

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

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Meeting Date: November 18, 2025	☒ Consent	☐ Regular
	☐ Workshop	☐ Public Hearing

Submitted By: Department of Airports

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Amendment No. 3 to the Contract for Consulting/Professional Services (Consulting Agreement) with EXP U.S. Services Inc. (EXP) for continuing consulting/professional services in the area of airport facilities and systems, exercising the first one (1) year renewal option.

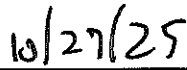
Summary: The Consulting Agreement with EXP was approved by the Board of County Commissioners (BCC) on December 5, 2023 (R2023-1820), and provides for continuing consulting/professional services in the area of airport facilities and systems with an initial term of two (2) years with three (3) one (1) year renewal options. The initial term of the Consulting Agreement expires on December 5, 2025. Amendment No. 3 exercises the first one (1) year renewal option. Work is assigned under the Consulting Agreement on a task/consultant services authorization basis. Tasks currently assigned under the Consulting Agreement include design services for Palm Beach International Airport (PBI) General Aviation Federal Inspection Services Facility Replacement Project, PBI Terminal and Concourse Modernization Project and North Palm Beach County General Aviation Airport Hangar Project for a total contract amount of \$8,744,398.06. A detailed contract history is included in Attachment 1. The Consulting Agreement is subject to recent regulatory changes to the Disadvantaged Business Enterprise (DBE) program; therefore, enforcement of the DBE contract goal has been suspended to ensure compliance with new federal guidance. Countywide (AH)

Background and Justification: The Consulting Agreement with EXP provides for continuing consulting/professional services in the area of airport facilities and systems, including planning, design, engineering and construction administration services, which are necessary to execute the Palm Beach County Department of Airports Capital Improvement Program.

Attachments:
1. Amendment No. 3 with EXP U.S. Services, Inc. – 2 Originals with Contract History

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Recommended By:	¹⁸ 	
	Department Director	Date

Approved By:		
	Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues (Grants)	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____

ADDITIONAL FTE
POSITIONS (Cumulative) _____

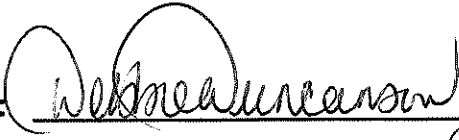
Is Item Included in the Current Budget?	Yes	<u>X</u>	No	_____
Does this item include the use of federal funds	Yes	_____	No	<u>X</u>
Does this item include the use of state funds?	Yes	_____	No	<u>X</u>

Budget Account No: Fund 4111 Department 121 Unit A107 Object 6505

Reporting Category _____

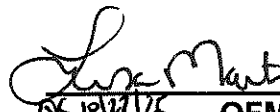
B. Recommended Sources of Funds/Summary of Fiscal Impact:

This item has no fiscal impact.

C. Departmental Fiscal Review: 
 10/6/25

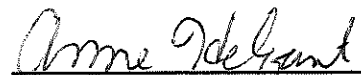
III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

 10/23/25
OFMB
10/10/25

 10/23/25
Contract Dev. and Control 10-23-25
10-23-25 TW

B. Legal Sufficiency:

 10-27-25
Assistant County Attorney

C. Other Department Review:

Department Director

Attachment No. 1

Amendment No. 3 with EXP U.S. Services, Inc. 2 Originals



AMENDMENT NO. 3 TO CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES

This Amendment No. 3 to the Contract for Consulting/Professional Services (“Amendment No. 3”) is made as of November 18 2025 by and between Palm Beach County, a political subdivision of the State of Florida (“COUNTY”), and EXP U.S. SERVICES, INC. (“CONSULTANT”), a corporation authorized to do business in the State of Florida,, whose Federal Tax I.D. number is 46-0523964.

WITNESSETH

WHEREAS, the COUNTY and CONSULTANT entered into that certain Contract for Consulting/Professional Services dated December 5, 2023 (R2023-1820) (“Contract”); and

WHEREAS, the parties entered into that certain Amendment No. 1 to the Contract dated November 19, 2024 (R2024-1611) for the provision of professional/consulting services in accordance with Article 26 of the Contract; and

WHEREAS, the parties entered into that certain Amendment No. 2 to the Contract dated August 19, 2025 (R2025-1167) for the provision of professional/consulting services in accordance with Article 26 of the Contract; and

WHEREAS, the Contract is managed by the Palm Beach County Department of Airports (“Department”) on behalf of the COUNTY; and

WHEREAS, the parties desire to amend the Contract as provided for herein.

NOW THEREFORE, in consideration of the mutual covenants herein contained, and such other good and valuable consideration, the receipt of which the parties hereby acknowledge, the parties agree to the following terms and conditions:

1. Pursuant to Article 2 of the Contract, the Contract is hereby amended to include the first one (1) year renewal option for the continuation of services provided by the CONSULTANT under this Contract.
2. The CONSULTANT acknowledges and agrees the Contract is subject to the provisions of the Interim Final Rule, Docket No. DOT–OST–2025–0897, issued by the United States Department of Transportation (USDOT), amending the Disadvantaged Business Enterprise (DBE) Program effective October 3, 2025 (“IFR”). In accordance with the IFR and associated guidance issued by the USDOT Office of Civil Rights dated September 30, 2025, the COUNTY is suspending the enforcement of the following provisions of the Contract pending further federal guidance and/or completion of the reevaluation process described in 49 CFR §26.111: the DBE goal as set forth in Section 8(C) of the Contract; provisions requiring the submission of regular progress reports related to the achievement of the DBE goal as set forth in Section 8(E) of the Contract; and provisions related to the termination and suspension of DBE firms as set forth in Section 8(F). Notwithstanding the foregoing, the CONSULTANT acknowledges and agrees the COUNTY retains the right to accept or reject any subcontractor as provided in Article 7 of the Contract, which is unrelated to DBE certification status.
3. Except as modified herein, all terms and conditions of the Contract shall remain in full

force and effect. In the event of any conflict or inconsistency between the provisions of the Contract and the provisions of this Amendment No. 3, the provisions of this Amendment No. 3 shall govern and control.

4. This Amendment No. 3 shall become effective when signed by both parties and approved by the Palm Beach County Board of County Commissioners.

{Remainder of page intentionally left blank}

IN WITNESS WHEREOF, the parties hereto have duly executed this Amendment No. 3 as of the day and year first above written.

ATTEST:
MICHAEL A. CARUSSO, CLERK of the
CIRCUIT COURT & COMPTROLLER

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

By: _____
Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND
CONDITIONS

By: Anne Delgado
County Attorney

By: Laura Berk
Director of Airports

WITNESSES:
Helena M.
Signature

CONSULTANT:
EXP U.S. Services Inc.
Company Name

Helena Mendez
Name (type or print)

By: [Signature]
Signature

[Signature]
Signature

Marcos J Souza, PE, PMP
Name (type or print)

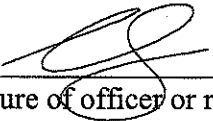
Guillermo Burga Solano, AIA
Name (type or print)

Vice President, Director of Aviation
Title

**NONGOVERNMENTAL ENTITY HUMAN
TRAFFICKING AFFIDAVIT (§ 787.06(13), Fla. Stat.)
THIS AFFIDAVIT MUST BE SIGNED AND NOTARIZED**

I, the undersigned, am an officer or representative of EXP US Services
(CONTRACTOR) and attest that CONTRACTOR does not use coercion for labor or services as
defined in section 787.06, Florida Statutes.

**Under penalty of perjury, I hereby declare and affirm that the above stated facts are true
and correct.**


(signature of officer or representative)

Marcos J Souza, PE, PMP
(printed name of officer or representative)

State of Georgia, County of Fulton

Sworn to and subscribed before me by means of ☐ physical presence or ☒ online notarization
this, 30th day of September, 2025, by Daniel Cortese.

Personally known ☒ OR produced identification ☐.

Type of identification produced N/A.



NOTARY PUBLIC
My Commission Expires: 7-30-2029
State of ~~Florida at large~~ Georgia



(Notary Seal)

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4. This Amendment No. 3 shall become effective when signed by both parties and approved by the Palm Beach County Board of County Commissioners.

{Remainder of page intentionally left blank}

IN WITNESS WHEREOF, the parties hereto have duly executed this Amendment No. 3 as of the day and year first above written.

ATTEST:
MICHAEL A. CARUSSO, CLERK of the
CIRCUIT COURT & COMPTROLLER

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

By: _____
Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND
CONDITIONS

By: Anne Helgand
County Attorney

By: Paul Booker
Director of Airports

WITNESSES:
Helena M.
Signature

CONSULTANT:
EXP U.S. Services Inc.
Company Name

Helena Mendez
Name (type or print)

By: [Signature]
Signature

[Signature]
Signature

Marcos J Souza, PE, PMP
Name (type or print)

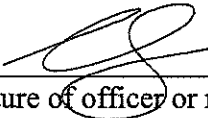
Guillermo Burga Solano, AIA
Name (type or print)

Vice President, Director of Aviation
Title

**NONGOVERNMENTAL ENTITY HUMAN
TRAFFICKING AFFIDAVIT (§ 787.06(13), Fla. Stat.)
THIS AFFIDAVIT MUST BE SIGNED AND NOTARIZED**

I, the undersigned, am an officer or representative of EXP US Services
(CONTRACTOR) and attest that CONTRACTOR does not use coercion for labor or services as
defined in section 787.06, Florida Statutes.

**Under penalty of perjury, I hereby declare and affirm that the above stated facts are true
and correct.**


(signature of officer or representative)

Marcos J Souza, PE, PMP
(printed name of officer or representative)

State of Georgia, County of Fulton

Sworn to and subscribed before me by means of ☐ physical presence or ☒ online notarization
this, 30th day of September, 2025, by Daniel Cortese.

Personally known ☒ OR produced identification ☐.

Type of identification produced N/A.


NOTARY PUBLIC
My Commission Expires: 7-30-2029
State of ~~Florida at large~~ Georgia



(Notary Seal)

Contract History

PALM BEACH COUNTY DEPARTMENT OF AIRPORTS
CONTRACT WITH EXP U.S. SERVICES, INC. FOR
CONSULTING/PROFESSIONAL SERVICES
GENERAL AIRPORT CONSULTING SERVICES
AGREEMENT R2023-1820
CONTRACT HISTORY

AGREEMENT	APPROVAL DATE	RESOLUTION NUMBER	BOARD APPROVED AMOUNT (INC TASK III) - NTE	DBE COMMITMENT	TASK I AMOUNT	TASK III BUDGET	TASK III Approved	AGREEMENT ADJUSTMENT	APPROVED AMOUNT TO DATE	DESCRIPTION
ORIGINAL AGREEMENT	12/5/2023	R2023-1820	\$ 1,308,859.55	20.9%	\$ 1,158,859.55	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 1,308,859.55	Provide professional/consultation services in the area of Facilities and Systems Planning, Design, engineering and Construction Management Professional Services; General Aviation FIS
AMENDMENT 1	11/19/2024	R2024-1611	\$ 2,327,183.70	16.96%	\$ 2,077,183.70	\$ 250,000.00	\$ 58,214.00	\$ -	\$ 3,444,257.25	Terminal Post Security Connector Schematic Design, Skylight Replacement Design, F45 Hangar Design
AMENDMENT 2	8/19/2025	R2025-1167	\$ 5,108,354.81	8.74%	\$ 4,858,354.81	\$ 250,000.00	\$ -	\$ -	\$ 8,302,612.06	Terminal Post Security Connector Demolition Package, Terminal Post Security Connector Design, Security Checkpoint A/B Modification Design, Security Checkpoint C Modification Design, Terminal Pre-Security Finishes & Improvements Design
AMENDMENT 3	PENDING	TBD	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	\$ -	First one (1) year renewal
TOTAL (DBE adjusted to include funded Task III DBE)			\$ 8,744,398.06	14.21%	\$ 8,094,398.06	\$ 650,000.00	\$ 208,214.00	\$ -	\$ 8,302,612.06	

Certificate of Insurance



[illegible]

Signatory Information

[Redacted Signature Line]

EXP U.S. SERVICES INC.
(the « Corporation »)

CERTIFICATE OF INCUMBENCY

1. The following person is a duly authorized signing authority of the Corporation:

NAME OF OFFICER

TITLE

Marcos J. Souza

Vice President, Director of Aviation

2. The following is the genuine signature of the following duly authorized signing authority of the Corporation:

NAME OF OFFICER

SPECIMEN OF SIGNATURE

Marcos J. Souza



3. The aforementioned person is duly appointed, authorized and directed, for and on behalf of the Corporation, to discuss, propose, and negotiate services, sign all documents, including RFQ responses, disclosure certificates, work orders, purchase orders, subcontracts or contracts related to the **Palm Beach County Department of Airports (DOA), project 22-14** General Consultant Services for Airport Facilities and Systems (« the **Project** »).

The delivery of an executed copy of this certificate by facsimile, or by electronic transmission, shall be deemed to be the equivalent of the delivery of an original executed copy thereof.

The undersigned, being the Secretary of the Corporation, certifies the foregoing this 3rd day of October 2023.

EXP U.S. SERVICES INC.

Per: _____


Haë-Jin (Priscilla) Ahn,
SVP, General Counsel & Corporate Secretary

I have the authority to bind the Corporation



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Foreign Profit Corporation
EXP U.S. SERVICES INC.

Filing Information

Document Number F11000001440
FEI/EIN Number 46-0523964
Date Filed 04/04/2011
State DE
Status ACTIVE
Last Event AMENDMENT
Event Date Filed 06/08/2023
Event Effective Date NONE

Principal Address

201 Alhambra Circle
Suite 800
Coral Gables, FL 33134

Changed: 09/23/2025

Mailing Address

201 Alhambra Circle
Suite 800
Coral Gables, FL 33134

Changed: 09/23/2025

Registered Agent Name & Address

C T CORPORATION SYSTEM
1200 SOUTH PINE ISLAND ROAD
PLANTATION, FL 33324

Name Changed: 12/22/2011

Address Changed: 12/22/2011

Officer/Director Detail

Name & Address

Title VP

Danley, Byron
205 North Michigan Avenue
Suite 3600
Chicago, IL 60601

Title Senior Vice President

McGuire, William
2601 Westhall Lane
Maitland, FL 32751

Title VP

Weise, Kathy
205 N. Michigan Ave.
Suite 3600
Chicago, IL 60601

Title Secretary

Ahn, Hae-Jin (Priscilla)
1595 Clark Blvd.
Brampton, Ontario L6T 4V1 CA

Title Chairman of the board

Dvorak, Ivan
205 N. Michigan Ave.
Suite 3600
Chicago, IL 60601

Title Director

Dvorak, Mark
205 N. Michigan Ave
Suite 3600
Chicago, IL 60601

Title CEO

Dvorak, Ivan
205 N. Michigan Ave.
Suite 3600
Chicago, IL 60601

Title CFO

Walters, Deborah
205 N. Michigan Ave.
Suite 3600
Chicago, IL 60601

Title President

Dvorak, Mark
205 N. Michigan Ave.
Suite 3600
Chicago, IL 60601

Title COO

Dvorak, Mark
205 N. Michigan Avenue
Suite 3600
Chicago, IL 60601

Title Treasurer

Walters, Deborah
205 N. Michigan Ave.
Suite 3600
Chicago, IL 60601

Title Principal

Sampson, Rachael
5670 Oberlin Drive
San Diego, CA 92121

Title Director

Dvorak, Ivan
205 N. Michigan Ave.
Suite 3600
Chicago, IL 60601

Title Senior Vice President

Caruso, Anthony
400 North Tampa Street
Tampa, FL 33602

Title Director

Neumann, Timothy D
205 North Michigan Avenue
Suite 3600
Chicago, IL 60601

Title Executive Vice President

Neumann, Timothy D
205 North Michigan Avenue
Suite 3600

Chicago, IL 60601

Title Senior Vice President

Flint, John
2601 Westhall Lane
Maitland, FL 32751

Annual Reports

Report Year	Filed Date
2024	03/07/2024
2025	04/22/2025
2025	09/23/2025

Document Images

09/23/2025 -- AMENDED ANNUAL REPORT	View image in PDF format
04/22/2025 -- ANNUAL REPORT	View image in PDF format
03/07/2024 -- ANNUAL REPORT	View image in PDF format
06/08/2023 -- Amendment	View image in PDF format
04/17/2023 -- ANNUAL REPORT	View image in PDF format
02/03/2022 -- ANNUAL REPORT	View image in PDF format
02/02/2021 -- ANNUAL REPORT	View image in PDF format
05/13/2020 -- ANNUAL REPORT	View image in PDF format
05/13/2019 -- AMENDED ANNUAL REPORT	View image in PDF format
03/28/2019 -- ANNUAL REPORT	View image in PDF format
04/20/2018 -- AMENDED ANNUAL REPORT	View image in PDF format
04/04/2018 -- ANNUAL REPORT	View image in PDF format
11/17/2017 -- AMENDED ANNUAL REPORT	View image in PDF format
06/19/2017 -- AMENDED ANNUAL REPORT	View image in PDF format
04/27/2017 -- AMENDED ANNUAL REPORT	View image in PDF format
04/21/2017 -- ANNUAL REPORT	View image in PDF format
04/04/2016 -- ANNUAL REPORT	View image in PDF format
04/23/2015 -- ANNUAL REPORT	View image in PDF format
04/05/2014 -- ANNUAL REPORT	View image in PDF format
04/15/2013 -- ANNUAL REPORT	View image in PDF format
04/26/2012 -- ANNUAL REPORT	View image in PDF format
02/27/2012 -- Amendment	View image in PDF format
12/22/2011 -- Reg. Agent Change	View image in PDF format
09/21/2011 -- Amendment	View image in PDF format
04/04/2011 -- Foreign Profit	View image in PDF format