

## **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 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.**

**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

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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

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Noah E. Walker, Mayor

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

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Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

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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

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### 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 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.

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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.

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- 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 IFCA's 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:**

**Name:**

**Title:**

**Address:**

**Telephone:**

**E-mail:**

**City's Administrative Agent:**

**Name:**

**Title:**

**Address:**

**Telephone:**

**E-mail:**

Brenda Karr

Director of Procurement

205 North Marion Avenue  
Lake City, Florida 32055

386-758-5407

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.

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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](mailto: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**

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

**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 (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
<b>TOTAL</b>					<b>\$217,665.00</b>

**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.....
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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 Assesment 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](mailto: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.

<b>Issue RFP Notice</b>	October 20, 2025
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<b>Pre-Proposal Meeting (Non-Mandatory)</b>	<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>
<b>Last Date for Receipt of Written Questions</b>	November 3, 2025, 4:00pm
<b>Addendum Issued (If Applicable)</b>	November 10, 2025

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

### 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 lintel 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
<b>Total Possible Points</b>	<b>100</b>

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.	<b>Experience &amp; Qualifications</b> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Proposers should demonstrate a proven record of successful performance in comparable municipal or public-sector projects.</li> <li>• Experience working with local government agencies or compliance with state/federal grant requirements will be viewed favorably.</li> </ul>	0-100 Points	30 (30% of Total)
2.	<b>Approach &amp; Understanding of Scope</b> <ul style="list-style-type: none"> <li>• Proposals will be based on the clarity, feasibility, and innovation of the proposed approach and understanding of project goals.</li> <li>• Proposals should clearly outline the methods, tools, and resources to be used to achieve project deliverables.</li> <li>• Scoring will reflect the proposer's ability to anticipate challenges and propose practical solutions.</li> </ul>	0-100 Points	25 (25% of Total)

3.	<b>Proposed Project Schedule</b> <ul style="list-style-type: none"> <li>• Evaluation will consider the management structure, roles and responsibilities, and the adequacy of staff assigned to the project.</li> <li>• Proposers should identify key personnel and demonstrate that their experience aligns with the project's requirements.</li> <li>• Preference will be given to firms that present a clear communication plan, realistic timeline, and quality assurance measures.</li> </ul>	0-100 Points	15 (15% of Total)
4.	<b>Price Proposal</b> <ul style="list-style-type: none"> <li>• Cost will be evaluated in relation to the proposed scope of work and the overall value to the City.</li> <li>• Scores will reflect the reasonableness, clarity, and completeness of the cost breakdown.</li> <li>• Lowest cost will not necessarily be the sole determining factor; best value and long-term sustainability will also be considered.</li> </ul>	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 (¾" 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		
<b>TOTAL</b>					

## 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 Notorization\\*](#)

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](http://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 Notorization\*

*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
<b>TOTAL</b>					<b>\$217,665.00</b>



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.

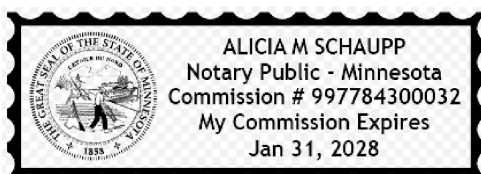
SIGNED 

TITLE Principal

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



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 and 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  
City & State and principal office in City & State.
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 not 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

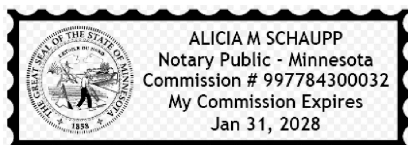
Typed Name and Title

Personally Known ☒ Or produced identification Nov 18 2025  
Sworn to and subscribed before me this 18 day of Nov 2025.  
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)

  X   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:  Date 11/18/25

STATE OF MN

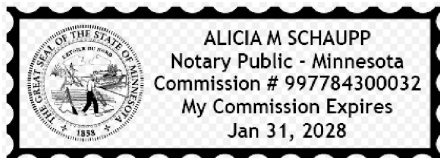
COUNTY OF Dakota

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



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 contendere 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

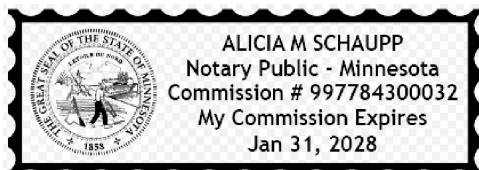
Sworn to and subscribed before me this 18 day of Nov 2025.

Personally known X or Produced Identification \_\_\_\_\_  
(Specify type of identification)

*Alicia Schaupp*

\_\_\_\_\_  
Signature of Notary

My Commission Expires: 1-31-28





# AIA Document A310™ – 2010

Bond No. RB0099134

## 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

Oklahoma City, OK 73134

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

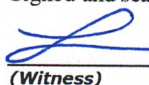
*(Name, location or address, and Project number, if any)*

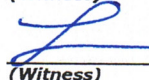
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the 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

  
(Witness)

  
(Witness)

Innovative Masonry Restoration LLC

(Principal)

(Title)

Granite Re, Inc.

(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 The American Institute of Architects' legal counsel, [copyright@aia.org](mailto: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.

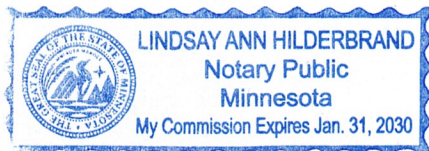
\_\_\_\_\_  
Notary Public

## 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:

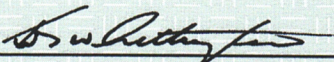
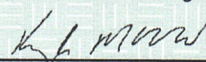
To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this 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 31<sup>st</sup> day of July, 2023.

STATE OF OKLAHOMA    )  
                                  ) SS:  
COUNTY OF OKLAHOMA )

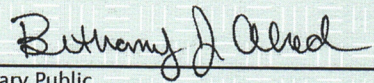


  
\_\_\_\_\_  
Kenneth D. Whittington, President  
  
\_\_\_\_\_  
Kyle P. McDonald, Assistant Secretary

On this 31<sup>st</sup> 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



  
\_\_\_\_\_  
Bethany J. Alred  
Notary Public

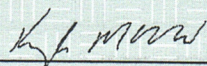
**GRANITE RE, INC.**  
**Certificate**

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

## 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 herein.

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.

Under penalties of perjury, I Jim Dolby, Principal (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**



**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 Facade 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 (repainting). 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 Replacment



Swing Stage Access



Dustless Cutting



Protection Netting

Shoring of Brick Openings

Flashing Installation



Safety Trained Employees



Tuckpointing & Brick Repairs



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



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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MASONRY  
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.



- **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.



- **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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RESTORATION, LLC



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



- **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**



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.



# INNOVATIVE MASONRY RESTORATION, LLC

## 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



Project Description: Building Envelope Repairs. IMR self-performed 75% of the project

## STEELE COUNTY COURTHOUSE

### **\*NATIONAL REGISTER OF HISTORIC PLACES\***

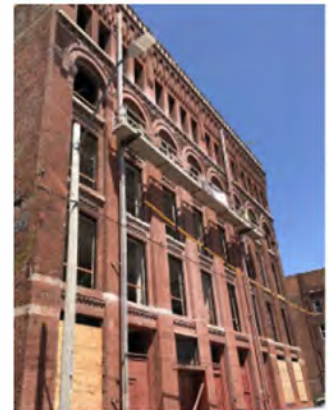
Owner: Steele County  
Phone Number: 507-444-7477  
Contact: Scott Goldberg  
Address: 630 Florence Ave, Owatonna MN  
Contract Value: \$668,000  
Start Date: July 2019  
Completion Date: April 2020  
Architect/Engineer: DJ Medin Architects Inc.

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, pasinting 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



## 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.





- 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.



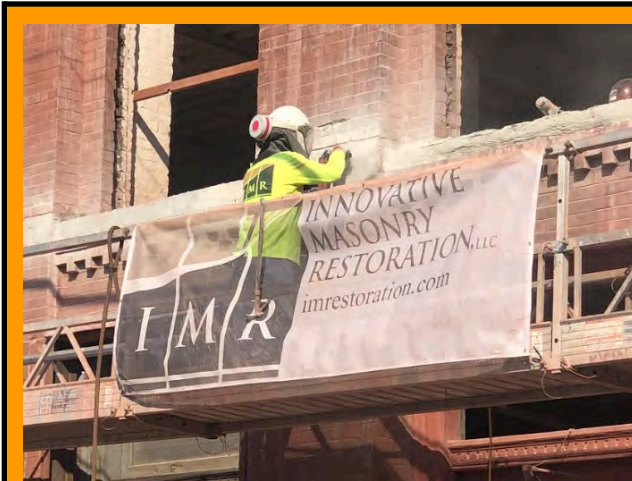
- IMR is highly experienced in sealant replacement, employing a precise, multi-step process. We begin by cutting out deteriorated sealant using specialized tools that prevent damage to window frames. The joint is then prepared with a solvent wipe to remove all small particles. Next, a backer rod is inserted 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.

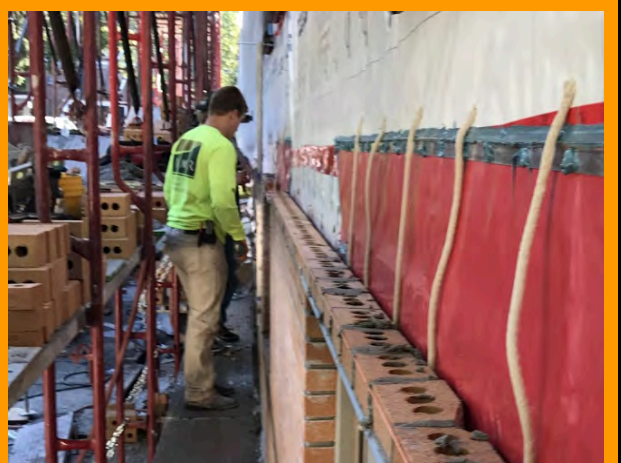


We can match any joint profile. This is achieved by creating specialized strikers that replicate the exact profile and texture of the existing mortar.



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





**-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	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							



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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  
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