



# LEGAL REQUEST MEMORANDUM (LRM)

From: (Name) Arteaga Lissandra (Dept) Procurement Services - 2530  
Last First  
(Title) Procurement Contract Analyst (Phone) 352-671-8650  
Signature Lissandra Arteaga Date Monday, June 23, 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

Attached for review and approval is one (1) contract for 25B-116 Rainbow Lakes Road Improvement Project. - John L. Finch Contracting Corp.

Upon signature, please return all documents back to Procurement.

Thanks,  
Lissandra

For more information or discussion, contact: ☒ Same as above

(Name) \_\_\_\_\_ (Title) \_\_\_\_\_ (Phone) \_\_\_\_\_  
Last First

Agenda Item? ☒ Yes ☐ No Agenda Date: Tuesday, July 15, 2025

Agenda Deadline Date for Legal: \_\_\_\_\_ Agenda Deadline Date for Admin: \_\_\_\_\_

**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. 2025-546

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

Outcome:

☒ Approved as to form and legal sufficiency

☐ Approved with revisions: ☐ Suggested ☐ Completed

☐ Other:

Date Received:

**RECEIVED**

By Marion County Attorney- AT at 2:42 pm, Jun 23, 2025

Attorney Signature: [Signature] Date: 6/23/25

Staff Signature: [Signature] Date: 6/23/25 Returned: ☒ Department ☐ Admin ☐

Completed