



A PROPOSAL TO PROVIDE

Actuarial Services

for the OPEB Program and the

Consolidated Retirement System

PREPARED FOR

Town of Longboat Key
Ms. Kari L. Kennedy, CPPB
Procurement Manager
501 Bay Isles Road
Longboat Key, Florida 34228

PREPARED BY

CavMac
Cavanaugh Macdonald Consulting, LLC
3550 Busbee Parkway, Suite 250
Kennesaw, GA 30144
678-388-1700 · CavMacConsulting.com

RFP 26-004

Due: Thursday, April 30, 2026 | 2:00 p.m. EST



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PRIMARY CONTACT FOR THIS PROPOSAL

Todd Green, ASA, EA, FCA, MAAA

President & Consulting Actuary | Lead Actuary and Single Point of Contact

CavMac (Cavanaugh Macdonald Consulting, LLC)

3550 Busbee Parkway, Suite 250 · Kennesaw, GA 30144

Office: 678-388-1700

ToddG@CavMacConsulting.com

TAB 1

Executive Summary



April 30, 2026

Ms. Kari L. Kennedy, CPPB

Procurement Manager

Town of Longboat Key

501 Bay Isles Road

Longboat Key, Florida 34228

RE: RFP 26-004 — Actuarial Services for the OPEB Program and the Consolidated Retirement System

Dear Ms. Kennedy:

On behalf of Cavanaugh Macdonald Consulting, LLC, doing business as CavMac, I am pleased to submit this proposal in response to RFP 26-004 for actuarial services for both the Town of Longboat Key's Consolidated Retirement System and its Other Post-Employment Benefits (OPEB) Program. We have carefully reviewed the RFP in its entirety, including its exhibits, the most recent OPEB valuation report, the Annual Actuarial Valuation Report for the Consolidated Retirement System, the Town's Annual Comprehensive Financial Report (ACFR), and the pension provisions codified at Municipal Code Sections 34.12 through 34.98. CavMac is qualified, ready, and well-suited to serve the Town.

CavMac is a dedicated public-sector actuarial consulting firm. Public-sector pension and OPEB work is the only work we do. Every report we deliver, every board meeting we attend, and every assumption we recommend is calibrated for the governmental, Florida-law, and GASB environment in which the Town operates. Our professionals are deeply familiar with Florida Statutes Chapters 112, 175, and 185, Section 112.664 disclosure filings to the Department of Management Services, and the full suite of GASB standards — including Statements No. 67, 68, and 75 — that govern the Town's reporting obligations.

We also recognize what makes the Town's engagement distinctive. The Consolidated Retirement System is a frozen, closed system with 18 active members, 116 inactive members, and three separately-accounted groups — General Employees, Police, and Firefighters — each with distinct benefit structures. The Town has opted out of Chapter 175/185 premium tax participation. The



OPEB plan exists primarily to account for the implicit rate subsidy mandated by Florida Statutes. These characteristics require an actuary with experience in closed-plan funding dynamics, the interaction of separate accounts within a commingled trust, and the specific disclosure mechanics that arise when pre-funding, premium-tax opt-outs, and implicit subsidies intersect. This is precisely the work CavMac performs day in and day out for Florida municipalities and boards of trustees.

Our references — included in Tab 2 and supported by signed Performance Surveys in Tab 6 — speak to this directly. CavMac currently serves the City of Hollywood Police Officers' Retirement System, the City of Miami General Employees' & Sanitation Employees' Retirement Trust, the Pinellas Park General Employees' Pension Plan, the City of Pompano Beach General Employees' Retirement System, and the City of East Point Employees Retirement Plan. Several of these relationships have continued for more than fifteen years. That longevity reflects Florida boards who have held us to account annually and chosen to continue the relationship.

Primary contact and authorized signatory. I will serve as the Town's primary point of contact and Lead Actuary for the full term of the engagement. I am authorized to bind the firm and to negotiate on its behalf.

Todd Green, ASA, EA, FCA, MAAA
President & Consulting Actuary
Office: 678-388-1700
ToddG@CavMacConsulting.com

Firm identification. Cavanaugh Macdonald Consulting, LLC (DBA CavMac) is a Georgia limited liability company. Our mailing address for this engagement is 3550 Busbee Parkway, Suite 250, Kennesaw, Georgia 30144 (Atlanta area headquarters). This is the primary office that will perform services for the Town.

Licensing and authority. CavMac is duly authorized to conduct business in the State of Florida. Our actuaries hold the credentials required by Section 112.625, Florida Statutes, and are members of the Society of Actuaries (SOA), the American Academy of Actuaries (AAA), the Conference of Consulting Actuaries (CCA) and Enrolled Actuaries under ERISA (EA). Copies of all licenses, actuarial credentials, and a current W-9 are included under Tab 7.



Three commitments distinguish this proposal:

- **A dedicated Florida public-sector team.** The professionals assigned to the Town exclusively public sector actuarial consulting services and regularly prepare GASB 67, 68, and 75 reports and actuarial funding valuations in accordance with Section 112.664 for Florida municipalities.
- **Timely, clearly written deliverables.** Every valuation and disclosure report is prepared to serve both the technical reviewer and the board member reading it for the first time, and is delivered well inside the 150-day statutory window.
- **Fiduciary-grade counsel.** CavMac is acknowledge fiduciary status to the Plan pursuant to the provisions of Florida Statutes Chapter 175/185 and Chapter 112, Part VII.

This proposal remains a firm offer for 120 calendar days following the Proposal Due Date. We have acknowledged all addenda issued during the solicitation period on the Submitted Proposal Form under Tab 7.

We appreciate the opportunity to present our qualifications and welcome the chance to meet with the Selection Committee. Please contact me directly with any questions.

Respectfully submitted,

Todd Green, ASA, EA, FCA, MAAA

President & Consulting Actuary

Cavanaugh Macdonald Consulting, LLC (DBA CavMac)

TAB 2

Proposer Experience & Qualifications



A.1 General Description of the Firm

Cavanaugh Macdonald Consulting, LLC (DBA CavMac) is an independent actuarial firm specializing exclusively in public-sector retirement and post-employment benefit plans. Our Atlanta-area headquarters in Kennesaw, Georgia will serve as the primary office for this engagement. A second office in Bellevue, Nebraska provides additional capacity, and several CavMac professionals work remotely across the country. CavMac employs a total of 42 professionals, all but three of whom are dedicated exclusively to actuarial services.

CavMac's entire book of business is public sector — state retirement systems, municipal pension plans, OPEB programs, and related consulting. We do not perform corporate pension, life insurance, or insurance-pricing work. That singular focus means every piece of software we maintain, every training we conduct, and every professional we assign is oriented to the governmental accounting and Florida statutory landscape in which the Town operates.

Client-centered service model. Each CavMac municipal client is assigned a named Lead Actuary who is accountable for every deliverable from first data request to final Board presentation. The person the Town hears in the boardroom is the person who signs the valuation. This model produces accountability, continuity of judgment, and an actuary who understands the Town's plan provisions, demographics, and funding posture well enough to provide genuinely useful counsel.

A.2 GASB 67, 68, and 75 Experience

CavMac has prepared GASB-compliant valuations for public plans since the predecessor standards (GASB 25/27 and GASB 43/45) were in effect and transitioned our entire client base to GASB 67/68 and GASB 75 at implementation. Our experience specifically includes:

- Full actuarial valuations under GASB 67 and 68 for single-employer defined benefit pension plans, including closed and frozen plans comparable to the Town's Consolidated Retirement System.
- OPEB valuations under GASB 74/75 for pre-funded and pay-as-you-go programs, including implicit-rate-subsidy plans of the type the Town administers.
- Section 112.664, F.S. disclosure reports — including the required alternative assumption scenarios — and electronic filing coordination with the Florida Department of Management Services.
- Actuarial Impact Statements under Chapter 112, Part VII, for plan amendments submitted to the Division of Retirement.

We understand the specific features of the Town's plan environment: the Consolidated Retirement System was frozen effective September 30, 2013 (General Employees and Firefighters) and February 1, 2014 (Police); all members are 100% vested with no future accruals; early-retirement provisions were eliminated except for General Employees; and the Town has opted out of Chapter 175/185 premium tax participation. The three groups are commingled in a single trust but separately accounted for with distinct benefit structures. CavMac has prepared valuations for



plans with each of these characteristics and knows how to present results to a Board in a way that preserves the necessary separate accounting while showing aggregate system health clearly.

A.3 Accounts Gained and Lost — Three-Year Period

Over the past three years, CavMac gained 14 new clients nationally — including several actuarial audit engagements — while losing two clients through the competitive bid process. The table below reflects the complete three-year picture.

Year	Status	System
2023	Gained	Oregon Health Authority
2023	Gained	Rhode Island Retirement Audit – Pension
2023	Gained	San Bernardino, CA Audit
2023	Gained	City of Wyoming, MI Audit
2023	Gained	City of Escanaba DB Retirement Plan
2024	Gained	Public Employees Retirement System of Idaho
2024	Gained	City of Bartlett, Tennessee
2024	Gained	Wyoming Retirement System Audit
2024	Gained	New Mexico PERA Audit
2025	Gained	Charlotte Regional Visitors Authority OPEB
2025	Gained	Electric Power Board of Chattanooga
2025	Gained	State of Municipal Employees’ Retirement System of Michigan Audit
2025	Gained	Rhode Island Retirement Audit – OPEB
2025	Gained	State of Utah Preferred Vendor Pool
2025	Lost	City of Norwalk, CT (2020–2025)
2025	Lost	Greenville County, SC – OPEB (2015–2025)

A.4 Information Security Policies and Procedures

CavMac treats every data file received from the Town — census records, health-plan enrollment, payroll, contribution history — as protected, non-public information. Our written Information Security Program is reviewed annually and encompasses the following:

- **Encryption in transit and at rest.** All client data is exchanged through an encrypted secure-file-transfer portal (TLS 1.2 or higher) and stored at rest using AES-256 encryption.



- **Access controls.** Data access is governed by role- and engagement-based least-privilege principles. Multi-factor authentication is required for all remote access, cloud services, and privileged accounts.
- **Endpoint and network protection.** Workstations are enrolled in a managed endpoint-protection platform with enforced disk encryption, automatic patching, and anti-malware. Corporate networks are protected by next-generation firewalls with intrusion prevention and continuous monitoring.
- **Personnel controls.** All employees complete security-awareness training at hire and annually thereafter. Signed confidentiality and acceptable-use agreements are a condition of employment.
- **Penetration testing.** CavMac conducts regular penetration testing; the most recent test was completed in December 2025. NIST 800-171 self-assessments are performed on a continuous basis.
- **Security incident management.** A documented Security Incident Management Policy outlines our incident response plan, including notification protocols for affected clients.

A.5 Business Continuity and Disaster Recovery

CavMac's systems are replicated via a robust Disaster Recovery Cloud solution to geographically diverse locations, using a "bit-for-bit" transfer of all server data into a secure, highly available infrastructure. The platform employs a journaling and rollback feature that stores data for a configurable period, enabling point-in-time restoration and protecting against corrupted data being introduced into a recovered environment.

CavMac utilizes an IP Failover service that allows IP address schemes to transfer seamlessly to an alternative site. Production and Disaster Recovery environments run concurrently in geographically diverse data centers and cloud nodes, interconnected via Flexential's 100 Gigabit private network. In the event of a regional outage, employees require only internet access and a secured VPN tunnel to continue working from any location — with no disruption to client deliverables. CavMac conducts semi-annual disaster recovery testing (most recent: July 2025) and semi-annual penetration testing (most recent: December 2025).

The COVID-19 pandemic illustrates this capability in practice: when employees transitioned to remote work in March 2020, there was no interruption to operations. All deliverables continued on schedule, and consultants conducted Board meetings and conference presentations via virtual platforms throughout the period.

A.6 Peer Review and Quality Control

Every actuarial report issued by CavMac is subject to a formal, documented peer-review process. For the Town's engagement:

- **Data audit.** Upon receipt of census and asset data, an analyst performs an automated integrity audit testing for missing fields, out-of-range values, year-over-year variance, and reconciliation to prior-year totals. Exceptions are resolved before valuation proceeds.



- Preliminary results review. The Lead Actuary reviews preliminary liabilities and funding results against the prior valuation and investigates any gain or loss outside established materiality thresholds.
- Independent peer review. A second credentialed actuary not involved in production reviews methodology, assumptions, calculations, and report narrative. Peer-review comments are documented, cleared, and retained with the engagement file.
- Report production check. The final report is reviewed by the Lead Actuary and a second analyst before signing and release.
- Standards compliance. All work is performed in accordance with applicable Actuarial Standards of Practice (ASOPs) and the AAA Code of Professional Conduct.

A.7 Regulatory Compliance Statement

CavMac affirms that the firm is not presently in violation of any statute or regulatory rule that might affect its operations or its ability to perform the services requested in this RFP, and has not been debarred, suspended, or declared ineligible by any federal, state, or local governmental agency.

A.8 Fiduciary Acknowledgment

If selected, CavMac is willing to acknowledge in writing that it is a fiduciary to the Plan as that term is used in ERISA and Section 112.656, Florida Statutes, with respect to the actuarial services provided. This commitment will be reflected in the executed agreement.



B. Five Client References

The five references below are current, long-tenured CavMac engagements. Completed and signed Performance Survey Questionnaires from all five clients have been returned to CavMac and are included under Tab 6 of this proposal.

System	Work Performed (Tenure)	Participants	Assets
City of East Point Employees Retirement Plan	Annual valuations & experience studies (2013–Present)	900	\$154.9M
City of Hollywood Police Officers' Retirement System	Annual valuations (2008–Present)	721	\$257.0M
City of Miami General Employees' & Sanitation Employees' Retirement Trust	Annual valuations (2008–Present)	4,164	\$787.6M
Pinellas Park General Employees' Pension Plan	Annual valuations & experience studies (2010–Present)	605	\$102.8M
City of Pompano Beach General Employees' Retirement System	Annual valuations & experience studies (2010–Present)	1,089	\$250.1M

REFERENCE 1	
City of East Point Employees Retirement Plan	
Services Provided	Annual valuations; GASB 67, 68 74 & 75 services; annual benefit statements, review of individual benefit calculations, actuarial impact statements
Tenure	2013–Present (13 years)
Participants / Assets	900 members · \$154.9 Million
Key Personnel	Todd Green (Lead Actuary)
Reference Contact	Ms. Charlotte Cagle, · 770.780.1117 · executivedirectorcagle@gmail.com

**REFERENCE 2****City of Hollywood Police Officers' Retirement System**

Services Provided	Annual valuations; benefit calculations; actuarial impact statements, GASB 67 & 68 actuarial valuations, information required under Section 112.664(1)(a) F.S., minimum required distributions calculations, supplemental distribution calculations, actuarial impact statements
Tenure	2008–Present (18 years)
Participants / Assets	721 members · \$257.0 Million
Key Personnel	Todd Green (Lead Actuary)
Reference Contact	Mr. Dave Williams, Plan Administrator · 954.967.4395 · davew@hollywoodpolicepensionfund.com

REFERENCE 3**City of Miami General Employees' & Sanitation Employees' Retirement Trust**

Services Provided	Annual valuations; benefit calculations; actuarial impact statements, GASB 67 & 68 actuarial valuations, information required under Section 112.664(1)(a) F.S., actuarial impact statements, Board education
Tenure	2008–Present (18 years)
Participants / Assets	4,164 members · \$787.6 Million
Key Personnel	Todd Green (Lead Actuary)
Reference Contact	Mr. Edgard Hernandez, Pension Administrator · 305.441.2300 · Edgard@gese.org



REFERENCE 4
Pinellas Park General Employees’ Pension Plan

Services Provided	Annual valuations; benefit calculations; actuarial impact statements, GASB 67 & 68 actuarial valuations, information required under Section 112.664(1)(a) F.S., actuarial impact statements, Board education
Tenure	2010–Present (16 years)
Participants / Assets	605 members · \$102.8 Million
Key Personnel	Todd Green (Lead Actuary)
Reference Contact	Ms. Cheryl Laser, PCA, CPPT, Senior Human Resources Analyst · 727.541.0700 Ext. 1307 · claser@pinellas-park.com

REFERENCE 5
City of Pompano Beach General Employees’ Retirement System

Services Provided	Annual valuations; benefit calculations; actuarial impact statements, GASB 67 & 68 actuarial valuations, information required under Section 112.664(1)(a) F.S., actuarial impact statements, Board education
Tenure	2010–Present (16 years)
Participants / Assets	1,089 members · \$250.1 Million
Key Personnel	Todd Green (Lead Actuary)
Reference Contact	Ms. Madelene L. Klein, Executive Director · 954.782.2660 · pompgers@aol.com

A NOTE ON TENURE
 The five references above represent 81 combined years of continuous CavMac service to Florida municipal pension systems. We list them not only because the RFP requires five references, but because — if the Town wishes to understand what it is like to work with us after year one, year five, or year fifteen — these clients can speak to exactly that.

TAB 3

Key Personnel



KEY PERSONNEL

A. Engagement Team

The Town of Longboat Key will be served by the six-person team below. Todd Green serves as Lead Actuary and single point of contact, responsible for all signed deliverables. Micki Taylor serves as Support Actuary. Jessica Fain leads the OPEB work. Darby Carraway, Zack Smith, and Joanna Campbell provide valuation production support. The team brings a combined 89 years of public-sector actuarial experience.

Engagement Role	Team Member	Credentials	Years of Exp.
Lead Actuary / Primary Point of Contact	Todd Green	ASA, EA, FCA, MAAA	27
Support Actuary / Peer Reviewer	Micki Taylor	ASA, EA, FCA, MAAA	33
OPEB Actuary	Jessica Fain	EA, ACA, MAAA	12
Pension Production	Darby Carraway	ASA, FCA, MAAA	7
Pension Production / Benefit Calculations	Zack Smith	Pursuing ASA	5
OPEB Production	Joanna Campbell	Pursuing ASA	5



B. Resumes

Todd Green, ASA, EA, FCA, MAAA

President & Consulting Actuary

Lead Actuary and Single Point of Contact



Role	Lead Actuary
Years of Experience	27 years
Date of Hire	July 2005
Office	Kennesaw, Georgia
Credentials	ASA · Enrolled Actuary (ERISA) · MAAA · FCA

▶ RELEVANT EXPERIENCE

Todd has 27 years of experience providing pension and healthcare consulting services to municipal and statewide retirement and retiree medical plans. His services include actuarial valuations of defined benefit systems, proposed-legislation pricing, actuarial audits, experience studies, retiree medical valuations, health claims underwriting, and the design, administration, and funding of public retirement and health plans, including the development of deterministic and stochastic projection models.

▶ REPRESENTATIVE CLIENTS

Todd currently serves the Alabama Peace Officers' Annuity & Benefit Fund, Gwinnett County Board of Education's Retirement System, Fulton County Schools Employees' Pension Fund, Gwinnett County Retirement System, Lexington-Fayette Urban County Government Policemen's and Firefighters' Retirement Fund, Montana Teachers' Retirement System, Montana Public Employee Retirement Administration, Ohio Schools Employees Retirement System, Pensacola General Employees' Retirement Fund, Pinellas Park General Employees' Pension Plan, City of Pompano Beach General Employees' Retirement System, Charlotte Firefighters Retirement System, City of Hollywood Police Officers' Retirement System, City of East Point Employees Retirement Plan, Tuscaloosa Police Officers and Firefighters Retirement Plan, City of Miami General Employees' & Sanitation Employees' Retirement System, Employees' Retirement System of the Puerto Rico Electric Power Authority, and the University of Puerto Rico Retirement System.

▶ EDUCATION & PROFESSIONAL DESIGNATIONS

- B.S. in Mathematics (Actuarial Science concentration), Georgia State University
- Associate of the Society of Actuaries (ASA)
- Enrolled Actuary under ERISA (EA)
- Member of the American Academy of Actuaries (MAAA)
- Fellow of the Conference of Consulting Actuaries (FCA)



▶ **PUBLICATIONS & PRESENTATIONS**

Todd has presented at the North Carolina State Treasurer Conference, the North Carolina Government Finance Officers Association, the North Carolina Association of County Commissioners, the North Carolina League of Municipalities Regional Risk Management Workshops, the Florida Public Pension Trustees Association, and the National Council on Teachers' Retirement.

ToddG@CavMacConsulting.com



Micki Taylor, ASA, EA, FCA, MAAA

Consulting Actuary

Support Actuary and Peer Reviewer



Role	Support Actuary
Years of Experience	33 years
Date of Hire	May 2009
Office	Kennesaw, Georgia
Credentials	ASA · Enrolled Actuary (ERISA) · MAAA · FCA

▶ RELEVANT EXPERIENCE

Micki has been in the actuarial profession since 1992, providing services to public and private sector clients. She brings a broad range of experience in annual valuation production, proposed-legislation pricing, actuarial audits, experience studies, and the design, administration, and funding of public retirement plans. For the Town, Micki will serve as Support Actuary and conduct independent peer review of all pension valuation deliverables prior to release.

▶ REPRESENTATIVE CLIENTS

Micki currently serves the Lexington-Fayette Urban County Government Policemen’s and Firefighters’ Retirement Fund, Pensacola General Employees’ Retirement Fund, Pinellas Park General Employees’ Pension Plan, City of Pompano Beach General Employees’ Retirement System, City of Hollywood Police Officers’ Retirement System, Tuscaloosa Police Officers and Firefighters Retirement Plan, City of Miami General Employees’ & Sanitation Employees’ Retirement System, Employees’ Retirement System of the Puerto Rico Electric Power Authority, and the University of Puerto Rico Retirement System.

▶ EDUCATION & PROFESSIONAL DESIGNATIONS

- B.S. in Chemistry, Cum Laude, University of Georgia
- Master of Actuarial Science, Georgia State University
- Associate of the Society of Actuaries (ASA)
- Enrolled Actuary under ERISA (EA)
- Member of the American Academy of Actuaries (MAAA)
- Fellow of the Conference of Consulting Actuaries (FCA)

MickiT@CavMacConsulting.com



Jessica Fain, EA, ACA, MAAA

Senior Actuary
OPEB Actuary



Role	OPEB Actuary
Years of Experience	12 years
Date of Hire	August 2019
Office	Kennesaw, Georgia
Credentials	Enrolled Actuary (ERISA) · MAAA · FCA · Pursuing ASA

▶ RELEVANT EXPERIENCE

Jessica has 12 years of experience including health claims underwriting, data analysis, and gain-loss analysis related to the design, administration, and funding of public OPEB plans. She has served more than 150 public clients since 2014, including the Kentucky Teachers' Retirement System, Ohio School Employees Retirement System, Shelby County Schools, Alabama Public Education Employees' Health Insurance Plan, and Georgia World Congress Center. Jessica attends the Public Sector Healthcare Roundtable annual conference in Washington, D.C. and serves as CavMac's primary resource on public-sector healthcare trends and GASB 74/75 issues.

▶ EDUCATION & PROFESSIONAL DESIGNATIONS

- Master in Mathematics and Actuarial Science, Roosevelt University
- Enrolled Actuary under ERISA (EA)
- Fellow of the Conference of Consulting Actuaries (FCA)
- Member of the American Academy of Actuaries (MAAA)
- Currently pursuing Associate of the Society of Actuaries (ASA)

▶ PUBLICATIONS & PRESENTATIONS

Jessica's recent presentations and publications include: "Salary Increases on Both Sides of the Equation: Higher Benefits and More Funding" (CavMac Issue Brief, October 2025); "Plan Design Options to Meet the Current Challenging Environment" at the Georgia Association of Public Pension Trustees Trustee School, September 2023; and presentations at the Northern Illinois Alliance of Fire Protection Districts Forum in 2016 and 2017.

JessicaF@CavMacConsulting.com



Darby Carraway, ASA, FCA, MAAA

Actuary

Pension Valuation Production



Role	Pension Production
Years of Experience	7 years
Date of Hire	December 2019
Office	Kennesaw, Georgia
Credentials	ASA · MAAA · FCA · Pursuing FSA

▶ RELEVANT EXPERIENCE

Darby’s background includes preparation of annual pension and OPEB valuations and assisting clients with valuation results, funding, accounting, and plan design. Under the direction of the Lead and Support Actuaries, Darby manages the pension valuation production cycle for the engagement, coordinating the data audit, liability calculations, and GASB 67/68 and 112.664 exhibits.

▶ REPRESENTATIVE CLIENTS

Darby assists in the preparation of annual pension valuations and GASB reports for the Georgia ERS, City of Miami General Employees’ & Sanitation Employees’ Retirement System, Mississippi Public Employees’ Retirement System, Montana Public Employees Retirement Association, and Shelby County (TN) Retirement System.

▶ EDUCATION & PROFESSIONAL DESIGNATIONS

- B.S. in Actuarial Science, Florida State University
- Associate of the Society of Actuaries (ASA)
- Fellow of the Conference of Consulting Actuaries (FCA)
- Member of the American Academy of Actuaries (MAAA)
- Currently pursuing Fellow of the Society of Actuaries (FSA)

DarbyC@CavMacConsulting.com



Zack Smith

Consultant

Pension Production / Benefit Calculations



Role	Pension Production
Years of Experience	5 years
Date of Hire	November 2021
Office	Kennesaw, Georgia
Credentials	SOA Exams: P, FM, IFM, PA · Pursuing ASA

▶ RELEVANT EXPERIENCE

Zack assists in the preparation of annual pension valuations and GASB reports, including data analysis, gain-loss analysis, and reporting. He is also responsible for retirement benefit calculations for several municipal clients and assists with mortality assumption data analysis.

▶ REPRESENTATIVE CLIENTS

Zack assists with retirement calculations for the Retirement Systems of Alabama, Cobb County (GA), Georgia Firefighters Pension Fund, Pensacola General Employees' Retirement Fund, Pinellas Park General Employees' Pension Plan, and Ocean City (MD). He also supports annual pension valuation and GASB reporting for the Gwinnett County Board of Education.

▶ EDUCATION & PROFESSIONAL DESIGNATIONS

- B.S. in Statistics, University of South Carolina
- SOA Exams Completed: P, FM, IFM, PA
- Currently pursuing ASA and FSA credentials

ZackS@CavMacConsulting.com



Joanna Campbell

Senior Actuarial Analyst
OPEB Production



Role	OPEB Production
Years of Experience	5 years
Date of Hire	November 2021
Office	St. Petersburg, Florida (remote)
Credentials	SOA Exam: P · Pursuing ASA

▶ RELEVANT EXPERIENCE

Joanna is responsible for the preparation of annual OPEB valuations for state and local clients and for GASB 74 and 75 disclosures used in annual financial reporting. She supports OPEB production for the Florida College System Risk Management Consortium (FCSRMC) and for hundreds of towns and counties in North Carolina, South Carolina, and Georgia, with expertise spanning data and gain-loss analysis, forecasting, and retiree healthcare benefit funding. Joanna works remotely from St. Petersburg, Florida. Any on-site client support involving professional actuarial judgment would be conducted under the supervision of a credentialed CavMac actuary.

▶ EDUCATION & PROFESSIONAL DESIGNATIONS

- B.A. in Statistics, University of South Florida
- SOA Exam Passed: P
- Currently pursuing Associate of the Society of Actuaries (ASA)

JoannaP@CavMacConsulting.com

TAB 4

Approach & Methodology to Services



APPROACH & METHODOLOGY

CavMac's approach to the Town of Longboat Key is built around five commitments: (1) proactive, structured communication; (2) disciplined data management; (3) methodology tailored to a frozen, closed, multi-group plan; (4) delivery well ahead of every statutory deadline; and (5) clear, trustee-accessible reporting throughout.

1. Service Delivery and Coordination with Town Staff

From contract effective date, the Town will have a single named point of contact — Todd Green — supported by the team identified in Tab 3. Our standard communication structure for the Town includes:

- **Kick-off meeting.** Scheduled within 30 days of contract execution with Town Finance staff and, if desired, the Board Chair, to confirm data elements, assumptions, deliverable formats, timeline, and communication protocols.
- **Annual data request.** A pre-populated data request with prior-year format and clearly defined field requirements will be issued to Town Finance no later than 60 days after each fiscal year-end, structured to integrate with existing payroll and benefits systems with minimal rework.
- **Status updates.** Bi-weekly status communications once a valuation cycle is underway, identifying outstanding items, milestone progress, and any emerging issues.
- **Preliminary results briefing.** Before any final report is issued, CavMac will present preliminary findings to Town Finance — in person, by video, or by telephone as preferred — so there are no surprises when the Board packet is distributed.
- **Annual Board presentation.** Todd Green will attend at least one Consolidated Retirement Board of Trustees meeting per year — in person or virtually at the Board's option — to present the annual valuation, walk through results, and respond to questions.
- **Open consultation line.** Telephone and email consultation on plan matters is included at no additional charge. There is no meter running when the Town calls with a question.



2. Actuarial Cost Method, Valuation Method, Amortization, and Assumptions

2.1 Actuarial Cost Method

CavMac will review with the Town the actuarial cost method (Entry Age Normal (EAN)) used by the current actuary including an explanation of other available cost methods and recommend the approach most consistent with:

- GASB 68/75 requirements (which effectively mandate EAN for financial reporting purposes)
- Florida statutory requirements under Chapters 112, 175, and 185
- The plan's benefit structure and historical practice

CavMac will document the rationale for the selected method in the valuation report and flag any implications for contribution volatility, ensuring the Town understands the cost allocation philosophy embedded in the method.

2.2 Asset Valuation and Smoothing

CavMac will work with the Town to review the current asset valuation method that balances accuracy with contribution stability. Options typically include:

- Market Value of Assets (MVA) — reflects current portfolio value; more volatile
- Smoothed Actuarial Value of Assets (AVA) — phases in gains/losses over 3–5 years; reduces contribution volatility

CavMac can model the impact of each approach and recommend the method best suited to the Town's funding policy, budget stability goals, and compliance with Florida statutory requirements. The selected corridor (typically 80%–120% of market value) will also be discussed and documented.

2.3 Amortization

For a closed plan, amortizing the UAAL over a closed period aligns the funding schedule with the plan's wind-down demographics. CavMac will review the current amortization structure and recommend an approach that meets GASB requirements, supports the Town's cash-flow planning, and will extinguish the UAAL within the plan's expected payout horizon.

2.4 Key Assumptions

Assumptions will be reviewed with the Board for this engagement are:

- **Discount rate.** Cross-checked against the plan's investment policy and the current cash-flow projections.
- **Mortality.** The mortality assumption as mandated by the State of Florida is the same mortality tables utilized by the Florida Retirement System.



- **Retirement and termination rates.** Since the Plan benefit is frozen and is closed to new entrants it is appropriate to assume all benefits are deferred to when members will first become eligible for retirement.
- **Health care cost trend (OPEB).**

2.5 Amortization Method

Amortization is simply the process of paying off a liability over time through a series of scheduled payments, exactly like a mortgage. The unfunded accrued actuarial liability doesn't get paid off in one lump sum — instead, the actuary calculates an annual amortization payment that will eliminate the unfunded balance over a defined period. This is an important aspect in regard to financing a pension plan in that the assets will completely fund the future benefit payment obligation of the System instead of being financed through employer contributions. Due to the Plan being frozen and closed to new entrants, CavMac recommends layered amortization over a sufficiently short period of time. We will meet with the Board to review the current amortization policy and discuss any recommendations.



3. Detailed Time Schedule

The RFP requires each annual valuation within 150 days of fiscal year-end. CavMac's standard schedule delivers inside that window with sufficient lead time for Town Finance, auditors, and the Board calendar.

Days after FYE	Activity	Owner
Task 1	Fiscal year closes (September 30)	Town
Taks 2	CavMac issues data request	CavMac
Taks 3	Town returns census, asset, contribution, and benefit-payment records	Town
Task 4	Data audit; prior-year reconciliation; clarification questions resolved	CavMac + Town
Taks 5	Valuation modeling; liability calculations; asset reconciliation; draft GASB 67/68 74/75 and funding valuation report	CavMac
Taks 6	Independent peer review by Micki Taylor; comments cleared; report finalized	CavMac
Task 7	Preliminary results briefing with Town Finance	CavMac + Town
Task 8	Final signed reports delivered: GASB 67/68 74/75 valuation; GASB disclosure package, annual funding valuation report	CavMac
Task 9	Section 112.664 disclosures submitted electronically to Florida DMS	CavMac + Town
Taks 10	Todd Green presents the annual valuation to the Consolidated Retirement Board of Trustees	CavMac

For the OPEB program, the full valuation (fiscal year ending September 30, 2026) follows a parallel schedule, with the report due by January 31, 2028 per RFP Section 2. The interim OPEB update for fiscal year ending September 30, 2028 is due by January 31, 2029.

4. Outside Support

CavMac does not anticipate engaging outside consultants, subcontractors, or offshore resources for this engagement. All actuarial work, peer review, data handling, and client communication will be performed by CavMac employees in our Kennesaw, Georgia headquarters or by team members working remotely. If a specialized legal or tax question arises, CavMac will coordinate with the Town's counsel, and no third parties will be engaged on the Town's behalf without prior written authorization.



5. Value-Added Services

The following are included at no additional cost as part of CavMac's standard engagement:

- **Open consultation.** Telephone and email consultation on routine plan questions — member benefit estimates, plan provision interpretation, coordination with custodians and investment advisors — is included in the annual fee.
- **Trustee orientation.** When new trustees join the Board, Todd Green will provide an orientation covering the plan's history, frozen-plan mechanics, GASB disclosure framework, and the Board's fiduciary responsibilities under Florida law.
- **Audit coordination.** CavMac coordinates directly with the Town's external auditors to provide work papers and respond to audit inquiries, reducing the burden on Town Finance and supporting timely ACFR issuance.
- **Cash-flow projections.** Each annual valuation includes an updated 20-year projection of benefit payments, contributions, and trust balance by member group for use in multi-year budgeting.
- **Preliminary impact estimates.** For exploratory Board discussions that do not yet warrant a formal Actuarial Impact Statement, CavMac will provide order-of-magnitude impact estimates at no additional fee.
- **Secure client portal.** The Town receives a permanent, encrypted portal for all deliverables, prior valuations, and data exchanges.
- **GASB update briefings.** When GASB issues or amends a standard affecting the Town's plans, CavMac provides a written briefing before the effective date with recommended action steps.

Fee Schedule



FEE SCHEDULE (EXHIBIT II)

The fees below are inclusive of all labor, overhead, incidentals, per diem, and travel associated with the scoped services. No other charges will be assessed without prior written authorization from the Town. Transition services are provided at no additional charge. Fees are firm for the initial three-year contract term; renewal-period fees (if the Town exercises either two-year option) will be subject to a good-faith adjustment not to exceed the lesser of CPI-U or 4% per year.

Consolidated Retirement System

Deliverable	September 30, 2026	September 30, 2027	September 30, 2028
Valuation Report	\$3,500	\$3,500	\$3,500
GASB 67	\$3,500	\$3,500	\$3,500
GASB 68	\$3,500	\$3,500	\$3,500
Section 112.664	\$3,500	\$3,500	\$3,500
TOTAL — Pension	\$14,000	\$14,000	\$14,000

OPEB Program

Deliverable	FYE 9/30/2026 (Full)	FYE 9/30/2028 (Interim)
OPEB Full Valuation under GASB 75 (Schedule of Changes in Net OPEB Liability, OPEB expense, deferred outflows/inflows, sensitivity results, GASB disclosure projection, cash-flow projection, participant summary, plan provisions, methods & assumptions)	\$7,500	—
OPEB Interim Update under GASB 75	—	\$4,500
TOTAL — OPEB	\$7,500	\$4,500

Additional Services (As Needed)

Service	Fee
Benefit Calculations — Standard Form (per member)	\$350
Benefit Calculations — Other Approach (per member)	\$350
Actuarial Impact Statements for Assumption / Benefit Changes	\$1,500



Service	Fee
Other Statements of Opinion	\$1,500

Hourly Rates for Supplemental Tasks

Inclusive of all overhead, incidentals, per diem, and travel. Billed in quarter-hour increments with prior written authorization from the Town.

Staff / Position Title	Hourly Rate
Todd Green — Principal & Consulting Actuary	\$380 – \$440
Micki Taylor — Consulting Actuary	\$340 – \$400
Jessica Fain — Senior Actuary	\$320 – \$375
Darby Carraway — Actuary	\$320 – \$375
Zack Smith — Consultant	\$270 – \$350
Joanna Campbell — Senior Actuarial Analyst	\$260 – \$300

Surveys of Past Performance



SURVEYS OF PAST PERFORMANCE

Pursuant to Section 6.2 and Exhibit 1 of the RFP, CavMac has obtained completed Performance Survey Questionnaires from all five clients identified in Tab 2. Each survey was completed on the Exhibit 1 form provided by the Town, signed by the reference, and returned to CavMac. All five signed surveys are included behind this section in the order listed below.

#	Client / Reference	Work Performed (per Reference)
1	City of East Point Employees Retirement Plan	Annual valuations; GASB 67, 68 74 & 75 services; annual benefit statements, review of individual benefit calculations, actuarial impact statements
2	City of Hollywood Police Officers' Retirement System	Annual valuations; benefit calculations; actuarial impact statements, GASB 67 & 68 actuarial valuations, information required under Section 112.664(1)(a) F.S., minimum required distributions calculations, supplemental distribution calculations, actuarial impact statements
3	City of Miami General Employees' & Sanitation Employees' Retirement Trust	Annual valuations; benefit calculations; actuarial impact statements, GASB 67 & 68 actuarial valuations, information required under Section 112.664(1)(a) F.S., actuarial impact statements, Board education
4	Pinellas Park General Employees' Pension Plan	Annual valuations; benefit calculations; actuarial impact statements, GASB 67 & 68 actuarial valuations, information required under Section 112.664(1)(a) F.S., actuarial impact statements, Board education
5	City of Pompano Beach General Employees' Retirement System	Annual valuations; benefit calculations; actuarial impact statements, GASB 67 & 68 actuarial valuations, information required under Section 112.664(1)(a) F.S., actuarial impact statements, Board education

Each reference contact may be reached directly using the information provided in Tab 2. If any reference is unavailable, CavMac will promptly facilitate an alternative contact.

PERFORMANCE SURVEY QUESTIONNAIRE



TOWN OF LONGBOAT KEY

RFP 26-004 ACTUARY SERVICES

Proposer Information

Client/Reference Information

From: Todd Green	To: Ms. Charlotte Cagle
Company: CavMac	Company: City of East Point Employees Retirement Plan
Phone: 678.388.1700	Phone: 770.780.1117
Email: ToddG@CavMacConsulting.com	Email: chaircharlottecagle@gmail.com


Actuary services performed: Annual actuarial valuations; experience studies; funding and benefit consulting; OPEB
Contract / Agreement dates including renewals: Since 2013

Client:

Rate each of the criteria on a scale of 1 to 10, with 1 representing that you were very unsatisfied (and would never hire the company again) and 10 representing that you were very satisfied (and would hire the company again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank. Once completed, return survey to the Proposer.

Criteria	Unit	Score
1. Professionalism and ability to plan and manage Board business	(1 – 10)	10
2. Ability to communicate with all staff	(1 – 10)	10
4. Ability to resolve issues promptly	(1 – 10)	10
4. Ability to follow protocol	(1 – 10)	10
5. Ability to maintain proper documentation	(1 – 10)	10
6. Ability to offer solid recommendations	(1 – 10)	10
7. Had proper resources and personnel by which to provide services	(1 – 10)	10
8. Customer service skills	(1 – 10)	10
9. Overall client satisfaction	(1 – 10)	10

CHARLOTTE CAGLE
Printed Name of Reference


Signature of Reference

PERFORMANCE SURVEY QUESTIONNAIRE



TOWN OF LONGBOAT KEY

RFP 26-004 ACTUARY SERVICES

Proposer Information

Client/Reference Information

From: Todd Green	To: DAVE WILLIAMS
Company: CAV MAC	Company: HOLLYWOOD POLICE RET SYS
Phone: 678.388.1700	Phone: 954.967.4395
Email: ToddG@CavMacConsulting.com	Email: DAVEW@HOLLYWOODPOLICEPENSIONFUND.COM

Actuary services performed:	VALUATIONS, CALS AS NEEDED AND ANY IMPACT STATEMENTS
Contract / Agreement dates including renewals:	20 PLUS YEARS

Client:

Rate each of the criteria on a scale of 1 to 10, with 1 representing that you were very unsatisfied (and would never hire the company again) and 10 representing that you were very satisfied (and would hire the company again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank. Once completed, return survey to the Proposer.

Criteria	Unit	Score
1. Professionalism and ability to plan and manage Board business	(1 – 10)	10
2. Ability to communicate with all staff	(1 – 10)	10
4. Ability to resolve issues promptly	(1 – 10)	10
4. Ability to follow protocol	(1 – 10)	10
5. Ability to maintain proper documentation	(1 – 10)	10
6. Ability to offer solid recommendations	(1 – 10)	10
7. Had proper resources and personnel by which to provide services	(1 – 10)	10
8. Customer service skills	(1 – 10)	10
9. Overall client satisfaction	(1 – 10)	10

DAVE WILLIAMS, PLAN ADMIN

Printed Name of Reference

Digitally signed by
25f0f095-66bd-43ed-9296-4918b013e86e
DN: cn=25f0f095-66bd-43ed-9296-4918b013e86e
Date: 2026.04.09 08:26:55 -0400

Signature of Reference

PERFORMANCE SURVEY QUESTIONNAIRE



TOWN OF LONGBOAT KEY

RFP 26-004 ACTUARY SERVICES

Proposer Information

Client/Reference Information

From: Todd Green	To: EDGARD HERNANDEZ
Company: CavMac	Company: City of Miami GESE Retirement Trust
Phone: 678.388.1700	Phone: (305) 441-2300
Email: ToddG@CavMacConsulting.com	Email: Edgard.h@gese.org

Actuary services performed: Valuations, impact statement, projections, gasb reports and other request.
Contract / Agreement dates including renewals: agreement effective through 09/30/2029

Client:

Rate each of the criteria on a scale of 1 to 10, with 1 representing that you were very unsatisfied (and would never hire the company again) and 10 representing that you were very satisfied (and would hire the company again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank. Once completed, return survey to the Proposer.

Criteria	Unit	Score
1. Professionalism and ability to plan and manage Board business	(1 – 10)	10
2. Ability to communicate with all staff	(1 – 10)	10
4. Ability to resolve issues promptly	(1 – 10)	10
4. Ability to follow protocol	(1 – 10)	10
5. Ability to maintain proper documentation	(1 – 10)	10
6. Ability to offer solid recommendations	(1 – 10)	10
7. Had proper resources and personnel by which to provide services	(1 – 10)	10
8. Customer service skills	(1 – 10)	10
9. Overall client satisfaction	(1 – 10)	10

Edgard Hernandez, Pension Administrator

Printed Name of Reference

Edgard Hernandez

Signature of Reference

PERFORMANCE SURVEY QUESTIONNAIRE



TOWN OF LONGBOAT KEY

RFP 26-004 ACTUARY SERVICES

Proposer Information

Client/Reference Information

From: Todd Green	To: Cheryl Laser
Company: CavMac	Company: City of Pinellas Park
Phone: 678.388.1700	Phone: 727-369-0638
Email: ToddG@CavMacConsulting.com	Email: Claser@pinellas-park.com

Actuary services performed: Annual actuarial valuations; experience studies; funding and benefit consulting

Contract / Agreement dates including renewals: Since 2010

Client:

Rate each of the criteria on a scale of 1 to 10, with 1 representing that you were very unsatisfied (and would never hire the company again) and 10 representing that you were very satisfied (and would hire the company again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank. Once completed, return survey to the Proposer.

Criteria	Unit	Score
1. Professionalism and ability to plan and manage Board business	(1 - 10)	10
2. Ability to communicate with all staff	(1 - 10)	10
4. Ability to resolve issues promptly	(1 - 10)	10
4. Ability to follow protocol	(1 - 10)	10
5. Ability to maintain proper documentation	(1 - 10)	10
6. Ability to offer solid recommendations	(1 - 10)	10
7. Had proper resources and personnel by which to provide services	(1 - 10)	10
8. Customer service skills	(1 - 10)	10
9. Overall client satisfaction	(1 - 10)	10

Cheryl Laser

Printed Name of Reference

Cheryl Laser

Signature of Reference

PERFORMANCE SURVEY QUESTIONNAIRE



TOWN OF LONGBOAT KEY

RFP 26-004 ACTUARY SERVICES

Proposer Information

Client/Reference Information

From: Todd Green	To: Madelene L. Klein
Company: CavMac	Company: Pompano Beach GERS
Phone: (678) 637-2209	Phone: (954) 782-2660
Email: ToddG@cavmacconsulting.com	Email: madelene@pompgers.org

Actuary services performed: All Actuarial services as needed, including but not limited to Annual Valuations; GASB 67, GASB 68, SB534 Disclosures; Member Buy Backs Contract / Agreement dates including renewals: July 29, 2010
--

Client:

Rate each of the criteria on a scale of 1 to 10, with 1 representing that you were very unsatisfied (and would never hire the company again) and 10 representing that you were very satisfied (and would hire the company again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank. Once completed, return survey to the Proposer.

Criteria	Unit	Score
1. Professionalism and ability to plan and manage Board business	(1 – 10)	10
2. Ability to communicate with all staff	(1 – 10)	10
4. Ability to resolve issues promptly	(1 – 10)	10
4. Ability to follow protocol	(1 – 10)	10
5. Ability to maintain proper documentation	(1 – 10)	10
6. Ability to offer solid recommendations	(1 – 10)	10
7. Had proper resources and personnel by which to provide services	(1 – 10)	10
8. Customer service skills	(1 – 10)	10
9. Overall client satisfaction	(1 – 10)	10

Madelene L. Klein

Printed Name of Reference

Madelene L. Klein

Signature of Reference Executive Director

TAB 7

Required Forms



REQUIRED FORMS

The forms listed below are required by Section 6.2 of the RFP and are included behind this section. Each has been completed, signed, and notarized where required. Original signatures appear on the ORIGINAL copy of this proposal; all COPY submissions contain exact duplicates.

#	Form	Status
1	Submitted Proposal Form (signed)	Included
2	Public Entity Crimes Form (notarized)	Included
3	Acknowledgement of Firm (notarized; LLC)	Included
4	Drug-Free Workplace Certification (notarized)	Included
5	Equal Employment Opportunity Form	Included
6	Anti-Human Trafficking Affidavit (notarized)	Included
7	Participation in E-Verify Certification	Included
8	Scrutinized Companies Certification	Included
9	Affidavit of Compliance with Foreign Entity Laws (notarized)	Included
10	Current and Signed W-9	Included
11	Addenda Acknowledgement(s)	Included
12	Certificate of Insurance (\geq \$1,000,000 professional liability; ACORD form)	Upon Intent-to-Award

The Certificate of Insurance will be provided within fifteen (15) days of the posted Intent-to-Award per Section 8.0, naming the Town of Longboat Key as additional insured with waiver of subrogation, on the ACORD form.

TOWN OF LONGBOAT KEY FLORIDA

RFP 26-004 ACTUARY SERVICES FOR THE OPEB PROGRAM AND THE CONSOLIDATED RETIREMENT SYSTEM

SUBMITTED PROPOSAL FORM

The undersigned proposer declares that the only person or parties interested in this RFP as principals are those named herein, that this proposal is made without any understanding, contract, or connection with any other person, firm, or corporation providing a proposal for the same purpose and that this proposal is in all respects fair and without collusion or fraud. The proposer understands that this proposal must be manually signed in ink, otherwise it will be considered unresponsive and subject to rejection.

The undersigned proposer represents that the proposer accepts, and that this proposal complies with, the RFP Documents; that proposer has carefully examined the RFP Documents for the requested services. Proposer affirms that proposer has carefully examined the location of the requested services and, from its own investigations, is satisfied as to the nature and location of the services, the character, quality, and the quantity of materials, the kind and extent of equipment and other facilities needed for the performance of the services, the general and local conditions and all difficulties that may be encountered, and all other items which may, in any way, affect the services or its performance.

The undersigned proposer proposes, and agrees if this proposal is accepted, that it will contract with the Town to provide all necessary machinery, tools, software, labor, apparatus, and other means necessary to do all the services, and furnish all the materials and equipment specified or referred to in the RFP Documents in the manner and time herein prescribed, and according to the requirements of the Town as therein set forth.

Under provisions of Chapter 112, Florida Statutes, proposer must disclose with proposal the name of any officer, director, or agent who is also an employee of the Town of Longboat Key. Proposer must disclose on an attachment (provided by proposer) entitled "Submitted Bid Conflict of Interest" the name of any Town employee who owns, directly or indirectly, a five percent (5%) or more interest in the proposer's firm or any of its branches, or in the firm of any subcontractor to this proposal. Absence of such an attachment represents proposer's certification of no such employee.

Proposer acknowledges receipt of the following addenda issued during the solicitation period; the cost of which, if any, is included in proposal pricing. If an addendum is issued, the addendum acknowledgement below must be completed or the issued addendum must be signed and submitted with the proposal package at the time and due date of the proposal.


Addendum # <u> *</u>	Addendum Date: _____	Addendum # <u> </u>	Addendum Date: _____
Addendum # <u> </u>	Addendum Date: _____	Addendum # <u> </u>	Addendum Date: _____
Addendum # <u> </u>	Addendum Date: _____	Addendum # <u> </u>	Addendum Date: _____

*No addenda were released prior to shipment of this proposal.

The undersigned proposer understands that the Town reserves the right to reject any or all proposals and to waive any informalities and minor irregularities in any proposal. The proposer agrees that this proposal shall be good and may not be withdrawn for a period of one hundred twenty (120) days after the scheduled RFP opening.

Having carefully examined the RFP Documents, proposer agrees to the terms contained therein and proposes to furnish all labor, material, and equipment for the entire services (including mobilization and demobilization, if applicable), and to execute an agreement for services and any and all bonds, insurance certifications, and other instruments or documents as specified or included in the RFP Documents and will completely perform the services in strict accordance with the terms of the RFP Documents.

The undersigned proposer acknowledges that services to be performed shall conform to all Town codes and regulations. Services must be accomplished in a professional manner and meet all standards of any professional trade requiring a license and or permit.



(Authorized Signature)

Todd Green

(Printed name)

Name of Proposer: Cavanaugh Macdonald Consulting, LLC./ D.B.A. CavMac

Address: 3550 Busbee Parkway, Suite 250

City: Kennesaw State: GA Zip: 30144

Phone: 678.388.1700

Email: ToddG@CavMacConsulting.com

A current and signed W9 should be submitted with this proposal under Tab 6.

Type of Organization:

- Sole Proprietorship Partnership Non-Profit Sub-Chapter
 Joint Venture Corporation LLC LLP
 Publicly Traded Employee Owned

State of Incorporation: Georgia

PUBLIC ENTITY CRIMES FORM
(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)

**SWORN STATEMENT UNDER SECTION 287.144(4)(A), FLORIDA
STATUTES, ON PUBLIC ENTITY CRIMES**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER
OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to the Town of Longboat Key, Florida [print
name of public entity]

by Todd Green, President and Consulting Actuary [print
individual's name and title]

For Cavanaugh Macdonald Consulting, LLC./ D.B.A. CavMac [print
name of entity submitting sworn statement]

whose business address is: 3550 Busbee Parkway, Suite 250

City, State and Zip Kennesaw, Georgia 30144

and (if applicable) its Federal Employer Identification Number (FEIN) is 61-1489078

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:
_____.)

2. I understand that a "public entity crime" as defined in Paragraph 287.144(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.

4. I understand that "convicted" or "conviction" as defined in Paragraph 287.144(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.144(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime: or

2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 46 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.144(1)(e), Florida Statutes, means any natural

person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THE FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Todd Green
(Authorized Signature)

4/22/2026
(Date)

State of Georgia, County of Cobb

The foregoing instrument was acknowledged before me by means of physical presence or online this 22nd day of April, 2026, By Todd Green, who is personally known to me or has produced personally known to me as identification and who acknowledged before me they executed their signature in the space provided;

Notary Public Signature: Lindsey C. B. Davis

Typed Name: Lindsey C. B. Davis

Commission Expires (Seal):



ACKNOWLEDGEMENT OF FIRM, IF A CORPORATION

STATE OF Georgia COUNTY OF Cobb

The foregoing instruments was acknowledged before me this

4/22/2026 By: Todd Green, President and Consulting Actuary
(Date) (Name of officer or agent, title of officer or agent)

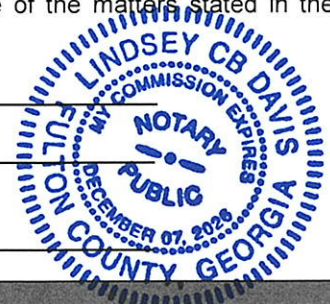
On behalf of the corporation, pursuant to the powers conferred upon said officer or agent by the corporation. He/she personally appeared before me at the time of notarization and is personally known to me or has produced personally known to me as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects.

Subscribed and sworn to (or affirmed) before me this April 22, 2026

Lindsey C. B. Davis
(Official Notary Signature and Notary Seal)

Commission Number: _____

Lindsey C. B. Davis Commission expiration date: 12/07/2026
(Name of Notary typed, printed or stamped)



ACKNOWLEDGEMENT OF FIRM, IF A PARTNERSHIP

STATE OF _____ COUNTY OF _____

The foregoing instruments was acknowledged before me this

_____ By: _____
(Date) (Name of acknowledging partner or agent)

On behalf of the partnership, pursuant to the powers conferred upon said officer or agent by the corporation. He/she personally appeared before me at the time of notarization and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects.

Subscribed and sworn to (or affirmed) before me this _____

_____ Commission Number: _____
(Official Notary Signature and Notary Seal)

_____ Commission expiration date: _____
(Name of Notary typed, printed or stamped)

ACKNOWLEDGEMENT OF FIRM, IF AN INDIVIDUAL

STATE OF _____ COUNTY OF _____

The foregoing instruments was acknowledged before me this

_____ By: _____
(Date) (Name acknowledging)

Who personally appeared before me at the time of notarization and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects.

Subscribed and sworn to (or affirmed) before me this _____

_____ Commission Number: _____
(Official Notary Signature and Notary Seal)

_____ Commission expiration date: _____
(Name of Notary typed, printed or stamped)

DRUG FREE WORKPLACE CERTIFICATION

(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)

In order to have a drug free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the action that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug free workplace, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
4. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 894 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this business complies fully with the above requirements.

PROPOSER: Cavanaugh Macdonald Consulting, LLC / D.B.A. CavMac

Print Name of Proposer

By: 

Authorized Signature

Todd Green, President and Consulting Actuary

Print Name & Title

4/22/2026

Date

Drug Free Workplace Certification, page 2 of 2

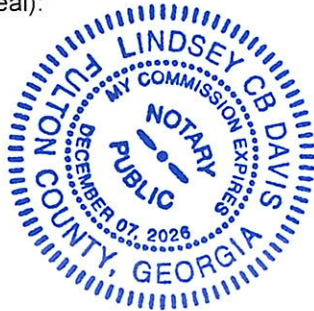
State of Georgia, County of Cobb

The foregoing instrument was acknowledged before me by means of physical presence or online this 22nd day of April, 2026, By Todd Green, who is personally known to me or has produced personally known to me as identification and who acknowledged before me they executed their signature in the space provided.

Notary Public Signature: 

Typed Name: Lindsey C. B. Davis

Commission Expires (Seal):



EQUAL EMPLOYMENT OPPORTUNITY
(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)


The Town of Longboat Key is an Equal Opportunity/Affirmative Action Employer.

Pursuant to Executive Order 11446 as amended, you are advised that under the provisions of government contracting, Contractors and Subcontractors are obliged to take affirmative action to provide equal employment opportunity without regard to race, creed, color, national origin, age or sex.

**CERTIFICATION BY PROPOSED PRIME OR SUBCONTRACTOR
REGARDING EQUAL EMPLOYMENT OPPORTUNITY**

This certification is authorized pursuant to Executive Order 11246, Part II, Section 204(b), (40 F. R. 12419-15). Any proposer or prospective contractor, or any of the proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract whether it has participated in any previous contract or subcontract to the equal opportunity clause; and, if so, whether it has filed all compliance reports due under applicable instructions.

Where the certification indicated that the prime or subcontractor has not filed a compliance report due under applicable instruction, such contractor shall be required to submit a compliance report.



Authorized Signature

Todd Green

Printed Name

Phone: 678.388.1700 Email: ToddG@CavMacConsulting.com

Address: 3550 Busbee Parkway, Suite 250
Kennesaw, GA 30144

1. Proposer has participated in a previous contract or subcontract, subject to the Equal Opportunity Clause: YES NO

2. Compliance Reports were required to be filed in connection with such contract or subcontract: YES NO

If YES, state what reports were filed and with what agency.

3. Proposer has filed all compliance reports due under applicable instructions: YES NO

TOWN OF LONGBOAT KEY, FLORIDA
HUMAN TRAFFICKING AFFIDAVIT - S. 787.06, FLORIDA STATUTES

Before me, the undersigned authority, personally appeared Todd Green, hereinafter referred to as the "Affiant," who after being duly sworn hereby swears or affirms as follows:

1. Affiant is over eighteen years of age. The following information is given from Affiant's own personal knowledge.
2. Affiant is an officer or representative of Cavanaugh Macdonald Consulting, LLC./ D.B.A. CavMac, a non-governmental entity, hereinafter referred to as the "Entity." Affiant is authorized to provide this affidavit on behalf of the Entity.
3. Affiant hereby attests, under penalty of perjury, that the Entity does not use coercion for labor or services as defined in s.787.06, Florida Statutes.

FURTHER AFFIANT SAYETH NOT.



Signature of Affiant

By: Todd Green

For: Cavanaugh Macdonald Consulting, LLC./ D.B.A. CavMac

As its: President and Consulting Actuary

Dated: 4/22/2026

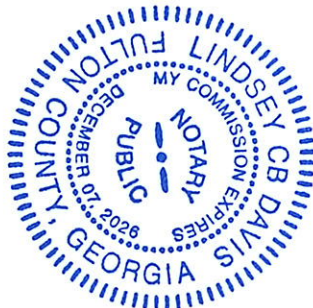
State of Georgia, County of Cobb

The foregoing instrument was acknowledged before me by means of physical presence or online this 22nd day of April, 2026, By Todd Green, who is personally known to me or has produced personally known to me as identification and who acknowledged before me they executed their signature in the space provided.

Notary Public Signature:  _____

Typed Name: Lindsey C.B. Davis

Commission Expires (Seal):



PARTICIPATION IN E-VERIFY PROGRAM
(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)

Consultant hereby certifies compliance with the following:

Pursuant to State of Florida Executive Order No.: 11-116, Consultant shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by Consultant while performing work or providing services for the Town of Longboat Key, FL. Consultant shall also include in any related subcontracts a requirement that subcontractors performing work or providing services for the Town of Longboat Key, FL, on its behalf utilize the E-Verify system to verify employment of all new employees hired by subcontractor.

CONSULTANT:

Cavanaugh Macdonald Consulting, LLC./ D.B.A. CavMac

Consultant Name

By: 

Authorized Signature

Name: Todd Green

Printed

Title: President and Consulting Actuary

Printed

Date: 4/22/2026

SCRUTINIZED COMPANIES CERTIFICATION
(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)
(Florida Statutes, Section 287.135 and 215.476)

SOLICITATION NUMBER: **RFP 26-004**

PROJECT NAME: **RFP 26-004 ACTUARY SERVICES FOR THE OPEB PROGRAM AND THE CONSOLIDATED RETIREMENT SYSTEM**

The undersigned, as President and Consulting Actuary of Cavanaugh Macdonald Consulting, LLC./ D.B.A. CavMac (the "Consultant"), a limited liability corporation, hereby certifies the following to the Town of Longboat Key, Florida, a political subdivision of the State of Florida, by and on behalf of the Consultant in accordance with the requirements of Florida Statutes, Sections 287.135 and 215.476:

- (i) the Consultant is not on the Scrutinized Companies with Activities in Sudan List, and
- (ii) the Consultant is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List

(as both such lists are created pursuant to Florida Statutes, Section 215.473); and
- (iii) the Consultant does not have business operations (as that term is defined in Florida Statutes, Section 287.135) in Cuba and Syria; and
- (iv) the Consultant was not on either of the foregoing lists or conducting business operations in Cuba or Syria; and
- (v) the Consultant is not on the Scrutinized Companies that Boycott Israel List (pursuant to Florida Statutes, Section 215.4725); and
- (v) the Consultant is fully aware of the penalties that may be imposed upon the Consultant for submitting false certification to the Town regarding the foregoing matters; and
- (vi) the undersigned is duly authorized to execute this Certification.

CONSULTANT: Cavanaugh Macdonald Consulting, LLC./ D.B.A. CavMac

Consultant Name

By: 
Authorized Signature

Name: Todd Green
Printed

Title: Principal and Consulting Actuary
Printed

Date: 4/22/2026

AFFIDAVIT OF COMPLIANCE WITH FOREIGN ENTITY LAWS
(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)

The undersigned, on behalf of the consultant listed below ("Entity"), hereby attests under penalty of perjury as follows:

1. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source: § 287.138(2)(a), Florida Statutes)
2. The government of a foreign country of concern does not have a controlling interest in Entity. (Source: § 287.138(2)(b), Florida Statutes)
3. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern. (Source: § 287.138(2)(c), Florida Statutes)
4. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source: § 288.007(2), Florida Statutes)
5. Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source: § 288.007(2), Florida Statutes)
6. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(1), Florida Statutes)
7. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.
8. (Only applicable if purchasing real property) Entity is not a foreign principal prohibited from purchasing the subject real property. Entity is either (a) not a person or entity described in Section 692.204(1)(a), Florida Statutes, or (b) authorized under Section 692.204(2), Florida Statutes, to purchase the subject property. Entity is in compliance with the requirements of Section 692.204, Florida Statutes. (Source: §§ 692.203(6)(a), 692.204(6)(a), Florida Statutes)
9. The undersigned is authorized to execute this affidavit on behalf of the Entity.

Date: April 22, 2026

Signature: 

Entity: Cavanaugh Macdonald Consulting, LLC./ D.B.A. CavMac

Name: Todd Green

Title: President and Consulting Actuary

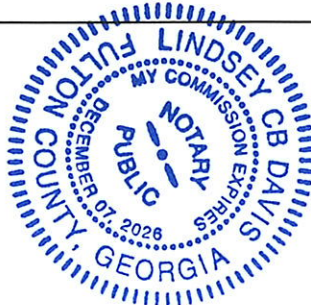
State of Georgia, County of Cobb

The foregoing instrument was acknowledged before me by means of physical presence or online this 22nd day of April, 2026, By Todd Green, who is personally known to me or has produced personally known to me as identification and who acknowledged before me they executed their signature in the space provided.

Notary Public Signature: 

Typed Name: Lindsey C. B. Davis

Commission Expires (Seal):



Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Cavanaugh Macdonald Consulting, LLC			
	2	Business name/disregarded entity name, if different from above. CavMac			
	3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) <u>S</u> Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____	4	Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <u>5</u> Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____	
	3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	<i>(Applies to accounts maintained outside the United States.)</i>		
	5	Address (number, street, and apt. or suite no.). See instructions. 3550 Busbee Parkway Suite 250	Requester's name and address (optional)		
	6	City, state, and ZIP code Kennesaw, GA 30144			
	7	List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
or									
Employer identification number									
6	1	-	1	4	8	9	0	7	8

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date 01/03/2025
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

STATE OF GEORGIA
Secretary of State
Corporations Division
313 West Tower
2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

CERTIFICATE OF EXISTENCE

I, **Brad Raffensperger**, the Secretary of State of the State of Georgia, do hereby certify under the seal of my office that

CAVANAUGH MACDONALD CONSULTING, LLC
a Domestic Limited Liability Company

was formed in the jurisdiction stated below or was authorized to transact business in Georgia on the below date. Said entity is in compliance with the applicable filing and annual registration provisions of Title 14 of the Official Code of Georgia Annotated and has not filed articles of dissolution, certificate of cancellation or any other similar document with the office of the Secretary of State.

This certificate relates only to the legal existence of the above-named entity as of the date issued. It does not certify whether or not a notice of intent to dissolve, an application for withdrawal, a statement of commencement of winding up or any other similar document has been filed or is pending with the Secretary of State.

This certificate is issued pursuant to Title 14 of the Official Code of Georgia Annotated and is prima-facie evidence that said entity is in existence or is authorized to transact business in this state.

Docket Number : 30694795
Date Inc/Auth/Filed: 09/07/2016
Jurisdiction : Georgia
Print Date : 02/05/2026
Form Number : 211



Brad Raffensperger

Brad Raffensperger
Secretary of State

State of Florida

Department of State

I certify from the records of this office that CAVANAUGH MACDONALD CONSULTING, LLC is a Georgia limited liability company authorized to transact business in the State of Florida, qualified on May 9, 2017.


The document number of this limited liability company is M17000003940.

I further certify that said limited liability company has paid all fees due this office through December 31, 2025, that its most recent annual report was filed on April 24, 2025, and that its status is active.

I further certify that said limited liability company has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fifth day of February, 2026*




Secretary of State

Tracking Number: 9322282238CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>