

Cleveland County, OK
Cleveland County Office Building

201 South Jones
Norman, OK 73069
Suite 200

11:28:48 AM

FILED IN OFFICE
COUNTY CLERK
NORMAN, OK



Printed on 5/1/2026
Pamela Howlett,
County Clerk, Cleveland County

Pam Howlett

Board of County Commissioners
Regular Meeting Agenda - Final

Monday, May 4, 2026
1:00 PM

Jacob McHughes - Chairman
Rusty Grissom - Vice Chairman
Rod Cleveland - Member

<https://www.clevelandcount yok.com/>

Pam Howlett, County Clerk

Prayer and Pledge of Allegiance**Meeting Called to Order****Roll Call**

Notice of the meeting was properly posted on May 1, 2026.

For purposes of this agenda “Action” means any of the following: amending, approving, approving as amended, deferring, denying, giving instructions to staff, making a recommendation to another public body, receiving documents or presentations, referring to committee, reconsidering, re-opening, returning, striking or postponing the item.

Approval of Minutes

1. Discussion and possible action regarding approval of the minutes of the Meeting held on April 27, 2026. [26-0932](#)
[2026-04-27 Minutes](#)
2. Discussion and possible action regarding approval of the minutes of the Special Meeting held on April 30, 2026. [26-0945](#)
[Special BOCC Minutes](#)

Public Comment: Comments from the public will be allowed on any item listed on the agenda. Public comments will be accepted on a first come, first serve basis and are limited to two (2) minutes per person, for a total of ten (10) minutes. Individuals who wish to participate in the public comment portion of the meeting should complete a "Request to Speak" form at the beginning of the meeting and specify the agenda item they want to discuss.

Consent Items

Items on the consent agenda are routine in nature and approved with a single vote. However, any item on the consent agenda is subject to individual consideration at the request of a member of the body.

County Commissioners

3. Discussion and possible action regarding - Quote from Singlewire Software for our yearly subscription for advanced notifications in the amount of \$2,200.00. [26-0901](#)
[Singlewire Quote](#)

-
4. Discussion and possible action regarding bfac.com will design, develop, and deploy a custom mobile application for Cleveland County. [26-0908](#)
[bfac x Cleveland County Wellness App](#)
5. Discussion and possible action regarding - Declaration of Surplus for D205.17 Nikon Camera DX Format. [26-0909](#)
[D205-17](#)
6. Discussion and possible action regarding Sending a Letter of Support for the City of Norman's Safe Streets and Roads for All application. [26-0915](#)
[Cleveland Co LOS for Norman 2026 SS4A Grant Application](#)
7. Discussion and possible action regarding Contract approval for Bid # COM-2190 Installation of a new air handler for the Cleveland County Courthouse and business offices with WSM MEP, Inc. [26-0921](#)
[construction contract](#)
8. Discussion and possible action regarding - Amazon request for \$10,000.00 for cars seats for ARPA Project #2.013, Object Code 54825. [26-0928](#)
[Agenda Request Form for ARPA PO's](#)
9. Discussion and possible action regarding - American Elevator Solutions, ARPA Project #3.009, Object Code 54827 for elevator replacement in the amount of \$449,900.00. [26-0941](#)
[American Elevator](#)

Sheriff

10. Discussion and possible action regarding the School Resources Officer (SRO) agreement between Le Monde International School and the Cleveland County Sheriff's Office. This agreement will be provide SRO services for the 2026-2027 school year, from July 1, 2026 through June 30, 2027. As compensation to CCSO for services, Le Monde International agrees to pay CCSO a monthly fee for the period of July 1, 2026, through June 30, 2027, of \$7,500. [26-0922](#)
[Le Monde International School](#)

11. Discussion and possible action regarding the jail service agreement between the City of Noble and the Cleveland County Sheriff's Office. The purpose of this agreement is to provide for the incarceration of the city prisoners and detainees within the County Jail, under the custody of Sheriff, and to otherwise coordinate booking and detention functions. As compensation for the services, the City of Noble agrees to pay the Sheriff's Office the sum of sixty-eight dollars (\$68.00) per day for each person incarcerated at the request of the City of Noble on municipal charges or awaiting approval of affidavit of probable cause. [26-0927](#)

[City of Noble](#)

12. Discussion and possible action regarding the Letter of Agreement between the Cleveland County Sheriff's Office and the Drug Enforcement Administration (DEA), following approval of the related application at the Board of County Commissioners (BOCC) meeting on April 6, 2026, under consent agenda item number nine. [26-0933](#)

[DEA Contract](#)

13. Discussion and possible action regarding the renewal School Resource Officer (SRO) agreement between Moore Norman Technology Center (MNTC) and the Cleveland County Sheriff's Office. This agreement will provide SRO services for the 2026-2027 school year between July 1, 2026 through June 30, 2027. As compensation to the CCSO for the services, MNTC agrees to pay CCSO an annual fee of \$450,000 for the period of twelve months to cover salary and benefits for the five (5) deputies assigned to MNTC. [26-0939](#)

[Moore Norman Technology Center SRO Agreement](#)

Court Clerk

14. Discussion and possible action regarding the Court Clerk Records Management and Preservation Monthly Report for March 2026. [26-0946](#)

[March Court Clerk Monthly Report](#)

County Clerk

15. Discussion, review audit, approve, or disallow blanket purchase order submitted. A report will be available for distribution at the meeting or may be obtained from the County Clerk. [26-0284](#)

16. Discussion, review audit, approve, or disallow claims for payment of Travel, Maintenance & Operations, and Capital Outlay. A report will be available for distribution at the meeting or may be obtained from the County Clerk. [26-0285](#)

Treasurer

17. Discussion and possible action regarding surplus of office chairs C102.69, C102.70, C102.71, C102.72, C102.73, C102.74, C102.89, C102.93, C102.102, C102.103, C102.104, C102.105, C102.107, C102.108, C102.110, C102.111, C102.114, C102.115, C102.116, C102.117, C102.118, C102.119, C102.124, C102.125, C102.126, C102.132, C102.133, C102.135, C102.100, C102.101 [26-0913](#)
- [20260424143847963](#)
[20260424143853879](#)
[20260424143906268](#)
[20260424143911922](#)
[20260424143915926](#)
[20260424143919726](#)
[20260424143924929](#)
18. Discussion and possible action regarding Resolution for Disposing of Equipment -Junk chairs C102.89 & C102.93 [26-0914](#)
- [20260424145019117](#)
[20260424145023293](#)
19. Discussion and possible action regarding the approval of the Data Business Equipment, Inc Service Agreement on behalf of the Cleveland County Treasurer for Formax Envelope Opener for \$323.00 per year, for the term of July 1, 2026, through June 30, 2027. [26-0926](#)
- [Data Business Equipment - Envelope Opener](#)
20. Discussion and possible action regarding the approval of Data Business Equipment, Inc Service Contract on behalf of the Cleveland County Treasurer for one (1) Canon CR-190I Duplex Check Scanner for \$496.00 per year, six (6) CR-120 Canon Check Scanners for \$177.00 each per year, and eighteen (18) Canon CR-L1 Check Scanners for \$127.00 each per year, for the term of July 1, 2026, through June 30, 2027. [26-0929](#)
- [Data Business Equipment - Scanners](#)

21. Discussion and possible action regarding Data Business Equipment, Inc Service Agreement on behalf of the Cleveland County Treasurer for seventeen (17) Cassida Zeus Currency Discriminators for \$410.00 each per year and thirteen (13) Bixelon SRP-330II Printers for \$50.00 each per year, for the term of July 1, 2026, through June 30, 2027. [26-0931](#)

[Data Business Equipment - Money Counters](#)

Purchasing Department

22. Discussion and possible action regarding a resolution for Declaration of Surplus and/or Disposing of Equipment of the following items: [26-0852](#)

[Items Sold at Auction](#)

Farm Market

23. Discussion and possible action regarding approval of a new Independent Contractor Agreement (setup crew) for Gemini Samimi [26-0907](#)

[Farm Market Labor Contractor Agreement FY 27 - Gemini](#)

Emergency Management

24. Discussion and possible action regarding - Declaration of Surplus for D611.89 AAXA P300PICO Projector (Portable). [26-0910](#)

[D611-89](#)

OSU Extension

25. Discussion and possible action regarding **Cleveland County OSU Extension: Oklahoma State University Extension Services** contractual agreement between The Oklahoma State University acting for and on behalf of its Cooperative Extension Service and the United States Department of Agriculture and The Board of County Commissioners of Cleveland County (BOCC). The BOCC agrees to provide adequate financial support, and adequate office space and utilities at its own expense. OSU agrees to provide well qualified educators to perform the prescribed duties of Cooperative Extension educators. The total estimated budget for FY2027 is \$515,600.00. For the period July 1, 2026 through June 30, 2027. [26-0911](#)

[County-Contract-FormFY27](#)

Cleveland County Health Department

26. Discussion and possible action regarding Agreement between the Cleveland County Health Department and Food and Shelter, Inc. in which CCHD will provide reimbursement for salary, benefits, training, and local travel for a Food and Shelter employee to coordinate social services and benefits to local patrons of Food & Shelter Inc. who are citizens of Cleveland County. CCHD agrees to pay up to \$80,000.00 for the term of this contract 4/27/2026 through 6/30/2027. [26-0925](#)
- [Contract - Food and Shelter FY27](#)

End of Consent Agenda

Unfinished Business: Discussion, Consideration and/or Action regarding the following items that were previously Accepted and Postponed.

27. Discussion and possible action regarding **Bid #SHE-2193**- One (1) Year non-encumbered contract for the purchase of .30 caliber sound suppressors for the Cleveland County Sheriff's Office. Contract term will run from May 15, 2026 to May 14, 2027. [26-0767](#)
- [Agenda Request Form - #SHE-2193](#)
28. Discussion and possible action regarding Bid #HWY-2191-One (1) year non-encumbered contract for Highway and Bridge Materials for the County Commissioners. The bid term will start May 5, 2026 and end on May 4, 2027. [26-0806](#)
- [Bid HWY2191](#)
29. Discussion and possible action regarding Bid #SHE-2192-One-year (1) non-encumbered contract for the purchase of ammunition for the Cleveland County Sheriff's Office. Bid term will run from May 1, 2026 to April 30, 2027. [26-0732](#)
- [Bid 2192](#)
30. Discussion and possible action regarding Bid #HWY-2194 Three (3) month non-encumbered contract to provide materials and installation of asphaltic concrete base and surface coarse (Hot Mix/Hot Laid Asphalt). The bid term will be from June 1, 2026 through August 31, 2026. **26-0863**
- BID HWY 2194

Items of Business

31. Discussion and possible action regarding - Proclamation declaring May 4th - May 8th, 2026 as Economic Development Week. [26-0930](#)

[Proclamation for Economic Dev Week 5.4-5.8.2026](#)

New Business: As per 2001 25 O.S. § 3 I I(A)(9) - "New Business" as used herein, shall mean any matter not known or which could not have been reasonably foreseen prior to the time of posting.

Executive Session

32. Executive Session for the purpose of the following: Discussion regarding the appointment of the Cleveland County Sheriff as authorized by 25 O.S. §307(B)(1). [26-0942](#)
33. Action regarding Executive Session for the purpose of the appointment of the Cleveland County Sheriff as authorized by 25 O.S. §307(B)(1). [26-0943](#)

Board Member Statements and Announcements

Adjourn

Cleveland County, OK
Cleveland County Office Building

*201 South Jones
Norman, OK 73069
Suite 200*



Board of County Commissioners
Meeting Minutes

Monday, April 27, 2026
1:00 PM

*Jacob McHughes - Chairman
Rusty Grissom - Vice Chairman
Rod Cleveland - Member*

<https://www.clevelandcountyoak.com/>

Ronnie Fulks led the group in prayer and in the Pledge of Allegiance.

Meeting Called to Order

Roll Call

Present: Chairman Jacob McHughes, Vice Chairman Rusty Grissom, and Member Rod Cleveland

Notice of the meeting was properly posted on April 24, 2026.

For purposes of this agenda “Action” means any of the following: amending, approving, approving as amended, deferring, denying, giving instructions to staff, making a recommendation to another public body, receiving documents or presentations, referring to committee, reconsidering, re-opening, returning, striking or postponing the item.

Approval of Minutes

1. Discussion and possible action regarding approval of the meeting minutes of the Board of County Commissioners held on Monday, April 20, 2026.

[2026-04-20 BOCC Minutes](#)

A motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, to approve the minutes of April 20, 2026. The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

Public Comment: No comments were made from the public during this meeting.

Consent Items

Chairman McHughes said that Items on the consent agenda are routine in nature and approved with a single vote. However, any item on the consent agenda is subject to individual consideration at the request of a member of the body.

A motion was made by Member Cleveland, seconded by Vice Chairman Grissom, that the Consent Agenda be approved. The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

County Commissioners

2. Discussion and possible action regarding approval of a Resolution Appointing Members to the Cleveland County Wellness Committee.

[2026-04-27 Resolution](#)

3. Discussion and possible action regarding Request to Apply for U.S. Department of Transportation Safe Streets and Roads for All (SS4A) Grant in the amount of \$250,000 to conduct a road safety assessment of identified corridors and intersections within Cleveland County.
4. Discussion and possible action regarding - Appointment of Holly Proctor as Receiving Officer for all Commissioner accounts.

[Receiving Officer](#)

Highway District 2

5. Discussion and possible action regarding the approval of a Resolution for Disposing of Equipment sold at Purple Wave Auction.
6. Discussion and possible action regarding approval of a Declaration of Surplus and Disposing of Equipment, D 421-146 Dewalt 16 Gauge Profile Nibbler: Serial # 998564 2015 37-49 Date Acquired 10/3/2016.

[Resolution for Disposing of Equipment for BOCC 4-27-26](#)

[Declaration of Surplus and Resolution for Disposing Equipment for BOCC 4-27-26](#)

7. Discussion and possible action regarding approving a Resolution for Disposing of Equipment sold at Purple Wave Auction.

[Resolution for Disposing of Equipment BOCC 4-27-26](#)

Sheriff

8. Discussion and possible action of the renewal Jail Service Agreement between the City of Lexington and the Cleveland County Sheriff's Office. The purpose of this Agreement is to provide for the incarceration of the City prisoners and detainees within the County Jail, under the custody of the Sheriff, and to otherwise coordinate booking and detention facilities. As compensation for the services, the City agrees to pay the Sheriff the sum of sixty-eight dollars (\$68.00) per day for each person incarcerated in the facility at that the request of the City on municipal charges or awaiting approval of affidavit of probable cause.

[Jail Service Agreement - Lexington](#)

9. Discussion and possible action of the Jail Service agreement between the City of Moore and the Cleveland County Sheriff's Office. The purpose of this agreement is to provide for the incarceration of the City prisoners and detainees within the County Jail, under the custody of Sheriff, and to otherwise coordinate booking and detention functions.

[Jail Service Agreement - City of Moore](#)

10. Discussion and possible action of the Memorandum of Understanding between Oklahoma Internet Crimes Against Children Task Force and the Cleveland County Sheriff's Office. The Oklahoma Internet Crimes Against Children (ICAC) Task Force is a multiple-agency, multi-jurisdiction initiative, funded with a grant from the Office of Juvenile Justice and Delinquency Prevention (OJJDP). The purpose of this MOU is to outline the relationship between all participating agencies in order to ensure that each understand and agrees to the guidelines concerning policy, supervision, planning, training, and public relations.

[MOU - Oklahoma Internet Crimes Against Children Task Force 04.21.26](#)

11. Discussion and possible action of the collection Facility Agreement between the Oklahoma State Bureau of Investigation and the Cleveland County Sheriff's Office for participation in the Combined DNA Index System (CODIS) Offender Web Program. The purpose of this database is the detection or exclusion of individuals who are subjects of the investigation or prosecution of sex related crimes, violent crimes, or other crimes which biological evidence is recovered, and such information shall be used for no other purpose.

[OSBI Collection Facility Agreement 4.21.26](#)

12. Discussion and possible action regarding addendum to the Memorandum of Understanding between the Oklahoma State Bureau of Investigation and Cleveland County Sheriff's Office. The purpose of the addendum is to implement the requirements outlined in 74 O.S. 2011, Section 151.1, Section 2B. This law authorizes the Director of the Oklahoma State Bureau of Investigation to enter into local cooperative agreements with local law enforcement agencies for the purpose of appointing Internet Crimes Against Children (ICAC) affiliate Task Force Agents to assist the ICAC Unit of the Oklahoma State Bureau of Investigation.

[Addendum to MOU between Oklahoma State Bureau of Investigation 4.21.26](#)

13. Discussion and possible action regarding the School Resources Officer (SRO) agreement between Independent School District No. 70 A/K/A Little Axe Public Schools and the Cleveland County Sheriff's Office. This contract will provide SRO services for the 2026-2027 school year. As compensation to CCSO for the services, Little Axe Public Schools agrees to pay CCSO a monthly fee during the period of July 1, 2026, through June 30, 2027, of \$7,500.

[Little Axe Public School SRO agreement 4.22.26](#)

14. Discussion and possible action regarding Bid #SHE-2153 Inmate and Detention Center Supplies. Purchasing is Requesting three (3) quotes be required when purchasing all sizes of trash bags on page 8 of the bid. This request is due to the price increase announcement on plastic products.

[agenda request pg. 8 quotes required](#)

County Clerk

15. Discussion, review audit, approve, or disallow blanket purchase order submitted. A report will be available for distribution at the meeting or may be obtained from the County Clerk.

16. Discussion, review audit, approve, or disallow claims for payment of Travel, Maintenance & Operations, and Capital Outlay. A report will be available for distribution at the meeting or may be obtained from the County Clerk.

17. Discussion and possible action regarding claims for Payment of Personnel Services for payroll period ending April 15, 2026.

[2026-04-27 Payroll](#)

18. Discussion and possible action to approve the Standard Service Contract for the following: Contract for Copier Maintenance of (2) HP Laserjet M611DN Printers at a monthly base payment of \$40.00 (plus tax). B/W Copies at \$.1470, excess charge per B/W image at \$.0272. Contract is for period 7/1/2026 to 6/30/2027.

[2026-04-27 Contract Renewal - Co Clk](#)

19. Discussion and possible action to approve the Standard Service Contract for the following: Renewal of Standard Service Contract for copier Maintenance of (3) Savin-Ricoh MPC3004 EX Printers (2) Savin MP6055SP Printers, (1) HP LJ PRO M402DNE Printer. All Printers are \$.0139 per B/W Copies and \$.0695 per Color Copies. Contract period is for 7/1/2026 to 6/30/2027.

[2026-04-27 Standard Service Contract](#)

Assessor

20. Discussion and possible action regarding Tyler Technologies Contract, \$7,400.00 Time & Attendance implementation, and project management.

[ASSESSOR-TYLER TECH 2026](#)

Treasurer

21. Discussion and possible action regarding renewal of the contract between the Cleveland County Treasurer and Underground Vaults & Storage, Inc., for storage of important records and documents for a 14 cubic foot unit @ \$700.56 per year, effective July 1, 2026 - June 30, 2027.

[Underground Vaults & Storage FY 26-27](#)

22. Discussion and possible action regarding Business Imaging Systems Platinum software maintenance for \$27,651.00 and a platinum Hardware maintenance for \$6,503.64

[Business Imaging Systems FY 26-27](#)

23. Discussion and possible action regarding Eureka Water - water only contract for monthly service charge or \$\$4.99 and \$7.00 per bottle. The refundable bottle deposit is \$10.00.

[Eureka Water FY 26-27](#)

24. Discussion and possible action regarding Appropriations for March 16th through April 15th

Cash Fund Request for Appropriations FY 2025/2026

01) American Rescue Plan	112120-54827	\$199,438.00
02) Assessor Revolving	120133-55000	\$172.00
03) Co Brdg & Rd Imp Dist #1	202910-50000	\$12,619.17
04) Co Brdg & Rd Imp Dist #2	202920-50000	\$205,375.02
05) Co Brdg & Rd Imp Dist #3	202930-50000	\$20,695.43
06) County Clerk Lien Fee Payroll	119170-51000	\$16,383.06
07) County Clerk Rec Mgmt/Presrv Fee	115170-54000	\$51,256.10
08) Fairgrounds	128700-55000	\$45,686.06
09) Farm Market Fund	133285-54000	\$4,450.00
10) Farm Market Fund Payroll	133285-51000	\$1,790.00
11) Health	105265-54000	\$31,574.50
12) Highway District #1	110910-51000	\$80,000.00
13) Highway District #1	110910-54000	\$39,688.38
14) Highway District #2	110920-51000	\$179,189.53
15) Highway District #3	110930-51000	\$90,000.00
16) Highway District #3	110930-54000	\$143,474.15
17) Highway District #3	110930-55000	\$23,185.90
18) Jail Commissary	204553-54000	\$85,762.49
19) Sales Tax	619150-54000	\$602,493.96
20) Sheriff Service Fees	116500-54000	\$2,548.79
21) Sheriff Service Fees	116500-55000	\$122,642.50
22) Sheriff Service Fees	116554-54000	\$6,825.11
23) Sheriff Service Fees	116552-54000	\$148,543.69
24) Sheriff Service Fees	116500-51000	\$4,820.12
25) Sheriff Service Fees	116450-51000	\$89,293.17
26) Stop Violence Against Women Payroll	602166-51000	\$4,594.00
27) Treasurer Certification Fee	114150-53000	\$9,370.00

[March through April 2026](#)

- 25. Discussion and possible action regarding Amendment to the February 23, 2026, Agreement for Online Auction Portal between the Cleveland County Treasurer and GovEase Auction, LLC, to amend Exhibit A: Scope of Services, Exhibit B: Fees and Billing, and Exhibit D: Service Provider Addendum for Payment Processing for Governmental Entities due to GovEase now hosting payments in-house instead of through a 3rd party vendor.**

[Amendment to Agreement for Online Auction Portal with GovEase Auction, LLC](#)

Information Technology

- 26. Discussion and possible action regarding adding Scott Klepper as Receiving Officer to all IT accounts-100270**

[IT- Scott Klepper Add Receiving](#)

End of Consent Agenda

Bid Opening

27. Discussion and possible action regarding **Bid #SHE-2193**- One (1) Year non-encumbered contract for the purchase of .30 caliber sound suppressors for the Cleveland County Sheriff's Office. Contract term will run from May 15, 2026 to May 14, 2027.

[Agenda Request Form - #SHE-2193](#)

A motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, to accept the bids and to postpone the decisions to award or reject the bids until a later date. At that time, the purchasing department will review and tabulate the bids and present its findings to the Board of County Commissioners.

Big Boys Guns & Ammo

Clyde Armory, Inc

Dana Safety Supply

Griffin Armament

ProForce

The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

No new business was presented at this time for discussion.

Unfinished Business:

28. Discussion and possible action regarding Bid #HWY-2191-One (1) year non-encumbered contract for Highway and Bridge Materials for the County Commissioners. The bid term will start May 5, 2026 and end on May 4, 2027.

[Bid HWY2191](#)

Upon the recommendation of Keri Lyles, a motion was made by Chairman McHughes, seconded by Member Cleveland, to postpone the awarding or rejecting of the bids until a later date. The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

29. Discussion and possible action regarding Bid #SHE-2192-One-year (1) non-encumbered contract for the purchase of ammunition for the Cleveland County Sheriff's Office. Bid term will run from May 1, 2026 to April 30, 2027.

[Bid 2192](#)

Upon the recommendation of Keri Lyles, a motion was made by Chairman McHughes, seconded by Member Cleveland, to postpone the awarding or rejecting of the bids until a later date. The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

No statement or announcements were made by the Board members during this meeting.

Executive Session

- 30.** Discussion and possible action regarding - Executive Session for the purpose of the following: Discussion of the Cleveland County Juvenile Detention Facility. Executive Session is authorized by:

25 O.S. §307(B)(4): confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.

25 O.S. §307(B)(7) and 10A O.S. §2-6-102: discussing any matter where disclosure of information would violate confidentiality requirements of state or federal law.

At 1:02 P.M., a motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, to go into executive session with Neva Hill and Tracy Spurgeon. The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

- 31.** Discussion and possible action regarding - Action regarding Executive Session for the purpose of discussion of the Cleveland County Juvenile Detention Facility pursuant to 25 O.S. §307(B)(4), 25 O.S. §307(B)(7). and 10A O.S. §2-6-102.

At 1:31 P.M., a motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, to reconvene from executive session. The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

No action was taken on executive session.

Adjourn

At 1:32 P.M., a motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, to adjourn the meeting. The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

**Board of County Commissioners
CLEVELAND COUNTY, OKLAHOMA**

Chairman

ATTEST:

Pam Howlett, County Clerk

Minutes Prepared by: _____
Deputy County Clerk

Cleveland County, OK
Cleveland County Office

*201 South Jones
Norman, OK 73069
Suite 200*



Board of County Commissioners
Meeting Minutes

Thursday, April 30, 2026
11:15 AM

*Jacob McHughes - Chairman
Rusty Grissom - Vice Chairman
Rod Cleveland - Member*

<https://www.clevelandcount yok.com/>

Meeting Called to Order**Roll Call**

Present: Chairman Jacob McHughes, Vice Chairman Rusty Grissom, and Member Rod Cleveland

Notice of the meeting was properly posted on April 28, 2026.

Public Comment: No comments from the public was made during this meeting.

Executive Session

1. Executive Session for the purpose of the following: Discussion regarding the appointment of the Cleveland County Sheriff as authorized by 25 O.S. §307(B)(1).

A motion was made by Member Cleveland, seconded by Vice Chairman Grissom, to go into executive session at 11:15 a.m.. The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

2. Action regarding Executive Session for the purpose of the appointment of the Cleveland County Sheriff as authorized by 25 O.S. §307(B)(1).

A motion was made by Member Cleveland, seconded by Vice Chairman Grissom, to reconvene the meeting into open meeting at 12:05 P.M. The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

Commissioner Cleveland presented a resolution for the record outlining the process for appointing a successor to serve the remainder of the unexpired term as Cleveland County Sheriff. The Board of County Commissioners intends to ensure a fair and transparent application process to select a qualified candidate.

The application period will open immediately and remain available until 5:00 p.m. on Thursday, May 14, 2026. Applications may be submitted either to the Commissioners' office or through the Cleveland County Job Opportunity Page, where applicants can access the necessary forms and submit any required supporting materials.

All submitted applications will be forwarded to legal counsel, who will compile them into uniform packets for each Commissioner. Each packet will include an acknowledgment sheet for Commissioners to initial, confirming receipt. These packets will be distributed and completed by Friday, May 15, 2026.

The review of applications and selection of candidates for interviews will take place May 25–26, with the Chairman calling any necessary special meetings for interviews. These interviews will be conducted in executive session, and the final appointment will be made in an open meeting following the completion of all interviews.

Commissioner Cleveland made a motion to approve the resolution regarding the application process for the vacant position, which was seconded by Vice Chairman Rusty Grissom.

The motion carried by the following vote:

Aye: 3 - Chairman McHughes; Vice Chairman Grissom; and Member Cleveland

During Board Member Statements, Commissioner Cleveland discussed that the Board will work diligently to select a qualified replacement as they go through the application process. All applicants will be vetted and the process should be completed within sixty days. Commissioner Grissom emphasized that this is a significant decision for the Board and stressed the importance of selecting the most qualified individual for the position. He noted that the Board has a responsibility to help restore trust in Cleveland County and, above all, to ensure responsible stewardship of taxpayer dollars.

Adjourn

A motion was made by Vice Chairman Grissom, seconded by Chairman McHughes, to adjourn the meeting at 12:11 P.M. The motion carried by the following vote:

Aye: 3 - Chairman McHughes, Vice Chairman Grissom, and Member Cleveland

**Board of County Commissioners
CLEVELAND COUNTY, OKLAHOMA**

Chairman

ATTEST:

Pam Howlett, County Clerk

Minutes Prepared by: _____
Deputy County Clerk

Approved Quote from Singlewire Software for our yearly subscription for advanced notifications in the amount of \$2,200.00.

May __, 2026

By: _____
Chairman

By: _____
Vice-Chairman

By: _____
Member

Attest: _____

By: _____
Deputy

ADA _____

QUOTE Q- 107582

Created Date: March 31, 2026

Expiration Date: June 30, 2026



Singlewire Renewals Specialist: Matthew Shafranski

Phone: (608) 421- 7232

Email: matthew.shafranski@singlewire.com

Account Name: Cleveland County - OK

Primary Contact:

Important: Subscription service will end if contract is not renewed by 6/30/2026

Please send purchase orders to matthew.shafranski@singlewire.com

PRODUCT NAME	SKU	QTY	CUSTOMER UNIT PRICE	CUSTOMER NET TOTAL
InformaCast Advanced Notification Subscription Licensing Term 1 Year(s)	SS- 1YR- AM- TIER 2	250	\$8.80	\$2,200.00

Customer Net Total

\$2,200.00

The Net Total amount is the total one-time cost for the full term of the contract.

QUOTE ACCEPTANCE

This quotation is issued in **US Dollars**. All orders must be submitted in US Dollars for acceptance. If your purchasing process does not require issuance of a purchase order, the following acceptance may be signed. Acceptance: customer hereby desires to place the above **checked or circled selection** and order under the terms included on this quote.

Signature: _____ Date: _____

Name: _____ Title: _____

BY ACCEPTING THIS QUOTE, INCLUDING, WITHOUT LIMITATION, BY SIGNING THIS DOCUMENT, ISSUING A PURCHASE ORDER OR SIMILAR DOCUMENT TO SINGLEWIRE FOR THE PRODUCTS IDENTIFIED IN THIS DOCUMENT, OR ACCESSING, USING, OR ACCEPTING RECEIPT OF THE PRODUCTS IDENTIFIED IN THIS DOCUMENT, CUSTOMER ACKNOWLEDGES AND AGREES THAT CUSTOMER'S ACCESS TO, USE OF, AND/OR RECEIPT OF THE PRODUCTS IDENTIFIED IN THIS DOCUMENT SHALL BE GOVERNED BY, AND SUBJECT IN ALL RESPECTS TO, THE FOLLOWING (COLLECTIVELY, THE "GOVERNING TERMS"): SINGLEWIRE MASTER TERMS AND CONDITIONS, AVAILABLE AT WWW.SINGLEWIRE.COM/TERMS; SINGLEWIRE INFORMACAST ADVANCED SERVICES SCHEDULE, AVAILABLE AT [HTTPS://WWW.SINGLEWIRE.COM/SERVICE-SCHEDULE-INFORMACAST-ADVANCED](https://WWW.SINGLEWIRE.COM/SERVICE-SCHEDULE-INFORMACAST-ADVANCED)

THE TERMS ARE INCORPORATED HEREIN BY REFERENCE AS IF FULLY STATED HEREIN AS AN INTEGRAL PART HEREOF. CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT CUSTOMER'S ACCESS TO, USE, AND RECEIPT, AND SINGLEWIRE'S DELIVERY AND PROVISION, OF THE PRODUCTS IDENTIFIED IN THIS DOCUMENT ARE EXPRESSLY CONDITIONED UPON THE GOVERNING TERMS WITHOUT MODIFICATION UNLESS, AND SOLELY TO THE EXTENT, WAIVED, AMENDED OR MODIFIED BY AN OFFICER OF SINGLEWIRE IN A MANUALLY SIGNED ELECTRONIC OR WRITTEN DOCUMENT. FOR CLARITY, ANY ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS IN ANY FORM DELIVERED BY CUSTOMER OR ON CUSTOMER'S BEHALF ARE HEREBY DEEMED TO BE MATERIAL ALTERATIONS AND NOTICE OF OBJECTION TO THEM AND REJECTION OF THEM IS HEREBY GIVEN BY SINGLEWIRE UNLESS OTHERWISE AGREED BY AN OFFICER OF SINGLEWIRE IN A MANUALLY SIGNED ELECTRONIC OR WRITTEN DOCUMENT.

QUOTE Q- 107582

Created Date: March 31, 2026

Expiration Date: June 30, 2026



Scope of Work x Cleveland County

Project Name: Cleveland County Wellness

Prepared For: Cleveland County

Prepared By: bfac.com / Heather McMullan & Jean Rizk

Project Cost: Year 1: 5,999.00 Year 2 and beyond: 1,999.00 per year

Project Overview

bfac.com will design, develop, and deploy a custom mobile application for Cleveland County.

Key Features

The program is a 90-day wellness challenge with a goal of 180 points per participant. Points will be earned through a variety of healthy habits across the following categories:

1 - PHYSICAL ACTIVITY

- Gym workout (30+ minutes)
- Walking at lunch
- Running or jogging
- Cycling (indoor or outdoor)
- Strength training
- 10,000 steps in a day
- 10 flights of stairs
- Stretching or mobility work (10–15 min)
- Fitness classes: Yoga, Zumba, Cardio Kickboxing, Tai Chi, Soul Dancing
- Recreational sports (basketball, pickleball, tennis, etc.)
- Swimming
- Hiking — Saxon Park (1+ mile loop) or Ruby Grant Park (1.25 mile loop)

2 - PREVENTATIVE HEALTH

- Wellness check at Classen (free)
- InBody scan (encouraged at start and end of program)
- Blood pressure or pulse check
- Annual physical or doctor visit
- Dental check-up
- Vision exam
- Blood drive participation

3 - MENTAL & EMOTIONAL WELLNESS

- Meditation (5–10+ minutes)
- Deep breathing exercises
- Journaling
- Daily gratitude list (3 things)
- Reading (non-work related)
- Attending a counseling or therapy session
- Listening to a wellness or personal growth podcast

4 - NUTRITION & HEALTHY HABITS

- Attend a healthy cooking class
- Cook a healthy meal at home
- Meal prep for the week
- Pack a healthy lunch (must include fruit, vegetable, and protein)
- Try a new healthy recipe

5 - SOCIAL & COMMUNITY WELLNESS

- Participate in a group fitness class
- Join a walking group
- Attend a wellness event
- Volunteer (1+ hour of community service)
- Attend a hosted hike or outdoor meetup

6 - WORKPLACE WELLNESS

- Take the stairs instead of the elevator
- Stretch break during the workday

7 - OUTDOOR & RECREATIONAL WELLNESS

- Walk a trail
- Visit a park
- Gardening or yard work
- Outdoor yoga
- Kayaking, paddleboarding, or fishing
- Play outside with pets
- Weekend hike (weather dependent)

8 - BONUS / HIGH-IMPACT ACTIVITIES

- Complete both beginning and ending wellness check + InBody scan
- Blood drive participation
- Attend multiple classes in one week
- Consistency streak (5+ active days in a row)
- Host or organize a wellness activity

One key feature is a photo submission option so participants can verify completed activities (review and approve points on the back end).

Deliverables

1. **Mobile App Design & Development** – UI/UX design, coding, and configuration for iOS and Android.
2. **Backend & Database Setup** – Secure storage of user data, payment details, and rewards tracking.
3. **Testing & Quality Assurance** – Comprehensive testing to ensure stability, usability, and performance.
4. **App Store Deployment** – Submission to Apple App Store and Google Play Store.

Timeline

The project will be completed within **2 to 3 months** from the date of signed agreement and receipt of all required assets (logos, brand guidelines, content, etc.) based on the following phases.

Cost

The total cost for the initial app build in year one is \$5,999.00. Year two and beyond is \$1,999.00 per year to maintain.

- Includes design, development, testing, and launch.
- Any additional features, changes, or post-launch updates will be billed separately at agreed-upon rates.

Client Responsibilities

- Provide branding materials (logo, color palette, etc.).
- Supply all necessary content (text, images, legal documents).
- Approve designs and key milestones in a timely manner.

Next Steps

To begin development, Old West must:

1. Approve this Scope of Work.
2. Sign the development agreement.
3. Submit an initial deposit as outlined in the contract.

Cleveland County: Print Name

bfac.com: Print Name

Cleveland County: Signature

bfac.com: Signature

Cleveland County: Date

bfac.com: Date

[Empty box for Resolution Number]

Resolution Number

DECLARATION OF SURPLUS

WHEREAS, in compliance with 19 O.S. §§ 339, & 421 thru 421.2, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control the following described assets of the PIO Joy Hampton office or department:

Description	Inventory ID # Original Cost	Serial number Date Acquired
Nikon Camera DX Format PIO	D205-17	
	\$ 896.95	2019

Signature of officer requesting declaration of surplus:

[Handwritten Signature]

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

The Board further directs that in accordance with 62 O.S. § 335, proceeds collected from the disposal of said property be deposited into the General Fund, which is the fund from which said property was purchased.

Passed and approved in open meeting this 4 day of May, 2026

ATTEST:

Cleveland

County Clerk

County, Oklahoma

By: _____

Deputy

Chairman _____

Member _____

Member _____

April 24, 2026

Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

RE: LETTER OF SUPPORT—2026 SS4A FUNDING TO RECONSTRUCT AND
IMPROVE A PORTION OF TECUMSEH ROAD AND A PORTION OF ROCK CREEK
ROAD FOR SAFETY

Honorable Secretary,

On behalf of Cleveland County Oklahoma, it is my pleasure to support the City of Norman for the Tecumseh Road and Rock Creek Road SS4A Grant Application. This project would fund improvements to Tecumseh Road between Hollister Trail and 24th Avenue NE as well as to Rock Creek Road between Queenston Avenue and 24th Avenue NE.

The improvement projects will benefit residents of both the City of Norman as well as those of Cleveland County. The projects will enhance connectivity, increase traffic safety, and provide multimodal improvements including bike paths, pedestrian sidewalks, and ADA compliance. The recently adopted ACOG Regional Safety Action Plan supports this infrastructure implementation project.

The improvements to these two roadways have received voter approval in Norman. The improvements area priority in the ACOG Long Range Transportation Plan “Encompass 2045” as well as in the City of Norman’s adopted Comprehensive Transportation Plan.

I am pleased to provide Cleveland County support for these important improvements and appreciate your consideration for the SS4A Grant Applications that will make these improvements possible.

Sincerely,

CLEVELAND COUNTY, OKLAHOMA
BOARD OF COUNTY COMMISSIONERS

SERVICE AGREEMENT FOR CONSTRUCTION

CONTRACT made as of the 4 day of May, 2026

BETWEEN the COUNTY: The Board of County Commissioners of the
County of Cleveland
201 South Jones
Norman, Oklahoma 73069

Contact Person: Brian Wint, Project Manager
Address: Cleveland County Courthouse
201 S. Jones, Suite 260
Norman, Oklahoma 73069
Telephone Number: 405-366-0670

and the VENDOR: WSM MEP, Inc.
Address: 1349 E. Indian Hills Rd.
Norman, OK 73071

Contact Person: Cecily Odell
Telephone Number: 405-515-8200
Email: Cecily.o@wsmok.net.com

for the following maintenance or services: Bid #COM-2190

Installation of a new air handler for the Cleveland County Courthouse and business
offices located at 201 S. Jones and 200 S. Peters, Norman, OK.

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

Assistant District Attorney

Date

THE COUNTY AND THE CONTRACTOR AGREE AS SET FORTH BELOW.

ARTICLE 1
SERVICES

1. The Contractor's submitted bid is part of this contractual agreement. This includes warranties, exclusions, additions and accepted alternates.
2. The Cleveland County Courthouse has an outdated Air Handler System that we are needing to replace. This will include the removal of the old unit and installation of a new unit and all the related components.
3. Other Performance Requirements
 - a. Contractor agrees to possess and demonstrate compliance with all licenses, certifications, and permits that are required to lawfully perform the duties under this contract. Loss of required permit or license by the Contractor shall automatically terminate this contract.
 - b. The Contractor shall not reassign this contract, or any part thereof, or engage in any subcontract to provide the services herein without prior written approval of the County. If approved, the Contractor shall be liable for any act of the subcontractor, including any act that constitutes a breach of this contract. An approved subcontractor shall be subject to the terms of this contract or grantor agency.
 - c. In the performance of all services rendered under this contract, the Contractor shall act solely as an independent contractor and nothing herein shall at any time be construed so as to create the relationship of employer and employee, partnership, principal and agent, or joint venture between the parties.
 - d. Contractor assures that neither the Contractor nor anyone subject to the contractor's direction or control has paid, given, or donated or agreed to pay, give, or donate to any officer or employee of the County any money or other thing of value, either directly or indirectly, in procuring this contract herein.

ARTICLE 2
INSURANCE/LIABILITY

1. The Contractor agrees to maintain Workers' Compensation insurance to cover the acts of Contractor and its employees or agents regarding any services rendered pursuant to this contract.
2. If the project is for more than one hundred thousand dollars (\$100,000), the Contractor must maintain general liability insurance for the duration of the project.
3. If the project is for more than one hundred thousand dollars (\$100,000), Contractor shall present a performance bond or irrevocable letter of credit made payable to the County in the amount of the contract.
4. 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.
5. All work including equipment, materials and workmanship must carry a minimum of one (1) year warranty. If the bid required more than one (1) year of work, the Contractor must provide the warranty specified in the bid.
6. The Contractor agrees to indemnify and hold harmless the County for any negligent acts of Contractor in the performance of this Contract.

ARTICLE 3
TERM OF CONTRACT AND RENEWAL

1. Construction to begin after approved Contract/PO Substantial completion shall be 8 days Substantial completion may be adjusted if agreed to by both parties as set forth in Article 6 below. Any non-conforming work remaining must be completed within thirty (30) calendar days of substantial completion and is required before final payment or retainage release is made. Contractor shall not commence work, commit funds, incur costs, or in any way act to obligate the County until the contract is effective.
2. This contract may be terminated by the contractor with seven (7) calendar days written notice to the County if work has been stopped for thirty (30) consecutive days through no fault of the contractor.
3. The County may terminate the contract with seven (7) calendar days written notice to the Contractor. If the contractor has made financial purchases for materials or permits, the County shall reimburse the Contractor for those expenses, provided they were made prior to the date of the notice to stop or suspend work.

ARTICLE 4
CONTRACT AMOUNT

1. In accordance with the terms of this contract, the County will pay the Contractor an amount not to exceed \$312,888.00 unless amended in writing an approved by Contractor and the County, payable to the Contractor as set forth below.
2. The final sum will be subject to any approved change orders approved by the Board of County Commissioners.

ARTICLE 5
CHANGE ORDERS

- 1 A change in work must be agreed to by the County. If the amount of the contract is to change, the change shall be approved by the Board of County Commissioners.
- 2 All change orders must be submitted to the County and titled, "CHANGE ORDER REQUEST" and numbered sequentially. No change orders that have a financial impact will be paid unless approved first by the appropriate board.
- 3 Approved change orders will become part of this agreement and subject to the terms of this agreement.

ARTICLE 6
NOTICES

All notices, approvals or requests allowed or required by the terms of any Contract Document shall be in writing, reference the Contract with specificity and deemed delivered upon receipt or upon refusal of the intended party to accept receipt of the notice. Notices shall be sent to the County at the physical address set forth below. Notice information may be updated in writing to the other

party as necessary. Notwithstanding any other provision of the Contract, confidentiality, breach and termination-related notices shall not be delivered solely via e-mail.

If sent to the County:

Cleveland County Board of County Commissioners or appropriate Authority
201 S. Jones
Norman, OK 73069

If sent to the Contractor:

ARTICLE 7
PURCHASE ORDER AND PAYMENTS

1. This contract is null and void unless the amount of the contract has been encumbered by the Cleveland County Clerk. Upon approval of this contract a Purchase Order Number will be issued by Cleveland County as set out below.
2. If the construction work is to be completed in sixty (60) days or less, there will only be a final payment. Payments for portions of non-conforming work will be withheld until corrected to meet the construction requirements.
3. Construction lasting longer than sixty (60) days may receive partial payments based on a percentage of completed work. An invoice must be submitted to the county with supporting documentation for payment.
4. The County may retain five percent (5%) of the contract amount to be released at the completion of the project.
5. If the contractor intends to receive partial payments, it is the responsibility of the contractor to submit to the County a Schedule of Values with this contract.
6. County shall only pay upon receipt of an invoice for services, which shall be submitted to the County not more than sixty (60) days from the day services were last rendered during the invoice month. Invoices shall be submitted to Cleveland County, c/o Brian Wint. The County agrees to make payment to Contractor within forty-five (45) days of receipt of a proper invoice.

ARTICLE 8
DISPUTES

In the event that a dispute cannot be resolved by the parties and litigation is needed, the parties agree jurisdiction and venue shall be in the District Court of Cleveland County, State of Oklahoma.

ARTICLE 9
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. §1500 et. seq., 19 O.S. §1, 19 O.S. §339 and Title 61 of the Oklahoma Statutes. This contract is awarded under solicitation Bid #COM-2190 WSM MEP, Inc. was the named vendor in the award pursuant to solicitation Bid #COM-2190.

APPROVED this _____ day of _____, 20_____.

BOARD OF COUNTY COMMISSIONERS
CLEVELAND COUNTY, OKLAHOMA

Chairman _____

Commissioner _____

Commissioner _____

ATTEST:

Pam Howlett, County Clerk

VENDOR:
WSM MEP, Inc.

By: Cecily Odell

Attest or Notary:

Alex Carroll

ALEX CARROLL
Notary Public, State of Oklahoma
Commission # 24004316
My Commission Expires 03-29-2028



CLEVELAND COUNTY PURCHASING DEPARTMENT
 CLEVELAND COUNTY OFFICE BUILDING
 NORMAN, OKLAHOMA

INVITATION TO BID

Please review the terms & conditions and bid regulations on pages 2, 3 & 4 relating to submission of this bid.

Please mark your bid envelope clearly,
 "SEALED BID #COM-2190/CLOSING 4/13/2026

BID NUMBER: #COM-2190

ISSUE DATE: 3/17/2026

BID CLOSING DATE & HOUR
 4/9/2026 @ 4:30 P.M.

BID OPENING DATE & HOUR
 4/13/2026 @ 1:00 P.M.

RETURN BIDS TO:

Ceri Lyles, Purchasing
 CLEVELAND COUNTY PURCHASING DEPARTMENT
 201 S. Jones, Suite 240
 Norman, OK 73069
 Phone Number: 405-366-0224
 Email: klyles@clevelandcountyoak.com

DESCRIPTION:

Installation of a new air handler for the courthouse and business offices located at 201 S. Jones and 200 S. Peters in Norman. This will include the removal of the old unit and installation of a new unit and all the related components. The County intends to use ARPA Federal Funds for the project and as such will need to comply with federal purchasing guidelines 2CFRR 200.
 Proj. Code #3.009/Obj. Code #54827

Bidders's FEI/SSN: 73-1004696
 Company: WSM M&P, Inc
 Address: 1349 E Indian Hills Rd
Norman OK 73071
 Contact Name: Cecily Odeh
 Phone Number: 405 515 8200
 Fax Number: NA
 Email Address: Cecily.O@wsmax.net

Main Unit Brand/Model: Temtrol-ITF
 Type/Brand of Purifier: AmosAir
 Warranty on Equipment/Labor: 2 yrs
 Total Bid Price: \$312,888.00
 Replacement Schedule - 8 days
 Mandatory pre-bid meeting: Tuesday, March 31, 2026 at 10:00 AM in the Commissioner's Conference Room at 201 S. Jones Suite W235 Norman, OK

THIS AFFIDAVIT MUST BE EXECUTED FOR THE BID TO BE CONSIDERED

AFFIDAVIT: I, the undersigned of lawful age, being first duly sworn on oath say that he (she) is the agent authorized by the bidder to submit the attached bid. I further state that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any County Official or employee as to quantity, quality or price in the prospective contract or any other terms of said prospective contract; or in any discussion between bidders and any County Official concerning exchange of money or thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of Cleveland County (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

I, the undersigned, do hereby certify that I am not a person, firm or corporation who is convicted of or pleads guilty to a felony involving fraud, bribery, corruption or sales to the State or to any of its political subdivisions may make sale of real or personal property to Cleveland County.

I further state that full payment shall be made of all indebtedness incurred by such contractor or his subcontractor who performs work in performance of any contract using labor, and or materials or repairs to and parts for equipment used and consumed in performance of a contract with Cleveland County, and the execution of this affidavit shall constitute perjury and is punishable as provided by law.

Bidder's Name (Type or Print): WSM M&P Inc

Bidder's Signature: Daniel Lee

Subscribed and sworn before me this 9 day of April, 2026.

My Commission Expires: 1/28/2029

Notary Public State of Oklahoma
 Taylor Bond
 My Commission # 21001338
 Expires 1/28/2029

Taylor Bond
 NOTARY PUBLIC (CLERK)

CLEVELAND COUNTY

GENERAL TERMS AND CONDITIONS

1. **Contract Type:**
This bid is submitted as a legal offer and any bid when accepted constitutes a firm contract. **HOWEVER, COUNTY RESERVES RIGHT TO RE-BID AT ANY TIME.** Firm Prices will be F.O.B destination.
2. **Preparation of Bids:**
 - a. Bidders are expected to examine the solicitation, statement of work, instructions, and all amendments. Failure to do so will be at the bidder's risk.
 - b. Each bidder shall provide the information required by the solicitation. Bids shall be typewritten or written in ink. Penciled bids, faxed or emailed bids will not be accepted. The person signing the bid shall initial erasures or other changes.
 - c. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized sworn "Statement of Non-Collusion" with original signatures. Bids without a notarized signature or seal will be rejected. Affidavit is supplied on front page of Invitation to Bid. **NOTE: NEW REQUIREMENT!! "AFFIDAVIT FOR PAYMENTS AND CONTRACTS" MUST BE SIGNED AND NOTARIZED AND INCLUDED WITH YOUR BID.**
 - d. Unit prices will be guaranteed correct by the bidder.
 - e. Recipients of this solicitation not responding with a bid shall write "NO BID" on the front of the envelope being mailed.
 - f. **PLEASE PUT ADDITIONAL BIDS IN SEPARATE SEALED ENVELOPES.**
3. **FOB Destination and Shipping Instructions:**
Unless otherwise specified, all goods are to be shipped pre-paid, F.O.B. Destination. F.O.B. Destination shall mean delivered to the receiving dock or other point specified in the purchase order. The county assumes no responsibility for goods until accepted at the receiving point in good condition. Title and risk of loss or damage to all items shall be the responsibility of the contract supplier until accepted by the ordering agency. The successful supplier shall be responsible for filling, processing and collecting all damage claims.
4. **Delivery:**
For any exception to the delivery date as specified on this order, vendor shall give prior notification and obtain written approval thereto from the Purchasing Agent or appropriate buyer with respect to delivery under this contract. Time is of the essence and the order is subject to termination for failure to deliver as specified.
5. **Amendments to Invitation to Bid:**
 - a. If this solicitation is amended, then all terms and conditions, which are not modified, remain unchanged.
 - b. Bidders shall acknowledge receipt of any amendment to this solicitation by signing and returning the amendment form. The Cleveland County Purchasing Department must receive the acknowledgement by the opening time and date specified for receipt of bids.
6. **Rejection:**
All goods or materials purchased herein are subject to approval by the end user. Any rejection of goods or materials resulting because of nonconformity to the terms and specifications of this order, whether held by the end user or returned, will be at the Vendor's risk and expense.
7. **Bid Compliance:**
The County reserves the right to reject any bid that does not comply with the requirements and specifications of the solicitation. A bid shall be rejected when the bidder imposes terms or conditions that would modify requirements of the solicitation or limit the bidder's liability to the County.
8. **Evaluation and Award:**
 - a. The County shall evaluate bids in response to this solicitation and will award a contract based on lowest and best criteria in accordance with Oklahoma Statutes.
 - b. Acquisition based on lowest and best criteria which includes, but not limited to, the operational cost the County, quality and/or technical competency, delivery and /or implementation schedule, maximum facilitation, data exchange and/or integration, warranties, guarantees, return policy, vendor stability, best solution to proposed planning documents and/or strategic program, vendor experience, vendor prior performance, vendor expertise with similar scope, extent and quality of proposed participation and acceptance of all user groups, proven methodology and tools, innovative use of current technologies and quality results by vendor.
 - c. The County may (1) reject any or all bids, (2) accept other than the lowest bid, and (3) waive informalities or minor irregularities in bids received.
 - d. The County reserves the right to accept by item, group of items or by the total bid.
 - e. The County may award multiple contracts for the same or similar to two or more sources under this solicitation.

**CLEVELAND COUNTY
GENERAL TERMS AND CONDITIONS CONTINUED**

9. Notice of Award/Rejection Letter:

A letter and bid summary will be furnished to each bidder after bid is approved/awarded by the Board of County Commissioners. The awarded vendor must contact the Department listed for order information. No order may be placed without a purchase order being issued by Cleveland County.

PURCHASING AND BID REGULATIONS:

BID PROCEDURES

A Bid selection. If no bids are received and a new bid is not issued, the County Purchasing Agent may solicit telephone quotes from three or more vendors selected at random and select the lowest and best bid.

B Formal requirements on bid form.

1. Submitted bids shall be in strict conformity with the instructions to bidders and shall be submitted on the approved form. All bids, quotations, and contracts shall be typewritten or written in ink. Any corrections to this instrument shall be initialed in ink.
2. This form must be made out in the name of the bidder and must be properly executed by an authorized person, in ink, and notarized with full knowledge and acceptance of all its provisions.
3. Bids and any bid amendments thereto shall be submitted in a single envelope, package, or container and shall be sealed. The name and address of the bidder shall be inserted in the upper left corner of the single envelope, package or container. **BIDDER NAME, BID NUMBER AND BID CLOSING DATE MUST APPEAR ON THE FACE OF THE SINGLE ENVELOPE, PACKAGE, OR CONTAINER.**

C Bid Contents -- Terms and Conditions

1. **Entire Agreement.** The General Terms & Conditions of this solicitation, together with the specifications and any other documents made a part of the bid package, shall constitute the entire agreement between the parties. The selected bidder will be required to enter into a contract approved by the Cleveland County District Attorney's office within 30-days. Failure to do so will result in the bid award being retracted and the award going to the next selected bidder or rebid.
2. **Addendums.** An addendum will be issued for any changes or waivers of specifications, terms, or conditions of a bid. This addendum must be issued by the County Purchasing Department.
3. **Offer Firm for Thirty Days.** Bid prices will be firm until approved by the Board of County Commissioners or for 30 calendar days from the bid opening date.
4. **Unit and Total Prices.** Prices per unit should be clearly shown and extended. Bidder guarantees the unit price to be correct.
5. **Items to be New.** Unless otherwise stated with the solicitation, goods, materials or equipment offered are to be new and of current design.
6. **Shipping Instruction.** Firm price should be F.O.B. destination unless otherwise specified. The bidder shall prepay all packaging, handling, shipping & delivery charges.
7. **Inspection and Rejections.** All goods and materials shall be subject to inspection by the receiving officer. Any goods not in complete conformance with the contract specifications, defective in material or workmanship, or found to contain latent defects, may be rejected. Such goods are to be removed and replaced by and at the cost of the vendor promptly after notification. The costs of inspection and risk of loss shall be borne by the vendor.
8. **Exemption from Taxes.** Purchases made by the County are exempt from State Sales Taxes (68 Okla. Stat. 71&23532) and from Federal Excise Taxes (Chapter #32 of the Internal Revenue Code). These taxes should not be included in price quotation.

D Submission Procedures

1. **Sealed Envelope.** Bids must be submitted in a sealed envelope with the name and address of the vendor, the bid number and date and time of closing clearly marked on the outside of the envelope. See illustration.

<p>Vendor name Vendor address</p>	<p>Cleveland County Purchasing Attn: Kerl Lyles 201 S. Jones, Suite 240 Norman, OK 73069</p>
<p>Bid # _____ Date _____ Time _____</p>	

PURCHASING AND BID REGULATIONS CONTINUED:

2. **Where to Submit.** File the bid proposal with Cleveland County Purchasing, either by mail or in person, before 4:30 p.m., on Thursday, April 9, 2026. Bids received after this time will be rejected and returned unopened. All bids will be opened at 1:00 p.m., Monday, April 13, 2026, during the County Commissioners' meeting held at 201 S. Jones, Suite 200, Norman, OK 73069.
3. **Change or Withdrawal of Bid.** A bid may not be changed or withdrawn after it has been received unless changes are to be made by submission of a substitute bid or a letter may be submitted to the Purchasing Agent withdrawing a bid before the bid due date which will be returned to the vendor.
4. **Late Bids.** The time/date stamp in the Cleveland County Purchasing Department shall be the official time of receipt. Bids received after the due date & time listed on the solicitation will be rejected. Late bids shall not be accepted. Late bids will be returned to the vendor unopened.
5. **Bid Questions**
If you have any questions regarding the bid specifications, contact Brian Wint, Cleveland County Project Manager, at (405) 366-0670.
If you have any questions regarding the bid deadlines, etc., contact Kerl Lyles, Purchasing at (405) 366-0224.
6. **Payments.** For prompt payment of all invoices, please submit original invoice with reference to the Cleveland County purchase order number, to the ordering agency. Upon receipt of properly executed invoice and receiving report from the ordering agency, payment will be processed. If the original invoice and receiving report are received by the Invoice Clerk by 11:00 a.m. on Fridays, payment will be processed for the following second Monday. If the invoice totals \$25,000.00 or more, the attached "AFFIDAVIT FOR CONTRACTS AND PAYMENTS" must be filled out, notarized and included with this sealed Invitation to Bid.

E Grounds for Rejection

Any bid which does not meet the requirements or specifications of the solicitation or is unsuitable for the intended use, or does not comply with these rules and regulations may be rejected. The County Commissioners reserve the right to reject any or all bids when such is deemed in the best interest of the County.

F. Open Records

All bids received are subject to the Oklahoma Open Records Act, and as such, may be acquired and distributed by the County as requested.

TERMINATION

Subject to the provisions below, the contract award derived from this Invitation to Bid may be terminated by either party upon thirty (30) days advance written notice to the other party; but if any work or service hereunder is in progress, but not completed as of the date of termination, then this contract may be extended upon written approval of the County until said work or services are completed and accepted.

1. Termination of Convenience

This contract award shall be considered to be in force until the expiration date or until 30 days after notice has been given by either party of its desire to terminate the contract.

2. Termination for Default

Termination by the County for cause, default, or negligence on the part of the Bidder shall be excluded from the foregoing provision; termination costs, if any, shall not apply. The thirty (30) days advance notice requirement is waived in the event of Termination for Cause.

3. Immediate Termination

Immediate termination shall be administered when violations are found to be an impediment to the function of the County and detrimental to its cause, or when conditions preclude the 30-day notice.

AFFIDAVIT FOR CONTRACTS AND PAYMENTS

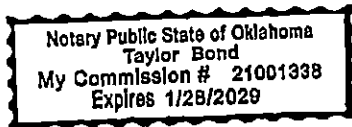
Cleveland County Oklahoma

STATE OF OKLAHOMA]
] ss
COUNTY OF CLEVELAND]

The undersigned (architect, contractor, supplier or engineer), of lawful age, being the first duly sworn, on oath says that this contract is true and correct. Affiant further states that the (work, services or materials) will be (completed or supplied) in accordance with the plans, specifications, orders or requests furnished the affiant. Affiant further states that (s)he has made no payment directly or indirectly to any elected official, officer or employee of the State of Oklahoma, any County or local subdivision of the state, of money or other thing of value to obtain or procure the contract or purchase order.

Cecily Odell
(Contractor, architect, supplier or engineer)

Attested to before me this 9 day of April, 2026.



Taylor Bond
(Notary Public (or Clerk or Judge))

Note: Any county, municipality or school district executing a contract with any architect, contractor, supplier or engineer for construction work, services or materials which are needed on a continual basis from such architect, contractor, supplier or engineer, may require that the architect, contractor, supplier or engineer complete a signed affidavit as provided for in Title 62 Sect. 310.9.A which shall apply to all work, services or materials completed or supplied under the terms of the contract or contracts.

Internal Use Only:

Business or Individual name: WSM MEP, Inc
Address: 1349 E. Indian Hills Rd
Norman, OK 73071
Contact: Cecily Odell
Telephone Number: 405-515-8200

Affidavit good thru: 4/20/26

BUSINESS RELATIONSHIP AFFIDAVIT

TO BE SUBMITTED WITH BID REQUIRING LABOR AND MATERIALS

STATE OF Oklahoma)
COUNTY OF Cleveland) S. S.

Cecily Dele, of lawful age, being first duly sworn, on oath says that (s) he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the Architect, Engineer, or other party to the project is as follows:

None

Affiant further states that any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

None

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

None

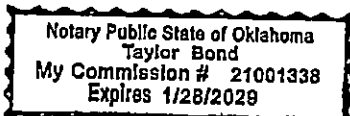
(If none of the business relationships hereinabove mentioned exist, Affiant should so state. Attach additional sheet if necessary.)

Cecily Dele

Subscribed and sworn to before me this 9 day of April, 2020.

Taylor Bond
(Notary Public, Clerk or Judge)

My Commission Expires: 1/28/2029



SPECIFICATIONS FOR CLEVELAND COUNTY BID #COM-2190:

The specifications provided for this bid are guidelines intended insure adequate and quality products for the county. The Board of County Commissioners may accept any variation from these specifications if the changes are found to be in the best interest of the County. The intent of the Board of County Commissioners is to provide the best product or service available for the lowest price.

The bid specifications are not intended to mention every particular item which is required for this project, but is intended to provide a basic description and requirements. The contractor shall include with their bid, a written proposal of all items proposed for installation and/or procedure to be followed. Each such proposal shall include a complete description of the proposed product and /or procedure, including all data necessary to demonstrate acceptability. The contractor shall not purchase materials or execute any procedure before receiving a Notice to Proceed via mail or email from Cleveland County.

The specifications for this bid are for installation of a new air handler for the courthouse and business offices located at 201 S. Jones Ave. The bid also includes removing and disposing of the old unit. The county intends to use ARPA federal funds for the project and as such will need to comply with federal purchasing guidelines 2CFR 200. Equipment to be American made.

Cleveland County reserves the right to reject any and all bids, to award the bid to other than the low proposal, to waive irregularities and/or formalities, and in general to make award in the manner as determined to be in the Board's best interest and its sole discretion.

GENERAL:

The current equipment onsite is an old Bohn brand. The bid is to remove the old unit, internal workings, including filter rack, and install all new cabinets, variable drive motor, hot and cold coils, piping package for the hot coils and possibly the cold coils, actuators and air scrubber/purifier. The new unit must include any equipment and programming to connect to monitoring software using Bacnet (Allerton). Parts and equipment replacement items must be able to be purchased by the county maintenance department after warranty period from a local supplier. The county is planning on using ARPA monies to pay for the project and as such the vendor must follow all 2CFR200 requirements.

BID REQUIREMENTS:

A Mandatory Pre-Bid Meeting shall be held at the Cleveland County Courthouse in the Commissioner's Conference Room in suite W235 located at 201 S. Jones, Norman, OK 73071 on Tuesday, March 31, 2026 at 10:00 a.m. Bidders whom do not attend the mandatory pre-bid meeting will not be eligible to bid.

- ◆ Contractor will provide a proposal that includes a replacement schedule. Due to the building being occupied, ~~the county may take into consideration the length and timing of the proposed replacement during the bid review process:~~

- ◆ Questions about the project may be e-mailed to Brian Wint, Project Manager at bwint@clevelandcountyoak.com or call 405-366-0677. Question cut-off will be at 10:00 AM on April 2, 2026. Reply will be posted by April 3, 2026 at 10:00 AM.
- ◆ Contractor shall provide all freight, materials, labor, tools, accessories, equipment, and incidentals necessary for complete installation of equipment.
- ◆ Bid shall include a ~~minimum~~ 2-year warranty for labor and a ~~minimum~~ of 2-year warranty on ~~equipment~~.
- ◆ Contractor shall be responsible for any damage caused that may occur due to his action or lack of action on the project site during construction.
- ◆ Contractor shall be responsible for their own measurements, material replacement.
- ◆ All bidders require a Bid Bond (Surety Bond) or Cashier's Check for five percent (5%) of the Contractor's bid. The Surety on such bonds shall be a surety company satisfactory to Cleveland County. Costs of such bonds and insurance are to be included in the bid price quoted. Attorneys-in-Fact who sign bonds must file with each bond a certified and effective dated copy of their Power of an Attorney.
- ◆ A Licensed Contractor must perform the construction
- ◆ All work performed, including equipment and materials furnished, shall meet requirements and recommendations of applicable portions of governing local, state and national ordinances, codes and regulations.
- ◆ Contractor shall give to the proper authorities all requisite notice relating to the work. Shall have authorized inspectors inspect the facility and all violations of the law shall be the responsibility of the contractor.
- ◆ An executed Business Relationship Affidavit and Non-Collusion Affidavit are required from all bidders. (A Business Relationship Affidavit is included in these specifications).
- ◆ The awarded contractor shall execute a contract with Cleveland County within fifteen (15) days from the date of the bid award, in accordance with the terms set forth in these specifications and pursuant to the sample contract attached.
- ◆ The awarded contractor must be willing to ~~work with Cleveland County~~ on all scheduling as to make a ~~lesser~~ impact to the employees and business of the county.
- ◆ Contractor to ~~provide onsite~~ operation and troubleshooting training.
- ◆ The awarded contractor will need to include ~~Bacnet compatible electronics~~ with the install. ~~We have Northwest Controls~~ and the new equipment MUST interface with Allerton control/monitoring system.
- ◆ Payment will be made when the units are installed and 100% operational.

The awarded contractor shall furnish the following permits and certificates of Insurance to be delivered after the bid award date.

- ◆ All permits as required by law.
- ◆ Certifications of Insurance: Liability Insurance, Workers' Compensation Insurance, in reasonable amounts. The Contractor shall name Cleveland County as an additional assured under said Public Liability Insurance.

LIST EXCEPTIONS TO BID SPECIFICATIONS:

The Board of County Commissioners reserves the right to reject any and all bids, to waive any informality in bids, to accept in whole or in part such bid or bids as may be deemed in the best interest of the County.

Please fill in the following information:

Contact Person: Celily Odell
Title: Estimator
Address: 1349 E Indian Hills Rd Norman, OK 73071
Telephone Number: 405 515 8200
Fax Number: NA



P.O. BOX 3967 PEORIA, IL 61612-3967
 P: (800)645-2402 E: contract.surety@rlc.com
 RLI.SURETY.COM

BID BOND

KNOW ALL MEN BY THESE PRESENTS,

That We, WSM MEP, Inc
 of 1349 E. INDIAN HILLS RD NORMAN, OK 73071
 as Principal, and RLI Insurance Company, of Peoria
Illinois, as Surety, an Illinois corporation duly licensed to
 do business in the State of Oklahoma, are held and firmly bound unto
Cleveland County, as Oblige, in the penal sum of
*****Five Percent (5%) of Bid Amount***** (***5% of Bid Amount**),
 for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and
 assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, That whereas the Principal has submitted, or is about to submit, a
 proposal or a bid to the Oblige on a contract for Cleveland County Courthouse AHU Replacement

NOW, THEREFORE, if the aforesaid principal shall be awarded the contract, the said principal will within the period specified
 therefore, or if no period be specified, within ten (10) days after the notice of such award enter into a contract and give bond for
 the faithful performance of the contract, then this obligation shall be null and void, otherwise the principal and the surety will
 pay unto the obligee the difference in money between the amount of the bid of said principal and the amount for which the
 obligee may legally contract with another party to perform the work if the latter amount be in excess of the former, in no event
 shall the liability hereunder exceed the penal sum hereof.

PROVIDED AND SUBJECT TO THE CONDITION PRECEDENT, that any suits at law or proceedings in equity brought or to
 be brought against the Surety to recover any claim hereunder must be instituted and service had upon the Surety within ninety
 (90) days after the acceptance of said bid of the Principal by the Oblige.

SIGNED, SEALED AND DATED this 3rd day of June, 2024.



WSM MEP, Inc
 Principal
 By: [Signature]
 RLI Insurance Company
 By: Shawn Warren
 Shawn Warren Attorney in Fact

ADDRESS ALL CORRESPONDENCE TO:

RLI Insurance Company
 P.O. Box 3967
 Peoria, IL 61612-3967
 800-645-2402

CO006304-10,0

POWER OF ATTORNEY

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That RLI Insurance Company and/or Contractors Bonding and Insurance Company, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Robin A. Peischel, Lisa Williams, Shawn Warren, Donna M. Long, Grace Holley, Lisa Dow, Renita Austin, Stacy Allen, Samantha WillaFrld, AJ Morris, Brandy Hunt, Jeremy Bagley, jointly or severally

In the City of Moore, State of Oklahoma its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have caused these presents to be executed by its respective Sr. Vice President with its corporate seal affixed this 12th day of March, 2025.



RLI Insurance Company
Contractors Bonding and Insurance Company

By: Eric Raudins
Eric Raudins Sr. Vice President

State of Illinois }
County of Peoria } SS

CERTIFICATE

On this 12th day of March, 2025, before me, a Notary Public, personally appeared Eric Raudins, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the RLI Insurance Company and/or Contractors Bonding and Insurance Company and acknowledged said instrument to be the voluntary act and deed of said corporation.

I, the undersigned officer of RLI Insurance Company and/or Contractors Bonding and Insurance Company, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the RLI Insurance Company and/or Contractors Bonding and Insurance Company this _____ day of _____.

By: Jill A. Scott
Jill A. Scott Notary Public

RLI Insurance Company
Contractors Bonding and Insurance Company

By: Jeffrey D. Fick
Jeffrey D. Fick Corporate Secretary



JILL A. SCOTT
Notary Public
State of Ohio
My Comm. Expires
September 22, 2025

Application and Certificate for Payment

TO OWNER: Cleveland County
 Cleveland County Courthouse
 NORMAN, OK 73069

FROM CONTRACTOR: American Elevator Solutions
 1905 South Harvard Ave.,
 Oklahoma City, OK 73128

PROJECT: Cleveland County Courthouse
 200 S. Peters,
 Norman, OK 73069

APPLICATION NO: 1
PERIOD TO: 4/24/2026
CONTRACT FOR: Cleveland County Courthouse
CONTRACT DATE:
PROJECT NOS.: PROJ-0002159

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM \$449,900.00
2. Net change by Change Orders \$0.00
3. CONTRACT SUM TO DATE (Line 1+2) \$449,900.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G) \$112,475.00
5. RETAINAGE
 - a. Retainage on completed work (column D + E) \$5,623.75
 - b. Retainage on stored material (column F) \$0.00

6. TOTAL EARNED LESS RETAINAGE \$5,623.75
 Total Retainage (Lines 5a + 5b or total in column I) \$5,623.75
 (Line 4 less Line 5 Total) \$106,851.25
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$0.00
 (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE \$106,851.25
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$343,048.75
 (Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents; that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: American Elevator Solutions

By: *WJH/bw* Date: *4/24/26*
 State of: *OKLA* County of: *OKLA*
 Subscribed and sworn to before me this _____ day of _____, 2026.
 Notary Public: *Stacie Schimidt*
 My Commission expires: *5/28/29*



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By: _____ Date: _____
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Continuation Sheet (page 2)

APPLICATION NO.: 1
 APPLICATION DATE: 4/24/2026
 PERIOD TO: 4/24/2026
 ARCHITECT'S PROJECT NO.: PROJ-0002159

A	B	C	D		F	G	H	I	
			WORK COMPLETED	E					
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
1	Deposit	\$112,475.00	\$0.00	\$112,475.00	\$0.00	\$112,475.00	100.00%	\$0.00	\$5,623.75
2	Delivery of Material	\$224,950.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$224,950.00	\$0.00
3	Completion of Installation	\$112,475.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$112,475.00	\$0.00
	GRAND TOTAL	\$449,900.00	\$0.00	\$112,475.00	\$0.00	\$112,475.00	25.00%	\$337,425.00	\$5,623.75



Dear Customer:

Please see attached payment application for the elevator modernization project at Cleveland Court. If you have any questions, please let us know.

Sincerely,

A handwritten signature in black ink that reads "Stacie Schmidt".

Stacie Schmidt

General Manager

American Elevator Company, Inc.

CONTRACT FOR SERVICES

This Agreement is entered into this 23rd day of March, 2026 by and between **THE BOARD OF COUNTY COMMISSIONERS OF CLEVELAND COUNTY** on behalf of **THE CLEVELAND COUNTY SHERIFF'S OFFICE ("CCSO")** and **Le Monde International School ("LMIS"** and collectively with CCSO, the "Parties").

RECITALS:

As outlined by Oklahoma Law (OKLA. STAT. tit. 74, §§ 360.19, 1008), LMIS desires to contract with CCSO for the furnishing by CCSO of law enforcement and school resource officer functions at Le Monde International School, a private school located in Norman, Oklahoma.

NOW, THEREFORE, in consideration of the fees provided herein and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, and the mutual covenants and agreements contained herein, the Parties agree as follows:

1. SCOPE OF AGREEMENT

- a. CCSO and LMIS agree to work together to implement and provide a school resource officer for LMIS. This contract shall place one (1) commissioned deputy sheriff in Le Monde International School and equip the officer. This officer will be assigned to Le Monde International School and will function as a School Resource Officer. The terms of this relationship shall be governed by this Agreement.
- b. CCSO agrees that the vehicle utilized by the School Resource Officer shall be a marked, fully equipped CCSO patrol car. One marked vehicle will be present at the school while a School Resource Officer is on duty at that location.
- c. The School Resource Officer will work with LMIS personnel on a cooperative basis. In addition to law enforcement functions, the School Resource Officer will be available to provide counseling, education, and public speaking services as requested by LMIS administration or its designated agents.

2. TERM OF THE AGREEMENT

- a. The term of this Agreement shall be from July 1, 2026, to June 30, 2027. This Agreement may be renewed annually by mutual agreement of the Parties.

3. COMPENSATION

- a. As compensation to CCSO for services, LMIS agrees to pay CCSO a monthly fee for the period of July 1, 2026, through June 30, 2027, of \$7,500.00.
- b. Fees under Section 3(a) will be paid no later than the 15th of each month for services rendered during the prior month.
- c. If the School Resource Officer is absent during a school day, the School Resource Officer shall be replaced by another deputy sheriff qualified to perform the duties of the School Resource Officer or payment shall be reduced on a prorated daily basis.
- d. If CCSO finds it necessary to reassign the School Resource Officer due to a major emergency, the School Resource Officer shall be replaced by another deputy sheriff qualified to perform the duties of the School Resource Officer or payment for services shall be reduced on a prorated daily basis.

4. INDEPENDENT CONTRACTOR

- a. CCSO is and at all times shall be deemed an independent contractor and shall be wholly responsible for the way CCSO performs the services required by the terms of the Agreement. Nothing herein shall be construed as creating the relationship of employer and employee, or principal and agent, between CCSO and LMIS or any of CCSO's agents or employees. CCSO assumes exclusive responsibility for the acts of its employees as they relate to the services provided during the course and scope of their employment. CCSO, its agents and employees, shall not be entitled to any rights or privileges of LMIS employees, beyond those required for the performance of School Resource Officer duties, and the SRO shall not be considered in any manner to be an LMIS employee.
- b. CCSO and LMIS will work cooperatively to provide the best working relationship possible between the Parties to ensure that the needs of the individual schools, students, principals and school staff, and the School Resource Officer are met. To facilitate this, CCSO will designate a point of contact (other than the School Resource Officer for CCSO) for routine questions, scheduling, and day-to-day operations of the program. LMIS administrators, the School Resource Officer, and CCSO's designated representative will meet as needed to facilitate scheduling and operation of the program.
- c. While LMIS will not directly supervise the School Resource Officer in the day-to-day performance of his or her duties, LMIS may provide input to CCSO regarding the personnel assigned under this Agreement. If LMIS objects to the assignment of any personnel under this Agreement, LMIS will review those objections with the designated representative of CCSO for final resolution of the objections.

5. ADDITIONAL PERSONNEL

- a. In addition to the School Resource Officer, LMIS, at its option, shall have the right to engage off-duty law enforcement personnel for special events or other school-related activities as LMIS deems necessary.

6. GENERAL DUTIES

- a. CCSO and LMIS Staff have worked together to create a list of general duties for the School Resource Officer which outlines the officer's duties and is hereby incorporated by reference into this Agreement as Attachments "A" and "B".
- b. It is anticipated that it may be necessary to amend Attachments "A" and "B" to better reflect the scope of the general duties for the School Resource Officer. For that reason, the Cleveland County Sheriff and the Superintendent of LMIS are hereby authorized to make written, mutually agreed up on amendments to Attachments "A" and "B" as necessary to provide a high level of service to the citizens of Cleveland County.

7. INSURANCE

- a. CCSO is self-insured. CCSO shall provide workers' compensation insurance in the amount required by Oklahoma law for all employees engaged in work as a School Resource Officer under this Agreement.

8. TERMINATION AND ASSIGNMENT

- a. This Agreement may be terminated by either Party at its sole option and without prejudice by giving sixty (60) days written notice of termination to the other Party.
- b. Neither Party shall assign, transfer, or sub-contract any of its rights, burdens, duties, or obligations under this Agreement without the prior written permission of the other Party to this Agreement.

9. DISPUTE RESOLUTION AND VENUE

- a. In the event both Parties are unable to jointly resolve a dispute arising from the implementation and operation of the School Resource Officer Program, then the final decision specific to that dispute will be submitted for

resolution to the Cleveland County Sheriff and the Superintendent of LMIS. In the event the Cleveland County Sheriff and the Superintendent of LMIS are unable to jointly resolve any such dispute, then the matter will be submitted within thirty (30) days to a third-party mediator. In the event the mediation is unsuccessful in resolving any dispute arising from the implementation or operation of the School Resource Officer Program, then each Party has the option to file suit.

- b. All obligations of each Party to this Agreement shall be performed in Cleveland County, Oklahoma. The laws of the State of Oklahoma shall govern the interpretation, validity, performance, and enforcement of this Agreement and the exclusive venue for any legal proceedings involving this Agreement shall be Cleveland County, Oklahoma.

10. NOTICES

- a. Any notice to be given by CCSO to LMIS hereunder shall be deemed to be properly served if deposited in the United States mail, postage prepaid, addressed to: LeMonde International School, 1123 E. Main Street, Norman, OK 73071.
- b. Any notice to be given hereunder by LMIS to CCSO shall be deemed to be properly served if the same be deposited in the United States mail, postage prepaid addressed to: Cleveland County Board of Commissioners, 201 South Jones Avenue, Ste. 260. Norman, OK 73069.

11. SEVERABILITY

- a. If any provision of this Agreement, or the application of such provision, shall be rendered or declared invalid by a court of competent jurisdiction, or by reason of it requiring any steps, actions, or results, the remaining parts or portions of this Agreement shall remain in full force and effect.

12. HOLD HARMLESS CLAUSE

- a. To the extent allowed by law, LMIS does hereby agree to waive all claims against, release, and hold harmless CCSO and all of its officials, officers, agents, employees, in both their public and private capacities, for any and all liability, claims, suits, demands, losses, damages, attorneys' fees, including all expenses of litigation or settlement, or causes of action which may arise by reason of injury or death of any person or for loss of, damage to, or loss of use of any property arising out of or in connection with this Agreement.
- b. To the extent allowed by law, CCSO does hereby agree to waive all claims against, release, and hold harmless LMIS and all of its officials, officers, agents, employees, in both their public and private capacities, for any and all liability, claims, suits, demands, losses, damages, attorneys' fees, including all expenses of litigation or settlement, or causes of action which may arise by reason of injury or death of any person or for loss of, damage to, or loss of use of any property arising out of or in connection with this Agreement.
- c. It is the intention of both Parties that this mutually hold harmless clause shall be interpreted to mean that each Party shall only be responsible for the actions of each Party's own employees, officials, officers, and agents. The Parties agree that they have not waived their sovereign immunity by entering and performing its obligations under this Agreement.

13. ENTIRE AGREEMENT

- a. This Agreement shall be binding upon the Parties hereto, their successors and assigns, and constitutes the entire Agreement between the Parties. No other agreements, oral or written, pertaining to the performance of this Agreement exists between the Parties. This Agreement can be modified only by an Agreement in writing, signed by both of the Parties.

Executed this 23 day of March, 2026.

THE BOARD OF COUNTY COMMISSIONERS
OF CLEVELAND COUNTY, ON BEHALF OF
THE CLEVELAND COUNTY SHERIFF'S
OFFICE

INDEPENDENT CHARTER DISTRICT NO. OK-
55-J003 OF CLEVELAND COUNTY A/K/A
LE MONDE INTERNATIONAL SCHOOL

By: _____
Jacob McHughes, Chairman

By: Angela Duckett
Angela Duckett, President
Board Of Education

By: _____
Rusty Grissom, Vice Chairman

By: _____
Rod Cleveland, Member

ATTEST:

Pam Howlett Date
Cleveland County Clerk

ATTEST:

By: _____
Date

APPROVED AS TO FORM AND LEGALITY:

By: _____
Assistant District Attorney Kristina Bell

M. Bell
4/29/26

Attachment A
School Resource Officer (SRO) Duties

1. The primary function of the School Resource Officer (SRO) shall be to insure the safety of the students and faculty and provide campus security. Specifically, the SRO shall assist in limiting access to the school grounds to authorized persons, provide police protection of school property, personnel, and students, investigate criminal acts on school grounds and serve as a liaison between the school, the police department, juvenile officials, probation officials, courts, and other agencies of the juvenile Justice system.
2. The principal, or designee, shall retain authority regarding all school issues. The SRO shall determine all law enforcement issues. The SRO shall communicate with the principal regarding all law enforcement incidents on the campus or at school related activities.
3. The SRO shall participate in mandatory training set out by state law and/or CCSO policy. The SRO should also participate in reasonable training programs provided by LMIS that directly impact ability and skills as an SRO.
4. The SRO shall be available as a resource to provide information on topics on which the officers have special competence due to their law enforcement training. The SRO shall also attempt to identify and counter deviant behavior and any other behavior that would be disruptive or unsafe to the students, faculty, or district property.
5. The SRO shall make himself or herself visible in a public relations role to provide a highly visible crime deterrent in school property in order to effectively promote security and order in the schools.
6. The SRO shall attempt to provide guidance and direction for students, parents, and staff when appropriate, to work with the school administrators to resolve school-police problems, and to work with parents of troubled youth.
7. The SRO shall not enforce LMIS regulations or rules unless the violation of such rule or regulation constitutes a violation of a state law.
8. Nothing in this agreement shall limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of CCSO officers to handle or supplement calls for service. Use of 9-1-1 is encouraged for emergency calls even if the SRO is also called.
9. Except in an emergency, the SRO should not be called away from their assigned school to handle incidents, as this may be disruptive to the teacher/SRO/student relationship. The SRO may be contacted and may respond as soon as possible to assist CCSO officers when reasonable to assist with providing public safety.
10. SROs shall maintain a close liaison with CCSO officers around their assigned schools. They shall exchange information regarding suspects, incidents, and potential problems to ensure reasonably consistent enforcement from officer to officer to the extent permitted by law.
11. The SRO may be required to meet with school officials and the building level administrators of the school to which he or she is assigned during contract hours to discuss incidents, potential problems, and issues surrounding the SRO program. The primary purpose of these meetings will be to increase the effectiveness

of the SRO program.

12. CCSO reserves the right to assign the SRO to a sheriff function in the event of an emergency or situation that dictates a call-up of sheriff personnel as directed in CCSO policy and procedures. An emergency may include a tornado, wildfire, etc.

Attachment B
School Resource Officers and School Discipline

The purpose of this Memorandum of Understanding (MOU) is to establish a collaborative agreement on school security and school discipline to guide and define the relationship between Le Monde International School ("LMIS") and the Board Of County Commissioners of Cleveland County, on behalf of the Cleveland County Sheriff's Office ("CCSO") (collectively referred to as "the Parties") in the use of a School Resource Officer ("SRO"). The Parties acknowledge that law enforcement plays an essential role in maintaining safety in the community and at LMIS. However, the use of arrests and referrals to the criminal justice system for minor or typical school behaviors can adversely affect students and erode confidence in and respect for both the school administration and law enforcement. The Parties have developed this guidance to ensure a consistent approach to law enforcement and school discipline that emphasizes cooperation in the handling of school-based student misbehavior. Emphasis is placed on handling incidents uniformly while ensuring that each case is addressed on an individualized basis. The way each incident is handled is dependent upon many factors unique to each child. This includes, but is not limited to, behavioral history, present circumstances, disciplinary record, academic record, general demeanor and disposition toward others, disability, special education status, and other factors. Accordingly, the Parties concur that students involved in the same incident or similar incidents may receive different and varying responses depending on the factors and needs of each student.

To address these issues and ensure that all students have access to a safe and productive learning environment, the Parties agree that cooperation is essential. Among other benefits, committed cooperation can enhance appropriate responses and use of resources, when responding to school-based misbehavior. For purposes of this MOU, student misbehavior is breaches of the Code of Student Conduct, disruptions, and other minor infractions or omissions by a student that occurs on school grounds, school transportation or during a school sponsored or related event.

Responding to Student Misbehavior

In the event a student misbehaves, the school principal and their designees will be the primary source of intervention and disciplinary consequences. The SRO is responsible for criminal law issues—not school discipline issues. The Code of Student Conduct provides detailed information on consequences and interventions and shall guide the response to types of misbehavior. In addition, school officials should make reasonable efforts, where applicable, to connect students to school or community-based support services, such as counseling, mentoring, or extra-curricular activities.

Many types of minor student misbehavior may technically meet the statutory requirements for non-violent misdemeanors (e.g. theft, vandalism, disorderly conduct, loitering, incidents relating to alcohol, threats, harassment, etc.), but may be handled outside of the criminal justice system. Absent a real and immediate threat to students, teachers, or public safety, incidents involving public order offenses such as those above and including disturbance/disruption of school or public assembly; trespass; loitering; profanity; and fighting that does not involve physical injury or a weapon, may be considered school discipline issues to be handled by school officials, rather than criminal law issues warranting formal law enforcement intervention (e.g., issuance of a criminal citation, ticket, or summons, filing of a delinquency petition, referral to a probation officer, or actual arrest) as may be appropriate on a case-by-case basis. Behavior that rises to the level of a felony offense is not included within this category.

All individuals involved in school discipline decisions shall consider the surrounding circumstances including the age, history, disability or special education status, and other factors that may have influenced the behavior of the student, the degree of harm caused and the student's genuine willingness to repair the harm and accept

responsibility for the student's action.

The SRO will avoid arresting students at school, where possible, unless the child poses a real and immediate threat to student, teacher, or public safety, or a judicial warrant specifically directs the arrest of the student in a school. The County Sheriff and the building level administrators shall be consulted prior to an arrest of a student where practicable, and the student's parent or guardian shall be notified of a child's arrest as soon as practicable.

Further Incidents

Repeated incidents of non-violent misdemeanors shall result in graduated levels of school-based interventions and consequences by the administrators on campus, according to the Code of Student Conduct, and referral to law enforcement for certain incidents.

Student Rights

Absent a real and immediate threat to student, teacher, or public safety, the SRO may conduct or participate in a search of a student's person, possessions, or locker only where there is probable cause to believe that the search will reveal evidence that the student has committed or is committing a criminal offense.

- The SRO shall inform school administrators prior to conducting a probable cause search where practicable.
- The SRO shall not ask school officials to search a student's person, possessions, or locker to circumvent these protections.

A school official may conduct a search of a student's person, possessions, or locker only where there is reasonable suspicion to believe that the search will reveal evidence that the student has violated or is violating either the law or the rules of the school, and the search is justified in scope given such suspicion.

- Absent a real and immediate threat to students, teachers, or public safety, a school official shall not ask an SRO to be present or participate in such a search.

Absent a real and immediate threat to students, teachers, or public safety, an SRO may question or participate in the questioning of a student about conduct that could expose the child to court-involvement or arrest only after informing the child of Miranda rights and only in the presence of the child's parent or guardian.

Accountability

LMIS and CCSO shall maintain annual publicly available data, in compliance with the Oklahoma Open Records Act, without disclosing personally identifiable information, documenting the following:

- Number of incidents resulting in a juvenile arrest for conduct on school grounds or at a school-sponsored event, broken down by school; offense; arrestee's age, grade level, race, sex, and disability status; and disposition/result.
- Number of incidents resulting in other forms of law enforcement intervention—including searches and seizures by the SRO; questioning by the SRO; issuance of a criminal citation, ticket or summons; filing of a delinquency petition and referral to a probation officer—for juvenile conduct on school grounds or at a school-sponsored event, broken down by offense or reason; type of law enforcement intervention; juvenile's age, grade level, race, sex, and disability status; and disposition/result;
- Number of suspensions or other disciplinary consequences imposed on students, broken down by offense/infraction; student's age, grade level, race, sex, and disability status; and disciplinary consequence imposed.

- Policies and protocols governing the SRO program.
- Training materials for the SRO; and
- Number and types of complaints lodged against the SROs.

It is the policy of CCSO to investigate all complaints against it, or of alleged SRO misconduct, to equitably determine whether the allegations are valid or invalid and take appropriate action. Any student, parent, teacher, and principal or other school administrator may submit a complaint, orally or in writing, of abuses or misconduct by the SRO to CCSO.

- Parents shall be permitted to submit a complaint in their native language.
- The complaint system must be confidential and protect the identity of the complainant from the SRO to the extent consistent with the SRO's due process rights.
- Complaints shall be investigated and resolved, and complainants shall be furnished with a written explanation of the investigation and resolution.

Every student attending All Saints Catholic School and every parent or guardian with a student attending Le Monde International School shall be informed of the complaint procedure through the LMIS's customary means of communicating information to students and parents.

School Mission and SRO Role

As emphasized above, the involvement of an SRO is to improve school safety and the educational climate at the school, not to enforce school discipline or punish students. Accordingly, building-level school administrators shall be consulted when the SRO is deployed to the school.

The SRO shall meet with building-level school administrators, teachers, parents, and student representatives at least annually to discuss issues of school safety. Similarly, the SRO shall be integrated into the school community through participation in faculty and student meetings and assemblies as appropriate and through participation in relevant school training.

The SRO shall maintain activity reports and submit monthly summaries of these reports to district-level school administrators, and the relevant law enforcement agency. The monthly summaries shall include the numbers and descriptions of all incidents or calls for service; names of school officials involved (referring teachers, principals, etc.); student searches; student questioning; tickets, citations, or summonses; filing of delinquency petitions; referrals to a probation officer; actual arrests; and other referrals to the juvenile justice system.

Absent a real and immediate threat to students, teachers, or school safety, and absent the situations described above where formal law enforcement intervention is deemed appropriate by the SRO, building level school administrators shall have final authority in the building over matters of school discipline.

Discretion of Law Enforcement

Nothing in this MOU is intended to limit the discretion of law enforcement. Officers responding to an incident or consulting with school officials are encouraged to use their discretion in determining the best course of action, especially when using alternatives to arrest. While the option to use the criminal justice system is available for many incidents, the totality of the circumstances should be taken into consideration and any less punitive alternatives that ensure the safety of the school community should be considered.

Professional Development

The SRO shall participate in professional development programs and classes as agreed on by the Cleveland County

Sheriff or his or her designee and LMIS.

Annual Review

These guidelines shall be reviewed periodically to ensure that they remain timely, effective, and fully correlated to an educational environment that is secure while tolerant of students' learning and testing of school and community expectations and boundaries.

JAIL SERVICES AGREEMENT

This Jail Services Agreement, entered into to be effective on the ____ day of _____ 2026, by and between the City of Noble, an Oklahoma municipal corporation (hereinafter referred to as the "City"), and the Cleveland County Board of County Commissioners ("BOCC") on behalf of the Cleveland County Sheriff's Department, Norman, Oklahoma, a political subdivision of the State of Oklahoma (hereinafter referred to as the "Sheriff").

WITNESSETH:

WHEREAS, the City, from time to time, must incarcerate its prisoners and detainees that are charged with a violation of City ordinances; and

WHEREAS, the Sheriff operates a jail facility (hereinafter referred to as the "County Jail") that can be available to aid the City in housing its prisoners and detainees; and

WHEREAS, it is in the interests of both Parties to enter into an agreement to provide for jail services for City prisoners and detainees at the Cleveland County Detention Center (hereinafter referred to as the "County Jail"); and

WHEREAS, Title 19 of the Oklahoma Statutes, Section 180.43 contemplates such agreements between cities and the County Sheriff; and

WHEREAS, this Agreement is consistent with the provisions of Title 74 of the Oklahoma Statutes, Sections 1001 et. Seq., known as the Interlocal Cooperation Act; and

NOW, THEREFORE, the Parties, in consideration of the premises and the mutual covenants set forth below, do hereby agree as follows:

1) PURPOSE

The purpose of this Agreement is to provide for the incarceration of the City prisoners and detainees within the County Jail, under the custody of Sheriff, and to otherwise coordinate booking and detention functions.

2) SERVICES

In exchange for the compensation set out below, the County agrees to provide the following services:

- (a) The Sheriff hereby assumes all detention and incarceration functions, consistent with applicable laws, for persons delivered to the County Jail who have been apprehended solely pursuant to the municipal ordinances of the City by the law enforcement officers of the City pursuant to their official duties.
- (b) The Sheriff shall permit the law enforcement officers of the City and the City's agents, in the pursuance of official duties, as approved by the Chief of Police of the City, and the Sheriff of the County, to enter into the County Jail at any and all hours for the purpose of conducting official business in the course of the investigative process.
- (c) The obligation of the Sheriff to assume custody and control of municipal prisoners shall be based on jail capacity standards promulgated by the jail inspection division, Oklahoma State Health Department. The Sheriff shall not be obligated to accept municipal prisoners if doing so would violate the Sheriff's obligation to observe those

standards. The Sheriff shall not be obligated to house any prisoner at another location to provide room for municipal prisoners.

- (d) In the event the City desires to arraign its prisoners via video arraignment, the Sheriff will provide reasonable support. The City will be responsible for any costs associated with the installation and/or equipment to provide for video arraignments of City prisoners. The City agrees to provide 30 days' notice to the Sheriff of its desire to arraign City prisoners by video arraignment.

The City shall provide personnel to accept and process bonds at all times, twenty-four (24) hours per day, seven (7) days per week, including holidays.

3) COMPENSATION

As compensation for the services set out below, the City agrees to pay the Sheriff the sum of sixty-eight dollars (\$68.00) per day for each person incarcerated in said facility at the request of the City on municipal charges or awaiting approval of affidavit of probable cause. This rate is not the cost of incarceration ordered by the District Court of Cleveland County and is not reflective of what an inmate shall be ordered to pay. The most recent General Order setting the costs of incarceration is attached hereto. If a subsequent General Order setting Costs of Incarceration is entered into before the expiration of this contract, that Order will be sent to the City.

A "day" of incarceration shall be calculated on a 24 hour basis with a minimum of one (1) day charged for each person incarcerated. Said amount to be paid on a monthly basis in consideration of which the Sheriff will operate and maintain a County Jail and shall assume responsibility for the incarceration therein consistent with applicable statutes of the State of Oklahoma and the laws of the United States of America. Sheriff agrees to prepare and submit to City monthly statements no later than the 15th of each month. Provided further, all payments shall be made upon the timely submission of a claim form approved by the Board of County Commissioners, to the City pursuant to statutory and charter requirements. City agrees to pay all invoiced amounts within thirty (30) days of receipt to the County.

4) CUSTODY

For the purposes of this Agreement, custody shall be deemed to pass from City law enforcement officials to the County Jail officers upon booking.

5) MEDICAL CARE

The Sheriff agrees to accept and provide for the secure custody, care and safekeeping of City prisoners in accordance with the State and local laws, standards, policies, procedure, or court orders applicable to the operations of the facility, pursuant to Title 19 O.S. § 746.

A City prisoner receiving medical care for a preexisting condition or a condition not caused by the acts or omissions of the City or Sheriff shall be liable for payment of all costs of medical care. Preexisting conditions are defined as those illnesses beginning or injuries sustained outside their incarceration on Municipal charges.

All costs associated with medical care for a preexisting condition will be paid directly to the caring facility by the City prisoner. In the event of failure to pay by the City prisoner, all attempts for collection by caring facility will be the responsibility of the caring facility.

Under no circumstances shall the Sheriff be liable for any medical costs incurred outside the County jail facility by either a municipal prisoner or a municipal prisoner awaiting approval of affidavit of probable cause for state charges.

The Sheriff further agrees that all costs associated with hospital or health care services provided outside the County's jail facility, will be paid directly to the caring facility by the City of Noble. In this case, the caring facility shall invoice the City of Noble for services provided.

6) **SEVERABLE LIABILITY**

No separate legal entity or organization shall be deemed created by virtue hereof. The agreement shall not be construed as creating any agency or third party beneficiary agreements in any form or manner whatsoever. Both parties assume responsibility for its personnel, and will make all deductions for social security, withholding taxes, and contributions for employment compensation funds, and shall comply with all requirements of the Oklahoma Workers Compensation Act and the Oklahoma Governmental Tort Claims Act. Both parties herein, shall be exclusively liable for loss resulting from its torts or the torts of its employees acting within the scope of their employment subject to the limitations and exceptions specified in the Governmental Tort Claims Act, 51 O.S. Sec. 151-171, and therefore, neither party shall be liable for the acts or omissions of the other party.

7) **TERM/RENEWAL**

The term of the Agreement shall commence on the _____ day of _____, 2026, and will continue from year to year unless otherwise terminated by either party or modified by mutual agreement.

8) **TERMINATION**

- (a) This Agreement may be terminated by either Party for any reason, or for no reason, upon sixty (60) days written notice to the other Party.
- (b) This Agreement may be terminated by either Party for cause upon the passage of thirty (30) days, subsequent to the mailing of notice stating the cause and the requested cure, where cause has failed to be cured.

9) **NOTICES**

All notices required under this Agreement shall be in writing and shall be mailed by certified mail, return receipt requested, to the City of Noble and the Sheriff of Cleveland County at the following address:

If to City: The City Manager of Noble
 P.O. Box 557
 Noble, Oklahoma 73068

The Chief of Police of Noble
P.O. Box 557
Noble, Oklahoma 73068

If to Sheriff: Cleveland County Sheriff
111 N. Peters Ave. 6th floor
Norman, Oklahoma 73069

If to County: Chairman of the Board of County Commissioners
201 South Jones, Suite 260
Norman, Oklahoma 73069

10) SEVERABILITY

The provisions of this Agreement shall be considered severable and in the event any part or provisions shall be held void by a court of competent jurisdiction, the remaining parts shall then constitute the Agreement.

11) LAWS & REGULATIONS

This Agreement shall be subject to the Constitution and laws of the United States and the State of Oklahoma; in particular, the provisions of Title 74 Oklahoma Statutes, Section 192 et seq., pertaining to minimum standards for jails shall specifically apply.

12) INSPECTIONS

The Sheriff shall provide any and all inspection reports concerning the County Jail to the Chief of Police upon request in a timely manner. This provision does not intend, suggest or create any liability and/or indicate that the City has or exerts any control of the County Jail facility, but rather, is expressly intended solely to allow monitoring of City prisoners and jail standards.

13) SECURITY

City personnel shall at all times comply with all security and confidentiality regulations provided to them in effect at the County's premises. Information belonging to Sheriff will be safeguarded by City to the same extent as City safeguards their information of like kind relating to its own operation.

14) FORCE MAJEURE

If by reason of Force Majeure, either party is rendered unable wholly or in part to carry out its obligations under this Agreement through no fault of its own, then such party shall give written notice and describe the event and why its obligations under this Agreement cannot be met. Said notice shall be provided to the other party as soon as reasonably practical. Upon delivering such notice, the obligation of the affected party shall be suspended during the continuance of the inability to fulfill its obligation. The affected party shall use all due diligence to remove the inability to perform the terms of this Agreement and shall notify the other party immediately upon restoration of services.

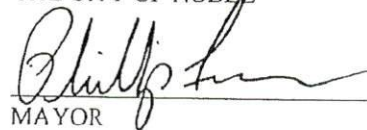
15) COMPLETE AGREEMENT

This Agreement is the complete agreement of the Parties regarding matters addressed herein, no oral agreements or representations shall be considered binding on the Parties.

IN WITNESS WHEREOF, the Parties have approved this Agreement and authorized signatures below as of the dates there set out.

APPROVED by the Council of the City of Noble this 20th day of April, 2026.

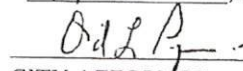
THE CITY OF NOBLE


MAYOR

ATTEST:

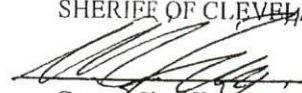

CITY CLERK

APPROVED as to form and legality this 20th day of APRIL, 2026.


CITY ATTORNEY

APPROVED and recommended by the Sheriff of Cleveland County this 5 day of Feb., 2026.

SHERIFF OF CLEVELAND COUNTY


County Sheriff or designee

APPROVED by the Board of County Commissioners for Cleveland County this _____ day of _____, 2026.

BOARD OF COUNTY COMMISSIONERS
OF CLEVELAND COUNTY, OKLAHOMA

Chairman

Vice Chairman

ATTEST:

County Clerk or designee

Member



U.S. Department of Justice
Drug Enforcement Administration

www.dea.gov

Springfield, Virginia 22152

Agreement Number 2026-109

THE UNITED STATES DEPARTMENT OF JUSTICE (DOJ), DRUG ENFORCEMENT ADMINISTRATION (DEA), provides funding and/or operational support to state and local law enforcement agencies in conducting marijuana eradication and suppression efforts. This program, known as DEA's Domestic Cannabis Eradication/Suppression Program (DCE/SP), provides funding under either or both of the below, Option 1 and/or Option 2.

Under Option 1, DEA provides DCE/SP funding and operational support to state and local law enforcement agencies who demonstrate that such support will be used for marijuana eradication and suppression operations including but not limited to the investigation of drug trafficking organizations involved in marijuana trafficking operations meeting one of the following criteria:

1. Marijuana is being cultivated by a drug trafficking organization or a transnational organized crime syndicate; or
2. Marijuana is being cultivated on federal land, including federally-recognized Tribal lands; or
3. Marijuana cultivation is causing environmental hazards, depleting or contaminating water, or otherwise harming public lands; or
4. Marijuana cultivation is suspected to involve other federal crimes, including money laundering and crimes impacting public health and safety.

Under Option 2, where the above criteria are not met by state and local law enforcement agencies, DEA will provide DCE/SP funding only to state and local law enforcement agencies who demonstrate that such funding will be used to eradicate large-scale illicit marijuana grows and for the purpose of suppression efforts including but not limited to the investigation of drug trafficking organizations involved in marijuana trafficking.

This Letter of Agreement (LOA) is entered into between the **CLEVELAND COUNTY SHERIFF'S OFFICE**, hereinafter referred to as (*THE AGENCY*), and the DEA, because DEA has determined that (*THE AGENCY*) has satisfied the criteria under either and/or both **Option 1 or Option 2**. In that regard:

There is evidence that trafficking in marijuana (illicit cannabis) has a substantial and detrimental effect on the health and general welfare of the people of the *State of Oklahoma*. The parties hereto agree that it is to their mutual benefit to cooperate in the investigation of drug trafficking organizations involved in marijuana trafficking, the location and eradication of illicit cannabis plants, and the prosecution of those cases before the courts of the United States (U.S.) and/or the courts of the *State of Oklahoma*. DEA, pursuant to the authority of 21 U.S.C. § 873, proposes to provide certain necessary funds and *THE AGENCY* is desirous of securing funds.

As used in this Letter of Agreement, the terms "marijuana" and "illicit cannabis" only refer to cannabis or cannabis-derived materials that contain more than 0.3% delta-9-THC on a dry weight basis, in accordance with the Controlled Substances Act (CSA) (21 U.S.C. § 802(16)).

NOW, therefore, in consideration of the mutual covenants hereinafter contained, the parties agree as follows:

1. **THE AGENCY** will, with its own law enforcement personnel and employees, as herein after specified, perform the activities and duties described below:
 - a. Gather and report intelligence data relating to the illicit cultivation, possession, and distribution of illicit cannabis and related money laundering activity to include the complete name and nationality of any individuals associated with eradication and suppression operations. NOTE: If only the registered property owner(s) associated with indoor/outdoor grows is known, that information should be provided.
 - b. Investigate and report instances involving the trafficking in controlled substances.
 - c. Provide law enforcement personnel for the eradication of illicit cannabis located within the *State of Oklahoma*.
 - d. Make arrests and refer to the appropriate prosecutorial authority cases for prosecution under controlled substances laws and other criminal laws.
 - e. Send required samples of eradicated illicit cannabis to the National Institute on Drug Abuse (NIDA) Potency Monitoring Project. Temporarily suspended consistent with Presidential Action titled "Implementing the President's Department of Government Efficiency Initiative," issued on February 26, 2025.
 - f. Capture, maintain, and share data and statistics with DEA on its marijuana eradication efforts.
 - g. Follow all applicable state laws and guidelines.
 - h. **FOR AGENCIES FUNDED UNDER OPTION 2.** Certify, by signing this agreement, that funding provided under this agreement will only be used for operations to eradicate large-scale illicit marijuana grows and for the purpose of suppression efforts including, but not limited to investigations targeting drug trafficking organizations involved in marijuana trafficking; and THE AGENCY will follow all applicable state law and guidelines.
 - i. **MANDATORY requirement for THE AGENCY to utilize the DCE/SP Platform to report all statistics and intelligence per incident once the platform is available to them. While waiting for access to the platform, THE AGENCY will report all statistics and intelligence per incident to their assigned DCE/SP contractor for submission**
 - j. Submit electronically a DEA Monthly Accounting Report, with a copy of **THE AGENCY's** general ledger that clearly identifies all expenses claimed on the Monthly Accounting Report. If applicable, include invoices for all expenses of \$2,500.00 or more for aircraft expenses, clothing and protective gear, equipment, supplies and materials, training, travel, and rental and/or leasing of vehicles or aircrafts. When overtime is claimed, the Overtime Tracker Spreadsheet is also required listing the officer's name, hours worked, and pay as reported on the Monthly Accounting Form. The AGENCY is required to use the Overtime Tracker Spreadsheet to account for the overtime that is being reimbursed by the DEA. The DEA will only reimburse the amount that is calculated on the Overtime Tracker Spreadsheet.

2. It is understood and agreed by the parties to this Agreement that the activities described in paragraph one and its subparagraphs shall be accomplished with existing personnel, and that the scope of *THE AGENCY's* program with respect to those activities by such personnel shall be consistent with Oklahoma law and solely at *THE AGENCY's* discretion, subject to appropriate limitations contained in the budget adopted by *THE AGENCY*, except that *THE AGENCY* understands and agrees that DEA funds and the result of expended funds (e.g. equipment, supplies and other resources) must be directly related to and must only be used for marijuana eradication and suppression program activities in a manner consistent with the CSA, 21 U.S.C. § 801 et seq.

3. Subject to the availability of funds, DEA will provide to *THE AGENCY* Federal funds in the amount of **THIRTY THOUSAND DOLLARS (\$30,000.00)** for the period of October 1, 2025 to September 30, 2026, to defray costs relating to the eradication and suppression of illicit cannabis. These Federal funds shall only be used for the eradication and suppression of illicit cannabis as provided in this agreement. *THE AGENCY* understands and agrees that Federal funds provided to *THE AGENCY* under this Agreement will not be used to defray costs relating to herbicidal eradication of illicit cannabis without the advance written consent of DEA. DCE/SP funding is provided for the storage, protection, and destruction of illicit cultivated marijuana. Funding is not provided nor expenditures allowed for the development of technology to assist with the identification of indoor and/or outdoor growing sites. However, funding may be provided for applications and tools used to map marijuana grow sites, but not to reimburse costs of standard police equipment. Additionally, funding and expenditures are not permitted for the eradication of "ditch weed." *THE AGENCY* understands and agrees that Federal funds will not be used to perform any of the following functions: (i) issuing licenses, permits, or other forms of authorization permitting the holder to manufacture, distribute, sell, or use marijuana in contravention of the CSA; (ii) conducting ancillary activities related to the issuance of such licenses and permits, such as background checks on applicants; (iii) collecting state or local tax or licensing revenue related to the manufacture, distribution, or sale of marijuana in contravention of the CSA; (iv) preparing or issuing regulations governing the manufacture, distribution, sale, or possession of marijuana in contravention of the CSA; (v) monitoring compliance with state or local laws or regulations that permit the manufacture, distribution, sale, or use marijuana in contravention of the CSA; or (vi) the purchase of evidence and the purchase of information. The result of expended funds (e.g. equipment, supplies and other resources) must be directly related to and must only be used for marijuana eradication/suppression activities. While using the Federal funds provided to *THE AGENCY* under this Agreement for activities on Federal land, *THE AGENCY* agrees to notify the appropriate local office of the U.S. Department of Agriculture, (Forest Service) and the U.S. Department of the Interior (Bureau of Land Management, National Park Service, Fish and Wildlife Service, Bureau of Indian Affairs, and/or Bureau of Reclamation) of *THE AGENCY's* presence on Federal land.

4. The Federal funds provided to *THE AGENCY* are primarily intended for payment of deputies'/officers' overtime while those deputies and officers are directly engaged in the illicit cannabis eradication and suppression process, (FY 2026 maximum reimbursable overtime reimbursement rate for the DCE/SP will be at \$22,155.25 which is 25 percent of a GS-12, Step 1 taken from the 2025 General Pay Scale, Rest of United States (RUS). The funds shall only be used to pay the normal overtime rate, i.e. time and a half. The overtime reimbursement rate "shall not include any cost for benefits, such as retirement, FICA, or other expenses", which is specifically prohibited) and for per diem and other direct costs related to the actual conduct of illicit cannabis eradication. Examples of such costs includes rental of aircraft, fuel for aircraft, and minor repairs and maintenance necessitated by use to support illicit cannabis eradication. These Federal funds are not intended as a primary source of funding for the purchase of equipment, supplies, or other resources. When DCE/SP funds are used to purchase supplies, equipment, or other resources, those items must be directly related to and must only be used for marijuana eradication activities and may not be used to perform any of the following functions: (i) issuing licenses, permits, or other forms of authorization permitting the holder to manufacture, distribute, sell, or use marijuana in contravention of the CSA; (ii) conducting ancillary activities related to the issuance of such licenses and permits, such as background checks on applicants; (iii) collecting state or local tax or licensing revenue related to the manufacture, distribution, or sale of marijuana in contravention of the CSA; (iv) preparing or issuing regulations governing the manufacture, distribution, sale, or possession of marijuana in contravention of the CSA; or (v) monitoring compliance with state or local laws or regulations that permit the manufacture, distribution, sale, or use marijuana in contravention of the CSA.

All purchases of equipment, supplies, and other resources must be requested in writing and specify whether these items will be purchased under criteria Option 1 and/or Option 2 as indicated on Page 1 of this agreement through the respective DEA Division, *to the Investigative Support Section (ODS)*. Requests must include manufacturer specifications, pricing of the item (including tax, if applicable) to be purchased, and justification for the purchase. The DEA Division personnel will notify the state/local agency whether or not the purchase has been approved. Expenditures for equipment, supplies, and other resources should not exceed 10% of the total Federal funds awarded. Although equipment, supplies, and other resources may be specifically itemized in the Operation Plan, they **are not automatically approved for purchase**. All requests for purchases must be received by HQ/ODS by July 30th. Exemptions to any of these requirements must have prior HQ/ODS approval.

Per DOJ, none of the funds allocated to *THE AGENCY* may be used to purchase promotional items, gifts, trinkets, mementos, tokens of appreciation, or other similar items. Prohibited purchases include items justified as training aids or uniforms/protective gear if they are embroidered, embossed, engraved or printed with *THE AGENCY* or program logos. Additionally, the use of DCE/SP funds for Demand Reduction expenses is no longer authorized. None of the funds allocated to *THE AGENCY* may be used to purchase any item that would deem the DEA liable in case of failure, i.e., munitions or protective plates.

5. In compliance with Section 623 of Public Law 102-141 and the Federal Acquisition Regulation, *THE AGENCY* agrees that no amount of these funds shall be used to finance the acquisition of goods or services unless *THE AGENCY*:
 - (a) Specifies in any announcement of the awarding of the contract for the procurement of the goods and services involved the amount of Federal funds that will be used to finance the acquisition; and
 - (b) Expresses the amount announced pursuant to paragraph (a) as a percentage of the total cost of the planned acquisition.

The above requirements only apply to procurements for goods or services that have an aggregate value of \$500,000 or more. Any goods or services acquired under this provision of the agreement must be directly related to and must only be used for marijuana eradication activities and may not be used to perform any of the following functions: (i) issuing licenses, permits, or other forms of authorization permitting the holder to manufacture, distribute, sell, or use marijuana in contravention of the CSA; (ii) conducting ancillary activities related to the issuance of such licenses and permits, such as background checks on applicants; (iii) collecting state or local tax or licensing revenue related to the manufacture, distribution, or sale of marijuana in contravention of the CSA; (iv) preparing or issuing regulations governing the manufacture, distribution, sale, or possession of marijuana in contravention of the CSA; or (v) monitoring compliance with state or local laws or regulations that permit the manufacture, distribution, sale, or use marijuana in contravention of the CSA.

6. If DEA approves the purchase of supplies (all tangible personal property other than "equipment" as defined by 2 C.F.R. § 200.1), and there is a residual inventory of unused supplies exceeding \$5,000 in total aggregate fair market value upon termination or completion of this Agreement, and if the supplies are not needed for any other federally sponsored programs or projects, *THE AGENCY* shall compensate DEA for DEA's share and in any case the supplies will not be used directly or indirectly to support any state, county or local entity that authorizes cultivating marijuana or has direct oversight or regulatory responsibilities for a state authorized marijuana program, in accordance with 2 C.F.R. § 200.314. *THE AGENCY* agrees that any unused supplies not exceeding \$5,000 in total aggregate fair market value upon termination or completion of this Agreement will either be used for the marijuana eradication activities, returned to DEA, or destroyed, but in any case will not be used to perform any of the following functions: (i) issuing licenses, permits, or other forms of authorization permitting the holder to manufacture, distribute, sell, or use marijuana in contravention of the CSA; (ii) conducting ancillary activities related to the issuance of such licenses and permits, such as background checks on applicants; (iii) collecting state or local tax or licensing revenue related to the manufacture, distribution, or sale of marijuana in contravention of the CSA; (iv) preparing or issuing regulations governing the manufacture, distribution, sale, or possession of marijuana in contravention of the CSA; or (v) monitoring compliance with state or local laws or regulations that permit the manufacture, distribution, sale, or use marijuana in contravention of the CSA.

7. If DEA approves the purchase of equipment (tangible, non-expendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit) for the use of *THE AGENCY*'s personnel engaged in illicit cannabis eradication under this Agreement, *THE AGENCY* will use, manage, and dispose of the equipment in accordance with 2 C.F.R. § 200.313, except that in no case, regardless of useful life and acquisition cost, will the equipment be used directly or indirectly to perform any of the following functions: (i) issuing licenses, permits, or other forms of authorization permitting the holder to manufacture, distribute, sell, or use marijuana in contravention of the CSA; (ii) conducting ancillary activities related to the issuance of such licenses and permits, such as background checks on applicants; (iii) collecting state or local tax or licensing revenue related to the manufacture, distribution, or sale of marijuana in contravention of the CSA; (iv) preparing or issuing regulations governing the manufacture, distribution, sale, or possession of marijuana in contravention of the CSA; or (v) monitoring compliance with state or local laws or regulations that permit the manufacture, distribution, sale, or use marijuana in contravention of the CSA.
8. Payment by DEA to *THE AGENCY* will be in accordance with a schedule determined by DEA. However, no funds will be paid by DEA to *THE AGENCY* under this Agreement until DEA has received to its satisfaction an accounting of the expenditures of all funds paid to *THE AGENCY* during the previous year Agreement. The final/closeout expenditure report will be documented on the September (FINAL) Accounting Form. Accounting forms must be submitted within 30 days after end of month for the previous period.
9. It is understood and agreed by *THE AGENCY* that, in return for DEA's payment to *THE AGENCY* for Federal funds, *THE AGENCY* will comply with all applicable Federal statutes, regulations, guidance, and orders, including previous OMB guidance under OMB Circular A-102 (Grants and Cooperative Agreements with State and Local Governments), OMB Circular A-87 (Cost Principles for State, Local and Indian Tribal Governments), and OMB Circular A-133 (Audits of States, Local Governments and Non-Profit Organizations), which have been combined in 2 C.F.R. Part 200, effective December 26, 2014. In addition, 2 C.F.R. Part 2867 (Non-Procurement Debarment and Suspension), 28 C.F.R. Part 83 (Drug-Free Workplace Act common rule), and 28 C.F.R. Part 69 (Byrd Anti-Lobbying Amendment common rule) apply. (Note: The LOA is a reimbursable agreement, not a grant; therefore, for purposes of the DCE/SP, DEA requires an audit completed regardless of the threshold amount listed in 2 C.F.R. Part 200. The DCE/SP does not have an assigned Catalog of Federal Domestic Assistance (CFDA) number. Audits can be conducted without a CFDA number. The auditor must send an email to the Federal Audit Clearinghouse erd.fac@census.gov with their agency's name and EIN number and the information will be forwarded to them. In conjunction with the beginning date of the award, the audit report period of *THE AGENCY* under the single audit requirement is *FY26* (10/01/2025 through 09/30/2026).

10. *THE AGENCY* acknowledges that arrangements have been made for any required financial and compliance audits and will be made within the prescribed audit reporting cycle. *THE AGENCY* understands that failure to furnish an acceptable audit as determined by the cognizant Federal agency may be a basis for denial of future Federal funds and/or refunding of Federal funds and may be a basis for limiting *THE AGENCY* to payment by reimbursement on a cash basis. *THE AGENCY* further understands that its use of DEA funds or the result of expended DEA funds (e.g. equipment, supplies and other resources) for any use other than the marijuana eradication program activities, including but not limited to its use directly or indirectly to perform any of the following functions: (i) issuing licenses, permits, or other forms of authorization permitting the holder to manufacture, distribute, sell, or use marijuana in contravention of the CSA; (ii) conducting ancillary activities related to the issuance of such licenses and permits, such as background checks on applicants; (iii) collecting state or local tax or licensing revenue related to the manufacture, distribution, or sale of marijuana in contravention of the CSA; (iv) preparing or issuing regulations governing the manufacture, distribution, sale, or possession of marijuana in contravention of the CSA; or (v) monitoring compliance with state or local laws or regulations that permit the manufacture, distribution, sale, or use marijuana in contravention of the CSA, will be a basis for denial of future Federal funds and/or refunding of Federal funds and may be a basis for limiting *THE AGENCY* to payment by reimbursement on a cash basis.
11. *THE AGENCY* shall maintain complete and accurate reports, records, and accounts of all obligations and expenditures of DEA funds under this Agreement in accordance with generally accepted government accounting principles and in accordance with state laws and procedures for expending and accounting for its own funds. *THE AGENCY* shall further maintain its records of all obligations and expenditures of DEA funds under this Agreement in accordance with all instructions provided by DEA to facilitate on-site inspection and auditing of such records and accounts.
12. *THE AGENCY* shall permit and have available for examination and auditing by DEA; the DOJ Office of Inspector General, the Government Accountability Office, and any of their duly authorized agents and representatives, any and all investigative reports, records, documents, accounts, invoices, receipts, and expenditures relating to this Agreement. In addition, *THE AGENCY* will maintain all such foregoing reports and records for six years after termination of this Agreement or until after all audits and examinations are completed and resolved, whichever is longer.
13. *THE AGENCY* agrees that an authorized officer or employee will execute and return to the DEA Regional Contractor; the LOA; Electronic Funds Transfer Memorandum; Certifications Regarding Lobbying; Debarment, Suspension, & Other Responsibility Matters; Drug Free Workplace Requirements (OJP Form 406 1/6); and the Assurances (OJP Form 4000/3). *THE AGENCY* acknowledges that this Agreement will not take effect and that no Federal funds will be awarded by DEA until DEA receives the completed LOA package.
14. Employees of *THE AGENCY* shall at no time be considered employees of the U.S. Government or DEA for any purpose, nor will this Agreement establish an agency relationship between *THE AGENCY* and DEA.

15. **THE AGENCY** shall be responsible for the acts or omissions of **THE AGENCY's** personnel. **THE AGENCY** and **THE AGENCY's** employees, contractors, or personnel shall not be considered as the agent of any other participating entity, including without limitation, the Drug Enforcement Administration, the Department of Justice or any other component of the United States (U.S.) government. Nothing herein is intended to waive or limit sovereign immunity arising from any legal authority. This Agreement creates no liability on the part of the DEA, its agents or employees, or the U.S. Government for any claims, demands, suits, liabilities, or causes of action of whatever kind and designation, and wherever located resulting from the DCE/SP funded by DEA.
16. **THE AGENCY** shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, as amended, and all requirements imposed by or pursuant to DOJ regulations implementing those laws, 28 C.F.R. Part 42, Subparts C, F, G, H, and I.
17. Upon termination of the Agreement, **THE AGENCY** will prepare a September (FINAL) Accounting Form and a general ledger itemizing the breakdown of final expenditures and completion of the overtime spreadsheet tracker. If applicable, attach invoices reflecting the expenditures for equipment in excess of \$2,500, which was previously approved by DEA Headquarters, and the expenses associated with rental or leasing of aircraft. The report should be submitted electronically to the DEA Regional Contractor by October 31st.
18. The duration of this Agreement shall be as specified in Paragraph 3, except that this Agreement may be terminated by either party after thirty (30) day written notice to the other party. All obligations that are outstanding on the above prescribed termination date or on the date of any thirty (30) day notice of termination shall be liquidated by **THE AGENCY** within sixty (60) days thereof, in which event DEA will only be liable for obligations incurred by **THE AGENCY** before the notice of termination. In no event shall **THE AGENCY** incur any new obligations during the period of notice of termination. In the event that the agreement is terminated, any DEA funds that have been obligated or expended and the result of expended funds (e.g. equipment, supplies and other resources) will be used and disposed of in accordance with the provisions of this agreement.
19. **THE AGENCY** must be registered in the System for Award Management (SAM) to receive payment of Federal funds. **THE AGENCY** must have a unique entity identifier known as the Unique Entity ID (UEI). The UEI (formerly the Data Universal Numbering System (DUNS) Number) is a 12-character alphanumeric value assigned to all entities (public and private companies, individuals, institutions or organizations) who must register to do business with the federal government in SAMS. The UEI is required when there is a need for more than one.

THE AGENCY may obtain the UEI via the internet (www.sam.gov) or for additional information, call by phone at 1-844-472-4111. Both the registration in SAM and the UEI are free of charge.

Note: It is THE AGENCY's responsibility to update their SAM registration annually or whenever a change occurs.

Failure to abide by the terms of the LOA, or provide the required reports, may result in the cancellation of the current LOA and jeopardize future funding.

THE AGENCY's current UEI is QJL6GECKLJU26

THE AGENCY's opportunity to enter into this Agreement with DEA and to receive the Federal funds expires ninety (90) days from date of issuance. Agreement issued on _____

(CLEVELAND COUNTY SHERIFF'S OFFICE)

Printed Name & Signature: [Signature]

Title: Sheriff Date: 4-30-2026

Agency, please submit signed LOA & associated paperwork to your DEA Regional Contractor

DRUG ENFORCEMENT ADMINISTRATION

Printed Name & Signature: _____

Special Agent in Charge, Dallas Field Division Date: _____

SAC, please submit signed LOA & associated paperwork to your Fiscal Office.

DEA DIVISIONAL FISCAL CLERK MUST INPUT INTO UFMS & COMPLETE THE BOTTOM OF THIS SECTION

ACCOUNTING CLASSIFICATION/OBLIGATION NUMBER:

2026/AFF-B-OP-OD/5840000/PERMID/JDCE/DEA-JLE/DCE/25205/OD009/xxxxxx

UFMS Input Date: _____ DNC No. _____

DNO No. _____ DDP No. _____

Printed Name: _____ Signature: _____

Fiscal, please submit signed LOA & associated paperwork to your DEA Regional Contractor.

CONTRACT

This contract is made April 20th, 2026, by and between MOORE NORMAN TECHNOLOGY CENTER SCHOOL DISTRICT NO. 17 (MNTC) and the CLEVELAND COUNTY BOARD OF COUNTY COMMISSIONERS ON BEHALF OF THE CLEVELAND COUNTY SHERIFF'S OFFICE (CCSO).

RECITALS: As outlined by Oklahoma law (Title 74, O.S. (1991) § 1008 and Title 74, O.S. (1991) § 360.19), MNTC desires to contract with CCSO for the furnishing by CCSO of law enforcement and school resource officer functions (the "Services") for MNTC Franklin Road and South Penn Campus. MNTC has requested a proposal from CCSO for the furnishing of the Services.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained and intending to be legally bound, MNTC and CCSO agree as follows:

1. **SERVICES TO BE PROVIDED BY CCSO:** CCSO agrees to provide one certified uniformed deputy per specified shift to perform the enumerated services at the Franklin Road Campus and the South Penn Campus of MNTC. CCSO deputies will work with MNTC personnel on a cooperative basis. In addition to the law enforcement security functions, the CCSO deputy will be available to act as a School Resource Officer ("SRO") in conjunction with the required patrol duties. The SRO may provide intervention, law enforcement education and public speaking services as requested by MNTC administration and approved by CCSO as appropriate to the training and capability of the assigned Deputy.
2. **TRAINING FOR SCHOOL RESOURCE OFFICERS:** CCSO agrees all SRO's assigned to MNTC shall attend SRO training on an annual basis and attend the annual Oklahoma School Security Conference. MNTC agrees to reimburse CCSO for all class registration and Oklahoma School Security Conference registration costs.
3. **TERM:** The term of this Contract will commence on JULY 1, 2026, and will terminate JUNE 30, 2027. This contract may be renewed annually upon mutual agreement of the parties. MNTC will provide coverage for regular scheduled SRO duties if training or conference is necessary during those hours.
4. **COMPENSATION:** As compensation to CCSO for the Services, MNTC agrees to pay CCSO the following: An annual fee for the period of twelve months will be \$450,000.00 to cover the salary & benefits of the five (5) deputies assigned to MNTC. One-twelfth of the annual fee will be invoiced each month. The monthly fee will be paid each month, commencing in August 2026, for services rendered during the prior month.
5. **AMENITIES, FRINGE BENEFITS, ETC:** In addition to the financial compensation listed above in Section 4, and for additional and further compensation for the services provided by CCSO, MNTC agrees to provide CCSO access to MNTC's gun range, driving course range, personnel office space, and training classroom space at no cost to CCSO.
6. **SERVICE HOURS:** CCSO will provide one (1) deputy on duty to perform law enforcement and SRO services for each shift at the Franklin Road and South Penn Campuses during the following time for all days that school is in session with students present. Hours may be adjusted if special coverage is

needed for conferencing and/or events. Deputies will not exceed a 40-hour work week if special coverage is needed. Deputies will report to their assigned campus regardless if school is in session or closed for any reason except for recognized holidays to provide contracted services.

Franklin Road Campus:	Monday – Thursday	1st Shift	8:30 a.m. to 4:30 p.m.
	Monday-Thursday	2 nd Shift	2:30 p.m. to 10:30 p.m.
	Friday		8:30 a.m. to 4:30 p.m.
Franklin Road Campus Desk Security	Monday – Friday		7:30 a.m. to 3:30 p.m.
South Penn Campus:	Monday – Thursday		7:30 a.m. to 3:30 p.m.
	Monday – Thursday		2:00 p.m. to 10:00 p.m.
	Friday		7:30 a.m. to 4:00 p.m.

7. **INDEPENDENT CONTRACTOR STATUS:** CCSO is committed to providing the Services as an independent contractor. While MNTC will have no right to direct the CCSO staff in the daily performance of their duties, MNTC reserves the right to approve personnel assigned under this contract. IF MNTC opposes to the assignment of any CCSO personnel to its campus, MNTC will review those objections with a designated CCSO representative for final resolution of goals. CCSO will be responsible for the salaries and benefits of the CCSO employees, including appropriate deductions for taxes, FICA, FUTA and other amounts required by law.
8. **Additional MNTC Staff:** In addition to the personnel to be provided by CCSO, MNTC may employ or utilize private security services or individuals at any time. Cleveland County or the CCSO shall not be responsible for personnel hired under this section.
9. **Various:** This instrument represents the entire understanding between the parties on the subject in question. This Contract can be modified only by means of a written instrument executed by the parties. CCSO shall not have the right to assign this Agreement or subcontract the Services required of CCSO under this Agreement.
10. Either party may terminate this Agreement by notifying the other party in writing thirty (30) days in advance. Upon termination, MNTC shall pay CCSO a prorated payment representing that portion of the annual fee earned by CCSO through the effective date of the termination, after credit for monthly payment already made. Thereafter, neither party shall have any further financial obligation to the other.
11. The CCSO shall work with MNTC and draft postal orders for the deputies that describe the duties of deputies, which may include but not be limited to those duties and responsibilities described in Attachment A.
12. Neither CCSO nor MNTC will be required to maintain any additional registration relating to the Contract, unless otherwise required by applicable law.

13. **POINT OF CONTACT INFORMATION:**

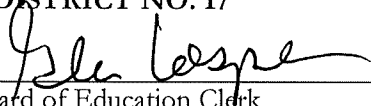
- CCSO Administrator: Chris Amason, Sheriff
- MNTC Administrator: Jerry McConnell, Director Public Safety

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the date first above written.

MOORE NORMAN TECHNOLOGY CENTER SCHOOL DISTRICT NO. 17

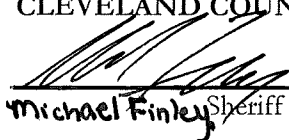


 Presiding Officer, Board of Education

Attest: 

 Board of Education Clerk Date

CLEVELAND COUNTY SHERIFF'S OFFICE



 Michael Finley, Sheriff Date 4/29/26

CLEVELAND COUNTY BOARD OF COUNTY COMMISSIONERS

 Jacob McHughes, Chairman

 Rusty Grissom, Vice Chairman

 Rod Cleveland, Member

Attest: _____
 Pam Howlett, County Clerk Date

APPROVED AS TO FORM AND LEGALITY:

 Assistant District Attorney Kristina Bell Date

ATTACHMENT "A"

Cleveland County Sheriff's Office

Post Order for Moore Norman Technology Center Deputies

Franklin Road Campus General Duties:

- Be visible on campus as students are arriving for classes
- See that students do not linger in their cars upon arrival
- See that students are not in cars during breaks; get names and license tag numbers of problem cars in parking lot and turn them into the appropriate office
- File incident reports in the Public Safety office as soon as possible
- Keep all information confidential
- Notify the Public Safety office any time it is necessary to leave campus
- Enforce policies on student parking
- Be alert to disturbances on campus and learn to know potential trouble spots
- Attend campus safety committee meeting
- Do a walk-through of buildings periodically
- Be present in student break areas occasionally during break times
- Report to the Administration office daily
- Conduct or arrange for resource seminars for staff and students as requested
- Assist with traffic control on campus as students arrive and depart
- Attend Special Training as requested and relevant to job duties
- Forward copy of daily sheets to Public Safety Assistant

South Penn Campus General Duties:

- Be visible on campus as students are arriving for classes
- File incident reports with the Public Safety office as soon as possible
- Keep all information confidential
- Notify the Public Safety office any time it is necessary to leave campus
- Enforce policies on student parking
- Be alert to disturbances on campus and learn to know potential trouble spots
- Attend campus safety committee meeting
- Do a walk-through of buildings periodically
- Report to the Administration office daily
- Assist with traffic control on campus as students arrive and depart
- Attend special training as requested and relevant to job duties
- Forward copy of daily sheets to Public Safety Assistant

Moore Norman Technology Center Deputies Post Order and Duty Requirements

Franklin Road Campus and South Penn Campus Daily Requirements:

- Carry radio at all times
- Contact Administration P.O.C. if radio or keys are lost
- Keep school Motorola radio on for campus activities
- Ensure that traffic in parking lots stay within our speed limit
- Completely familiarize yourself with the classroom/office/shop locations of the faculty and staff at this facility
- Provide mandatory relief or stay in radio range (approximately two (2) miles) if a necessity arises and officer needs to leave campus
- Develop procedure for changing shifts, keys and radio that will ensure adequate campus coverage

Duties for Campus Deputies:

- Perform routine/random walk-through any time the building is open to the public (at least once every two-three hours during the day, more frequently at night)
- Watch and control the traffic flow on campus
- Deputy should be visible during job fairs and other large meetings, and a walk-through should occur at least twice during an all-day event
- Evening meetings should have a walk-through commencing at the beginning of the meeting so that a security presence is established
- Check on Franklin Road students departing campus at times other than scheduled times

**Court Clerk Records Management and Preservation
Monthly Report**

OSAI Form #1727 (2019)
28 O.S. §§ 31.3 & 152

Finalized/Modified
Date: 04/28/2026

County: CLEVELAND
Reporting Period: March 2026

Beginning Balance	\$ 623,252.38
Fees Collected	\$ 19,406.00
Interest	\$ 0.00
Refunds	\$ 0.00
Cancelled Vouchers	\$ 0.00

Expenditures:

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

Total Expenditures	\$ 0.00
Ending Balance	\$ 642,658.38

Reconciled Balance on Treasurer's Ledger	
(Treasurer/Deputy Initials <u> <i>EM</i> </u>)	\$ 642,658.38

Reconciling Items:

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

Reconciled Balance	\$ 642,658.38
---------------------------	---------------

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

Marilyn Williams

Court Clerk or Authorized Deputy

4-28-2026

Date

Reviewed by

Date

Filed with Board of County Commissioners on: _____

Signature of BOCC Chairperson: _____

Filed with Administrative Director of the Courts on: _____



Miscellaneous Receipt
OFFICE OF THE COUNTY TREASURER
CLEVELAND COUNTY, OKLAHOMA
201 S. Jones, Suite 100
Norman, OK 73069
(405) 366-0217

Receipt Number 2025.48968

Payment Date 03/11/2026

Paid By
MARILYN WILLIAMS, COURT CLERK

Tender	Number	Amount
Check		\$19,406.00

Item Description	Units	Unit Charge	Amount Paid	Fund / Account
703 - Presrvtn Fee-Court Clk Preservation	1.00	19,406.00	\$19,406.00	606 - Court Clerk Record Mgmt/Presrv
Total			\$19,406.00	

Tammy Richards, County Treasurer

Elizabeth Larkin, Deputy

SAI 397A (2016)

Resolution Number

DECLARATION OF SURPLUS

WHEREAS, in compliance with 19 O.S. §§ 339, & 421 thru 421.2, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control the following described assets of the Treasurer's office or department:

Table with 3 columns: Description, Inventory ID # Original Cost, Serial number Date Acquired. Rows include Chair Upholstered Armchair (Green) with ID C102.69 and C102.70, both with original cost \$1,312.54 and date 9/20/2006.

Signature of officer requesting declaration of surplus: Tammy Richards by [Signature]

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

The Board further directs that in accordance with 62 O.S. § 335, proceeds collected from the disposal of said property be deposited into the Treas Cert Fee Capital Outlay Fund, which is the fund from which said property was purchased.

Passed and approved in open meeting this day of

ATTEST:

Cleveland

County Clerk

County, Oklahoma

By: Deputy

Chairman

Member

Member

Resolution Number

DECLARATION OF SURPLUS

WHEREAS, in compliance with 19 O.S. §§ 339, & 421 thru 421.2, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control the following described assets of the Treasurer's office or department:

Table with 3 columns: Description, Inventory ID # Original Cost, Serial number Date Acquired. Rows include Black Leather Chair w/ casters (Inventory ID C102.71-74, Cost \$1,159.23, Date 9/20/2006) and Office Chair Dark Grey Chair (Inventory ID C102.89-93, Cost \$548.20/\$596.20, Date 1/21/2009).

Signature of officer requesting declaration of surplus: Tammy Richards

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

The Board further directs that in accordance with 62 O.S. § 335, proceeds collected from the disposal of said property be deposited into the Treas Cert Fee Capital Outlay Fund, which is the fund from which said property was purchased.

Passed and approved in open meeting this _____ day of _____,

ATTEST:

Cleveland

County Clerk

County, Oklahoma

By: _____

Deputy

Chairman _____

Member _____

Member _____

Resolution Number

DECLARATION OF SURPLUS

WHEREAS, in compliance with 19 O.S. §§ 339, & 421 thru 421.2, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control the following described assets of the Treasurer's office or department:

Table with 3 columns: Description, Inventory ID # Original Cost, Serial number Date Acquired. Rows include Black Leather Chair, Leather Couch, Upholstered Chair, Office Chair, etc.

Signature of officer requesting declaration of surplus: Tammy Richards by upla C/O

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

The Board further directs that in accordance with 62 O.S. § 335, proceeds collected from the disposal of said property be deposited into the Treas Cert Fee Capital Outlay Fund, which is the fund from which said property was purchased.

Passed and approved in open meeting this day of

ATTEST:

Cleveland

County Clerk

County, Oklahoma

By: Deputy

Chairman

Member

Member

Resolution Number

DECLARATION OF SURPLUS

WHEREAS, in compliance with 19 O.S. §§ 339, & 421 thru 421.2, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control the following described assets of the Treasurer's office or department:

Table with 3 columns: Description, Inventory ID # Original Cost, Serial number Date Acquired. Rows include Office Chair Via Carmel Mid-Back Executive Style Chair, Office Chair Via Carmel High-Back Executive Style Chair, Office Chair Via Carmel High-Back Executive Style Chair, Office Chair Ergohuman Mesh Mid-back, Office Chair Tye Black Ebony Office Chair, Office Chair Tye Black Ebony Office Chair.

Signature of officer requesting declaration of surplus: Tammy Richards by Myra Casla

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

The Board further directs that in accordance with 62 O.S. § 335, proceeds collected from the disposal of said property be deposited into the Treas Cert Fee Capital Outlay Fund, which is the fund from which said property was purchased.

Passed and approved in open meeting this day of

ATTEST:

Cleveland

County Clerk Deputy

County, Oklahoma

Chairman

Member

Member

Resolution Number

DECLARATION OF SURPLUS

WHEREAS, in compliance with 19 O.S. §§ 339, & 421 thru 421.2, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control the following described assets of the Treasurer's office or department:

Table with 3 columns: Description, Inventory ID # Original Cost, Serial number Date Acquired. Rows include Office Chair Tye Black Ebony Office Chair, Office Chair Via Carmel Mid Back Executive Style Chair, Office Chair Via Carmel High Back Executive Style Chair, Office Chair Via Carmel High Back Executive Style Chair, Office Chair Tye Black Ebony Office Chair.

Signature of officer requesting declaration of surplus: Tammy Richards by [Signature]

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

The Board further directs that in accordance with 62 O.S. § 335, proceeds collected from the disposal of said property be deposited into the Treas Cert Fee Capital Outlay Fund, which is the fund from which said property was purchased.

Passed and approved in open meeting this day of

ATTEST:

Cleveland

County Clerk

County, Oklahoma

By: Deputy

Chairman

Member

Member

Resolution Number

DECLARATION OF SURPLUS

WHEREAS, in compliance with 19 O.S. §§ 339, & 421 thru 421.2, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control the following described assets of the Treasurer's office or department:

Table with 3 columns: Description, Inventory ID # Original Cost, Serial number Date Acquired. Rows include Armless Chair, Office Chair, etc.

Signature of officer requesting declaration of surplus: [Handwritten Signature]

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

The Board further directs that in accordance with 62 O.S. § 335, proceeds collected from the disposal of said property be deposited into the Treas Cert Fee Capital Outlay Fund, which is the fund from which said property was purchased.

Passed and approved in open meeting this day of ,

ATTEST:

County Clerk By: Deputy

Cleveland County, Oklahoma

Chairman Member Member

Resolution Number

DECLARATION OF SURPLUS

WHEREAS, in compliance with 19 O.S. §§ 339, & 421 thru 421.2, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control the following described assets of the Treasurer's office or department:

Table with 3 columns: Description, Inventory ID # Original Cost, Serial number Date Acquired. Contains two rows of Ruby Upholstered Windsor Chair data.

Signature of officer requesting declaration of surplus: [Handwritten Signature]

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

The Board further directs that in accordance with 62 O.S. § 335, proceeds collected from the disposal of said property be deposited into the General Capital Outlay Fund, which is the fund from which said property was purchased.

Passed and approved in open meeting this day of ATTEST: Cleveland County, Oklahoma

By: Deputy

Chairman Member Member

SAI 397 (2015)

[Empty box for Resolution Number]

Resolution Number

RESOLUTION FOR DISPOSING OF EQUIPMENT

WHEREAS, in compliance with 19 O.S. §§ 339 and 421, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control an item of equipment described as follows:

C102.89 - Office Chair (Dark Grey)

Serial Number 36RCXA Date Acquired 1/21/2009

Name and address of whom acquired: Core Office Furniture 8201 N Glade Ave Oklahoma City OK 73132

Acquisition cost or contract price (if under lease-purchase agreement):

Name and address of the person or firm to whom property was transferred:

[Empty box for transferee name and address]

Price received:

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

THEREFORE, after due consideration and deeming it to be for the best interest of County, the Board of County Commissioners hereby orders the above described property

- [x] Junked
[] Sold
[] Traded
[] Other (please explain):

And that the title to the same be transferred by the Chairman of the Board of County commissioners upon receipt of the above amount by the County Treasurer.

Passed and approved in open meeting this day of ATTEST:

County Clerk Cleveland County, Oklahoma

By: Deputy

Chairman

Member

Member

Note: 19 O.S. § 421, requires that the above resolution or record be made within 30 days of the disposition of property and entered on the inventory record.

Resolution Number

RESOLUTION FOR DISPOSING OF EQUIPMENT

WHEREAS, in compliance with 19 O.S. §§ 339 and 421, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control an item of equipment described as follows:

C102.93 - Office Chair

Serial Number 332CRA Date Acquired 1/21/2009

Name and address of whom acquired: Core Office Furniture 8201 N Glade Ave Oklahoma City OK 73132

Acquisition cost or contract price (if under lease-purchase agreement):

Name and address of the person or firm to whom property was transferred:

Price received:

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

THEREFORE, after due consideration and deeming it to be for the best interest of County, the Board of County Commissioners hereby orders the above described property

- Junked
Sold
Traded
Other (please explain):

And that the title to the same be transferred by the Chairman of the Board of County commissioners upon receipt of the above amount by the County Treasurer.

Passed and approved in open meeting this day of ATTEST:

Cleveland County, Oklahoma

County Clerk

By: Deputy

Deputy

Chairman

Member

Member

Note: 19 O.S. § 421, requires that the above resolution or record be made within 30 days of the disposition of property and entered on the inventory record.

CLEVELAND COUNTY, OKLAHOMA
BOARD OF COUNTY COMMISSIONERS

STANDARD SERVICE CONTRACT BETWEEN COUNTY AND VENDOR

CONTRACT entered on the 1st day of July, 2026.

BETWEEN the **COUNTY:** The Board of County Commissioners of the
County of Cleveland
201 South Jones
Norman, Oklahoma 73069

on behalf of: **Cleveland County Treasurer**
Contact Person: Melanie Casillas
Telephone Number: 405-366-0636

and the **VENDOR:** **Data Business Equipment, Inc**
Address: **3845 Forney Rd, Suite B**
Mesquite TX 75149

Contact Person: **Megan Remmert**
Telephone Number: **309-690-6736**
Fax Number:
Email: mremmert@dbeinc.com

for the following maintenance or services:

Formax FD452 Envelope Opener

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

Assistant District Attorney

Date

THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.

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)
Parts and Labor for the following equipment:

Formax FD452 Envelope Opener- Serial Number: BM16365010

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, 2026 and shall terminate on June 30, 2027. 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:

Formax Envelope Opener * Total Annual = \$323.00

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 Cleveland County Clerk. Upon approval of this contract a Blanket Purchase Order Number will be issued by Cleveland 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
CLEVELAND COUNTY, OKLAHOMA

Chairman _____

Commissioner _____

Commissioner _____

Approved by County Dept.:

Department Head
ATTEST:



Pam Howlett, County Clerk

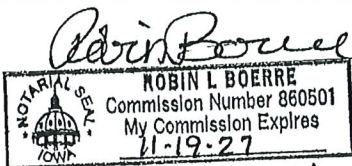
Deputy: _____

VENDOR:

Data Business Equipment

By: Carly Donnell

Attest or Notary:



4/28/26

County Polk, State IA

Jammy Richards
County Treasurer

Date

CLEVELAND COUNTY, OKLAHOMA
BOARD OF COUNTY COMMISSIONERS

STANDARD SERVICE CONTRACT BETWEEN COUNTY AND VENDOR

CONTRACT entered on the 1st day of July, 2026.

BETWEEN the **COUNTY:** The Board of County Commissioners of the
County of Cleveland
201 South Jones
Norman, Oklahoma 73069

on behalf of: **Cleveland County Treasurer**
Contact Person: Melanie Casillas
Telephone Number: 405-366-0636

and the **VENDOR:** **Data Business Equipment, Inc.**
Address: **3845 Forney Rd, Suite B**
Mesquite TX 75149

Contact Person: **Megan Remmert**
Telephone Number: **309-690-6736**
Fax Number:
Email: mremmert@dbeinc.com

for the following maintenance or services:

- (1) Canon CR-190I Duplex Check Scanner
- (6) Canon CR-120 Check Scanners
- (18) Canon CR-L1 Check Scanners

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

Assistant District Attorney

Date

THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.

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)
Parts and Labor for the following equipment:

- (1) Canon CR-190i Check Scanner – Machine #FG321320
- (6) Canon CR-120 Check Scanners- Machine #HQ300497 * #HQ300499 * #HQ300508
* #HQ300536 * #HQ300537 * #HQ300539
- (18) Canon CR-L1 Check Scanners – Machine #EQ32405 * #EQ32406 * #EQ32407 *
#EQ32408 * #EQ32409 * #EQ32410 * #EQ32411 * #EQ32412 * #EQ32413 *
#EQ32414 * #EQ32415 * #EQ32416 * #EQ32417 * #EQ32418 * #EQ32419 *
#EQ32420 * #EQ32421 * #EQ32422

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, 2026 and shall terminate on June 30, 2027. 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:

- (1) Canon CR-190i Check Scanner @ \$496.00 per year. Total = \$496.00
- (6) Canon CR-120 Check Scanners @ \$177.00 per year. Total = \$1,062.00
- (18) Canon CR-L1 Check Scanner @ \$127.00 per year. Total = \$2,286.00

Total contract price is \$3,844.00

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 Cleveland County Clerk. Upon approval of this contract a Blanket Purchase Order Number will be issued by Cleveland 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
CLEVELAND COUNTY, OKLAHOMA

Chairman _____

Commissioner _____

Commissioner _____

Approved by County Dept.:

Department Head
ATTEST:

Jammy Richards

Pam Howlett, County Clerk

Deputy: _____

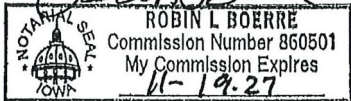
VENDOR:

Data Business Equipment

By:

Carly Donnell

Attest or Notary:

Robin Boerre

 4/28/26
 County Polk, State IA

Jammy Richards
County Treasurer

4-28-2026
Date

CLEVELAND COUNTY, OKLAHOMA
BOARD OF COUNTY COMMISSIONERS

STANDARD SERVICE CONTRACT BETWEEN COUNTY AND VENDOR

CONTRACT entered on the 1st day of July, 2026.

BETWEEN the **COUNTY:** The Board of County Commissioners of the
County of Cleveland
201 South Jones
Norman, Oklahoma 73069

on behalf of: **Cleveland County Treasurer**
Contact Person: Melanie Casillas
Telephone Number: 405-366-0636

and the **VENDOR:** **Data Business Equipment, Inc**
Address: **3845 Forney Rd, Suite B**
Mesquite TX 75419

Contact Person: **Megan Remmert**
Telephone Number: **309-690-6736**
Fax Number:
Email: mremmert@dbeinc.com

for the following maintenance or services:

- (17) Currency Discriminators
- (13) Printers for Currency Discriminators

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

Assistant District Attorney Date

THE COUNTY AND THE VENDOR AGREE AS SET FORTH BELOW.

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)
Parts and Labor for the following equipment:

(17) Cassida Zeus Currency Discriminators: Machine #102290ZEUS70554 *
#102290ZEUS70373 * #102290ZEUS70544 * #102290ZEUS70399 * #102290ZEUS70352
* #102290ZEUS70499 * #102290ZEUS70332 * #102290ZEUS70538 *
#102290ZEUS70367 * #102290ZEUS70517 * #102290ZEUS70377 * #102290ZEUS70329
* #102290ZEUS70396 * #102290ZEUS70456 * #102290ZEUS70335 *
#102290ZEUS70548 * #102290ZEUS70553

(13) Bixolon SRP-330II Currency Printers: Machine # USAO0K2261613 *
#USAO0K22061614 * #USAO0KA22061616 * #USAO0KA22061625 *
#USAO0KA22601626 * #USAO0KA22061628 * #USAO0KA22061653 *
#USAO0KA22061654 * #USAO0KA22061655 * #USAO0KA22061656 *
#USAO0KA2262042 * #USAO6KA22080995 * #USAO6KA22080996

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, 2026 and shall terminate on June 30, 2027. 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:

(17) Cassida Zeus Currency Discriminators: \$410.00 each per year. Total = \$6,970.00

(13) Bixelon SRP-330II Printers: \$50.00 each per year. Total = \$650.00

Contract Total =\$7,620.00

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 Cleveland County Clerk. Upon approval of this contract a Blanket Purchase Order Number will be issued by Cleveland 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
CLEVELAND COUNTY, OKLAHOMA

Chairman _____

Commissioner _____

Commissioner _____

Approved by County Dept.:

Department Head Jammy Richards
ATTEST:

Pam Howlett, County Clerk

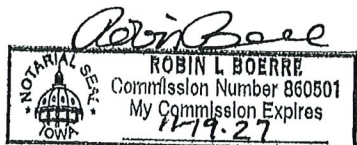
Deputy:_____

VENDOR:

Data Business Equipment

By: Carly Donnell

Attest or Notary:



4/28/26

County Polk, State IA



Jammy Richards
County Treasurer

4-28-2026

Date

[Empty box]

Resolution Number

RESOLUTION FOR DISPOSING OF EQUIPMENT

WHEREAS, in compliance with 19 O.S. §§ 339 and 421, the Board of County Commissioners of Cleveland County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of Cleveland County, Oklahoma, has under its management and control an item of equipment described as follows:

Varidesk Cube Corner Desk Riser-SP105-9
*See attached list for additional items

Serial Number N/A Date Acquired 11/04/2015

Name and address of whom acquired: [Empty box]

Acquisition cost or contract price (if under lease-purchase agreement): \$400

Name and address of the person or firm to whom property was transferred:

Purple Wave Auction
825 Levee Dr.
Manhattan, KS 66502

Price received: \$62.50

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

THEREFORE, after due consideration and deeming it to be for the best interest of County, the Board of County Commissioners hereby orders the above described property

- Junked
- Sold
- Traded
- Other (please explain): Sold at auction

And that the title to the same be transferred by the Chairman of the Board of County commissioners upon receipt of the above amount by the County Treasurer.

Passed and approved in open meeting this 4th day of May, 2026

ATTEST:

County Clerk Cleveland County, Oklahoma

By: _____
Deputy

Chairman _____

Member _____

Member _____

Note: 19 O.S. § 421, requires that the above resolution or record be made within 30 days of the disposition of property and entered on the inventory record.

**NORMAN FARM MARKET
Independent Contractor Agreement FY 27**

This Independent Contractor Agreement (“Agreement”) is entered into between the Cleveland County Norman Farm Market and Gerin Samini (“Contractor”), for the purpose of Contractor providing services for Cleveland County’s Norman Farm Market.

I. Purpose

The purpose of this Agreement is to provide temporary services to assist with Farm Market set-up and tear-down at The Well, located at 210 S. James Garner Avenue.

II. Term

This Agreement is to be effective on July 1, 2026, through June 30, 2027.

III. Scope of Services

Contractor will provide set-up and tear-down services for the Norman Farm Market. Such services require physical labor, including hauling and setting up tents and tables. Heavy lifting is required.

Rate of Pay: \$20/hour – anticipated (but not guaranteed) 4-6 hours of labor per Saturday

Paid monthly.

Dates: Saturdays, Year Round according to Farm Market schedule

Time: Set-up begins at 5:00 a.m.

Tear-down begins at 1:00 p.m.

Punctuality and attendance for assigned schedules are required.

Please note that no-shows, tardiness, or inconsistent attendance for assigned schedules may result in forfeiture of future scheduling opportunities.

Cancelling or re-scheduling assigned schedules shall be avoided as much as possible. Any truly emergent schedule changes or cancellations must be submitted to chamilton@clevelandcountyok.com as soon as practically possible in order to maintain in good standing for future scheduling opportunities.

Eligibility: Not a current Cleveland County employee
Must be 16 or older

Scheduling: Four (4) people will be needed each Saturday.

All 4 must be available to work both the set-up and tear-down hours for any Saturday on which Contractor signs up to work.

Saturday assignments will be made on a first come, first serve basis and will be rotated depending on number of available Contractors. Contractor hereby acknowledges and agrees that execution of this Agreement is not a guarantee of any number of shifts or hours, and the Norman Farm Market retains the right to adjust schedules as needed in its sole discretion for the effective and consistent operation of the market.

IV. Independent Contractor Status/Tax Responsibility/Liability Waiver

Contractor hereby acknowledges and agrees that Contractor is an independent contractor and not an employee of Cleveland County.

As an independent contractor, Contractor will be required to complete a 1099 form and acknowledges and agrees that documentation of monies paid to Contractor will be submitted to the Oklahoma Tax Commission and the Internal Revenue Service. Contractor hereby acknowledges and agrees that no employment or other taxes will be withheld from monies earned and that all tax liability, if any, shall be the sole responsibility of Contractor.

Contractor hereby acknowledges and agrees that as an independent contractor, Contractor is not entitled to workers' compensation benefits. By execution of this agreement, Contractor hereby assumes the risk of performing services under this agreement, and Cleveland County shall not be liable for any personal injuries or property damage or loss that Contractor may incur as a result of performing such services. Contractor agrees to hold harmless Cleveland County and to waive any and all potential claims or losses for any such potential personal injuries or physical damage that may incur against Cleveland County as a result of performing the services in this Agreement.

V. Amendments

Any modifications or amendments to this Agreement shall be in writing, dated and executed by both Contractor and Cleveland County.

VI. Applicable Law and Venue

This contract shall be governed in all respects by the laws of the State of Oklahoma. Any legal cause of action arising out the obligations in this Agreement shall be brought solely in the Oklahoma District Court of Cleveland County or the United States District Court for the Western District of Oklahoma.

VII. Entire Agreement

This Agreement represents all the terms and conditions agreed upon by the parties. No other understandings or representations, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

APPROVED this _____ day of _____, 2026.

By: Charles Hamilton
210 James Garner Ave
Norman, OK 73069



Charles Hamilton
Farm Market Manager

Date: 4/23/26

Emiri Samimi
Name: Emiri Samimi
Contractor

Date: 23-4-26

APPROVED by the Board of County Commissioners this ____ day of _____, 2026.

Chairman Jacob McHughes

Vice-Chairman Rusty Grissom

Member Rod Cleveland

Attest:

Pam Howlett
County Clerk

**Cooperative Extension Services Agreement Between
THE OKLAHOMA STATE UNIVERSITY ACTING FOR AND ON BEHALF OF ITS
COOPERATIVE EXTENSION SERVICE AND THE UNITED STATES DEPARTMENT
OF AGRICULTURE
and
THE BOARD OF COUNTY COMMISSIONERS
Of Cleveland County**

For the period July 1, 2026 through June 30, 2027

WHEREAS the Federal Smith Lever Act of 1914, as amended, authorized the establishment of Cooperative Extension work between the Land-Grant Colleges and the United States Department of Agriculture, and

WHEREAS Boards of County Commissioners of the respective counties in Oklahoma are authorized by law to contract and agree with the United States Department of Agriculture and with Oklahoma State University (“OSU”) for the conduct of said extension work, and

WHEREAS OSU, by and through its duly appointed Board of Regents, has been authorized to oversee the provision of Cooperative Extension work throughout the State of Oklahoma, and has been statutorily mandated by the Oklahoma Legislature to expend state-appropriated funding to support cooperative extension services to each of the counties in Oklahoma,

THE PARTIES HERETO, OSU, acting for and on behalf of its Cooperative Extension Service and the United States Department of Agriculture, and the Board of County Commissioners of the County named above, acting under authority of law, do hereby enter into this contract for Cooperative Extension work for the fiscal year shown above.

THE PARTIES MUTUALLY AGREE AND ACKNOWLEDGE:

1. The Board of County Commissioners agrees to provide adequate financial support to the OSU Cooperative Extension program as required by the Oklahoma Statutes in the amounts and for the purposes set forth in the budget, conditioned upon availability, these funds to be disbursed upon claims submitted by the County Extension Director and approved by the County Commissioners.
2. The Board of County Commissioners, at its own expense, agrees to provide adequate office space and utilities for the OSU Cooperative Extension personnel, unless adequate free office space and utilities for such Cooperative Extension personnel are available in federal or other rent-free building space within the County.
3. OSU agrees to select Cooperative Extension Educators who are well qualified by virtue of their technical training, experience, and ability to communicate, to perform the prescribed duties of Cooperative Extension Educators. OSU further agrees to provide a highly qualified staff of subject-matter Specialists, subject to available funding, to assist in planning, carrying out, and evaluating County Extension education programs, and to select and employ sufficient secretarial staff to support such Educators and Specialists.

4. The parties agree that Cooperative Extension personnel are required to perform travel as a part of their normal duties, the reimbursement of said travel to be governed by the official travel regulations of the Oklahoma Cooperative Extension Service.
5. The parties agree that they will comply with the Equal Opportunity Program of the Oklahoma Cooperative Extension Service as approved by the President of Oklahoma State University and the Secretary for the United States Department of Agriculture.
6. The parties acknowledge and agree that Extension employees assigned to the county are employees of OSU, subject to the direction and control of OSU. OSU agrees to provide personnel supervision, in-service education, and program guidance.
7. The parties agree that the policies of the United States Department of Agriculture and the Oklahoma State University governing partisan political activities of Cooperative Extension employees will be strictly enforced at all times.
8. The parties agree that the policies established by the Oklahoma State University Cooperative Extension Service will apply in granting annual, sick, and academic related and military leave for Extension personnel and that Cooperative Extension office hours and holidays will be governed by the policies established by the Oklahoma State University Cooperative Extension Service.
9. The term of this agreement is from July 1, **2026** through June 30, **2027**. Unless the Cooperative Extension Service provides written notice at least twenty (20) days prior to June 30, **2027**, the Board of County Commissioners has the option to renew this agreement, upon the same terms. The exercise of any such option shall be accomplished by the Board of County Commissioners voting to exercise their renewal option on or after the first Monday of the fiscal year renewal period. If Cooperative Extension withdraws the option to renew upon the same terms and conditions or the Board of County Commissioners does not exercise its option to renew upon the same terms and conditions, the Board of County Commissioners and OCES shall have the right to negotiate new terms and conditions. If negotiations extend into the succeeding fiscal year, OCES may operate on temporary appropriations until such time as a final agreement is reached. When a mutual agreement for the Extension Service' budget ultimately is reached, the agreed budget shall be considered retroactive to the beginning of the fiscal year.

BUDGET

<u>Cleveland</u>	<u>County Extension Budget for FY</u>	<u>2027</u>
Contractual Services		431,600.00
Personal Services		_____
Fringe (optional)		_____
Travel Expense		40,000.00
Maintenance & Operations		32,000.00
Capital Outlay		12,000.00
TOTAL BUDGET	\$	515,600.00

AGENDA REQUEST FORM

Agenda Item: To consider and/or approve an Agreement between the Cleveland County Health Department and Food and Shelter, Inc. to provide reimbursement for salary, benefits, training, and local travel for a Food and Shelter employee to coordinate social services and benefits to local patrons of Food & Shelter Inc. who are citizens of Cleveland County.

Name of Person Submitting Request: Daniel Thatcher, Business Manager on behalf of Melody Bays, Regional Director

Address: Cleveland County Health Department
250 12th Ave. NE
Norman, OK 73071

Phone: (405) 579-2283

Date Requested: 04/28/2026

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

To consider and/or approve an Agreement between the Cleveland County Health Department and Food and Shelter, Inc. in which CCHD will provide reimbursement for salary, benefits, training, and local travel for a Food and Shelter employee to coordinate social services and benefits to local patrons of Food & Shelter Inc. who are citizens of Cleveland County. CCHD agrees to pay up to \$80,000.00 for the term of this contract 4/27/2026 through 6/30/2027.

Internal Use Only

Received by: _____

Acknowledge: _____ (Chairman)

Date Assigned: _____

_____ (Member)

Applicant Notified: _____

_____ (Member)

Routine (Consent) Item: _____

Other Parties Notified: _____

**AGREEMENT FOR COMMUNITY HEALTH WORKER SERVICES
PROVIDED THROUGH THE CLEVELAND COUNTY HEALTH DEPARTMENT
FY 2026-27**

This Agreement for Interlocal Cooperation is made and entered into by and between the Cleveland County Health Department ("Department") and Food & Shelter, Inc.

Pursuant to 74 O.S. 1981 § 1001 et seq., the Department and Food & Shelter, Inc. find that it is to the mutual benefit of both the Department and Food & Shelter, Inc. to enter into an Agreement to provide staff to coordinate social services and benefits to local patrons of Food & Shelter, Inc. who are citizens of Cleveland County.

WHEREAS, Food & Shelter, Inc. and Department exists for the benefit of the citizens of Cleveland County organized and existing under the laws of the State of Oklahoma; and

WHEREAS, it is the desire of the Department and Food & Shelter, Inc. to ensure access to care for clients and their families by coordinating care and services; and

WHEREAS, in order to accomplish these goals the Department has agreed to allocate funds to Food & Shelter, Inc. in order to provide sufficient means for Food & Shelter, Inc. to hire, train and retain an individual(s) to coordinate community health services and information between the Department, Food & Shelter, Inc. and the citizens of Cleveland County.

NOW THEREFORE, the parties agree as follows:

1. This Agreement shall be effective April 27, 2026, and terminate June 30, 2027.
2. This Agreement may be renewed by agreement of the parties for successive fiscal years if mutually agreed upon by both parties.
3. Department agrees to provide Food & Shelter, Inc. the sum of approximately **\$80,000.00** for the term of this contract in order to cover the individual(s) salary, benefits, training

and local travel. This figure may be adjusted as needed in order to reflect fluctuation of costs for employee(s) salary and/or benefits.

4. Department shall provide program guidance ensuring its purpose and execution remain consistent with principles of public health and community health worker services.
5. Said individual(s) will be considered a full-time employee(s) of Food & Shelter, Inc. and subject to all rules and requirements of Food & Shelter, Inc.
6. Said individual(s) will be obligated to complete Community Health Worker training as outlined by the Department.
7. Food & Shelter, Inc. will submit monthly grant reports to the Department inclusive of information needed to continue funding.
8. Should this Agreement be renewed for additional fiscal years, the amount to be paid by the Department to Food & Shelter, Inc. may be renegotiated.
9. It is understood that the individual(s) hired pursuant to this Agreement by Food & Shelter, Inc. will be answerable to Food & Shelter, Inc. and evaluated on his/her performance by Food & Shelter, Inc. with input and guidance from the Department.

IN WITNESS WHEREOF, the Cleveland County Health Department adopts and approves this Agreement this 28th day of April, 2026.

CLEVELAND COUNTY HEALTH DEPT.


Melody Bays (Apr 28, 2026 15:19:37 CDT)

Melody Bays, Regional Admin. Director

IN WITNESS WHEREOF, Food & Shelter, Inc. and approves this Agreement this 28th day of April, 2026.

FOOD & SHELTER, INC.

Cathy Billings
Cathy Billings (Apr 28, 2026 15:13:38 CDT)

Cathy Billings, Executive Director

IN WITNESS WHEREOF, Board of County Commissioners of Cleveland County adopts and approves this Agreement this _____ day of _____, 2026.

BOARD OF COUNTY COMMISSIONERS OF CLEVELAND COUNTY

Chairman

Member

Member

ATTEST:

County Clerk

DATE

APPROVED AS TO FORM AND LEGALITY:

ASSISTANT DISTRICT ATTORNEY

AGENDA REQUEST FORM

Agenda Item: Accept, Award and/or Reject County Bid #HWY-2194
Name of Person Submitting Request: Keri Lyles
Address: Purchasing Dept.
Phone: (405) 366-0224
Date Requested: 5/11/2026

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

Bid #HWY-2194 - Three (3) Month Non-Encumbered Contract to provide Materials and Installation of Asphaltic Concrete Base and Surface Coarse (Hot Mix/Hot Laid Asphalt). The bid term will be from June 1, 2026 through August 31, 2026.



PROCLAMATION

ECONOMIC DEVELOPMENT WEEK

May 4 - May 8, 2026

Whereas, the International Economic Development Council is the largest professional economic development organization dedicated to serving economic developers, and;

Whereas, the International Economic Development Council provides leadership and excellence in economic development for communities, members, and partners through conferences, training courses, advisory services and research, in-depth publications, public policy advocacy, and initiatives such as the Accredited Economic Development Organization program, the Certified Economic Developer designation, and the Entrepreneurship Development Professional, and;

Whereas, economic developers promote economic well-being and quality of life for their communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base, and;

Whereas, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of the American economy, and;

Whereas, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions, and;

Whereas, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions, and;

Whereas, Cleveland County is home to the internationally awarded and recognized Cleveland County Economic Development Coalition, whose work advances innovation, investment, workforce development, and long-term prosperity throughout the region, and;

Whereas, the Cleveland County Economic Development Coalition serves unincorporated Cleveland County, the cities within, and the metro region within the State of Oklahoma;

NOW THEREFORE BE IT RESOLVED, that the Cleveland County Board of Commissioners recognizes the week of May 4 through May 8, 2026, as Economic Development Week, and we remind individuals of the importance of this community celebration which supports expanding career opportunities and improved quality of life initiatives for all citizens.

Attest:

Pam Howlett, County Clerk

Jacob McHughes, Chairman

Rusty Grissom, Vice-Chairman

Rod Cleveland, Member