

#438

REQUEST FOR DISTRICT ATTORNEY LEGAL SERVICES

THIS FORM IS TO BE USED TO REQUEST ADVICE AND/OR REPRESENTATION FROM THE DISTRICT ATTORNEY'S OFFICE REGARDING THE COUNTY OF OKLAHOMA, COUNTY OFFICIALS AND EMPLOYEES 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 RESPONSES TO REQUESTS FOR ADVICE WILL BE 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 THOROUGH "GOOD-FAITH-AND-COURSE-OF-EMPLOYMENT" INVESTIGATION AS CONTEMPLATED BY 19 O.S. SECTION 215.26.

DATE OF REQUEST: \_\_\_\_\_.

COUNTY DEPARTMENT MAKING REQUEST: Facilities Management

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

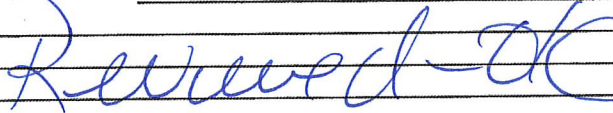
Please review renewal MOU agreement between the BOCC on behalf of the Sheriff and the PBA on behalf of Metro Parking for FY 25-26 pending encumbrance of funds.

**ATTACH ADDITIONAL DOCUMENTS AS APPROPRIATE.** (NOTE: Advice, reviews and approvals as to "form and legality" are based on the documentation and information provided to the District Attorney's Office. Please provide all relevant information when requesting an opinion or review from the District Attorney's Office).

  
COUNTY OFFICER

.....  
DATE RECEIVED BY DISTRICT ATTORNEY: \_\_\_\_\_

REPLY BY DISTRICT ATTORNEY: \_\_\_\_\_



DISTRICT ATTORNEY

By: 

RECEIVED

JUN 16 2025

CIVIL DIVISION  
DISTRICT ATTORNEY  
Revised 2003

**MEMORANDUM OF UNDERSTANDING**  
**OKLAHOMA COUNTY SHERIFF'S OFFICE**  
**FOR THE**  
**PROVISION OF DEPUTY SHERIFF**

This Memorandum of Understanding (MOU), updated **July 1, 2025** is an agreement between the **Oklahoma County Board of County Commissioners, on behalf of the Oklahoma County Sheriff's Office (OCSO), 2101 NE 36TH, Oklahoma City, OK 73111, and Oklahoma County Public Building Authority (PBA) 320 Robert S. Kerr, Oklahoma City, OK 73102.**

This agreement, which is approved and accepted by the **Oklahoma County Board of County Commissioners, on behalf of the Oklahoma County Sheriff's Office (OCSO) and Oklahoma County Public Building Authority (PBA)** with the signing of their authorized officials as shown below, sets forth the understanding between the two parties as follows:

1. The OCSO agrees to provide to PBA one uniformed Deputy.
2. The assignment of the Deputy from the OCSO will commence on **July 1, 2025** and will terminate at the close of business on **June 30, 2026.**
3. The assigned Deputy will work on-site of the **Oklahoma County Public Building Authority** locations noted as Metro I and Metro II (parking garages, buildings, grounds, etc.) each day (Monday through Friday) covered in this MOU during **Oklahoma County Public Building Authority** normal hours (8:30am-5:30pm) of operation. The Deputy will provide routine law enforcement services at the PBA site(s). In addition, the Deputy will also have special involvement with PBA staff at these on-site locations to include assistance with daily deposits.
4. **Oklahoma County Public Building Authority** agrees to provide adequate parking and operating space for the Deputy assigned by the OCSO.
5. **Oklahoma County Public Building Authority** agrees to reimburse the OCSO for the salary and benefits of the assigned Deputy, as well as any fuel costs, from the period of **July 1, 2025** until **June 30, 2026.**
6. Reimbursement of salary and benefits, as well as any fuel costs for the Deputy's services, will be billed monthly by invoice at the end of each month beginning in **July 1, 2025**, and concluding **June 30, 2026.** During the course of this agreement, there are **twelve (12)** billed periods at **\$8,514.19** per month for a total annual amount of **\$102,170.28.** Will adjust month and amount according to placement and attendance at the **Oklahoma County Public Building Authority.**

7. The OCSO agrees that upon the written request of the **Oklahoma County Public Building Authority** for the removal and replacement of the assigned Deputy, there will be a review and action taken within 30 days. Any such request shall include the reasons behind the decision for removal. The rights of both the **Oklahoma County Public Building Authority** as well as the Deputy will be considered and weighed against the evidence and factors regarding the request. There may be a need to further request a meeting with the **Oklahoma County Public Building Authority** prior to any action. If applicable, any such change in Deputy will result in amendment to this MOU reflecting any change in the pay rate of the individual Deputy according to the replacing Deputy's salary.
8. **Oklahoma County Public Building Authority** understands and agrees that although the Deputy is on the site of PBA grounds and is carrying out special activities for the PBA, the assigned Deputy is at all times an employee of OCSO, operating under the policies and procedures of the OCSO and only under the direction or command of the OCSO.
9. Both parties agree that this agreement may be terminated by either party by written notice to the other party at least thirty (30) days prior to the termination date. Said notice must state the reasons for termination.
10. Both parties agree to the acceptance of this agreement by the signatures of their authorized officials as shown below:

**Oklahoma County Sheriff's Office:**

  
\_\_\_\_\_  
Signature of Authorized Official

06/18/2025

\_\_\_\_\_  
Date

Tommie Johnson III, Sheriff  
\_\_\_\_\_  
Printed Name and Title of Signing Official

**Oklahoma County Public Building Authority**

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title of Signing Official

## REQUISITION

12600235-00 FY 2026

## BILL TO

METRO PARKING  
321 ROBERT S. KERR

OKLAHOMA CITY, OK 73102

## VENDOR

OKLAHOMA COUNTY SHERIFF OFFICE  
320 ROBERT S KERR AVE

OKLAHOMA CITY, OK 73102

## SHIP TO

METRO PARKING  
321 ROBERT S. KERR

OKLAHOMA CITY, OK 73102

DATE ORDERED	VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS	DEPARTMENT/LOCATION
06/04/25	000235			Metro Parking Garage

LN	DESCRIPTION	QTY	UOM	UNIT PRICE	NET PRICE
001	BPO MOU deputy for metro NOC	102170.28	EACH	1.00000	102,170.28

Ship To  
METRO PARKING  
321 ROBERT S. KERR

OKLAHOMA CITY, OK 73102

REQ TOTAL

102,170.28

\*\* END OF REPORT - Generated by Megan Determan \*\*