
CITY COUNCIL REGULAR SESSION

CITY OF LAKE CITY

February 17, 2026 at 6:00 PM

Venue: City Hall

AGENDA

REVISED

Revised: 2/13/2026: Move Presentation Item after Proclamation Item and Removal of Item #9 Resolution No. 2026-023 (Gallagher Inc.)

This meeting will be held in the City Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, FL 32055. Members of the public may also view the meeting on our YouTube channel. YouTube channel information is located at the end of this agenda.

Pledge of Allegiance

Invocation - Council Member Tammy Harris

Roll Call

Ladies and Gentlemen; The Lake City Council has opened its public meeting. Since 1968, the City Code has prohibited any person from making personal, impertinent, or slanderous remarks or becoming boisterous while addressing the City Council. Yelling or making audible comments from the audience constitutes boisterous conduct. Such conduct will not be tolerated. There is only one approved manner of addressing the City Council. That is, to be recognized and then speak from the podium.

Failure to abide by the rules of decorum will result in removal from the meeting.

Approval of Agenda

Proclamations

1. Proclamation - Judge Leandra Johnson

Presentations

2. 250th Project Presentation - Students from Columbia County School System (Lisa Lee)

Public Participation - Persons Wishing to Address Council

Citizens are encouraged to participate in City of Lake City meetings. The City of Lake City encourages civility in public discourse and requests that speakers direct their comments to the Chair. Those attendees wishing to share a document and or comments in writing for inclusion into the public record must email the item to submissions@lcfla.com no later than noon on the day of the meeting. Citizens may also provide input to individual council members via office visits, phone calls, letters and e-mail that will become public record.

Approval of Consent Agenda

3. City Council Resolution No. 2026-004 - A resolution of the City of Lake City, Florida, approving that certain agreement between the City and Target Corporation, a Minnesota Corporation, for the use of facility and land suitable to accommodate fire fighter training; making certain findings of fact in support of the City approving said agreement; recognizing the authority of the Mayor to execute and bind the City to said agreement; repealing all prior resolutions in conflict; and providing an effective date.

Quasi-Judicial Hearings - None**Old Business - None****New Business**Ordinances

4. City Council Ordinance No. 2026-2346 (first reading) - An ordinance of the City of Lake City, Florida, amending the text of the City of Lake City Land Development Regulations, as amended, pursuant to an application, LDR 25-02, by the Growth Management Department of Lake City, Florida; providing for amending Section 2.1 entitled Definitions, General by adding a definition for Administrative Approval Process and Development Review Staff; providing for amending Article 3 entitled Administrative Mechanisms by adding Section 3.3 entitled Administrative Approval; providing for amending Section 13.11 entitled Site and Development Plan Approval by adding Section 13.11.5 entitled Minor Site and Development Plan Approval; providing severability; repealing all ordinances in conflict; providing an effective date.

Adopt City Council Ordinance No. 2026-2346 on first reading

5. City Council Ordinance No. 2026-2355 (first reading) - An ordinance of the City of Lake City, Florida, changing the name of that certain public road in the City of Lake City presently identified as Northwest Ivory Terrace situated between Northwest Wilson Street and Northwest Long Street; changing and designating the name of said segment of Northwest Ivory Terrace henceforth to Northwest

Bettye Lane Terrace within the City of Lake City; providing for conflicts; providing for severability; providing an effective date.

6. City Council Ordinance No. 2026-2356 (first reading) - An ordinance of the City of Lake City, Florida, changing the name of that certain public road in the City of Lake City presently identified as Northwest Campbell Terrace situated between Northwest Wilson Street and Northwest Long Street; changing and designating the name of said segment of Northwest Campbell Terrace henceforth to Northwest Foreman Terrace within the City of Lake City, Florida; providing for conflicts; providing for severability; providing an effective date.

Resolutions

7. City Council Resolution No. 2026-011 - A resolution of the City of Lake City, Florida, adopting the evaluation and tabulation of responses to that certain Request for Proposal Number 003-2026 for repairs to the City Hall Facade; accepting the bid from Innovative Masonry Restoration, LLC., a Minnesota Limited Liability Company; approving the agreement between the City and said vendor; making certain findings of fact in support thereof; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; repealing all prior resolutions in conflict; and providing an effective date.
8. City Council Resolution No. 2026-019 - A resolution of the City of Lake City, Florida, approving that certain Mutual General Release between the City and Paul Dyal; making certain findings of fact in support of the City approving said agreement; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; repealing all prior resolutions in conflict; and providing an effective date.
9. City Council Resolution No. 2026-020 - A resolution of the City of Lake City, Florida, amending that certain agreement between the City and Metropolitan Systems, Inc., a Florida corporation and Kiwanis Club of Lake City, Florida, Inc., a Florida not for profit corporation, for placement, maintenance of, and advertising on public benches within the City; making certain findings of fact in support of the City amending said agreement; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; repealing all prior resolutions in conflict; and providing an effective date.
10. City Council Resolution No. 2026-024 - A resolution of the City of Lake City, Florida, appointing Kendria Jones to serve in Seat "3-F" on the City's Planning and Zoning Board, Board of Adjustment, and Historic Preservation Agency Board through October 31, 2028, the end of the current term for said seat; making certain findings of fact in support thereof; recognizing the expiration of

said term on October 31, 2028; directing the City Clerk to reflect said appointment and expiration of term in such records of the City as are necessary and prudent; making certain findings of fact in support of the City Clerk reflecting such appointment and expiration of term in the records of the City; repealing all prior resolutions in conflict; and providing an effective date.

11. City Council Resolution No. 2026-027 - A resolution of the City of Lake City, Florida, authorizing Task Assignment Number sixteen (16) pursuant to the continuing contract with Jones Edmunds and Associates, Inc, a Florida Corporation, to provide professional engineering services; providing for a cost not to exceed \$66,680; making certain findings of fact in support of the City approving said Task Assignment; recognizing the authority of the Mayor to execute and bind the City to said Task Assignment; authorizing the City Manager with the consent of the City Attorney to make minor changes to the scope of work of the Task Assignment provided such changes do not increase the quoted price in the Task Assignment; repealing all prior resolutions in conflict; and providing an effective date.

Other Items

12. Discussion and Possible Action: Funding for Love Fest (Council Member Tammy Harris)

Departmental Administration

Comments by:

City Manager Don Rosenthal

City Attorney Clay Martin

City Clerk Audrey Sikes

Comments by Council Members

Council Member Chevella Young

Council Member Ricky Jernigan

Council Member James Carter

Council Member Tammy Harris

Mayor Noah Walker

Adjournment

UPCOMING DATES OF INTEREST

250th Celebration of America Kick Off in Olustee Park on Tuesday, February 24, at 11:00 AM

YouTube Information

Members of the public may also view the meeting on our YouTube channel at:
<https://www.youtube.com/c/CityofLakeCity>

Pursuant to 286.0105, Florida Statutes, the City hereby advises the public if a person decides to appeal any decision made by the City with respect to any matter considered at its meetings or hearings, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

SPECIAL REQUIREMENTS: Pursuant to 286.26, Florida Statutes, persons needing special accommodations to participate in these meetings should contact the **City Manager's Office at (386) 719-5768.**

File Attachments for Item:

1. Proclamation - Judge Leandra Johnson

Proclamation

IN RECOGNITION OF THE RETIREMENT OF LEANDRA G. JOHNSON CIRCUIT JUDGE, THIRD JUDICIAL CIRCUIT

WHEREAS,

The Honorable Leandra G. Johnson has served the citizens of Lake City, Columbia County, and Florida's Third Judicial Circuit with distinction for more than forty years through a career devoted to justice, public service, and community leadership; and

WHEREAS,

Judge Johnson was appointed in 2006 by Governor Jeb Bush as a Circuit Court Judge in Florida's Third Judicial Circuit, making history as the first woman to serve as a Circuit Judge in the circuit, which encompasses Columbia, Dixie, Hamilton, Lafayette, Madison, Suwannee, and Taylor counties; and

WHEREAS,

prior to her appointment to the bench, Judge Johnson served for fifteen years as an Assistant State Attorney in the Third Judicial Circuit, practiced law in private practice, and served as Attorney for the Columbia County School Board, demonstrating a lifelong commitment to fairness, integrity, and the rule of law; and

WHEREAS,

in recognition of her leadership, professionalism, and dedication to judicial excellence, Judge Johnson was unanimously elected by her peers to serve as Chief Judge of the Third Judicial Circuit in 2011; and

WHEREAS,

Judge Johnson is a graduate of the University of Florida, earning both her undergraduate degree and Juris Doctor, and has consistently exemplified the highest standards of the legal profession throughout her career; and

WHEREAS,

beyond her judicial service, Judge Johnson has remained deeply engaged in the Lake City community, serving on numerous charitable boards, as past President of the Altrusa Club, and as a longstanding member of the Leadership Council of Take Stock in Children, positively impacting generations of local families and youth; and

WHEREAS,

Judge Johnson's trailblazing career and unwavering commitment to justice serve as an inspiration to women, aspiring legal professionals, and public servants throughout the City of Lake City and beyond.

NOW, THEREFORE, I, Noah Walker, Mayor of the City of Lake City, Florida, do hereby wish to recognize The Honorable Leandra G. Johnson for her historic achievements, distinguished judicial service, and enduring contributions to the community, and extend my sincere appreciation and gratitude on behalf of the citizens of Lake City.



*In witness whereof I have hereunto set my hand
and caused this seal to be affixed this 17th day of
February 2026.*

*Noah Walker, Mayor
City of Lake City*

File Attachments for Item:

3. City Council Resolution No. 2026-004 - A resolution of the City of Lake City, Florida, approving that certain agreement between the City and Target Corporation, a Minnesota Corporation, for the use of facility and land suitable to accommodate fire fighter training; making certain findings of fact in support of the City approving said agreement; recognizing the authority of the Mayor to execute and bind the City to said agreement; repealing all prior resolutions in conflict; and providing an effective date.

CM/rrp
12/18/2025

RESOLUTION NO 2026 - 004

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA APPROVING THAT CERTAIN AGREEMENT BETWEEN THE CITY AND TARGET CORPORATION, A MINNESOTA CORPORATION FOR THE USE OF FACILITY AND LAND SUITABLE TO ACCOMMODATE FIRE FIGHTER TRAINING; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY APPROVING SAID AGREEMENT; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lake City ("City") fire department has the need for fire fighter training (the "Training"); and

WHEREAS, Target Corporation, Inc., a Minnesota corporation (the "Vendor") has a building and property suitable to accommodate the Training (the "Property"); and

WHEREAS, the Vendor and the City desire to enter into that certain contract by adopting the terms of the proposed contract with Vendor in the form of the Exhibit attached hereto (the "Agreement"); and

WHEREAS, utilizing the Property for the Training in the public interest and in the interests of the City; now therefore

BE IT RESOLVED by the City Council of the City of Lake City, Florida:

1. Engaging the Vendor to provide the Property in the Agreement to complete the Training is in the public or community interest and for public welfare; and
2. In furtherance thereof, the Agreement in the form of the Exhibit attached hereto should be and is approved by the City Council of the City of Lake City; and
3. The Mayor of the City of Lake City is the officer of the City duly designated by the City's Code of Ordinances to enforce such rules and regulations as are adopted by the City

Council of the City of Lake City; and

4. The Mayor of the City of Lake City is authorized to execute on behalf of and bind the City to the terms of the Agreement; and
5. The Mayor of the City of Lake City is directed to execute on behalf of and bind the City to the terms of the Agreement; and
6. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
7. This resolution shall become effective and enforceable upon final passage by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this ___ day of February, 2026.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

TEMPORARY LICENSE AGREEMENT

This Temporary License Agreement (this “Agreement”) is entered into this ____ day of _____, 2026 (the “Effective Date”), by and between Target Corporation, a Minnesota corporation (“Licensor”) and the City of Lake City, Florida, a Florida municipality (“Licensee”). Licensor and Licensee may each be referred to herein as a “Party” and collectively as the “Parties”.

WHEREAS, Licensor is the fee owner of that certain parcel of real property comprising approximately 75.5 acres, known as 309 NE Tammy Lane, City of Lake City, Columbia County, Florida (collectively, the “Property”); and

WHEREAS, Licensee is a Florida municipality that operates the Lake City Fire Department (the “Fire Department”); and

WHEREAS, the Property currently supports an existing 420,000 square foot building (the “Building”); and

WHEREAS, Licensee has requested access to the certain limited area of the Building and the Property identified as the “Licensed Area” on the site plan attached hereto as Exhibit B for training purposes for the Fire Department (the “Training Event”) and Licensor is willing to grant such access and use on the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the premises above, the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound, the Parties agree as follows:

1. Recitals. The accuracy of the foregoing recitals is hereby acknowledged, and such recitals are incorporated in this Agreement as if set forth at length.

2. License. Subject to the terms and conditions set forth below, Licensor hereby grants to Licensee a license (the “License”) on, upon, and across the Property and for the use of the Building during the License Term (defined below) for Licensee, at Licensee’s sole cost and expense and at Licensee’s sole risk and liability, to access the Property and Building thereon solely for the purpose of the Training Event. The Training Event shall be conducted by Licensee in compliance with all applicable law and Licensee’s responsibilities set forth in this Agreement.

3. Insurance. On or before the commencement of any access to the Property or Building hereunder, Licensee shall provide to Licensor evidence of the insurance described in Exhibit A attached hereto and made a part hereof.

License Term. The term of the License (“Term”) commences on the Effective Date and continues through and including _____, 2026. If Licensor receives a bona-fide complaint regarding Licensee’s use of the Property and Building from a third party claiming that Licensee’s use is a violation of a right held by such third-party existing as of the

date of this Agreement, then Lessor may terminate this Agreement and the License granted hereunder upon five (5) days' prior written notice to Licensee.

4. Conditions.

Prior to Licensee accessing the Property and Building to conduct the Training Event, Licensee shall provide Lessor with at least 24 hours' advance written notice, which must be provided by email to both benjamin.kremer@target.com and conrad.carwile@target.com, and the opportunity for Lessor to have its own representative ("Lessor's Representative") present to observe. Notwithstanding the foregoing, neither Lessor nor Lessor's Representative will have any liability or obligation to Licensee to oversee or supervise Licensee's activities.

a. In the course of conducting the Training Event, Licensee shall (1) keep the Property free of any liens or third-party claims resulting from the Training Event, (2) indemnify and hold harmless Lessor and its officers, directors, agents, owners, affiliates, employees and lenders harmless from any and all costs, losses, attorneys' fees, damages, claims, actions, suits, liabilities, judgments, penalties, fines, liens, causes of action, demands, rights, and expenses to the extent resulting from damage to persons or the Property and Building in connection with the acts or omissions of Licensee (and its representatives and consultants) in connection with their activities pursuant to this Agreement, (3) not cause the Property or Building to be put in an unsafe condition, (4) not bring to or upon, or cause or permit to be brought to or upon, the Property any objectionable noises, odors, or nuisances, or any hazardous wastes or substances as defined by federal or state law, (5) comply with, or cause compliance with, all health, police, and safety statutes, ordinances, regulations, zoning, building, and code requirements.

b. Licensee shall not allow to be brought on or create any hazardous waste on the Property. In the event Licensee introduces or creates any hazardous waste on the Property, it shall promptly, at its own expense, remove the hazardous waste in compliance with all applicable laws and ordinances.

5. Notices. Wherever any notice or other communication is required or permitted hereunder, such notice or other communication shall be in writing and shall be delivered by overnight courier, hand, or email transmission, or sent by U.S. registered or certified mail, return receipt requested, postage prepaid, to the addresses or email addresses set out below or at such other addresses as are specified by written notice delivered in accordance herewith:

If to Lessor:

Target Corporation
Property Development
Attn: Real Estate Portfolio Management (T-3892)
1000 Nicollet Mall, TPN-12
Minneapolis, Minnesota 55403

If to Licensee: Lake City Fire Department
225 NW Main Blvd., Suite 101
Lake City, Florida 32055
Attention: Assistant Chief Ret Tompkins

Any notice or other communication (i) mailed as hereinabove provided shall be deemed effectively given or received on the date indicated on the duly completed United States Postal Service return receipt, (ii) sent by overnight courier or by hand shall be deemed effectively given or received as indicated on the records or certificates provided by the overnight delivery or courier services, and (iii) sent by email shall be deemed effectively given or received on the business day of transmission of such notice; provided a copy of such email notice is mailed by first-class mail of the United States Postal Service or by national overnight courier on the same business day as email transmission.

6. **Default.** If Licensee, or any of Licensee's permittees, at any time breaches one or more of the provisions of this Agreement, Licensor shall notify Licensee of such breach in writing. If such breach is not cured within five (5) days following receipt of such notice by Licensee, Licensor may (in addition to all other rights and remedies at law or in equity) elect to reasonably cure such default at Licensee's sole risk and expense and/or terminate this Agreement and the License granted herein.

7. Authority; Condition. Lessor and Licensee each represents and warrants to the other that it has the full capacity, right, power and authority to execute, deliver and perform under this Agreement and that all required actions, consents and approvals therefor have been duly taken and obtained. Licensee agrees that it is accepting the License without any warranty or representation regarding the License or the Property and Building whatsoever, in their "AS-IS", "WHERE-IS", "WITH ALL FAULTS" condition, and subject to all valid and existing licenses, leases, grants, exceptions, encumbrances, title defects, matters of record, reservations and conditions affecting the Property and/or affecting access thereto.

8. Miscellaneous.

a. No Real Property Interest. The rights of Licensee created by the License constitute a license, do not create any real property interest and such rights do not run with the land. Neither this Agreement nor any notice of it shall be recorded in any public records.

b. Governing Laws. This Agreement shall be construed and governed in accordance with the laws of the State of Florida.

c. Counterparts; Electronic Signatures. This Agreement may be executed and delivered in counterparts, each of which will be deemed an original, and all of which, taken

EXHIBIT

together, will constitute one instrument. This Agreement may be executed using an electronic signature, which will be the equivalent of the signer's written signature. By using an electronic signature, the signing party is manifesting that party's assent and intends that electronic signature to bind the party.

d. **Sovereign Immunity; Limitation of Liability.** The Licensee is a sovereign Florida municipal government. Nothing contained in this Agreement, nor any Licensee indemnification made herein, if any such indemnification exists, is intended or shall be construed to waive the Licensee's sovereign immunity. The parties agree the total liability of the Licensee to the Lessor shall not exceed the Licensee's limits of liability as set forth in §768.28(5) of the Florida Statutes in effect as of the date of this Agreement, regardless of whether any such obligations are based in tort, contract, statute, strict liability, or negligence, product liability or otherwise.

e. **Public Records.** Florida's public records laws may apply to this Agreement. Accordingly, Lessor is advised to generally comply with Florida's public records laws, and specifically, Lessor is advised to:

i. Keep and maintain public records required by the Licensee to perform and/or provide the service or services contracted for herein.

ii. Upon request from the Licensee's custodian of public records, provide the Licensee with a copy of the requested records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

iii. Ensure public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of this Agreement if the Lessor does not transfer the records to the Licensee.

iv. Upon completion of this Agreement, transfer, at no cost, to the Licensee all public records in possession of the Lessor, or keep and maintain public records required by the Licensee to perform the service. If the Lessor transfers all public records to the Licensee upon completion of this Agreement, the Lessor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Lessor keeps and maintains public records upon completion of this Agreement the Lessor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Licensee, upon request from the Licensee's custodian of public records, in a format that is compatible with the information technology systems of the Licensee.

**IF LESSOR HAS QUESTIONS REGARDING THE
APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO
LESSOR'S DUTY TO PROVIDE PUBLIC RECORDS**

**RELATING TO THIS AGREEMENT, CONTACT THE
CUSTODIAN OF PUBLIC RECORDS AT:**

Audrey E. Sikes, City Clerk,

City of Lake City, Custodian of Public Records

At 386-719-5756 or SikesA@lcfla.com

Mailing Address

205 North Marion Avenue,

Lake City, FL 32055.

(Signature Page Follows)

IN WITNESS HEREOF, Licensor has executed this Agreement as of the Effective Date.

LICENSOR:

TARGET CORPORATION,
a Minnesota corporation

By: _____
Name: _____
Title: _____

LICENSEE:

	BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA Noah E. Walker, Mayor
ATTEST, BY THE CLERK OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA: Audrey E. Sikes, City Clerk	

EXHIBIT A

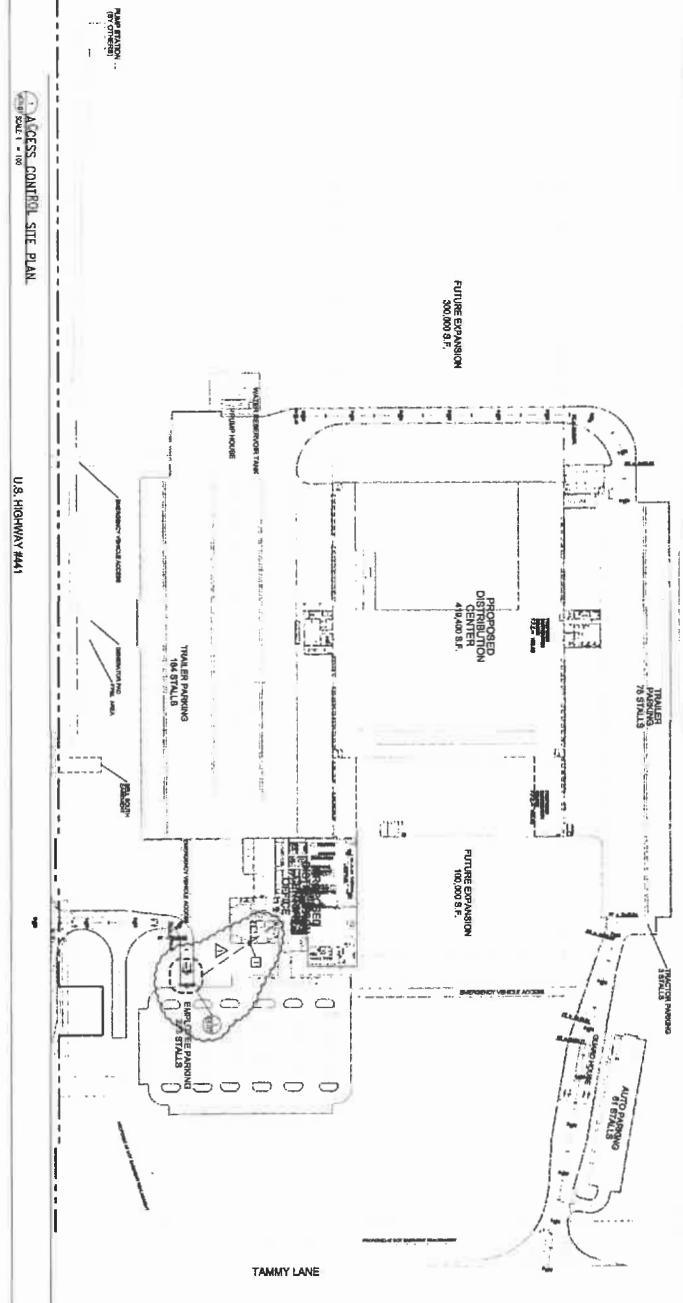
Insurance Requirements

Licensee must procure and maintain for the duration of this Agreement: (i) commercial general liability insurance providing occurrence basis liability insurance coverage, with a combined single limit of at least \$3,000,000.00, against claims for personal injury, death, or property damage, (ii) workers compensation insurance as required by any applicable law or regulation, (iii) employer's liability insurance with limits of not less than \$1,000,000.00 each accident for bodily injury, \$1,000,000.00 each employee for bodily injury by disease, and \$1,000,000.00 policy limit for bodily injury by disease, and (iv) automobile liability insurance (bodily injury and property damage liability), including coverage for owned, hired, and non-owned vehicles with limits of liability of not less than \$1,000,000.00 combined single limit per occurrence. All such policies must (a) name Lessor as an additional insured, (b) be primary and non-contributory to any other insurance available, (c) be obtained from an insurance company or companies licensed to do business in the United States with an A.M. Best rating of A-X or better, (d) cover claims brought in the United States (including its territories and possessions), Puerto Rico and Canada, and (e) remain in full force and effect throughout the term of this Agreement. Prior to entering the Property and Building, Licensee must provide Lessor with a copy of a Certificate of Insurance evidencing such coverage.

EXHIBIT B

Site Plan

Exhibit "B"
to
Temporary License Agreement



**TARGET FOOD
DISTRIBUTION CENTER
T-3892
Lake City, Florida**

EXHIBIT

REVISIÖNS
KÄRAME

FILE LOG

Project No. 022-10077-000

AC0.01

File Attachments for Item:

4. City Council Ordinance No. 2026-2346 (first reading) - An ordinance of the City of Lake City, Florida, amending the text of the City of Lake City Land Development Regulations, as amended, pursuant to an application, LDR 25-02, by the Growth Management Department of Lake City, Florida; providing for amending Section 2.1 entitled Definitions, General by adding a definition for Administrative Approval Process and Development Review Staff; providing for amending Article 3 entitled Administrative Mechanisms by adding Section 3.3 entitled Administrative Approval; providing for amending Section 13.11 entitled Site and Development Plan Approval by adding Section 13.11.5 entitled Minor Site and Development Plan Approval; providing severability; repealing all ordinances in conflict; providing an effective date.

Adopt City Council Ordinance No. 2026-2346 on first reading

LDR 25-02
Ord. 2026-2346

ADMINISTRATIVE APPROVAL PROCESS

Introduction



- An administrative approval process is used for site plans and affordable housing projects, granting the Land Development Regulations Administrator the authority to approve, approve with conditions, or deny an application.



Affordable Housing Initiatives

- Certain affordable housing initiatives like the Live Local Act allow developers to receive administrative approval;
- SB 1730 clarifies the administrative approval process by amending paragraph 7(e) to call out that proposed development under the Live Local Act are to be approved administratively without any action by either the local legislative body or any quasi-judicial reviewing body;
- The YIGBY, Yes in God's Backyard, bill allows religious organizations to build affordable housing on their property or property that is contiguous to their property. These developments are to be reviewed and approved administratively.

Site Plans

- **WHY IS THIS IMPORTANT TO LAKE CITY-** Numerous jurisdictions have an administrative approval process for site plans. For example, Columbia County currently has a minor site plan process.
- **Jurisdictions with an administrative process-**
 - Columbia County-10,000 square feet or less of building.
 - Live Oak- 20,000 square feet or less of building.
 - Ocala and Gainesville- All commercial and industrial.
- **Benefits**
 - Allows for an expedited process. No public hearing is required therefore no advertising timelines.
 - Reduces cost.
 - Reduces administrative burden and increase staff efficiency.



Staff Recommendation

- Staff's recommendation is to approve Ordinance 2026-2346.



QUESTIONS

ORDINANCE NO. 2026-2346
CITY OF LAKE CITY, FLORIDA

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE TEXT OF THE CITY OF LAKE CITY LAND DEVELOPMENT REGULATIONS, AS AMENDED, PURSUANT TO AN APPLICATION, LDR 25-02, BY THE GROWTH MANAGEMENT DEPARTMENT OF LAKE CITY, FLORIDA; PROVIDING FOR AMENDING SECTION 2.1 ENTITLED DEFINITIONS, GENERAL BY ADDING A DEFINITION FOR ADMINISTRATIVE APPROVAL PROCESS AND DEVELOPMENT REVIEW STAFF; PROVIDING FOR AMENDING ARTICLE 3 ENTITLED ADMINISTRATIVE MECHANISMS BY ADDING SECTION 3.3 ENTITLED ADMINISTRATIVE APPROVAL; PROVIDING FOR AMENDING SECTION 13.11 ENTITLED SITE AND DEVELOPMENT PLAN APPROVAL BY ADDING SECTION 13.11.5 ENTITLED MINOR SITE AND DEVELOPMENT PLAN APPROVAL; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AN EFFECTIVE DATE

17 **WHEREAS**, Section 166.021, Florida Statutes, as amended, empowers the City Council of the City
18 of Lake City, Florida, (the "City Council"), to prepare, adopt and enforce land development
19 regulations; and

20 **WHEREAS**, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community
21 Planning Act, requires the City Council to prepare and adopt regulations concerning the use of
22 land and water to implement the comprehensive plan; and

23 **WHEREAS**, an application for an amendment, as described below, has been filed with the city;

24 **WHEREAS**, the Planning and Zoning Board of City of Lake City, Florida, (the "Board"), has been
25 designated as the Local Planning Agency of the City of Lake City, Florida, (the "LPA"); and

26 **WHEREAS**, pursuant to Section 163.3174, Florida Statutes, as amended, and the Land
27 Development Regulations, the Board, serving also as the LPA, held the required public hearing,
28 with public notice having been provided, on said application for an amendment, as described
29 below, and at said public hearing, the Board, serving also as the LPA, reviewed and considered all
30 comments received during said public hearing concerning said application for an amendment, as
31 described below, and recommended to the City Council approval of said application for an
32 amendment, as described below; and

33 **WHEREAS**, pursuant to Section 166.041, Florida Statutes, as amended, the City Council held the
34 required public hearings, with public notice having been provided, on said application for an
35 amendment, as described below, and at said public hearings, the City Council reviewed and
36 considered all comments received during said public hearings, including the recommendation of
37 the Board, serving also as the LPA, of said application for an amendment, as described below;
38 and

39 **WHEREAS**, the City Council has determined and found that a need and justification exist for the
40 approval of said application for an amendment, as described below; and

41 **WHEREAS**, the City Council has determined and found that approval of said application for an
42 amendment, as described below, is consistent with the purposes and objectives of the
43 comprehensive planning program and the Comprehensive Plan; and

44 **WHEREAS**, the City Council has determined and found that approval of said application for an
45 amendment, as described below, will further the purposes of the Land Development Regulations
46 and other ordinances, regulations and actions designed to implement the Comprehensive Plan;
47 and

48 **WHEREAS**, the City Council has determined and found that approval of said application for an
49 amendment, as described below, would promote the public health, safety, morals, order,
50 comfort, convenience, appearance, prosperity or general welfare; now therefore

51 **BE IT ENACTED BY THE PEOPLE OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:**

52 1. Pursuant to an application, LDR 25-02, by the Growth Management Department of Lake City,
53 Florida, to amend the text of the Land Development Regulations, Section 2.1 entitled
54 Definitions, General is hereby amended to add the following definitions to read, as follows:

55 **Administrative Approval Process. Administrative Approval Process is a process**
56 **for minor site and development plans and affordable housing initiatives as**
57 **defined by Florida Statutes where the Land Development Regulations**
58 **Administrator reviews and approves application without having to be heard in a**
59 **public hearing. The applications reviewed and approved by this process shall be**
60 **reviewed by the Development Review Staff and approved, approved with**
61 **conditions, or denied by the Land Development Regulations Administrator.**

62 **Development Review Staff. The Development Review Staff shall consist of the**
63 **following City staff and outside agencies or their designee; Land Development**
64 **Regulations Administrator, Director of Distribution and Collections, Director of**
65 **Gas, Director of Public Works, Director of Waste Water, Director of Water**
66 **Treatment, Utilities Coordinator, Police Chief, Fire Chief, School Board, County**

67 **Engineer, Suwannee River Water Management District, and Florida Department**
68 **of Transportation.**

69 2. Pursuant to an application, LDR 25-02, by the Growth Management Department of the City
70 of Lake City, Florida, to amend the text of the Land Development Regulations, Section 3.3
71 entitled Administrative Approval is hereby added to read, as follows:

72 **SECTION 3.3 ADMINISTRATIVE APPROVAL**

73 **3.3.1 Administrative Approval Process- The administrative approval process**
74 **shall be used for affordable housing initiatives under Florida Statutes or**
75 **minor site and development plans.**

76 **3.3.1.1 Submittal Requirements-Minor Site and Development Plans and**
77 **Affordable Housing Initiatives: All submittals shall follow the**
78 **requirements set forth in Section 13.11 of these land**
79 **development regulations for site and development plan**
80 **approvals.**

81 **3.3.1.2 Review Process- The review process shall consist of the following**
82 **steps: Completeness review, review by the Development**
83 **Review Staff.**

84 a. **Completeness Review- The Land Development**
85 **Regulations Administrator shall review the application**
86 **to ensure the application is complete. If the application**
87 **is deemed insufficient, then the Land Development**
88 **Regulations Administrator shall notify the applicant of**
89 **all insufficiencies in writing. If the application is deemed**
90 **complete by the Land Development Regulations**
91 **Administrator, then the Land Development Regulations**
92 **Administrator shall forward the application to the**
93 **Development Review Staff.**

94 b. **Review by the Development Review Staff- The Land**
95 **Development Regulations Administrator shall forward**
96 **the application and all supporting documents to**
97 **Development Review Staff for review. The**
98 **Development Review Staff shall review the application**
99 **within the time frames as stated in Section 166.033,**
100 **Florida Statutes, as amended, and notify the applicant in**
101 **writing of any concurrency issues or any other concerns**

102 found by the reviewing staff. Once the applicant has
103 corrected all concurrency issues and has addressed all
104 concerns of the reviewing staff, the Land Development
105 Regulations Administrator shall approve, approve with
106 conditions, or deny the application.

107 3. Pursuant to an application, LDR 25-02, by the Growth Management Department of the City
108 of Lake City, Florida, to amend the text of the Land Development Regulations, Section 13.11.5
109 entitled Site and Development Approval, Minor Site and Development Plan Approval is
110 hereby added to read, as follows:

SECTION 13.11 SITE AND DEVELOPMENT PLAN APPROVAL

13.11.5 Minor Site and Development Plan Approval. Any development that requires site and development plan approval which meets the following criteria shall be subject to minor site and development review in accordance with this section:

- a. The proposed development does not exceed seven thousand five hundred (7,500) square feet of new or additional gross floor area; and
- b. The proposed development does not exceed twenty thousand (20,000) square feet of new or additional impervious area.

Procedure: The Land Development Regulations Administrator shall have the authority to approve minor site and development plans. No building permit shall be issued for any development that requires minor site and development plan review until the Land Development Regulations Administrator has approved such plan. Minor site and development plan submittals shall be required to have the same contents as established in Section 13.11.1 of these land development regulations. The Land Development Regulations Administrator shall not approve any minor site and development plan until such plan has been found to be in compliance with the requirements of these land development regulations.

Action of Minor Site and Development Plan: Minor site and development plans reviews shall consist of a completeness review of the application and review by the Development Review Staff. Once the Development Review Staff has reviewed the submittal and applicant has addressed all concerns of the Development

137 Review Staff, then the Land Development Regulations
138 Administrator shall approve, approve with conditions, or deny the
139 submittal. A denial by the Land Development Regulations
140 Administrator shall be in writing stating the reason for the denial
141 and the date of the denial.

142 In reaching a decision as to whether or not a minor site and
143 development plan as submitted be approved the Land
144 Development Regulations Administrator shall be guided in its
145 decision to approve, approve with conditions, or to deny by the
146 standards set forth in Section 13.11.3.1-11 of these land
147 development regulations.

148 Issuance of building permits and minor changes- Issuance of a
149 building permit and minor changes shall be in accordance with
150 Section 13.11.4 of these land development regulations.

151 All developments approved through the administrative approval
152 process shall expire twelve (12) months from the date of approval
153 unless a building permit has been applied for or issued for at least
154 one (1) building in the development prior to the expiration date.
155 For minor site and development plans approved for development
156 without a building (i.e. impervious area}, the minor site and
157 development plan approval shall expire twelve (12) months from
158 the date of approval unless site construction has begun prior to the
159 expiration date. Applicant may request one (1) twelve (12)-month
160 extension in writing stating why the extension is necessary. The
161 Land Development Regulations Administrator may grant an
162 extension if the project still has adequate concurrency capacity as
163 determined upon original submittal.

164 Appeals- Appeals to the decision of the Land Development
165 Regulations Administrator shall be in accordance with Article 12 of
166 these land development regulations.

- 167 4. Severability. If any provision or portion of this Ordinance is declared by any court of
168 competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining
169 provisions and portions of this ordinance shall remain in full force and effect.
- 170 5. Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the
171 extent of such conflict.

172 6. Codifier. All text shown in **~~bold and strike through~~** is to be deleted. All text shown in **bold and underline** is adopted.

174 7. Effective Date. This Ordinance shall become effective upon adoption.

175 8. Authority. This Ordinance is adopted pursuant to the authority granted by Section 166.021,
176 Florida Statutes, as amended, and Sections 163.3161, through 163.3248, Florida Statutes, as
177 amended.

178 **PASSED UPON FIRST READING** on the _____ day of _____ 2026.

179 **APPROVED AND ADOPTED UPON SECOND AND FINAL READING**, in regular session with a
180 quorum present and voting, by the City Council this _____ day of _____ 2026.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

File Attachments for Item:

5. City Council Ordinance No. 2026-2355 (first reading) - An ordinance of the City of Lake City, Florida, changing the name of that certain public road in the City of Lake City presently identified as Northwest Ivory Terrace situated between Northwest Wilson Street and Northwest Long Street; changing and designating the name of said segment of Northwest Ivory Terrace henceforth to Northwest Bettye Lane Terrace within the City of Lake City; providing for conflicts; providing for severability; providing an effective date.

ORDINANCE 2026 – 2355

CITY OF LAKE CITY, FLORIDA

1 **AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, CHANGING**
2 **THE NAME OF THAT CERTAIN PUBLIC ROAD IN THE CITY OF LAKE**
3 **CITY PRESENTLY IDENTIFIED AS NORTHWEST IVORY TERRACE**
4 **SITUATED BETWEEN NORTHWEST WILSON STREET AND**
5 **NORTHWEST LONG STREET; CHANGING AND DESIGNATING THE**
6 **NAME OF SAID SEGMENT OF NORTHWEST IVORY TERRACE**
7 **HENCEFORTH TO NORTHWEST BETTYE LANE TERRACE WITHIN**
8 **THE CITY OF LAKE CITY, FLORIDA; PROVIDING FOR CONFLICTS;**
9 **PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

10 **WHEREAS**, Bettye Lane was a dedicated public servant, community leader and cherished friend
11 to many in the City of Lake City, Florida (the “City”), having untold positive effects on the
12 community; and

13 **WHEREAS**, Bettye Lane served the residents of the City with distinction and integrity as a member
14 of the City Council from April 15, 1996, to September 1, 2004, providing unwavering commitment
15 to the betterment of our community; and

16 **WHEREAS**, in addition to her role as a member of the City Council, Bettye Lane held the position
17 of Chairperson of the Beautification Committee, where her vision and tireless efforts led to
18 meaningful improvements in the appearance, livability, and pride of our public spaces; and

19 **WHEREAS**, Bettye Lane was an exceptional role model for her family and friends during her long
20 and productive lifetime, earning the respect and admiration of people of all walks of life; and

21 **WHEREAS**, Bettye Lane’s outstanding willingness to assist others in every way provided all who
22 met her an example of the meaning of true leadership and resourcefulness; and

23 **WHEREAS**, notwithstanding Bettye Lane’s life experience and achievement, she never forgot
24 where she came from and showed compassion for those less fortunate than herself, regardless
25 of race, creed, or gender; and

26 **WHEREAS**, the City desires to honor and commemorate Bettye Lane’s legacy by renaming that
27 certain segment of Northwest Ivory Terrace situated between Northwest Wilson Street and
28 Northwest Long Street; and

29 **WHEREAS**, in furtherance thereof, the City desires that henceforth the aforementioned segment
30 of Northwest Ivory Terrace be renamed and designated as Northwest Bettye Lane Terrace; and

31 **WHEREAS**, renaming the aforementioned segment of road as set forth herein is in the public
32 interest and for the public welfare; now therefore

33 **BE IT ENACTED** by the people of the City of Lake City, Florida:

34 1. That segment of what is currently designated as Northwest Ivory Terrace being situated
35 between Northwest Wilson Street and Northwest Long Street within the City of Lake City,
36 Florida shall be henceforth renamed and referenced as Northwest Bettye Lane Terrace; and

37 2. The public works, road, and other relevant staff of the City are authorized and directed to
38 take all actions consistent herewith, including changing the signage on the designated road
39 segment to reflect the name change set forth herein; and

40 3. The City Clerk shall provide notice to the Columbia County Property Appraiser, Columbia
41 County Board of County Commissioners, and the United States Postal Service of the name
42 change contemplated herein.

43 4. All prior ordinances and resolutions adopted and approved by the City Council of the City of
44 Lake City in conflict with this resolution are hereby repealed to the extent of such conflict;
45 and

46 5. This resolution shall become effective and enforceable upon final adoption by the City
47 Council of the City of Lake City.

48 **APPROVED AND ADOPTED**, by an affirmative vote of a majority of a quorum present of the City
49 Council of the City of Lake City, Florida, at a regular meeting, this ____ day of February, 2025.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

File Attachments for Item:

6. City Council Ordinance No. 2026-2356 (first reading) - An ordinance of the City of Lake City, Florida, changing the name of that certain public road in the City of Lake City presently identified as Northwest Campbell Terrace situated between Northwest Wilson Street and Northwest Long Street; changing and designating the name of said segment of Northwest Campbell Terrace henceforth to Northwest Foreman Terrace within the City of Lake City, Florida; providing for conflicts; providing for severability; providing an effective date.

ORDINANCE 2026 – 2356

CITY OF LAKE CITY, FLORIDA

1 **AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, CHANGING**
2 **THE NAME OF THAT CERTAIN PUBLIC ROAD IN THE CITY OF LAKE**
3 **CITY PRESENTLY IDENTIFIED AS NORTHWEST CAMPBELL TERRACE**
4 **SITUATED BETWEEN NORTHWEST WILSON STREET AND**
5 **NORTHWEST LONG STREET; CHANGING AND DESIGNATING THE**
6 **NAME OF SAID SEGMENT OF NORTHWEST CAMPBELL TERRACE**
7 **HENCEFORTH TO NORTHWEST FOREMAN TERRACE WITHIN THE**
8 **CITY OF LAKE CITY, FLORIDA; PROVIDING FOR CONFLICTS;**
9 **PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

10 **WHEREAS**, Willie Earl Foreman and Barbara O. Foreman dedicated their lives to educating
11 thousands of students in Columbia County's public schools, having untold positive effects on the
12 community; and

13 **WHEREAS**, Willie Earl Foreman served the residents of the City of Lake City and Columbia County
14 with distinction and integrity as a science teacher and school administrator over a period of
15 thirty-eight years at Lake City Junior High School, Columbia High School, and Lake City Middle
16 School; and

17 **WHEREAS**, Barbara O. Foreman served the residents of the City of Lake City and Columbia County
18 with distinction and integrity as a journalism teacher, English teacher, and district Director of
19 Curriculum over a period of 33 years at Richardson High School and Columbia High School; and

20 **WHEREAS**, Barbara O. Foreman was elected as a member of the Columbia County School Board
21 in 1998, serving with honor in that role until 2002; and

22 **WHEREAS**, in 2023 the Columbia County School Board honored and recognized Barbara O.
23 Foreman as a Teacher of a Lifetime in Columbia County; and

24 **WHEREAS**, Willie Earl Foreman and Barbara O. Foreman were exceptional role models in the Lake
25 City community, earning the respect and admiration of people of all walks of life; and

26 **WHEREAS**, Willie Earl Foreman and Barbara O. Foreman were not only educators and community
27 leaders, but were also a living example as a married couple and family leaders during their fifty-
28 six years of marriage, as parents to their three children; and

29 **WHEREAS**, the City desires to honor and commemorate the lives of Willie Earl Foreman and
30 Barbara O. Foreman by renaming in their honor that certain segment of Northwest Campbell
31 Terrace situated between Northwest Wilson Street and Northwest Long Street; and

32 **WHEREAS**, in furtherance thereof, the City desires that henceforth the aforementioned segment
33 of Northwest Campbell Terrace be renamed and designated as Northwest Foreman Terrace; and

34 **WHEREAS**, renaming the aforementioned segment of road as set forth herein is in the public
35 interest and for the public welfare; now therefore

36 **BE IT ENACTED** by the people of the City of Lake City, Florida:

- 37 1. That segment of what is currently designated as Northwest Campbell Terrace being situated
38 between Northwest Wilson Street and Northwest Long Street within the City of Lake City,
39 Florida shall be henceforth renamed and referenced as Northwest Foreman Terrace; and
- 40 2. The public works, road, and other relevant staff of the City are authorized and directed to
41 take all actions consistent herewith, including changing the signage on the designated road
42 segment to reflect the name change set forth herein; and
- 43 3. The City Clerk shall provide notice to the Columbia County Property Appraiser, Columbia
44 County Board of County Commissioners, and the United States Postal Service of the name
45 change contemplated herein.
- 46 4. All prior ordinances and resolutions adopted and approved by the City Council of the City of
47 Lake City in conflict with this resolution are hereby repealed to the extent of such conflict;
48 and
- 49 5. This resolution shall become effective and enforceable upon final adoption by the City
50 Council of the City of Lake City.

51 **APPROVED AND ADOPTED**, by an affirmative vote of a majority of a quorum present of the City
52 Council of the City of Lake City, Florida, at a regular meeting, this ____ day of February, 2025.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

File Attachments for Item:

7. City Council Resolution No. 2026-011 - A resolution of the City of Lake City, Florida, adopting the evaluation and tabulation of responses to that certain Request for Proposal Number 003-2026 for repairs to the City Hall Facade; accepting the bid from Innovative Masonry Restoration, LLC., a Minnesota Limited Liability Company; approving the agreement between the City and said vendor; making certain findings of fact in support thereof; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; repealing all prior resolutions in conflict; and providing an effective date.

MEETING DATE
1/5/2026

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: RFP-003-2026 Brick Facade Tuckpointing & Window Lintel Repair for City Hall Building

DEPT / OFFICE: Procurement

Originator: Angel Bryant		
City Manager Don Rosenthal	Department Director Brenda Karr	Date 12/10/2025

Recommended Action:

Council to approve the proposal from Innovative Masonry Inc., based on the consensus of the evaluation committee, and proceed with entering into an agreement.

Summary Explanation & Background:

The City Hall Building's Brick Facade has been facing significant issues with the integrity of its brick mortar over the years. The net around the building was installed to prevent loose bricks from falling directly onto anything below. Since the net has been placed, it has begun to degrade and is now at the end of its life. The Procurement Department was instructed to proceed with obtaining proposals to repair the Brick Facade of this building and the window lintels. Using the structural assessments done over previous years and the expertise of the Growth Management Director, we prepared a Scope for RFP-003-2026.

RFP-003-2026, Brick Facade Tuckpointing & Window Lintel Repair for City Hall Building, was released on October 20th, 2025, and proposals were due on November 19th, 2025. Three proposals were submitted. An evaluation committee was selected to review and rank the proposals based on the criteria outlined in the RFP. An evaluation committee meeting was held on December 10th, 2025, during which the committee reached consensus that the recommended award should go to the top-ranked proposal, Innovative Masonry Restoration LLC.

Alternatives:

Not proceed with the recommended proposal.

Source of Funds:

General Fund: 001.10. 519-30.62

Financial Impact:

217,665.00

Exhibits Attached:

Agreement, Innovative Masonry Inc., Proposal

RESOLUTION NO 2026-011

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA ADOPTING THE EVALUATION AND TABULATION OF RESPONSES TO THAT CERTAIN REQUEST FOR PROPOSAL NUMBER 003-2026 FOR REPAIRS TO THE CITY HALL FAÇADE; ACCEPTING THE BID FROM INNOVATIVE MASONRY RESTORATION, LLC., A MINNESOTA LIMITED LIABILITY COMPANY; APPROVING THE AGREEMENT BETWEEN THE CITY AND SAID VENDOR; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT THEREOF; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 2-178(d) of the Code of Ordinances of the City of Lake City (the "City") requires the procurement of supplies and contractual services based on a competitive bid process; and

WHEREAS, in accordance with said provision of the City's Code of Ordinances, the City solicited bids pursuant to Request for Proposal Number 003-2026 (the "RFP") seeking a vendor-for brick façade tuckpointing and window lintel repair for the City Hall Building (the "Services"); and

WHEREAS, Innovative Masonry Restoration, LLC., a Minnesota limited liability company (the "Vendor") was the highest ranked bidder responding to the RFP; and

WHEREAS, the City desires to and does accept the Vendor's bid as the highest ranked bidder; and

WHEREAS, pursuant to the RFP, the Vendor and the City desire to enter into that certain contract for Vendor to provide the Services by adopting the terms of the proposed contract with Vendor in the form of the Exhibit attached hereto (the "Agreement"); and

WHEREAS, acquiring a provider of the Services by engaging the Vendor pursuant to the Agreement is in the public interest and in the interests of the City; now therefore

BE IT RESOLVED by the City Council of the City of Lake City, Florida:

1. Accepting the Vendor's bid pursuant to the evaluation and tabulation results arising from the RFP, and engaging the Vendor to provide the Services in the Agreement is in the public or community interest and for public welfare; and
2. In furtherance thereof, the Agreement in the form of the Exhibit attached hereto should be and is approved by the City Council of the City of Lake City; and
3. The Mayor of the City of Lake City is the officer of the City duly designated by the City's Code

of Ordinances to enforce such rules and regulations as are adopted by the City Council of the City of Lake City; and

4. The Mayor of the City of Lake City is directed to execute on behalf of and bind the City to the terms of the Agreement; and
5. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
6. This resolution shall become effective and enforceable upon final adoption by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this ____ day of February, 2026.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

CONSTRUCTION CONTRACT

Contract for Brick Façade Tuckpointing and Window Lintel Repair for City Hall Building
(Solicitation #: RFP-003-2026)

This Contract is made and entered into as of the date last executed by a Party hereto, by and between **City of Lake City, a Florida municipality** ("City") and **Innovative Masonry Restoration, LLC, a Minnesota limited liability company** ("Contractor"), City and Contractor each being generically referenced herein as a "Party", and collectively referenced as the "Parties".

This Contract, and the exhibits attached hereto and incorporated herein as material terms hereof, including the exhibits listed on the attached Schedule of Exhibits, the City's Solicitation #**RFP-003-2026**, the Contractor's proposal submitted in response to said solicitation, and City Purchase Orders represent the entire agreement between Contractor and City with respect to the subject matter hereof and supersede all prior agreements, negotiations, or understandings between the parties in any way relating to the subject matter of this Contract.

Contractor and City acknowledge having read and understood this Contract and hereby agree to be bound by its terms and conditions.

IN WITNESS WHEREOF, the parties have executed this Contract as of the date last below written.

CONTRACTOR:

**Innovative Masonry Restoration, LLC, a
Minnesota limited liability company**

By _____, its _____

CITY OF LAKE CITY, FLORIDA:

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY
COMMISSION OF THE CITY OF LAKE CITY,
FLORIDA:

Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

Terms and Conditions

1. **Construction Materials, Services, and Labor:** That for and in consideration of the mutual promises and covenants hereinafter contained, together with the money consideration hereinafter recited, the Contractor shall furnish all the labor, services and materials to accomplish the work in the scope of work attached as an exhibit hereto. All work and labor shall be done in accordance with the plans and specifications on file with the City, as listed in Section 3, hereof, receipt of which is hereby acknowledged and the compliance with such plans and specifications is incorporated herein by reference as a material term of this Agreement.
2. **Contract Price:** In consideration of the work, labor, services and materials to be furnished by the Contractor, in accordance with said plans and specifications, the City agrees to pay to the Contractor, upon the completion and acceptance thereof by the City, or its duly authorized agent, the aggregate of contract unit prices for units of work completed by the Contractor to complete the project in an amount not to exceed **THREE HUNDRED THOUSAND DOLLARS AND ZERO CENTS (\$300,000.00)**.
3. **Contract Documents:** The contract documents, which comprise the entire contract between City and Contractor, and which are made a part hereof by this reference, consist of the following, and are further described herein:
 - A. Solicitation, and any addenda.
 - B. RFP Proposal Response Form.
 - C. City Purchase Orders.
4. **Payment and Performance Bond:** The Contractor shall furnish to the City, prior to the commencement of operations hereunder, a Performance and Payment Bond executed by the Contractor, and a surety company authorized to do business in the State of Florida, in an amount no less than the contract price herein, which bond shall be conditioned upon the successful completion of all work, labor, services, and materials to be provided and furnished hereunder, and the payment of all subcontractors, materialmen, and laborers. The City will only accept a Performance and Payment Bond from a surety with an A.M. Best rating of 'A-' (Excellent) or better for Bids requiring bonds of \$500,000 or greater, or 'B+' (Very Good) or better for Bids requiring a bond of less than \$500,000. Said bond shall be subject to the approval of the City. In accordance with Section 255.05, F.S., the City may not make a payment to the Contractor until the Contractor has provided the City a certified copy of the recorded bond. The City shall reimburse the Contractor for the amount expended by the Contractor for the bond premium in acquiring the payment and performance bond required by this provision. The reimbursement contemplated hereby

shall be paid by the City to the Contractor within fifteen (15) City working days following the date a request for payment, which includes evidence of payment of the bond premium by the Contractor and issuance of the bond required hereby, is submitted by the Contractor to the City's finance department. The amount to be reimbursed for acquisition of the Performance and Payment Bond shall be in addition to the amount set forth in Section 2, hereof.

5. **Insurance:** Contractor shall procure and maintain insurance as specified in Exhibit A, Insurance Requirements, attached hereto and made a part of this Contract.
6. **Contractor's Affidavit:** When all work contemplated by the Contract has been completed, inspected, and approved by the City or its duly authorized agent, the Contractor shall furnish to the City the Contractor's affidavit in a form approved by the City. Release(s) of Lien may also be required by the City.
7. **Payment:** Except as provided in Exhibit "C", hereof, upon certification and approval by the City or its duly authorized agent, monthly payments may be made to the Contractor upon the Contractor's application for all services or work completed or materials furnished in accordance with the Contract. Prior to substantial completion, monthly payments shall be made on the value of materials furnished or services and work completed up to the time of said application, less an amount retained as described in Section 9, hereof. The retained amount may be reduced by the City upon issuance of the Certificate of Substantial Completion if, in the sole opinion of the City, sufficient progress on the schedule has been accomplished, all Notices of Lien have been resolved, and the aggregate of the City's retained amounts is adequate to fund the final completion of the Project and all estimated liquidated damages. The City shall inform the Contractor's Surety of any reduction in retained amounts. The Contractor must update each new request for payment in accordance with any changes made to the previous submittal. Final payment shall be made after approval by the City or its duly authorized agent of all work, materials or services required under this Contract.
 - A. Monthly pay requests shall be submitted each month on the anniversary date of the Notice to Proceed.
 - B. Monthly pay requests for less than \$200 are not acceptable and will not be processed, except for a final pay request.
8. **Non-Appropriations:** The City's performance and obligation to pay under this Contract is contingent upon an appropriation of lawfully available funds by the City Council of the City of Lake City. The City shall promptly notify the Contractor if the necessary appropriation is not made.

9. **Time for Performance:** Time is of the essence in the performance of this Contract. The contract completion time will begin on the earlier to occur of the date provided in the Notice to Proceed or within 45 calendar days following award of the contract. No work will begin prior to such date. All work to be performed under the provisions of this Contract shall be completed to **Substantial Completion** in not more than **ONE HUNDRED EIGHTY (180) calendar days** and an additional **THIRTY (30) calendar days** after City provides a punch list to Contractor to **Final Acceptance**, subject only to delays caused through no fault of the Contractor or acts of God.

10. **Liability of the Contractor:** Pursuant to §725.06(2), F.S. the Contractor shall indemnify and hold harmless City of Lake City Government from liabilities, damages, losses, and costs, including but not limited to reasonable attorney's fees to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor and persons employed or utilized by the Contractor in the performance of the Contract.

This Section of the Contract will survive the completion or termination of the Contract.

11. **Changes:** No changes to this Contract or the performance contemplated hereunder shall be made unless the same are in writing and signed by the parties hereto. In the event of any disagreement as to the provisions of this Contract with the plans and specifications that are made a part hereof by reference, the Contract shall control. Prior to any Contract Modification, any City-issued or City-requested change to the scope resulting in an increase in monetary amounts in the Contract, including any changes that may result in an Interim Field Change Agreement ("IFCA") or amendment, shall only be requested by formal written request on the City-authorized Change Order Request Form. Verbal communications, communications by persons other than the City's Designated Agent, and written communications on documents other than the Change Order Request Form shall not constitute a Change Order Request.

12. **Liquidated Damages:** Time is of the essence in the work provided for herein and a precise determination of actual damages which would be incurred by the City for delay in the completion of the work provided for herein, aside from the additional cost of inspection and supervision, would be difficult to ascertain. Accordingly, the liquidated damages for damages not otherwise provided for by this Contract, for each and every day the time consumed in completing the work provided for in these construction documents exceeds the time(s) allowed therefore, shall be the amount(s) stated below per day, including Saturdays, Sundays, and legal holidays. The liquidated damages provided for herein do not constitute a penalty. Furthermore, since the additional cost of inspection and supervision arising from a delay is not difficult to ascertain, the Contractor shall pay, in addition to the liquidated damages provided for herein, all expenses for inspection and supervision occasioned by the failure of the Contractor to complete the work within the

time(s) fixed for completion herein. The amount(s) of liquidated damages together with the additional costs for inspection and supervision occasioned by the Contractor's delay will be deducted and retained out of the monies payable to the Contractor. If not so deducted, the Contractor and sureties for the Contractor shall be liable therefore. The amount of liquidated damages to be assessed for each calendar day Substantial Completion is delayed beyond the required date of Substantial Completion shall be **TWO HUNDRED FIFTY DOLLARS (\$250) per day**. The amount of liquidated damages to be assessed for each calendar day Final Acceptance is delayed beyond the required date of Final Acceptance shall be **SIXTY TWO DOLLARS AND FIFTY CENT (\$62.50) per day**.

13. Contractor's Representations: Contractor makes the following representations:

- A. Contractor has familiarized himself with the nature and extent of the contract documents, work, locality, all local conditions, and federal, state, and local laws, ordinances, rules, and regulations that in any manner may affect cost, progress, or performance of work.
- B. Contractor declares it has (i) visited and examined the site of the work and informed itself fully in regard to all conditions pertaining to the place where the work is to be done, (ii) examined the plans for the work and other contract documents relative thereto and read all the addenda furnished prior to the opening of bids, and (iii) satisfied itself relative to the work to be performed.
- C. Contractor has investigated and is fully informed of the construction and labor conditions, of obstructions to be encountered, of the character, quality, and quantities of work to be performed, materials to be furnished, and requirements of the plans and other contract documents.
- D. Contractor has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work, and no additional examinations, investigations, tests, reports, or similar data are or will be required by the Contractor for such purposes.
- E. Contractor has given City written notice of all conflicts, errors, or discrepancies it has discovered in the contract documents, and the written resolution thereof by Engineer is acceptable to the Contractor.
- F. Contractor declares submission of a proposal to complete the scope of work constitutes an incontrovertible representation that the Contractor has complied with every requirement of this Section, and that contract documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of work.

- G. The Contractor assures no person shall be discriminated against on the grounds of race, color, creed, national origin, handicap, age or sex, in any activity under this Contract.
- H. Pursuant to §287.133(3)(a), F.S., a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in §287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.
- I. §287.135, F.S., prohibits agencies from contracting with companies for goods or services that are on the Scrutinized Companies that Boycott Israel List, or with companies engaged in a boycott of Israel, and from contracting with companies for goods or services of \$1,000,000 or more which companies are on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or are engaged in business operations in Cuba or Syria. The lists are created pursuant to §215.473 and §215.4725, F.S. Contractor certifies it is not listed on the Scrutinized Companies that Boycott Israel List, the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and is not engaged in a boycott of Israel or engaged in business operations in Cuba or Syria, and understands that pursuant to §287.135, F.S., the submission of a false certification may subject Contractor to civil penalties, attorney's fees, and/or costs. In accordance with §287.135, F.S., the City may terminate this Contract if a false certification has been made, or the Contractor is subsequently placed on any of these lists, or engages in a boycott of Israel or is engaged in business operations in Cuba or Syria.
- J. In accordance with Section 287.134, Florida Statutes, an entity or affiliate who has been placed on the Discriminatory Vendor List, kept by the Florida Department of Management Services, may not submit a bid on a contract to provide goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with

any public entity; and may not transact business with any public entity.

14. Notice Provision: Any notice or other communications concerning material changes to the Contract shall be sent via certified U.S. mail, return receipt requested, postage prepaid, by hand delivery, or via national courier to the relevant address listed below.

Contract clarifications or questions regarding the interpretation of plans and/or specifications not involving: (a) any contract claim and/or dispute, (b) questions of time involving extension, delay, or reduction of time, (c) monetary or compensatory issues, (d) fully executed IFCAs and/or (e) material changes to the contract, shall be sufficiently given if delivered personally, by email, or sent via U.S. mail, postage prepaid, addressed as follows:

Contractor Representative:	City's Administrative Agent:
Name:	Name: Brenda Karr
Title:	Title: Director of Procurement
Address:	Address: 205 North Marion Avenue Lake City, Florida 32055
Telephone:	Telephone: 386-758-5407
E-mail:	E-mail: KarrB@LCFla.com

The notice addresses may be changed from time to time by written notice to the other party.

15. Waivers: Failures or waivers to insist on strict performance of any covenant, condition, or provision of this Contract by the parties, their successors or assigns shall not be deemed a waiver of any of its rights or remedies, nor shall it relieve the other party from performing any subsequent obligations strictly in accordance with the terms of this Contract.

16. Modifications: This Contract may be modified only by instrument in writing and signed by the parties hereto as aforesaid.

17. Counterparts: This Contract may be executed in any number of counterparts, any one of which may be taken as an original.

18. No Third-Party Rights: The parties hereto do not intend nor shall this Contract be construed to grant any rights, privileges or interest to any third party.

19. Remedies: The parties hereto agree that remedies for damages or any other remedies provided for herein shall be construed to be cumulative and not exclusive of any other remedy otherwise available under law.

20. **Access to Records:** Contractor, its employees and agents including all subcontractors, shall allow access to its records during normal business hours to the City, its employees, and agents.

21. **Severability:** If any provision of this Contract is found by a court of competent jurisdiction to be in conflict with an applicable statute or ordinance, or is otherwise unenforceable, then such provision shall be deemed null and void to the extent of such conflict, but shall not invalidate any other provision of this Contract.

22. **Dispute Resolution:** The venue for purposes of any legal action founded upon this Contract shall be in a court of competent jurisdiction in the Third Judicial Circuit in and for Columbia County, Florida, which shall have personal jurisdiction over each of the parties to the Contract. Each party irrevocably submits and waives any objections to the exclusive personal jurisdiction and venue of such courts, including any objection based on *forum non conveniens*. This Contract shall be governed by the laws of the State of Florida, without regard to conflicts of law principles.

There will be no arbitration on claims allegedly arising under this Contract between the City and the Contractor.

In the event of a dispute or claim arising out of this Contract, the parties agree first to try in good faith to settle the dispute by direct discussion. If this is unsuccessful, the parties may enter into mediation in Columbia County, Florida, or such other location as the parties hereto shall agree, with the parties sharing equally in the cost of such mediation. In the event mediation, if attempted, is unsuccessful in resolving a dispute, the parties may proceed to litigation. The parties agree that in the event of litigation they waive any and all rights to a trial by jury.

To the extent Chapter 558, F.S. is applicable, the parties expressly opt out of the requirements of Chapter 558, F.S., within the meaning of §558.005(1), F.S.

23. **Public Records:** Contractor shall generally comply with Florida's public records laws, and specifically, Contractor shall:

- A. Keep and maintain public records required by the City to perform and/or provide the service or services contracted for herein.
- B. Upon request from the City's custodian of public records, provide the City with a copy of the requested records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for

the duration of the term of this Agreement and following completion of this Agreement if the Contractor does not transfer the records to the City.

D. Upon completion of this Agreement, transfer, at no cost, to the City all public records in possession of the Contractor, or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Agreement the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

IF VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**Audrey E. Sikes, City Clerk,
City of Lake City, Custodian of Public Records
At 386-719-5756 or SikesA@lcfla.com
Mailing Address
205 North Marion Avenue,
Lake City, FL 32055**

24. **E-Verify:** As a condition precedent to entering into this Rider, and in compliance with Section 448.095, Fla. Stat., Contractor and its subcontractors shall, register with and use the E-Verify system to verify work authorization status of all employees hired after January 1, 2021.

A. Contractor shall require each of its subcontractors to provide Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of this Rider.

B. The City, Contractor, or any subcontractor who has a good faith belief that a

person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity.

- C. The City, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but Contractor otherwise complied, shall promptly notify Contractor and Contractor shall immediately terminate the contract with the subcontractor.
- D. A contract terminated under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(2)(d), Fla. Stat. Contractor acknowledges that upon termination of this Rider by the City for a violation of this section by Contractor, Contractor may not be awarded a public contract for at least one (1) year. Contractor further acknowledges that Contractor is liable for any additional costs incurred by the City as a result of termination of any contract for a violation of this section.
- E. Contractor or subcontractor shall insert in any subcontracts the clauses set forth in this section, including this subsection, requiring the subcontractors to include these clauses in any lower tier subcontracts. Contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this section.

25. **Entire Contract:** These contract documents constitute the entire understanding and contract between the parties and supersede any and all written or oral representations, statements, negotiations, or contracts previously existing between the parties with respect to the subject matters of this Contract. The Contractor recognizes that any representations, statements, or negotiations made by City staff do not suffice to legally bind the City in a contractual relationship unless they have been reduced to writing and signed by an authorized City representative. This Contract shall inure to the benefit of and be binding upon the parties, their respective assigns, and successors in interest.

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SCHEDULE OF EXHIBITS

Exhibit "A"	Statement of Work
Exhibit "B"	Insurance Requirements
Exhibit "C"	Pricing and Payment Schedule
Exhibit "D"	Payment/Invoices
Exhibit "E"	Dispute Resolution in Matters of Invoice Payments
Exhibit "F"	Payment and Performance Bond
Exhibit "G"	Request for Proposals and Responsive Proposal From Contractor

EXHIBIT "A"
STATEMENT OF WORK

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(Document to be Provided Prior to Agreement Execution)

EXHIBIT "B"
INSURANCE REQUIREMENTS

Certificate must state City of Lake City as Certificate Holder

- Commercial General Liability insurance to provide coverage of not less than \$1,000,000.00 combined single limit per occurrence and annual aggregates where generally applicable and must include premises operations, independent contractors, products/completed operations, broad form property damage, blanket contractual and personal injury endorsements.
- Business Vehicle/Umbrella Liability insurance with a minimum limit of \$200,000 per occurrence, and \$300,000 for all claims arising out of the same incident or occurrence, for property damage and personal injury. Notice, these limits may change according to Florida law and the protections afforded to the City pursuant to sovereign immunity for liability.
- Statutory Workers Compensation insurance as required by the State of Florida.

EXHIBIT "C"
PRICING AND PAYMENT SCHEDULE

PRICE TABLES

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization and Demobilization (equipment, scaffolding, barricades, site protection, etc.)	1	LUMP SUM	\$140,000.00	\$140,000.00
2	Removal of existing mortar (3/4" depth or to sound mortar) including cleaning of joints	1	SQUARE FOOT	\$20.00	\$20.00
3	Repointing with approved mortar to match existing color, texture, and composition	1	SQUARE FOOT	\$15.00	\$15.00
4	Preparation of repointing sample for City approval	1	LUMP SUM	\$8,570.00	\$8,570.00
5	Removal and replacement of deteriorated window lintels/shelf angles (including shoring, waterproofing, flashing installation)	1	EACH	\$4,050.00	\$4,050.00
6	Cleaning and recoating of existing lintels to remain (mechanical abrasion, solvent cleaning, epoxy coating)	1	EACH	\$250.00	\$250.00
7	Site cleanup, debris removal, and restoration	1	LUMP SUM	\$4,750.00	\$4,750.00
8	Base Scope (Including 20% Tuckpointing Allowance)	1	LUMP SUM	\$60,000.00	\$60,000.00
9	Additional Tuckpointing (Cut and Repoint Mortar Joints)	1	LINEAR FOOT	\$10.00	\$10.00
TOTAL					\$217,665.00

EXHIBIT "D"
PAYMENT/INVOICES

PAYMENT/INVOICES:

Contractor shall submit invoices for payment due as provided herein with such documentation as required by City of Lake City and all payments shall be made in accordance with the requirements of Section 218.70 et. seq, Florida Statutes, "The Local Government Prompt Payment Act." Invoices shall be submitted to the address below unless instructed otherwise on the purchase order, or if no purchase order, by the ordering department:

Finance Department
Attn: Accounts Payable
City of Lake City
205 North Marion Avenue
Lake City, FL 32055

Each invoice shall include, at a minimum, the Contractor's name, contact information and the standard purchase order number. In order to expedite payment, it is recommended the Contractor also include the information shown in below. The City may dispute any payments invoiced by Contractor in accordance with Section 218.76, Florida Statutes and the provisions of this Agreement.

INVOICE INFORMATION:

Contractor Information Company name, mailing address, phone number, contact name and email address as provided on the PO

Remit To Billing address to which you are requesting payment be sent

Invoice Date Creation date of the invoice

Invoice Number Company tracking number

Shipping Address Address where goods and/or services were delivered

Ordering Department Name of ordering department, including name and phone number of contact person

PO Number Standard purchase order number

Ship Date Date the goods/services were sent/provided

Quantity Quantity of goods or services billed

Description Description of services or goods delivered

Unit Price Unit price for the quantity of goods/services delivered

Line Total Amount due by line item

Invoice Total Sum of all of the line totals for the invoice

EXHIBIT "E"
DISPUTE RESOLUTION IN MATTERS OF INVOICE PAYMENTS

Payment of invoices for work performed for City of Lake City ("City") is made, by standard, in arrears in accordance with Section 218.70, et. seq., Florida Statutes (the "Local Government Prompt Payment Act").

If a dispute should arise as a result of non-payment of a payment request or invoice the following Dispute Resolution process shall apply:

- A. City of Lake City shall notify a vendor in writing, within ten (10) days after receipt of an improper invoice, that the invoice is improper. The notice should indicate what steps the vendor should undertake to correct the invoice and resubmit a proper invoice to the City, which steps shall include initially contacting the requesting department to validate Contractor's invoice conforms with the terms and conditions of the agreement. Once the requesting department determines Contractor's invoice conforms with the terms and conditions of the agreement, the vendor should resubmit the invoice as a "Corrected Invoice" to the requesting department which will initiate the payment timeline.
 - 1) Requesting department for this purpose is defined as the City department for whom the work is performed.
 - 2) Proper invoice for this purpose is defined as an invoice submitted for work performed where such work meets the terms and conditions of the agreement to the satisfaction of the City of Lake City.
- B. Should a dispute result between the vendor and the City about payment of a payment request or an invoice then the vendor should submit their dissatisfaction in writing to the Requesting Department. Each Requesting Department shall assign a representative who shall act as a "Dispute Manager" to resolve the issue at departmental level.
- C. The Dispute Manager shall first initiate procedures to investigate the dispute and document the steps taken to resolve the issue in accordance with section 218.76 Florida Statutes. Such procedures shall be commenced no later than forty-five (45) days after the date on which the payment request or invoice was received by City of Lake City, and shall not extend beyond sixty (60) days after the date on which the payment request or invoice was received by City of Lake City.
- D. The Dispute Manager should investigate and ascertain whether the work, for which the payment request or invoice has been submitted, was performed to City of Lake City's satisfaction and duly accepted by the Proper Authority. Proper Authority for this purpose is defined as the City of Lake City representative who is designated as the approving authority for the work performed in the contractual document. The Dispute Manager shall perform the required investigation and arrive at a solution before or at the sixty (60) days' timeframe for resolution of the dispute, per section 218.76, Florida Statutes. The City Manager or his or her designee shall be the final arbiter in resolving the issue before it becomes a legal matter. The City Manager or his or her designee will issue their decision in writing.
- E. City of Lake City Dispute Resolution Procedures shall not be subject to Chapter 120 of the Florida Statutes. The procedures shall also, per section 218.76, Florida Statutes, not be intended as an administrative proceeding which would prohibit a court from ruling again on any action resulting from the dispute.
- F. Should the dispute be resolved in the City's favor interest charges begin to accrue fifteen (15) days after the final decision made by the City. Should the dispute be resolved in the vendor's favor the City shall pay interest as of the original date the payment was due.

EXHIBIT "E"
DISPUTE RESOLUTION IN MATTERS OF INVOICE PAYMENTS

G. For any legal action to recover any fees due because of the application of Sections 218.70 et. seq., Florida Statutes, an award shall be made to the prevailing party to cover court costs and reasonable attorney fees, including those fees incurred as a result of an appeal if the reason for the dispute is because the non-prevailing party held back any payment without having a reasonable basis to dispute the prevailing party's claim to those amounts.

EXHIBIT F
PAYMENT AND PERFORMANCE BOND

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(Document to be Provided Prior to Agreement Execution if Required by Bid/Proposal Request)

EXHIBIT G
REQUEST FOR PROPOSALS
AND RESPONSIVE PROPOSAL FROM CONTRACTOR

REQUEST FOR PROPOSAL

003-2026

BRICK FAÇADE TUCKPOINTING & WINDOW LINTEL REPAIR FOR CITY HALL BUILDING

City of Lake City

205 N. Marion Ave.

Lake City, FL 32055

RELEASE DATE: October 20, 2025

DEADLINE FOR QUESTIONS: November 3, 2025

PROPOSAL SUBMISSION DEADLINE: November 19, 2025, 2:00 pm

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://procurement.opengov.com/portal/lcfla>

City of Lake City
REQUEST FOR PROPOSAL

Brick Façade Tuckpointing & Window Lintel Repair for City Hall Building

I.	The City of Lake City Florida.....
II.	Introduction.....
III.	Instruction to Proposers
IV.	Scope of Work
V.	Format and Content.....
VI.	Evaluation Criteria
VII.	Pricing Proposal
VIII.	Terms and Conditions
IX.	Vendor Questionnaire.....

Attachments:

A - CC - Public Records Requests - Structural Assessment City Hall DONE IN 2018

B - Pre- Bid Meeting RFP-003-2026 Brick Façade Tuckpointing & Window Lintel Repair for City Hall Building-20251029_141454UTC-Meeting Recording

1. The City of Lake City Florida

1.1. Request for Proposal

003-2026

Brick Façade Tuckpointing & Window Lintel Repair for City Hall Building

The City of Lake City, Florida (City) will receive sealed proposals via the City's e-Procurement Portal, OpenGov, until 2:00 pm, local time, on Wednesday, November 19, 2025. Proposals delivered by any other means will not be considered by the Procurement Department. Any proposals received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time will be resolved against the Proposer.

At the time of the proposal opening, only the names of the respondents will be read aloud.

Request for additional information or clarifications shall be submitted in writing via the OpenGov Question/Answer Tab via the City's e-Procurement portal, on or before the Monday, November 3, 2025 by 4:00 pm. All questions submitted and answers provided shall be electronically distributed via email to proposers following this solicitation on the City's e-Procurement Portal.

It will be the sole responsibility of the Proposer to contact the Procurement Department prior to submitting a response to determine if any addenda has been issued, obtain such addenda, and acknowledge that addenda must be accessed through OpenGov.

Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and city holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the Procurement Department or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

The City of Lake City reserves the right to reject any or all proposals, to waive any informalities or irregularities in any proposals received, to re-advertise for proposals, or take any similar actions that may be deemed to be in the best interest of the City.

CITY OF LAKE CITY, FLORIDA

Don Rosenthal
City Manager

2. Introduction

2.1. Summary

The City of Lake City (herein after, "City") has issued this Request for Proposals (hereinafter, "RFP") with the sole purpose and intent of obtaining responses from interested and qualified firms licensed to do business in the State of Florida offering to provide to provide brick façade tuckpointing and window lineal repair services for City Hall located at 205 N Marion Ave Lake City, FL 32055. This project aims to restore the building envelope, ensuring structural integrity, water resistance, and preservation of the historic appearance.

2.2. Background

The City of Lake City is approximately 12.4 square miles in size and serves a population of approximately 12,000. The City of Lake City is an urban city located in Columbia County, Florida, a rural community.

The legislative branch of the City is composed of an elected five-member City Council consisting of the Mayor and four council members. The City Council is governed by the City Charter and by state and local laws and regulations.

The City of Lake City operates under a City Council-City Manager form of government and provides a full range of municipal services including: general government administration, law enforcement and fire protection, community redevelopment, stormwater management, sanitation and solid waste, as well as construction and maintenance of infrastructure, recreational, and other cultural facilities. The City also operates a municipal airport.

2.3. Contact Information

Angel Bryant

Procurement Analyst

205 N Marion Ave

Lake City, FL 32055

Email: bryanta@lcfla.com

Phone: [\(386\) 719-5818](tel:(386)719-5818)

Department:

Procurement

2.4. Timeline

The following projected timetable should be used as a working guide for planning purposes only. The City reserves the right to adjust this timetable as required during the course of the RFP process.

Note: Dates are subject to change. TBD = to be determined. NLT = no later than.

Issue RFP Notice	October 20, 2025
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Pre-Proposal Meeting (Non-Mandatory)	<p>October 29, 2025, 10:00am</p> <p>City Hall, 2nd Floor, Council Chambers 205 N Marion Ave., Lake City, FL 32055</p> <p>Microsoft Teams Need help? Join the meeting now Meeting ID: 234 415 251 881 3 Passcode: d3G699of</p> <hr/> <p>Dial in by phone +1 323-694-0852,,861551407# United States, Los Angeles Find a local number Phone conference ID: 861 551 407# For organizers: Meeting options Reset dial-in PIN</p>
Last Date for Receipt of Written Questions	November 3, 2025, 4:00pm
Addendum Issued (If Applicable)	November 10, 2025

Proposal Due Date	November 19, 2025, 2:00pm City Hall Procurement Office 205 N Marion Ave., Lake City, FL 32055 Microsoft Teams Need help? https://teams.microsoft.com/meet/22282608958375?p=uomuzMdW7sw1pKu4Vz Dial in by phone +1 323-694-0852,,508094389# United States, Los Angeles Find a local number Phone conference ID: 508 094 389# Join the meeting now Meeting ID: 222 826 089 583 75 Passcode: 4Eo9rr94
Evaluation Committee Meeting	December 10, 2025

3. Instruction to Proposers

3.1. Proposal Response

The City of Lake City, Florida (City) will receive sealed proposals via the City's e-Procurement Portal, OpenGov, until 2:00 pm, local time, on Wednesday, November 19, 2025. Proposals delivered by any other means will not be considered by the Procurement Department. Any proposals received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time will be resolved against the Proposer.

3.2. Questions

All questions related to this RFP shall be submitted in writing via the OpenGov Question/Answer Tab via the City's e-Procurement portal, on or before, Monday, November 3, 2025 by 4:00 pm. All questions submitted and answers provided shall be electronically distributed via email to proposers following this solicitation on the City's e-Procurement Portal. Please include section referenced for each question in order to ensure that questions asked are responded to correctly.

3.3. Method of Source Selection

Each proposal will be reviewed to determine if the proposal is responsive to the RFP. Proposals deemed to be non-responsive will be rejected without being evaluated. A responsive proposal is one which has been signed and submitted by the specified Proposal deadline, and has provided the information required to be submitted with the Proposal. While poor formatting, poor documentation and/or incomplete or unclear information may not be cause to reject a proposal without evaluation, such substandard submissions may adversely impact the evaluation of a Proposal. Respondents who fail to comply with the required and/or desired elements of this RFP do so at their own risk.

The Evaluation Committee shall review all proposals for compliance with the specifications and select a vendor(s) for recommendation.

The City may, as it deems necessary, conduct discussions with responsible proposers determined to be in contention for being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to solicitation requirements. Contingent upon successful ranking of proposals and negotiation of contracts, nothing shall preclude the City from selecting a single, qualified firm to provide both services.

3.4. Pre-Proposal Conference

A mandatory pre-proposal conference will be held on Wednesday, October 29, 2025, commencing promptly at 10:00 am, and will be held: City Hall, 2nd Floor, Council Chambers 205 N Marion Ave., Lake City, FL 32055 Microsoft Teams Need help? Join the meeting now Meeting ID: 234 415 251 881 3
Passcode: d3G699of _____ Dial in by phone +1 323-694-0852,,861551407# United States, Los Angeles Find a local number Phone conference ID: 861 551 407#
For organizers: Meeting options | Reset dial-in PIN. A mandatory site visit will be held immediately following the pre-proposal conference.

This pre-proposal conference is denoted as “mandatory”, prospective proposers must be present in order to submit a proposal response.

The purpose of the pre-proposal conference is to allow an open forum for discussion and questioning with City staff regarding the RFP with all prospective proposers having an equal opportunity to hear and participate. Oral questions will receive oral responses, neither of which will be official, nor become part of the RFP. Only written responses to written questions will be considered official, and will be included as part of the RFP.

All prospective proposers are strongly encouraged to attend, as, unless requested by the department, this will be the only pre-proposal conference for this solicitation.

3.5. Proposal Due Date

Sealed Proposals must be received via the City’s e-Procurement Portal, OpenGov , no later than 2:00 pm, Local Time, Wednesday, November 19, 2025. Proposals received after this date and time will not be considered.

3.6. Public Opening

There is no public opening of the proposals. Only the names of the respondents will be publicly read aloud.

3.7. Public Record

Pursuant to Chapter 119, Florida Statutes, proposals received in response to this Request for Proposal are exempt from disclosure under the provisions of the Public Records Law until such time as an award decision has been made known or within thirty (30) days after the Proposal opening, whichever is earlier.

4. Scope of Work

4.1. Introduction

The City of Lake City is seeking proposals from qualified and experienced firms licensed to practice in the State of Florida for brick façade tuckpointing and window lineal repair services at City Hall.

The selected Contractor shall have demonstrated experience with masonry restoration, tuckpointing, and façade repair projects of similar scope and complexity. The proposal must include:

- Prior experience with similar work;
- The methodology the Contractor intends to utilize to perform the specified scope of work; and
- The resources (personnel, equipment, materials, subcontractors) expected to be used.

It is understood that the building will be occupied and operational during the course of work, with public access maintained during regular business hours. The Contractor shall schedule, coordinate, and execute work accordingly to minimize disruption.

4.2. Scope of Work

The Contractor is to provide all tools, labor, materials, equipment, supervision, and all associated items for the project. The work involves:

General Requirements

Provide mobilization/demobilization of all access equipment, barricades, scaffolding, fencing, safety equipment, and temporary facilities necessary to complete the work.

Maintain site safety and cleanliness throughout the duration of the project.

Coordinate all work with City staff to ensure continued public access to the facility.

Masonry and Tuckpointing

Remove existing mortar from the brick façade's stretcher courses utilizing air chisels, grinders, or equivalent methods to a maximum depth of $\frac{3}{4}$ inch, or until sound mortar is reached.

Clean all exposed mortar joints and repoint using mortar that matches the existing color, texture, and composition.

Prior to commencing production work, the Contractor shall prepare a sample repointing area for the City's review and approval. This approved sample shall serve as the standard for all work performed.

Exercise extreme care during mortar removal to prevent damage to adjacent masonry units.

Window Lintel and Shelf Angle Repairs

Remove and replace existing window lintels/shelf angles as indicated in the project plans or as directed by the City's representative.

Carefully shore existing masonry above each opening to prevent cracking or displacement during lintel removal and installation.

Install new waterproofing and stainless-steel flashing during the lintel replacement process, in accordance with current industry standards and best practices.

All existing lintels to remain shall be cleaned and recoated:

Hand-remove rust residue using mechanical abrasion (abrasive blasting and/or wire wheel).

Clean surfaces with hand-applied solvent, dry thoroughly, and apply an approved epoxy primer per manufacturer recommendations.

Cleanup and Final Acceptance

Upon completion, remove all debris, equipment, and materials from the site.

Clean all surfaces of dust, mortar residue, and other construction-related materials.

Perform a final walkthrough with City representatives for acceptance.

SITE REQUIREMENTS Contractor understands the building is to remain occupied by City staff and utilized by the public during normal working hours. Accordingly, the Contractor is to provide and maintain adequate debris and deleterious materials collection in enclosed bins, dumpsters, areas, etc. with routing removal and disposal off-site. All temporary facilities such as portable restroom facilities are to be kept clean and maintained. All work areas are to be fenced/barricaded to prevent non-contractor personnel from entering the working areas. All walkways adjacent to areas of work on the building, used by City staff and the public are to be protected by a temporary canopy or covered walkway provided and installed by the Contractor. Any areas needing to be closed during specific work phases are to be coordinated with the City and appropriate signage/barricades provided by the Contractor. It is understood the work will involve numerous lift equipment and scaffolding provided by the Contractor. All such equipment within areas utilized as access points to the building, i.e., sidewalks, walkways, etc., are to contain construction type fencing and overhead protection from debris. It is to be expected that some areas may involve dismantling and relocating of scaffolding and fencing as the work progresses. At completion of the work, all contractor equipment, materials, construction debris and miscellaneous items used by the Contractor are to be removed from the site and the existing grounds returned to original pre-construction condition.

Tuckpointing Quantity Assumption

For bidding purposes, contractors shall assume that **20% of the total brick façade area** will require tuckpointing (cutting out and repointing of mortar joints).

Contractors shall also provide a **unit price per linear foot** for tuckpointing to be applied if the **actual quantity of required tuckpointing exceeds the assumed 20%**. The City reserves the right to increase or

decrease the tuckpointing quantity based on field conditions, with adjustments made using the provided unit pricing.

4.3. Safety

1. CONTRACTOR shall comply with all Federal/County/City laws/ordinances and City Building & Fire codes during the execution of this project.
2. CONTRACTOR shall continuously maintain adequate protection of all work from damage and shall protect public and privately owned property, structures, vehicles, utilities, and work of any kind against damage or interruptions of service, which may result from the activities of the CONTRACTOR.

Right to Carry Out Work - If CONTRACTOR fails to perform the work properly or fails to perform any provision of the contract documents, including unauthorized project schedule delays, CITY, after three days written notice to CONTRACTOR without correction, may correct the deficiencies through CITY's own forces or through others, and may deduct the cost thereof from the payment then or thereafter due to the CONTRACTOR.

4.4. Criteria

Evaluation Criteria	Points
Experience & Qualifications	30
Approach & Understanding of Scope	25
Proposed Project Schedule	15
Price Proposal	30
Total Possible Points	100

The City reserves the right to negotiate terms, reject any or all proposals, and award in the best interest of the City.

5. Format and Content

5.1. Preparation

Prepare your Proposal in a clear and concise manner. Ensure that the content of your Proposal submittal is complete. Special attention should be given to the specific information, instructions and requirements of the Request for Proposal document to ensure responsiveness. Proposals that are incomplete or lack key information may be rejected.

5.2. Incurred Expenses

The City is not responsible for any expenses which Proposers may incur in preparing or submitting proposals including presentations and any other expenses called for in this Request for Proposal.

5.3. Proprietary Information

1. In accordance with Chapter 119 of the Florida Statutes (Public Records Law), and except as may be provided by other applicable State and Federal Law, all Proposers should be aware the Request for Proposal and the responses thereto are in the public domain. Proposers are requested to identify specifically any information contained in their Proposals which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law.
A generic notation that information is "confidential" is not sufficient. Failure to provide the Procurement department with a detailed explanation and justification including statutory cites and specific reference to your Proposal detailing what provisions, if any, you believe are exempt from disclosure, may result in your entire Proposal being subject to disclosure in accordance with Chapter 119 of the Florida Statutes
2. All Proposals received from Proposers in response to this Request for Proposal will become the property of the City of Lake City and will not be returned to the Proposers. In the event of Contract award, all documentation produced as part of the Contract will become the exclusive property of the City.

5.4. Requirements

1. Proposals will be evaluated based on the information provided in the response. All documents should be 8 1/2 x 11 format and must not be more than 25 pages.
2. A letter of interest or executive summary, not to exceed three (3) additional pages, may also be included in the proposal. Qualification documents that exceed this length will be considered non responsive and will not be evaluated.
3. During this process, any intentional omissions, alterations, or false representations will be grounds for rejection of any proposal. Proposals must include a Table of Contents which provides clear identification of the material by section.

5.5. Delivery of Proposals

Proposals shall be submitted via the City's e-Procurement Portal. All Proposals submitted must be received in the Procurement Department by the time specified in this solicitation. It is the sole responsibility of the Proposer to ensure that Proposals are received by the due date and time. The City shall not be responsible for delays caused by any occurrence. Proposals received following the Proposal Due Date will not be considered.

5.6. Evaluation Criteria

An Evaluation Committee will be established to review all responsive Proposals. Proposers submitting Proposals deemed to be reasonably acceptable to be selected will be evaluated using the evaluation criteria set forth herein. The information that will be considered and relative scoring for each criterion is identified in the "[Evaluation Criteria](#)" section of the solicitation.

The scoring mechanism will be used by individual Evaluation Committee members to rank firms. Ranks from all Evaluation Committee members will then be summed for each Proposer in order to establish the overall rank order.

5.7. Proposal Evaluation Committee and Evaluation Process

1. Evaluation Committee

An Evaluation Committee (hereinafter referred to as "the Committee") consisting of at least three (3) members will be established to review, discuss, and evaluate all responsive Proposals submitted in response to this Request for Proposals (RFP). The Committee shall conduct a preliminary evaluation of all Proposals on the basis of the information provided and evaluation criteria as set forth in this Request for Proposal.

2. Presentations

The Committee reserves the right to require oral presentations from any or all responsive and responsible Proposers who submit Proposals determined to be reasonably acceptable of being selected for award. Discussions may be conducted for the purpose of clarification and to assure full understanding of, and responsiveness to, the solicitation requirements. The City will not be liable for any costs incurred by the Proposer in connection with such interviews, presentations, or negotiations (i.e., travel, accommodations, etc.).

3. Award without Presentations

The City may evaluate and award a Contract based on responses to this Request for Proposal without discussions or oral presentations. Therefore, each response to this RFP should contain the Proposer's best terms and conditions for consideration.

4. Ranking

The Committee will evaluate and rank the Proposers as set forth in the preceding section

entitled "Evaluation Criteria" and submit the proposed rank order to the Director of Procurement.

5. Authority to Award

Contracts negotiated as a result of this RFP will be presented to City Council for final award.

6. Reserved Rights

- a. The City, at its sole and absolute discretion, reserves the right to reject any and all, or parts of any and all proposals, to re-advertise this solicitation, postpone or cancel, at any time, this solicitation process, or to waive minor irregularities and informalities in this RFP or in the proposals received as a result of this RFP.
- b. The City does not guarantee the award of any Contract as a result of this solicitation process.

6. Evaluation Criteria

No.	Evaluation Criteria	Scoring Method	Weight (Points)
1.	<p>Experience & Qualifications</p> <ul style="list-style-type: none"> • Evaluation will consider the proposer's demonstrated experience with projects of similar size and scope, including at least 5 years of relevant experience and qualifications of key personnel. • Proposers should demonstrate a proven record of successful performance in comparable municipal or public-sector projects. • Experience working with local government agencies or compliance with state/federal grant requirements will be viewed favorably. 	0-100 Points	30 (30% of Total)
2.	<p>Approach & Understanding of Scope</p> <ul style="list-style-type: none"> • Proposals will be based on the clarity, feasibility, and innovation of the proposed approach and understanding of project goals. • Proposals should clearly outline the methods, tools, and resources to be used to achieve project deliverables. • Scoring will reflect the proposer's ability to anticipate challenges and propose practical solutions. 	0-100 Points	25 (25% of Total)

3.	<p>Proposed Project Schedule</p> <ul style="list-style-type: none"> Evaluation will consider the management structure, roles and responsibilities, and the adequacy of staff assigned to the project. Proposers should identify key personnel and demonstrate that their experience aligns with the project's requirements. Preference will be given to firms that present a clear communication plan, realistic timeline, and quality assurance measures. 	0-100 Points	15 (15% of Total)
4.	<p>Price Proposal</p> <ul style="list-style-type: none"> Cost will be evaluated in relation to the proposed scope of work and the overall value to the City. Scores will reflect the reasonableness, clarity, and completeness of the cost breakdown. Lowest cost will not necessarily be the sole determining factor; best value and long-term sustainability will also be considered. 	0-100 Points	30 (30% of Total)

7. Pricing Proposal

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization and Demobilization (equipment, scaffolding, barricades, site protection, etc.)	1	LUMP SUM		
2	Removal of existing mortar (3/4" depth or to sound mortar) including cleaning of joints	1	SQUARE FOOT		
3	Repointing with approved mortar to match existing color, texture, and composition	1	SQUARE FOOT		
4	Preparation of repointing sample for City approval	1	LUMP SUM		
5	Removal and replacement of deteriorated window lintels/shelf angles (including shoring, waterproofing, flashing installation)	1	EACH		
6	Cleaning and recoating of existing lintels to remain (mechanical abrasion, solvent cleaning, epoxy coating)	1	EACH		
7	Site cleanup, debris removal, and restoration	1	LUMP SUM		
8	Base Scope (Including 20% Tuckpointing Allowance)	1	LUMP SUM		
9	Additional Tuckpointing (Cut and Repoint Mortar Joints)	1	LINEAR FOOT		
TOTAL					

8. Terms and Conditions

8.1. Contract Award

An award, if made, will be made to the best overall proposer(s) whose proposal is most advantageous to the City, taking into consideration the evaluation factors set forth in this RFP.

8.2. Questions Regarding the Solicitation or Proposal Process

To ensure fair consideration for all Proposers, the City prohibits communication to or with any officer, elected official (including the Mayor and City Council), department, division, office or employee of the City, and any Evaluation Committee members during the solicitation process from the date of issuance of the RFP through award, except as provided below.

All communications relating to this RFP between Proposer (or anyone on Proposer's behalf) and the City must be made through the Procurement Department. Any communications in violation of this provision may be grounds for disqualifying the offending Proposer from consideration for award of the Proposal and/or any future Proposal.

Any questions relative to interpretation of the solicitation or the Proposal process shall be submitted via the City's e-Procurement Portal. Questions must be received by the Procurement Department on or before the cut-off date for questions as specified in the Proposal Schedule. Questions received after the cut-off date as specified in the Proposal Schedule will not be considered.

Any interpretation made to prospective Proposers will be answered through the City's e-Procurement Portal or expressed in the form of an addendum to the solicitation which, if issued, will be conveyed in writing to all persons on record as following this RFP, no later than five (5) days prior to the date set for receipt of Proposals. Oral answers will not be authoritative.

It will be the responsibility of the Proposer to acknowledge and confirm receipt of all addenda in the City's e-Procurement Portal.

8.3. Additional Information

The City reserves the right to request that the Proposer provide additional information it deems necessary to evaluate, clarify, or substantiate any area contained in each submitted Proposal and to more fully meet the needs of the City.

8.4. Addendum to Request for Proposals

If it becomes necessary to revise or amend any part of this Request for Proposal before the Proposal due date, the Procurement Department will furnish the revision by written Addendum.

8.5. Execution of Contract

Unless such time is extended by the City, the successful Proposer shall, within ten (10) calendar days after Notice of Award is issued by the City of Lake City, Procurement Department, sign and enter into a Contract with the City, and shall simultaneously provide any required bonds, indemnities and insurance certificates.

Failure to comply with the established deadline for submittal of required documents may be grounds for cancellation of the award.

8.6. Proposer's Guarantee

By submitting a Proposal, a Proposer warrants that no one was paid a fee, commission, gift, or other consideration contingent upon receipt of an award for the services and/or supplies specified herein.

8.7. Indemnification

The Respondent agrees to indemnify and hold the City harmless for any and all claims, liability, losses and causes of action which may arise out of its fulfillment of the contract awarded pursuant to this RFP. It agrees to pay all claims and losses, including related court costs and reasonable attorneys' fees, and shall defend all suits filed due to the negligent acts, error or omissions or Respondent employees and/or agents. In the event the completion of a project awarded pursuant to this RFP (to include the work of others) is delayed or suspended as a result of the Respondent's failure to purchase or maintain the required insurance, the Respondent shall indemnify the City from any and all increased expenses resulting from such delay.

8.8. Insurance Requirements

The Proposer will be required to furnish evidence of the following insurance coverage by a licensed Florida Company.

1. Without limiting Proposer's indemnification, it is agreed that the successful Proposer will purchase at their expense and maintain in force at all times during the performance of services under this agreement the following insurance. Where specific limits are shown, it is understood that they must be the minimum acceptable limits. If successful Proposer's policy contains higher limits, the City of Lake City will be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the City naming the City of Lake City as additional insured. These certificates must provide a ten (10) calendar day notice to the City in the event of cancellation, non-renewal or a material change in the policy.
 - a. Professional liability insurance to provide coverage of not less than one million dollars (\$1,000,000).
 - b. Workers' compensation insurance to apply for all employees of the contractor, sub-contractors and the contractor's architect and/or engineer meeting the "Workers' Compensation Law" of the State of Florida and all applicable federal laws.
 - c. Commercial General Liability insurance to provide coverage of not less than one million dollars (\$1,000,000) combined single limit per occurrence and annual aggregates where generally applicable and must include premises-operations, independent contractors,

products/completed operations, broad form property damage, blanket contractual and personal injury endorsements.

- d. Comprehensive Automobile Liability Insurance covering all owned, hired and non-owned vehicles with coverage limits not less than one hundred thousand dollars (\$100,000) per person, three hundred thousand dollars (\$300,000) per occurrence and one hundred thousand dollars (\$100,000) property damage.
- 2. The official title of the owner is "City of Lake City". This official title will be used in all insurance documentation.

8.9. Proof of Insurance

The Proposer will furnish to the Procurement Department Certificates of Insurance or endorsements evidencing the insurance coverage specified above within seven (7) days after notification of an award. The required Certificates of Insurance or endorsements will not only name the types of policies continued, but will also refer specifically to this contract and will state that such insurance is as required by this contract. If the initial insurance expires before the completion of the work, renewal Certificates of Insurance will be furnished thirty (30) days before the date of their expiration. Notice of cancellation and/or restriction Policy(s) must be endorsed to give the City thirty (30) days' notice of cancellation and / or restriction.

8.10. Bid Security

Each bid shall be accompanied by a **Bid Bond equal to five percent (5%) of the total base bid**, issued by a surety company authorized to do business in the State of Florida, made payable to the **City of Lake City**.

The Bid Bond shall be conditioned that the bidder will not withdraw their bid for a period of **ninety (90) days** after the opening and, if awarded the contract, will enter into an agreement with the City and furnish the required **Performance and Payment Bonds** within the time specified.

Failure to submit the required bid security may result in rejection of the bid as non-responsive.

9. Vendor Questionnaire

9.1. Table of Contents*

Please upload your Table of Contents here.

*Response required

9.2. Acknowledgement*

By checking yes, the Respondent acknowledges the following:

The information provided in the response is true and correct, and the response submission is final.

Respondent agrees to all terms and conditions contained in the Solicitation.

Yes

No

*Response required

9.3. Documents Requiring Notarization*

Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- [Public Entity Crimes Statem...](#)
- [Conflict of Interest Statem...](#)
- [Drug Free Workplace Certifi...](#)
- [Non-Collusion Affidavit.pdf](#)

*Response required

9.4. Scrutinized Companies Certification*

Per State of Florida Statute s. 287.135(5) Suppliers (companies) must acknowledge and agree to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies' paragraph listed below. Respondents shall agree by marking the option below. Respondents neglecting to respond may be disqualified from consideration of award and deemed non-responsive.

I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority-owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit have been placed on the Scrutinized Companies That Boycott Israel List created pursuant to s. 215.4725 of the Florida Statutes, or are engaged in a boycott of Israel.

In addition, if this Solicitation is for a contract for goods or services where the total contract value is one million dollars (\$1,000,000) or more, I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority- owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit are on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy

Sector List, created pursuant to s. 215.473 of the Florida Statutes, or are engaged in business operations in Cuba or Syria as defined in said statute.

I understand and agree that the County may immediately terminate any contract resulting from this Solicitation upon written notice if the responding entity (or any of those related entities of respondent as defined above by Florida law) are found to have submitted a false certification or any of the following occur with respect to the company or a related entity: (i) it has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel, or (ii) for any contract for goods or services of one million dollars (\$1,000,000) or more, it has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or it is found to have been engaged in business operations in Cuba or Syria.

By selecting "Yes", the respondent acknowledges and agrees to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies'.

- Yes
- No

*Response required

9.5. Human Trafficking Affidavit*

Please download the below documents, complete, and upload.

- [Human_Trafficking.docx](#)

*Response required

9.6. Disputes Disclosure Form*

Answer the following by selecting which, if any, pertain to your organization. . If you answer "YES", please explain in the Disputes Disclosure Explanation question. If you answer None of the Above, please type "N/A" in the Disputes Disclosure Explanation question.

Select all that apply

- Has your firm or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional association within the last five (5) years?
- Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years?
- Has your firm had against it or filed any request for equitable adjustment, contract claims, bid protest, or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business?
- None of the Above

*Response required

9.7. E-Verify Affirmation Statement*

Please download the below documents, complete, and upload.

- [E-VERIFY AFFIRMATION STATEM...](#)

*Response required

9.8. City of Lake City Subcontractors Form *

Please download the below documents, complete, and upload.

- [LakeCity Subcontractor Form...](#)

*Response required

9.9. Site Visit *

Proposers are required to visit and evaluate the project site in person before submitting their proposals.

Please confirm

*Response required

9.10. Proposal Document *

Please upload your proposal document here.

*Response required



City of Lake City
Procurement
Brenda Karr, Procurement Director
205 N. Marion Ave., Lake City, FL 32055

[INNOVATIVE MASONRY RESTORATION LLC] RESPONSE DOCUMENT REPORT

RFP No. 003-2026

Brick Façade Tuckpointing & Window Lintel Repair for City Hall Building

RESPONSE DEADLINE: November 19, 2025 at 2:00 pm

Report Generated: Friday, January 30, 2026

Innovative Masonry Restoration LLC Response

CONTACT INFORMATION

Company:

Innovative Masonry Restoration LLC

Email:

dave@imrestoration.com

Contact:

David LaPorte

Address:

16264 Lakeside Ave SE
Prior Lake, MN 55372

Phone:

(952) 457-3818

Website:

www.imrestoration.com

Submission Date:

Nov 19, 2025 1:52 PM (Eastern Time)

ADDENDA CONFIRMATION

Addendum #1

Confirmed Nov 17, 2025 12:21 PM by David LaPorte

Addendum #2

Confirmed Nov 17, 2025 12:21 PM by David LaPorte

Addendum #3

Confirmed Nov 17, 2025 12:21 PM by David LaPorte

Addendum #4

Confirmed Nov 18, 2025 4:51 PM by David LaPorte

Addendum #5

Confirmed Nov 19, 2025 9:26 AM by David LaPorte

QUESTIONNAIRE

1. Table of Contents*

Pass

Please upload your Table of Contents here.

TOC_Lake_City.pdf

2. Acknowledgement*

Pass

By checking yes, the Respondent acknowledges the following:

The information provided in the response is true and correct, and the response submission is final. Respondent agrees to all terms and conditions contained in the Solicitation.

Yes

3. Documents Requiring Notarization*

Pass

Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- [Public Entity Crimes Statem...](#)
- [Conflict of Interest Statem...](#)
- [Drug Free Workplace Certifi...](#)
- [Non-Collusion_Affidavit.pdf](#)

Non-Collusion_Affidavit.pdf

Conflict_of_Interest_Statement.pdf

Public_Entity_Crimes_Statement.pdf

Drug_Free_Workplace_Certificate.pdf

Bid_Bond_-_City_of_Lake_City.pdf

4. Scrutinized Companies Certification*

Pass

Per State of Florida Statute s. 287.135(5) Suppliers (companies) must acknowledge and agree to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies' paragraph listed below. Respondents shall agree by marking the option below. Respondents neglecting to respond may be disqualified from consideration of award and deemed non-responsive.

I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority-owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit have been placed on the Scrutinized Companies That Boycott Israel List created pursuant to s. 215.4725 of the Florida Statutes, or are engaged in a boycott of Israel.

In addition, if this Solicitation is for a contract for goods or services where the total contract value is one million dollars (\$1,000,000) or more, I hereby certify that neither the responding entity, nor any of its wholly owned subsidiaries, majority- owned subsidiaries, parent companies, or affiliates of such entities or business associations, that exists for the purpose of making profit are on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473 of the Florida Statutes, or are engaged in business operations in Cuba or Syria as defined in said statute.

I understand and agree that the County may immediately terminate any contract resulting from this Solicitation upon written notice if the responding entity (or any of those related entities of respondent as defined above by Florida law) are found to have submitted a false certification or any of the following occur with respect to the company or a related entity: (i) it has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel, or (ii) for any contract for goods or services of one million dollars (\$1,000,000) or more, it has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or it is found to have been engaged in business operations in Cuba or Syria.

By selecting "Yes", the respondent acknowledges and agrees to the 'Certification Regarding Prohibition Against Contracting with Scrutinized Companies'.

Yes

5. Human Trafficking Affidavit*

Pass

Please download the below documents, complete, and upload.

- [Human_Trafficking.docx](#)

Human_Trafficking.docx.pdf

6. Disputes Disclosure Form*

Pass

Answer the following by selecting which, if any, pertain to your organization. . If you answer "YES", please explain in the Disputes Disclosure Explanation question. If you answer None of the Above, please type "N/A" in the Disputes Disclosure Explanation question.

None of the Above

7. E-Verify Affirmation Statement*

Pass

Please download the below documents, complete, and upload.

- [E-VERIFY AFFIRMATION STATEM...](#)

E-VERIFY_AFFIRMATION_STATEMENT_(1)_(4).pdf

8. City of Lake City Subcontractors Form *

Pass

Please download the below documents, complete, and upload.

- [LakeCity Subcontractor Form...](#)

062a106a-aaaa-4273-b332-2f990a60b03b_LakeCity_Subcontractor_Form.pdf

9. Site Visit *

Pass

Proposers are required to visit and evaluate the project site in person before submitting their proposals.

Confirmed

10. Proposal Document *

Pass

Please upload your proposal document here.

IMR_Tech_-_City_Hall_Lake_City_OPT.pdf

PRICE TABLES

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization and Demobilization (equipment, scaffolding, barricades, site protection, etc.)	1	LUMP SUM	\$140,000.00	\$140,000.00
2	Removal of existing mortar (¾" depth or to sound mortar) including cleaning of joints	1	SQUARE FOOT	\$20.00	\$20.00
3	Repointing with approved mortar to match existing color, texture, and composition	1	SQUARE FOOT	\$15.00	\$15.00
4	Preparation of repointing sample for City approval	1	LUMP SUM	\$8,570.00	\$8,570.00
5	Removal and replacement of deteriorated window lintels/shelf angles (including shoring, waterproofing, flashing installation)	1	EACH	\$4,050.00	\$4,050.00
6	Cleaning and recoating of existing lintels to remain (mechanical abrasion, solvent cleaning, epoxy coating)	1	EACH	\$250.00	\$250.00
7	Site cleanup, debris removal, and restoration	1	LUMP SUM	\$4,750.00	\$4,750.00
8	Base Scope (Including 20% Tuckpointing Allowance)	1	LUMP SUM	\$60,000.00	\$60,000.00
9	Additional Tuckpointing (Cut and Repoint Mortar Joints)	1	LINEAR FOOT	\$10.00	\$10.00
TOTAL					\$217,665.00



INNOVATIVE
MASONRY
RESTORATION, LLC



REQUEST FOR PROPOSAL 003-2026
BRICK FAÇADE TUCKPOINTING & WINDOW LINTEL REPAIR FOR
CITY HALL BUILDING
Lake City, FL 32055

Due Date: 11/19/2025

Table of Contents:

Executive Summary.

- 1. Experience & Qualifications**
- 2. Approach & Understanding of Scope**
- 3. Proposed Project Schedule**
- 4. Price Proposal**

NON-COLLUSION AFFIDAVIT

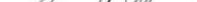
STATE OF MN

COUNTY OF **Dakota**

Jim Dolby , being duly sworn, deposes and says that:

1 He/She is Principal of Innovative Masonry Restoration LLC the Bidder
Title Company Name
that has submitted the attached proposal;

2. He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Such Proposal is genuine and is not a collusive or sham proposal;
4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Proposal in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm, or person to fix the price or prices in the attached proposal or any other Bidder, or to fix any overhead, profit or cost element of the proposal price or the proposal price of any other Bidder, or to secure through any collusion, connivance, or unlawful agreement any advantage against the City of Lake City, Florida or any person interested in the proposed Contract; and
5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

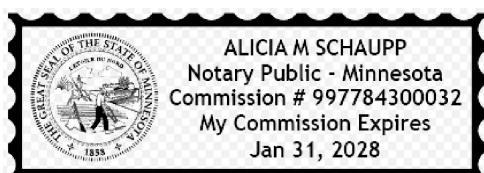
SIGNED 

TITLE Principal

SUBSCRIBED AND SWORN TO BEFORE ME THIS 18 DAY OF Nov , 20 25.

Alicia Schaupp

Notary Public, State of Florida My Commission Expires: 1-31-28



CONFLICT OF INTEREST STATEMENT

STATE OF MN, CITY OF Lakeville Before me, the undersigned authority, personally appeared Jim Dolby, who was duly sworn deposes and states:

1. I am the Principal of Innovative Masonry Restoration LLC with a local office in 16264 Lakeside Ave SE Prior Lake MN and principal office in Prior Lake MN and principal office in _____.
2. The above named entity is submitting a Proposal for the City of Lake City **2025-RFP-080** described as **Preparation Repairs & Waterproofing Exterior Walls at City Hall**.
3. The Affiant has made diligent inquiry and provides the information contained in the Affidavit based upon his/her own knowledge.
4. The Affiant states that only one submittal for the above proposal is being submitted and that the above named entity has no financial interest in other entities submitting proposals for the same project.
5. Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraints of free competitive pricing in connection with the entity's submittal for the above proposal. This statement restricts the discussion of pricing data until the completion of negotiations if necessary and execution of the Contract for this project.
6. Neither the entity nor its affiliates, nor anyone associated with them, is presently suspended or otherwise ineligible from participation in contract letting by any local, State, or Federal Agency.
7. Neither the entity nor its affiliates, nor anyone associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.
8. I certify that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City of Lake City.
9. I certify that no member of the entity's ownership or management, or staff has a vested interest in any aspect of the City of lake City.
10. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify the City of Lake City.

DATED 18 day of Nov 20 25.

(Affiant)

Jim Dolby Principal

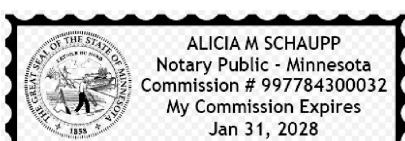
Typed Name and Title

Personally Known X Or produced identification Nov 20 25.
Sworn to and subscribed before me this _____ day of _____.
Identification type: Driver's license

Notary Public-State of MN

Printed, typed, or stamped commissioned name of notary public.

My commission expires 1-31-28.



Alicia Schaupp

**SWORN STATEMENT UNDER SECTION
287.133(3)(n), FLORIDA STATUTES ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid No. #003-2026.
2. This sworn statement is submitted by Innovative Masonry Restoration LLC whose business address is 16264 Lakeside Ave SE Prior Lake MN 55372 and (if applicable) its Federal Identification No.(FEIN) is 46-4320585. If entity has no FEIN, include the Social Security Number of the individual signing this sworn statement _____.
3. My name is Jim Dolby and my relationship to the entity named above is Principal.
4. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to, and directly related to, the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy or material misrepresentations.
5. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The Ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair

market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(c), Florida Statutes, means any natural person or entity organized under the laws of any state of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in management of an entity.
8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, nor any affiliate of the entity have been charged with or convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, or an affiliate of the entity has been charged with, and convicted of a public entity crime subsequent to July 1, 1989, and (Please indicate which additional statement applies)

There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order)

The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order)

The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the Department of General Services)

Signature: *Jim Dolby* Date 11/18/25

STATE OF MN

COUNTY OF Dakota

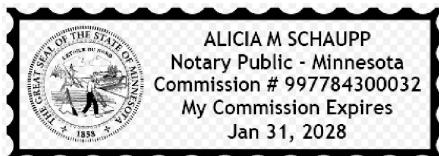
Jim Dolby

Personally appeared before me, the undersigned authority, _____ who
after first being sworn by me, affixed his/her signature in the space provided above on
this 18 day of Nov 20 25.

Alicia Schaupp

Notary Public, State at large

My Commission Expires: 1-31-28



DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that, Innovative Masonry Restoration LLC (print or type name of firm) publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.

- Informs employees about the dangers of drug abuse in the work place, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendre to, any violation of Chapter 1893, of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.

"As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein"



Authorized Signature

11/18/25

Date Signed

State of MN

County of Dakota

Sworn to and subscribed before me this 18 day of Nov 2025.

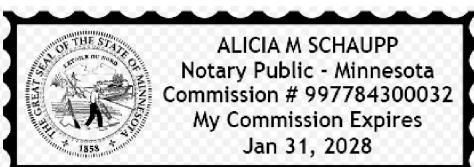
Personally known X or Produced Identification



(Specify type of identification)

Signature of Notary

My Commission Expires: 1-31-28



Bid Bond
CONTRACTOR:

(Name, legal status and address)
Innovative Masonry Restoration LLC
 16264 Lakeside Ave. SE

Prior Lake, MN 55372

OWNER:

(Name, legal status and address)
***City of Lake City**

SURETY:

(Name, legal status and principal place of business)
Granite Re, Inc.
 14001 Quailbrook Drive

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

Bond Amount: Five Percent

of the Bid Amount (5% of Bid Amount)

PROJECT: Lake City City Hall Facade Tuckpointing

(Name, location or address, and Project number, if any)

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 17th day of November, 2025

Innovative Masonry Restoration LLC

(Principal)

(Seal)

(Witness)

(Title)

(Seal)

(Witness)

Granite Re, Inc.

(Seal)

(Surety)

(Title) Attorney-in-Fact

Troy Staples

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Init.

AIA Document A310™ – 2010. Copyright ©1963, 1970 and 2010 by The American Institute of Architects. All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail copyright@aia.org.

061110

ACKNOWLEDGMENT OF PRINCIPAL (Individual)

State of _____)

County of _____)

On this _____ day of _____, in the year _____, before me personally come(s) _____, to me known and known to me to be the person(s) who (is) (are) described in and executed the foregoing instrument and acknowledge(s) to me that ___ he ___ executed the same.

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL (Partnership)

State of _____)

County of _____)

On this _____ day of _____, in the year _____, before me personally come(s) _____, a member of the co-partnership of _____ to me known and known to me to be the person who is described in and executed the foregoing instrument and acknowledges to me that he executed the same as for the act and deed of the said co-partnership.

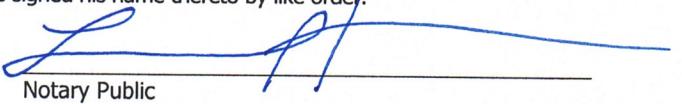
Notary Public

ACKNOWLEDGMENT OF PRINCIPAL (Corporation)

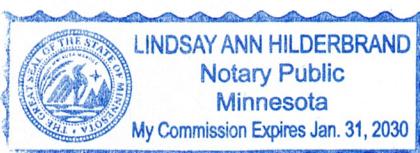
State of Minnesota)

County of Dakota)

On this 17th day of November in the year 2025, before me personally come(s) David LaPorte to me known, who, being duly sworn, deposes and says that he is the Principal of the Innovative Masonry Restoration LLC the corporation described in and which executed the foregoing instrument; that he knows the seal of the said corporation; the seal affixed to the said instrument is such corporate seal; that it was so affixed by the order of the Board of Directors of said corporation, and that he signed his name thereto by like order.



Notary Public

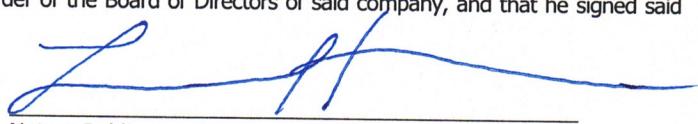


ACKNOWLEDGMENT OF SURETY

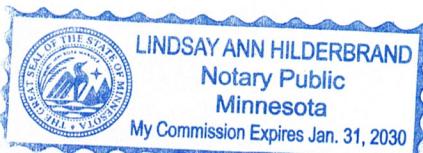
State of Minnesota)

County of Dakota)

On this 17th day of November, in the year 2025, before me personally come(s) Troy Staples, Attorney(s)-in-Fact of Granite Re, Inc. with whom I am personally acquainted, and who, being by me duly sworn, says that he is (are) the Attorney(s)-in-Fact of Granite Re, Inc. company described in and which executed the within instrument; that he know(s) the corporate seal of such company; and that seal affixed to the within instrument is such corporate seal and that it was affixed by order of the Board of Directors of said company, and that he signed said instrument as Attorney(s)-in-Fact of the said company by like order.



Notary Public



GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

TOM LAHL; TOM KEMP; LISA M. FRANCOUR; JENNIFER BOYLES; ZACHARY PATE; TROY STAPLES; NICHOLAS HOCHBAN; NICK DENN its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

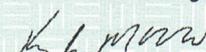
TOM LAHL; TOM KEMP; LISA M. FRANCOUR; JENNIFER BOYLES; ZACHARY PATE; TROY STAPLES; NICHOLAS HOCHBAN; NICK DENN may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 31st day of July, 2023.

STATE OF OKLAHOMA)
)
) SS:
COUNTY OF OKLAHOMA)



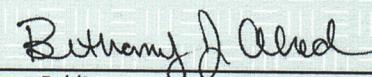

Kenneth D. Whittington, President


Kyle P. McDonald, Assistant Secretary

On this 31st day of July, 2023, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:
April 21, 2027
Commission #: 11003620




Notary Public

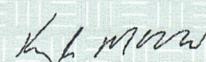
GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this
17th day of November, 2025.




Kyle P. McDonald, Assistant Secretary

GR0800-1

HUMAN TRAFFICKING AFFIDAVIT

1. I am over the age of 18 and I have personal knowledge of the matters set forth except as otherwise set forth

2. I currently serve as Principal (Role) of Innovative Masonry Restoration LLC (Company).

3. Innovative Masonry Restoration LLC (Company) does not use coercion for labor or services, as those terms are defined in Florida Statute 787.06.

4. This declaration is made pursuant to Florida Statute 92.525. I understand that making a false statement in this declaration may subject me to criminal penalties.

Jim Dolby, Principal
Under penalties of perjury, I _____ (Signatory Name and Title),
declare that I have read the foregoing Human Trafficking Affidavit and that the facts stated in it are true.

Further Affiant sayeth naught.

COMPANY

Innovative Masonry Restoration LLC

NAME OF BUSINESS ENTITY

J. Diby

SIGNATURE

Jim Dolby Principal

TYPE NAME AND TITLE

E-VERIFY AFFIRMATION STATEMENT

RFP/Bid /Contract No:
#003-2026

Project Description:
BRICK FAÇADE TUCKPOINTING & WINDOW LINTEL REPAIR FOR CITY HALL BUILDING

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- (a) all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- (b) all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name:
Innovative Masonry Restoration LLC Jim Dolby

Authorized Company Person's Signature: 

Authorized Company Person's Title: Principal

Date: 11/18/25

THIS FORM MUST BE INCLUDED WITH YOUR SUBMITTAL

CITY OF LAKE CITY

Subcontractors, Subconsultants, and Suppliers Disclosure Form

(To be submitted with Proposal Response)

Respondents must provide a complete list of any subcontractors, subconsultants, or suppliers they intend to use in the performance of services under this contract. Should the respondent wish to engage any such party not previously identified, prior written approval from the City of Lake City is required.

Attach additional sheets as necessary. The City of Lake City reserves the right to approve or disapprove any proposed subcontractor, subconsultant, or supplier. Multiple copies of this form may be submitted if additional space is needed.

Responder Name: Innovative Masonry Restoration LLC

Subcontractors

	Subcontractor 1	Subcontractor 2
Company Name:	No subcontractors to be used on the project	
Address:		
Contact Name(s):		
Phone:		
Email:		
Description of Work:		

Subconsultants

	Subconsultant 1	Subconsultant 2
Company Name:	No subconsultants will be used on the project	
Address:		
Contact Name(s):		
Phone:		
Email:		
Description of Work:		

Suppliers

	Supplier 1	Supplier 2
Company Name:	Old Castle APG	WhiteCap Construction Supplies
Address:	5603 Anderson Rd Tampa FL 33614	2810 Sabal Industrial Blvd Tampa FL 33619
Contact Name(s):	Doug McCall	Albert Coffelt
Phone:	813-482-8526	863-557-6854
Email:	Doug.McCall@oldcastle.com	Albert.Coffelt@whitecap.com
Description of Supplies:	Masonry Supplies, Mortar, brick, etc	Flashing Materials, Masonry Cleaners masonry helicoils, brick ties, etc

Authorized Signature: David LaPorte Title: Principal

Subconsultants

	Subconsultant 1	Subconsultant 2
Company Name:	No Subconsultants will be used on this project	
Address:		
Contact Name(s):		
Phone:		
Email:		
Description of Work:		

Suppliers

	Supplier 1	Supplier 2
Company Name:	QXO Supplies	
Address:	8501 Sabal Industrial Blvd Tampa FL 33619	
Contact Name(s):	Daniel Hernandez	
Phone:	813-751-45-87	
Email:	daniel.hernandez@qxo.com	
Description of Supplies:	Caulks/Sealants, various construction supplies	

Authorized Signature: David LaPorte Title: Principal

Brick Façade Tuckpointing & Window Lintel Repair for City Hall Building - City of Lake City

Executive Summary

Innovative Masonry Restoration LLC (IMR) is pleased to provide the City of Lake City with a proposal to furnish all materials, supplies, equipment, and labor necessary to complete the brick façade tuckpointing and window lintel repair project at City Hall.

IMR is fully qualified to consult, coordinate, and perform all work identified in this project. Our team has reviewed all provided documents, participated in the on-site pre-bid meeting, and gained a thorough understanding of the building and its conditions. As a company, IMR brings more than 14 years of dedicated masonry restoration experience, including exterior restoration, tuckpointing, brick repair, lintel repair and replacement, and historic preservation. Collectively, our team possesses over 450 years of combined masonry expertise. This project aligns directly with our core capabilities and long-standing experience.

Historical Restoration

With extensive experience on historical buildings, we adhere to the Secretary of Interior Standards for the treatment of historical properties. We have collaborated with Bob Mack of MacDonald and Mack Architects, who developed Preservation Briefs #1 (cleaning and waterproofing) and #2 (repointing). Below are examples of historical buildings where we have successfully completed projects.

Highly Skilled Workforce

IMR employs its own team of expert masons, many with 20–40 years of experience specifically in historic brick restoration, tuckpointing, and lintel repair. By utilizing our in-house workforce, we maintain strict quality control and ensure that the right specialists are assigned to the right aspects of the project. This approach results in consistent, high-quality workmanship and predictable project outcomes.

Experienced Project Leadership

Our dedicated project manager and foreman bring extensive experience in

their respective roles and will maintain clear communication with the City and its representatives throughout the project. From early-stage planning—including safety protocols and site housekeeping—to ongoing coordination and weekly progress meetings, IMR is committed to delivering a smooth, efficient, and well-managed project.

Thoughtful Planning & Coordination

Successful restoration projects rely heavily on proactive planning. IMR understands that construction activity can impact surrounding areas and City operations. Through collaborative planning, we will work closely with staff to minimize disruptions, maintain site cleanliness, and address potential challenges before they arise. We are committed to value engineering where appropriate and will provide timely solutions to maintain budget and schedule.

Safety Commitment

Safety is a core value at IMR. All employees complete regular safety training and hold OSHA 10 certifications, while all foremen maintain OSHA 30 certifications. We conduct weekly on-site safety reviews and maintain a strong partnership with Traveler's Insurance. Our current EMR rating of 0.75 places us among the safest contractors in the industry. Safety is not simply a requirement—it is a priority embedded in every aspect of our work.

Efficient Access & Minimal Disruption

IMR plans to utilize swing stages for exterior access, significantly reducing the need for lifts or extensive scaffolding that can obstruct sidewalks and streets. We will also install overhead netting and pedestrian protection systems, allowing sidewalks to remain open for the duration of the project.

Capacity & Scheduling

With a strong workforce and available crews, IMR can mobilize immediately. Completing this work prior to the rainy season will reduce the risk of water infiltration during construction and protect the building from unnecessary exposure. We included in the proposal a specific critical path method (CPM) schedule for the project.

Licensing

IMR is a Certified General Contractor in the State of Florida, holding license #CGC1529479. One of the Owners of IMR serves as the qualifying agent for

this license.

Examples of How We Work

Lintel Replacement



Swing Stage Access



Flashing Installation



Tuckpointing & Brick Repairs



Shoring of Brick Openings



Dustless Cutting

Safety Trained Employees



Historical Facade Repairs



Conclusion: IMR looks forward to partnering with the City of Lake City to restore and protect this important municipal building.



1. Experience & Qualifications:

- Project #1:



**Old St Anastasia Historical Exterior Restoration
Fort Pierce, FL**

Work scope: tuckpointing, brick repairs, patching, sealant replacement and cleaning.

Contract Amount: \$677,946 Completed Fall of 2024

**Contact: Bob Mack, MacDonald & Mack Architects
(612) 341-4051 Office**

(612) 767-2747 Direct



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Test cuts were executed to confirm the existing mortar was removed to the correct depth. To prevent damage to the surrounding brickwork, we safely cut back the mortar using specialized custom diamond blade cutting equipment.

Testing was performed on the existing mortar to determine its contents and

color for the installation of mock-ups. A specialized striking tool was used to match the existing joint profile when striking the mortar.



- **Project #2:**



Countryside High School
Clearwater, FL

**Work scope: tuckpointing, lintel/shelf angle replacement, through wall
flashing and brick repairs .**

Contract Amount: \$2,463,000 Completed: Spring of 2022

Contact: Countryside High School

Wayne LaFleur
727-547-7226



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RESTORATION, LLC



Custom brick jacks were utilized to shore the brick above to safely install the new steel lintel and thru wall flashing system. We installed almost 4,000 LF of through wall flashing.



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RESTORATION, LLC

- Project #3:



**West Martello Tower Citadel
Key West, FL**

Work scope: tuckpointing, brick replacement and rebuilding.

Contract Amount: \$272,269 Completed Summer 2021

(we were listed as the builder for 2022 preservation award for the Historic Florida Keys Foundation, see enclosed)

Contact: David Salay, Architect / Partner

Bender & Associates Architects
(305) 296-1347



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Custom wood form was used for rebuilding this arch.

Arch complete.



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- **Project #4:**



Grand Plaza Office Center

Tampa, FL

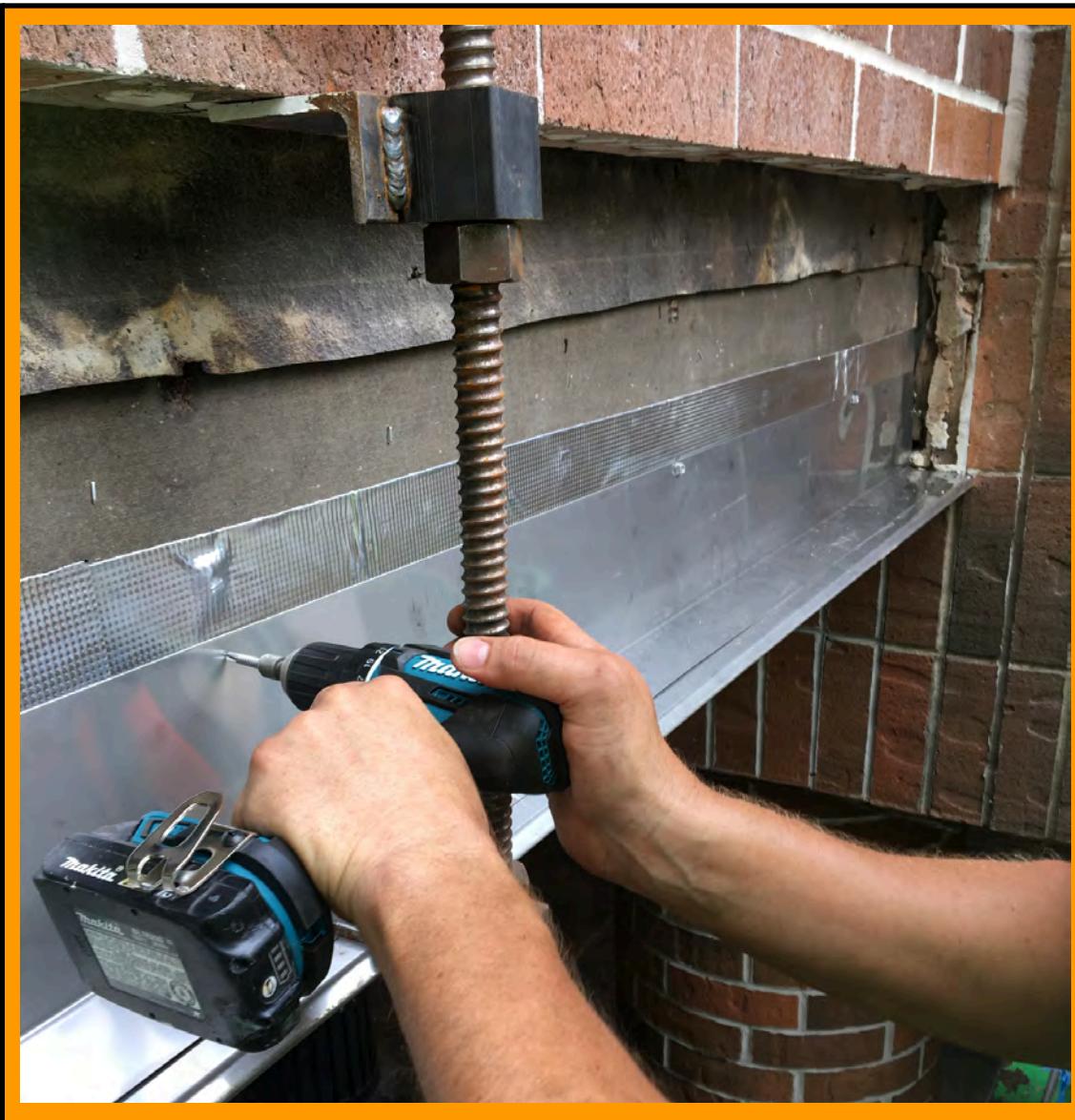
Work scope: Lintel repair, thru-wall flashing, tuckpointing, brick repairs and sealant replacement.

Contract Amount: \$1,720,818 Completed Fall 2020.

**Contact: Shane Gray, Owner
919-890-0267**



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We installed a new stainless steel through-wall flashing system, totaling over 3,200 linear feet installed.



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- Project #5:



**Northport Building
Tampa, FL**

**Work scope: Lintel repair and waterproofing.
Contract Amount: \$\$205,784 Completed Spring 2023.**

**Contact: Brian E. Walter, PE | President
Biller Reinhart Engineering Group
(855)482.7655**



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An extensive shoring system was installed to replace and repair the I-Beam lintels.



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Observe the corrosion on the existing I-Beam lintel.

The I-beam lintel was repaired by adding and welding supplemental steel.



Department of Management Services

Project: Holland Building Renovation of Exterior Stone Panels

National Historical Registration: 00001373

Phone Number: (508) 488-6233
Contact: Ryan Meikenhous
Address: 4050 Esplanade Way
Contract Amount: \$ 367,000.00
Est. Start: January 2017
Est. Completion: June 2017



Tarpon Springs City Hall

Project: City Hall Ext. Rehab & Window Repl.

National Historical Registration: 90001117

Phone Number: (813) 200-8340
Contact: Lazaro Fernandez
Address: 4906 N. Manhattan Ave
Tampa, FL
Contract Amount: \$ 190,190
Est. Start: August 2016
Est. Completion: January 2017



Description: Masonry washing, tuckpointing, brick replacement/rebuilding, thru-wall flashing, concrete patching, masonry facade replacement, window replacement, sealant replacement and Waterproofing

City of New Smyrna Beach, Florida

Project: Central Business Office

National Historical Registration: 90000714

Phone Number: (986) 427-1361
Contact: Caleb Fisher
Address: 200 Canal Street
New Smyrna Beach, FL
Contract Amount: \$ 2,140,302.00
Est Start: January 2017
Est Completion: January 2018



STEELE COUNTY COURTHOUSE

NATIONAL REGISTER OF HISTORIC PLACES

Owner: Steele County
Phone Number: 507-444-7477
Contact: Scott Goldberg
Address: 630 Florence Ave, Owatonna MN
Contract Value: \$668,000
Start Date: July 2019
Completion Date: April 2020
Architect/Engineer: DJ Medin Architects Inc.

Project Description: Power washing, brick replacement, tuckpointing and caulking.



1500 St. Louis

Project Name: 1500 St. Louis
Phone Number: (816) 255-4913
Contact: Jason Young
Address: 1500 St. Louis
Contract Amount: \$1,078,000.00
Est. Start: June 2021
Est. Finish: April 2022
Project Description: Tuckpointing, stone replacement and repair and brick rebuilding.



The Netherland Building

Project Name: The Netherland Building
Phone Number: 713-471-2299
Contact: Shane Caswell
Address: 3835 Main St, Kansas City, MO 64106
Contract Amount: \$934,000.00
Est. Start: Feb 2018
Est. Finish: June 2019
Project Description: Historic treatment work consisting of repairing historic terra cotta masonry, spot repointing joints, Brick replacement.



1919 Building Lakewales, FL

Phone Number: 863-559-1424
Contact: Semco, Jason Nettles
Address:

Contract Amount: \$414,000.00
Est. Start: Spring 2025
Est. Completion: Summer 2025



Description: Repointing of exterior brick masonry joints

R^2 Design Build, LLC

Project: Flower Exchange Building

National Historical Registration: 77000740

Phone Number: (952) 837-3305
Contact: Mr. Kirk Wooller
Address: 310 4TH AVENUE
MINNEAPOLIS, MN 55415
Contract Amount: \$ 443,000.00
Est. Start: August, 2017
Est. Completion: November, 2015



Project Description: Spot tuckpointing, cleaning, brick replacement and re-building, painting and terra cotta replacement.

City of Red Wing

Project: Red Wing City Hall and Sheldon Theater

National Historical Registration: 79001246

Phone Number: (651) 385-3600
Contact: Dan Bender, Mayor
Address: 315 West 4th Street
Red Wing, MN
Contract Amount: \$793,000.00
Est. Start: May 2015
Est. Completion: January 2016



Description: Repointing of exterior brick stone and masonry joints



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2. Approach & Understanding of Scope

- IMR has extensive experience working on fully occupied buildings, including City Halls, County Courthouses, Universities Schools and hospitals. We are skilled at coordinating with clients to schedule work, particularly noise-generating activities, during times that minimize disruption.
- We utilize custom vacuums equipped with HEPA filters that comply with the OSHA Standards for Silica dust. The standard also requires our employees to use air feed hoods which all field staff are equipped with. This equipment is essential for protecting our employees and the public, while also minimizing the amount of dust that enters the building.





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- IMR has extensive experience working in highly populated urban areas prioritizing public safety. We will install ADA-compliant walk-through scaffolding with overhead protection in all work zones to safeguard pedestrians. To ensure safety and prevent debris from falling into the street below, the walk-through scaffolding will be equipped with netted back stops.
- We will use swing staging hung from the top of the building, along with debris netting, to minimize sidewalk and street congestion.



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- IMR is highly experienced in sealant replacement, employing a precise, multi-step process. We begin by cutting out deteriorated sealant using specialized tools that prevent damage to window frames. The joint is then prepared with a solvent wipe to remove all small particles. Next, a backer rod is inserted to ensure proper depth for the new sealant. As a standard practice, we collaborate with the sealant manufacturer to conduct pull tests, guaranteeing optimal bonding of the new joint.





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- Our experienced team has successfully completed nearly 200 tuckpointing projects. We employ highly skilled masons and utilize the state of the art equipment to deliver the highest quality workmanship in the industry.

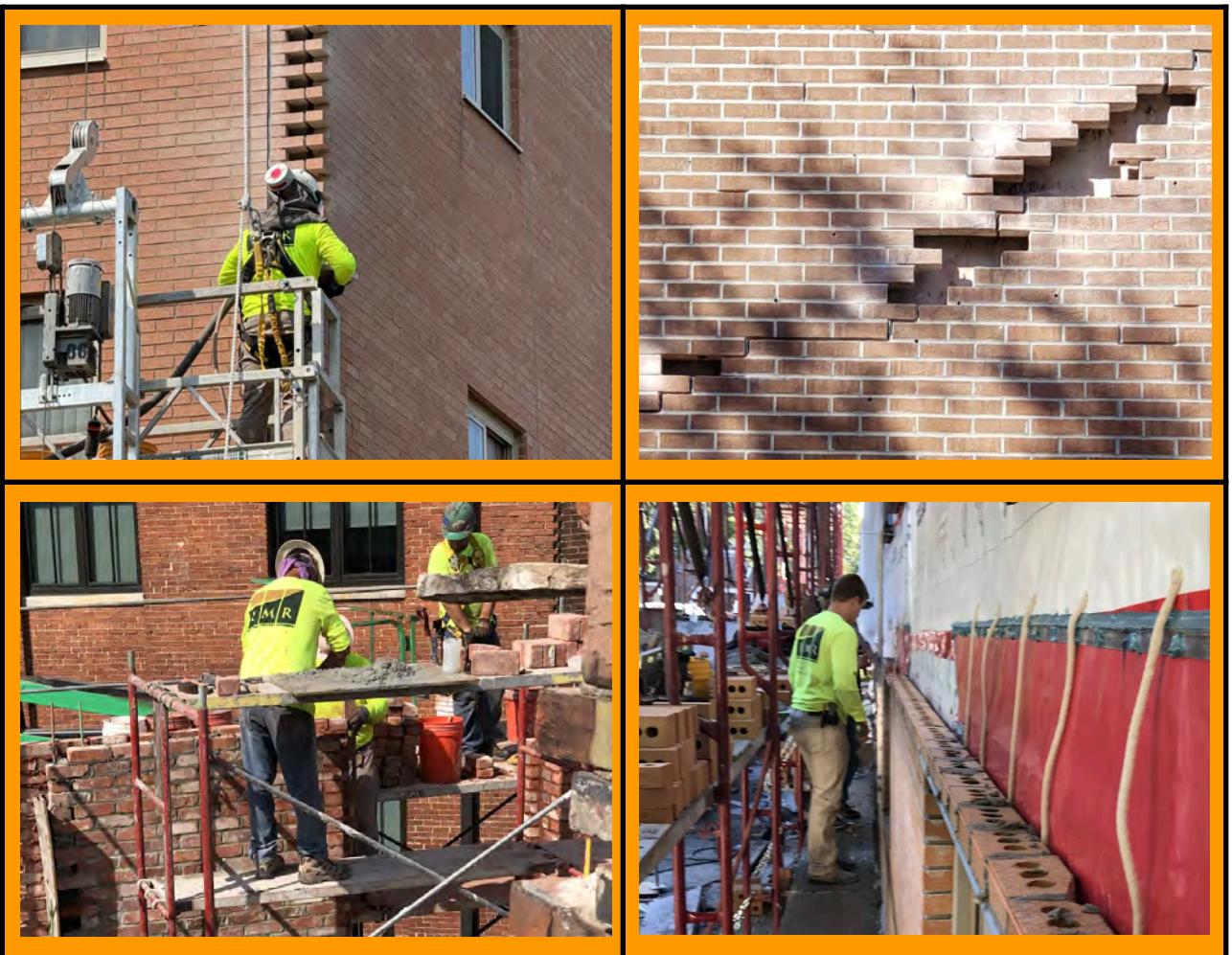


We can match any joint profile. This is achieved by creating specialized strikers that replicate the exact profile and texture of the existing mortar.



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- We have also successfully completed nearly 150 projects that included brick replacement and rebuilding.





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-Project Supervision: Our Project Superintendents, each have over a decade of experience. They are all equipped with a field office in the front of our job equipment trailer with a laptop, printer and plan table. They have access to all the digital job files on our drive along with email so they are current with any changes with the project. They are responsible for installing samples for the submitted products, maintaining as-builts and logs along with submitting RFI's. As standard practice IMR (onsite superintendent) engages with each manufacturer to review, inspect and perform testing during the course of the project to ensure the owner is getting a product installed to the manufacture recommendations.

-Management: The Project Manager is responsible for submittals, large material acquisitions, subcontracts, quality control, AIA invoicing, schedule, job tracking/costing, attending progress meetings, changes and close out.

-Schedule: Our Project Manager will manage the Critical Path Method (CPM) to keep the project on schedule. The Project Manager with the Superintendent will update the schedule weekly and make adjustments as needed with labor to accelerate the schedule if needed. We also cost load the CPM schedule that matches the AIA Schedule of Values to track if we are running under budget.

We have developed a preliminary schedule for this project, attached for your review. This schedule outlines the most efficient approach to project completion. In addition to our operations in Florida, we maintain a strong presence in the Midwest, with our main office in Minneapolis and a branch in Kansas City. This allows us to leverage resources from these other locations to expedite projects if the schedule begins to fall behind.

-Accounting Methods: The Project Manager will establish a budget with cost codes allocated to specific work activities. The cost codes generally align with the AIA Schedule of Values. We have a digital timesheet that the Superintendent fills out weekly that allocates time to each cost code performed. The cost codes are based on units so it allows us to track the performance of each cost code during



the course of the project based on quantity complete. Our accounting software allows us to simply run a report based on quantities at any particular time to make sure we are tracking on budget. This practice is called percent complete by Accounting Firms as the most accurate way for determining profitability and Work in Progress (WIP). This approach is also highly beneficial for bidding, as IMR has historical data on the costs and production rates for each work activity.

-Safety: Safety is paramount at IMR. We have implemented a program for the OSHA Standard for Silica dust in Construction. This program requires our employees to wear air feed hoods and use custom vacuums to minimize dust for our employees and the public. Our Superintendents have completed 30 hours of safety training, while our craft personnel have completed 10 hours. We have an Experience Mod. Rating (EMR) of below .8, EMR measures how safe a company is so any number below 1.0 is considered a very safe company. The risk of using IMR is very low because our experience indicates we are a very safe company. We will engage an independent 3rd party safety consultant to perform routine site reviews and audits.

-Value Added Services: We leverage construction and jobsite management software that seamlessly connects field operations with the entire project team. A core feature of this software is its ability to meticulously document work through photographs, illustrating each repair step and tracking quantities as the project advances. Please see the attached sample report generated from the software utilized on our current large parking garage project we are performing at the Westin in Fort Lauderdale Beach.

REQUEST FOR PROPOSAL 003-2026
 BRICK FAÇADE TUCKPOINTING & WINDOW LINTEL REPAIR FOR
 CITY HALL BUILDING
 Lake City, FL 32055

C. Code	Activity Name	Duration (Days)	Start Date	% Complete	Finish Date	Predecessors	Successors	2025					Jan 2026					Feb 2026					Mar 2026					Apr 2026					May 2026					Jun 2026				
								28	4	11	18	25	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21													
IMR Preliminary Schedule:																																										
	Executed contract - estimated	0.00	1/1/26	0%	1/1/26		7SS																																			
	Mobilization	5.00	1/1/26	0%	1/7/26	4SS	8FS, 9FS																																			
	Overhead scaffolding	8.00	1/8/26	0%	1/19/26	7FS	10FS																																			
	Samples	34.00	1/8/26	0%	2/24/26	7FS	12FS																																			
	Cleaning	5.00	1/20/26	0%	1/26/26	8FS	11FS																																			
	Cutting of mortar joints	20.00	1/27/26	0%	2/23/26	10FS	12FS, 14SS																																			
	Tuckpointing	15.00	2/25/26	0%	3/17/26	9FS, 11FS	13FS																																			
	Lintel replacement	45.00	3/18/26	0%	5/19/26	12FS, 14F	15FS																																			
	Brick replacement	10.00	1/27/26	0%	2/9/26	11SS	13FF																																			
	Painting of lintels	5.00	5/20/26	0%	5/26/26	13FS	16FS																																			
	Recaulking	7.00	5/27/26	0%	6/4/26	15FS	17FS																																			
	Sealer	5.00	6/5/26	0%	6/11/26	16FS	19FS																																			
	Substantial completion	0.00	6/12/26	0%	6/12/26	17FS	20SS																																			
	Demobilize	5.00	6/12/26	0%	6/18/26	19SS	21FS																																			
	Final completion	0.00	6/19/26	0%	6/19/26	20FS																																				
	Actual start date is immediately after the issuance of the building permit																																									
	Red lin indicates critical path.																																									
								28	4	11	18	25	1	8	15	22	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21									



INNOVATIVE
MASONRY
RESTORATION, LLC

16264 Lakeside Ave, Prior Lake, MN 55372

612-548-5589 (O) 888-751-5402 (F)

www.imrestoration.com

January 28, 2026

City of Lake City
Brenda Karr, Director of Procurement
205 N Marion Ave
Lake City FL 32055

Brenda,

As we have discussed, Innovative Masonry Restoration has visited the site and to the best of our ability in anticipating the repairs needed, as well as unforeseen repairs that may be uncovered, in our opinion, the total project costs should not exceed \$300,000.00 (Three Hundred Thousand Dollars and 00/100). As with all restoration projects, there is a chance unknown conditions to be discovered while exposing or opening up the exterior masonry units but from our field observations and experience, we believe this project should remain at or below \$300,000.00.

Regards,

David LaPorte

Dave LaPorte, Principal
dave@imrestoration.com
952-457-3818/Direct Line
16264 Lakeside Ave SE
Prior Lake, MN 55372

File Attachments for Item:

8. City Council Resolution No. 2026-019 - A resolution of the City of Lake City, Florida, approving that certain Mutual General Release between the City and Paul Dyal; making certain findings of fact in support of the City approving said agreement; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; repealing all prior resolutions in conflict; and providing an effective date.

RESOLUTION NO 2026 - 019

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA APPROVING THAT CERTAIN MUTUAL GENERAL RELEASE BETWEEN THE CITY AND PAUL DYAL; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY APPROVING SAID AGREEMENT; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a dispute exists between the City of Lake City (the "City") and Paul Dyal ("Dyal") arising from the terms of the City's employment of Dyal and Dyal's separation from the City (the "Dispute"); and

WHEREAS, the City and Dyal mutually desire to progress beyond the Dispute pursuant to the terms of the Mutual General Release in the form attached as an Exhibit hereto (the "Release"); and

WHEREAS, progressing beyond the Dispute by adopting and fulfilling the terms of the Release is in the public interest and in the interests of the City; now therefore

BE IT RESOLVED by the City Council of the City of Lake City, Florida:

1. Progressing beyond the Dispute by adopting and fulfilling the terms of the Release is in the public or community interest and for public welfare; and
2. In furtherance thereof, the Release in the form of the Exhibit attached hereto should be and is approved by the City Council of the City of Lake City; and
3. The Mayor of the City of Lake City is the officer of the City duly designated by the City's Code of Ordinances to enforce such rules and regulations as are adopted by the City Council of the City of Lake City; and
4. The Mayor of the City of Lake City is authorized to execute on behalf of and bind the City to the terms of the Agreement; and
5. The Mayor of the City of Lake City is directed to execute on behalf of and bind the City to the terms of the Agreement; and

6. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
7. This resolution shall become effective and enforceable upon final passage by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this ___ day of February, 2026.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

MUTUAL GENERAL RELEASE

THIS MUTUAL GENERAL RELEASE dated as of the _____ day of February, 2026, by and between **THE CITY OF LAKE CITY, FLORIDA** (the "City"), a Florida municipality with its primary address at 205 N Marion Ave, Lake City, Florida 32055, and **PAUL DYAL** ("Dyal"), an individual and former employee of the City (as the context may be appropriate, each a "Party" or collectively the "Parties").

In consideration of the mutual agreements, covenants, promises, and releases, and other good and valuable consideration as set forth herein including the payment of **Five Thousand and 00/100 Dollars (\$5,000.00)** by Dyal to the City, the adequacy of which is hereby acknowledged, the Parties do hereby covenant, represent, warrant, promise, and agree to the following:

1. Without admission of any fault or liability, the City expressly and forevermore releases Dyal from any and all claims, causes of action, damages, or other liability from the beginning of time through February 2, 2026 (the "Release Period"), which the City may hold against Dyal and his representatives, successors, assigns, officers, directors, shareholders, managers, members, owners, insurers, sureties, subsidiaries, parent corporations, affiliated corporations, partners, consultants, servants, employees, agents, and attorneys, specifically including but not limited to, any claims, counterclaims, or causes of action related to or arising from Dyal's employment with the City; the City's employment of Dyal; that certain "Employment Agreement for Management Services between the City of Lake City, Florida, and Paul Dyal" made and entered into on January 3, 2023; that certain "Separation of Employment and General Release" executed by Dyal and the City, dated October 27, 2023; and, any and all other matters or causes whatsoever, irrespective of whether said claims, counterclaims, or causes of action (i) have already been asserted or have yet to be asserted, or (ii) have accrued or have yet to accrue. For the Release Period, the City further agrees to release any and all potential or actual claims against Dyal and his representatives, successors, assigns, officers, directors, shareholders, managers, members, owners, insurers, sureties, subsidiaries, parent corporations, affiliated corporations, partners, consultants, servants, employees, agents, and attorneys related to any right to recover any attorney's fees, court costs, or other expenses of litigation.

2. Without admission of any fault or liability, Dyal expressly and forevermore releases the City from any and all claims, causes of action, damages, or other liability for the Release Period which Dyal may hold against the City and its representatives, successors, assigns, officers, directors, shareholders, managers, members, owners, insurers, sureties, subsidiaries, parent corporations, affiliated corporations, partners, consultants, servants, employees, agents, and attorneys, specifically including but not limited to, any claims, counterclaims, or causes of action related to or arising from Dyal's employment with the City; the City's employment of Dyal; that certain "Employment Agreement for Management Services between the City of Lake City, Florida, and Paul Dyal" made and entered into on January 3, 2023; that certain "Separation of Employment and General Release" executed by Dyal and the City, dated October 27, 2023; and, any and all other matters or causes whatsoever, irrespective of whether said claims, counterclaims, or causes of action (i) have already been asserted or have yet to be asserted, or (ii) have accrued or have yet to accrue. For the Release Period, Dyal further agrees to release any and all potential or actual claims against the City and its representatives, successors, assigns, respective officers,

City of Lake City

Paul Dyal

directors, shareholders, managers, members, owners, insurers, sureties, subsidiaries, parent corporations, affiliated corporations, partners, consultants, servants, employees, agents, and attorneys related to any right to recover any attorney's fees, court costs, or other expenses of litigation.

3. This Mutual General Release shall be binding on and inure to the benefit of the Parties hereto, and their respective representatives, beneficiaries, affiliates, heirs, successors and permitted assigns. The Parties expressly recognize and agree that this release does not apply to third-party claims made against the City or Dyal, wherein such claims may involve any defense or defenses arising by reason of Dyal's past employment by the City, including but not limited to certain immunities from suit. Neither Party expressly nor impliedly waives any such defense. Either Party shall be entitled to assert such defense or defenses, and neither Party shall assert that this release operates or was ever intended to operate to limit such defense or defenses.

4. This document represents the entire agreement between the Parties with respect to the subject matter contained herein. Neither this Mutual General Release nor any provision hereof may be changed, waived, discharged, or terminated orally, but only by an instrument in writing signed by the Party against whom enforcement of the change, waiver, discharge, or termination is sought.

5. The Parties to this Mutual General Release and the individuals executing this Mutual General Release for and on behalf of each named Party to this Mutual General Release represent that: each of them is possessed of legal and mental capacity to enter into this Mutual General Release; each of them is acting within the scope of their authority to enter into and execute this Mutual General Release; and neither of them has sold, assigned, transferred, conveyed or otherwise disposed of the claims, demands, obligation, or causes of action referred to in this Mutual General Release. This instrument has been read by the Parties, who understand its contents, have the legal and mental capacity to agree to it, and each Party is satisfied with the Mutual General Release and the same shall be binding upon each of them, their successors, representatives, officers, directors, agents, employees and assigns. Each signatory to the Mutual General Release expressly warrants that they have authority to execute the Mutual General Release on behalf of the respective Party.

6. The Parties hereto agree that the provisions contained in this Mutual General Release were the result of negotiations between and among the Parties and that said provisions were jointly prepared by all Parties, and therefore any ambiguity contained in this Mutual General Release shall not be construed against or in favor of any Party.

7. This Mutual General Release may be executed in multiple original counterparts, each of which shall be enforceable against the Party signing it, and original signature pages transmitted by facsimile or via electronic mail (such as pdf) shall have the same force and effect as delivery of an original signature. The Parties have initialed the bottom of each page for further identification.

8. In the event of a dispute between any of the Parties relating to the enforcement of any term in this Mutual General Release, the Party that prevails with respect to such dispute shall be entitled to recover its reasonable attorney's fees and costs from the non-prevailing Party.

City of Lake City

Paul Dyal

9. The payment of consideration by Dyal to the City contemplated herein shall be paid by Dyal in good and sufficient certified U.S. funds, payable to the City of Lake City, Florida, and delivered to the City's Special Counsel, Guy Norris, at Norris & Norris, P.A., 253 NW Main Blvd., Lake City, Florida 32055, on or before 4:00 PM on February 27, 2026.

10. This Mutual General Release shall become effective upon execution by the last Party hereto and the receipt by the City of the payment in full of funds by Dyal as contemplated herein.

IN WITNESS WHEREOF, the Parties have hereunto set their hands and affixed their seals as of the date first set forth above.

**Signed, sealed and delivered in
the presence of these witnesses:**

Witness Signature

Witness Name: _____

Address: _____

CITY OF LAKE CITY, FLORIDA

Noah Walker, Mayor

ATTEST: _____

Audrey Sikes, City Clerk

Witness Signature

Witness Name: _____

Address: _____

Approved as to Form:

Clay Martin, City Attorney

**STATE OF FLORIDA
COUNTY OF COLUMBIA**

I CERTIFY that the foregoing instrument was acknowledged before me by Noah Walker, Mayor of the City of Lake City, Florida, who was physically present and said person acknowledged before me that said person executed the same for the purposes expressed therein being personally known or having produced a Government-Issued Photographic Identification and being duly authorized so to do.

WITNESS MY HAND AND OFFICIAL SEAL in the County and State last of aforesaid this _____ day of February, 2026.

Notary Signature

Notary Public: _____

City of Lake City

Paul Dyal

**Signed, sealed and delivered in
the presence of these witnesses:**

Witness Signature

Witness Name: _____

Address: _____

PAUL DYAL

Witness Signature

Witness Name: _____

Address: _____

**STATE OF FLORIDA
COUNTY OF COLUMBIA**

I CERTIFY that the foregoing instrument was acknowledged before me by Paul Dyal, who was physically present and said person acknowledged before me that said person executed the same for the purposes expressed therein being personally known or having produced a Government-Issued Photographic Identification and being duly authorized so to do.

WITNESS MY HAND AND OFFICIAL SEAL in the County and State last of aforesaid this _____ day of February, 2026.

Notary Signature

Notary Public: _____

Approved as to Form:



Joel F. Foreman
Counsel for Mr. Dyal

City of Lake City

Paul Dyal

File Attachments for Item:

9. City Council Resolution No. 2026-020 - A resolution of the City of Lake City, Florida, amending that certain agreement between the City and Metropolitan Systems, Inc., a Florida corporation and Kiwanis Club of Lake City, Florida, Inc., a Florida not for profit corporation, for placement, maintenance of, and advertising on public benches within the City; making certain findings of fact in support of the City amending said agreement; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; repealing all prior resolutions in conflict; and providing an effective date.

MEETING DATE

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Public Seating Agreement Contract Amendment #1

DEPT / OFFICE: Procurement

Originator: Brenda Karr		
City Manager	Department Director	Date
Don Rosenthal	Steve Brown	1/20/2026

Recommended Action:

Approval of Amendment to Extend Agreement with Creative Outdoor / Metropolitan Systems for the Public Bench Program.

Summary Explanation & Background:

An agreement was established by Resolution 2014-011 on February 18, 2014 authorizing the City to enter into an agreement with Metropolitan Systems, Inc and the Kiwanis club of Lake City, Florida, Inc. for the placement, maintenance, and advertising of public benches within the City limits. The agreement provides public seating at no cost to the City and allows advertising to fund the program. The current agreement is scheduled to expire on February 18, 2026. To avoid any interruption in public bench services while ensuring compliance with procurement requirements, staff recommends a short-term extension of the existing agreement under the same terms and conditions. The proposed amendment would extend the agreement for six (6) months, through August 18, 2026. During the extension period, the City intends to issue a Request for Proposals (RFP) to competitively solicit and evaluate vendors for future public bench advertising.

Alternatives:

Not approve, end contract.

Source of Funds:

Financial Impact:

There is no fiscal impact to the City.

Exhibits Attached:

RES: 2014-011; Notification

CM/rrp
02/04/2026

RESOLUTION NO 2026-020

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA AMENDING THAT CERTAIN AGREEMENT BETWEEN THE CITY AND METROPOLITAN SYSTEMS, INC., A FLORIDA CORPORATION AND KIWANIS CLUB OF LAKE CITY, FLORIDA, INC., A FLORIDA NOT FOR PROFIT CORPORATION, FOR PLACEMENT, MAINTENANCE OF, AND ADVERTISING ON PUBLIC BENCHES WITHIN THE CITY; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY AMENDING SAID AGREEMENT; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lake City (“City”) entered into an agreement with Metropolitan Systems, Inc., a Florida corporation (the “Vendor”) and Kiwanis Club of Lake City, Florida, Inc., a Florida not for profit corporation (the “Charity”) on February 18, 2014 (the “Original Agreement”); and

WHEREAS, the Original Agreement authorized by City Council Resolution No. 2014-011, provides for the placement, maintenance of, and advertising on public benches within the city limits by the Vendor and the Charity (the “Services”); and

WHEREAS, the term of said Original Agreement is set to expire on February 18, 2026; and

WHEREAS, the City desires to extend its contract with the Vendor and the Charity for an additional term of six (6) months (the “Extension Period”); and

WHEREAS, the City, the Vendor and the Charity desire to extend the Original Agreement for the Extension Period by adopting the terms of the Agreement in the form of the Exhibit attached hereto (the “Agreement”); and

WHEREAS, continuing to engage the Vendor and the Charity to provide the Services is in the public interest and in the interests of the City; now, therefore

BE IT RESOLVED by the City Council of the City of Lake City, Florida:

1. Engaging the Vendor and the Charity to provide the Services in the Agreement is in the public or community interest and for public welfare; and
2. In furtherance thereof, the Agreement in the form of the Exhibit attached hereto should be and is approved by the City Council of the City of Lake City; and

3. The Mayor of the City of Lake City is the officer of the City duly designated by the City's Code of Ordinances to enforce such rules and regulations as are adopted by the City Council of the City of Lake City; and
4. The Mayor of the City of Lake City is authorized to execute on behalf of and bind the City to the terms of the Agreement; and
5. The Mayor of the City of Lake City is directed to execute on behalf of and bind the City to the terms of the Agreement; and
6. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
7. This resolution shall become effective and enforceable upon final passage by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this ____ day of February, 2026.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

SERVICES EXTENSION AGREEMENT

THIS SERVICES EXTENSION AGREEMENT (the "Extension"), dated as of February ___, 2026 (the "Effective Date"), by and between the City of Lake City, Florida, a Florida municipality (the "City"), and Metropolitan Systems, Inc. a Florida corporation ("Metropolitan"), and Kiwanis Club of Lake City, Florida, Inc., a Florida not-for-profit corporation ("Kiwanis").

RECITALS

WHEREAS, the City and Metropolitan Systems, Inc., and Kiwanis Club of Lake City, Florida, Inc. did enter into a Services Agreement effective February 18, 2014 (the "Original Agreement") for Metropolitan to provide benches upon City sidewalks (the "Services") to the City for a period of twelve years from said effective date; and

WHEREAS, the Original Agreement was authorized by City Council Resolution No. 2014-011 and constitutes a three-party agreement among the City, Metropolitan, and Kiwanis;

WHEREAS, the term of said Original Agreement ends on February 18, 2026; and

WHEREAS, the City, Metropolitan Systems, and Kiwanis do desire to extend the Original Agreement for an additional six month period such that the Original Agreement continues through August 18, 2026; now, therefore,

IN CONSIDERATION of the foregoing and of other good and valuable consideration, the receipt and sufficiency of which hereby are acknowledged, the Parties agree as follows:

1. Incorporation of Recitals. The foregoing recitals are incorporated herein as material terms of this Extension and representations of the party to which such representation is attributed or to which such representation applies as if otherwise fully set forth herein.
2. Extension of Agreement. The term of the Original Agreement shall be extended through August 18, 2026.
3. Remaining Terms. All other terms of the Original Agreement among the City, Metropolitan Systems, and Kiwanis Club shall remain in full force and effect as if fully set forth herein.
4. Modification. No provision of this Extension can be modified or amended, waived, or discharged unless such modification or amendment, waiver, or discharge is agreed to in writing by both parties.
5. Disputes. This Extension shall be construed and governed in accordance with the laws of the State of Florida. Except as expressly modified herein, all dispute resolution and venue provisions of the Original Agreement shall continue to apply.
6. Entire Agreement. This Extension and the Original Agreement, as modified hereby, reflect the

entire understanding between the parties. Any written, printed, or other materials which the City provides to Metropolitan Systems and Kiwanis Club that are not incorporated in this Extension or the Original Agreement, as modified hereby, do not constitute a term or condition of this Extension.

IN WITNESS WHEREOF, the parties hereto have caused to be duly authorized, executed and delivered, as of the date first above written, this SERVICES EXTENSION AGREEMENT.

METROPOLITAN:

Metropolitan Systems, Inc.,
a Florida corporation

By: _____

Name: _____

Title: _____

KIWANIS:

Kiwanis Club of Lake City, Florida, Inc.,
a Florida not-for-profit corporation

By: _____

Name: _____

Title: _____

CITY:

City of Lake City, Florida,
a Florida municipality

By The Mayor of the City of Lake City, Florida

Noah E. Walker, Mayor

Attest, By the Clerk of the City Council of the
City of Lake City, Florida:

Audrey E. Sikes, City Clerk

Approved as to Form and Legality:

Clay Martin, City Attorney

File Attachments for Item:

10. City Council Resolution No. 2026-024 - A resolution of the City of Lake City, Florida, appointing Kendria Jones to serve in Seat "3-F" on the City's Planning and Zoning Board, Board of Adjustment, and Historic Preservation Agency Board through October 31, 2028, the end of the current term for said seat; making certain findings of fact in support thereof; recognizing the expiration of said term on October 31, 2028; directing the City Clerk to reflect said appointment and expiration of term in such records of the City as are necessary and prudent; making certain findings of fact in support of the City Clerk reflecting such appointment and expiration of term in the records of the City; repealing all prior resolutions in conflict; and providing an effective date.

RESOLUTION NO 2026-024

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA APPOINTING KENDRIA JONES TO SERVE IN SEAT “3-F” ON THE CITY’S PLANNING AND ZONING BOARD, BOARD OF ADJUSTMENT, AND HISTORIC PRESERVATION AGENCY BOARD THROUGH OCTOBER 31, 2028, THE END OF THE CURRENT TERM FOR SAID SEAT; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT THEREOF; RECOGNIZING THE EXPIRATION OF SAID TERM ON OCTOBER 31, 2028; DIRECTING THE CITY CLERK TO REFLECT SAID APPOINTMENT AND EXPIRATION OF TERM IN SUCH RECORDS OF THE CITY AS ARE NECESSARY AND PRUDENT; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY CLERK REFLECTING SUCH APPOINTMENT AND EXPIRATION OF TERM IN THE RECORDS OF THE CITY; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Article Three of the Land Development Regulations (the “LDRs”) of the City of Lake City (“City”) creates, establishes, and defines the terms of office of the City Planning and Zoning Board (the “PZB”), and the City Board of Adjustment (the “BoA”); and

WHEREAS, Article Ten of the LDRs creates, establishes, and defines the terms of office of the City Historic Preservation Agency (the “HPA”) board (collectively the PZB, BoA, and HPA are hereinafter referenced as the “Boards”); and

WHEREAS, the City Council is imbued with the authority to appoint members of the Boards; and

WHEREAS, the LDRs provide the Boards shall be comprised of seven members; and

WHEREAS, the LDRs further provide the Boards may be comprised of the same individuals; and

WHEREAS, the City Council solicited applications from individuals to serve on the Boards; and

WHEREAS, the City Council considered the applications of individuals to serve on the Boards; and

WHEREAS, the City Council desires to appoint Kendria Jones to the Boards; and

WHEREAS, appointing the foregoing individual to the Boards is in the public interest and in the interests of the City;

WHEREAS, the City Clerk is the officer of the City imbued with, among other things, the responsibility to maintain the official records of the City; and

WHEREAS, it is important that the names of individuals appointed to the Boards, the terms of office thereof, and the expiration of the appointments to said office be maintained in the records of the City by the City Clerk; and

WHEREAS, the City Council desires that the appointment of Kendria Jones to the Boards be memorialized in the records of the City by the City Clerk;

WHEREAS, upon the appointment of Kendria Jones to the Boards, the composition of the Boards will be as represented on the Exhibit attached hereto; now therefore

BE IT RESOLVED by the City Council of the City of Lake City, Florida:

1. Appointing Kendria Jones to the Boards is in the public or community interest and for public welfare; and
2. In furtherance thereof, the following individual is appointed to the corresponding seat on the Boards for the corresponding terms and dates:

Kendria Jones	Seat "3-F"	Initial appointment commencing on February 17, 2026 for remainder of term ending on October 31, 2028.
---------------	------------	---

3. Those appointed hereby are directed to fulfill the purposes and duties of the Boards and members of the Boards as set forth in the LDRs.
4. The City Clerk is directed to reflect the appointment set forth herein for and through the period set forth herein in the official records of the City.
5. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
6. This resolution shall become effective and enforceable upon final adoption by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this _____ day of February, 2026.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

CM/rrp
02/03/2026

Board Composition

as of

February 17 2026

**(Planning & Zoning Board)
(Board of Adjustment)
(Historic Preservation Agency)**

Seat Designation	Name of Appointee	Term and Expiration	Resolution #
1-A	Brenda Douglass	Four (4) years through October 31, 2026	2024-048
1-B	Tanya Johnson	Four (4) years through October 31, 2026 *	2024-079
2-C	Christopher Lydick	Four (4) years through October 31, 2029	2025-136
2-D	Schara Wilson	Two (2) years through October 31, 2027 *	2024-049
3-E	Daniel Carlucci	Four (4) years through October 31, 2028	2025-005
3-F	Kendria Jones	Four (4) years through October 31, 2028 *	2026-024
3-G	Mary M. McKellum	Four (4) years through October 31, 2028	2025-024

* Indicates mid-term appointment to fill remainder of unexpired term of mid-term vacancy.

Exhibit to Resolution 2026-024

File Attachments for Item:

11. City Council Resolution No. 2026-027 - A resolution of the City of Lake City, Florida, authorizing Task Assignment Number sixteen (16) pursuant to the continuing contract with Jones Edmunds and Associates, Inc, a Florida Corporation, to provide professional engineering services; providing for a cost not to exceed \$66,680; making certain findings of fact in support of the City approving said Task Assignment; recognizing the authority of the Mayor to execute and bind the City to said Task Assignment; authorizing the City Manager with the consent of the City Attorney to make minor changes to the scope of work of the Task Assignment provided such changes do not increase the quoted price in the Task Assignment; repealing all prior resolutions in conflict; and providing an effective date.

MEETING DATE
February __, 2026

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Jones Edmunds Task Assignment 16 SR47 Septic to Sewer RV Park Extension

Professional Services During Construction

DEPT / OFFICE: Utilities / Distribution & Collections

Originator: Brenda Karr, Procurement Director		
City Manager: Don Rosenthal	Department Director: Brian Scott/Steve Brown	Date: 1/16/2026
Recommended Action: City Council consideration to approve Jones Edmunds Task Assignment 16. This task is for Professional Services During Construction for SR47 Septic to Sewer RV Park Extension Project.		

Summary Explanation & Background:

Jones Edmunds has been tasked with providing professional services during construction for the SR47 Septic-to-Sewer RV Park Extension Project. Under the previous contract, Jones Edmunds designed and permitted the new sewer system. This Scope of Services will be to provide Professional Services During the Construction of the new sewer system. The Scope of Services will be invoiced on time-and-materials, not to exceed the total fee of \$66,680 as shown in the table below:

Task Fees	
Task	Fee
Task 1 – Construction Contract Administration	\$57,490
Task 2 – Project Closeout Services	\$9,9190
Total	\$66,680

Alternatives: None
Source of Funds: Grant Funded
Financial Impact: \$66,680.00
Exhibits Attached: 1) Jones Edmunds TA#16

RESOLUTION NO 2026-027

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING TASK ASSIGNMENT NUMBER SIXTEEN (16) PURSUANT TO THE CONTINUING CONTRACT WITH JONES EDMUNDS AND ASSOCIATES, INC, A FLORIDA CORPORATION, TO PROVIDE PROFESSIONAL ENGINEERING SERVICES; PROVIDING FOR A COST NOT TO EXCEED \$66,680; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY APPROVING SAID TASK ASSIGNMENT; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID TASK ASSIGNMENT; AUTHORIZING THE CITY MANAGER WITH THE CONSENT OF THE CITY ATTORNEY TO MAKE MINOR CHANGES TO THE SCOPE OF WORK OF THE TASK ASSIGNMENT PROVIDED SUCH CHANGES DO NOT INCREASE THE QUOTED PRICE IN THE TASK ASSIGNMENT; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to City Council Resolution No. 2019-024 the City of Lake City, Florida ("the "City") and Jones Edmunds and Associates, Inc., a Florida corporation, (the "Vendor") entered into that certain continuing contract for engineering services (the "Continuing Contract"); and

WHEREAS, the Vendor shall provide engineering services (the "Services") during construction for the SR47 Septic to Sewer RV Park Extension Project (the "Project"); and

WHEREAS, the Continuing Contract provides the Vendor shall provide services to the City only when requested and authorized in writing by the City; and

WHEREAS, each request from the City to the Vendor for services shall be for a specific project with the scope of the work defined by and embodied in a separate task assignment; and

WHEREAS, the City Council desires to enter into that certain task assignment pursuant to the Continuing Contract with the Vendor for the Services in furtherance of the Project, in accordance with the terms and conditions of Task Assignment Number Sixteen (16) as set forth in Vendor's proposal (the "Proposal"), a copy of which is attached as an Exhibit hereto; and

WHEREAS, entering into an agreement between the City and the Vendor for the scope of work set forth in the Proposal attached hereto (the "Agreement") pursuant to the Continuing Contract with the Vendor for the Services in furtherance of the Project is in the public interest and in the interests of the City; and

WHEREAS, the City Council desires that the City Manager, with the consent of the City Attorney, be authorized to consent to minor changes to the scope of work of the Agreement provided such changes do not increase the quoted price of the Agreement; now therefore

BE IT RESOLVED by the City of Lake City, Florida:

1. Approving the Agreement pursuant to the Continuing Contract with the Vendor for the Services in furtherance of the Project is in the public or community interest and for public

welfare; and

2. In furtherance thereof, an Agreement containing the material terms of the Proposal and the Continuing Contract should be and is approved by the City Council of the City of Lake City; and
3. The Mayor of the City of Lake City is the officer of the City duly designated by the City's Code of Ordinances to enforce such rules and regulations as are adopted by the City Council of the City of Lake City; and
4. The Mayor of the City of Lake City is authorized and directed to execute on behalf of and bind the City to the terms of the Agreement; and
5. The City Manager, with the consent of the City Attorney, is authorized to agree to minor changes to the scope of work of the Agreement provided such changes do not increase the quoted price of the Agreement; and
6. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
7. This resolution shall become effective and enforceable upon final adoption by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this ____ day of February, 2026.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

TASK ASSIGNMENT NUMBER SIXTEEN
TO THE
CONTINUING CONTRACT
BETWEEN THE CITY OF LAKE CITY, FLORIDA, AND JONES EDMUNDS AND ASSOCIATES,
INC, A FLORIDA CORPORATION, FOR PROFESSIONAL SERVICES DURING
CONSTRUCTION FOR SR47 SEPTIC TO SEWER RV PARK EXTENSION PROJECT

THIS TASK ASSIGNMENT NUMBER SIXTEEN made and entered into this ____ day of February, 2026, by and between the CITY OF LAKE CITY, FLORIDA, a municipal corporation, located at 205 North Marion Avenue, Lake City, Florida 32055 (hereinafter the "City"), and Jones Edmunds and Associates, Inc., a Florida corporation (hereinafter the "Consultant").

RECITALS

- A. City and Consultant have heretofore entered into a Continuing Contract for engineering assessments, project development, design, permitting, construction monitoring, and other related services as authorized by City Council Resolution No. 2019-024; and
- B. The Continuing Contract provides that Consultant shall perform services to the City only when requested to and authorized in writing by City and that each request for services shall be for a specific project, with the scope of the work to be performed by and compensation to be paid to Consultant for each separate project and be defined by and embodied in a separate Task Assignment; and
- C. The City is in need of engineering services during construction for SR47 Septic to Sewer RV Park Extension Project; and
- D. The City desires to enter into this Task Assignment Number Sixteen with the Consultant for the aforementioned services pursuant to the terms and conditions contained herein and the attachment hereto.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. **RECITALS**: The above recitals are all true and accurate and are incorporated herein and made a part of this Task Assignment Number Sixteen.
2. **PROJECT**: The City hereby engages Consultant and Consultant agrees to furnish to City the services and work as set forth in the correspondence dated January 16, 2026, received by the City from the Consultant consisting of a total of four (4) pages and attached hereto as an Exhibit and made a part of this Task Assignment.
3. **COMPENSATION TO CONSULTANT**: City shall pay no more than \$66,680 that is available from the State of Florida Department of Environmental Protection RV park extension grant phase 2, known by contact number QG022.
4. **PROVISIONS OF CONTINUING CONTRACT**: The terms, provisions, conditions, and requirements of the Continuing Contract are incorporated herein and made a part of this agreement and shall be complied with by Consultant. Should any conflict arise between the terms and conditions set forth herein and the Continuing Contract, the terms and conditions of the Continuing Contract shall be controlling. Should any conflict arise between the terms and

conditions set forth in the attached exhibit with either the Continuing Contract or this Task Assignment, the conflicts shall be construed in favor of the Continuing Contract first and then, if applicable, this Task Assignment.

5. **ATTORNEYS' FEES AND COSTS.** In the event of breach by either party of the Continuing Contract or any Task Assignment, the breaching party shall be liable for, and agrees to pay, all costs and expenses incurred in the enforcement of this Continuing Contract or any Task Assignment, including reasonable attorneys' fees and legal costs and fees incurred in seeking reasonable attorneys' fees.

6. **ENTIRE AGREEMENT.** This Task Assignment, and the Continuing Contract, constitute the entire agreement between City and Consultant and supersedes all prior written or oral understandings with respect to the project. This Task Assignment may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7. **PARTIES BOUND.** This Task Assignment Number Sixteen shall be binding upon and shall inure to the benefit of City and Consultant, their successors and assigns.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Assignment Number Sixteen as of the day and year first above written.

CITY OF LAKE CITY, FLORIDA

By: _____
Noah E. Walker, Mayor

ATTEST:

By: _____
Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

By: _____
Clay Martin, City Attorney

JONES EDMUNDS & ASSOCIATES, INC.

By: _____
Its : _____

File Attachments for Item:

12. Discussion and Possible Action: Funding for Love Fest (Council Member Tammy Harris)

Meeting Date
2/17/2026

CITY OF LAKE CITY

AGENDA	
Section	
Item No.	

SUBJECT: Love Fest - Funding Request

DEPT. / OFFICE: City Council

Originator:
Tammy Harris, Council Member

City Manager Don Rosenthal	Department Director City Council	2/12/26
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Recommended Action:

Approve the Love Fest as a Joint City/County sponsored event, accept the County's funding commitment, direct staff to prepare and process a budget amendment to fund the City's portion of the event in the amount of \$10,000, and authorize staff to coordinate and implement the event in partnership with the County.

Summary Explanation & Background:

This is a team approach opportunity being presented by Council Member Tammy Harris and County Commissioner Kevin Parnell. This will be a family-friendly community event designed to promote unity, fellowship, and positive engagement among residents. The County has pledged funding toward the event. The Love Fest is proposed to take place at Memorial Stadium on Saturday, August 1, 2026, from noon to 6PM. Admission is free and there will be entertainment, free food, food vendors and family-oriented activities.

The Love Fest is intended to: Foster community connection and inclusivity; provide a safe, welcoming environment for families; strengthen intergovernmental collaboration between the City and County; offer accessible recreation and cultural programming at no cost to residents.

Funds requested will be used to support event related expenses, including but not limited to event logistics, facility preparation, rentals, entertainment and activity programming, marketing and promotional materials, food and other incidental expenses required to conduct a community event.

This is not a budgeted expense; therefore, approval is needed to allocate funds and to authorize staff to coordinate and implement the event in partnership with the County.

Alternatives:

Deny request

Source of Funds:

To be determined

Financial Impact:

\$10,000 City Funds/County funding (to be determined)

Exhibits Attached:

N/A