

#230

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.

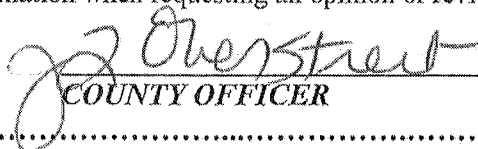
DATE OF REQUEST: 04 / 26 / 22

COUNTY DEPARTMENT MAKING REQUEST: JJC

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

Please review and approve the Continuation Lease Agreement between the Board of County Commissioners of Oklahoma County on behalf of the Oklahoma County Juvenile Bureau and the State of Oklahoma, Department of Human Services for the leasing of space located at 5905 N. Classen Court, OKC, OK (OCJB). This space consisting of 49,628 square feet, at a cost of \$9.70 per square feet, is to be used by the Department of Human Services (General Purpose). The County will receive \$40,115.97 per month for twelve consecutive months. This Lease Agreement shall be effective July 1, 2022 through June 30, 2023. Requested by J'me Overstreet, Juvenile Bureau Director.

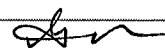
ATTACH ADDITIONAL DOCUMENTS AS APPROPRIATE. (NOTE: Advice, reviews and approvals as to "form and legality" are based on the documentation and information provided to the District Attorney's Office. Please provide all relevant information when requesting an opinion or review from the District Attorney's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


COUNTY OFFICER

DATE RECEIVED BY DISTRICT ATTORNEY: _____

REPLY BY DISTRICT ATTORNEY: _____

Permit 4-27-22



RECEIVED

APR 27 2022

CIVIL DIVISION
DISTRICT ATTORNEY

DAVID PRATER
DISTRICT ATTORNEY

By: _____

STATE OF OKLAHOMA
DEPARTMENT OF HUMAN SERVICES

LEASE CONTINUATION AGREEMENT

The Oklahoma Department of Human Services (Lessee) and Oklahoma County (Lessor) hereby mutually agree to continue the current lease agreement, Agency Requisition #15000552 for the contract period July 1, 2022 thru June 30, 2023 for the property located at 5905 North Classen, Oklahoma City, Oklahoma; 3rd and 4th floors.

All other terms, conditions, and provisions of the agreement shall remain in full force except as modified by this amendment.

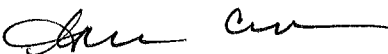
Lessor:

APPROVED THIS _____ day of _____, 2022

Board of County Commissioners
Oklahoma County, Oklahoma

Chairman

APPROVED AS TO FORM AND LEGALITY:



Assistant District Attorney

Member

Member

ATTEST _____, Deputy
County Clerk

Lessee:

Oklahoma Department of Human Services

Date

STATE OF OKLAHOMA
DEPARTMENT OF HUMAN SERVICES
CHANGE ORDER

DATE	AGENCY CONTRACT NO.	CONTRACT PERIOD	DELIVER ON OR BEFORE
05/19/21	20000524 0000	07/01/19 THRU 06/30/22	07/01/2019

PO#: 0500524

TO: 736006400 0000064333 0005

OKLAHOMA COUNTY
COUNTY COMMISSIONERS
320 ROBERT S KERR AVE STE 201
OKLAHOMA CITY OK 73102-3441

INVOICE TO:

830F6 DEPARTMENT OF HUMAN SERVICES
FMU/PROPERTY MANAGEMENT UNIT
PO BOX 268833
OKLAHOMA CITY OK 73126

SHIP TO:

830F6 DEPARTMENT OF HUMAN SERVICES
FMU/PROPERTY MANAGEMENT UNIT
PO BOX 268833
OKLAHOMA CITY OK 73126

ITEM NO.	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1	12	MO	<p>80131502</p> <p>CONTRACT FOR RENTAL OF 49,628 SQUARE FEET OF OFFICE SPACE LOCATED AT:</p> <p>JUVENILE JUSTICE CENTER 5905 NORTH CLASSEN 3RD AND 4TH FLOOR OKLAHOMA CITY, OKLAHOMA</p> <p>MONTHLY RATE: \$40,115.97</p> <p>CONTRACT PERIOD: JULY 1, 2019 THROUGH JUNE 30, 2020 WITH 4 (12 MONTH) ADDITIONAL OPTIONS TO RENEW ALL IN ACCORDANCE WITH THE AGREEMENT ON FILE IN THE OKDHS CONTRACT AND PURCHASING UNIT</p> <p>"THIS CONTRACT FOR A "LOCAL UNIT" IS AWARDED IN ACCORDANCE WITH THE 56 O.S. SUPP 1999, 189 A(C)"</p> <p>PMU CONTACT: DEBBIE HOLT (405) 272-4165 BILLING CONTACT: TOYIA NOBLE (405) 272-4169 CONTRACT/PURCHASING: REGINA PATE (405) 521-2960</p>	40115.9700	481391.64
2	12	MO	<p>1000010716 80131502</p> <p>REAL ESTATE SVC: Lease, Office Space FY21</p>	40115.9700	481391.64
3	12	MO	<p>1000010716 80131502</p> <p>FY22 RENEWAL SERVICE YEAR 07/01/2021 - 06/30/2022</p> <p>REAL ESTATE SVC: LEASE, OFFICE SPACE</p>	40115.9700	481391.64
<p>Unless otherwise indicated, All Prices are F.O.B. Destination,</p>				TOTAL AMOUNT \$	1444174.92

VENDORS READ AND FOLLOW CLOSELY

1. ALL invoices must reflect the Contract number.
2. State is NOT subject to Federal Tax.
3. Prepay all transportation charges unless otherwise stated.
4. All invoices must reference (Invoice To:) address.

VENDOR Copy

I certify I am authorized to order for this agency and that funds for payment of this order are available.

Ashley Hillmeyer
BY: _____

TITLE: _____

STATE OF OKLAHOMA
DEPARTMENT OF HUMAN SERVICES
CHANGE ORDER

LOCAPPRV: 00/0000
CTRAPPRV: 00/00/0000

DATE	AGENCY CONTRACT NO.	CONTRACT PERIOD	DELIVER ON OR BEFORE
05/19/21	20000524 0000	07/01/19 THRU 06/30/22	07/01/2019

PO#: 0500524

TO: 736006400 0000064333 0005

OKLAHOMA COUNTY
COUNTY COMMISSIONERS
320 ROBERT S KERR AVE STE 201
OKLAHOMA CITY OK 73102-3441

INVOICE TO:

830F6 DEPARTMENT OF HUMAN SERVICES
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SHIP TO:

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Fnd	Agy	Account	Object	Amount											
320	830	002029	321101	4813.91											
2	12	MO	<p>1000010716 80131502</p> <p>REAL ESTATE SVC: Lease, Office Space FY21</p> <table><tr><td>Fnd</td><td>Agy</td><td>Account</td><td>Object</td><td>Amount</td></tr><tr><td>321</td><td>830</td><td>002129</td><td>321101</td><td>4813.91</td></tr></table>	Fnd	Agy	Account	Object	Amount	321	830	002129	321101	4813.91	40115.9700	481391.64
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3	12	MO	<p>1000010716 80131502</p> <p>FY22 RENEWAL SERVICE YEAR 07/01/2021 - 06/30/2022</p>	40115.9700	481391.64										
Unless otherwise Indicated, All Prices are F.O.B. Destination,				TOTAL AMOUNT \$											

VENDORS READ AND FOLLOW CLOSELY

1. ALL Invoices must reflect the Contract number.
2. State is NOT subject to Federal Tax.
3. Prepay all transportation charges unless otherwise stated.
4. All Invoices must reference (Invoice To:) address.

FILE Copy

I certify I am authorized to order for this agency and that funds for payment of this order are available.

BY: _____

TITLE: _____

STATE OF OKLAHOMA
DEPARTMENT OF HUMAN SERVICES
CHANGE ORDER

LOCAPPRV: 00/0000
CTRAPPRV: 00/00/0000

DATE	AGENCY CONTRACT NO.	CONTRACT PERIOD	DELIVER ON OR BEFORE
05/19/21	20000524 0000	07/01/19 THRU 06/30/22	07/01/2019

PO#: 0500524

TO: 736006400 0000064333 0005

OKLAHOMA COUNTY
COUNTY COMMISSIONERS
320 ROBERT S KERR AVE STE 201
OKLAHOMA CITY OK 73102-3441

INVOICE TO:

830F6 DEPARTMENT OF HUMAN SERVICES
FMU/PROPERTY MANAGEMENT UNIT
PO BOX 268833
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SHIP TO:

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PO BOX 268833
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ITEM NO.	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT										
			REAL ESTATE SVC: LEASE, OFFICE SPACE												
			<table><tr><td>Fnd</td><td>Agy</td><td>Account</td><td>Object</td><td>Amount</td></tr><tr><td>322</td><td>830</td><td>002229</td><td>321101</td><td>4813.91</td></tr></table>	Fnd	Agy	Account	Object	Amount	322	830	002229	321101	4813.91		
Fnd	Agy	Account	Object	Amount											
322	830	002229	321101	4813.91											
Unless otherwise indicated, All Prices are F.O.B. Destination,				TOTAL AMOUNT \$	1444174.92										

VENDORS READ AND FOLLOW CLOSELY

1. ALL invoices must reflect the Contract number.
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FILE Copy

I certify I am authorized to order for this agency and
that funds for payment of this order are available.

BY: _____

TITLE: _____



State of Oklahoma
Department of Central Services
Central Purchasing

CHANGE ORDER REQUEST

To: ☐ CENTRAL PURCHASING DIVISION
(All changes against C.P. issued orders)
☐ CONSTRUCTION & PROPERTIES
☐ STATE LEASING
☐ AGENCY PURCHASING DIVISION
☐ AGENCY ISSUED ORDERS

PEOPLESFT REQUISITION # 000000

PURCHASE ORDER # 0500524

CONTRACT ID #

DCS BUYER:

DHS BUYER: JM

BUSINESS UNIT #: 83000
AGENCY: DEPARTMENT OF HUMAN SERVICES

AGENCY REQ #
20000524 0000

PeopleSoft Vendor ID # 0000064333 0005

Name & Address:
OKLAHOMA COUNTY
COUNTY COMMISSIONERS
OKLAHOMA CITY
OK 73102-3441

Notify Vendor: Yes ☒ No ☐

Detailed justification for change is required:

Contract is being renewed for an additional term per attached contract continuation for an additional term effective 7/1/21 thru 6/30/22 Monthly Rate: \$40,115.97 This contract for a Local Unit is awarded in accordance with 56 O.S., Supp 1999, 189 a(C) Oklahoma County 55D 5905 N Classen, 3rd & 4th Floor, OKC

Line Item #	Item ID Description	Unit Quantity	From	To	Net Change(+ or -)
0001	ItemID: UNSPSC:80131502 CONTRACT FOR RENTAL OF 49	12.0	12.0		
		Unit of Measure	MO	MO	
Schedule #	628 SQUARE FEET OF	Unit Price	40,115.97	40,115.97	
001		Total Item Amt.	481,391.64	481,391.64	

Funding Summary:

Dist Line #	Amount	GL Unit	Account	Sub Acct	Fund Type	Class Funding	Dept	Bud Reference	CFDA	Difference (+ or - or same)
	481,391.64	83000	532110		1000	32000	2900001	20		

Line Item #	Item ID Description	Unit Quantity	From	To	Net Change(+ or -)
0002	ItemID:1000010716 UNSPSC:80131502 REAL ESTATE SVC: Lease, O	12.0	12.0		
		Unit of Measure	MO	MO	
Schedule #	Office Space	Unit Price	40,115.97	40,115.97	
001		Total Item Amt.	481,391.64	481,391.64	

Funding Summary:

Dist Line #	Amount	GL Unit	Account	Sub Acct	Fund Type	Class Funding	Dept	Bud Reference	CFDA	Difference (+ or - or same)
	481,391.64	83000	532110		1000	32100	2900001	21		

Line Item #	Item ID Description	Unit Quantity	From	To	Net Change(+ or -)
* new3	ItemID: UNSPSC:80131502 Commercial or industrial	0.0	12.0		+ 12.00
		Unit of Measure	MO	MO	
Schedule #	facility rental	Unit Price	0.00	40,115.97	+ 40,115.97
001		Total Item Amt.	0.00	481,391.64	+ 481,391.64

Funding Summary:

Dist Line #	Amount	GL Unit	Account	Sub Acct	Fund Type	Class Funding	Dept	Bud Reference	CFDA	Difference (+ or - or same)
	481,391.64	83000	532110		1000	32200	2900001	22		+ 481,391.64

New Document
Total: 1,444,174.92

Dept. of Central Services
Processed By:

Date:

Signature of Person Requesting Change:

Phone:

Date: 05/13/21

E-Mail:

Signature of Agency Approving Authority:

Phone:

Date:

Ashley Hillmeyer

E-Mail:

User ID : U44464
Name : Catherine
Bbwny: 405-521-4333

Requisition Funding Records:

P/A Number: 20000524 Release Number: 0

Item#	Fund	DHS Acct	Cost Loc	Object	Amt Funded	New Funded	Diff
0001	320	2916	35507	321101	+481,391.64	+481,391.64	
0002	321	2916	35507	321101	+481,391.64	+481,391.64	
new3	322	2916	35507	321101		+481,391.64	+481,391.64
Total					+962,783.28	+1,444,174.92	+481,391.64

_____ Master File _____

_____ Change Order _____

_____ Other _____

HS Request Confirmation

HS Cabinet Approved by Justin Brown -- Approval ID is 2527

Requester Email				Purchase Request Summary			
cathy.downey@okdhs.org		Contact Name		Phone Number		Purchase Method	
		cathy downey		4055214333		Core/Peoplesoft	
Deadline Date		State Source		Federal Source		Revolving/Fees	
3/23/2021		\$278,340.64		\$203,051		\$0	
				Expenditures		OtherSource	
						\$0	
Account Code		Description				Amount	
532110		RENT OF OFFICE SPACE				\$481,391.64	
Expense Description							
Contract 20000524 for office space per terms of the lease agreement effective 07/01/21 through 06/30/22 for the monthly rate of \$40,115.97. The contract for a Local Unit is awarded in accordance with 56 O.S. Supp 1999, 189 a (C) Juvenile Justice Center, 5905 N Classen Oklahoma City.							
Necessity of Purchase							
This is a rental agreement for office space rented Juvenile Justice Center in Oklahoma City .							
Attachable State Costs							
The cost to locate a new facility and move the office staff and commodity inventory would be very costly.							
Status Notes							

HS Cabinet Approved by Justin Brown -- Approval ID is 2527

STATE OF OKLAHOMA
DEPARTMENT OF HUMAN SERVICES

LEASE CONTINUATION AGREEMENT

The Oklahoma Department of Human Services (Lessee) and Oklahoma County (Lessor) hereby mutually agree to continue the current lease agreement, Agency Requisition #15000552 for the contract period July 1, 2021 thru June 30, 2022 for the property located at 5905 North Classen, Oklahoma City, Oklahoma; 3rd and 4th floors.

All other terms, conditions, and provisions of the agreement shall remain in full force except as modified by this amendment.

Lessor:

APPROVED THIS 5 day of April, 2021

Board of County Commissioners
Oklahoma County, Oklahoma

Brian Mangham
Chairman

APPROVED AS TO FORM AND LEGALITY:

Allen E. Hefner
Assistant District Attorney

Kevin Calvey
Member

Carrie Blumetto
Member

ATTEST D.B. Horton Deputy
County Clerk



Lessee:

Oklahoma Department of Human Services

Lindsay Keady

Shawn Franks, Director
DHS Support Services

May 19, 2021

Date

LEASE AGREEMENT

THIS LEASE AGREEMENT made and entered into this 16th day of April, 2019 between OKLAHOMA COUNTY, their successor(s) and/or assign, hereinafter called the LESSOR, and THE STATE OF OKLAHOMA, DEPARTMENT OF HUMAN SERVICES, hereinafter called the LESSEE.

WITNESSETH: The parties hereto, for considerations hereinafter stated, do covenant and agree to the following, to-wit:

1. The LESSOR hereby leases to the LESSEE the following described premises: Third and Fourth Floor - Juvenile Justice Center of Oklahoma County, located on a tract, place, or parcel of land lying in the NW ¼ of Section 9, T12N, R3W, E1M, Oklahoma County, Oklahoma and being more particularly described as follows:

Commencing at the southwest corner of said NW ¼ Beginning containing 6.853 acres more or less, ¼, Thence N 0 Degrees 10'33"E along the west line of said NW ¼ a distance of 1201.70 feet, Thence S 88 Degrees 16'57"W a distance of 250.00 feet to the point or place of BEGINNING, Thence continuing S 88 Degrees 16'57"W a distance of 304.09 feet, Thence along a curve to the right having a radius of 266.66 feet, a distance of 407.39 feet, Thence S 0 Degrees 42'57"E a distance of 139.02 feet, Thence along a curve to the right having a radius of 2799.79 feet, a distance of 253.46 feet, Thence N 89 Degrees 56'48"W a distance of 200.00 feet, Thence N 48 Degrees 19'31"W a distance of 478.01 feet, Thence N 0 Degrees 10'33"E a distance of 346.47 feet to the point or place of also known as

5905 N. Classen, Oklahoma City, Oklahoma consisting of 49,628 net usable square feet of space to be used by the Department of Human Services (General Purpose) as shown on Attachments 1A and 1B.

2. To have and to hold the same for a term of 12 (twelve) months beginning July 1, 2019, and ending June 30, 2020.
3. The LESSOR agrees to furnish to LESSEE, during occupancy of said premises, under terms of this lease as and part of the rental consideration, the following utilities and services: Gas, Electric, Water, Sewers, and General Cleaning Services. No Telephone Services.
4. The LESSEE shall deliver to LESSOR as rental for the above described premises the sum of Forty thousand, one hundred fifteen dollars and 97/100 (\$40,115.97) per month for the term of this lease, payable in equal monthly installments in accordance with statutory requirements.

5. The LESSOR shall maintain said premises in good repair and tenable condition during the term of this lease. In case of destruction by fire, accident or natural causes, the LESSOR shall use all diligence in restoring premises to tenable condition within a reasonable time and failing to do so LESSOR shall have as its sole and exclusive remedy the right to terminate the remaining portion of this lease without fear of encumbrance from LESSOR, which right shall be exercised by notice in writing delivered to the Board of Commissioners of Oklahoma County and vacation of the premises.
6. For the purpose of maintaining the premises, the LESSOR reserves the right at reasonable time to enter and inspect the premises and to make necessary repairs thereto.
7. The LESSEE agrees to use premises for the purposes stated above and use reasonable diligence in utilizing space leased and shall return to the LESSOR in as good a condition as leased, ordinary wear and tear excepted.
8. The LESSEE shall have the option to renew this Lease for four (4) additional twelve-month periods on the same terms and conditions contained in this Lease Agreement by submitting a Lease Continuation Agreement to the LESSOR prior to the beginning of each of the (4) option years. Any changes to terms and conditions of the Lease Agreement during the first year or any of the four (4) option years shall be agreed upon by both parties and executed through issuance of a lease modification.
9. SPECIAL CONDITIONS:
 - a. Pursuant to Title 74, SS. 841.4, 841.5 and 1409 of Oklahoma Law, the LESSOR declares that no one holding a financial interest in the property being leased is a state employee or legislator.

IN WITNESS HEREOF, the parties hereby have subscribed their names as of the date first written above.

I Brian Maughan, of lawful age, being that duly sworn on oath says that _____ is the agent authorized by the Board of county Commissioners of Oklahoma County to submit the attached contract to the State of Oklahoma. Affiant further states that Oklahoma County has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other things of value, either directly or indirectly, in procuring of this contract.

LESSOR:

OKLAHOMA COUNTY



BY: Brian Maughan BOCC Chairman

Subscribed and sworn to before me this 5, day of April, 2021.

Kasei Porter
Notary Public

My Commission Expires _____

LESSEE:

DEPARTMENT OF HUMAN SERVICES

BY: [Signature]

Support Services Division, Director

DATE: May 19, 2021









20000524 County Commissioners PA Renewal HHS 2527

Final Audit Report

2021-05-19

Created:	2021-05-17
By:	kimber chessmore (kimber.chessmore@okdhs.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAABVz6TPnLOX9SAKSXPTuwZ3CIUrrQJHO9n

"20000524 County Commissioners PA Renewal HHS 2527" History

-  Document created by kimber chessmore (kimber.chessmore@okdhs.org)
2021-05-17 - 9:58:47 PM GMT- IP address: 165.225.216.95
-  Document emailed to Ashley Hillemeyer (ashley.hillemeyer@okdhs.org) for signature
2021-05-17 - 10:00:05 PM GMT
-  Email viewed by Ashley Hillemeyer (ashley.hillemeyer@okdhs.org)
2021-05-19 - 2:18:33 PM GMT- IP address: 45.41.142.109
-  Document e-signed by Ashley Hillemeyer (ashley.hillemeyer@okdhs.org)
Signature Date: 2021-05-19 - 2:18:48 PM GMT - Time Source: server- IP address: 165.225.216.83
-  Document emailed to Lindsey Kanaly (lindsey.kanally@okdhs.org) for signature
2021-05-19 - 2:18:50 PM GMT
-  Email viewed by Lindsey Kanaly (lindsey.kanally@okdhs.org)
2021-05-19 - 5:46:01 PM GMT- IP address: 104.143.198.55
-  Document e-signed by Lindsey Kanaly (lindsey.kanally@okdhs.org)
Signature Date: 2021-05-19 - 5:46:18 PM GMT - Time Source: server- IP address: 23.123.215.35
-  Agreement completed.
2021-05-19 - 5:46:18 PM GMT






20000524 County Commissioners PA Renewal HHS 2527 - signed

Final Audit Report

2021-05-20

Created:	2021-05-19
By:	kimber chessmore (kimber.chessmore@okdhs.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAHsk2n_h8qmG-9pdSdXb0jyaGXkaLrmNI

"20000524 County Commissioners PA Renewal HHS 2527 - signed" History

-  Document created by kimber chessmore (kimber.chessmore@okdhs.org)
2021-05-19 - 8:55:37 PM GMT- IP address: 165.225.216.95
-  Document emailed to Ashley Hillemeyer (ashley.hillemeyer@okdhs.org) for signature
2021-05-19 - 8:56:26 PM GMT
-  Email viewed by Ashley Hillemeyer (ashley.hillemeyer@okdhs.org)
2021-05-20 - 12:03:38 PM GMT- IP address: 45.41.142.60
-  Document e-signed by Ashley Hillemeyer (ashley.hillemeyer@okdhs.org)
Signature Date: 2021-05-20 - 12:03:49 PM GMT - Time Source: server- IP address: 165.225.216.83
-  Agreement completed.
2021-05-20 - 12:03:49 PM GMT