

STATEMENT OF CHANGES IN BENEFICIAL OWNERSHIP

Check this box if no longer subject to Section 16. Form 4 or Form 5 obligations may continue. See Instruction 1(b).

Filed pursuant to Section 16(a) of the Securities Exchange Act of 1934 or Section 30(h) of the Investment Company Act of 1940

| OMB APPROVAL | |
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|---|--|---|
| 1. Name and Address of Reporting Person* <u>GRISKO JEROME P</u> (Last) (First) (Middle) <u>C/O CBIZ, INC.</u> <u>6050 OAK TREE BOULEVARD SOUTH</u> (Street) <u>CLEVELAND OH 44131</u> (City) (State) (Zip) | 2. Issuer Name and Ticker or Trading Symbol <u>CBIZ, Inc. [CBZ]</u> | 5. Relationship of Reporting Person(s) to Issuer (Check all applicable) <input checked="" type="checkbox"/> Director 10% Owner <input checked="" type="checkbox"/> Officer (give title below) Other (specify below) <u>CEO & President</u> |
| | 3. Date of Earliest Transaction (Month/Day/Year) <u>12/07/2017</u> | |
| 4. If Amendment, Date of Original Filed (Month/Day/Year) | | |

Table I - Non-Derivative Securities Acquired, Disposed of, or Beneficially Owned

| 1. Title of Security (Instr. 3) | 2. Transaction Date (Month/Day/Year) | 2A. Deemed Execution Date, if any (Month/Day/Year) | 3. Transaction Code (Instr. 8) | | 4. Securities Acquired (A) or Disposed Of (D) (Instr. 3, 4 and 5) | | | 5. Amount of Securities Beneficially Owned Following Reported Transaction(s) (Instr. 3 and 4) | 6. Ownership Form: Direct (D) or Indirect (I) (Instr. 4) | 7. Nature of Indirect Beneficial Ownership (Instr. 4) |
|---------------------------------|--------------------------------------|--|--------------------------------|---|---|------------|------------------------|---|--|---|
| | | | Code | V | Amount | (A) or (D) | Price | | | |
| Common stock ⁽¹⁾ | 12/07/2017 | | M | | 138 | A | \$5.87 | 573,956.2715 | D | |
| Common stock ⁽²⁾ | 12/07/2017 | | F | | 100 | D | \$15.05 | 573,856.2715 | D | |
| Common stock ⁽¹⁾ | 12/08/2017 | | M | | 30,000 | A | \$5.87 | 603,856.2715 | D | |
| Common stock ⁽²⁾ | 12/08/2017 | | F | | 20,913 | D | \$14.95 ⁽³⁾ | 582,943.2715 | D | |

Table II - Derivative Securities Acquired, Disposed of, or Beneficially Owned (e.g., puts, calls, warrants, options, convertible securities)

| 1. Title of Derivative Security (Instr. 3) | 2. Conversion or Exercise Price of Derivative Security | 3. Transaction Date (Month/Day/Year) | 3A. Deemed Execution Date, if any (Month/Day/Year) | 4. Transaction Code (Instr. 8) | | 5. Number of Derivative Securities Acquired (A) or Disposed of (D) (Instr. 3, 4 and 5) | | 6. Date Exercisable and Expiration Date (Month/Day/Year) | | 7. Title and Amount of Securities Underlying Derivative Security (Instr. 3 and 4) | | 8. Price of Derivative Security (Instr. 5) | 9. Number of derivative Securities Beneficially Owned Following Reported Transaction(s) (Instr. 4) | 10. Ownership Form: Direct (D) or Indirect (I) (Instr. 4) | 11. Nature of Indirect Beneficial Ownership (Instr. 4) |
|--|--|--------------------------------------|--|--------------------------------|---|--|--------|--|-----------------|---|----------------------------|--|--|---|--|
| | | | | Code | V | (A) | (D) | Date Exercisable | Expiration Date | Title | Amount or Number of Shares | | | | |
| Employee Stock Option ⁽¹⁾ | \$5.87 | 12/07/2017 | | M | | | 138 | 05/22/2013 | 05/22/2018 | Common stock | 138 | \$5.87 | 101,862 | D | |
| Employee Stock Option ⁽¹⁾ | \$5.87 | 12/08/2017 | | M | | | 30,000 | 05/22/2013 | 05/22/2018 | Common stock | 30,000 | \$5.87 | 71,862 | D | |
| Employee Stock Option | \$6.52 | | | | | | | 05/09/2014 | 05/09/2019 | Common stock | 110,000 | | 110,000 | D | |
| Employee Stock Option | \$8.36 | | | | | | | 05/14/2015 | 05/14/2020 | Common stock | 110,000 | | 110,000 | D | |
| Employee Stock Option | \$9.35 | | | | | | | 05/15/2016 | 05/15/2021 | Common stock | 110,000 | | 110,000 | D | |
| Employee Stock Option | \$10.35 | | | | | | | 05/10/2017 | 05/20/2022 | Common stock | 180,000 | | 180,000 | D | |
| Employee Stock Option | \$15.55 | | | | | | | 05/10/2018 | 05/10/2023 | Common stock | 180,000 | | 180,000 | D | |

Explanation of Responses:

- Exercise and sale of Employee Stock Options granted 05-22-2012 at \$5.87 exercise price, expiring 05-22-2018.
- Cashless Hold: exercise of options and sale of shares sufficient to cover only exercise price, taxes and fees.
- Average price between \$14.95 and \$14.97.

Michael W. Gleespen,
Attorney-in-fact for Jerome P. Grisko, Jr. 12/11/2017

** Signature of Reporting Person Date

Reminder: Report on a separate line for each class of securities beneficially owned directly or indirectly.

* If the form is filed by more than one reporting person, see Instruction 4 (b)(v).

** Intentional misstatements or omissions of facts constitute Federal Criminal Violations See 18 U.S.C. 1001 and 15 U.S.C. 78ff(a).

Note: File three copies of this Form, one of which must be manually signed. If space is insufficient, see Instruction 6 for procedure.

Persons who respond to the collection of information contained in this form are not required to respond unless the form displays a currently valid OMB Number.