# OKLAHOMA COUNTY, OKLAHOMA

## BOARD OF COUNTY COMMISSIONERS

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### STANDARD SERVICE CONTRACT BETWEEN COUNTY AND VENDOR

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CONTRACT made as of the _____ day of _____ 20___

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 Public Defender Department** |
| Contact Person: | Donna Law |
| Email Address: | Donna.Law@oscn.net |
| Telephone Number: | 405-713-1562 |

| | |
|---|---|
| and the **VENDOR:** | **Standley Systems** |
| Address: | 26 East Main Street |
| | Oklahoma City OK 73104 |
| Contact Person: | Linda Helmer |
| Telephone Number: | 405-574-1163 |
| Fax Number: | 405-224-3010 |

for the following maintenance or services:
*Kyocera 8353ci for Drug Court   Serial Numbers*
*TBD*    ЗW1013S

This Contract is a Renewal_____, New___X_____ Contract.
This contract has been examined and approved as to legality by the District Attorney, Oklahoma
County.

_____   7/2/24

Assistant District Attorney            Date

## THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.

Standard contract consisting of 3 pages
with _____ page of attachments

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# ARTICLE 1
## MAINTENANCE/SERVICES

The Vendor shall supply the following maintenance/services as required by the Contract and Bid Specifications: (describe item/s and serial numbers/s to be maintained)

**Kyocera 8353ci Copiers, includes all maintenance, with Color copies at $.04 each and Black & White copies at $0.0078 each, all parts, labor, toner, staples, travel, and training. Excludes paper.**
SW10135

# 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, 2024** and shall terminate on **June 30, 2025.** The contract is renewable for an additional 4 fiscal year upon approval of both parties.

Unless terminated earlier, this Contract will automatically terminate at the end of the current fiscal year (June 30) pursuant to Article 10, Section 26 of the Oklahoma Constitution.

It is agreed 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 30 day written notice of termination. It is further agreed the County may terminate this Contract immediately if the Vendor fails to provide services in accordance with this contract or in any way breaches any of the provisions of the Contract.

# ARTICLE 4
## CONTRACT AMOUNT

The County shall pay the Vendor for the maintenance/services of this equipment as follows:

**$217.08 per month for (1) Kyocera 8353ci for an annual cost of $2604.96. Kyocera 8353ci Cost per copy maintenance is $0.0078 Black & White (14,00) estimated monthly cost of $109.20, and $1310.40 annually. Color (1000) estimated monthly cost of $40.00, and $480.00 annually. For a total annual cost of $4395.36**

## 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 _____, 20_____.

BOARD OF COUNTY COMMISSIONERS
OKLAHOMA COUNTY, OKLAHOMA

Approved by County Dept.:

_____

Brigitte Biffle
Department Head

Chairman

ATTEST:

_____
Maressa Treat, County Clerk

VENDOR:

_____

By: _Linda Helmer_
_____

Attest or Notary:

_____

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Requisition Number      *12501072*

Blanket Purchase Order Number                  

County Request No. 508

# 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 priviledge. Opinions that are privileged should not be disclosed to anyone or the priviledge 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: __7/1/2024__  Department: ___Drug Court___

State the nature of the legal request:_____ Copier lease contract approval_____

RECEIVED

JUL 0 1 2024

CIVIL DIVISION
DISTRICT ATTORNEY

_Brigitta Biffle_
Signature

Reply of District Attorney's Office: _____

_Reviewed_

Date of Reply:_7/2/24_  _[signature]_
Assistant District Attorney

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Bill To                          |        Requisition 12501072-00  FY 2025
OKLAHOMA COUNTY - PD             |
320 ROBERT S. KERR               |
SUITE 611                        |Acct No:
OKLAHOMA CITY, OK                |UNDEFINED ACCOUNT.
73102                            |Review:
                                 |Buyer:  6065pddonlaw
                                 |Status: Created                    Page 1
================================================================
Vendor                           Ship To
STANDLEY SYSTEMS LLC             OKLAHOMA COUNTY - PD
PO BOX 460                       320 ROBERT S. KERR
                                 SUITE 611
                                 OKLAHOMA CITY, OK 73102
CHICKASHA, OK 73023-0460

Tel#405-224-0819


                                 Deliver To
                                 OKLAHOMA COUNTY - PD
                                 320 ROBERT S. KERR
                                 SUITE 611
                                 OKLAHOMA CITY, OK 73102
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-------------------------------------------------------------------
Date        |Vendor |Date      |Ship  |        |
Ordered     |Number |Required  |Via   |Terms   |Department
-------------------------------------------------------------------
07/09/24    |000124 |          |      |        |Drug Court
-------------------------------------------------------------------
 LN Description / Account                 Qty    Unit Price    Net Price
Requisition Link
                          Requisition Total                        0.00

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