



LEGAL REQUEST MEMORANDUM (LRM)

From: (Name) Shoemaker Jodi (Dept) Procurement Services - 2530
(Title) PCA Coordinator (Phone) 352-671-8446
Signature _____ Date Thursday, June 19, 2025

The Office of the County Attorney is requested to provide legal assistance as detailed in this legal request and supporting documents (attached).

Request for: ☐ New Document ☐ Review & Comment ☐ RESUBMIT LRM No. _____
☒ Approve as to Form ☐ Other

Description of Request

This is a last-minute request for an approved LRM related to the third amendment of the Granicus contract. I need to submit the agenda item for the renewal through Legistar by the end of today in order to meet the deadline for the July 1st meeting. Attached are the vendor-signed quote and the vendor-signed ATCs. The renewal term is retroactively effective from June 4, 2025, through June 3, 2026. The delay was due to multiple pricing discrepancies that required resolution between IT and Granicus. Once approved, please return the signed documents to me at your earliest convenience. Thank you - Jodi

For more information or discussion, contact: ☒ Same as above
(Name) _____ (Title) _____ (Phone) _____
Last First

Agenda Item? ☒ Yes ☐ No

Agenda Deadline Date for **Legal**: _____ Agenda Deadline Date for **Admin**: _____ Agenda Date: Thursday, June 19, 2025

Note: Please allow a MINIMUM of 5 working days BEFORE deadlines for LRM to be completed.

DO NOT COMPLETE - Office of the County Attorney use ONLY

LRM No. 2025-536

Assigned to: ☐ Matthew Guy Minter, County Attorney ☐ Dana E. Olesky, Chief Asst. County Attorney ☒ Thomas Schwartz, Asst. County Attorney ☐ Valdoston Shealey, Asst. County Attorney

Outcome:

Date Received:

Approve as to form.

RECEIVED

By Marion County Attorney- AT at 9:28 am, Jun 19, 2025

Attorney Signature: _____ Date 6/19/25

Staff Signature: Ashlynne Smith 6/19/25 Returned: ☒ Department ☐ Admin ☐ Completed