

County Request No. 409

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: 06/09/2025 Department: JJC

State the nature of the legal request: _____

Please review and approve the Rental Agreement between the BOCC of Ok County on behalf of OCJB and Standley Systems for Copier Lease and Maintenance for the Savin IM C300F. Requisitions 12600315-\$568.92 (Lease) and 12600316-\$609.60 (copier charges) has been issued to Standley Systems, LLC. This agreement is effective July 1, 2025 through June 30, 2026, contingent upon encumbrance of funds. Requested by Hannah Whipp, Juvenile Bureau Director.

RECEIVED

JUN 10 2025

**CIVIL DIVISION
DISTRICT ATTORNEY**

HWhipp

County Officer or Department Director

Reply of District Attorney's Office: _____

Reviewed

Date of Reply: 6/10/25

Ken E. B.
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

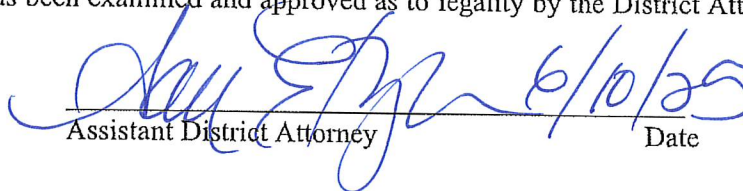
Contact Person: Linda Helmer
Telephone Number: 405.224.0819

for the long-term lease of the following item:

Savin IM C300F Printer for the Director's Office.

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 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 IM C300F Printer now located in the Director's Office. 30 PPM Mono, 30 PPM Color, paper capacity – Standard 250, Max 2000, paper weights 16-42lb, Letter, Legal, HLT, A4, A5,

B5 Bond, paper size up to 8.5 x 14, resolution 600 x 600 dpi. Maintenance is Mono (Black and white) copies at \$0.0138 cost per copy (1000/month approx.) and Color is \$0.074 cost per copy (500/month approx.). Includes all – inclusive maintenance, also includes all parts, labor and toner supplies.

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 current fiscal year of County. 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:

1. Savin IM C300F - \$47.41 per month for lease and approximately \$50.80 per month copy cost.

Annual lease amount is \$568.92. Annual cost for copy charge is \$ 609.60, the total combined cost of lease and copy charges not to exceed One Thousand One Hundred Seventy-Eight dollars and .52/100 (\$1,178.52).

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 _____, 2025 _____.

BOARD OF COUNTY COMMISSIONERS
OKLAHOMA COUNTY, OKLAHOMA

Approved by County Dept.:

Chairman

Department Head

ATTEST:

County Clerk



VENDOR: Standley Systems

By: Linda Helmer

Attest or Notary:

Donna R. Hampton

My Commission Expires: 11/22/2025

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 12600315-00 FY 2026

Acct No:
 UNDEFINED ACCOUNT.
 Review:
 Buyer: 6065cbgrab1
 Status: Created

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
06/06/25	1000124				Juvenile Justice Bureau

LN Description / Account	Qty	Unit Price	Net Price
001 SW1013S-Blanket for Copier Lease Payments for Savin IM C300F Copier to be used in the Director's Office/FY26. Approved at the ? BOCC Meeting.	568.92 EACH	1.00000	568.92

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

568.92

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

Amount Remaining Budget

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

Requisition 12600316-00 FY 2026

Acct No:
 UNDEFINED ACCOUNT.
 Review:
 Buyer: 6065cbgrab1
 Status: Created

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
06/06/25	1000124				Juvenile Justice Bureau

LN Description / Account	Qty	Unit Price	Net Price
001 SW1013S-Blanket for FY26 Copier Maintenance/Copy Charges for Savin IM C300F Copier to be used in the Director's Office. Approved at the ? BOCC Meeting.	609.60 EACH	1.00000	609.60

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

609.60

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

Amount Remaining Budget