

A meeting of the City of Orlando Certification Board was held on Wednesday, February 24, 2016 at City Hall, 400 S. Orange Avenue, 2nd Floor Agenda Conference Room, Orlando, Florida, 32802.

Board Members Present: Brikena Tomasic, Chairperson [5-1], Mi Hoshino [5-1], Maria G. Turk [5-2], Charles Hawkins, II [5-1], Khalid Muneer, [5-2] and Ramesh Panchal [5-2].

Board Members Absent: Bruno Portigliatti, Vice Chairperson [5-1].

Staff Members Present: Gina E. Bernard, Certification Officer III and Grace M. Gyorko, Recording Secretary.

Brikena Tomasic, Chairperson called the Certification Board meeting to order at 9:15 a.m.

The minutes from the January 27, 2016 Board meeting were approved as written.

MWBE RULINGS

Environmental Management & Design, Inc. - Kathleen Hale, President appeared before the Board. Discussion ensued. It was moved by Brikena Tomasic, seconded by Khalid Muneer and vote carried unanimously to recertify Environmental Management & Design, Inc. as a WBE in Environmental Consultant – Studies, Permitting & Resource Management.

Prestige Janitorial System Corp. – Abe Begani, President appeared before the Board. Discussion ensued. It was moved by Maria Turk, seconded by Charles Hawkins, II and vote carried unanimously to recertify Prestige Janitorial System Corp. as an MBE in Janitorial Cleaning Services, Pressure Washing, Carpet Washing and Window Washing.

PSC Services, Inc. – Nancy DeCaul, Vice President Operations, appeared before the Board. Discussion ensued. It was moved by Maria Turk, seconded by Charles Hawkins, II and vote carried unanimously to certify PSC Services, Inc. as an MBE in Interior/Exterior Painting & Texture, Framing, and Drywall.

Horizon Geo Services, Inc. – Sharon Garvey, President appeared before the Board. Discussion ensued. It was moved by Khalid Muneer, seconded by Maria Turk and vote carried unanimously to recertify Horizon Geo Services, Inc. as a WBE in Project Management, Database Design & Development.

KLPNstudio – Kelly Kleppin, President appeared before the Board. Discussion ensued. It was moved by Mi Hoshino, seconded by Khalid Muneer and vote carried unanimously to recertify KLPNstudio as a WBE in Architectural Design Services.

AI International, Inc. - The applicant did not appear before the Board. Discussion ensued. It was moved by Khalid Muneer, seconded by Maria G. Turk and vote carried unanimously to deny WBE status to AI International Inc. based on:

1. The firm has not demonstrated that it is a currently functioning business enterprise which:
 - a. Is an independent business concern that is at least 51% owned by minority group members or at least 51% owned by women group members.

2. Failure to provide sufficient information to the Certification Board on which a determination of eligibility can be based.
3. Refusal to comply with a reasonable City request for information, data, or access to records pertinent to the application for certification or recognition within the time period specified by either the Certification board or City MBE staff.
4. Companies that are required to hold any professional license or permit for performance of their line(s) of business that are obtained based on a Qualifying Agent's registration must comply with the following:
 - a) Companies that are at least 51% women owned must be qualified by the registration of at least one (1) of the women owners.
 - b) The qualifying Agent must have an ownership interest in the company and be a full-time employee of the company.

Chen Moore and Associates – The applicant did not appear before the Board. Discussion ensued. It was moved by Mi Hoshino, seconded by Maria Turk and vote carried unanimously to deny MBE status to Chen Moore and Associates based on:

1. Failure to provide sufficient information to the Certification Board on which a determination of eligibility can be based.
2. Refusal to comply with a reasonable City request for information, data, or access to records pertinent to the application for certification or recognition within the time period specified by either the Certification board or City MBE staff.
3. Companies that are required to hold any professional license or permit for performance of their line(s) of business that are obtained based on a Qualifying Agent's registration must comply with the following:
 - a) Companies that are at least 51% minority owned must be qualified by the registration of at least one (1) of the minority owners.
 - b) The qualifying Agent must have an ownership interest in the company and be a full-time employee of the company.

MHB Construction Services, LLC – The applicant did not appear before the Board. Discussion ensued. It was moved by Mi Hoshino, seconded by Ramesh Panchal and vote carried unanimously to deny WBE status to MHB Construction Services, LLC based on:

1. The firm must not be affiliated or associated with another non-minority or non-women owned firm to a degree which could prevent or inhibit an independent status. Characteristics include, but are not limited to:
 - a) Relationship between owners, directors, officers, or key employees or their relatives and non-minority/non-women owned firms in a similar line of business.

- b) Financial or bonding support provided by a non-minority non-women owned firms in a similar line of business, without adequate compensation.
2. Contractors must demonstrate the independent capability to perform line(s) of business, as characterized by:
- a) Has sufficient equipment, tools, etc., and/or the independent capability of obtaining such items.

The Daston Corporation – The applicant did not appear before the Board. Discussion ensued. It was moved by Mi Hoshino, seconded by Khalid Muneer and vote carried unanimously to deny WBE status to The Daston Corporation based on:

1. The business concern must be at least 51% owned by minority group members or at least 51% owned by women group members, as characterized by:
- a) Independent contribution of capital by the minority or the women group members commensurate with percent of ownership claimed. Ownership gifted to minority or women owners, equipment or other assets gifted, and/or funds gifted to purchase ownership or to establish a new business will not be considered independent contributions of capital. Inherited capital or assets will not be considered as gifted for purposes of these rules. Expertise will not be considered capital for the purposes of these rules.
 - b) Receipt of the customary incidents of ownership, such as salary and/or intangible benefits commensurate with the ownership interest.
2. The minority or the women owner(s) must possess independent power to direct or cause direction of management and policies of the firm for which minority and/or women-owned business status is requested, as characterized by:
- a) Not controlled by Board of Directors or other management entities comprised of an equal or greater number of non-minority or of non-women group members.
3. The Company is not considered an independent women-owned business enterprise because the husband and/or other male principal:
- a) Is Chief Executive Officer or President.
 - b) Assists in obtaining credit, loans, bonding, leases, etc.
 - c) Receives equal or greater compensation than the woman-owner, not commensurate with ownership.
 - d) Possesses equal or greater powers to direct management and day-to-day decisions.

4. When the husband or other male family members contribute to the above characteristics, the firm may be considered a family-owned firm rather than a Women-Owned Business Enterprise, as defined in Rule 111.1 and WBE status may be denied

Carmen Dominguez Construction, LLC - The applicant did not appear before the Board. (Brikena Tomasic presented Memorandum of Voting Conflict – Form 8b) Discussion ensued. It was moved by Maria Turk, seconded by Charles Hawkins, II and vote carried to recertify Carmen Dominguez Construction, LLC as an MWBE in Construction Administration only.

The applicants did not appear before the Board. It was moved by Mi Hoshino seconded by Khalid Muneer and vote carried unanimously to recertify the following companies: Ace Staffing Unlimited, Inc.; American Environmental Consulting, Inc.; American Pride Construction Services, Inc.; Anderson and Associates, P.A.; ATW Custom Computer Services Inc.; AVCON, Inc. CareersUSA, Inc.; Castle Constructors Company; Cement Industries, Inc.; CNational Security LLC; COMELCO INC.; Corbel Design, Inc.; Electrical Petroleum Services; Elite Movers Inc.; Express Stucco & Wall Service, Inc.; Flamingo Kitchen Corp.; Greenplay, LLC; Innovative Source Inc.; Integration Wiring, LLC; J L Wilson Concrete Inc.; Landscape Designs, LLC; LKG-CMC, Inc.; Magley Design, LLC; Mangali, Inc.; Mechanical Management Inc.; Siboney Contracting Company; Simply Speaking, LLC; SJS Architectural Millwork Installation, LLC; SUPRA Office Solutions, Inc.; and The RJ Company Construction & Design LLC.

Terminations/Non-Responsive

The applicants did not appear before the Board. Discussion ensued. It was moved by Mi Hoshino, seconded by Ramesh Panchal and vote carried unanimously to terminate the following companies for non-responsiveness: A2 Group, Inc.; Antillian Engineering Associates, Inc.; Campana Consulting; Davis Consulting, CPA, PA; H & S Services, Inc.; Haynes Building Services; Milan Construction, LLC/Milan Companies; Milan Engineering, Inc.; Perez Construction & Management, LLC; and Symphony Management Consulting, LLC.

Expansion Request

Civil/Site Engineering, Inc. – The applicant did not appear before the Board. Discussion ensued. It was moved by Mi Hoshino, seconded by Khalid Muneer and vote carried unanimously to grant the expansion request for Civil/Site Engineering, Inc. to include Construction Inspection and Testing; Contract Support and Contract Compliance Monitoring.

There being no further business, the meeting was adjourned at 9:40 a.m.

The next regularly scheduled meeting will be held on Wednesday, March 30, 2016.

Grace M. Gyorko

Grace M. Gyorko, Recording Secretary

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME TOMASIC, BRIKENA	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CERTIFICATION BOARD
MAILING ADDRESS 400 S. ORANGE AVENUE	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY ORLANDO	COUNTY ORANGE
DATE ON WHICH VOTE OCCURRED 2/24/16	NAME OF POLITICAL SUBDIVISION: CITY OF ORLANDO
	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Bridgette Tomasic, hereby disclose that on 02/24, 2016.

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of _____ by whom I am retained; or
- inured to the special gain or loss of _____ which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I did not vote on application by
Concepcion Dominguez Construction
LLC because on the same line
of business.

02/24/2016
Date Filed

Bridgette Tomasic
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.