

Aon Pooled Employer Plan Plan Overview



Save for the retirement you envision. You deserve to feel good about your future and confident in your plan to get there.

As part of our overall benefits package, APTIM Corporation participates in the Aon Pooled Employer Plan (Aon PEP). The Aon PEP is a 401(k) savings plan that offers comprehensive savings options and a broad array of financial planning tools to help you meet your personal needs.

Voya Financial provides administration services for the Aon PEP and Aon is the plan sponsor. You may receive mailed or emailed communications from Voya or Aon regarding the plan.

How to Enroll

Once you become eligible to participate in the plan, you will receive an enrollment kit and PIN notice in the mail. The enrollment kit contains additional information on the plan.

You can enroll in the plan in two ways:

1. Go to aonpep.voya.com or the Voya Retire app and select Register Now; or
2. Call the Aon PEP Retirement Service Center at 833-AON-9PEP (833-266-9737)

Establishing your online account requires you to have a PIN. A PIN is mailed to you when you first become eligible for the plan. If you do not have a PIN, you can request one by calling the Aon PEP Retirement Service Center at 833-266-9737.

Representatives are available from 8:00 a.m. to 8:00 p.m., Eastern time, Monday through Friday, excluding stock market holidays.

Don't have a PIN? ... no problem! Simply follow the prompts to register using your Social Security Number and date of birth.

You will be asked a series of questions to confirm your identity. These questions originate from a secure, third-party database that is pulled from public records.

For account security, you will only get one chance to answer these questions correctly – if you do not, you will need to request a new PIN.

Benefits

- **Investment line-up designed for all types of savers**
- **Multiple ways to contribute with flexible distribution options**
- **Comprehensive financial wellness and planning tools**
- **Easy account access through website, app, and call center**
- **Ability to roll over balances from other qualified plans**

Your account in the APTIM Savings Plan with your prior recordkeeper

Note that if you participated in the APTIM Savings Plan, your account balance was automatically transferred into the Aon PEP.

Go to aonpep.voya.com or **scan the QR code below** to access your account. Follow the 'How to Enroll' steps to the left if you have not previously enrolled in the Aon PEP.



Plan Features

Summary of key plan features in the Aon PEP

Eligibility

In general, employees of APTIM Corporation who are located in the U.S., excluding temporary employees, Service Contract Act employees, and benefit ineligible (part-time casual), are eligible for the Aon PEP. Any employees who reside or work primarily in Puerto Rico are ineligible.

Once eligible, you will receive information on the Aon PEP and can enroll in the Aon PEP immediately.

Contributions

You can invest your contributions, including rollovers, on a before-tax, Roth, or after-tax basis. Contributions can be made as a percent of pay or as a flat dollar amount.

You have three different ways to save - you can choose one or more for your personal savings. Here's how they compare:

	Contributions	Distributions	Matched ¹
Before-tax	Made before you pay taxes	Subject to tax	Yes
Roth	Made after you pay taxes	Not taxed ²	Yes
After-tax	Made after you pay taxes	Only earnings are taxed	No

¹ Contributions are matched based on the Employer Match, if applicable

² For Roth earnings to be eligible for tax-free withdrawals, your initial Roth deposit must have been in your account for at least five years and you must be at least age 59½ (or in the event of your permanent disability or your death).

Contribution Limits

You may contribute a percentage (up to 75%) of your eligible pay or a specified dollar amount of your eligible pay, on a before-tax, Roth, or after-tax basis. For more information, visit voya.com/irslimits.

Catch-up Contributions

If you'll be 50 or older by the close of the calendar year, you can make catch-up contributions over and above the contribution limits for regular Before-Tax and/or Roth contributions.

Under the Aon PEP, catch-up contributions do not require a separate contribution election. Instead, your contributions will be considered catch-up contributions once you reach the regular IRS annual limits. To understand how much more you can contribute with catch-up contributions, visit voya.com/irslimits.

Employer Match

APTIM Corporation will help you save for the future by adding a matching contribution to your account. Once you have completed 12 months of service, APTIM Corporation will match 100% of the first 3%, and 50% of the next 3% of your eligible pay that you elect to contribute on a before-tax or Roth basis. The matching contribution will be deposited into your account on a per pay period basis.

Vesting

Vesting is a term for ownership of your account balance. You're always 100% vested in your contributions, rollover contributions, and the related earnings. As part of the Aon PEP, you are also immediately vested in any employer safe harbor matching contributions.

Loans

You may borrow up to 50% of your vested account balance, with a minimum of \$1,000 and a maximum of \$50,000 (subject to Aon PEP rules), while you are employed by APTIM Corporation. You may only have one loan outstanding at any time under the Aon PEP (an exception exists if you had multiple loans under APTIM Savings Plan prior to the transition to the Aon PEP).



Distribution Options

The following distribution options are available in the Aon PEP:

- Lump-sum
- Partial withdrawals
- Installments

In most cases, you can roll over your lump sum or partial withdrawals to an IRA or another employer plan.

If you terminate employment and have a vested account balance of \$1,000 or less, your benefit will be automatically cashed out.

Upon termination, a statement detailing your options and next steps will be provided.

Withdrawals

The following types of withdrawals will be available in the Aon PEP:

- Hardship - hardship withdrawals may be taken from employee contribution sources at any time if you experience a qualified financial hardship
- Age 59½ - at age 59½, withdrawals may be taken from vested account balances
- After-tax - withdrawals from after-tax contribution sources may be taken at any time
- Rollover accounts - withdrawals from rollover account sources may be taken at any time

Note that withdrawals from the Aon PEP may be subject to 20% federal tax withholding. Employee before-tax contributions that are part of a hardship withdrawal are not subject to the 20% withholding.

Other federal, state and local taxes may also apply and if you are younger than 59½, a 10% early withdrawal penalty may apply.

The rules governing distribution provisions in the Aon PEP may be different from the distribution provision rules from which rollover money originated. The Aon PEP's withholding rules for distributions may apply to rollover money from other plans.

Beneficiaries

You can designate and update beneficiaries for your Aon PEP account online at any time. It is a good idea to periodically check your beneficiaries to make sure they are correct and up to date, particularly if you experience life changing events such as marriage, divorce, or growing your family.

eDelivery

You can log into your account at aonpep.voya.com to select how information will be provided to you. You can sign up for paper statements, add or update your preferred email address, or sign up to have all of your communications be paperless. You also have the option of receiving periodic text or email updates regarding the plan.

Not FDIC/NCUA/NCUSIF Insured | Not a Deposit of a Bank/Credit Union | May Lose Value | Not Bank/Credit Union Guaranteed | Not Insured by Any Federal Government Agency

The pooled plan provider of the Aon PEP is Aon Consulting, Inc. Investment advice and consulting services are provided by Aon Investments USA Inc. Both, as well as other service providers, are Aon companies. The Aon companies are not affiliated with the Voya® family of companies.

Plan administrative services are provided by Voya Institutional Plan Services, LLC (VIPS). VIPS is a member of the Voya® family of companies.

©2023 Aon Consulting, Inc. All rights reserved

