





# INTEROFFICE MEMO

*Ryan Mindell, Executive Director      LaDonna Castañuela, Charitable Bingo Operations Director*

**To:** Robert G. Rivera, Chairman  
Cindy Fields, Commissioner  
Mark A. Franz, Commissioner  
Clark E. Smith, Commissioner  
Jamey Steen, Commissioner

**From:** Angela Zgabay-Zgarba, Administration Division Director *A Z*

**Date:** October 29, 2024

**Re:** Report, possible discussion and/or action on the lottery operations and services procurement.

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As mentioned in the previous meetings, staff issued a request for proposals for lottery operations and services in June 2024. Additional information may be provided in the meeting.

Service or Goods to be Provided	Lottery Operations and Services
Recommended Term	9/1/2026 – 8/31/2036 with one 10-year extension
Estimated Annual Cost	\$159,252,723
Proposed Action	Request for Proposal Update
Notice of any potential issue that may arise in the solicitation, purchasing, or contractor selection process	none

**Lottery Operations and Services RFP - Section 1.5 Schedule of Events Revised Amendment No. 7**

The following time periods are set forth for informational and planning purposes only. The Texas Lottery reserves the right to change any of the time periods and will post all changes on the Electronic State Business Daily, <https://www.txsmartbuy.com/esbd> and/or the Texas Lottery website, <https://www.texaslottery.com> (Click on About, Doing Business with TLC, Procurement).

Date	Event
June 10, 2024 (4:00 p.m., CENTRAL TIME)	Issuance of RFP
June 25, 2024 (9:00 a.m., CENTRAL TIME)	Pre-Proposal Conference (Virtual conference - see Section 2.3.)
July 9, 2024 (4:00 p.m., CENTRAL TIME) (Late Letters of Intent and Executed Non-Disclosure Agreements will not be considered)	Letter of Intent and Executed Non-Disclosure Agreement Due
July 30, 2024 (4:00 p.m., CENTRAL TIME) (Late Questions will not be answered)	First Round Written Questions Due
On or before August 13, 2024	Responses to Written Questions Issued
August 1 – August 23, 2024 (as may be revised by the Texas Lottery)	Mandatory HSP Workshops (Zoom, TEAMS or telephone conference)
August 29, 2024 (4:00 p.m., CENTRAL TIME) (Late Questions will not be answered)	Second Round Written Questions Due
On or before September 17, 2024	Responses to Written Questions Issued
September 9 – September 25, 2024 (4:00 p.m., CENTRAL TIME)	Additional HSP Workshops (if necessary) (Zoom, TEAMS or telephone conference)
October 15, 2024 (4:00 p.m., CENTRAL TIME) (Late Proposals will not be considered)	Deadline for Cost Proposals, Set up Costs and Proposer's Commitment
October 16, 2024 (4:00 p.m., CENTRAL TIME) (Late Proposals will not be considered)	Deadline for Technical Proposal, Bid Bond/Proposal Surety, and Protest/Litigation Bond
<b>January 6 – January 17, 2025</b> <b>(as may be revised by the Texas Lottery)</b>	<b>Oral Presentations (to be conducted at Texas Lottery's sole discretion)</b>
<b>January 13 – January 31, 2025</b> <b>(as may be revised by the Texas Lottery)</b>	<b>Site Visits (to be conducted at Texas Lottery's sole discretion)</b>
On or before March 3, 2025 (or as soon as possible thereafter)	Announcement of Apparent Successful Proposer