Agenda Item: **3F3**

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS (BCC)
AGENDA ITEM SUMMARY

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Meeting Date: October 20, 2026

[X] 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. 5 to the Contract for Consulting/Professional Services (Consulting Agreement) with EXP U.S. Services Inc. (EXP) in an amount not to exceed $619,088.40 for the President Donald J. Trump International Airport (DJT) Terminal and Concourse Modernization Project (Project).

Summary: The Consulting Agreement with EXP was approved by the Board of County Commissioners (BCC) on December 5, 2023 (R2023-1820), in an amount not to exceed $1,308,859.55, which provided design services for the replacement of the Palm Beach International Airport (PBI) General Aviation Federal Inspection Services Facility. Amendment No. 1 and Amendment No. 2 increased not to exceed amount by $7,435,538.51. Amendment No. 1 through Amendment No. 4 provided for professional services for various projects, including the PBI Terminal and Concourse Modernization Project and the North Palm Beach County General Aviation Airport Hangar Project and exercised two (2) one (1) year renewal options, extending the term through January 9, 2028. A detailed contract history is set forth in Attachment 1. Amendment No. 5 increases the contract amount by $619,088.40 for a total not-to-exceed amount of $9,363,486.46 and provides for construction phase services for the first phase of the Project which includes skylight and roofing replacement and concession demolition. **Countywide (SB)**

Background and Justification: The Project will include construction of the secure connector wall to provide post-security access between Concourses A, B and C (Connector), interior finish modernization, demolition of existing concessions currently located within future Connector, and improvements to both security screening checkpoints. The Connector will provide space for a new lounge and concessions, which will be constructed by third parties.

Attachments:
1. Amendment No. 5 with EXP U.S. Services, Inc. – 2 Originals with Contract History

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Recommended By: Laura Beebe 9/22/26
Department Director **Date**

Approved By: 9/30/26
Chief Deputy County Administrator **Date**

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2027	2028	2029	2030	2031
Capital Expenditures	$619,088				
Operating Costs					
External Revenues (Grants)					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	$619,088				
# ADDITIONAL FTE POSITIONS (Cumulative)					

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

Budget Account No: Fund 4111 Department 121 Unit A491-512 Object 6505

Reporting Category _____

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

Approval of this item provides funding for Amendment No. 5 in the amount of $619,088.40. Grant reimbursements will be determined as invoices are received.

C. Departmental Fiscal Review: Debbie Runcanson

III. REVIEW COMMENTS

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

9/23/2026
OFMB
DG 9/23
AH 9/23

9/28/26
Contract Dev. and Control
ZG 9.28.26

B. Legal Sufficiency:

9/29/26
Assistant County Attorney

C. Other Department Review:

Department Director

Attachment No. 1

Amendment No. 5 with EXP U.S. Services, Inc. 2 Originals

Docusign Envelope ID: BF9067A9-6AC9-8735-818B-318F51ED4357

AMENDMENT NO. 5 TO CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES

This Amendment No. 5 to the Contract for Consulting/Professional Services ("Amendment") is made as of October 20,2026, 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 Contract provided for an initial two (2) year term with the option to renew for three (3) one (1) year periods, commencing upon execution of the Contract by the parties following issuance of a Notice to Proceed ("NTP"); and

WHEREAS, the initial term of the Contract commenced on January 10, 2024, when the first NTP was issued by the COUNTY for Task III Services and expired on January 9, 2026; 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) ("Amendment No. 2") 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. 3 to the Contract dated November 18, 2025 (R2025-1644), exercising the first one (1) year renewal option, extending the term of the Contract through January 9, 2027, for the continued provision of professional/consulting services; and

WHEREAS, the parties entered into that certain Amendment No. 4 to the Contract dated October 6, 2026, exercising the second one (1) year renewal option, extending the term of the Contract through January 9, 2028, for the continued provision of professional/consulting services; 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. Recitals. The foregoing recitals are true and correct and incorporated herein by this reference. Terms not defined herein shall have the meaning ascribed to them in the Contract.

2. Scope of Services. The Contract is hereby amended to add the Scope of Services and Fees set forth in Attachment 1 to this Amendment, which is attached hereto and incorporated herein and includes

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Exhibits attached thereto. The total amount to be paid by the COUNTY to the CONSULTANT for professional services provided pursuant to this Amendment, including any out-of-pocket expenses, shall be Six Hundred Nineteen Thousand Eighty Eight and 40/100 Dollars ($619,088.40).

3. Incorporation of Exhibit E. The parties acknowledge that Exhibit E was inadvertently omitted from Amendment No. 2. Accordingly, the Exhibit E, which is included in Attachment 1, is hereby incorporated into the Contract by this reference, and shall have the same force and effect as if it had been included in Amendment No. 2.

4. Incorporation by Reference. All Attachments and Exhibits attached hereto are incorporated into this Amendment and the Contract by this reference.

5. Conflict. Except as modified herein, all other 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, the provisions of this Amendment shall govern and control.

6. Effective Date. This Amendment shall become effective when signed by both parties and approved by the Palm Beach County Board of Commissioners.

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IN WITNESS WHEREOF, the parties have caused this Amendment to be signed by the Mayor of the Board of County Commissioners and the CONSULTANT has caused these presents to be signed in its corporate the day and year first written above.

ATTEST:

SHANNON RAMSEY-CHESSMAN, CLERK OF THE CIRCUIT COURT & COMPTROLLER AD INTERIM

By: _____
Deputy Clerk

PALM BEACH COUNTY, FLORIDA BOARD OF COUNTY COMMISIONERS

By: _____
Sara Baxter, Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: _____
County Attorney

APPROVED AS TO TERMS AND CONDITIONS

By: _____
Director of Airports

WITNESSES:

Signed by:
Helena Mendez Orozco
52DF4AD326FF4CD...
Signature

Helena Mendez Orozco
Name (type or print)

CONSULTANT:

EXP U.S. Services, Inc.
Company Name

By: Signed by: Marcos J. Souza
87021D28B72D45E...
Signature

Marcos J. Souza
Name (type or print)

Vice President, Director of Aviation
Title

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ATTACHMENT 1
TO AMENDMENT NO. 5

INDEX OF EXHIBITS

EXHIBIT A: AMENDMENT NO. 5

EXHIBIT A-1 TASK I-26-PBI-E-009: CONSTRUCTION ADMINISTRATION (CA) SERVICES FOR SKYLIGHT REPLACEMENT, REROOFING AND INTERIOR ALTERATIONS INCLUDING DEMOLITION OF CONCESSIONS

EXHIBIT B: DETAILED FEES, EXPENSES AND PAYMENTS

EXHIBIT B-I Summary of Fees

EXHIBIT B-II Schedule of Payments

EXHIBIT C: PROPOSED SCHEDULES

EXHIBIT D: DBE (Intentionally Left Blank)

EXHIBIT E: FEDERAL CONTRACT PROVISIONS

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EXP U.S. SERVICES, INC.
200 E Broward Blvd. Suite 1000. Fort Lauderdale, FL. 33301
Phone: (305) 631-2208

EXHIBIT A

This Amendment No. 5 is in accordance with the Contract (Agreement R2023-1820) for Professional/consultation services in the area of Facilities and Systems Planning, Design, Engineering and Construction Management Professional Services between Palm Beach County (COUNTY) and EXP U.S. Services, Inc. (CONSULTANT) dated December 5, 2023.

EXHIBIT A-1	TASK I-26-PBI-E-009: CONSTRUCTION ADMINISTRATION (CA) SERVICES FOR SKYLIGHT REPLACEMENT, REROOFING AND INTERIOR ALTERATIONS INCLUDING DEMOLITION OF CONCESSIONS

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EXP U.S. SERVICES, INC.
200 E Broward Blvd. Suite 1000. Fort Lauderdale, FL. 33301
Phone: (305) 631-2208

EXHIBIT A – 1

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PALM BEACH COUNTY DEPARTMENT OF AIRPORTS
GENERAL CONSULTING SERVICES

EXHIBIT A-1

Miscellaneous Architectural, Planning, Engineering and Construction Services

President Donald J Trump International Airport
Task I-26-PBI-E-009: CONSTRUCTION ADMINISTRATION (CA) SERVICES FOR SKYLIGHT REPLACEMENT, REROOFING AND INTERIOR ALTERATIONS INCLUDING DEMOLITION OF CONCESSIONS

OVERVIEW

Palm Beach County Department of Airports (DOA) has requested that EXP U.S. Services Inc (EXP or CONSULTANT) under the agreement with EXP for Facilities and Systems Planning, Design, Engineering and Construction Management Professional Services Project No.R2023-1820 date December 05 2023, provide Professional Services for Task I-26-PBI-E-009: CONSTRUCTION ADMINISTRATION (CA) SERVICES FOR SKYLIGHT REPLACEMENT, REROOFING AND INTERIOR ALTERATIONS INCLUDING DEMOLITION OF CONCESSIONS (Project). The scope of services and scope of work for this Project includes:

2 Construction Administration Services for the Replacement of Existing Skylight, Reroofing, Waterproofing of Exterior Walls, Demolition and Construction of New Soffit under Skylight and Demolition of Existing Concessions

Project Team:
The Following comprises our Team for this Task:

Firm Name (CONSULTANT / SUBCONTRACTOR)	Type of Services
EXP U.S. Services Inc (CONSULTANT)	Project / Task Management, Architectural, Structural, Low Voltage CA Services
QUANTUM Electrical Engineering, Inc. (Subcontractor) (DBE)	Electrical, Lightning Protection, Fire Alarm CA Services
Mechanical/Fire Protection/Plumbing Consultant (Subcontractor)	Mechanical, Plumbing, Fire Protection CA Services

The CONSULTANT shall serve as DOA's representative for interpretation of the Contract Documents and will assist DOA in monitoring construction activities for compliance with the design intent and technical requirements of the Contract Documents.

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SCOPE OF SERVICES

PROJECT DESCRIPTION

CA SERVICES:

EXP, CONSULTANT, will provide Construction Administration (CA) Services for the Skylight Replacement, Reroofing, Waterproofing of Exterior walls and Demolition of Concessions Projects during construction phase and project closeout period. The Project consists of the demolition of existing concessions and associated systems, replacement of existing Skylight elements and related Architectural improvements, and all associated Structural, Mechanical, Electrical, Fire Alarm, low-voltage, Plumbing, and Fire Protection modifications required to support the Work.

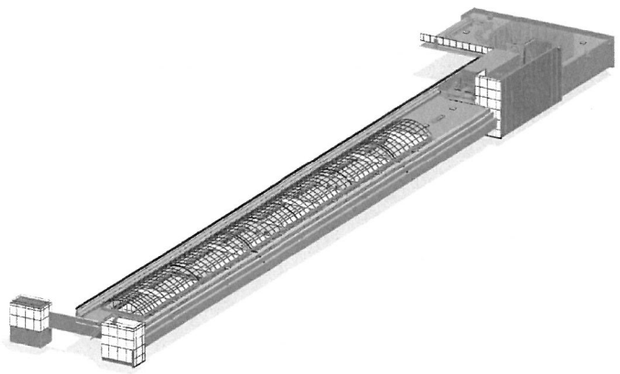


Figure 1 - Design Component 2 - Skylight Replacement, Reroofing and Walls Waterproofing
(SKYLIGHT REPLACEMENT)

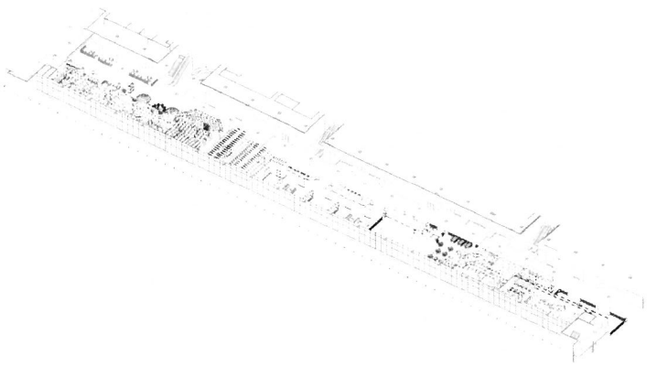


Figure 2 - Design Component 3- Package 1: DEMOLITION CONCESSIONS AND NEW CONSTRUCTION WALL
(DEMOLITION OF CONCESSIONS)

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PROJECT DURATION

The CONSULTANT assumes the anticipated construction duration, from start of on-site work to Substantial Completion (SC), is nineteen (19) months beginning January 4, 2027, followed by one (1) additional month of project closeout services, resulting in a total Construction Administration period of twenty (20) months.

PROJECT TASKS

The Project Team will provide technical support during construction, including review of Requests for Information (RFIs), submittals, shop drawings, field observations, construction progress meetings, change order reviews, field directives, Substantial Completion (SC) inspections, and Final Completion (FC) observations.

A definition of each of the Tasks included in the scope of services is provided below:

TASK 1: CONSTRUCTION ADMINISTRATION SERVICES

The Construction Administration effort will include:

- Attendance at one (1) Pre-Construction Conference
- Review and response to Sixty (60) RFI's
- Review of shop drawings and submittals, estimating Seventy-Five (75) Submittals and Fifteen (15) Resubmittals
- Participation in eighty-two (82) weekly construction progress meetings
- Attending Twenty (20) Monthly progress site visits
- Preparation of Seven (7) field bulletins and field instructions
- Review of Four (4) Change Order Request (COR) evaluations
- Support for change order development
- One (1) Baseline Schedule Review and Two (2) Time Impact Analysis (TIA)
- Three (3) Substantial Completion inspection and Three (3) punch list preparation
- Three (3) Final Completion inspections and project closeout support

1.1. Pre-Construction Conference

EXP agrees to attend one (1) Pre-Construction Conference to review project requirements, communication procedures, project controls, construction sequencing, safety protocols, and document management procedures.

The CMAR will prepare the meeting agenda and meeting minutes and distribute them to all project stakeholders.

1.1.1. Consultant Attendees

- Project Manager (EXP)
- Project Architect (EXP)
- Structural Engineer (EXP)
- Low Voltage Engineer (EXP)
- Lighting Designer (EXP)
- Mechanical Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
- Plumbing Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)

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- Fire Protection Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
- Electrical Engineer (Quantum)
- Fire Alarm Engineer (Quantum)

1.2. RFI and Submittal Reviews

The CONSULTANT shall review and respond to Requests for Information (RFIs), substitution requests, shop drawings, product data, material samples, equipment information, coordination drawings, mock-ups, and other construction-related submissions. All reviews will be performed for general conformance with the Contract Documents and design intent, with comments provided through the Project Management System designated by the DOA or CMAR.

The proposed Construction Administration fee is based on the review and response to a maximum of sixty (60) RFIs, Seventy-Two (72) initial submittals, and Fifteen (15) resubmittals for the combined Skylight Replacement and Demolition of Concessions Projects, distributed as follows:

1.2.1. Request for Information (RFI)

- SKYLIGHT REPLACEMENT, estimated maximum total Forty (40) RFI's
  - EXP, Seventeen (17)
  - QUANTUM, Ten (10)
  - MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT, Thirteen (13)

- DEMOLITION OF CONCESSIONS, estimated maximum total Twenty (20) RFI's
  - EXP, Ten (10)
  - QUANTUM, Five (5)
  - MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT, Five (5)

1.2.2. Submittal Reviews

a. Submittal Reviews

- SKYLIGHT REPLACEMENT, estimated maximum total Forty-Two (42) Submittals
  - Twenty-Six (26), EXP
  - Five (5), QUANTUM
  - Eleven (11), MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT

- DEMOLITION OF CONCESSIONS, estimated maximum total Thirty (30) Submittals
  - Ten (10), EXP
  - Ten (10), QUANTUM
  - Ten (10), MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT

b. Resubmittals

- SKYLIGHT REPLACEMENT, estimated Ten (10) Resubmittals

- DEMOLITION OF CONCESSIONS, estimated Five (5) Resubmittals

Review effort includes one initial review and one resubmittal review per submittal package. Quantities exceeding these assumptions will be considered Additional Services.

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1.3. Construction Progress Meetings

The CONSULTANT shall participate in weekly construction coordination meetings throughout the construction phase to monitor project progress, discuss construction activities, review outstanding RFIs and submittals, evaluate schedule impacts, coordinate ongoing field issues, and support resolution of technical and construction-related matters.

The level of effort is based on approximately eighty-two (82) weekly meetings, generally conducted remotely via Microsoft Teams, with participation by the following team as required by the agenda topics:

- Project Manager (EXP)
- Project Architect (EXP)
- Structural Engineer (EXP)
- Low Voltage Engineer (EXP)
- Lighting Designer (EXP)
- Electrical/Fire Alarm Engineer (QUANTUM)
- Mechanical, Plumbing, and Fire Protection Engineers (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
- RPR

This effort is based on the administration of the Skylight Replacement and Demolition of Concessions projects and assumes an average of one (1) hour per meeting. Meetings are anticipated to occur remotely via Microsoft Teams unless otherwise requested by the DOA and The CMAR shall conduct the meetings, prepare agendas and provide the meeting minutes.

1.4. Construction Progress Site Visits

The CONSULTANT shall conduct routine site observations during construction to determine whether the work generally conforms to the Contract Documents. Site visits are not intended to provide continuous observation or supervision of construction activities.

a. Site Visits
   - The proposal assumes approximately one (1) site visit per month during the construction duration.

b. Estimated Site Visits
   - Twenty (20) Site Visits
   - Four (4) hours per visit

c. Participants
   - Project Manager (EXP)
   - Senior Project Architect (EXP)
   - Structural Engineer (EXP)
   - Mechanical Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Plumbing Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Fire Protection Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Electrical Engineer (Quantum)
   - Fire Alarm Engineer (Quantum)
   - Low Voltage Engineer (EXP) as required

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- Lighting Designer (EXP) as required

d. Deliverables
   - Site Observation Reports
   - Photographic Documentation
   - Deficiency Observations
   - Follow-Up Action Items

1.5. Field Instructions and Field Bulletins

The CONSULTANT shall prepare Field Instructions (FIs) and Field Bulletins (FBs) when required to clarify the Contract Documents, address unforeseen field conditions, or implement DOA approved modifications. The proposal assumes preparation of up to Seven (7) Field Bulletins and/or Field Instructions associated with clarification of the Contract Documents, unforeseen existing conditions, coordination requirements, or minor revisions required during construction.

- SKYLIGHT REPLACEMENT, estimated Three (4) FBs
- DEMOLITION OF CONCESSIONS, estimated Two (3) FBs

Combined
- Three (3), EXP
- Two (2), QUANTUM
- Two (2), MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT

1.6. Change Order Request (COR) Reviews

The CONSULTANT shall review and evaluate Contractor Change Order Requests and provide recommendations to the DOA regarding acceptance, rejection, or revision. The proposal is based on a maximum Four (4) COR's reviews for the combined Skylight Replacement and Demolition of Concessions Projects.

a. Services
   - Technical review of proposed changes
   - Evaluation of scope impacts
   - Review of supporting documentation
   - Cost reasonableness evaluation
   - Schedule impact evaluation
   - Coordination between disciplines

b. Deliverables
   - Written COR review comments
   - Recommendation memorandum

1.7. Construction Schedule Reviews and Time Impact Analyses

The CONSULTANT shall review the CMAR Baseline Schedule, schedule updates, and Time Impact Analysis (TIA) submissions to provide a preliminary assessment of schedule impacts and recommendations to the DOA regarding acceptance of schedule modifications and claimed delays. This effort shall commence upon receipt of all documentation necessary to evaluate the contractor's schedule information. The proposal assumes:

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- One (1) Baseline Schedule Review, level of effort Four (4) hours
- Two (2) Time Impact Analysis (TIA), level of effort Six (6) hours, each TIA review.

1.8. Change Order Development Support

The CONSULTANT shall assist the DOA in developing draft Change Orders based on approved modifications to the Contract Documents. The proposal assumes two (2) hours for Project Manager for Nineteen (19) months of on-site construction activity.

a. Services
- Scope definition
- Preparation of supporting technical documentation
- Coordination with CMAR and DOA
- Review of backup documentation

b. Deliverables
- Draft Change Order Packages
- Supporting Technical Documentation

1.9. Substantial Completion Observation and Punch List

The CONSULTANT shall perform Substantial Completion Observations to determine whether the Work associated with each permit is sufficiently complete and can be occupied or utilized for its intended purpose. Based on the current project delivery approach, the proposal assumes three (3) Substantial Completion Observations and three (3) associated punch lists, corresponding to the three anticipated building permits: (1) Skylight Replacement, (2) Reroofing/Waterproofing and MEP Demolition, and (3) Interior Alterations.

The CONSULTANT shall prepare and distribute a Punch List identifying incomplete, deficient, or non-conforming work requiring completion or correction prior to Final Completion. The CMAR shall submit punchlist to the Consultant prior to observation. The level of effort assumes participation by the required architectural and engineering disciplines and includes site observations, preparation of punch list documentation, coordination with the CMAR, and review of corrective actions.

a. Participants
- Senior Project Architect (EXP)
- Structural Engineer (EXP)
- Mechanical Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
- Plumbing Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
- Fire Protection Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
- Electrical Engineer (Quantum)
- Fire Alarm Engineer (Quantum)
- Low Voltage Engineer (EXP)

b. Deliverables
- Three (3) Substantial Completion Inspection Report
- Three (3) Punch List

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- Recommendation for Substantial Completion.

1.10. Final Observation and Project Closeout

The CONSULTANT shall perform Final Completion Observations for each permit following completion of all punch list items and receipt of required closeout documentation. Based on the anticipated permitting strategy, the proposal assumes three (3) Final Completion Observations, corresponding to the three (3) building permits.

Services include verification of punch list completion, review of record documents, operations and maintenance manuals, warranties, certifications, and other closeout documentation required for final acceptance. The effort also includes coordination among the CONSULTANT team, CMAR, and DOA to support project closeout and final acceptance.

a. Participants
   - Senior Project Architect (EXP)
   - Structural Engineer (EXP)
   - Mechanical Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Plumbing Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Fire Protection Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Electrical Engineer (QUANTUM)
   - Fire Alarm Engineer (QUANTUM)
   - Low Voltage Engineer (EXP)

b. Deliverables
   - Three (3) Final Observation Report
   - Recommendations for Final Acceptance
   - Closeout Review Comments
   - Project Completion and Closeout Certification Support

1.11. Short Circuit, Device Coordination and Arc Flash Analysis

QUANTUM will update the existing Short Circuit, Protective Device Coordination, and Arc Flash Hazard Analysis associated with electrical systems modified as part of the Skylight and Demolition Projects.

a. Services
   - Updating the existing electrical distribution model in SKM Power Tools or equivalent software.
   - Incorporating all electrical equipment added, removed, or modified under this Project.
   - Performing Short Circuit calculations.
   - Performing Protective Device Coordination analyses.
   - Performing Arc Flash Hazard calculations.
   - Updating one-line diagrams reflecting final electrical distribution.
   - Updating tabular calculations and study reports.
   - Preparing arc flash warning labels for all new and modified electrical equipment.
   - Providing final study documentation for Owner records.

b. Deliverables
   - Updated Electrical System Model

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- Short Circuit Study
- Protective Device Coordination Study
- Arc Flash Study
- Updated One-Line Diagrams
- Arc Flash Labels

1.12. Pay Application Reviews

The CONSULTANT shall review Contractor Applications for Payment and supporting documentation and provide written recommendations to the DOA regarding approval of payment requests. Reviews shall verify that the payment application is consistent with observed construction progress, completed work, approved change orders, and stored materials, where applicable.

The proposal assumes review of up to twenty (20) monthly pay applications, corresponding to the nineteen (19) month construction period and one (1) month closeout period. The level of effort is based on an initial review and one (1) revised review for each pay application and assumes an average of two (2) hours per month.

Review efforts will be coordinated by the Project Manager and supported by the Project Architect and engineering disciplines as required to verify progress of work and consistency with field observations.

a. Participants
   - Project Manager (EXP)
   - Senior Project Architect (EXP)
   - Electrical Engineer (QUANTUM)
   - Mechanical Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)

b. Deliverables
- Pay Application Review Comments
- Written Recommendation for Payment Approval to the DOA

1.13. Electrical Shutdown Coordination

QUANTUM ENGINEERING will provide electrical shutdown planning and coordination associated with demolition activities, electrical modifications, utility interruptions, tie-ins, and commissioning activities required for the Project.

a. Services

   - Review of shutdown sequencing plans.
   - Participation in up to Eight (8) Coordination Meetings.
   - Review of outage requests.
   - Coordination with DOA operations and affected stakeholders.
   - Review of temporary power requirements.
   - Support during critical shutdown activities.
   - Verification of restoration procedures.

b. Participants
   - Project Manager (EXP)
   - Electrical Engineer (Quantum)

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- Fire Alarm Engineer (Quantum)

c. Deliverables
   - Shutdown Coordination Meeting Participation
   - Shutdown Review Comments
   - Technical Recommendations

1.14. Commissioning Support

The CONSULTANT shall participate in testing and verification of systems impacted by the Project including:

- Fire Alarm Systems
- Smoke Detection Systems
- Mechanical Control Interfaces
- Electrical Monitoring Systems
- Building Communications and Low Voltage Systems

a. Services
   - Review of commissioning plans.
   - Participation in commissioning meetings.
   - Review of pre-functional checklists.
   - Functional performance testing support.
   - Review of testing documentation.
   - Verification of system operation.

b. Participants
   - Project Manager (EXP)
   - Mechanical Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Plumbing Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Fire Protection Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Low Voltage Engineer (EXP)

c. Deliverables
   - Commissioning Review Reports
   - Functional Testing Documentation Review
   - Commissioning Observation Reports

1.15. Integrating Systems Testing

CONSULTANT will provide commissioning support for systems associated with the Project including mechanical, plumbing, and fire protection systems affected by the skylight construction and demolition activities.

a. Services
   - Fire Alarm Systems
   - Smoke Detection Systems
   - Mechanical Control Interfaces

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- Electrical Monitoring Systems
- Building Communications and Low Voltage Systems

b. Participants
- Project Manager (EXP)
- Fire Alarm Engineer (Quantum)
- Electrical Engineer (Quantum)
- Low Voltage Engineer (EXP)
- Mechanical Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
- Low Voltage Engineer (EXP)

c. Deliverables
- Testing Observation Reports
- Deficiency Lists
- System Acceptance Recommendations

1.16. Project Management and Discipline Coordination

EXP will provide overall project management and multidisciplinary coordination throughout the Construction Administration phase.

a. Services
- Management of Consultant team activities
- Coordination among EXP, Quantum, and MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT
- Schedule management
- Resource allocation
- Tracking of project action items
- Quality assurance and quality control reviews
- Coordination with DOA staff and Contractor
- Invoice preparation and contract administration

The CONSULTANT shall provide monthly progress reports with each invoice.

b. Deliverables
- Monthly Progress Reports
- Meeting Coordination
- Project Management Documentation
- Monthly Invoices

TASK 2: PROJECT CLOSEOUT

The Project Closeout Services will occur during the one (1) month closeout period following completion of construction activities and will include preparation of project record documentation, closeout reviews, final inspections, and warranty support.

2.1 Record Documents

The CONSULTANT shall prepare Record Documents reflecting significant changes made during construction.

a. Record Documents will be prepared utilizing:

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- Contractor red-line markups
- Approved RFIs
- Field Bulletins
- Change Orders
- Approved construction modifications

b. Deliverables
   - Record Drawings (PDF)
   - Record Specifications (PDF)
   - Record CAD Files

   All documents will become the property of the DOA.

2.2 Warranty Period Inspection

The CONSULTANT shall conduct a warranty inspection prior to expiration of applicable warranties associated with equipment and systems installed under the Project. The purpose of the inspection will be to identify deficiencies requiring correction under warranty provisions. The project will include a Twelve-month (12) electrical and mechanical equipment warranty inspection

a. Services
   - Site inspection of installed systems.
   - Review of equipment performance.
   - Review of reported operational issues.
   - Preparation of warranty inspection report.
   - Recommendations for corrective measures.

b. Disciplines Involved
   - Electrical Engineer (Quantum)
   - Fire Alarm Engineer (Quantum)
   - Mechanical Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Plumbing Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)
   - Fire Protection Engineer (MECHANICAL/FIRE PROTECTION/PLUMBING CONSULTANT)

c. Deliverables
   - Warranty Inspection Report
   - Deficiency Log
   - Recommended Corrective Actions

2.3 Project Management and Closeout Coordination

The CONSULTANT shall provide administration and coordination of all project closeout activities.

a. Services include:
   - Coordination of closeout documentation.
   - Review of warranties and certifications.
   - Review of operations and maintenance manuals.
   - Coordination of final deliverables.
   - Final invoice review and processing.
   - Coordination among all project disciplines.

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b. Deliverables
- Monthly Progress Report
- Closeout Tracking Log
- Final Closeout Package

TASK 3: RESIDENT PROJECT REPRESENTATIVE (RPR) SERVICES

The CONSULTANT shall provide Part-Time Resident Project Representative (RPR) services for Electrical and Fire Alarm during the nineteen (19) month construction period. The RPR will observe construction activities and monitor the progress of the Work for general conformance with the Contract Documents, monitor construction progress, identify potential deficiencies, and coordinate technical support from the Architect and engineering disciplines as required.

The RPR will not supervise construction means, methods, techniques, sequences, safety procedures, or Contractor operations.

3.1 Partial Resident Project Representative (RPR) Services

The CONSULTANT shall provide part-time on-site Resident Project Representative services for the duration of the construction phase.

The RPR will:
- Attend and participate in construction progress meetings.
- Perform routine site observations.
- Monitor construction progress and sequencing.
- Review construction activities for general conformance with the Contract Documents.
- Identify deficiencies, discrepancies, and potential issues requiring Consultant review.
- Coordinate site observations and follow-up efforts with the Project Architect and engineering disciplines.
- Facilitate communication between the Contractor, DOA, and Consultant Team.
- Support review of RFIs, Submittals, Field Bulletins, and Change Orders by providing field verification information.
- Assist with substantial completion inspections, punch list development, and final completion observations.
- Maintain field documentation and photographic records.
- Prepare weekly observation reports documenting construction progress and field conditions.

a. Duration
- Approximately 82 Weeks

Specialty discipline site visits will be requested by the RPR when field conditions, testing activities, inspections, shutdowns, commissioning efforts, or construction issues require direct involvement of the Architect or Engineers.

b. Deliverables
- Weekly Observation Reports
- Photographic Documentation
- Punch List Support
- Substantial Completion Support
- Final Completion Support

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ASSUMPTIONS AND EXCLUSIONS:

The following assumptions have been made for this Scope of Work:

- Construction Administration Services: Substitution Reviews will be completed as part of Submittal process.
- CMAR will provide punch list to CONSULTANT at each phase prior to Substantial Completion site visit.
- The CMAR shall conduct the meetings, prepare agendas and provide the meeting minutes.
- CMAR will provide field mark-ups in electronic format for the completion of Record Documents
- Site Observations and RPR on-site presence will occur during the following period: Monday through Friday 8:00am to 5:00pm and while the contractor is on-site.
- CMAR to provide fully coordinated phasing plans at the onset of each phase to be constructed for A/E team review and conformance with the design intent and project manual. Phased drawings for Temporary Certificate of Occupancy for Mechanical, Fire Protection, Plumbing systems assumed to be completed by Contractor.

The following services are excluded from this scope of work unless authorized by the DOA as additional services:

- Full-Time Resident Project Representative (RPR) services.
- Continuous on-site inspection or construction supervision.
- Special inspections, material testing, laboratory testing, and geotechnical testing.
- Threshold Inspection services; if required by the AHJ, such services shall be provided as an Additional Service.
- Permit expediting services.
- RFIs, submittals, or resubmittals exceeding the quantities identified in this proposal.
- Submittal reviews beyond the initial review and one (1) resubmittal will be tracked and submitted as additional services.
- Preparation of fabrication drawings, shop drawings, or trade coordination drawings.
- BIM coordination, clash detection, or fabrication-level Revit models.
- Detailed cost estimating beyond general Change Order Request (COR) review.
- Forensic schedule analysis, delay claim evaluations, or dispute resolution services.
- Legal support, expert witness services, mediation, arbitration, or litigation support.
- Preparation of Contractor schedules or schedule recovery plans.
- Commissioning Authority (CxA) services beyond the support specifically identified herein.
- Testing, balancing, certification, start-up, or commissioning services performed by the Contractor, vendors, or third parties.
- Warranty administration beyond the warranty inspection included in this scope.
- Additional site visits, meetings, RFIs, submittals, COR reviews, field bulletins, or record document revisions beyond the assumptions identified herein.
- Services resulting from Contractor default, suspension of work, extended construction duration, or delays beyond the assumed twenty (20)-month Construction Administration period.
- Owner-directed changes requiring additional design, coordination, analysis, or revisions to the Contract Documents beyond this scope. Such services shall be considered Additional Services and performed only upon written authorization from the DOA.

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Exhibit B-1

Labor/Fee Estimate Summary - CONSULTANT (EXP US Services, Inc.) - PBI Terminal Connector

		Billing Rate:	$ 319.00	$ 232.00	$ 203.00	$ 290.00	$ 203.00	$ 203.00	$ 194.21	$ 235.83	$ 152.59				
			Labor Estimate (Hours)											Fee Estimate ($)	
	Task Description		Principal	Senior Project Manager	QA/QC Manager	Sr. Architect Design Manager	Sr. Structural Engineer	Sr. Electrical Engineer	Construction Manager	Construction Contract Administrator	Sr. Construction Inspector	Total	Labor	Expenses	Total
	TASK I-26-PBI-E-009: CONSTRUCTION ADMINISTRATION (CA) AND RESIDENT PROJECT REPRESENTATIVE (RPR) SERVICES FOR SKYLIGHT REPLACEMENT, REROOFING AND INTERIOR ALTERATIONS INCLUDING DEMOLITION OF CONCESSIONS														
1.0	CONSTRUCTION ADMINISTRATION SERVICES	Total	0	354	0	332	162	26	0	180	0	1,054	$259,021.40	$0	$259,021.40
1.1	Pre-Construction Conference			4		8	4	4				20	$4,872.00		**$4,872.00**
1.2	RFI and Submittals Review											0	$0.00		**$0.00**
	1.2.1 RFI Reviews (60 RFIs)			24		60	22			16		122	$31,207.28		**$31,207.28**
	1.2.2 Submittal Reviews (75 Initial + 15 Resubmittals)			10		80	24			10		124	$32,750.30		**$32,750.30**
1.3	Construction Progress Meetings (82 meetings)			88		20	16	6		10		140	$33,040.30		**$33,040.30**
1.4	Construction Progress Site Visits (20 visits)			20		80	40	4				144	$36,772.00		**$36,772.00**
1.5	Field Instructions / Field Bulletins (6 total)			8		24	20					52	$12,876.00		**$12,876.00**
1.6	Change Order Request Reviews (4 CORs)			32		16	8			20		76	$18,404.60		**$18,404.60**
1.7	Baseline Schedule & TIA Reviews			40								40	$9,280.00		**$9,280.00**
1.8	Change Order Development Support			8						40		48	$11,289.20		**$11,289.20**
1.9	Substantial Completion Observations & Punch Lists (3 permits)			20		24	16					60	$14,848.00		**$14,848.00**
1.10	Final Completion Observations (3 permits)			16		20	12					48	$11,948.00		**$11,948.00**
1.11	Short Circuit / Coordination / Arc Flash Study Updates			8				4		4		16	$3,611.32		**$3,611.32**
1.12	Pay Application Reviews (20 pay applications)			24						40		64	$15,001.20		**$15,001.20**
1.13	Electrical Shutdown Coordination (QUANTUM)											0	$0.00		**$0.00**
1.14	Commissioning Support			8				4				12	$2,668.00		**$2,668.00**
1.15	Integrated Systems Testing			4				4				8	$1,740.00		**$1,740.00**
1.16	Project Management & Discipline Coordination			40						40		80	$18,713.20		**$18,713.20**
2.0	PROJECT CLOSEOUT	Total	0	42	16	40	16	8	0	40	0	162	$38,897.20	$0	$38,897.20
2.1	Record Documents (3 permits, all disciplines)			12						20		32	$7,500.60		**$7,500.60**
	2.1.1 Architectural				2	20						22	$6,206.00		**$6,206.00**
	2.1.2 Structural				2		16					18	$3,654.00		**$3,654.00**
	2.1.3 Electrical				2							2	$406.00		**$406.00**
	2.1.4 Fire Alarm				2							2	$406.00		**$406.00**
	2.1.5 Mechanical				2							2	$406.00		**$406.00**
	2.1.6 Plumbing				2							2	$406.00		**$406.00**
	2.1.7 Fire Protection				2							2	$406.00		**$406.00**
	2.1.8 Low Voltage (SSI Telecom/Security)				2			8				10	$2,030.00		**$2,030.00**
2.2	Warranty Inspection			10		20						30	$8,120.00		**$8,120.00**
2.3	Closeout Management & Coordination			20						20		40	$9,356.60		**$9,356.60**
3.0	RESIDENT PROJECT REPRESENTATIVE (RPR)		0	0	0	0	0	0	0	0	0	0	$0.00	$0	$0.00
3.1	Part-Time RPR Services (82 weeks) - Not Included											0	$0.00		**$0.00**
Total Fee - EXP US Services, Inc.			0	396	16	372	178	34	0	220	0	1,216	297,919	0	297,919

Subconsultant Fees Task 1.0

1	Total Subconsultant Fee - (LS) - QUANTUM	$ 110,944.00
	Total Subconsultant Fee - (T&M)	
	Total Subconsultant Fee - (Exp.)	
2	Total Subconsultant Fee - (LS) - M/P/FP	$ 210,225.80
	Total Subconsultant Fee - (T&M)	
	Total Subconsultant Fee - (Exp.)	

Lump Sum	619,088.40
T&M	0.00
Expenses	0.00
Total	619,088.40

TASK I-26-PBI-E-009: CONSTRUCTION ADMINISTRATION (CA) AND RESIDENT PROJECT REPRESENTATIVE (RPR) SERVICES FOR SKYLIGHT REPLACEMENT, REROOFING AND INTERIOR ALTERATIONS INCLUDING DEMOLITION OF CONCESSIONS

Total Fee - Subconsultants	$ 321,169.80
GRAND TOTAL FEE - BASIC ENGINEERING SERVICES	$619,088.40

Prepared by: EXP US Services, Inc.

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PALM BEACH COUNTY DEPARTMENT OF AIRPORTS- SKYLIGHT Replacement, Concession Demolition CA Services

SCOPE FEE SUMMARY
MECHANICAL/ FIRE PROTECTION/ PLUMBING CONSULTANT FEE
17-Aug-26

Billing Rate $ 203.00 $ 217.50 $ 116.00 $ 88.51

TASK DESCRIPTION				Labor Estimate (Hours)					Fee Estimate ($)
				Project Engineer Mechanical	Project Engineer Plumbing	Draftsperson	Clerical	Total Hours	Total Cost ($)
Task 1: Construction Administration Services									
	1.1		Pre-construction meeting	2	2			4	$ 841.00
	1.2		RFI and Submittal Reviews						
		1.2.1	RFI Reviews (18)	10	10	16		36	$ 6,061.00
		1.2.2	Submittal Reviews (21)	60	60		20	140	$ 27,000.20
		1.2.3	Submittal Re-Reviews (6)	8	8		4	20	$ 3,718.04
	1.3		Construction Progress Meetings (82)	82	82			164	$ 34,481.00
	1.4		Construction Progress Site Visits	80	80			160	$ 33,640.00
	1.5		Field Instructions and Field Bulletins	40	40	60	20	160	$ 25,550.20
	1.6		Change Directives and Change Notices	16	20			36	$ 7,598.00
	1.9		Substantial Completion Observation and Punch List	24	24		16	64	$ 11,508.16
	1.10		Final Completion Observation and Closeout	12	12			24	$ 5,046.00
	1.12		Pay Application Review	24	24		20	68	$ 11,862.20
	1.14		Commissioning Support	20	20			40	$ 8,410.00
	1.15		Integrating Systems Testing	40	20			60	$ 12,470.00
			Subtotal	**418**	**402**	**76**	**80**	**976**	**$ 188,185.80**
Task 2: Project Closeout									
	2.1		Record Documents	24	16	60		100	$ 15,312.00
	2.2		Warranty Period Inspection	16	16			32	$ 6,728.00
			Subtotal	**40**	**32**	**60**	**0**	**132**	**$ 22,040.00**
Task 3: Resident Project Representative									
	3.1		Partial Resident Project Representative (RPR) Services - Not Included					0	$ -
			Subtotal	**0**	**0**	**0**	**0**	**0**	**$ -**
			Grand Total Hours	**458**	**434**	**136**	**80**	**1108**	
			Grand Total Labor Cost	**$92,974.00**	**$94,395.00**	**$15,776.00**	**$7,080.80**		**$210,225.80**

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July 31, 2026

EXP US Services, Inc.
Ms. Helena Mendez, AIA
Project Architect
201 Alhambra Circle
Suite 800
Coral Gables, FL 33134

Subject: Electrical Engineering Construction Administration (CA) Services Fee Proposal for the President Donald J Trump International Airport Task I-26-PBI-E-009: Construction Administration (CA) and Resident Project Representative (RPR) Services for Skylight Replacement, Reroofing and Interior Alterations Including Demolition of Concessions

Dear Helena:

Quantum Electrical Engineering, Inc. (QUANTUM) is pleased to provide EXP an electrical engineering Construction Administration (CA) services fee proposal for the Palm Beach County Department of Airports (DOA) – Construction Administration (CA) and Resident Project Representative (RPR) Services for Skylight Replacement, Reroofing and Interior Alterations Including Demolition of Concessions. The anticipated construction duration of 600 calendar days. The following tasks are included in our scope:

TASK 1: Construction Administration Services

Task 1.1: Pre-construction meeting
- Includes attendance of in-person pre-construction meeting.

Task 1.2: RFI Review and Submittals
- Includes responses to Requests for Information (RFI) reviews & approvals.
  - Skylight: Assumes ten (10) responses
  - Demolition of Concessions: Assumes five (5) responses
- Includes electrical shop drawing submittal reviews & approvals.
  - Skylight: Assumes five (5) responses
  - Demolition of Concessions: Assumes ten (10) responses
- Assumes four (4) resubmittals
- Includes substitution request reviews & approvals.

Task 1.3: Construction Progress Meetings
- Includes attendance at up to eighty-two (82) virtual progress construction meetings.

Task 1.4: Construction Progress Site Visits
- Includes up to 20 periodic on-site observation visits.
- Includes a written observation report, documenting the findings of each site visit.

Task 1.5: Field Instructions and Field Bulletins
  - Assumes two (2) Field Instructions/Bulletins
- Includes minor plan alterations and revisions

Task 1.6: Change Directives and Change Notices
- Includes change order reviews.

Task 1.9: Substantial Completion Observation and Punch List
- Includes up to 3 site visits for substantial completion inspections (1 per phase)
- Development of electrical punch list per each substantial completion inspection.

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Task 1.10: Final Completion Observation and Closeout
- Includes up to 3 site visits for final completion inspections (1 per phase)

Task 1.11: Short Circuit, Device Coordination & Arc Flash Analysis
- Updating the existing power system model in SKM Power Tools for Windows for the modifications to the electrical distribution systems.
- Perform Short Circuit, Device Coordination and Arc Flash Calculations using SKM.
- Update one-lines, written report and tabular data.
- Develop Arc Flash labels on new/modified equipment.
- Modify circuit breaker settings and adhere new arc flash labels to equipment.

Task 1.12: Pay Application Review
- Review Contractors pay application

Task 1.13:Electrical Shutdown Coordination
- Assumes up to 8 meetings for electrical shutdown coordination

TASK 2: Project Closeout

Task 2.1: Record Documents
- Include review of Contractor "Red Line Plan Mark-ups."
- Includes development of record drawings based on Contractor "Red Line Plan Mark-ups."

Task 2.2: Warranty Period Inspection
- Includes up to 3 site visits for warranty period inspections.
- Development of electrical warranty discrepancy list per each inspection.

TASK 3: Partial Resident Project Representative

Task 3.1: Electrical RPR
- Include 2 hours per week for 80 weeks for observation of Electrical and Fire Alarm work by the Contractor.

Exclusions and Assumptions
- QUANTUM shall provide one electronic set of record plans to EXP in PDFs and AutoCAD. EXP shall provide all distribution and printing of all documents to DOA.

Our proposed Lump Sum Fee for Task 1 is:	$	81,544.00
Our proposed Lump Sum Fee for Task 2 is:	$	7,000.00
Our proposed Not-to-Exceed for Task 3 is:	$	22,400.00
Our proposed total fee is:	**$**	**110,944.00**

(See Attachment for Breakdown)

Sincerely,

Amy Champagne-Baker, PE
President

PALM BEACH COUNTY DEPARTMENT OF AIRPORTS- SKYLIGHT Replacement, Concession Demolition CA Services
QUANTUM ELECTRICAL ENGINEERING, INC.
SCOPE FEE SUMMARY
FEE PROPOSAL ELECTRICAL SERVICES TO EXP 07/31/2026

Rate	$170.00	$150.00	$145.00	$85.00	$140.00	$48.00			
	Proj. Mgr.	Prof. Eng	Proj. Eng	CADD/Tech	Field Eng.	Clerical	Total		TOTAL
PHASE OF WORK	Hours	Hours	Hours	Hours	Hours	Hours	Hours		TASK COST
Task 1: Construction Administration Services									
Task 1.1: Pre-construction meeting		2					2		$300.00
Task 1.2: RFI and Submittal Reviews		60			60	16	136		$18,168.00
Task 1.3:Construction Progress Meetings		82			82		164		$23,780.00
Task 1.4: Construction Progress Site Visits		80					80		$12,000.00
Task 1.5: Field Instructions and Field Bulletins		40		40		14	94		$10,072.00
Task 1.6: Change Directives and Change Notices		4					4		$600.00
Task 1.9:Substantial Completion Observation and Punch List		24				8	32		$3,984.00
Task 1.10: Final Completion Observation and Closeout		8					8		$1,200.00
Task 1.11: Short Circuit, Device Coordination & Arc Flash Analysis		16			8		24		$3,520.00
Task 1.12:Pay Application Review					40		40		$5,600.00
Task 1.13:Electrical Shut Down Cooridination		8			8		16		$2,320.00
Subtotal	**0**	**324**	**0**	**40**	**190**	**38**	**584**		**$81,544.00**
Task 2: Project Closeout									
Task 2.1: Record Documents		16		40			56		$5,800.00
Task 2.2: Warranty Period Inspection		8					8		$1,200.00
Subtotal	**0**	**24**	**0**	**40**	**0**	**0**	**64**		**$7,000.00**
Task 3: Resident Project Representative							0		$0.00
Task 3.1:Partial Resident Project Representative (RPR) Services (80 weeks at 2hrs per week)					160		160		$22,400.00
Subtotal	**0**	**0**	**0**	**0**	**160**	**0**	**160**		**$22,400.00**
Grand Total Hours	**0**	**348**	**0**	**80**	**350**	**38**	**808**		
Grand Total Labor Cost	**$0.00**	**$52,200.00**	**$0.00**	**$6,800.00**	**$49,000.00**	**$1,824.00**			**$110,944.00**

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EXP U.S. SERVICES, INC.
200 E Broward Blvd. Suite 1000. Fort Lauderdale, FL. 33301
Phone: (305) 631-2208

EXHIBIT B

DETAILED FEES, EXPENSES AND PAYMENTS

EXHIBIT B-1 Summary of Fees

EXHIBIT B-2 Schedule of Payments

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EXP U.S. SERVICES, INC.
200 E Broward Blvd. Suite 1000. Fort Lauderdale, FL. 33301
Phone: (305) 631-2208

EXHIBIT B-1

SUMMARY OF FEES

Project	Lump sum	T&M	Reimbursable Expenses	Total
TASK I SERVICES				
TASK I-26-PBI-E-009: Construction Administration (CA) and Resident Project Representative (RPR) Services for Skylight Replacement, Reroofing and Interior Alterations including demolition of Concessions	$ 619,088.40	$ 0.00	$ 0.00	$ 619,088.40
TASK III SERVICES				
Task III: Miscellaneous Services for Projects within the Program Contract	$ 0.00	$ 0.00	$ 0.00	$ 0.00
			TOTAL	**$ 619,088.40**

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EXP U.S. SERVICES, INC.
200 E Broward Blvd. Suite 1000. Fort Lauderdale, FL. 33301
Phone: (305) 631-2208

EXHIBIT B-2

SCHEDULE OF PAYMENTS

The Scope of Work to be completed by CONSULTANT as defined in Exhibit "A" consists of specific completion phases which shall be clearly identified upon submission to the COUNTY of certain "deliverables" as expressly indicated below. Compensation for the work tasks stated herein shall be in accordance with the following Schedule of Payments:

Tasks to be completed:

Project	Duration	Total
TASK I SERVICES		
TASK I-26-PBI-E-009: Construction Administration (CA) Services for Skylight Replacement, Reroofing and Interior Alterations including demolition of Concessions	20 Months	$ 619,088.40
TASK III SERVICES		
Task III: Miscellaneous Services for Projects within the Program Contract	N/A	$ 0.00
	TOTAL	**$ 619,088.40**

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EXP U.S. SERVICES, INC.
200 E Broward Blvd. Suite 1000. Fort Lauderdale, FL. 33301
Phone: (305) 631-2208

EXHIBIT C

PROPOSED SCHEDULE

Project	Duration
TASK I SERVICES	
TASK I-26-PBI-E-009: Construction Administration (CA) Services for Skylight Replacement, Reroofing and Interior Alterations including demolition of Concessions	20 Months
TASK III SERVICES	
Task III: Miscellaneous Services for Projects within the Program Contract	N/A

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EXP U.S. SERVICES, INC.
200 E Broward Blvd. Suite 1000. Fort Lauderdale, FL. 33301
Phone: (305) 631-2208

EXHIBIT D

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PALM BEACH COUNTY GENERAL CONSULTING SERVICES

EXHIBIT E

Additional Contract Requirements for State and Federally Funded Projects

The following terms and conditions are applicable to all contracts funded in whole or part by State or Federal funds including, but not limited to, AIP funds and Public Transportation Agreements.

Access to Records and Reports (FAA A1.3)
The Consultant must maintain an acceptable cost accounting system. The Contractor agrees to provide the Owner, the Federal Aviation Administration and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

Breach of Contract Terms (FAA A2.3)

Any violation or breach of terms of this contract on the part of the Consultant or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide Consultant written notice that describes the nature of the breach and corrective actions the Consultant must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Contractor until such time the Contractor corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the Consultant must correct the breach. Owner may proceed with termination of the contract if the Consultant fails to correct the breach by the deadline indicated in the Owner's notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

Title VI Solicitation Notice (FAA A5.3.1)

The Palm Beach County Department of Airports, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4), 28 CFR § 50.3, and 49 CFR Part 21, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all contractors will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of the owner's race, color, national origin, sex, creed, age, or disability in consideration for an award.

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Title VI List of Pertinent Nondiscrimination Acts and Authorities (FAA A5.4.1)

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR Part 21 (Non-discrimination in Federally-Assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964) including amendments thereto;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 et seq.), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27 (Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance);
- The Age Discrimination Act of 1975, as amended (42 .U.S.C. § 6101 et seq.) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 U.S.C. § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (P.L. 100-259) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101, et seq) (prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities) as implemented by U.S. Department of Transportation regulations at 49 CFR Parts 37 and 38;
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681, et seq).

Nondiscrimination Requirements/Title VI Clauses for Compliance (FAA A5.4.2)

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor"), agrees as follows:

1. Compliance with Regulations: The Contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

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2. Nondiscrimination: The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin), creed, sex, age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21 including amendments thereto.

3. Solicitations for Subcontracts, including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the contractor's obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

4. Information and Reports: The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance: In the event of a Contractor's noncompliance with the non-discrimination provisions of this contract, the Sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

a. Withholding payments to the Contractor under the contract until the Contractor complies; and/or

b. Cancelling, terminating, or suspending a contract, in whole or in part.

6. Incorporation of Provisions: The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the Sponsor to enter into any litigation to protect the interests of the Sponsor. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

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Clean Air and Water Pollution Control (FAA A6.3)
Contractor agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. §§ 1251-1387). The Contractor agrees to report any violation to the Owner immediately upon discovery. The Owner assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

Contractor must include this requirement in all subcontracts that exceed $150,000.

Contract Work Hours and Safety Standards Act (FAA A7.3)
(1) Overtime Requirements.

No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in paragraph (1) of this clause, the Consultant and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this clause, in the sum of $10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this clause.

(3) Withholding for Unpaid Wages and Liquidated Damages.

The Federal Aviation Administration (FAA) or the County shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this clause.

(4) Subcontractors.

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The Consultant or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this clause.

Certification Regarding Debarment and Suspension (FAA A10.3.1/A10.3.2)
By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

The successful bidder, by administering each lower tier subcontract that exceeds $25,000 as a "covered transaction", must confirm each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally-assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: http://www.sam.gov.
2. Collecting a certification statement similar to the Certification of Offeror /Bidder Regarding Debarment, above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract.

If the Federal Aviation Administration later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

Texting When Driving (FAA A12.3)
In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving", (10/1/2009) and DOT Order 3902.10, "Text Messaging While Driving", (12/30/2009), the Federal Aviation Administration encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or subgrant.

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the substance of this clause in all sub-tier contracts exceeding $15,000 that involve driving a motor vehicle in performance of work activities associated with the project.

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Prohibition On Certain Telecommunications and Video Surveillance Services or Equipment (FAA A13.3)

Contractor and Subcontractor agree to comply with mandatory standards and policies relating to use and procurement of certain telecommunications and video surveillance services or equipment in compliance with the National Defense Authorization Act P.L. 115-232, § 889(f)(1)).

Fair Labor Standards Act (FAA A15.3)

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR Part 201, et seq, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers.

The Consultant has full responsibility to monitor compliance to the referenced statute or regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

Lobbying and Influencing Federal Employees (FAA A16.3)

Consultant certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

(4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352. Any person

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who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Occupational Safety and Health Act of 1970 (FAA A17.3)

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. The employer must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The employer retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (29 CFR Part 1910). The employer must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

Procurement of Recovered Materials (FAA A18.3)

Contractor and subcontractor agree to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247. In the performance of this contract and to the extent practicable, the Contractor and subcontractors are to use products containing the highest percentage of recovered materials for items designated by the Environmental Protection Agency (EPA) under 40 CFR Part 247 whenever:

1) The contract requires procurement of $10,000 or more of a designated item during the fiscal year; or

2) The contractor has procured $10,000 or more of a designated item using Federal funding during the previous fiscal year.

The list of EPA-designated items is available at www.epa.gov/smm/comprehensive-procurement-guidelines-construction-products.

Section 6002(c) establishes exceptions to the preference for recovery of EPA-designated products if the contractor can demonstrate the item is:

a) Not reasonably available within a timeframe providing for compliance with the contract performance schedule;

b) Fails to meet reasonable contract performance requirements; or

c) Is only available at an unreasonable price.

Rights to Inventions (FAA A19.3)

Contracts or agreements that include the performance of experimental, developmental, or research work must provide for the rights of the Federal Government and the Owner in any resulting

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invention as established by 37 CFR part 401, Rights to Inventions Made by Non-profit Organizations and Small Business Firms under Government Grants, Contracts, and Cooperative Agreements. This contract incorporates by reference the patent and inventions rights as specified within 37 CFR § 401.14. Contractor must include this requirement in all sub-tier contracts involving experimental, developmental, or research work.

Seismic Safety (FAA A20.3.1)
In the performance of design services, the Consultant agrees to furnish a building design and associated construction specification that conform to a building code standard that provides a level of seismic safety substantially equivalent to standards as established by the National Earthquake Hazards Reduction Program (NEHRP). Local building codes that model their building code after the current version of the International Building Code (IBC) meet the NEHRP equivalency level for seismic safety. At the conclusion of the design services, the Consultant agrees to furnish the Owner a "certification of compliance" that attests conformance of the building design and the construction specifications with the seismic standards of NEHRP or an equivalent building code.

Certification Regarding Tax Delinquency and Felony Convictions (FAA A21.3)
The applicant must complete the following two certification statements. The applicant must indicate its current status as it relates to tax delinquency and felony conviction by inserting a checkmark (ü) in the space following the applicable response. The applicant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

Certifications

1. The applicant represents that it is (ü) is not (ü) a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
2. The applicant represents that it is (ü) is not (ü) a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

Note

If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the Sponsor has received notification from the agency suspension and debarment official (SDO) that the SDO has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The applicant therefore must provide information to the owner about its tax liability or conviction to the Owner, who will then notify the FAA Airports District Office, which will then notify the agency's SDO to facilitate completion of the required considerations before award decisions are made.

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Term Definitions

Felony conviction: Felony conviction means a conviction within the preceding twenty four (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. Code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 USC § 3559.

Tax Delinquency: A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

Termination for Convenience/Default (FAA A22.3)

See Article 5 – Termination of this Contract.

Trade Restriction Clause (FAA A23.3)

The consultant certifies that with respect to this solicitation and any resultant contract, the consultant-

1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);

2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and

3) has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 USC § 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR § 30.17, no contract shall be awarded to an Offeror or subcontractor:

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1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR; or
2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list; or
3) who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

Veteran's Preference (FAA A24.3)

In the employment of labor (excluding executive, administrative, and supervisory positions), the Contractor and all sub-tier contractors must give preference to covered veterans as defined within 49 U.S.C. § 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 U.S.C. § 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

Prohibition Of Covered Unmanned Aircraft Systems (UAS) (FAA A26.3)

The Bidder or Offeror certifies that they are aware of and comply with relevant Federal statutes and regulations, including those from the Federal Aviation Administration (FAA), for operating unmanned aircraft systems (UAS) in accordance, and in compliance with all related requirements in the FAA Reauthorization Act of 2024 (Public Law 118-63), section 936 (49 U.S.C. § 44801 note).

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Contractor warrants that all UAS operations will be conducted in full compliance with all applicable Federal Aviation Administration (FAA) regulations, including but not limited to 14 CFR Part 107, and any other applicable local, state, or Federal laws and regulations.

Sponsors and subgrant recipients cannot use AIP grant funds to enter into, extend, or renew a contract related to covered unmanned aircraft systems (UAS). This includes both procurement and operational contracts, as well as contracts with entities that operate such systems.

Compliance with Laws, Rules, and Regulations, Guidelines and Standards (FDOT PTGA S.11.f)

The Consultant shall comply and require its contractors and subcontractors to comply with all terms and conditions of this Contract and all federal, state, and local laws and regulations applicable to this Contract.

Approval of Third Party Contracts (FDOT PTGA S.12.a)

The County specifically reserves the right to review and approve any and all third party contracts before the County executes or obligates itself in any manner requiring the disbursement of funds, including consultant and purchase of commodities contracts, or amendments thereto. If the County chooses to review and approve third party contracts under this Contract, and the Consultant fails to obtain such approval, that shall be sufficient cause for nonpayment by the County. The County specifically reserves unto itself the right to review the qualifications of any consultant or contractor and to approve or disapprove the employment of the same.

Convicted Vendor List (FDOT PTGA S.17.a)

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 on a contract to provide any 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 in excess of the threshold amount provided in Section 287.017, Florida Statutes, as may be amended, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

Discriminatory Vendor List (FDOT PTGA S.17.b)

In accordance with Section 287.134, Florida Statutes, as may be amended, 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.

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Non-Responsible Contractors (FDOT PTGA S.17.c)

An entity or affiliate who has had its Certificate of Qualification suspended, revoked, denied, or have further been determined by the Department to be a non-responsible contractor, may not submit a bid or perform work for the construction or repair of a public building or public work on a contract with the County.

Prohibition on Using Funds for Lobbying (FDOT PTGA S.17.d)

No funds received pursuant to this Contract may be expended for lobbying the Florida Legislature, judicial branch, or any state agency, in accordance with Section 216.347, Florida Statutes.

Unauthorized Aliens. (FDOT PTGA S.17.g)

The Florida Department of Transportation shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If the Consultant knowingly employs unauthorized aliens, such violation will be cause for unilateral cancellation of this Contract.

Indemnification (FDOT PTGA S.18)

To the fullest extent permitted by law, the Consultant shall indemnify and hold harmless the County and the State of Florida, Department of Transportation, including the Department's officers and employees, 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 Consultant and persons employed or utilized by the Consultant in the performance of this Contract. This indemnification shall survive the termination of this Agreement. Nothing contained in this paragraph is intended to nor shall it constitute a waiver of the State of Florida and the County's sovereign immunity.

Inspector General Cooperation. (FDOT PTGA S.19.i)

The Consultant agrees to comply with Section 20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), Florida Statutes.

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.

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



(Notary Seal)

DISCLOSURE OF OWNERSHIP INTERESTS

TO: **PALM BEACH COUNTY CHIEF OFFICER,**
OR HIS OR HER OFFICIALLY DESIGNATED REPRESENTATIVE

STATE OF FLORIDA
COUNTY OF PALM BEACH

BEFORE ME, the undersigned authority, this day personally appeared Marcos J Souza, hereinafter referred to as "Affiant," who being by me first duly sworn, under oath, deposes and states as follows:

1. Affiant appears herein as:
[ ] an individual ***or***
[**X**] the Vice President, Director of Aviation of EXP U.S. Services Inc.
[position—e.g., sole proprietor, president, partner, etc.] [name & type of entity—e.g., ABC Corp., XYZ Ltd. Partnership, etc.]. The Affiant or the entity the Affiant represents herein seeks to do business with Palm Beach County through its Board of County Commissioners.

2. Affiant's address is: 200 E Broward Blvd, Suite 1000, Fort Lauderdale, FL 33301.

3. Attached hereto as Exhibit "A" is a complete listing of the names and addresses of every person or entity having a five percent (5%) or greater interest in the Affiant's corporation, partnership, or other principal. Disclosure does not apply to nonprofit corporations, government agencies, or to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.

4. Affiant acknowledges that this Affidavit is given to comply with Palm Beach County policy, and will be relied upon by Palm Beach County and the Board of County Commissioners. Affiant further acknowledges that he or she is authorized to execute this document on behalf of the entity identified in paragraph one, if any.

5. Affiant further states that Affiant is familiar with the nature of an oath and with the penalties provided by the laws of the State of Florida for falsely swearing to statements under oath.

6. Under penalty of perjury, Affiant declares that Affiant has examined this Affidavit and to the best of Affiant's knowledge and belief it is true, correct and complete.

FURTHER AFFIANT SAYETH NAUGHT.

EXP U.S. Services Inc , Affiant
(Print Affiant Name)

*The foregoing instrument was acknowledged before me by means of [ ] physical presence or [**X**] online notarization, this 03 day of September, 2026, by Marcos J Souza, [**X**] who is personally known to me or [ ] who has produced _____ as identification and who did take an oath.*

Daniel Cortese
Notary Public Daniel Cortese
(Print Notary Name)
State of GA County of Fulton
My Commission Expires: 07-30-2029

DANIEL CORTESE NOTARY PUBLIC EXPIRES GEORGIA 07-30-2029 FULTON COUNTY

DISCLOSURE OF OWNERSHIP INTERESTS

Affiant must identify all entities and individuals owning five percent (5%) or more ownership interest in Affiant's corporation, partnership or other principal, if any. Affiant must identify individual owners. For example, if Affiant's principal is wholly or partially owned by another entity, such as a corporation, Affiant must identify the other entity, its address, and the individual owners of the other entity. Disclosure does not apply to any nonprofit corporation, government agency, or to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.

Name	**Address**
EXP Global Inc.	1595 Clark Boulevard, Brampton, ON, L6T 4V1, CANADA
Mark Dvorak	20 N Michigan Ave #3600, Chicago, IL, 60601, United States
Hynek Dvorak	20 N Michigan Ave #3600, Chicago, IL, 60601, United States

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EXP U.S. SERVICES, INC.
200 E Broward Blvd. Suite 1000. Fort Lauderdale, FL. 33301
Phone: (305) 631-2208

CERTIFICATE OF INSURANCE

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/14/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Midwest, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@wtwco.com
INSURED EXP US Services, Inc. 205 N. Michigan Ave. Chicago, IL 60601	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : XL Insurance America Inc — 24554 INSURER B : Lloyd's — B7874 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** W45431362 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY X PRO-JECT LOC OTHER:	Y	Y	US00057823LI26A	03/31/2026	03/31/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 100,000 $ 5,000 $ 2,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY		Y	GGA7479210-02	03/31/2026	03/31/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 2,000,000 $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000			US00127865LI26A	03/31/2026	03/31/2027	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N: No (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	Y	GWG7479208-02	03/31/2026	03/31/2027	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
B	Professional Liability		Y	B080158903P26	03/31/2026	03/31/2027	Per Claim Aggregate	$5,000,000 $5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project DOA 22-14 EBIX Account DX00002575 EXP Contract for reference: R2023- 1820.

Palm Beach County Board of County Commissioners, a Political Subdivision of the State of Florida, its Officers, Employees and Agents are included as Additional Insured as respects to General Liability.

General Liability policy shall be Primary and Non-contributory with any other insurance in force for or which may be

CERTIFICATE HOLDER

Palm Beach County Board of County Commissioners
c/o Palm Beach County Department of Airports
846 Palm Beach International Airport
West Palm Beach, FL 33406-1470

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Willis Towers Watson Midwest, Inc.	EXP US Services, Inc. 205 N. Michigan Ave. Chicago, IL 60601
POLICY NUMBER See Page 1	
CARRIER: See Page 1 / NAIC CODE: See Page 1	EFFECTIVE DATE: See Page 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

purchased by Additional Insureds.

Waiver of Subrogation applies in favor of County its officers, employees and agents with respects to General Liability, Auto Liability and Workers Compensation as permitted by law.

The Company agrees to waive this right of subrogation against the client of the Insured to the extent that the Insured had, prior to a Claim, a written agreement to waive such rights.

The Umbrella policy is Follows Form.

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SR ID: 29760430 BATCH: 4405552 CERT: W45431362

Docusign Envelope ID: BF9067A9-6AC9-8735-818B-318F51ED4357

POLICY NUMBER: US00057823LI26A

COMMERCIAL GENERAL LIABILITY
CG 20 26 12 19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):
Any person or organization that you are required in a written contract or written agreement to include as an additional insured provided the "Bodily Injury" or "Property Damage" occurs subsequent to the execution of the written contract or written agreement.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Any person or organization that you are required written contract or written agreement to include as an additional insured provided the "Bodily Injury" or "Property Damage" occurs subsequent to the execution of the written contact or written agreement.	**As required per written contract**
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

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B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

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ENDORSEMENT #01

This endorsement, effective 12:01 a.m., March 31, 2026, forms a part of

Policy No. US00057823LI26A issued to exp US Services Inc.

by XL Insurance America, Inc.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY INSURANCE CLAUSE ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS COVERAGE PART

It is agreed that to the extent that insurance is afforded to any Additional Insured under this policy, this insurance shall apply as primary and not contributing with any insurance carried by such Additional Insured, as required by written contract.

All other terms and conditions of this policy remain unchanged.

XIL 424 0605
©, 2005, XL America, Inc.

Contract History

PALM BEACH COUNTY DEPARTMENT OF AIRPORTS

CONSULTING/PROFESSIONAL SERVICES
GENERAL AIRPORT CONSULTING SERVICES
AGREEMENT R2023-1820
CONTRACT HISTORY

AGREEMENT	APPROVAL DATE	RESOLUTION NUMBER	BOARD APPROVED AMOUNT (INC TASK III) - NTE	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	$ 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	$ 2,077,183.70	$ 250,000.00	$ 250,000.00	$ -	$ 3,636,043.25	Terminal Post Security Connector Schematic Design, Skylight Replacement Design, F45 Hangar Design.
AMENDMENT 2	8/19/2025	R2025-1167	$ 5,108,354.81	$ 4,858,354.81	$ 250,000.00	$ 250,000.00	$ -	$ 8,744,398.06	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.
AMENDMENT3	11/18/2025	R2025-644	$ -	$ -	$ -		$ -	$ 8,744,398.06	First (of three) one-year renewals.
AMENDMENT 4	PENDING 9/15/2026	PENDING	$ -	$ -	$ -			$ 8,744,398.06	Second (of three) one-year renewals, specifiying a performance period of 1/10/2026 to 1/9/2027. Add Article 36 - Digital Accessiblity Compliance.
AMENDMENT 5	PENDING	PENDING	$ 619,088.40					$ 9,363,486.46	Construction Administration (CA) Services for Skylight Replacement, Reroofing and Interior Alterations including Demolition of Concessions
			$ 9,363,486.46	$ 8,094,398.06	$ 650,000.00	$ 650,000.00	$ -	$ 9,363,486.46	

Signatory Information

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:

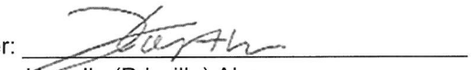
NAME OF OFFICER	**SPECIMEN OF SIGNATURE**
Marcos J. Souza	

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

I have the authority to bind the Corporation

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	04/01/2026
Event Effective Date	NONE

Principal Address

c/o Legal Services
201 Alhambra Circle
Suite 800
Coral Gables, FL 33134

Changed: 05/08/2026

Mailing Address

c/o Legal Services
205 North Michigan Avenue
Suite 3600
Chicago, IL 60601

Changed: 05/08/2026

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 Chairman of the board

Dvorak, Ivan
c/o Legal Services
201 Alhambra Circle
Suite 800
Coral Gables, FL 33134

Title CEO

Dvorak, Ivan
c/o Legal Services
201 Alhambra Circle
Suite 800
Coral Gables, FL 33134

Title Director

Dvorak, Ivan
c/o Legal Services
201 Alhambra Circle
Suite 800
Coral Gables, FL 33134

Title CFO

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

Title Treasurer

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

Title Secretary

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

Title Director

Dvorak, Mark
c/o Legal Services
205 North Michigan Avenue
Suite 3600
Chicago, IL 60601

Title President

Dvorak, Mark
c/o Legal Services
205 North Michigan Avenue
Suite 3600
Chicago, IL 60601

Title COO

Dvorak, Mark
c/o Legal Services
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 Principal

Sampson, Rachael
5670 Oberlin Drive
San Diego, CA 92121

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

Caruso, Anthony
400 North Tampa Street
Suite 1015
Tampa, FL 33602

Title SR VP OF SALES

FLINT, JOHN
2601 Westhall Lane
Maitland, FL 32751

Annual Reports

Report Year	Filed Date
2025	04/22/2025
2026	03/06/2026
2026	05/08/2026

05/08/2026 -- AMENDED ANNUAL REPORT	View image in PDF format
04/01/2026 -- Amendment	View image in PDF format
03/06/2026 -- ANNUAL REPORT	View image in PDF format
09/23/2025 -- AMENDED ANNUAL REPORT	View image in PDF format
08/18/2025 -- Amendment	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

Florida Department of State, Division of Corporations

Certificate of Insurance

EBIX

Palm Beach County
Compliance Summary Report

Vendor Number	Vendor Name	AM Best Rating	Insurance Carrier	Policy #	Eff. Date	Exp. Date	Coverage	Contract Number	Contract Name
DX00002575	**EXP U.S. Services, Inc.**	Modified	Compliant					DOA 22-14	Consultant Services for Airport Facilities & Systems
		A+g , XV	XL Insurance America, Inc.	GGA747921002	3/31/2026	3/31/2027	Auto Liability		
		A+g , XV	XL Insurance America, Inc.	US00127865LI26A	3/31/2026	3/31/2027	Excess Liability		
		A+g , XV	XL Insurance America, Inc.	US00057823LI26A	3/31/2026	3/31/2027	General Liability		
		A+ , XV	Lloyd's	B080158903P26	3/31/2026	3/31/2027	Professional Liability		
		A+g , XV	XL Insurance America, Inc.	GWG747920802	3/31/2026	3/31/2027	Workers Comp		

Risk Profile : Standard - Professional Services

Required Additional Insured : Palm Beach County Board of County Commissioners

Ownership Entity :