



Office of Engineering
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John Bel Edwards, Governor
Shawn D. Wilson, Ph.D., Secretary

June 25, 2020

DOTD Consultants

SUBJECT: New Consultant and Prospective Consultant Ethics Standards

Dear Ladies and Gentlemen:

Louisiana DOTD is implementing a new project evaluation process for choosing the top project proposals for the DOTD Secretary's final selection under R.S. 48:285, *et seq.* The new evaluation process is designed to be fair, impartial, and unbiased so DOTD can incentivize the consultant community to provide the best possible teams to do the best possible work within the best possible timeline. As part of the DOTD commitment to the integrity of the process, the Office of Engineering intends to ensure all firms will be working with the same information when seeking DOTD consultant contracts. To accomplish this goal, supplemental ethics requirements will now be applicable to PET members and entities performing or seeking Title 48 consultant contracts. These new requirements go above and beyond the requirements of the state ethics rules you may already be familiar with.

Effective immediately the following standards must be met:

- Any consultant who is currently working for DOTD or may be seeking to do business with DOTD in the future, or any employee or agent thereof, shall not provide any food, drink, admission, accommodation, travel, or gift to PET members **regardless of value.**
- All interactions between any consultant who is currently working for DOTD or may be seeking to do business with DOTD in the future, or any employee or agent thereof, and PET members relating to advertisements, or projects on the projected advertisement list, must be routed through official Consultant Contract Services procedures. Ordinary professional business interactions between PET members and consultants regarding other projects (e.g., projects currently under contract) are not a violation of this policy, and can continue as normal.
- Any intentional or unintentional violation of this policy, any ethics violation, or any action of a DOTD employee outside the course and scope of their job duties, must be reported in writing to the DOTD CCS Administrator.

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The individuals and businesses doing or seeking work with DOTD shall also be prohibited from violating the new standards and, through new advertising and contract language, may be prohibited from working with DOTD by the Chief Engineer for up to three (3) years.

Sincerely,

A handwritten signature in blue ink, appearing to read "Christopher P. Knotts".

Christopher P. Knotts, P.E.
Chief Engineer

CKP:cwd

c: Vincent C. Latino, Jr., P.E.
Daniel J. Magri, P.E.