

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 the INDOT Commissioner, my supervisor, Dan Wilson, and Nicolette Mendenhall, INDOT's Real Estate Evaluation Manager.

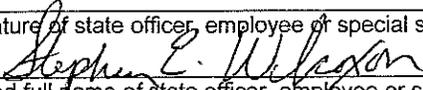
In the event that any matter involves scoring of First Appraisal letters of interest, or involves INDOT review of First Appraisal work product pursuant to contract or otherwise, or any other matter that could have a direct or indirect financial impact on First Appraisal, the following procedures will be followed:

1. The matter will immediately be referred to my supervisor, Dan Wilson, for handling; and
2. Mr. Wilson will be solely responsible for handling the matter, including all communications and all decision-making associated with the matter. If Mr. Wilson is unable to handle a particular matter that would be covered by this screen, it will be the obligation of Mr. Wilson to find someone else to handle the matter or to discuss the matter with Ms. Mendenhall, and either Mr. Wilson or Ms. Mendenhall will assign such matter without discussing it with me.
3. I will not discuss any INDOT business of its Real Estate Division with my wife, my father-in-law, or any other person associated in any way with First Appraisal.

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)

2/26/2018

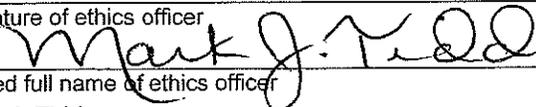
Printed full name of state officer, employee or special state appointee

Stephen E. Wilcoxon

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)

2/26/18

Printed full name of ethics officer

Mark J. Tidd

Croft, Celeste

From: Tidd, Mark
Sent: Monday, February 26, 2018 3:32 PM
To: Croft, Celeste
Cc: Cooper, Jennifer
Subject: FW: Conflicts of Interest Disclosure

2/26/18 – Celeste,

Thanks for the reminder. Mr. Wilcoxon was in the process of notifying the INDOT Commissioner today. Below is his email doing so.

Please let me know if you need anything else in this matter.

Thanks,

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: Wilcoxon, Stephen
Sent: Monday, February 26, 2018 2:02 PM
To: McGuinness, Joe <JMcGuinness@indot.IN.gov>
Cc: Tidd, Mark <MTidd1@indot.IN.gov>
Subject: Conflicts of Interest Disclosure

Commissioner McGuinness,

Pursuant to IC 4-2-6-9(b), I am providing you with written confirmation of a potential Conflicts of Interest situation. This potential conflicts of interest is related to my marriage to Ashley Johnson-Wilcoxon, who is the President of First Appraisal Group, Inc. ("First Appraisal"), a consultant who does business with INDOT. I have submitted a written disclosure statement to Mark Tidd, INDOT Ethics Officer, and a screen is being implemented to preclude me from performing any scoring of First Appraisal letters of interest, reviewing any First Appraisal work performed for INDOT, and any other matters between INDOT and First Appraisal.

Please contact me or Mark Tidd if you have any questions related to this situation.

Stephen Wilcoxon
Review Appraiser
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Indianapolis, Indiana, 46204
Office: (317) 233-4456
Email: swilcoxon@indot.in.gov