



**CONFLICT OF INTEREST QUESTIONNAIRE ADDENDUM FORM CIQ-A**  
**For vendor or other person doing business with local governmental entity**

Completed Conflict of Interest Questionnaires and Conflict of Interest Questionnaire Addenda are to be submitted by all individuals and/or entities who seek to do business with the City of San Antonio. Completed Forms shall be filed with the City Clerk no later than the 7th business day after the date the person/entity: (1) begins contract discussions or negotiations with the City; or (2) submits to the City an application, response to a request for proposal or bid, correspondence, or another writing related to a potential agreement with the City.

A CIQ and CIQ Addendum are required to be filed for **EACH** solicitation submitted, and are required to be submitted together.

**1 Name of person who has or is seeking to have a business relationship with the City of San Antonio.**

SCOTT GIBBS

**2 Name of Company that has or is seeking to have a business relationship with the City of San Antonio.**

MCGRUFF, SEIBELS & WILLIAMS

**2a Business Contact information for Company listed above.**

Business Address: 5080 SPECTRUM DR., STE. 900E, ADDISON, TX 75001

Phone: 469-232-2188

Email: SGIBBS@MCGRUFF.COM

**3 Bid Name or Description of Service**

RFP 16-001, 6100006834 EMPLOYEE BENEFITS CONSULTANT

**4 Printed name of person doing business with the City of San Antonio (same as denoted on Box 4 of Form CIQ).**

N/A

Completed Conflict of Interest Questionnaires and Addenda should be mailed or hand-delivered separately from the solicitation (bid) to one of the following addresses:

Mailing Address: **Office of the City Clerk**  
**P.O.Box 839966**  
**San Antonio, TX 78283-3966**

Physical Address: **Office of the City Clerk**  
**City Hall, 2nd Floor**  
**100 Military Plaza**  
**San Antonio, TX 78205**

Print Form