DISPUTE RESOLUTION BOARD (DRB) MEMBER / DISPUTE RESOLUTION ADVISOR (DRA) RESUME

PERSONAL INFORMATION NOTICE

Pursuant to the Federal Privacy Act (5 U.S.C, Section 552 et seq.) and the Information Practices Act of 1977 (IPA) (Civil Code Sections 1798 et seq.) declares that the right to privacy is a personal and fundamental right protected by the California and United States Constitutions. Please be advised that this form requests personal information. The term “personal information” means any information that is maintained by an agency that identifies or describes an individual, including, but not limited to, the individual’s name, social security number, physical description, home address, home telephone number, education, financial matters, and medical or employment history. It includes statements made by, or attributed to, the individual. (Civil Code, § 1798.3, subdivision (a).)

Information Collection and Access: California law requires the following information to be provided when collecting information from individuals. (See, for example, Civil Code, § 1798.17.)

Agency Name and Division Within the Agency Requesting the Information:

California Department of Transportation, Headquarters Division of Construction, Office of Contract Administration.

Title of Official Responsible for Information Maintenance:

Office chief for the Office of Contract Administration at (916) 654-2852, or in writing at California Department of Transportation, Division of Construction, Office of Contract Administration, 1120 N Street, Sacramento, CA 95814.

Maintenance of the Information Authorized By:

California Constitution, Article 1, Section 1

Government Code Section 11015.5

Health Insurance Portability and Accountability Act (HIPAA) of 1996 – Privacy Rule

Information Practices Act (Civil Code Section 1798 et seq.)

Public Records Act (Government Code Section 6250 et seq.)

State Administrative Manual (SAM) Section Privacy - 5310 et seq.

Statewide Information Management Manual (SIMM) 5310-A and 5310-B

National Institute of Standards and Technology (NIST) Special Publication 800-53

Consequences of Not Providing All or Any Part of the Requested Information:

Disclosure of this information for the Alternative Dispute Resolution (ADR) Program is mandatory. Failure to provide the information will prevent eligibility in the ADR program and delay or prevent the processing of this form.

Principal Purpose(s) for Which the Information Will Be Used:

The request for personal information is to facilitate processing and approval of these forms for the ADR Program (for approval of the meeting progress and report). In addition, for Form DOT CEM-6200, based on the provided information, we are to either approve or disapprove the person to be dispute resolution advisor (DRA) or dispute resolution board (DRB) member. For Form DOT CEM-6220, we will post the information on the website for the public to choose a suitable DRA or DRB member for their project, after the person has become a DRA or DRB member.

Known Disclosures:

The information may be disclosed to authorized California Department of Transportation employees and the information will remain confidential as it becomes part of the ADR Program project file and allow Caltrans employee to review. In addition, for Form DOT CEM-6200, only Office of Contract Administration or Construction field engineer will be used to approve or disapprove to be a DRA or DRB member. Form DOT CEM-6220 will be posted on the website for the public to use.

Right of Access to Records:

Individuals have the right to access information provided and may request a correction or deletion of records. Exceptions may include, but are not limited to, investigations and public transparency laws. Personal Information will only be disclosed

as permitted by the Information Practices Act, Civil Code, §§ 1798–1798.83, or as otherwise required by law. To request access to, or to request correction or deletion of, information provided in this form you may contact the Official Responsible for Information Maintenance identified on this form.

Americans with Disabilities Act (ADA) Notice: This document is available in alternative accessible formats. For more information, please contact the Forms Management Unit at (279) 234-2284, TTY 711, in writing at Forms Management Unit, 1120 N Street, MS-89, Sacramento, CA 95814, or by email at Forms.Management.Unit@dot.ca.gov.

SHEREAF YOUSSEF
2 Hopkinson Lane
Somerset, NJ 08873
(732) 900-1521
vanguardresolve@outlook.com

DATE October 20, 202

CURRENT EMPLOYMENT *Please enter your most recent experience first*

Current Job Title: President & CEO — Begin Date: May 2024
Employer Name: Vanguard Resolve LLC
Duties or Projects:

1	Owner-side construction claims, forensic schedule and delay analysis, risk assessment and dispute-resolution support for public agencies.
2	George Washington Bridge, Contract GWB-244.048 ($452M, Port Authority of NY & NJ): claim and contract-notice responses.

ONGOING CONSULTING SERVICES *Please enter your most recent experience first*

Job Title: N/A — Begin Date: N/A
Employer Name: N/A
Duties or Projects:

1	N/A

PAST WORK EXPERIENCE *Please enter your most recent experience first*

Job Title: Senior Vice President - CPM Schedule, Forensic Claims, EVM and Risk Management
Employer Name: WSP, Morristown, NJ
From: 09/01/2019 To: 01/31/2023

	Duties or Projects *Enter most recent duties or projects first*	Begin Date	End Date
1	Forensic delay expert, NYCT Contract W-32366, 700/800 MHz Bus Radio System ($250M): prepared the owner's response to a contractor notice of equitable adjustment, including the chronology of events, a schedule-rectification approach, and the settlement stipulation.	09/01/2019	01/31/2023
2	Forensic delay expert, NJ Transit Positive Train Control (PTC) Project ($500M, FRA-funded): final phases of implementation, 343 rail vehicles and 326 miles of wayside equipment.	09/01/2019	01/31/2023

Job Title: Claims and Schedule Manager / Construction Risk Manager
Employer Name: Louis Berger Group, Morristown, NJ
From: 06/01/2016 To: 09/30/2019

	Duties or Projects *Enter most recent duties or projects first*	Begin Date	End Date
1	Claims and Schedule Manager, I-91 Charter Oak Bridge, Hartford, CT, ConnDOT District 1 ($213M): forensic schedule analysis, baseline validation, as-built reconstruction, delay-claims assessment model, and quantification of discrete delay events.	06/01/2016	09/30/2019
2	Port Authority Bus Terminal Task Order 16-15 (approx. $10M in contractor claims): post-event claims analysis (initial, intermediate and final assessments); recommended phased structured negotiation over arbitration and settled the disputed matters.	06/01/2016	09/30/2019

Job Title: Construction Management, Scheduling, Risk and Claims
Employer Name: HNTB, Fairfield, NJ
From: 08/01/2009 To: 03/31/2015

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	Duties or Projects *Enter most recent duties or projects first*	Begin Date	End Date
1	NJDOT claims and schedule assessments: analyzed delay and claim codes (compensable, excusable, non-compensable, non-excusable) on Route 46 Sections 7L and 8K ($40M); led schedule assessments and soft-cost contractor claim analysis on 12 NJDOT bridge, roadway and sign-structure contracts.	08/01/2009	03/31/2015
2	New Jersey Turnpike Authority capital program ($7B) earned value and cost control; Goethals Bridge Replacement ($2B) risk-based contingency and overhead-claim analysis; Benjamin Franklin Bridge (DRPA) schedule analysis and claim mitigation.	08/01/2009	03/31/2015

Job Title Senior National Principal Project Controls Manager

Employer Name URS Corporation, New York, NY

From: 06/01/2004 To: 08/31/2009

	Duties or Projects *Enter most recent duties or projects first*	Begin Date	End Date
1	Project controls, scheduling and cost control for Route 9A reconstruction at the World Trade Center site, NYSDOT ($1B).	06/01/2004	08/31/2009
2	Project controls for the GSA Brooklyn Courthouse program ($450M), NYC DEP Croton Water Treatment Plant tunnels ($215M) and NYC Parks East River bulkheads ($65M).	06/01/2004	08/31/2009

Job Title Project Controls Manager / Chief Scheduler / Cost Control Manager

Employer Name AECOM Technology, Inc., New York, NY

From: 04/01/2001 To: 06/30/2004

	Duties or Projects *Enter most recent duties or projects first*	Begin Date	End Date
1	Program schedule, cost control and contract administration for the Amtrak North River Tunnels ventilation shaft rehabilitation ($400M, FRA-funded).	04/01/2001	06/30/2004
2	Preliminary engineering scheduling and cost control for Second Avenue Subway (NYCT) and the NYPA in-city generation project ($800M).	04/01/2001	06/30/2004

LICENSES *Please enter your most recent licenses first*

	License Title	License Number	Issued By	Issue Date	Expiration Date
1	N/A	N/A	N/A	N/A	N/A

CERTIFICATES *Please enter your most recent certificates first*

	Certificate Title	Certificate Number	Issued By	Issue Date	Expiration Date
1	NJDOT Dispute Resolution Board - Approved Candidate /	N/A	New Jersey Department of Transportation	01/01/2024	N/A

EDUCATION *Please enter your most recent education first*

	Diploma, Degree, Certificate	Course of Study	University or College	Date Completed	Dates Attended (If diploma not awarded)
1	Bachelor of Science	Civil Engineering	Alexandria University, Egypt	June 1991	-

DRB OR DRA TRAINING ATTENDED *Please enter your most recent training first*

	Training Title	Training Provider	Date(s) Attended
1	Dispute Resolution Board / Dispute Resolution Advisor Training	Caltrans/DRBF	10/13/2026 - 10/15/2026

PROFESSIONAL AFFILIATIONS *Please enter your most recent affiliations first*

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DISPUTE RESOLUTION BOARD (DRB) MEMBER / DISPUTE RESOLUTION ADVISOR (DRA) RESUME

	Title	Organization Name	Your Role or Organization Description	Affiliation Dates
1	N/A	N/A	N/A	-

ONGOING ALTERNATIVE DISPUTE RESOLUTION EXPERIENCE *Please enter your experience in chronological order*

	Project Name Caltrans Expenditure Authorization (EA)	Contract $ Amount	Agency Administered	Contractor	Start and End Dates	Your Role	
						DRB Member	DRB Chair or DRA
1	N/A		N/A	N/A	-	☐	☐

COMPLETED ALTERNATIVE DISPUTE RESOLUTION EXPERIENCE *Please enter your most recent experience first*

	Project Name Caltrans Expenditure Authorization (EA)	Contract $ Amount	Agency Administered	Contractor	Start and End Dates	Your Role	
						DRB Member	DRB Chair or DRA
1	N/A		N/A	N/A	-	☐	☐

CERTIFICATION AND ACKNOWLEDGMENT

☒ By checking this box, I certify that the information in this form is true and accurate to the best of my knowledge, information, and belief.

☒ By checking this box, I acknowledge that I will uphold the Dispute Resolution Board Foundation (DRBF) Canons - (1) Disclosure, (2) Conflicts of Interest, (3) Confidentiality, (4) Board Conduct and Communication, and (5) Board Procedures - as described in Section I, "Description of Work," of the DRB or DRA Agreements.

☒ By checking this box, I understand that either the Department or the Contractor may replace me as described in Section VII, "Replacement of DRB Member," or "Replacement of DRA," including for failure to uphold the DRBF Canons as specifically set forth in Section I, "Description of Work," of the DRB or DRA Agreements, respectively.

I agree that by providing my electronic signature for this form, I agree to conduct business transactions by electronic means and that my electronic signature is the legal binding equivalent to my handwritten signature. I hereby agree that my electronic signature represents my execution or authentication of this form, and my intent to be bound by it.

SIGNATURE *Shereaf Youssef*

DATE October 20, 2026

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Instructions

When and Where to File This From:

- DRB members and DRAs must submit this form whenever changes occur to current employment, ongoing consulting services, or when approved as a DRB member or as a DRA by the parties (Caltrans and the contractor).
- DRB members and DRAs must submit an updated version of this form every odd numbered year in January.
- Submit the completed electronic form (PDF File) to ADR.Engineer@dot.ca.gov

General Filling Tips:

- If information pertaining to a field or cell is not available, then write “N/A” or “not available.”
- If a section is not applicable, click on the - sign preceding the section title, and it will change to "None." If you want to revert this decision so that data may be entered into the section, click on the + sign preceding the section title. The section will expand to allow you to enter updated information.
- Clicking a + sign at the bottom lower left of the table will add a new row at the bottom of the table.
- Clicking a - sign at the bottom lower left of the table will delete the last row of the table.
- Clicking a - sign next to a row will delete that row.

Current Employment:

Employment that is related to your professional career experience must be listed. Voluntary, unpaid, and positions unrelated to professional career experience do not need to be listed.

Ongoing Consulting Services:

List all ongoing consulting services you are providing that are related to your professional career experience.

Past Work Experience:

- Include as much information as you can under each Job Title and Employer. A minimum of 2 rows is required.
- To add a Job Title or Employer, click on the + next to “Past Work Experience” to create a new block. To delete a block, click on the - sign next to “Past Work Experience.” A minimum of 1 block is required in this section.

Certificates, Licenses, Professional Affiliations, Ongoing Consulting Services:

List as much relevant information as possible; if not applicable, see instructions in “General Filling Tips,” the second section on this page.

Ongoing Alternative Dispute Resolution Experience and Completed Alternative Dispute Resolution Experience:

- For Caltrans and Caltrans oversight projects, list the Caltrans EA for the project name. For other projects, list a project name.
- Administrating Agency is the government agency responsible for contract administration.
- For Ongoing Alternative Dispute Resolution, list the estimated date for end date.

Certification and Acknowledgment:

Check the boxes to certify and acknowledge as stated.

Signature:

- Sign the form digitally in the signature block, which locks the data on the form.
- To make changes, you must first clear your digital signature. Place the cursor over the signature area and right-click. Select “Clear Signature.” Make the necessary changes and re-sign to lock the contents.

Questions or comments on the form:

Contact the ADR Engineer by email at ADR.Engineer@dot.ca.gov

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