

AGENDA REQUEST FORM

Agenda Item: 2026-2027 Contract Agreement between Cleveland Co.OSU Extension Office and Standley Systems

Name of Person Submitting Request: Brenda Medlock

Address: Cleveland County OSU Extension Office, 631 E. Robinson St. Norman.

Phone: (405) 321-4774

Date Requested: June 3 2026

Description of Agenda Item including purpose for consideration by Board of County Commissioners (include type of Motion requested).

Copier maintenance agreement between OSU and Standley Systems for Model SAVIN IM C4500 Digital Copier. Monthly cost per copy: \$.0092 per copy BLACK AND WHITE and \$.0575 per copy COLOR. Contract effective from July 1, 2026, to June 30, 2027.

Internal Use Only

Received by: _____

Acknowledge: _____ (Chairman)

_____ (Member)

_____ (Member)

Date Assigned: _____

Applicant Notified: _____

Routine (Consent) Item: _____

Other Parties Notified:



SERVICE SCHEDULE (Imaging Equipment)

Standley Systems LLC
PO Box 460, Chickasha, Oklahoma 73023-0460
APPLICATION NO. _____
AGREEMENT/SCHEDULE NO. 14133-02

QUOTE NO. _____

CUSTOMER ("YOU" OR "YOUR")

FULL LEGAL NAME: **Cleveland County OSU Extension**

BILLING ADDRESS: 631 E Robinson St, Norman, OK 73071-6616

EQUIPMENT LOCATION (if different): _____

DESCRIPTION OF EQUIPMENT, ALLOWANCES, EXCESS CHARGES, BASE PAYMENT, AND METER FREQUENCY

□ SEE ATTACHED EQUIPMENT OR GROUP BILLING SCHEDULE TYPE, MAKE, MODEL NUMBER, SERIAL NUMBER, AND INCLUDED ACCESSORIES	BEGINNING METER READING			MONTHLY IMAGE ALLOWANCE			EXCESS PER IMAGE CHARGE (PLUS TAX)			Flat Rate B&W	Care Pack	Other
	B&W	COLOR	MICR	B&W	COLOR	MICR	B&W	COLOR	MICR			
Savin IM C4500 SN: 3120R300194										☐	☐	☐
TOTAL CONSOLIDATED MONTHLY IMAGE ALLOWANCE AND EXCESS PER IMAGE CHARGES (IF CONSOLIDATED)				0	0		.0092	.0575				

MONTHLY BASE PAYMENT AMOUNT: **\$0.00 (PLUS TAX)**

METER FREQUENCY (if applicable): **QUARTERLY**

The CONSOLIDATED IMAGE ALLOWANCES, EXCESS PER IMAGE CHARGES, and BASE PAYMENT AMOUNT shown above (or on the attached Equipment or Group Billing Schedule), if any, applies to (CHECK ONE):

☒ Equipment on this Schedule only, or

☐ Equipment on this Schedule, together with Equipment on the following Schedules as amended (i.e., an AGGREGATE CONSOLIDATION):

Additional Service Schedule numbers (as amended) to consolidate with this Schedule: _____

PAYMENT TERMS

IMAGE ALLOWANCE CHARGES AND OVERAGES. You are entitled to make the total number of images shown under the Image Allowances each period during the term of this Schedule. If you make more than the allowed images in any period, you will pay us an additional amount equal to the number of the excess images made during such period multiplied by the applicable Excess Per Image Charge. Regardless of the number of images made in any period, you will never pay less than the Base Payment Amount.

TERM (CHECK ONE TERM OPTION)

☐ TERM: THE END OF THE TERM OF THIS SCHEDULE IS THE END OF TERM OF SCHEDULE NO. ____ (COTERMINOUS)

☒ TERM: JULY 1, 2026 THRU JUNE 30, 2027

AGREEMENT

This Service Schedule ("Schedule"), together with the preprinted terms of the Service Agreement listed below (as amended), constitutes an agreement between Customer and Vendor with respect to the equipment referenced herein (or on the attached Equipment or Group Billing Schedule), separate and distinct from any other Schedule or Agreement entered into between Customer and Vendor pursuant to the Service Agreement. Customer agrees to be bound by the terms of this Schedule, which includes the preprinted terms of the Service Agreement (as amended). If any provision in this Schedule conflicts with a provision in the Service Agreement, the provision in this Schedule shall control. This Schedule shall commence on the date of our acceptance.

Service Agreement No.: 14133

CUSTOMER'S AUTHORIZED SIGNATURE

(As Stated Above)

CUSTOMER

X *Brenda Medlock*

SIGNATURE

Brenda Medlock CED 6-3-26

PRINT NAME & TITLE

DATE

VENDOR ("WE", "US", "OUR")

Standley Systems LLC

VENDOR

Amber Summers

SIGNATURE

Amber Summers,
Contract Coordinator

PRINT NAME & TITLE

6/02/2026

DATE