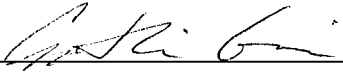


**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

PUBLIC EMPLOYEE INFORMATION	
Name of public employee:	Cynthia Gaines
Title or Position:	GIS Manager
Agency/Department:	Massachusetts Technology Collaborative / Massachusetts Broadband Institute
Agency address:	75 North Drive, Westborough, MA 01606
Office Phone:	508-870-0312
Office E-mail:	gaines@masstech.org
	In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person. I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.
APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for action or decision.	Evaluation of responses and resulting award(s) for a Request for Proposals for Broadband Data Collection and Mapping Services (RFP No. 2022-MBI-02)
What responsibility do you have for taking action or making a decision?	Procurement Team Lead and Evaluator
Explain your relationship or affiliation to the person or organization.	I was previously employed by one the RFP Respondents, Applied Geographics (AppGeo). It has been over 15 years since I left the company.
How do your official actions or decision matter to the person or organization?	I am on the team that will evaluate the proposals and recommend the award(s) for consulting services.
Optional: Additional facts – e.g., why	

there is a low risk of undue favoritism or improper influence.	I am one of three members of the evaluation team. Proposals must also meet the minimum evaluation criteria specified in the RFP to be considered for an award.
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. ☒ Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date:	3/9/22

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.