

# CONTRACTS DISCLOSURE FORM



\* = Required fields



## City of San Antonio Contracts Disclosure Form

Office of the  
City Clerk

Please fill out this form online, print completed form and submit with proposal to originating department. 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 or  Correction or  Update to previous submission.

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

First: Pamela M.I.  Last: Bain Suffix:

\*2. Contract information.

a) Contract or project name: COSA Airport General Engineering Consultant (GEC) On-Call Services / SBEDA

b) Originating department: Aviation Department

\*3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract).

Bain Medina Bain, Inc. (BMB)

\*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.

Names of partner, parent, joint venture or subsidiary entities, and all the 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:

Arias & Associates, Robert Arias, PE  
CNG Engineering, Travis Wiltshire, PE, LEED AP  
Faith Group: Faith Varwig  
Faithful + Gould: Publicly traded company - member of Atkins Group of companies.  
Ferguson Consulting: Lecette Ferguson

\*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.

List of attorneys, lobbyists, or consultants retained to assist in seeking this contract:

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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:

Fisher Heck: Lewis Fisher and James Heck  
Foster CM Group: Paul Foster  
Harris Miller Miller Hansen: See attached list.  
Jacobsen Daniels: Darryl H. Daniels, Bradley T. Jacobsen  
Jaster- Quintanilla San Antonio: Agustin Tellez, Jr. PE, Justice Edge, PE, Erlath W. Trey Zuehl III, PE, Gary Jaster, PE

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

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\*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:

Klotz Associates: D. Wayne Klotz, PE, Billy Cooke, PE, Tom S. Ramsey, PE  
Medina Consulting: Katherine McGookey, Douglas McGookey  
Rialto: James W. Gray, Jr. and Peter Hinton  
Rolf Jenson: Huron Capital Partners  
RS&H: See attached list.

\*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.  
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 Names of partner, parent, joint venture or subsidiary entities, and all the 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:

Trans Solutions: Belinda Hargrove, Gloria Bender  
Softdig dba Underground Services: Harold Zuber  
West East Design Group: Christopher Kimm, AIA, Katherine Kimm  
XIP: Heath C. Kolman, PE, RCDD

\*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.  
 List of attorneys, lobbyists, or consultants retained to assist in seeking this contract:

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## City of San Antonio Contracts Disclosure Form

Office of the  
City Clerk

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

List any campaign or officeholder contributions made by the following individuals in the past 24 months totaling more than \$100 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:

Name of Contributor	To Whom	Date(s) of Contribution(s)	Total Amount of Contribution(s)	Add
Pamela Bain	Elisa Chan / Leticia Ozuna Campaign	03/24/2013	\$500.00	Delete
Pamela Bain	Ron Nirenburg	06/03/2013	\$500.00	Delete
Travis Wiltshire	Ivy Taylor	11/2012	\$250.00	Delete
Paul W. Foster	Councilman Ron Nirenberg	6/9/2014	\$100.00	Delete
Paul W. Foster	Councilwoman Ivy Taylor	6/9/2014	\$250.00	Delete
Paul W. Foster	Mayor Julian Castro	01/09/2014	\$250.00	Delete
Paul W. Foster	Councilman Ron Nirenberg	03/01/2013	\$150.00	Delete
Paul W. Foster	Councilwoman Ivy Taylor	02/28/2013	\$250.00	Delete
Paul W. Foster	Mayor Julian Castro	01/09/2013	\$250.00	Delete
Wayne Klotz, PE	Julian Castro	03/11/2013	\$500.00	Delete

**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.



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## City of San Antonio Contracts Disclosure Form

Office of the  
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### 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) Legal signatory of a high-profile contract
- b) Any individual seeking a high-profile contract
- c) Any owner or officer of an entity seeking a high-profile contract
- d) The spouse of any of individual listed in response to (a) through (c) above
- e) Any attorney, lobbyist, or consultant retained to assist in seeking a high-profile contract

**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?

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?

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 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

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## City of San Antonio Contracts Disclosure Form

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City Clerk

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

- 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.

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

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

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### \*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.

Your Name: Pamela Bain Title: President

Company Name or DBA: Bain Medina Bain, Inc. Date: 09/22/2014

Please fill this form out online, 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



# CONTRACTS DISCLOSURE FORM HMMH OWNER INFORMATION



## HARRIS MILLER MILLER & HANSON INC.

77 South Bedford Street  
Burlington, Massachusetts 01803  
T 781.229.0707  
F 781.229.7939  
www.hmmh.com

<b>LIST OF CORPORATE OFFICERS AND STOCKHOLDERS AS OF 15 September 2014</b>
--



NAME	ADDRESS	TITLE	% OWNERSHIP
Mary Ellen Eagan (1) (2)	77 South Bedford Street Burlington, MA 01803	President and CEO	13%
Nicholas P. Miller (1)	77 South Bedford Street Burlington, MA 01803	Senior Vice President	13%
Robert L. Miller (1) (2)	77 South Bedford Street Burlington, MA 01803	Senior Vice President	6%
Christopher W. Menge (1)	77 South Bedford Street Burlington, MA 01803	Senior Vice President / Principal Consultant	11%
Edward M. Baldwin III (1) (2)	77 South Bedford Street Burlington, MA 01803	Senior Vice President / Principal Consultant	14%
Eugene M. Reindel (1)	8880 Cal Center Dr., Ste. 430 Sacramento, CA 95826	Vice President / Principal Consultant	8%
Alison J. Moore (1)	77 South Bedford Street Burlington, MA 01803	Vice President/ Human Resources Manager	4%
Jason C. Ross (1) (2)	77 South Bedford Street Burlington, MA 01803	Vice President / Director, Transit Noise and Vibration	7%
Stephen B. Barrett (2)	77 South Bedford Street Burlington, MA 01803	Principal Consultant/Director	1%
Diana B. Wasiuk (1)	13421 Woodland Park Rd., Ste 620 Herndon, VA 20171	Vice President/Chief Operating Officer	4%
Richard Orton (2)	9 Penzance Road Rockport, MA 01966	Outside Director	0%
Tom Kinton (2)	62 Emerson Road Winchester, MA 01890	Outside Director	0%
Evan Mead (2)	15 Ridgefield Road Winchester, MA 01890	Outside Director	0%
22 Other Employee Stockholders in varying amounts			20%

- (1) Denotes Officer  
(2) Denotes Director

# CONTRACTS DISCLOSURE FORM RS&H OWNER INFORMATION



## REYNOLDS, SMITH AND HILLS, INC. *Subsidiaries*

RS&H Commercial Realty, Inc. (Florida Corporation)

RS&H Architects-Engineers-Planners, Inc. (North Carolina Corporation)

RS&H Massachusetts, Inc. (Massachusetts Corporation)

## REYNOLDS, SMITH AND HILLS, INC. BOARD OF DIRECTORS Effective January 29, 2014

Leerie T. Jenkins, Jr.  
Director, Chairman of the Board  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

Brian P. Reed  
Director, President and Chief Executive Officer  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

James W. Apthorp  
Director  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

John J. Bottaro  
Director, Senior Vice President – Corporate Program  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

E. Farris Carpenter, Jr.  
Director  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

Maria Cino  
Director  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

Darold F. Cole  
Director, Senior Vice President – Aerospace and Defense Program  
115 Alma Boulevard, Suite 101  
Merritt Island, Florida 32953

# CONTRACTS DISCLOSURE FORM RS&H OWNER INFORMATION



Joseph N. Debs  
Director, Executive Vice President, Chief Marketing Officer  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

J. Ronald Ratliff  
Director, Executive Vice President  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

David K. Robertson  
Director  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

David T. Sweeney  
Director, Executive Vice President and Chief Operating Officer  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

## PRINCIPAL OFFICERS WITH ADDRESSES

Effective January 29, 2014

Brian P. Reed  
Director, President and Chief Executive Officer  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

David T. Sweeney  
Director, Executive Vice President and Chief Operating Officer  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

Kenneth R. Jacobson  
Executive Vice President, Chief Financial Officer, Corporate Secretary,  
Corporate Treasurer, and General Counsel  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

Joseph N. Debs  
Director, Executive Vice President and Chief Marketing Officer  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

J. Ronald Ratliff  
Director, Executive Vice President  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

# CONTRACTS DISCLOSURE FORM RS&H OWNER INFORMATION



John J. Bottaro  
Director, Senior Vice President – Corporate  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

G. Wayne Finger  
Senior Vice President – Aerospace and Defense  
115 Alma Boulevard, Suite 101  
Merritt Island, FL 32953

Douglas D. Geiger  
Senior Vice President – Transportation-CM  
301 E. Pine Street, Suite 350  
Orlando, FL 32801

Lisa M. Robert  
Senior Vice President – Transportation-Infrastructure  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

William C. Sandifer  
Senior Vice President – Aviation  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

Jeremy B. Sochol  
Senior Vice President – Human Resources  
10748 Deerwood Park Boulevard South  
Jacksonville, Florida 32256

## RS&H COMMERCIAL REALTY, INC. OFFICERS

Andrew P. Wheeler  
President

Aaron S. Curtis  
Vice President/Secretary

## RS&H COMMERCIAL REALTY, INC. DIRECTORS

Andrew P. Wheeler

Aaron S. Curtis

# CONTRACTS DISCLOSURE FORM RS&H OWNER INFORMATION



## RS&H ARCHITECTS-ENGINEERS-PLANNERS, INC. OFFICERS

Leerie T. Jenkins, Jr.  
President

Brian P. Reed  
Vice President

David K. Robertson  
Sr. Vice President/Sec./Treas.

David T. Sweeney  
Vice President

Richard P. Coudurier  
Vice President

Chad H. Critcher  
Vice President

John J. Bottaro  
Vice President

Daniel J. Clayton  
Vice President

Joseph N. Debs  
Vice President

Douglas D. Geiger  
Vice President

J. Ronald Ratliff  
Vice President

William C. Sandifer  
Vice President

Stephen G. Harrill  
Vice President

James W. Hullett, Jr.  
Vice President

Shane M. Rixom  
Vice President

John F. Walz  
Vice President

E. Holt Gravies  
Assistant Secretary

## RS&H ARCHITECTS-ENGINEERS-PLANNERS, INC. DIRECTORS

Leerie T. Jenkins, Jr.

David K. Robertson

# CONTRACTS DISCLOSURE FORM RS&H OWNER INFORMATION



## RS&H MASSACHUSETTS, INC. OFFICERS

John J. Bottaro  
President/CEO

Vice President

Lisa M. Robert  
Vice President

Alan N. Watt  
Vice President

James R. Avitabile  
Vice President

Kenneth R. Jacobson  
Secretary

Steven W. Moore

E. Holt Graves  
Treasurer

## RS&H MASSACHUSETTS, INC. DIRECTORS

John J. Bottaro

James R. Avitabile

# PROFESSIONAL SERVICES AGREEMENT



Bain Medina Bain has reviewed the Professional Services Agreement Template and the General Conditions and as on previous pursuits we have no objections.