

TAB 3: 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: Rodney M.I. L Last: Bishop Suffix: Jr.

***2. Contract information.**

a) Contract or project name: On Call Aviation Disadvantaged Business Enterprise General Engineering Consultant Services

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).**

RS&H, Inc.

***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:

RS&H, Inc. is Parent Company. See attached sheet for directors/Officers and Subsidiary Companies.

☐ Names of executive committee members, officers, partners, and directors:

RS&H, Inc. is Parent Company. See attached sheet for directors/Officers and Subsidiary Companies.

***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:

See attached sheet for list of subcontractors owners and business names.

* = Required fields



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*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:

Kaufman & Killen, Inc.
100 West Houston, Suite 1250
San Antonio, TX 78205

*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:

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) 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.

* = Required fields



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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 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.

* = Required fields



City of San Antonio Contracts Disclosure Form

Office of the
City Clerk

*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.

*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: Rodney Bishop Jr. *Rodney T Bishop Jr.* Title: Vice President, Aviation

Company Name or DBA: RS&H, Inc.

Date: 10/10/2018

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

ANSWER TO QUESTION #4:

RS&H, INC.
As of July 31, 2018

BOARD OF DIRECTORS/EXECUTIVE OFFICERS:

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

David Gaboury
Director
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

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

E. Holt Graves
Executive Vice President, Chief Financial Officer
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

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

Henry Puente
Director
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

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

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

Joseph N. Debs
Director
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

Lisa M. Robert
Director, Executive Vice President
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

OFFICERS:

Donald G. Andrews, Senior Vice President
11011 Richmond Avenue, Suite 900
Houston, Texas 77042

Joseph P. Jackson, Vice President
369 Pine Street, Suite 610
San Francisco, California 94104

Rodney L. Bishop, Jr., Vice President
11011 Richmond Avenue, Suite 900
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670 Morrison Road, Suite 260
Gahanna, Ohio 43230

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369 Pine Street, Suite 610
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Atlanta, Georgia 30308

John F. Walz, Vice President
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

Daniel A. Viscardi, Vice President
730 Peachtree Street, NE, Suite 430
Atlanta, Georgia 30308

RS&H COMMERCIAL REALTY, INC.
(A Wholly Owned Subsidiary of RS&H, Inc.)
As of June 8, 2018

BOARD OF DIRECTORS:

Aaron S. Curtis
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

Andrew P. Wheeler
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

OFFICERS:

Andrew P. Wheeler, President
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

Aaron S. Curtis, Vice President
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

RS&H MARYLAND, INC.
(A Wholly Owned Subsidiary of RS&H, Inc.)
As of June 8, 2018

BOARD OF DIRECTORS:

John J. Bottaro
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

Patrick H. Hargrove
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

John F. Walz
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

OFFICERS:

John J. Bottaro, President, Corporate Secretary
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

Chad H. Critcher, Vice President
1520 South Boulevard, Suite 200
Charlotte, North Carolina 28203

E. Holt Graves, Treasurer
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

Patrick H. Hargrove, Vice President
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

Dusty L. Holcombe, Jr., Vice President
4235 Innslake Drive, Suite 105
Glen Allen, VA 23060

John F. Walz, Vice President
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

RS&H MASSACHUSETTS, INC.
(A Wholly Owned Subsidiary of RS&H, Inc.)
As of June 8, 2018

BOARD OF DIRECTORS:

James R. Avitabile
301 E. Pine Street, Suite 350
Orlando, Florida 32801

John J. Bottaro
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

OFFICERS:

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Orlando, Florida 32801

E. Holt Graves, Treasurer
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

Steven W. Moore, Vice President
115 Alma Boulevard, Suite 101
Merritt Island, Florida 32953

RS&H MICHIGAN, INC.
(A Wholly Owned Subsidiary of RS&H, Inc.)
As of June 8, 2018

BOARD OF DIRECTORS:

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10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

John F. Walz
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

OFFICERS:

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827 Willow Run Airport, 2nd Floor
Ypsilanti, Michigan 48198

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Adam S. Gosselin, Vice President
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Shane M. Rixom, Vice President
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Abingdon, Virginia 24210

John F. Walz, Vice President,
Corporate Secretary, Treasurer
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Jacksonville, Florida 32256

RS&H ARCHITECTS-ENGINEERS-PLANNERS, INC.

(A Wholly Owned Subsidiary of RS&H, Inc.)

As of June 8, 2018

BOARD OF DIRECTORS:

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730 Peachtree Street, NE, Suite 430
Atlanta, Georgia 30308

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302 East Pettigrew Street, Suite C-185
Durham, North Carolina 27701

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10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

E. Holt Graves, Treasurer
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Jacksonville, Florida 32256

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Dallas, Texas 75244

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Jacksonville, Florida 32256

Andrew P. Wheeler, Vice President
10748 Deerwood Park Boulevard South
Jacksonville, Florida 32256

ANSWER TO QUESTION #5:

SUBCONSULTANT	OWNER
Connico Incorporated	Connie Gowder, President
Foster CM Group, Inc.	Paul W. Foster, President/CEO
Lopez Salas Architects, Inc.	Robert A. Lopez, President/CEO
Haley & Aldrich, Inc.	Corporation Service Company D/B/A CSC-Lawyers Inco
CNG Engineering, PLLC	Travis E Wiltshire, President/CEO
Medina Consulting Company, Inc.	Katherine M McGookey
Bain Medina Bain, Inc.	Pamela W. Bain, President
Arias & Associates, Inc. dba Arias Geoprosessionals	Robert Arias, President and CEO
TransSolutions, LLC	Belinda Hargrove, Managing Principal