



PROSPECTIVE EMPLOYEE OWNER BROCHURE

HUITT-ZOLLARS, INC.

SINCE 1975
A 100% EMPLOYEE-OWNED FIRM

Delivering innovative solutions that enhance the built environment

-Huitt-Zollars, Inc. Mission Statement

A MESSAGE FROM THE PRESIDENT

■ In establishing Huitt-Zollars in 1975, we wanted to create a firm in which we could operate with the highest levels of integrity and quality.

We felt that we had the opportunity to improve the quality of life in our world. Assignments and projects that resulted in new residential neighborhoods, transportation systems, buildings, and public infrastructure would leave the Huitt-Zollars mark on the landscape, and we wanted it to be a good one. You can only do this when you do the right thing in dealing with both clients and employees. And in delivering quality, every time.

From the very beginning to today, our core values permeate everything we do. Our goal is to be among the best in our industry, a goal that we don't meet once and sit back, but a goal that causes us to continually raise the bar in our standards and the challenges we set for ourselves.

If you are a potential recruit, we think you will find Huitt-Zollars a place that is distinctively different due to our culture and our ideology.

Sincerely,



Robert McDermott, P.E.
President
Huitt-Zollars, Inc.



COMPANY OVERVIEW

- Huitt-Zollars, Inc. is a national design firm engaged in the provision of professional consulting services to public and private clients throughout the United States. Huitt-Zollars is consistently ranked among the top firms recognized by Engineering News-Record and Architectural Record. Huitt-Zollars was founded in Dallas in 1975 by E. Larry Huitt, P.E., R.P.L.S., and Robert L. Zollars, P.E., R.P.L.S. We bring a national presence with offices throughout the United States.

24
OFFICES

550+
EMPLOYEES



- Dallas, Texas* (1975)
- Houston-West, Texas (1981)
- Fort Worth, Texas (1983)
- Phoenix, Arizona (1984)
- Irvine, California (1988)
- El Paso, Texas (1994)
- Ontario, California (1995)
- Albuquerque, New Mexico (1997)
- Seattle, Washington (1998)
- Tacoma, Washington (1998)
- Denver, Colorado (1998)
- Rio Rancho, New Mexico (1999)
- Austin, Texas (2004)
- Thousand Oaks, California (2005)
- Oklahoma City, Oklahoma (2012)
- Houston-Downtown, Texas (2013)
- Los Angeles, California (2013)
- Orlando, Florida (2013)
- Prescott, Arizona (2018)
- Alexandria, Virginia (2020)
- Sherman, Texas (2022)
- San Diego, California (2022)
- Philadelphia, Pennsylvania (2023)
- Portland, Oregon (2023)

* Corporate Headquarters

- Employee-Owned (ESOP)
- \$130 Million annually in Professional Services
- Approx. 45% of Huitt-Zollars employees hold professional registrations and/or certifications

RANKINGS*

#173

2025 Engineering News-Record
Top 500 Design Firms

#152

2024 Architectural Record
Top 300 U.S. Architecture Firms

*companies are ranked annually based on revenue

MARKET SECTORS

- Commercial
- Institutional
- Industrial
- Federal
- Public Works
- Transportation
- Urban Development

MAJOR DISCIPLINES

- Engineering: Civil, Structural, MEP
- Architecture
- Planning
- Landscape Architecture
- Interior Design
- Urban Design
- Survey
- Construction Management

100%
OF COMPANY IS
OWNED BY
THE ESOP

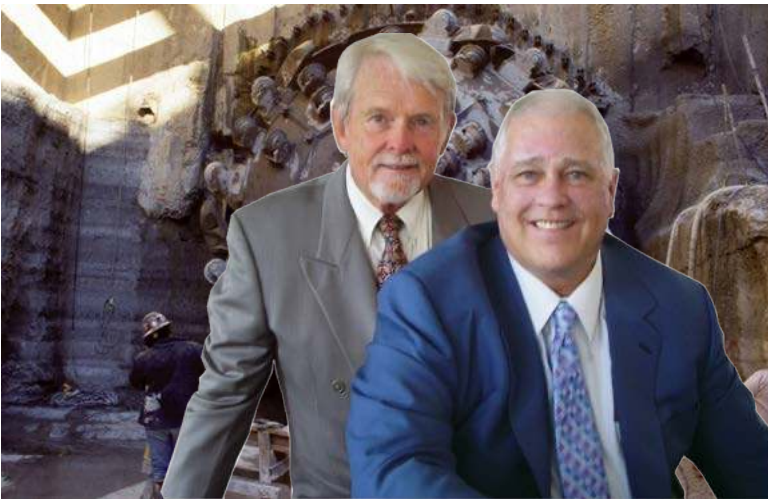
100%
employee-owned

WHAT DOES IT MEAN TO BE AN EMPLOYEE CO-OWNER?

- Profit sharing for all HZ employees as a direct result of Company profitability
- Employee and Company performance directly impacts how much of a contribution an employee receives and the value of HZ Stock
- Profitability is a determining factor in ESOP contributions
- Each employee is an Owner and Investor of HZ
- 100% of Company is owned by the ESOP (all ESOP and stock is held by Huitt-Zollars employees)
- Contribute to overall Company growth and goals, meaning greater profits long-term

EMPLOYEE STOCK OPTION PROGRAM (ESOP)

- Each HZ Employee is an Investor and Owner in the Company
- Vesting begins day 1 of employment
- Enrollment 1st quarter after start date (automatically)
- Account balances are based on years of vesting and company contributions; statements provided annually
- 100% vested after 6 years of services (1,000 hours worked/paid per plan year)
- 100% Company funded based on profits, stock valued yearly
- Plan Year 2/1-1/31
- Employed on 1/31 to receive contribution determined by the Company and based on financial performance
- Distributions on scheduled payout upon termination or retirement



CULTURE & HISTORY


Huitt-Zollars was born from a friendship that began in the late 1960's between co-founders Larry Huitt and Bob Zollars. Huitt-Zollars later became established in 1975, as they committed to a set of operating principals that continue to be the backbone of the Company today.


Huitt-Zollars' core values are inherent in its people, projects, process, and philosophy. From day one, the Company has followed this vision and has grown into one of the most respected firms in the United States.

- 1 9 7 5** **1ST STRUCTURAL JOB** – Checking shop drawings for a 10-story building in Dallas
- 1 9 7 5** **1ST CIVIL ASSIGNMENT** – Title surveys for residential housing, charging \$15/house
- 1 9 7 6** **1ST MAJOR PROJECT** – Nigeria, Africa, building a 47-mile road with 13 bridges and a prototype water plant
- 1 9 8 1** **1ST NON-DALLAS LOCATION** – An office in Houston opens to support a new residential development
- 1 9 8 5** **1ST INCLUDED IN ENR'S TOP 500**



CORPORATE IDEOLOGY

- Larry Huitt and Bob Zollars founded Huitt-Zollars, Inc. on the ideas and principles articulated below in the Corporate Ideology. It is critical to Huitt-Zollars' success as a whole and to each employee's individual success that employees agree with, support, and promote this philosophy. Central to Huitt-Zollars' ideology is integrity in conduct and quality in service and projects. Huitt-Zollars expects each employee to exemplify this philosophy.
- 




VISION To improve the environment in which we live, work, and play

MISSION Delivering innovative solutions that enhance the built environment

LISTEN + COLLABORATE + DELIVER = SHARED SUCCESS

CORE VALUES

- Innovative solutions
 - Uncompromised service
 - Consummate integrity
 - Inclusive and respectful mindset
 - Prosperous and productive workplace
 - Entrepreneurial employee-ownership
- 

ICONIC PROJECTS



MARGARET HUNT HILL BRIDGE
DALLAS, TX - Structural Engineer-of-Record



HOUSTON MARRIOTT MARQUIS
HOUSTON, TX - Architectural Services



ARTESIA AQUATIC CENTER
ARTESIA, NM - Architectural and Engineering Services



SOUND TRANSIT SOUTH LINK EXTENSION
SEATAC, WA - Owner's Rep for Design-Build



RANCHO SANTA MARGARITA
CA - Land Development Engineer (LDE)



LEGOLAND
WINTER HAVEN, FL - Architecture, Landscape
Architecture, and Master Planning Strategies



FORT BLISS EXPANSION PROJECT
FORT BLISS, TX - Joint Venture, Land Development
Engineer (LDE)

SUSTAINABILITY

Within the Huitt-Zollars Corporate Ideology we are driven to constantly improve the quality of life in our world. From roadways to land development to facilities, we strive to create a balance between nature and the built environment, minimizing waste and resource depletion. We promote sustainability in both our project solutions and technology solutions and in each employee's accountability to follow Huitt-Zollars' sustainability initiatives.

Sustainability is not an option; it is an integral part of our daily mission.

- USGBC Corporate Membership
- Office Sustainability Champions
- Continuing Education/Certifications

50 + Sustainability
Accreditations

35+ LEED Professionals

Proud Member/Affiliate of:

WELL Building Institute
Living Building Standards
USGBC LEED
Green Globes
Fitwel
Resilient Design Rating Systems (RELi)



Santa Monica College Student Services Building
LEED Platinum Certification



EMPLOYEE ENGAGEMENT & MORALE



we care

GALLUP Q12 EMPLOYEE ENGAGEMENT SURVEY

Through Gallup, Huitt-Zollars participates in the Q12 Employee Engagement Survey, a confidential survey that helps our leaders understand the engagement of all of our employees. Survey feedback helps employees and

leaders focus on issues that matter most to individual and company performance outcomes. Survey results have directly led to the development and implementation of new programs to improve in certain areas.



At Huitt-Zollars, we strive to maintain an encouraging environment where our co-owners feel enthusiastic, recognized, and involved.

- Local Office Civic Engagement
- Community Involvement & Philanthropy
- Innovation Committees
- Young Professional Groups
- Employee Engagement Surveys
- HZ Annual Awards Recognition Program
- Office & Leadership Events



HZ ANNUAL AWARDS PROGRAM

Each year, Huitt-Zollars internally recognizes outstanding projects and team members during our Annual Awards Program. Technical and Culture Meritorious Awards are also given to employees who exemplify the qualities for these awards and demonstrate a consistent level of excellence.



DIVERSITY, EQUITY & INCLUSION

Huitt-Zollars affirms its policy to select employees based solely on the criteria of qualifications and ability to do the job, to contribute positively to the working team and the firm as a whole, and to abide by the Company's professional standards.

Huitt-Zollars affirms its commitment to excellence in its products and services, and of necessity, in staffing, and to selection decisions made according to the above-stated criteria regardless of race, age, color, physical or mental handicap, military service record, gender, religion, or national origin. Further, Huitt-Zollars is committed to ensuring that equal opportunity for employment in the firm is provided to all qualified persons through recruitment practices that access all audiences and through selection procedures that are unbiased.

This policy requires affirmative action at all levels in the Company - a commitment that not only seeks to provide equal opportunity in employment for all qualified persons, but also conscientiously applies this policy in all phases of the employment process: recruitment, selection, compensation, benefits, promotions, transfers, training and development, social activities, and terminations or reductions in force.

As a federal contractor working often on large, multi-year, multi-discipline federal projects, Huitt-Zollars is required to take responsibility in several key areas including:

- Creating a written Equal Employment Opportunity (EEO) and Affirmative Action Plan (AAP) and updating it annually
- Specific record keeping to show fairness in our pay, hiring, promotions, and termination practices
- Inviting applicants and employees to voluntarily self-identify as qualified individuals with disabilities or protected veterans
- Offering training to our employees regarding anti-harassment and ethics in the workplace
- Providing benchmarking for hiring of protected veterans



inclusive community outreach

Huitt-Zollars is involved in a number of organizations and outreach campaigns to address broader diversity within the A/E industry. Our goal is to inspire youth and younger generations of historically disadvantaged students to consider and ultimately enter into STEM education programs and careers.

CRISTO REY STUDENT WORK STUDY PROGRAM PARTNER

We have a partnership with Cristo Rey Preparatory School in Dallas, Texas, sponsoring student workers as part of a work study program. We currently sponsor four students, one from each high school grade level, who work alongside HZ employees in various disciplines and departments throughout the school year. This opportunity exposes these students to career opportunities within the A/E industry.



Through the Cristo Rey Work Study Program, I've had the opportunity to learn various programs and skills. I've been able to have conversations with engineers and understand more about their job, what their role is here at Huitt-Zollars, and what an engineer does on a day-to-day basis. Thankfully, due to this opportunity, I feel more prepared to knock down the next task in my life, college.

*Jesus Coronado
2022 Cristo Rey Graduate*

PROFESSIONAL DEVELOPMENT

\$550,000+

INVESTED ANNUALLY
IN THE **PROFESSIONAL**
DEVELOPMENT OF
OUR EMPLOYEE-OWNERS.



At Huitt-Zollars, you will be surrounded by team members immersed in 'learning by doing'.

Huitt-Zollars is committed to the professional development of our employee-owners, and we provide benefits and programs in support of this

PROFESSIONAL & EDUCATIONAL ASSISTANCE

Professional and educational assistance includes professional registration and certification, degree completion programs, seminars, workshops, and courses directly applicable to the employee's current or anticipated position within the Company.

PROFESSIONAL REGISTRATIONS

Professional and educational assistance includes professional registration and certification, degree completion programs, seminars, workshops, and courses directly applicable to the employee's current or anticipated position within the Company.

Over 257 Licensed Professionals within our team collectively possess over 568 Professional Licenses.

PROFESSIONAL SOCIETIES

An employee's membership in one professional organization is sponsored by Huitt-Zollars, provided the employee is active in the society and seeks to serve as an officer or on special committees. Membership costs to additional organizations covered by the Company are possible with a recommendation by the employee's supervisor or a principal.

growth opportunities

EDUCATIONAL REIMBURSEMENT

Huitt-Zollars provides financial assistance for tuition and other required fees, excluding books, to full-time employees.

OFFICERS & ASSOCIATES PROGRAM

Recognizing that our best resources are our current employees, we identify future leaders of our firm and promote from within. We continue to build upon instilling core value and leadership competencies within our Officers and Associates.

STUDENT INTERNSHIPS

Huitt-Zollars offers internship opportunities through universities located throughout the United States. We have a long-standing practice of working with students to develop opportunities that offer exposure to the consulting industry, mentorship from senior professionals, training in current software applications, and other skills needed in our industry. Our internships can be structured for a summer, a semester, or throughout a college career, and often culminate into a full-time employment offer upon graduation.

At Huitt-Zollars, I have had so many opportunities to grow personally and professionally. I am constantly being challenged to step into new things but also provided with amazing mentorship along the way to help me feel confident and be successful. Employee-owners are truly viewed not just as employees but as leaders of the company.

*Allison Wood, PE, CFM
Sr. Associate*

I have been working for HZ for 4 years and every day I have enjoyed and look forward to showing up. My team has become like my second family. Working with a team who not only cares about your professional growth but personal growth and makes sure you have a great work/life balance pushes me to become a better version of myself not only as an engineering professional but as a mom too.

*Mayra Rodriguez, EIT
Associate*



TRAINING & DEVELOPMENT

Huitt-Zollars strives to provide our employee-owners with resources that encourage continuous learning and development.

LUNCH & LEARNS/WEBINARS

Huitt-Zollars provides employees with access to webinars as well as lunch & learns throughout many of our offices, aligning with our **core value to provide the appropriate environment for people to work, grow, and prosper.**

PERFORMANCE MANAGEMENT

Our Performance Management Program provides a means for discussing, planning, goal-setting, and reviewing an employee's performance with their Supervisor. This helps to ensure an employee's work and performance are tied to overall Company and role-specific competencies, goals, and expectations. The outcome of performance reviews and goal setting is also used for employees who are eligible for incentive compensation. This defined process creates accountability for all of our employee-owners and provides opportunities to receive feedback from managers.

E-LEARNING

Through HZ's Paylocity Learning module, various virtual trainings are available to all employees containing a variety of curated courses ranging from compliance and job training to soft skills and wellness.

My Training

Search by training title

ACTIVE TRAINING
7

COMPLETED TRAINING
20

ALL TRAINING
27

Assigned On: Newest - Oldest

How great leaders inspire action | Simon Sinek | TED Talk

Overdue

Assigned by Hector Avellaneda on 12/04/2024 Due 12/13/2024 0h 0m to complete

Quality 101

Overdue

Assigned by Hector Avellaneda on 10/04/2024 Started 01/24/2025 Due 01/31/2025 0h 46m to complete

E-Verify and Onboarding

In Progress

Started 09/13/2024 0h 40m to complete

ACA Dashboard and Maintenance

SAFETY & WELLNESS

As part of Huitt-Zollars' mission to care about all of our Co-Owners, we provide programs and resources that prioritize the health and safety of employees.

WORKPLACE WELLNESS

In our quarterly Workplace Wellness 101 newsletter, we provide tips, tricks, and reminders about ways we can all take better care of ourselves through wellness.

EMPLOYEE ASSISTANCE PROGRAM

The Employee Assistance Program (EAP) is a confidential program to help you find solutions for personal or workplace issues. Benefits for you and your eligible dependents include unlimited telephone access to EAP professionals, including legal consultations.

EMERGENCY PREPAREDNESS & RESPONSE PLAN

The purpose of the Emergency Preparedness and Response Plan is to provide guidance and adopt best management practices and processes for being prepared and responding to emergencies. An EPRP for each office location is made available to employees.

HEALTH & SAFETY PROGRAM

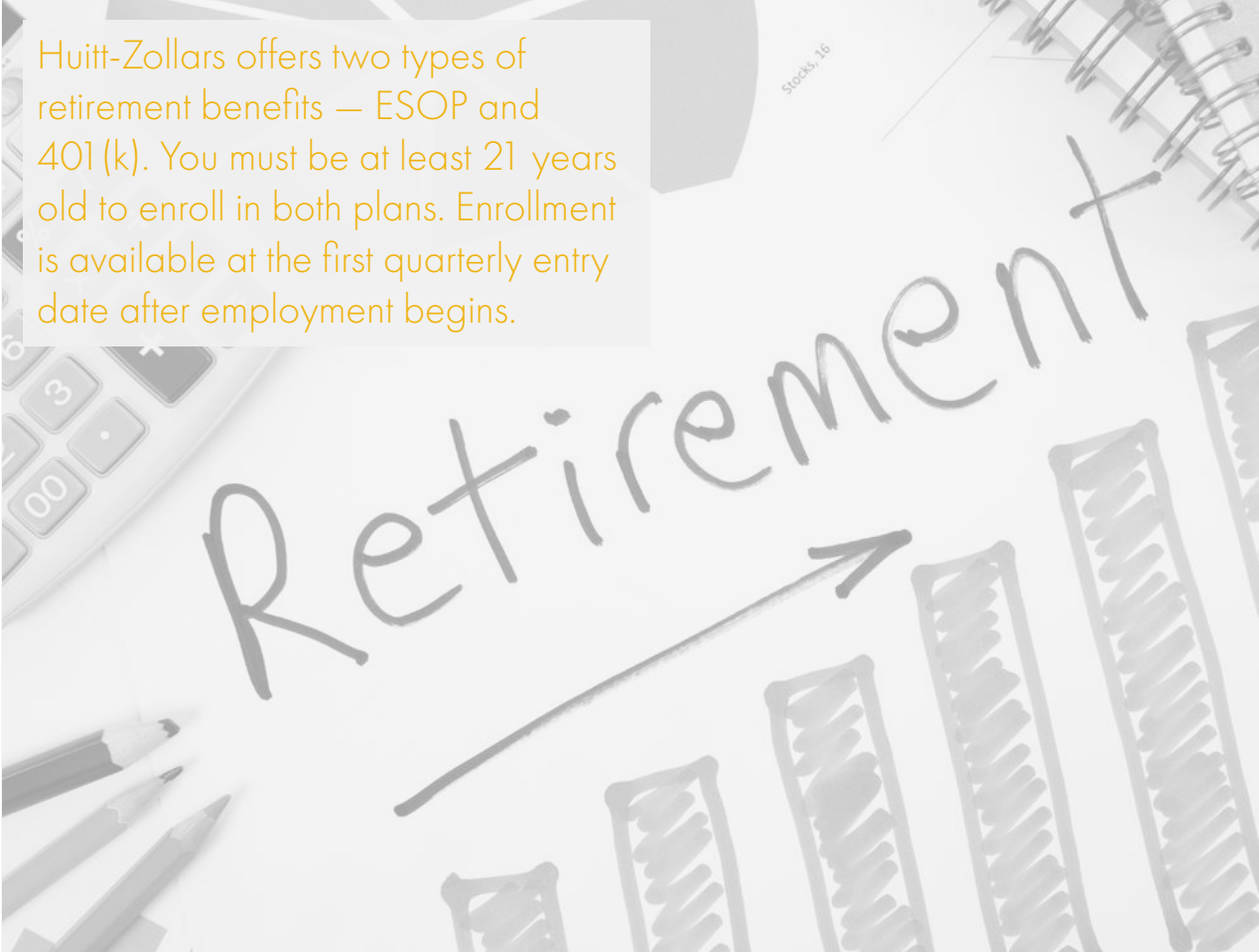
Huitt-Zollars has developed a Health and Safety Program (HSP) in accordance with the Occupational Safety and Health Administration's (OSHA) "Safety and Health Program Management Guidelines" (January, 1989). These guidelines were developed from the experience obtained enforcing the OSHA Act, from the Voluntary Protection Programs, from OSHA programs to recognize excellence in worksite safety and health and from OSHA's Consultation Program.

HZ HEALTH & SAFETY GOALS



Personal Injuries
Personal Accidents
Company Vehicle
Incidents & Violations

RETIREMENT



Huitt-Zollars offers two types of retirement benefits — ESOP and 401(k). You must be at least 21 years old to enroll in both plans. Enrollment is available at the first quarterly entry date after employment begins.

Employee Stock Ownership Plan (ESOP)

The Employee Stock Ownership Plan is a tax-qualified retirement plan designed to invest primarily in the stock of Huitt-Zollars, Inc. This plan is fully funded by the Company based on profits. Account balances are based on years of vesting and company contributions. **Co-owners are 100% vested after 6 years of continuous employment.**

5-YEAR AVG

HZ'S ESOP AVERAGE
CONTRIBUTION OVER THE LAST
5 YEARS (THROUGH FYE'24) HAS
BEEN 11.59% OF ELIGIBLE SALARIES

401(k)

The Employee Retirement Plan & Trust is a tax-qualified retirement plan that allows for eligible employee contributions. Eligible employees may defer a part of their income on a tax-favored basis. Each participant in the plan directs the investment of his/her contributions in specifically authorized investment options, each of which has distinctly different risk/return characteristics. The Company does not make matching contributions to the 401(k) plan.

PAID TIME OFF & LEAVE POLICIES

PERSONAL LEAVE

Personal Leave is encouraged for purposes of vacation, personal business, and childcare. At the completion of the initial probationary period, employees can use their accrued paid Personal Leave. Depending on relevant professional years of experience, employees are provided between two weeks, three weeks or four weeks of paid Personal Leave annually that accrue on a monthly basis.

SICK LEAVE

Sick Leave may be used for the sickness of the employee or the care for the employee's sick child, spouse, parent, or registered domestic partner. Sick leave is accrued at a rate of one hour for every 30 hours worked up to a maximum of 69.33 per year. Employees may not have more than 160 hours of sick leave accrued at any point. Sick leave will resume once the accrual drops below 160 hours.

BEREAVEMENT LEAVE

Bereavement leave pay will apply for up to three days for a child, spouse, parent, parent in-laws, sibling, grandparent, grandchild, step-child, step-parent, step-sibling, step-grandparent, step-grandchild, or registered domestic partner.

EMPLOYER-PAID DISABILITY

At no cost to the employee, partial income protection is provided to employees unable to work due to a covered accident or illness through employer-paid **short-term** and **long-term** insurance.

- Paid Personal Leave Days
- Paid Sick Leave
- Paid Holidays
- Bereavement
- Paid Disability
- Hybrid/Telecommuting Opportunities

HYBRID WORK

Hybrid work/telecommuting opportunities are available for some positions, but it is not a company-wide benefit due to the nature of the work performed under certain roles. Telecommuting agreements must be approved by the employee's supervisor, office managing principal, and practice leader.

8 PAID HOLIDAYS

New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day +
Friday after
Christmas Eve Day
Christmas Day



CELEBRATING OUR **50TH** ANNIVERSARY

LISTEN+COLLABORATE+DELIVER=SHARED SUCCESS

**Delivering innovative solutions that
enhance the built environment**

CONTACT US

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