



# Contracts Disclosure Form

This form can be completed online at [www.sanantonio.gov/ethics](http://www.sanantonio.gov/ethics).  
If form cannot be completed online, please print, complete and submit  
with proposal. All questions must be answered.

For details on use of this form, see Section 2-59 through 2-61 of the City's Ethics Code.

\* This is a: ☒ New Submission ☐ Correction ☐ Update to previous submission

## \* 1) Name of person submitting this disclosure form.

\*First Sable \*M.I L \*Last Kitchen Suffix

## \* 2) Contract Information

a) Contract or Project Name: On-Call Professional National Environmental Policy Act (NEPA) - RFQ# PW082823SR

b) Originating Department: Public Works Department

## \* 3) Disclosure of parties, owners, and closely related persons.

a) Name of individual(s) or entity(ies) seeking a contract with the city.  
(NOTE: Give exact legal name as it will appear on the contract, if awarded.)

Adams Environmental, Inc.

### b) Name and title of contract signatory

Sable L. Kitchen, President

### c) Name of all owners, board members, executive committee members, and officers of entities listed in question 3a.

Sable L. Kitchen, President, Secretary, and Treasurer - 60% Ownership

Lynn M. Kitchen, Vice President - 40% Ownership

**\* 4) List any individual(s) or entity(ies) that is a partner, parent, joint venture, or subsidiary entity(ies) of the individual or entity listed in Question 3.**

☒ **Not applicable. Contracting party(ies) does not have partner, parent, joint venture, or subsidiary entities.**

**If applicable, list below names and type of relationship (partner, parent, joint venture or subsidiary entities, and all the owners, board members, executive committee members, officers of each entity):**

**\* 5) List any individuals or entities that will be subcontractors on this contract.**

☐ **Not applicable. No subcontractors will be retained for this contract.**

☒ **Subcontractors may be retained, but have not been selected at the time of this submission.**

**If applicable, list below subcontractors, including the name of the owner(s), and business name:**

AEHS, Inc. (Marcie Sinclair, Ronald Bishop, Joyce Bishop & Matthew Bishop); BIO-WEST, Inc. (Edmund Oborny, Jr., Christopher Sands, Brandon Albrecht, Andrea Moser, and Darren Olson); Cambrian Environmental LLC (Kemble White); Moreno Cardenas, Inc. (Marcos Medina and Brian Klaes); L&G Consulting Engineers LLC (Jacinto Garza, Marisela Marin, and Armando Sandoval); and Stantec Consulting Services, Inc. (see attached list of owners provided by Stantec).

**\* 6) List any attorneys, lobbyists, or consultants retained by any individuals listed in Questions 3, 4, or 5 to assist in seeking this contract.**

☒ **Not applicable. No attorneys, lobbyists, or consultants have been retained to assist in seeking this contract.**

**If applicable, list below names and type (attorneys, lobbyists, or consultants) retained to assist in seeking this contract:**

**\* 7) Disclosure of political contributions.**

List any campaign or officeholder contributions made by the following individuals in the past 24 months to any current member of City Council, former member of City Council, any candidate for City Council, or to any political action committee that contributes to City Council elections:

- a. any individual seeking contract with the city (Question 3)
- b. any owner or officer of entity seeking contract with the city (Question 3)
- c. any individual or owner or officer of an entity listed above as a partner, parent, or subsidiary business (Question 4)
- d. any subcontractor or owner/officer of subcontracting entity retained for the contract (Question 5)
- e. the spouse of any individual listed in response to (a) through (d) above
- f. any attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6)

☒ **Not applicable. No attorneys, lobbyists, or consultants have been retained to assist in seeking this contract.**

**If applicable, list below name of contributor; to whom; date; and amount:**

## Updates on Contributions Required

Information regarding contributions must be updated by submission of a revised form from the date of the submission of this form, up through the time City Council takes action on the contract identified in response to Question 2 and continuing for 30 calendar days after the contract has been awarded.

## Notice Regarding Contribution Prohibitions for "High-Profile" Contracts

Under Section 2-309 of the Municipal Campaign Finance Code, the following listed individuals are prohibited from making a campaign or officeholder contribution to any member of City Council, candidate for City Council or political action committee that contributes to City Council elections from the 10th business day after a contract solicitation has been released until 30 calendar days after the contract has been awarded:

- a. Any individual seeking a high-profile contract;
- b. Any owner, officer, officer of board, and executive committee member of an entity seeking a high-profile contract, excluding board officers and executive committee members of 501(c)(3), 501(c)(4) and 501(c)(6) non-profit organizations not created or controlled by the City whose board service is done strictly as a volunteer with no financial compensation and no economic gain from the non-profit entity;
- c. The legal signatory of the high-profile contract;
- d. Any attorney, lobbyist or consultant hired or retained to assist the individual or entity in seeking a high-profile contract;
- e. Subcontractors hired or retained to provide services under the high-profile contract; and
- f. Any first-degree member of the household of any person listed in (1), (2), (3) or (5) of this subsection.

**Penalty.** A high-profile contract cannot be awarded to the individual or entity if a prohibited contribution has been made by any of these individuals during the contribution "black-out" period, which is the 10th business day after a solicitation has been released until 30 calendar days after the contract has been awarded.

## \* 8) Disclosure of conflict of interest.

Are you aware of any fact(s) with regard to this contract that would raise a "conflict of interest" issue under Sections 2-43 or 2-44 of the City Ethics Code for any City Council member or board/commission member that has not or will not be raised by these city officials?

☒ I am not aware of any conflict(s) of interest issues under Section 2-43 or 2-44 of the City Ethics Code for members of City Council or a city board/commission.

If applicable, provide the conflict(s) of interest below:

## \* 9) Prohibited Interest in Contracts.

Currently, or within the past twelve (12) months, have you, your spouse, sibling, parent, child or other family member within the first degree of consanguinity or affinity served on a City board or commission?

☐ Yes ☒ No

Currently, or within the past twelve (12) months, has an owner, partner or employee of a business entity in which you, your spouse, parent, child own 10% or more of the voting stock or shares, or 10% or more of the fair market value served on a City board or commission?

☐ Yes ☒ No

Currently, or within the past twelve (12) months, has an owner, partner, or employee of a business entity who owns 10% or more of the voting stock or shares, or 10% or more of the fair market value, that will be a subcontractor for this contract, served on a City board or commission?

☐ Yes ☒ No

**If you answered Yes to any questions in Question 9, please list the name of the individual, name of board/commission, and start/end date of service (for each instance).**

### **Notice Regarding Prohibited Interest in Contracts.**

Please be aware, the City's Charter and Ethics Code prohibits members of certain more-than-advisory boards and commissions, as well as their close family members and any businesses they or their families hold a 10% or greater ownership interest from obtaining a contract with the City during their board or commission service. The prohibition extends to subcontracts on City contracts, and would also apply to parent, subsidiary or partner businesses owned by the member of the board or commission and their family. Please see Section 141 of the City Charter and Section 2-52 of the City Ethics Code (Prohibited Interests in Contracts) for complete information.

Former members of certain more-than-advisory boards and commissions, their family members and the businesses they own will continue to be prohibited from obtaining any discretionary contracts for one year after leaving City service. Please see Section 2-58 of the City Ethics Code (Prohibited Interest in Discretionary Contracts) for complete information.

Please note that any contract in place at the time the applicant becomes a City officer may remain in effect, but cannot be amended, extended, modified, or changed in any manner during the officer's City service on the more-than-advisory board.

If you have any questions, please contact the Office of the City Attorney to request to speak with a member of the Ethics staff: (210) 207-8940

### **Acknowledgments**

#### **\*1. Updates Required.**

- ☒ I understand that this form must be updated by submission of a revised form if there is any change in the information before the discretionary contract, housing and retail development incentive, or the purchase, sale, or lease of real estate to or from the City is the subject of action by the City Council, and no later than 5 business days after any change has occurred, whichever comes first. This includes information about political contributions made after the initial submission and up until 30 calendar days after contract has been awarded.

#### **\*2. No Contract with City Officials or Staff during Contract Evaluation**

- ☒ I understand that a person or entity who seeks or applies for a city contract or any other person acting on behalf of that person or entity is prohibited from contacting city officials and employees regarding the contract after a Request for Proposal (RFP), Request for Qualification (RFQ), or other solicitation has been released.

This no-contact provision shall conclude when the contract is posted as a City Council agenda item. If contact is required with city officials or employees, the contact will take place in accordance with procedures incorporated into the solicitation documents. Violation of this prohibited contacts provision set out in Section 2-61 of the City Ethics Code by respondents or their agents may lead to disqualification of their offer from consideration.

**\*3. Contribution Prohibitions for "High-Profile" Contracts**

☐ This is not a high-profile contract.

If this is a high-profile contract please complete the following questions:

- ☒ I acknowledge that this contract has been designated as a high-profile contract by the city. I further acknowledge that the following individuals are prohibited from making campaign or officeholder contributions to members of City Council, candidates for City Council, or political action committees that make contributions to City Council elections from the 10th business day after the solicitation has been released until 30 calendar days after the contract has been awarded: legal signatory to contract individual(s) seeking the contract, owner or officer of an entity seeking the contract, the spouse of any of these individuals, and any attorney, lobbyist, or consultant retained to assist in seeking the contract.
- ☒ I warrant that no contributions have been made by these individuals in violation of Section 2-309 of the Municipal Campaign Finance Code.

**\*4. Conflicts of Interest Questionnaire (CIQ)**

Chapter 176 of the Local Government Code requires all contractors and vendors to submit a Conflict of Interest Questionnaire Form (CIQ) to the Office of the City Clerk, even if contract is not designated as "High Profile".

- ☒ I acknowledge that I have been advised of the requirement to file a CIQ form under Chapter 176 of the Local Government Code.

**\* Oath**

- ☒ I swear or affirm that the statements contained in this Contracts Disclosure Form, including any attachments, to the best of my knowledge and belief are true, correct, and complete.

**\*Print Name:** Sable Kitchen

**\*Signature:** 

**Title:** President

**\*Date:** 10/12/2023

**\*Company Name or DBA:** Adams Environmental, Inc.

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If submitting via regular mail, send to:

Purchasing Department  
P.O. Box 839966  
San Antonio, Texas 78283-3966

# STANTEC CONSULTING SERVICES INC.

## SHAREHOLDERS:

Mustang Acquisition Holdings Inc. - 100%

## DIRECTORS:

Stuart E. Lerner  
Jeffrey P. Stone

## OFFICERS:

President	Gordon A. Johnston
Chief Operating Officer – North America	
CEO – Engineering & Executive Vice President	Stuart E. Lerner
Chief Operating Officer – Global & Executive Vice President	Catherine Schefer
Chief Growth & Innovation Officer & Executive Vice President	John Take
Chief People & Inclusion Officer & Executive Vice President	Asifa Samji
Chief Practice and Project Officer & Executive Vice President	Steve Fleck
Executive Vice President	Leonard Castro
Executive Vice President	Marshall W. Davert Jr.
Executive Vice President	David Emery
Executive Vice President	Mario Finis
Executive Vice President	Bjorn Morisbak
Executive Vice President	Susan Reisbord
Executive Vice President	Ryan Roberts
Executive Vice President	Susan Walter
Senior Vice President & Chief Information Officer	Chris McDonald
Senior Vice President & Chief Technology Officer	
Senior Vice President	Shankar Kalyana
Senior Vice President	Paul J.D. Alpern
Senior Vice President	David R. Bernier
Senior Vice President	Paul R. Blaszczyk
Senior Vice President	Clayton A. Bock
Senior Vice President	Peter Bokor
Senior Vice President	Patrick G. Corser
Senior Vice President	Luke De Hayr
Senior Vice President	Paul J. DeKeyser
Senior Vice President	Joseph Geller
Senior Vice President	Harris J. (Josh) Gould

## STANTEC CONSULTING SERVICES INC.

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Senior Vice President	John J. Hanula
Senior Vice President	Jonathan A. (Andy) Hersey
Senior Vice President	Peter Howe
Senior Vice President	David Irvine
Senior Vice President	Adriana Jaegerman
Senior Vice President	Michael Johnson
Senior Vice President	Jennifer Josephs
Senior Vice President	John S. Montgomery
Senior Vice President	Robert Mullins
Senior Vice President	Michael Newbery
Senior Vice President	Brian P. Norris
Senior Vice President	James (Jim) R. Obermeyer
Senior Vice President	Philip R. Perciavalle
Senior Vice President	Sujan Punyamurthula
Senior Vice President	Marilynn F. Robinson
Senior Vice President	Chander K. Sehgal
Senior Vice President	Kari Shively
Senior Vice President	Robert A. Simm
Senior Vice President	David Smith
Senior Vice President	Joseph Russell (Russell) Snow
Senior Vice President	Scott Storlid
Senior Vice President	Glenn S. Tarbox
Senior Vice President	Matthew D. Travers
Senior Vice President	Joseph Uglevich
Senior Vice President	Arthur Umble
Senior Vice President	Mike Watson
Senior Vice President	Christopher Williams
Senior Vice President	Andrew C. Wilson
Vice President	Frank Aceto
Vice President	Rusty Benkosky
Vice President	Ramon Castella
Vice President	Anil Dean
Vice President	Becky Hachenburg
Vice President	Megan Holmes
Vice President	Sarah McIlroy
Vice President	Scott Peyton
Vice President	Michael Reagan
Vice President	Jeffrey P. Stone
Vice President	Kristopher Wilhoit
Senior Principal	Scott Buttari
Senior Principal	Long Hoang
Senior Principal	David Kennedy
Senior Principal	Douglas Stoker
Principal	Robert R. Cunningham
Principal	Steve Shadix
Principal	Stephen Varsa

Linda Brown  
Jason Schneider  
Gregory Sebourn  
Kelly VanElders  
Matthew Vernon  
Jerome Means  
Konrad Stinchfield  
Michael A. Kennedy  
Ally Gerlach  
Geraldine V. Webb  
Brian Larson  
Michael Aceto  
David Archer  
Eli Bilek  
William A. Butler  
Thomas Curran  
William J. Edwards  
Victoria Hall-Sturt  
Cate Hite  
Agustina Jaureguiberry  
Katharine LaFrance  
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Amy Oygen  
Robert J. Ray  
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Corey Sanchez  
Matthew Storey  
Christopher O. Heisler  
Jeffrey P. Stone  
Theresa Jang