

Describe the screen established by your ethics officer: *(Attach additional pages as needed.)*

Mark Tidd, INDOT's Ethics Officer, has established the following screen for me with the concurrence of my supervisor, Ronald Bales, and also Laura Hilden, Director of INDOT's Environmental Services Division:

In the event that any matter involves an HNTB NEPA document (including without limitation reviewing, commenting on with substantive or non-substantive comments, or approving documents submitted by HNTB or by HNTB's subconsultant, as well as any other matter directly involving HNTB or HNTB's subconsultant, the following procedures will be followed:

1. The matter will immediately be referred, without comment, to Ronald Bales for handling; and
2. Mr. Bales will be solely responsible for handling the matter without any involvement by me, including all communications and all decision-making associated with the matter. If Mr. Bales is unable to handle a particular matter that would be covered by this screen, it will be the obligation of Mr. Bales to find someone else to handle the matter and he will assign such matter without discussing it with me.

AFFIRMATION

Your signature below affirms that your disclosures on this form are true, complete, and correct to the best of your knowledge and belief. In addition to this form, you have attached a copy of your written disclosure to your agency appointing authority and ethics officer.

Signature of state officer, employee or special state appointee

Date signed (month, day, year)

Printed full name of state officer, employee or special state appointee

Susan T. Harrington

11-13-17

FOR ETHICS OFFICER USE ONLY

Your signature below affirms that you have reviewed this disclosure form and that it is true, complete, and correct to the best of your knowledge and belief. You also attest that your agency has implemented the screen described above.

Signature of ethics officer

Date signed (month, day, year)

Printed full name of ethics officer

Mark J. Tidd

11-13-17

Croft, Celeste

From: Cooper, Jennifer
Sent: Monday, November 13, 2017 12:35 PM
To: Croft, Celeste
Subject: FW: Conflict of Interest Disclosure

Celeste-

This should go with the COI:D&V disclosure form submitted by Mark Tidd today.
Thanks,

Jen Cooper

State Ethics Director
Office of the Inspector General
315 W. Ohio Street, Room 104
Indianapolis, IN 46202
317-234-4108
jcooper@ig.in.gov

From: Tidd, Mark
Sent: Monday, November 13, 2017 12:31 PM
To: IG Info <info@ig.IN.gov>
Cc: Cooper, Jennifer <JCooper@ig.IN.gov>; Savage, Matthew (Matt) <MSavage@ig.IN.gov>; Harrington, Susan <SHarrington@indot.IN.gov>
Subject: FW: Conflict of Interest Disclosure

11/13/17 – Below is Susan Harrington’s written notification to the INDOT Commissioner [required by 42 IAC 1-5-6(b)(2)(D)] about her potential conflict of interest based on her employment discussions with HNTB. The accompanying ethics screen was filed today with your office.

Please let me know if you have any questions or need any additional information.

Thanks,
Mark

Mark J. Tidd

Drequalification Director and Ethics Officer
Indiana Department of Transportation
100 North Senate Avenue – Room N730
Indianapolis, IN 46204
317 - 232 - 5411
MTidd1@indot.in.gov

From: Harrington, Susan
Sent: Monday, November 13, 2017 12:11 PM
To: McGuinness, Joe <JMcGuinness@indot.IN.gov>

Cc: Tidd, Mark <MTidd1@indot.IN.gov>

Subject: Conflict of Interest Disclosure

Good Afternoon Commissioner McGuinness,

Pursuant to IC 4-2-6-9(b), I am providing you with written confirmation of a Conflict of Interest situation. This conflict of interest is related to my involvement with one or more NEPA contracts between INDOT and HNTB. I have been engaged in employment discussions with HNTB to perform work similar to my INDOT duties. I have submitted a written disclosure statement to Mark Tidd, INDOT Ethics Officer, and a screen has been implemented between me and this project. Please contact me if you have any questions related to this situation.

Thank you,

Susan

Susan Harrington

NEPA Team Lead

Division of Environmental Services

Indiana Department of Transportation

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