

City of Glendale

DISCLOSURE - CAMPAIGN FINANCE ORDINANCE

The City Council adopted Ordinance No. 5744, "Campaign Finance Ordinance," which became effective on September 9, 2011, and amended it with Ordinance No. 5768, which became effective on March 15, 2012 ("the Ordinance"). The Ordinance prohibits: (1) A contractor* (including a subcontractor**)— who has a contract with the City of Glendale ("City"), Economic Development Department ("EDD"), or the Housing Authority of the City of Glendale ("HA") and that contract is subject to approval by the City Council, EDD, or HA— from making a contribution to a City Council member, EDD member, HA member, City Clerk, or City Treasurer; and (2) Council members, EDD members, and HA members from voting on matters concerning a contract with a person who has provided a campaign contribution.

The Ordinance applies to a contractor whose contract requires the City Council's, EDD's, or HA's approval. A contract with the City, EDD, or HA is known as a "City Contract." The Ordinance also applies to a subcontractor who has a subcontract through a City Contract. The Ordinance excludes a competitively bid contract awarded to the lowest responsible bidder.

To assist members of the City Council, EDD, and HA before they vote on a matter regarding a City Contract, the Ordinance requires City staff to prepare this report which discloses certain information about: the contractor receiving the City Contract, and the subcontractor(s) working under the City Contract.

A contractor must provide the information listed below when:	A subcontractor must provide the information listed below when:
<ul style="list-style-type: none"> The City Contract has a <i>total anticipated</i> or <i>actual</i> value of \$50,000 or more; or contract awarded to the lowest responsible bidder. 	<ul style="list-style-type: none"> The subcontract through a City Contract has a <i>total anticipated</i> or <i>actual</i> value of \$25,000 or more; or
<ul style="list-style-type: none"> A combination or series of City Contracts have a value of \$50,000 or more. 	<ul style="list-style-type: none"> A combination or series of subcontracts, for the same or different projects, have an aggregate value of \$25,000 or

more. **Information that must be disclosed:** • Name of the person, entity, or organization (i.e., the Contractor or Subcontractor)

- Name of the Chief Executive Officer/President
- Chief Operating Officer
- Chief Financial Officer
- Chairperson
- All members of the Board of Directors
- All persons who own more than 10% of the person, entity, or organization
- Name of any campaign committee owned or controlled by the person, entity, or organization

Please complete the following disclosure form:

Contractor(s)*:

Name		Address			
Full Name	Title	Business Address	City	State	Zip
	Chairperson				
	Chief Executive Officer / President				
	Chief Operating Officer				
	Chief Financial Officer				
	Board of Directors				
	More than 10% interest owner				

* "Contractor" is the person, entity, or organization that is the party, or prospective party, to the contract with the City, EDD, or HA or any member of that person's, entity's, or organization's Board of Directors, its Chairperson, Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, any person with an ownership interest of more than ten percent (10%) in that person, entity, or organization, and any campaign committee that is owned or controlled by that person, entity, or organization. Above please disclose these persons' name and business address.

Subcontractor(s):**

Name		Address			
Toole Design Group, LLC		8484 Georgia Avenue, Suite 800, Silver Spring, MD 20910			
Full Name	Title	Business Address	City	State	Zip
	Chairperson				
Jennifer Toole	Chief Executive Officer / President	8484 Georgia Avenue, Suite 800	Silver Spring	MD	20910
Roswell Eldridge	Chief Operating Officer	8484 Georgia Avenue, Suite 800	Silver Spring	MD	20910
Lakshya Sobti	Chief Financial Officer	8484 Georgia Avenue, Suite 800	Silver Spring	MD	20910
	Board of Directors				
	More than 10% interest owner				

** "Subcontractor" is the person, entity, or organization that has entered into a contract for the performance of all or a portion of the work undertaken under an agreement with an architect, design professional, engineer, or general or prime contract, usually by a general or prime contractor. Subcontractor includes any member of that person's, entity's, or organization's Board of Directors, its Chairperson, Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, any person with an ownership interest of more than ten percent (10%) in that person, entity, or organization, and any campaign committee that is owned or controlled by that person, entity, or organization. Above please disclose these persons' name and business address.

Campaign Committee owned or controlled by: N/A

Title	Business Address	City	State	Zip

CERTIFICATION

On behalf of the above-named ☐ Contractor ☒ Subcontractor:

- I acknowledge that I have a continuing obligation to update this disclosure form if I substitute— or if I select additional— architects, design professionals, contractors, or subcontractors within ten (10) days of the selection or change; and
- I hereby certify that:
 - I have identified all persons for which the Ordinance requires disclosure;
 - The information in this disclosure form (and any attachment to this form) is true, accurate, correct, and complete; and
 - I have been legally authorized to submit this disclosure form.

In total, this disclosure form (including attachments) is 2 pages.

Executed on: May 19, 2023, 2023, at: Silver Spring, Maryland, California.

Signature:  Print Full Name: Roswell Eldridge

Address: 8484 Georgia Avenue, Suite 800, Silver Spring, MD 20910

Phone Number: 301.927.1900

E-mail Address: reldridge@tooledesign.com





RFP Campaign Finance Disclosu

Final Audit Report

2023-05-19

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