

PENDING APPROVAL

BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM REQUEST SHEET

FOR THE _____ AGENDA

DEPARTMENT: Oklahoma County Social Services REQUESTED BY: Christi Jernigan

REQUISITION NO.: 11008130 REQUISITION SHEET ATTACHED: YES N/A

NAME OF FUNDS: Oklahoma County Social Services

FUND NUMBERS: 1001-6100

DOES THE AGENDA ITEM CONTAIN PRIVACY-PROTECTED OR SECURITY INFORMATION? YES NO

AGENDA ITEMS CONTAINING PRIVACY-PROTECTED OR SECURITY INFORMATION WILL NOT BE HYPERLINKED TO THE AGENDA.

NUMBER OF ORIGINAL DOCUMENTS TO BE RETURNED TO YOUR DEPARTMENT: 1

AGENDA ITEM READS AS FOLLOWS: Review and renewal of lease on a Konica Minolta Bizhub M362 copier in the Social Services department to cover contract performance period July 1, 2010 thru June 30, 2011. A P.O. will be created in the amount of \$2,338.68. This is the second year of a three year agreement. One (1) one year option to renew remains. Agreement to be effective upon approval by the Board of Oklahoma County Commissioners. Requested by Christi Jernigan, Director.

APPROVED BY DA
(If Applicable)

[Signature]
ASSISTANT DISTRICT ATTORNEY

APPROVED BY ENGINEER
(If Applicable)

9/24/2010
COUNTY ENGINEER

APPROVED BY PURCHASING
(If Applicable)

[Signature]
PURCHASING AGENT

Please initial that document has been reviewed for privacy-protected or security information

DISTRICT ATTORNEY: _____ N/A _____

COUNTY CLERK: RC N/A _____

Indicate any privacy-protected information that exists _____

(NOTE: THE CHAIRMAN/CHIEF DEPUTY MUST APPROVE ALL EMERGENCY REQUESTS FOR ANY ITEM SUBMITTED AFTER THE DEADLINE)

DATE OF REQUEST: _____

APPROVED BY: _____

CHAIRMAN

REQUEST FOR DISTRICT ATTORNEY LEGAL SERVICES

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


DATE OF REQUEST: _____

COUNTY DEPARTMENT MAKING REQUEST: Oklahoma County Social Services

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

Review and renewal of the lease agreement between Oklahoma Office Systems and Oklahoma County Social Services for the lease of one (1) Konica Minolta Bizhub M362 copier. Agreement to be effective upon approval by the Board of County Commissioners through June 30, 2011. Requested by Christi Jernigan, Director.

ATTACH ADDITIONAL DOCUMENTS AS APPROPRIATE.

 COUNTY OFFICER

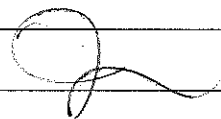
DATE RECEIVED BY DISTRICT ATTORNEY: 6/23/10

RECEIVED

JUN 23 2010

REPLY BY DISTRICT ATTORNEY: Reviewed

CIVIL DIVISION
DISTRICT ATTORNEY

 David Prater

PENDING APPROVAL

OKLAHOMA COUNTY, OKLAHOMA

BOARD OF COUNTY COMMISSIONERS

STANDARD LONG TERM LEASE CONTRACT BETWEEN COUNTY AND VENDOR

CONTRACT made as of the 1st 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: Oklahoma County Social Services (County Dept.)
Contact Person: Karole Pittman, Fiscal/Contracts Officer
Telephone Number: (405)713-2222

and the **VENDOR:** Oklahoma Office Systems
Address: 33 N. Meridian
Oklahoma City, OK 73107

Contact Person: Allyn Pepper
Telephone Number: (405) 521-7917

for the long term lease of the following items:

Konica Minolta Bizhub M362 w/RADF-punch-staple

County or State Contract Number: NOC

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


Assistant District Attorney

6/24/2010
Date

THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.

Standard contract consisting of 3 pages
with 1 page of attachments

PENDING APPROVAL

ARTICLE 1 EQUIPMENT LEASED

The Vendor shall supply the following equipment to the County: (describe item/s and serial numbers/s)

Konica Minolta Bizhub M362 w/RADF-punch-staple. Includes B&W prints/copies with overages billed at \$0.01 per copy.

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 by operation of Article 10 Section 26 of the Oklahoma Constitution, shall terminate at the end of the fiscal year on June 30, 2011. County shall have the right to renew this Contract for successive annual renewal periods. 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 1 fiscal year. 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 ninety four dollars and 89/100 per month for lease \$194.89. Annual contract amount \$2338.68. There is no copy charges per month unless there are overages.

PENDING APPROVAL

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.

For the contract period of 7/1/10 through 6/30/11 the amount of encumbrance will be \$2,338.68.

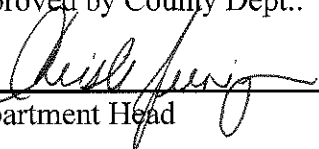
ARTICLE 7 LEGAL AUTHORITY

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.

APPROVED this _____ day of _____, 20_____.

BOARD OF COUNTY COMMISSIONERS
OKLAHOMA COUNTY, OKLAHOMA

Approved by County Dept.:



Department Head

Chairman

ATTEST:

Carolynn Caudill, County Clerk

VENDOR: Oklahoma Office Systems, Inc.

By: _____

Attest or Notary:

Requisition Number _____ Blanket Purchase Order Number _____

OKLAHOMA COUNTY INCOMPLETE REQUISITIONS REPORT

DATE PRINTED--: 06-21-2010

Requisition No--: 11008130
Requisition Type--: Purchase Requisition
Creation Date--: 06-18-2010
Description--: BLANKET FOR COPIER LEASE FY 10/11

Requestor	Qty/Amt	Unit Price	Line Amt	Category
Bolden, Terry Lynn	2,338.68	\$ 1.00	\$2,338.68	SERVICE PROFESSIONAL
Item Description: NOC-BLANKET FOR COPIER LEASE FY 10/11 #33047 @ 194.89/MONTH				
Vendor:OKLAHOMA OFFICES SYSTEMS LLC				
				Distribution: ...
Requisition Total:			\$2,338.68	

Approval Action (Circle One)

Approve Forward Reject

Forward To : _____

Note : _____

Signature: _____