

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: May 3, 2010

COUNTY DEPARTMENT MAKING REQUEST: County Clerk's Office.

STATE WITH SPECIFICITY, WHAT THE REQUEST IS AND WHY THE ASSISTANCE OF THE DISTRICT ATTORNEY'S OFFICE IS NEEDED: STANDARD MAINTENANCE CONTRACT. Please review Standard Maintenance /Lease Contract between the BOCC on behalf the County Clerk's Office for (renewal) Underground Vault & Storage for storage of 5,000 boxes @ 1.0 cubic feet each @ \$2.64 cubic feet per year. (Oklahoma City location) in The amount of \$13,200.00 annual Monthly @ \$1,100.00. Thank You

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).

Carolyn Currell County Clerk
COUNTY OFFICER
By: *Frank W. Irishoe, Chief Deputy*

.....
DATE RECEIVED BY DISTRICT ATTORNEY: 5/3/10

REPLY BY DISTRICT ATTORNEY: Reviewed

STATE OF OKLAHOMA
CIVIL DIVISION
RECEIVED
MAY 11 2010

RECEIVED

MAY 03 2010

CIVIL DIVISION
DISTRICT ATTORNEY

DAVID PRATER
DISTRICT ATTORNEY

By: *[Signature]*

PENDING APPROVAL

OKLAHOMA COUNTY, OKLAHOMA

BOARD OF COUNTY COMMISSIONERS

STANDARD MAINTENANCE / LEASE CONTRACT BETWEEN COUNTY AND VENDOR

CONTRACT made as of the 1 day of July, 2010

BETWEEN the **COUNTY:** The Board of County Commissioners of the
County of Oklahoma
320 Robert S. Kerr, Rm. 101
Oklahoma City, Oklahoma 73102

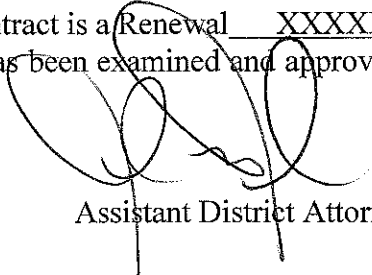
On behalf of: COUNTY CLERK (County Dept.)
Contact Person: Linda Birdsong
Telephone Number: (405) 713-1526

And the **VENDOR:** Underground Vault & Storage
Address: 5621 W. Reno, Suite D
Oklahoma City, Okla. 73127
Contact Person: Joni Mingle
Telephone Number: (405) 947-0810 ext. 102

For the following maintenance or services:

5,000 boxes at 1.0 cubic feet each at \$2.64 per cubic foot per year

This Contract is a Renewal XXXXX, New _____ Contract.
This contract has been examined and approved as to legality by the District Attorney, Oklahoma County.


Assistant District Attorney

5/4/2010
Date

THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.

Standard contract consisting of 3 pages
with _____ page of attachments

PENDING APPROVAL

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)

5,000 boxes at 1.0 cubic feet each at \$2.64 per cubic foot per year, space in the record storage Center at 5621 W. Reno Suite D, Oklahoma City, Oklahoma 73127.

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, 2010 and shall terminate on June 30, 2011. The contract is renewable for an additional 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: Total amount for annual storage \$13,200.00. County Will pay monthly @ \$1,100.00 .

ARTICLE 5

MISCELLANEOUS PROVISIONS

ARTICLE 6

PENDING APPROVAL

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 1 500 et. Seq., 19 O.S.A. Section 1 and 62 O.S.A., Section 430.1.

APPROVED this 1 day of July, 2010

BOARD OF COUNTY COMMISSIONERS
OKLAHOMA COUNTY, OKLAHOMA

Approved by County Dept.:

Carolynn Caudill, County Clerk
By: Frank W. Jurska, Chief Deputy
Department Head

Chairman

ATTEST:

Carolynn Caudill, County Clerk

VENDOR:

Underground Vault & Storage

BY: *[Signature]* President

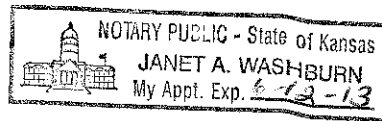
Janet A. Washburn Notary

My Commission expires 6-12-13

Commission# _____

Requisition # 1100 6586

Blanket Purchase Order # _____



PENDING APPROVAL

Oracle Applications - PROD

File Edit View Folder Tools Window Help

Requisitions (Oklahoma County) - [New]

Number: 11006586 Type: Purchase Reqi Preparer: Birdsong, Linda
Description: Blanket 10-11 Status: Incomplete Total: USD 13,200.00

Lines	Source Details	Details	Currency			
Num	Description	UOM	Quantity	Price	Need-By	Tax Code
1	5,000 boxes at 1.0 cub	Each	13200	1	07/01/2010 23:00:0	

Destination Type: Expense Source: Supplier
Requester: Birdsong, Linda Supplier: UNDERGROUND VAULTS &
Organization: County Clerk Site: REMIT
Location: County Clerk Contact: ...
Subinventory: Phone: ...

Catalog... Distributions Approve...

FRM-40400: Transaction complete: 2 records applied and saved.
Record: 1/1 ... List of Valu... <OSC>

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1152 - 1700 - 54455
2011