



## Interoffice Memorandum

April 20, 2020

TO: Board of County Commissioners

FROM: Mayor Jerry L. Demings

A handwritten signature in black ink, appearing to be "JD", written over a horizontal line.

SUBJECT: Confirmation of Mayor's Appointment of Hector O. Clemente, Convention Center Facility Operations Manager  
**Consent Agenda – May 5, 2020**

I am pleased to announce the appointment of Mr. Hector O. Clemente as the Facility Operations Manager responsible for the Orange County Convention Center Facility Operations Division. The Orange County Convention Center (OCCC) is a complex facility comprised of approximately 7 million square feet of conditioned building space encompassing a 400 acre campus. The OCCC facilities maintenance and operations budget exceeds \$35 million managed by the Facility Operations Division.

As Facility Operations Manager, Mr. Clemente will be responsible for managing the daily facility maintenance and operations of the second largest convention center in the United States.

Mr. Clemente holds a Masters of Business Administration in Aviation from Embry-Riddle Aeronautical University and a Bachelor's of Arts Degree in Latin American and Caribbean Studies with a minor in Economics from Florida State University. Mr. Clemente has over 20 years of assistant manager and supervisory practical experience in building maintenance and operations, with Orange County Government. He also brings 20 years of military experience, which included the responsibility for base operations and security as the Headquarters Commandant of the U.S. Southern Command, Quarry Heights, Republic of Panama. He graduated from numerous military schools which includes the U.S. Army Corps of Engineer Advance and Basic Engineer Officer Schools. Since 2015, his initiative and increased leadership roles with the Convention Center Facility Operations Division have been instrumental towards the Convention Center's facility maintenance and readiness. In the last five years, he has served as the Convention Center Assistant Manager for Facility Operations and Building Systems, implemented the Maximo Computerized Maintenance Management System (CMMS) and has made a significant impact in improving the maintenance and appearance of the Convention Center.

His appointment will be effective the first full pay period following Board approval at an annual salary of \$112,008.

**ACTION REQUESTED** Confirmation of the Mayor's managerial appointment of Hector O. Clemente as Manager, Facility Operations Division, Orange County Convention Center

Attachment: Resume

cc: Byron W. Brooks, AICP, County Administrator  
Mark Tester, Executive Director, Convention Center  
David Ingram, Acting General Manager, Convention Center  
Terry, Devitt, Acting Deputy Director, Convention Center  
J. Ricardo Daye, Human Resources Director

**Hector O. Clemente, 13933 Eylewood Drive, Winter Garden, FL 34787**  
Home (407) 614-4760, Work (407) 685-9820, Personal Cell (407) 668-7278,  
E-Mail: [hclemente1@cfl.rr.com](mailto:hclemente1@cfl.rr.com)

## **Biographical Summary**

### ***EDUCATION/Training***

- Master of Business Administration in Aviation, Embry-Riddle Aeronautical University
- BA, Latin American and Caribbean Studies, with a Minor in Economics, Florida State University
- Studied two years of Civil Engineering at Merrimack College (no degree)
- Graduate of the U.S. Army Engineer School Engineer Officer Advanced and Engineer Officer Basic Courses
- Graduate of the U.S. Army J.F.K. Special Warfare School Regional Studies Course; Graduate of the U.S. Army J.F.K. Special Warfare School Civil Affairs Course; U.S. Army Officer Combined Arms Services Staff School; Defense Hazardous Waste Workshop (ALMC-DM), U.S. Army Logistics Management College
- Graduate of the Orange County Visionary Leadership Series Class of 2018
- Certificate of Completion for the International Drive Tourism Orlando Leadership Program Class of 2017
- Graduate of the of the Orange County Leadership Institute Class of 2005
- Orange County Sheriff Homeland Security-Comprehensive Assessment Method (HLS-CAM) Training Course.
- Orange County Supervisory Development Program 2001

### ***MANAGEMENT***

- July 28, 2019 to Present- lateral promotion to Facility Operations Assistant Manager at the Orange County Convention Center -this position officially merged and consolidated the roles of the Building Systems Assistant Manager and the Facility Operations Assistant Manager. Serves and functions as the 2<sup>nd</sup> in command to the Acting Deputy Director fully responsible for the operations and functions of the Facility Operations Division. Responsible for managing the daily operations and future planning for all aspects of facility maintenance and operations. Direct, plan, manage, monitor, the activities of all Facility Operations which includes the HVAC, Maintenance, Life Safety, Integrated Lighting, Sound and Distributive TV System Technical Services, Grounds and Landscaping Services, Environmental Services, Sustainability, Warehouse receiving and delivery operations, Mail Room operations, and Fiscal contract and procurement operations for 7.3 million square feet of conditioned building space at the Orange County Convention Center. Provide budgetary planning information for the development of the \$35 million yearly fiscal budget; make recommendations for major maintenance and building renovations and forecast equipment and personnel requirements for input to the yearly budget and CIP development process. Fully responsible for the all aspects of personnel matter, from budgetary, to disciplinary, hiring, training, employee development, performance appraisals and all personnel related matters. Coordinates with the Executive Team, OCCC divisions, and Event Management for the execution of construction, maintenance, renovation and contractor activities so that it does not interfere with show activities.
- April 18, 2017 to July 28, 2019 - Successfully managed and executed the dual role of Assistant Manager for OCCC Facility Operations and Assistant Manager for OCCC Building Systems from April 7<sup>th</sup>, 2017 through the present (March 2019), responsible for daily maintenance and repairs operations of 7.3 million square feet of conditioned building space. Direct supervisor of six (6) supervisors, seven (7) coordinators for a full-time, prime-time, and on-call staff of over 250 employees; Supervise the staff that oversees more than 55 contracts for the maintenance and operations of the 2<sup>nd</sup> largest convention center in the United States.
- June 6-2015 to the Present- Assistant Manager for Building Systems at the Orange County Convention Center, responsible for life safety, electronic systems, BAS systems, and the MAXIMO CMMS system.
- Successfully supervised a direct staff of 23-28 County employees, and a budget of up to \$7 million at an Orange County BCC Facilities Maintenance District for 13 years, plus an additional 1.5 years as an acting supervisor, and six (6) months as a Maintenance Coordinator.
- Facilities Management Supervisor, responsible for a \$7.03 million operations and personnel annual budget and over 1.25 million square feet of conditioned space at the Orange County 9<sup>th</sup> Judicial Circuit Courthouse Complex, the Orange County Administration Building, the Regional History Center, the IOC I, IOC II and the

Housing and Community Development Bldg, 2012-2015

- Managed 31 County employees, oversaw a 200 contract security guards contract, dozens of contracts and a; responsible for Orange County Government building security services, security guard services, security assessments, electronic card access, digital CCTV systems, locksmith services, painting services, mail processing services, and moving services.
- Facilities Management Special Services Supervisor, with County-wide responsibilities throughout three (3) difficult periods 9/11, 2004 hurricanes and the 2007-9 recession. responsible for physical security, security guard services, ID management system, locksmith services, electronic security building access systems, grounds and landscaping, and digital camera surveillance systems (2001-August 2009)
- Selected by the County Administrator to manage the Orange County Community Action Response Teams (CART) during the 2004 hurricanes, responsible for managing 300 employees in clearing debris and recovery operations throughout Orange County communities. (2004)
- Flawlessly orchestrated the facilities and services at Quarry Heights as the Senior Administrator for the utilities, maintenance, transportation, and security at a 24-hour high security military installation that housed General McCaffrey, General Wesley Clark and over 500 residents. 1995-97
- Successfully managed the contracts and maintenance for 42 Government centers and 54 buildings throughout the states of Ohio and Kentucky as the Executive Manager of utility teams while also serving as the Operations Manager with the Directorate of Engineering and Housing (Facilities Manager) for a community with over 4,500 houses and buildings. 1990-92.
- Coordinated and budgeted U.S. Humanitarian Civic Action construction of medical clinics, schoolhouses, hospital renovation, and bailey and timber trestle bridges.
- Coordinated and conducted initial assessment of U.S. disaster relief efforts after an earthquake in Costa Rica. In addition, conducted disaster relief case studies seminars in Costa Rica and Colombia.

### ***FISCAL MANAGEMENT***

- Assisted the Facility Operations Acting Deputy Director in the management of a 35 million dollar personnel, maintenance and operations budget at the Orange County Convention Center (OCCC)
- Managed a \$19.5 million 3-year security guard contract for the Orange County BCC
- Managed district maintenance for the Facilities Management Division. Responsible for planning, developing, executing and administering comprehensive building/facilities maintenance, repair and service program for over 110 buildings to include the OCSO Complex, the Juvenile Justice Center, the Medical Examiner bldg, four fire stations, State Health Department Complex, two parks, The Great Oaks Village and numerous office buildings.
- Manage a \$5.5 million 5-year electronic access contract for the Orange County BCC.
- Coordinated, staffed, planned, budgeted, a 95 person team in the execution of a four month 24 hrs/7 day \$5 million early user's test and experimentation of 12 multi-million dollars prototype all-terrain transportation systems which enabled the State Department to select a combat vehicle.
- Budgeted, managed and provided Quality Control/Quality Assurance for a yearly \$3 million Force-Protection Construction budget which significantly improved the quality of life of 1,300 U.S. personnel at an overseas U.S. airfield, with billions in high performance aircrafts.
- Introduced and managed a self-help maintenance program that saved the U.S. government over \$300,000 annually in contracts.
- Managed, distributed, and prepared over 300 buildings & \$5 million of brand new furniture to house over 60,000 thousand U.S. Armed Forces Reservists for deployment to Desert Shield/Desert Storm.
- Commanded and managed personnel, budgets, training and equipment for over 6 years in the U.S. Army as a Major, Captain, and Lieutenant and managed budgets for 18 years.
- Developed and managed the Orange County Government, FL, ID Management and building Access Control and security system with over 10,000 users, 70 buildings and over 1,000 cameras.
- Planned and executed operational research, testing and analysis to determine the mean-time-to failure of the Palletized Loading System (PLS), a U.S. Army prime all-terrain vehicle for delivery of equipment and/ or 33 tons of ammunition directly to the battlefield.

- Designed a Distributive Learning plan (Distance Learning) that eliminated old technology and prepared an international school to train using web-based and satellite-based courses.
- Empowered and developed personnel to start and execute pro-active Preventative Maintenance and electronic building access programs while improving morale, productivity, and customer service as a Facilities Management Supervisor /coordinator - 6.5 years with Orange County Gov't.
- Flawlessly orchestrated the facilities and services at Quarry Heights as the Senior Administrator for the utilities, maintenance, transportation, and security at a 24-hour high security military installation that housed General McCaffrey, General Wesley Clark and over 500 residents. 1995-97
- Coordinated and budgeted U.S. Humanitarian Civic Action construction of medical clinics, schoolhouses, hospital renovation, and bailey and timber trestle bridges.
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***COMMUNITY INVOLVEMENT/ OTHER SKILLS***

- Board Member of the Stoneybrook West Community Development District CDD) 2006- 2 March 2020 (Unpaid volunteer work)
- Appointed by Governor Bush as a Commissioner on the State of Florida Education Practices Commission 2005-08
- 2001 YMCA Hispanic Achiever (in Greater Orlando)
- Commissioned in 1991 as a Kentucky Colonel by the Governor of the State of Kentucky, as a recognition for work with the civilian community around Fort Knox, KY
- Active participant with the Orange County Government IOA 5K recruitment and participation
- Weekly volunteer on Saturday mornings at the Clermont Waterfront Parkruns