



An All-America City

March 18, 2015

Diversified Design & Drafting Services, Inc.  
Ms. Pamela Nobles  
2374 Capital Circle, NE  
Tallahassee, FL 32308

**CERTIFICATION NUMBER: 0511W-COT-05**

Dear Ms. Nobles:

## CONGRATULATIONS!

The City of Tallahassee Minority/Women/Small Business Enterprise (MWSBE) Office has reviewed your application and supporting documentation for re-certification as a minority business. Accordingly, we are pleased to announce that your company has been re-certified for a period of two (2) years. The re-certification scope of work is applicable for your company's utilization on city projects:

### Land Surveying and Mapping

Your submittal of bids to supply other products or services outside of this scope of work may result in the contracting entity not receiving credit for MWSBE participation on that project.

Please be advised that as of March 2003, the State of Florida terminated its participation in the Florida Statewide and Inter-Local Reciprocal Certification Program. As a result, this **certification is for the City of Tallahassee and Leon County Board of County Commissioners projects only**. We encourage you to become an active bidder in contracting and subcontracting opportunities. For bidding information, please visit the City of Tallahassee's webpage at <http://www.talgov.com/dma/procurement/bidinfo.cfm>.

This re-certification must be renewed biennially. The MWSBE Office will send a re-certification application at least thirty (30) days prior to the certification expiration date. If there is a change in ownership or control of the business, or if you propose to provide additional services not listed previously, the MWSBE Office must be contacted and a new Certification Application completed. Furthermore, please contact the MWSBE office if your business name, address or phone number changes so that we have the most current information available concerning your business. Failure to report such changes may constitute grounds for cancellation of this certification.

The City of Tallahassee reserves the right to cancel this certification at any time, subject to your right to appeal. If such action is deemed necessary, you will be notified of the action, the appeal process and of your appeal rights.

Thank you for applying to the City of Tallahassee MWSBE Program. Should you have any questions or need to contact the MWSBE Office, please call us at (850) 891-6500.

Sincerely,

G. LaTanya Raffington, Interim MWSDBE Administrator  
Minority/Women/Small/Disadvantaged Business Enterprise Office

GLR/ts  
Attachment

Certification Effective Date: **March 4, 2015**  
Certification Expiration Date: **March 31, 2017**

cc: Leon County Board of County Commissioners - Minority/Women/Small Business Enterprise Division

CITY HALL  
300 S. Adams St.  
Tallahassee, FL 32301-1731  
850-891-0000  
TDD: 711 • Talgov.com

ANDREW GILLUM  
Mayor

RICHARDO FERNANDEZ  
City Manager

SCOTT MADDOX  
Commissioner

LEWIS E. SHELLEY  
City Attorney

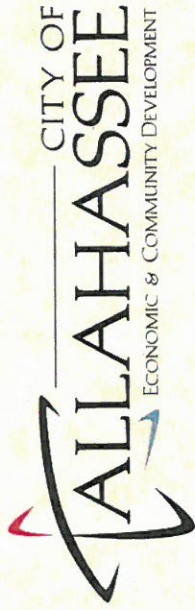
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Commissioner

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City Treasurer-Clerk

CURTIS RICHARDSON  
Commissioner

T. BERT FLETCHER  
City Auditor

GIL D. ZIFFER  
Commissioner



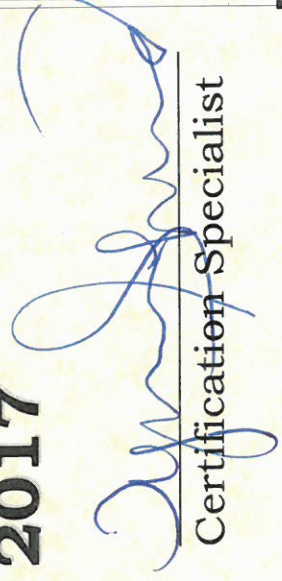
# DIVERSIFIED DESIGN & DRAFTING SERVICES, INC.

is recognized as a  
Minority/Woman Owned Business Enterprise  
Under The  
City of Tallahassee and Leon County  
Consortium Interlocal Agreement

For a period of two (2) years beginning:

**MARCH 4, 2015 - MARCH 31, 2017**

  
Interim MWSDBE Administrator

  
Certification Specialist