

County Request No. 297

**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: 05/09/2025 Department: District 2

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

Review as to legality and form - FY26 Standard Long Term Lease Contract between Standley Systems, LLC and the BOCC of Oklahoma County

RECEIVED

MAY 09 2025

CIVIL DIVISION  
DISTRICT ATTORNEY

Brandi Mertens, Chief Deputy D2

County Officer or Department Director

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

*Reviewed*

Date of Reply: 5/9/25

*[Signature]*  
Assistant District Attorney

OKLAHOMA COUNTY, OKLAHOMA  
BOARD OF COUNTY COMMISSIONERS  
STANDARD LONG TERM LEASE CONTRACT

CONTRACT as of the 1<sup>st</sup> day of July 2025.

BETWEEN the **COUNTY:** The Board of County Commissioners of Oklahoma County  
320 Robert S. Kerr, Suite 201  
Oklahoma City, Oklahoma 73102

on behalf of: District #2  
Contact Person: Brandi Mertens, Chief Deputy  
Telephone Number: (405) 713-2380


and the **VENDOR:** **STANDLEY SYSTEMS, LLC**  
Address: 26 E. Main  
Oklahoma City, OK 73104

Contact Person: Linda Helmer  
Telephone Number: 405-574-1163

The lease of and maintenance agreement for the following item: Savin IM C4500

County or State Contract Number: SW1013S

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

  
Assistant District Attorney

5/9/25  
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:

Savin IM C4500 Copier, black and white copies or prints at a cost of \$0.008 each and color copies or prints at a cost of \$0.045 each. This is to include all-inclusive maintenance - all parts, labor, toner, supplies, travel, and training. (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 annually. 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 5 fiscal year(s). 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 forty six dollars and .39/100 per month for lease, \$146.39. Annual contract lease amount \$1756.68. Estimate for copy charge is \$83.33 per month at a cost of \$0.008 per black and white and a cost of \$0.045 for colored. Contract estimate for copy charge is \$1000. Total combined cost of lease and copy charges not to exceed \$2,756.68.

ARTICLE 5  
MISCELLANEOUS PROVISIONS

ARTICLE 6  
BLANKET PURCHASE ORDERS

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 Blanket Purchase Orders will be issued by Oklahoma County as set out below:

For the contract period 7/01/2025 through 6/30/2026 for the amount of encumbrance of \$2,756.68

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.

STANDLEY SYSTEMS, LLC  
26 E. Main  
Oklahoma City, OK 73104

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

Signed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Notary Public

My Comm. expires \_\_\_\_\_

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Assistant District Attorney

APPROVED:

\_\_\_\_\_  
Director of Purchasing

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

BOARD OF COUNTY COMMISSIONERS  
OKLAHOMA COUNTY, OKLAHOMA

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

ATTEST:

\_\_\_\_\_  
County Clerk

Bill To OK COUNTY - DISTRICT 2 7105 S. ANDERSON ROAD  OKLAHOMA CITY, OK 73150	Requisition 12600036-00 FY 2026  Acct No: UNDEFINED ACCOUNT. Review: Buyer: 6065d2brajoh Status: Created
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Vendor STANDLEY SYSTEMS LLC PO BOX 460  CHICKASHA, OK 73023-0460  Tel#405-224-0819	Ship To OK COUNTY - DISTRICT 2 7105 S. ANDERSON ROAD  OKLAHOMA CITY, OK 73150  Deliver To OK COUNTY - DISTRICT 2 7105 S. ANDERSON ROAD  OKLAHOMA CITY, OK 73150
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/09/25	000124				District #2

LN Description / Account	Qty	Unit Price	Net Price
001 Copy Machine, Plain Paper Type (Including Cost-Per-Copy Type Leases) Rental or Lease	1756.68 EACH	1.00000	1756.68

Ship To  
 OK COUNTY - DISTRICT 2  
 7105 S. ANDERSON ROAD  
 OKLAHOMA CITY, OK 73150

Deliver To  
 OK COUNTY - DISTRICT 2  
 7105 S. ANDERSON ROAD  
 OKLAHOMA CITY, OK 73150

Requisition Link	Requisition Total	1756.68
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\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount Remaining Budget
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Bill To                               Requisition 12600039-00  FY 2026
OK COUNTY - DISTRICT 2
7105 S. ANDERSON ROAD                Acct No:
                                       UNDEFINED ACCOUNT.
OKLAHOMA CITY, OK                   Review:
73150                                 Buyer: 6065d2brajoh
                                       Status: Created
                                       Page 1
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Vendor
STANDLEY SYSTEMS LLC
PO BOX 460

CHICKASHA, OK 73023-0460
Tel#405-224-0819

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Ship To
OK COUNTY - DISTRICT 2
7105 S. ANDERSON ROAD

OKLAHOMA CITY, OK 73150

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Deliver To
OK COUNTY - DISTRICT 2
7105 S. ANDERSON ROAD

OKLAHOMA CITY, OK 73150

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Date      | Vendor | Date   | Ship  | Terms | Department
Ordered   | Number | Required | Via   |       |
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05/12/25 | 000124 |        |       |       | District #2
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LN Description / Account	Qty	Unit Price	Net Price
001 Copying Services (Reproduction)	1000.00	1.00000	1000.00
Vendor Item	EACH		

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Ship To
OK COUNTY - DISTRICT 2
7105 S. ANDERSON ROAD
OKLAHOMA CITY, OK 73150

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Deliver To
OK COUNTY - DISTRICT 2
7105 S. ANDERSON ROAD
OKLAHOMA CITY, OK 73150

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Requisition Link                               Requisition Total                               1000.00

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

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Amount Remaining Budget

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