

**DISCLOSURE BY NON-ELECTED STATE EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 6**

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STATE ETHICS COMMISSION
2022 JAN 19 AM 11:33

	STATE EMPLOYEE INFORMATION
Name:	Lisa Schletzbaum
Title or Position:	Assistant State Traffic Engineer
State Agency:	MassDOT Highway Division
Agency Address:	10 Park Plaza, 7 th Floor, Boston, MA 02116
Office Phone:	857-368-9634
Office E-mail:	Lisa.schletzbaum@dot.state.ma.us
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	PARTICULAR MATTER
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	As an employee of the Traffic and Safety Engineering Section, I was asked to serve as a member of the selection committee to select the Design/Build Team for the MassDOT Project - Charlton-Oxford Route 20 Roadway Reconstruction (approximately \$81 million) to redesign and reconstruct the corridor of Route 20 in Charlton and Oxford.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Review Project Team RFP/Q, evaluate and score the proposals. If needed, conduct interviews with the proposing project teams, evaluate and score the interviews.
	FINANCIAL INTEREST IN THE PARTICULAR MATTER
Write an X by all that apply.	☒ I have a financial interest in the matter. ☐ My immediate family member has a financial interest in the matter. ☐ My business partner has a financial interest in the matter. ☐ I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. ☐ I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter	I own <1% of publicly traded stock in Tetra Tech, a company who may be a member in one of the DB teams.
Employee signature:	
Date:	December 8, 2021

DETERMINATION BY APPOINTING OFFICIAL

APPOINTING AUTHORITY INFORMATION	
Name of Appointing Authority:	Carrie Lavallee, P.E.
Title or Position:	Chief Engineer
Agency/Department:	MassDOT Highway Division
Agency Address:	10 Park Plaza, Boston, MA 02116
Office Phone:	617-366-6232
Office E-mail	Carrie.Lavallee@dot.state.ma.us
DETERMINATION	
Determination by appointing authority: Write an X by your selection.	As appointing official, as required by G.L. c. 268A, § 6, I have reviewed the particular matter and the financial interest identified above by a state employee. ☐ I am assigning the particular matter to another employee, or ☐ I am assuming responsibility for the particular matter, or ☒ I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the Commonwealth may expect from the employee.
Appointing Authority signature:	<i>Carrie Lavallee</i>
Date:	12/29/2021
Comment:	

Attach additional pages if necessary.

File copy with:

State Ethics Commission, One Ashburton Place, Room 619, Boston, MA 02108