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GOVERNOR

TRANSPORTATION CABINET

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Frankfort, Kentucky 406 01

Jim Gray
SECRETARY

To: KYTC Prequalified Consultants
KYTC Prequalified Contractors
Vendors doing business with KYTC
KYTC Department of Highways Staff

From: James E. Ballinger, PE
State Highway Engineer 

Date: August 26, 2024

Subject: Executive Branch Code of Ethics

The Kentucky Transportation Cabinet reminds our consultant partners, our contractor partners, vendors doing business with KYTC and our Department of Highways Staff of the restricted activities according to the Executive Branch Code of Ethics as enacted in KRS 11A.

Any Consultant shall abide by the following terms in order to maintain prequalification:

Any consultant certifies that the firm and its employees will not offer or provide gifts to KYTC employees in excess of \$25.00 in any single calendar year as defined in KRS 11A.045 (1) and Department General Administration and Personnel Policy GAP-808.

Moreover, any consultant certifies that firm and its employees will not offer any ticket to a sporting event to a KYTC employee without being reimbursed the face value amount for said ticket as defined in KRS 11A.045 (2). It is agreed and understood that non-compliance with the above provisions may result in the suspension of vendor procurement participation, contract termination, loss of prequalification, and/or debarment of the firm.

With every contract or prequalification the contractor or vendor agrees to the following terms:

Contractor certifies that contractor and its employees will not offer or provide gifts to KYTC employees in excess of \$25.00 in any single calendar year as defined in KRS 11A.045 (1) and KYTC General Administration and Personnel Policy GAP-808. Moreover, contractor certifies that contractor and its employees will not offer any ticket to a sporting event to a KYTC employee without being reimbursed the face value amount for said ticket as defined in KRS 11A.045 (2). It is agreed and understood that non-compliance with the above provisions may result in the suspension of vendor procurement participation, contract termination, and/or debarment.

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For KYTC employees, GAP 808 – Code of Ethics & Conflict of Interest states:

No Transportation Cabinet employee, spouse, or dependent child shall solicit, accept, or agree to accept anything of economic value as a gift, gratuity, or favor—including travel expenses, meals, alcoholic beverages, and honoraria—totaling \$25 or more in a single calendar year from any person, corporation, public agency, or group that might reasonably be interpreted as affecting the impartial performance of the employee’s responsibilities and duties.

C: Chad LaRue, KAHC
Nick Rodgers, KCSA
Russ Romine, ACEC
Brett Ruffing, KCA
Brian Wood, PAIKY