## **CONSTANT ASSOCIATES, INC.** 3655 Torrance Blvd., Suite 430, Torrance, CA 90503 TXDOT Disadvantaged Business Enterprise

www.ConstantAssociates.com



CITY OF SAN ANTONIO OFFICE OF EMERGENCY MANAGEMENT RFP 21-092: REGIONAL CATASTROPHIC PREPAREDNESS PLANNING

CONTRACTS DISCLOSURE FORM

October 12, 2021

Resilience is CONSTANT<sup>™</sup>



## Contracts Disclosure Form: CONSTANT

CITY OF SAN ANTO -TEMS- *	This form can be	racts Disclosure e completed online at www.sanar completed online, please print, co roposal. All questions must be an	ntonio.gov/ethics. Somplete and submit
	For details on use of this form, se	ee Section 2-59 through 2-61 of the City	's Ethics Code.
	* This is a: 🚺 New Submission	Correction Update to pr	evious submission
* 1) Name of	person submitting this disclo	sure form.	
*First Michelle	* <b>M.I</b> _R	*Last Constant	Suffix
* 2) Contract	Information		
* 3) Disclosur a) Name of indiv (NOTE: Give exac	e of parties, owners, and clos idual(s) or entity(ies) seeking a cor it legal name as it will appear on th Associates, Inc.	tract with the city.	
b) Name and title Michelle Con	e of contract signatory stant CEO		
c) Name of all ov	vners, board members, executive c	ommittee members, and officers of e	ntities listed in question 3a.
Donna Chaney		tor	



T, LISC ally	y individual(s) or entity(ies) that is a partner, parent, joint venture, or subsidiary
entity(ies) o	of the individual or entity listed in Question 3.
🛛 Not appli	cable. Contracting party(ies) does not have partner, parent, joint venture, or subsidiary entities.
	list below names and type of relationship (partner, parent, joint venture or subsidiary entities, and all the I members, executive committee members, officers of each entity):
* 5) List any	y individuals or entities that will be subcontractors on this contract.
🔲 Not applie	cable. No subcontractors will be retained for this contract.
Subcontra	actors may be retained, but have not been selected at the time of this submission.
If applicable, I	list below subcontractors, including the name of the owner(s), and business name:
Adams Envir	anning, LLC (Ryan Lanier) Now CI Flex Solutions LLC ronmental, Inc. (Sable Kitchen, Lynn Kitchen) E (Gian Villarreal)
_	t in seeking this contract.
Mot appli	cable. No attorneys, lobbyists, or consultants have been retained to assist in seeking this contract.
	cable. No attorneys, lobbyists, or consultants have been retained to assist in seeking this contract. ist below names and type (attorneys, lobbyists, or consultants) retained to assist in seeking this contract:
If applicable, I	
<ul> <li>If applicable, I</li> <li><b>7) Disclos</b></li> <li>List any campaig</li> <li>of City Council, contributes to C</li> </ul>	list below names and type (attorneys, lobbyists, or consultants) retained to assist in seeking this contract: ure of political contributions. gn or officeholder contributions made by the following individuals in the past 24 months to any current member former member of City Council, any candidate for City Council, or to any political action committee that Tity Council elections:
<ul> <li>If applicable, I</li> <li><b>7) Disclose</b></li> <li>ist any campaig</li> <li>of City Council,</li> <li>contributes to C</li> <li>a. any</li> </ul>	list below names and type (attorneys, lobbyists, or consultants) retained to assist in seeking this contracts ure of political contributions. gn or officeholder contributions made by the following individuals in the past 24 months to any current membe former member of City Council, any candidate for City Council, or to any political action committee that
<ul> <li>If applicable, I</li> <li>T) Disclosu</li> <li>List any campaig of City Council, contributes to C</li> <li>any</li> <li>any</li> <li>b. any</li> <li>c. any</li> <li>d. any</li> </ul>	list below names and type (attorneys, lobbyists, or consultants) retained to assist in seeking this contract: ure of political contributions. gn or officeholder contributions made by the following individuals in the past 24 months to any current member former member of City Council, any candidate for City Council, or to any political action committee that Tity Council elections: y individual seeking contract with the city (Question 3)
* 7) Disclose ist any campaig of City Council, contributes to C a. any b. any c. any d. any e. the f. any	list below names and type (attorneys, lobbyists, or consultants) retained to assist in seeking this contract: ure of political contributions. gn or officeholder contributions made by the following individuals in the past 24 months to any current member former member of City Council, any candidate for City Council, or to any political action committee that City Council elections: y individual seeking contract with the city (Question 3) y owner or officer of entity seeking contract with the city (Question 3) y individual or owner or officer of an entity listed above as a partner, parent, or subsidiary business (Question 4) y subcontractor or owner/officer of subcontracting entity retained for the contract (Question 5) e spouse of any individual listed in response to (a) through (d) above y attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6)
* 7) Disclose List any campaig of City Council, contributes to C a. any b. any c. any d. any e. the f. any	list below names and type (attorneys, lobbyists, or consultants) retained to assist in seeking this contracts ure of political contributions. gn or officeholder contributions made by the following individuals in the past 24 months to any current member former member of City Council, any candidate for City Council, or to any political action committee that City Council elections: y individual seeking contract with the city (Question 3) y owner or officer of entity seeking contract with the city (Question 3) y individual or owner or officer of an entity listed above as a partner, parent, or subsidiary business (Question 4) y subcontractor or owner/officer of subcontracting entity retained for the contract (Question 5) e spouse of any individual listed in response to (a) through (d) above y attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6) able. No campaign or officeholder contributions have been made in preceding 24 months by these
If applicable, I If applicable, I * 7) Disclosu List any campaig of City Council, contributes to C a. any b. any c. any d. any c. any d. any e. the f. any Mot application individuals	list below names and type (attorneys, lobbyists, or consultants) retained to assist in seeking this contracts ure of political contributions. gn or officeholder contributions made by the following individuals in the past 24 months to any current member former member of City Council, any candidate for City Council, or to any political action committee that City Council elections: y individual seeking contract with the city (Question 3) y owner or officer of entity seeking contract with the city (Question 3) y individual or owner or officer of an entity listed above as a partner, parent, or subsidiary business (Question 4) y subcontractor or owner/officer of subcontracting entity retained for the contract (Question 5) e spouse of any individual listed in response to (a) through (d) above y attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6) able. No campaign or officeholder contributions have been made in preceding 24 months by these
<ul> <li>If applicable, I</li> <li>* 7) Disclose</li> <li>List any campaig of City Council, contributes to C a. any b. any c. any d. any e. the f. any</li> <li>Not applicat individuals</li> </ul>	List below names and type (attorneys, lobbyists, or consultants) retained to assist in seeking this contracts ure of political contributions. gn or officeholder contributions made by the following individuals in the past 24 months to any current member former member of City Council, any candidate for City Council, or to any political action committee that City Council elections: y individual seeking contract with the city (Question 3) y owner or officer of entity seeking contract with the city (Question 3) y undividual or owner or officer of an entity listed above as a partner, parent, or subsidiary business (Question 4) y subcontractor or owner/officer of subcontracting entity retained for the contract (Question 5) e spouse of any individual listed in response to (a) through (d) above y attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6) <b>able. No campaign or officeholder contributions have been made in preceding 24 months by these</b>
If applicable, I If applicable, I T) Disclosu List any campaig of City Council, contributes to C a. any b. any c. any d. any c. any d. any e. the f. any Mot application individuals	List below names and type (attorneys, lobbyists, or consultants) retained to assist in seeking this contracts ure of political contributions. gn or officeholder contributions made by the following individuals in the past 24 months to any current member former member of City Council, any candidate for City Council, or to any political action committee that City Council elections: y individual seeking contract with the city (Question 3) y owner or officer of entity seeking contract with the city (Question 3) y undividual or owner or officer of an entity listed above as a partner, parent, or subsidiary business (Question 4) y subcontractor or owner/officer of subcontracting entity retained for the contract (Question 5) e spouse of any individual listed in response to (a) through (d) above y attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6) <b>able. No campaign or officeholder contributions have been made in preceding 24 months by these</b>



### **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	<b>⊠</b> N₀
-----	-------------

City of San Antonio Office of Emergency Management **RFP 21-092: Regional Catastrophic Preparedness Planning** Contracts Disclosure Form



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. <u>Updates Required</u>

- 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 Contact 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.



This is not a high-profile contract.	
If this is a high-profile contract please co	omplete the following questions:
that the following individuals are City Council, candidates for City elections from the 10th business contract has been awarded: legal	has been designated as a high-profile contract by the city. I further acknowledge prohibited from making campaign or officeholder contributions to members o Council, or political action committees that make contributions to City Counci day after the solicitation has been released until 30 calendar days after the signatory to contract individual(s) seeking the contract, owner or officer of ar ouse of any of these individuals, and any attorney, lobbyist, or consultant retained
I warrant that no contributions have of the Municipal Campaign Finance	ve been made by these individuals in violation of Section 2-309 e Code.
4. Conflicts of Interest Questionnaire (CIQ)	
	requires all contractors and vendors to submit a Conflict of Interest Questionnaire n if contract is not designated as "High Profile".
I acknowledge that I have been advised Code.	of the requirement to file a CIQ form under Chapter 176 of the Local Governmer
	* Oath
Print Name: Michelle Constant	*Signature:
	*Signature:*Date: 10/8/2021
itle: CEO	*Date: 10/8/2021
Print Name: <u>Michelle Constant</u> Title: <u>CEO</u> Company Name or DBA: <u>Constant and A</u>	*Date: 10/8/2021
Title: CEO	*Date: 10/8/2021
ritle: <u>CEO</u> Company Name or DBA: <u>Constant and A</u> This form can be If form cannot	*Date: 10/8/2021
ritle: <u>CEO</u> Company Name or DBA: <u>Constant and A</u> This form can be If form cannot submit wit	*Date: 10/8/2021
itle: <u>CEO</u> Company Name or DBA: <u>Constant and A</u> This form can be If form cannot submit wit	*Date: 10/8/2021 Associates, Inc. e completed online at www.sanantonio.gov/ethics. t be completed online, please print, complete and th proposal. All questions must be answered. submitting via regular mail, send to: Purchasing Department
ritle: <u>CEO</u> Company Name or DBA: <u>Constant and A</u> This form can be If form cannot submit wit	*Date: 10/8/2021 Associates, Inc. e completed online at www.sanantonio.gov/ethics. be completed online, please print, complete and th proposal. All questions must be answered. submitting via regular mail, send to:
ritle: <u>CEO</u> Company Name or DBA: <u>Constant and A</u> This form can be If form cannot submit wit	*Date: 10/8/2021 Associates, Inc. e completed online at www.sanantonio.gov/ethics. be completed online, please print, complete and th proposal. All questions must be answered. submitting via regular mail, send to: Purchasing Department P.O. Box 839966
itle: <u>CEO</u> Company Name or DBA: <u>Constant and A</u> This form can be If form cannot submit wit	*Date: 10/8/2021 Associates, Inc. e completed online at www.sanantonio.gov/ethics. be completed online, please print, complete and th proposal. All questions must be answered. submitting via regular mail, send to: Purchasing Department P.O. Box 839966
ritle: <u>CEO</u> Company Name or DBA: <u>Constant and A</u> This form can be If form cannot submit wit	*Date: 10/8/2021 Associates, Inc. e completed online at www.sanantonio.gov/ethics. be completed online, please print, complete and th proposal. All questions must be answered. submitting via regular mail, send to: Purchasing Department P.O. Box 839966



## Contracts Disclosure Form: CI Flex Solutions

1/21, 10:59 AM			С	ontracts Disclosure Form			
CITY OF	CITY OF SAN ANTONIO						
	0	Contracts Disclosure Form					
		Please print completed form and submit with proposal to originating department. All questions must be answered.					
	For details on use of	this form, see Se	ction 2-	59 through 2-61 of the City's Ethics Code.			
*This is a:	New Submission	○ Correction	() Upd	late to previous submission	]		
*1) Name of pers	son submitting thi	is disclosure	• form				
* First		м.і.		* Last	Suffix		
Shannon				Smalls			
*2) Contract Info	ormation						
a) Contract or Proje							
RFP for Regional Pre							
b) Originating Depa	artmont:						
SAFD	nunent.				~		
*3) Disclosure o	f parties, owners,	and closely	relate	ed persons.			
a) Name of individu appear on the conti		eeking a cont	ract wi	th the city. (NOTE: Give exact legal	name as it will		
Name							
CI Flex Solutions,	, LLC						
	, LLC f contract signatory						
		Title					
b) Name and title of			nager				
b) Name and title of Name Shannon Smalls	f contract signatory	<b>Title</b> Senior Mar	-	ee members, and officers of entities	listed in question		
b) Name and title of Name Shannon Smalls c) Name of all owne	f contract signatory	<b>Title</b> Senior Mar	-	ee members, and officers of entities	listed in question		

# City of San Antonio Office of Emergency Management RFP 21-092: Regional Catastrophic Preparedness Planning



Contracts Disclosure Form

/21, 10:59 AM	Contracts Disclosure Form	
Officer of Entity	Dustin Lanier	
	) or entity(ies) that is a partner, parent, joint venture, or subsidiary lual or entity listed in Question 3.	
	party(ies) does not have partner, parent, joint venture, or subsidiary entities. int venture or subsidiary entities, and all the owners, board members, executive committee entity:	•
*5) List any individuals (	or entities that will be subcontractors on this contract.	
Subcontractors may be retai	ractors will be retained for this contract. ined, but have not been selected at the time of this submission. uding the name of the owner(s), and business name:	
*6) List any attorneys, lo or 5 to assist in seeking	obbyists, or consultants retained by any individuals listed in Questions J this contract.	s 3, 4,
	s, lobbyists, or consultants have been retained to assist in seeking this contract. or consultants retained to assist in seeking this contract:	
*7) Disclosure of politica	al contributions.	
Council, former member of City Co elections: a. any individual seeking contr b. any owner or officer of entity c. any individual or owner or of d. any subcontractor or owner/ e. the spouse of any individual f. any attorney, lobbyist, or con	contributions made by the following individuals in the past 24 months to any current member of Ci ouncil, any candidate for City Council, or to any political action committee that contributes to City C ract with the city (Question 3) y seeking contract with the city (Question 3) officer of an entity listed above as a partner, parent, or subsidiary business (Question 4) /officer of subcontracting entity retained for the contract (Question 5) Il listed in response to (a) through (d) above insultant retained to assist in seeking contract (Question 6) n or officeholder contributions have been made in preceding 24 months by these individual	Council
Updates on Contribution	ns Required	
	is must be updated by submission of a revised form from the date of the submission of this form, u is action on the contract identified in response to Question 2 and continuing for 30 calendar days a	
Notice Regarding Contr	ibution Prohibitions for "High-Profile" Contracts	
officeholder contribution to any me Council elections from the 10th bu been awarded: a. Any individual seeking a hig	f board, and executive committee member of an entity seeking a high-profile contract, excluding b	ity has oard
officers and executive comn	mittee members of 501(c)(3), 501(c)(4) and 501(c)(6) non-profit organizations not created or contra- ce is done strictly as a volunteer with no financial compensation and no economic gain from the no	-



#### 10/11/21, 10:59 AM

#### Contracts Disclosure Form

- 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.

□ I am aware of the following conflict(s) of interest:

#### \*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?

### 🗹 No

🗌 Yes

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?

✓	No
$\square$	Yes

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?

✓	No
	Yes

#### Notice Regarding Prohited 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

https://webapp1.sanantonio.gov/ContractsDisclosure/



Contracts Disclosure Form

### Acknowledgements

#### \*1. Updates Required

10/11/21, 10:59 AM

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 Contact with City Officials or Staff during Contract Evalution

 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 Prohitibitions for "High-Profile" Contracts

- This is not a high-profile contract.
- ◯ This is a high-profile contract.

#### \*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				
<b>~</b>		I swear or affirm that the statements contained in this Contracts Disclosure Form, including any attachments, to the best of n knowledge and belief are true, correct, and complete.				
* Your	Name:	Title:				
Shan	non Smalsl	Senior Manager				
* Com	pany Name or DBA:		Date:			
CI Fle	ex Solutions, LLC		10/11/2021			
	F	Please print completed form and submit with				

Please print completed form and submit with proposal to originating department. All questions must be answered. If necessary to mail, send to: Purchasing P.O. Box 839966 San Antonio, Texas 78283-3966

https://webapp1.sanantonio.gov/ContractsDisclosure/

City of San Antonio Office of Emergency Management **RFP 21-092: Regional Catastrophic Preparedness Planning** Contracts Disclosure Form



10/11/21, 10:59 AM

Contracts Disclosure Form

GR.1075-01.PUR.REPORT.Contracts Disclosure Form Rev. 09/07/2021

https://webapp1.sanantonio.gov/ContractsDisclosure/

5/5



## Contracts Disclosure Form: AEI

				San Anton Disclosure			Office of th City Clerk
		lease fill out this form roposal to originating					-
F	For details	s on use of this form, s	see <u>Sed</u>	tion 2-59 through	<u>2-61</u> of the C	ity's Ethics Co	de.
87	This is a 🤅	New Submission or		rrection or 🔿 Upd	ate to pr <i>e</i> vio	us submission	l.
<ol> <li>Name of person su</li> </ol>	ubmitting	this disclosure form.					
First: Sable		M.I. <u>L</u>		Last: <u>Kitchen</u>			Suffix:
<ol> <li>Contract informati</li> </ol>	ion.						
a) Contract or project	name:	REGIONAL CATAST	ROPHIC	PREPAREDNESS P	LANNING (RF	P 21-092; RFx	6100014293)
b) Originating departr	ment:	San Antonio Fire De	partme	ent - Office of Eme	gency Manag	gement (SAOE	EM)
*3. Name of individual					iesto the cor	ntract).	
Adams Environmental	l, Inc. (Sub	consultant to CONST	ANTAS	isociates)			
	(s) or entit	y(ies) that is a partne	r, paren	it, joint venture, or	subsidiary er	ntity(ies) of the	e individual or entity
listed in Question 3.		•					
listed in Question 3. ☑Not applicable. Cor	ntracting	•	ave part	tner, parent, joint i	venture, or su	bsidiary entiti	es.
<sup>8</sup> 4. List any individual( listed in Question 3. ☑Not applicable. Cor □Names of partner, p □and officers of each	ntracting parent, joi	party(jes) does not ha	ave part	tner, parent, joint i	venture, or su	bsidiary entiti	es.
listed in Question 3. Not applicable. Cor Names of partner, p and officers of each	ntracting parent, joi n entity:	party(ies) does not ha nt venture or subsidia	ave part ary entit	tner, parent, joint t ties, and all the bo	venture, or su	bsidiary entiti	es.
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City of San Antonio Office of Emergency Management RFP 21-092: Regional Catastrophic Preparedness Planning

Contracts Disclosure Form

Rev.2014-11 09/18/14



	City of San Antonio Contracts Disclosure Form	Office of th City Clerk
*7. Disclosure of political of	contributions.	
\$100 to any current memb action committee that con a) any individual b) any owner or o c) any individual d) any subcontra- e) the spouse of a f) any attorney, lo	eholder contributions made by the following individuals in the past 24 monti ber of City Council, former member of City Council, any candidate for City Coun- ntributes to City Council elections: seeking contract with the city (Question 3) officer of entity seeking contract with the city (Question 3) or owner or officer of an entity listed above as a partner, parent, or subsidiary ctor or owner/officer of subcontracting entity retained for the contract (Ques any individual listed in response to (a) through (d) above obbyist, or consultant retained to assist in seeking contract (Question 6) npaign or officeholder contributions have been made in preceding 24 month	uncil, or to any political y business (Question 4) stion 5)
List of contributions:		
Updates on Contributions	Denvired	
Information regarding con	ntributions must be updated by submission of a revised form from the date o City Coundi takes action on the contract identified in response to Question :	
Notice Regarding Contribu	ution Prohibitions for "High-Profile" Contracts	
campaign or officehold er (	e <u>Municipal Campaign Finance Code</u> , the following listed individuals are prob contribution to any member of City Council, candidate for City Council or pol puncil elections from the 10th business day after a contract solicitation has be ntract has been awarded:	litical action committee
<ul> <li>b) Any individual see</li> <li>c) Any owner or offic</li> <li>d) The spouse of any</li> </ul>	f a high-profile contract eking a high-profile contract cer of an entity seeking a high-profile contract y of individual listed in response to (a) through (c) above byist, or consultant retained to assist in seeking a high-profile contract	
Penalty. A high-profile co any of these individuals du	intract cannot be awarded to the individual or entity if a prohibited contribut uring the contribution "black-out" period, which is the 10th business day after days after the contract has been awarded.	
<ol> <li>8. Disclosure of conflict o</li> </ol>	f interest.	
	s) with regard to this contract that would raise a "conflict of interest" issue un any City Council member or board/commission member that has not or will	
of the City Ethics Code for city officials? I am not aware of any c Coundi or a city board/	:onflict(s) of interest issues under Section 2-43 or 2-44 of the City Ethics Code (commission. wing conflict(s) of interest:	for members of City

Page 2 of 4



	City of San Antonio Contracts Disclosure Form	Office of the City Clerk
9. Prohibited Interest in Contr	acts.	
	elve (12) months, have you, your spouse, sibling, parent, child or othe affinity served on a City board or commission?	r family member within the
	elve (12) months, has an owner, partner or employee of a business en or more of the voting stock or shares, or 10% or more of the fair mark	
	elve (12) months, has an owner, partner, or employee of a business er 10% or more of the fair market value, that will be a subcontractor for	
TYes		
Notice Regarding Prohibited Int Disease be aware the City's Char	terest in Contracts. ter and Ethics Code prohibits members of certain more-than-advisory	who and commissions
as well as their close family mer obtaining a contract with the C contracts, and would also apply	nbers and any businesses they or their families hold a 10% or greater ity during their board or commission service. The prohibition extend v to parent, subsidiary or partner businesses owned by the member or ction 141 of the City Charter and <u>Section 2-52</u> of the City Ethics Code	ownership interest from sto subcontracts on City f the board or commission
will continue to be prohibited f	re-than-advisory boards and commissions, their family members and rom obtaining any discretionary contracts for one year after leaving C Tode (Prohibited Interest in Discretionary Contracts) for complete info	lity service. Please see
Please note that any contract in amended, extended, modified,	place at the time the applicant becomes a City officer may remain in or changed in any manner during the officer's City service on the mo	effect, but cannot be re-than-advisory board.
f you have any questions, pleas (210) 207-8940.	se contact the Office of the City Attorney to request to speak with a m	nember of the Ethics staff:
	0 elementel e die envie onte	]
1. Updates Required	Acknowledgements	
I understand that this form before the discretionary co or from the City is the subj occurred, whichever come	nmust be updated by submission of a revised form if there is any chan intract, housing and retail development incentive, or the purchase, sa ect of action by the City Council, and no later than 5 business days aft s first. This includes information about political contributions made a ays after contract has been awarded.	ale,or lease of real estate to er any change has
<ul> <li>I understand that a person person or entity is prohibite</li> </ul>	<b>Bals or Staff during Contract Evaluation</b> or entity who seeks or applies for a city contract or any other person a ed from contacting city officials and employees regarding the contrac Qualification (RFQ), or other solicitation has been released.	
with city officials or employ solicitation documents. Vic	hall conclude when the contract is posted as a City Council agenda ite rees, the contact will take place in a ccordance with procedures incorp plation of this prohibited contacts provision set out in <u>Section 2-61</u> of s may lead to disqualification of their offer from consideration.	orated into the

City of San Antonio Office of Emergency Management RFP 21-092: Regional Catastrophic Preparedness Planning

Contracts Disclosure Form



	City of San		
Ū	Contracts Disc	losure Form	Office of the City Clerk
3. Contribution Prohibi	tions for "High-Profile" Contracts		
This is not a high-profil	e contract.		
C This is a high-profile co	intrad.		
A. C			
	overnment Code requires <u>all</u> contractors the City Clerk, even if contract is not des		terest Questionnaire
✓ lacknowledge that lha Code.	ave been advised of the requirement to f	ille a CIQ form under Chapter 176 of the	e Local Government
	*Oati	h	
	he statements contained in this Contract lief are true, correct, and complete.	ts Disclosure Form, including any attad	iments, to the best of
Your Name: Sable Kitch	en Sable Kithtin	Title: President	
Company Name or DBA:	Adams Environmental, Inc.	Date: 1	0/06/2021
	P.O. Box 8 San Antonio, Texa		



## Contracts Disclosure Form: Seagull

10/7/21, 9:50 AM			Co	ntracts Disclosure Form			
			-	OF SAN ANTON	-		
*This is a:	proposal to o	this form, see Section	nt. A 1 2-4	Il questions must be answered. 59 through 2-61 of the City's Ethics Code.			
This is a.	New Submission	○ Correction ○ L	Jpd	ate to previous submission			
*1) Name of pers	on submitting this	s disclosure fo	m				
* First		M.I.		* Last		Suffix	
Gian		c		Villarreal			
*2) Contract Info	rmation						
a) Contract or Project							
Regional Catastrophic	Preparedness Planning	J					
b) Originating Depa	rtment:						
SAFD						~	
						)	
*3) Disclosure of	parties, owners,	and closely rela	ate	d persons.			
a) Name of individua appear on the contra		eeking a contract	wit	th the city. (NOTE: Give exact legal	nam	e as it will	
Name							
Seagull PME							
b) Name and title of	contract signatory						
Name		Title					
Gian Villarreal		Principal - Wat	er	Resources			
c) Name of all owner 3a.	rs, board members,	executive comm	itte	e members, and officers of entities	liste	d in question	
Туре		Name					
Owner		Gian Villarreal					
https://webapp1.sanantonio.go	v/ContractsDisclosure/						1/5



#### 10/7/21, 9:50 AM

#### Contracts Disclosure Form

\*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(les) does not have partner, parent, joint venture, or subsidiary entities.
 Names of partner, parent, joint venture or subsidiary entities, and all the owners, board members, executive committee members, and 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.

List of subcontractors, including the name of the owner(s), and business name:

\*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, lobbylsts, or consultants have been retained to assist in seeking this contract.

List of 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 campaign or officeholder contributions have been made in preceding 24 months by these individuals.
List of contributions:

#### **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

https://webapp1.sanantonio.gov/ContractsDisclosure/

2/5



#### 10/7/21, 9:50 AM

Contracts Disclosure Form

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.

□ I am aware of the following conflict(s) of interest:

#### \*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?

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?

No 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?

No No

#### Notice Regarding Prohited 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

#### Acknowledgements

\*1. Updates Required

https://webapp1.sanantonio.gov/ContractsDisclosure/

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	) AM	Contracts Disclosure Form
	discretionary contract, housing and retail devel is the subject of action by the City Council, and	v submission of a revised form if there is any change in the information before th lopment incentive, or the purchase, sale,or lease of real estate to or from the Cit d no later than 5 business days after any change has occurred, whichever come ontributions made after the initial submission and up until 30 calendar days after
*2. <u>No (</u>	Contact with City Officials or Staff during Contra	act Evalution
<ul> <li>Image: A start of the start of</li></ul>		or applies for a city contract or any other person acting on behalf of that person
		als and employees regarding the contract after a Request for Proposal (RFP),
	city officials or employees, the contact will take	the contract is posted as a City Council agenda item. If contact is required with a place in accordance with procedures incorporated into the solicitation s provision set out in Section 2-61 of the City Ethics Code by respondents or the or from consideration.
*3. <u>Con</u>	tribution Prohitibitions for "High-Profile" Contra	acts
l This	is not a high-profile contract.	
$\bigcirc$ This	is a high-profile contract.	
	I acknowledge that I have been advised of the	requirement to file a CIQ form under Chapter 176 of the Local Government Cod
		*Oath
		Valli
	I swear or affirm that the statements contained	
<b>~</b>	I swear or affirm that the statements contained knowledge and belief are true, correct, and cor	I in this Contracts Disclosure Form, including any attachments, to the best of my
_		I in this Contracts Disclosure Form, including any attachments, to the best of my
* Your	knowledge and belief are true, correct, and cor	l in this Contracts Disclosure Form, including any attachments, to the best of my mplete.
* Your Gian V	knowledge and belief are true, correct, and cor	I in this Contracts Disclosure Form, including any attachments, to the best of my mplete.
* Your Gian ' * Comj	knowledge and belief are true, correct, and cor Name: Villarreal	l in this Contracts Disclosure Form, including any attachments, to the best of my mplete. Title: Principal - Water Services
Gian V * Comj	knowledge and belief are true, correct, and cor Name: Villarreal pany Name or DBA: uil PME Please prir proposal to originating If n	I in this Contracts Disclosure Form, including any attachments, to the best of my mplete. Title: Principal - Water Services Date:
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City of San Antonio Office of Emergency Management **RFP 21-092: Regional Catastrophic Preparedness Planning** Contracts Disclosure Form



#### 10/7/21, 9:50 AM

Contracts Disclosure Form

GR.1075-01.PUR.REPORT.Contracts Disclosure Form Rev. 09/07/2021

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