



June 11, 2019

HSQ Group, Inc.
1001 Yamato Road, Suite 105
Boca Raton, Florida 33431
Attn: Mr. Nour Shehadeh, Vice President

**RE: INTERSECTION IMPROVEMENTS ANNUAL SERVICES
CONTRACT ON A WORK TASK ORDER BASIS
RESOLUTION NO.: R2017-0779
CONTRACT DATED: JUNE 20, 2017**

Mr. Shehadeh:

Please find attached your Third Amendment to the assigned contract for the above referenced Annual Service Renewal, which was approved by the Board of County Commissioners (Board) on June 4, 2019 (R2019-0712).

The County User Departments will be in touch with you when your services are required.

If you have any questions, please feel free to contact me, at 561-684-4122.

Sincerely,

Holly B. Knight, P.E.
Contracts Section Manager

HBK:jd

Attachment

- pc: Administrative Services, Fiscal (NTP)
CCNA File (w/original)
Roadway Project File
- ec: Allen F. Gray, Office of Small Business Assistance
Angela Smith, Office of Small Business Assistance
Sabrina L. Hoffman, Grants, Contracts, and Compliance, Finance Department
Tracy L. Ramsey, Grants, Contracts, and Compliance, Finance Department
Susan C. Brown, Assistant Manager- Finance Services, Finance Department
Mark Tomlinson, Director, Construction Coordination
Fernando DelDago, Director of CID, Facilities Development and Operations
James Stiles, Director of Water Utilities
Deborah L. Drum, Director of E.R.M
Bruce Pelly, Director of Airports
Omelio A. Fernandez, P.E., Director, Roadway Production Division
Morton L. Rose, P.E., Assistant Director, Roadway Production Division
Holly Knight, P.E., Contracts Section Manager, Roadway Production Division
Vanessa Jagoo, TA III, Roadway Production Division
JaeAnn Dean, TA II, Roadway Production Division
Collen Flanagan, TA I, Roadway Production Division

**Department of Engineering
and Public Works**

P.O. Box 21229
West Palm Beach, FL 33416-1229
(561) 684-4000
FAX: (561) 684-4050
www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

- Mack Bernard, Mayor
- Dave Kerner, Vice Mayor
- Hal R. Valeche
- Gregg K. Weiss
- Robert S. Weinroth
- Mary Lou Berger
- Melissa McKinlay

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*



R2019 0712

THIRD AMENDMENT TO THE
ANNUAL INTERSECTION IMPROVEMENTS ENGINEERING SERVICES

JUN 04 2019

CONTRACT NO. R2017-0779

DATED JUNE 20, 2017, BY AND BETWEEN

HSQ GROUP, INC.,

AND PALM BEACH COUNTY

This **THIRD AMENDMENT** to the Annual Intersection Improvements Annual Engineering Services Contract dated June 20, 2017, (R2017-0779), hereinafter “**CONTRACT**,” by and between HSQ Group, Inc., hereinafter “**ANNUAL CONSULTANT**,” and the Board of County Commissioners of Palm Beach County, a political subdivision of the State of Florida, hereinafter, “**COUNTY**,” (individually “**Party**” and collectively “**Parties**”).

W I T N E S S E T H

WHEREAS, on June 20, 2017, the **CONSULTANT** and **COUNTY** entered into a twelve month **CONTRACT**; and

WHEREAS, by the First Amendment (R2018-0635), the **ANNUAL CONSULTANT** and the **COUNTY** mutually agreed to amend the **CONTRACT** to extend the expiration date of the **CONTRACT** from June 19, 2018 to June 19, 2019 and to add Section 22 – Additional Reporting; and

WHEREAS, by the Second Amendment (R2019-0412), the **ANNUAL CONSULTANT** and the **COUNTY** mutually agreed to amend the **CONTRACT** to amend Section 7.1 – Termination, Section 9 – Criminal History Records Check, Section 12 – Commercial Non-Discrimination, and Section 20 – Scrutinized Companies; and

WHEREAS, the **CONTRACT** may be extended, at the **COUNTY**’s option for a defined period of time, not to exceed thirty-six months total contract time, upon approval of the Board of County Commissioners; and

WHEREAS, the **CONTRACT** provides in section 5.3.2 that the rates may be adjusted by negotiation; and

WHEREAS, by this Third Amendment, the **ANNUAL CONSULTANT** and the **COUNTY** mutually agree to amend the **CONTRACT** to extend the expiration date of the **CONTRACT**, as provided herein.

WHEREAS, this is the second of two allowable one (1) year term CONTRACT extensions per section 4.1.; and

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements herein contained, the Parties agree as follows:

1. The above recitations are true and correct and incorporated herein.
2. The CONTRACT, between the ANNUAL CONSULTANT and the COUNTY is hereby amended to extend the expiration date of the CONTRACT from June 19, 2019 to June 19, 2020.
3. **Exhibit B** of the CONTRACT, is hereby deleted in its entirety and replaced with **Exhibit B3**, dated March 5, 2019, and attached hereto and incorporated herein.
4. Section **7.8 Subcontracting** is hereby deleted in its entirety and replaced with the following:

7.8 - SUBCONTRACTING

7.8.1 The COUNTY reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractors in order to make a determination as to the capability of the subcontractor to perform properly under this CONTRACT. The ANNUAL CONSULTANT is encouraged to seek additional small business enterprises for participation in subcontracting opportunities. If the ANNUAL CONSULTANT uses any subcontractors on this project the following provisions of this Article shall apply:

7.8.1.1 If a subcontractor fails to perform or make progress, as required by this CONTRACT, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the ANNUAL CONSULTANT shall promptly do so, subject to acceptance of the new subcontractor by the COUNTY.

7.8.2 EQUAL BUSINESS OPPORTUNITY ORDINANCE

It is the policy of the Board of County Commissioners of Palm Beach County, Florida (the Board) that all segments of its business population including, but not limited to, small, local, minority and women owned businesses, have an equitable opportunity to participate in the County's procurement process, prime contract and subcontract opportunities. In pursuance of that policy, the Board adopted an Equal Business Opportunity (EBO) Ordinance which is codified in Sections 2-80.20 through 2-80.30 (as may be amended) of the Palm Beach County Code. The EBO Ordinance sets forth the County's requirements for the EBO program, and is incorporated herein and made part of this Contract. Non-compliance with the EBO Ordinance

must be corrected within fifteen (15) days of notice of non-compliance. Failure to comply with the EBO Ordinance may result in any of the following penalties:

- Suspension of CONTRACT;
- Withholding of funds;
- Termination of the CONTRACT based upon a material breach of contract pertaining to the EBO Program compliance;
- Suspension or debarment of ANNUAL CONSULTANT from eligibility for providing goods or services to the COUNTY for a period not to exceed three (3) years; and
- Liquidated damages equal to the difference in dollar value of S/M/WBE participation as committed to in the CONTRACT, and the dollar value of S/M/WBE participation achieved.

7.8.2.1 The ANNUAL CONSULTANT must adhere to following the Affirmative Procurement Initiatives (APIs):

SBE Subcontracting Goal for Professional Services

A 20% SBE subcontracting participation goal is established for this CONTRACT.

A minimum mandatory goal of 20% of the total estimated dollar value of the CONTRACT shall be subcontracted to SBEs, however the EBO Office shall reduce or waive this goal when there is inadequate availability of SBE prime and / or subcontractor firms.

The ANNUAL CONSULTANT must also adhere to the Request for Proposals for the Annual Intersection Improvements Annual Services advertised on November 13, 2016 and November 20, 2016, and the specifications set forth in ANNUAL CONSULTANT'S response, all of which are incorporated herein by reference. Failure to comply with this section 7.8 of this CONTRACT is a material breach of this CONTRACT.

i. ANNUAL CONSULTANT shall report all subcontractor payment information on EBO forms 3a and 4, or as otherwise required by EBO, and, when the EBO portal is available, input subcontractor payment information directly into the COUNTY'S contract management system.

ANNUAL CONSULTANT shall pay subcontractors undisputed amounts within ten (10) days after COUNTY pays the ANNUAL CONSULTANT. In the event of a disputed invoice, the ANNUAL CONSULTANT shall send the subcontractor(s) and COUNTY a written notice of the dispute within five (5) days after receipt of the subject invoice.

ii. ANNUAL CONSULTANT must notify the Office of EBO of changes in S/M/WBE utilization and get prior approval for any substitutions.

7.8.2.2 The Office of EBO has the right to review ANNUAL CONSULTANT's records and interview subcontractors.

5. **Section 7.13 Access and Audits** is hereby deleted in its entirety and replaced with the following:

7.13 Access and Audits

The ANNUAL CONSULTANT shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and perform the work for at least four (4) years after final payment and release of retainage or termination of the CONTRACT. The COUNTY shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the ANNUAL CONSULTANT'S place of business.

Palm Beach County has established the Office of the Inspector General in Palm Beach County Code, Section 2-421 – 2-440, as may be amended. The Inspector General's authority includes but is not limited to the power to review past, present and proposed County contracts, transactions, accounts and records, to require the production of records, and to audit, investigate, monitor, and inspect the activities of the ANNUAL CONSULTANT, its officers, agents, employees, and lobbyists in order to ensure compliance with contract requirements and detect corruption and fraud.

Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 – 2-440, and punished pursuant to section 125.69, Florida Statutes, in the same manner as a second degree misdemeanor.

6. **Section 12 – Commercial Non-Discrimination** is hereby deleted in its entirety and replaced with the following:

Section 12 – Non-discrimination

12.1 The COUNTY is committed to assuring equal opportunity in the award of contracts and complies with all laws prohibiting discrimination. Pursuant to Palm Beach County Resolution R2017-1770, as may be amended, the ANNUAL CONSULTANT warrants and represents that throughout the term of the CONTRACT, including any renewals thereof, if applicable, all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity or expression, or genetic information. Failure to meet this requirement shall be considered default of the CONTRACT.

12.2 As a condition of entering into this CONTRACT, the ANNUAL CONSULTANT represents and warrants that it will comply with the COUNTY'S Commercial Nondiscrimination Policy as described in Resolution 2017-1770, as amended. As part of such compliance, the ANNUAL CONSULTANT shall not discriminate on the basis of race, color, national origin, religion, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity or expression, disability, or genetic information in the solicitation, selection, hiring or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall the ANNUAL CONSULTANT retaliate against any person for reporting instances of such discrimination. The ANNUAL CONSULTANT shall provide equal opportunity for subcontractors, vendors and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the COUNTY'S relevant marketplace in Palm Beach County. The ANNUAL CONSULTANT understands and agrees that a material violation of this clause shall be considered a material breach of this CONTRACT and may result in termination of this CONTRACT, disqualification or debarment of the company from participating in COUNTY contracts, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

ANNUAL CONSULTANT shall include this language in its subcontracts.

7. **Section 23 – VSS Registration Required** is hereby added to the CONTRACT.

Section 23 – VSS Registration Required

Prior to CONTRACT award or renewal (Award), ANNUAL CONSULTANT must register in the County's Vendor Self Service (VSS) at <https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService>. If ANNUAL CONSULTANT intends to use subconsultants, ANNUAL CONSULTANT must also ensure that all subconsultants are registered as vendors in VSS prior to Award. All subconsultant agreements must include a contractual provision requiring that the subconsultant register in VSS. COUNTY will not finalize Award until ANNUAL CONSULTANT has certified that the ANNUAL CONSULTANT and all of its subconsultants are registered in VSS.

8. It is the intent of the Parties hereto that this Third Amendment shall not become binding until the date executed by the COUNTY.
9. Except as hereby amended, changed or modified, all other terms, conditions and obligations of the CONTRACT, as amended on May 1, 2018 (R2018-0635) and April 2, 2019 (R2019-0412), shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have caused this Third Amendment to the CONTRACT (R2017-0779) to be executed and sealed this day of JUN 04 2019, 2019.

OWNER:
Palm Beach County, Florida, a
Political Subdivision of the
State of Florida
BOARD OF COUNTY COMMISSIONERS

ANNUAL CONSULTANT:
HSQ Group, Inc.

R2019 0712

BY: *Mack Bernard*
Mack Bernard, Mayor

BY: *Nour Shehadeh*
Nour Shehadeh, P.E., Vice President

SEAL

CORPORATE SEAL



ATTEST:
Sharon R. Bock, Clerk & Comptroller
Circuit Court

ATTEST WITNESS:

BY: *Tracey Powell*
(Print Name)
Tracey Powell
(Signature)

BY: *Jay Huebner*
(Print Name)

Jay Huebner
(Signature)

BY: *BethAnn Shay*
(Print Name)

BethAnn Shay
(Signature)

APPROVED AS TO TERMS
AND CONDITIONS:

mf
BY: *Omelio A. Fernandez*
Omelio A. Fernandez, P.E.
Director of Roadway Production

APPROVED AS TO FORM &
LEGAL SUFFICIENCY:

BY: *Yelizaveta B. Herman*
Yelizaveta B. Herman,
Assistant County Attorney



March 5, 2019

Exhibit B3

Ms. JaeAnn Dean, Technical Assistant II
Roadway Production Division / CCNA Section
2300 N. Jog Road, Suite 3W-33
West Palm Beach, FL 33411-2745

*Rates OK
JK*

**Re: Intersection Improvements Annual Services Contract
on A Work Task Order Basis (R2017-0779)**

Dear Ms. Dean:

The following is a list of new pay rates for HSQ Group, Inc. concerning the above referenced project. Please note that we do not use the same categories the County uses, however, the following rates match the County's categories as close as possible.

Fee Schedule effective dates from June 20, 2019 to June 19, 2020

- Engineer Intern (entry level with engineering degree) \$33.15 /hour
- Project Engineer \$43.50 /hour
- Project Manager (PE w/5+ years of post-registration) \$53.05 /hour
- Senior Engineer (PE w/10+ years of post-registration experience) \$60.10 /hour

Survey Rate schedule

- Two-man crew \$54.08 /hour
- Senior surveyor and mapper \$60.10 /hour
- Surveyor and mapper \$48.77 /hour
- Survey technician \$30.28 /hour

The existing current multiplier is **2.749**.

Should you have any questions please do not hesitate to call me. We look forward to working with you on this project.

Sincerely,
HSQ Group, Inc.

Nour Shehadeh, P.E.
Vice President



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/10/2019

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 Marion Fazio Insurance Agency Inc. 805 George Bush Blvd Delray Beach FL 33483	CONTACT NAME: Marion Fazio PHONE (A/C, No, Ext): 5612760330 E-MAIL ADDRESS: Marion@marionfazio.com	FAX (A/C, No): 5612760980
	INSURER(S) AFFORDING COVERAGE	
INSURED HSQ GROUP 1001 Yamato Road Suite 105 BOCA RATON FL 33431	INSURER A: State Farm Mutual Automobile Insurance Company	NAIC # 25178
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **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.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPIOP AGG \$ \$
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY		C60 8384-E12-59D 994 2729-C06-59C 961 7635-C14-59D 439 6946-e02-59I	05/12/2019 03/06/2019 03/14/2019 05/02/2019	11/12/2019 09/06/2019 09/14/2019 11/02/2019	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000 \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$ PER STATUTE OTH-ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below:	<input type="checkbox"/> Y <input type="checkbox"/> N N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

06 FORD F150 VIN: 1FTRX14W66NB80474 14 TOYOTA TACOMA VIN: 5TFTX4CN1EX038231
 11 JEEP COMPASS VIN: 1J4NT1FB1BD260022 18 TOYOTA TACOMA VIN: 5TFX5ENXJX063823
 15 TOYOTA TACOMA VIN: 5TFUX4EN8FX035295 03/23/2019-09/23/2019
 18 Ford Escape VIN: 1FMCU0GDJUA65583- 12/05/2018-06/05/2019

CERTIFICATE HOLDER**CANCELLATION**

Palm Beach County C/O JDI Data Corporation 100 W CYPRESS CREEK RD., SUITE 1052 FT. LAUDERDALE, FL 33309	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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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/06/19

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 Aon Risk Services, Inc of Florida 1001 Brickell Bay Drive, Suite #1100 Miami, FL 33131-4937	CONTACT NAME: Aon Risk Services, Inc of Florida PHONE (A/C No. Ext): 800-743-8130 FAX (A/C No): 800-522-7514 EMAIL ADDRESS: ADP.COI.Center@Aon.com
	INSURER(S) AFFORDING COVERAGE INSURER A: Illinois National Insurance Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

INSURED
 ADP TotalSource CO XXI, Inc.
 10200 Sunset Drive
 Miami, FL 33173
ALTERNATE EMPLOYER
 HSQ Group Inc
 1001 Yamato Road Suite 105
 Boca Raton, FL 33431

COVERAGES **CERTIFICATE NUMBER:** 2240441 **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 AS REQUESTED.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEC RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC 047014231 FL	07/01/18	07/01/19	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 All worksite employees working for HSQ GROUP INC, paid under ADP TOTALSOURCE, INC.'s payroll, are covered under the above stated policy. HSQ GROUP INC is an alternate employer under this policy.

CERTIFICATE HOLDER

CANCELLATION

Palm Beach County
 c/o JDI Data Corporation
 100 W Cypress Creek Rd. Suite 1052
 Ft. Lauderdale, FL 33309

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
Joseph P. ...