CITY, OK 73102

Deliver To
 OK CO FACILITIES MANAGEMENT
 321 PARK AVENUE, ROOM 413
 OKLAHOMA CITY, OK 73102

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/30/24	000124				Facilities Mgmt - Court Hou

LN Description / Account	Qty	Unit Price	Net Price
001 Blanket SW 1013S Copy Charges	798.00 EACH	1.00000	798.00

Ship To
 OK CO FACILITIES MANAGEMENT
 321 PARK AVENUE, ROOM 413
 OKLAHOMA CITY, OK 73102

Deliver To
 OK CO FACILITIES MANAGEMENT
 321 PARK AVENUE, ROOM 413
 OKLAHOMA CITY, OK 73102

Requisition Link Requisition Total 798.00

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