



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Solicitation

|        |
|--------|
| NUMBER |
| LOT501 |

|      |
|------|
| PAGE |
| 1    |

|   |
|---|
| ADDRESS CORRESPONDENCE TO ATTENTION OF: |
| CONNIE OSWALD<br>304-558-2157           |

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

WEST VIRGINIA LOTTERY

900 PENNSYLVANIA AVE  
 CHARLESTON, WV  
 25302 304-558-0500

SHIP TO

|              |
|--------------|
| DATE PRINTED |
| 02/21/2013   |

BID OPENING DATE: 02/28/2013 BID OPENING TIME 1:30PM

| LINE   | QUANTITY | UOP | CAT. NO. | ITEM NUMBER | UNIT PRICE | AMOUNT |
|--|----------|-----|----------|-------------|------------|--------|
| ADDENDUM NO. 1   |          |     |          |             |            |        |
| 1. TO PROVIDE ANSWERS TO QUESTIONS RECEIVED FOR THIS SOLICITATION AND TO PROVIDE A MANDATORY SPECIFICATION CLARIFICATION PER THE ATTACHED.                               |          |     |          |             |            |        |
| 2. TO PROVIDE ADDENDUM ACKNOWLEDGMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID. |          |     |          |             |            |        |
| 3. TO PROVIDE MANDATORY PRE-BID SIGN-IN SHEETS.  |          |     |          |             |            |        |
| END OF ADDENDUM NO. 1  |          |     |          |             |            |        |

|           |           |                                   |
|-----------|-----------|-----------------------------------|
| SIGNATURE | TELEPHONE | DATE                              |
| TITLE     | FEIN      | ADDRESS CHANGES TO BE NOTED ABOVE |

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

SOLICITATION NUMBER: LOT501

Addendum Number: 01

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The purpose of this addendum is to modify the solicitation identified as (“Solicitation”) to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

1. To provide answers to questions received.
2. To provide mandatory pre-bid sign in sheet.
3. To provide addendum acknowledgment.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT A

WEST VIRGINIA LOTTERY  
RFQ LOT501  
ADDENDUM #1 – TO ANSWER VENDOR QUESTIONS

1. The contract period is for one year with two annual renewals. Does the Lottery have any planned or expected changes in its operating environment over the expected three year period of the contract, such as implementation of new accounting or gaming software or systems, expansion of existing games, or implementation of new game types?

**ANSWER 1:**

At some point in over the next three years the Lottery will be integrated into the new Oasis (ERP system). This will occur sometime after July 2015. Presently, there are no plans to expand existing games or implement new games.

2. The proposal states that the Lottery has obtained a SOC1 Service Auditor's Report over the GTECH ICS system that operates the traditional games, Daily 3, Daily 4, Cash 25, Powerball and Keno. Does the Lottery plan to continue to obtain a service auditor's report for the 3 year duration of the contract?

**ANSWER 2:**

Yes. The Lottery will obtain a service auditor's report for the GTECH ICS system.

3. The Lottery does not currently obtain a SOC 1 service auditor's report over the Scientific Games AEGIS system which operates the Limited Video Lottery and Racetrack Video Lottery gaming machines. Does the Lottery have any plans to obtain a Service Auditor's report over the AEGIS system?

**ANSWER 3:**

No. The Lottery has no plans to obtain a service auditor report for the AEGIS system.

4. Item 1. of the Specifications section refers to Audit and Management Advisory Services. Are all required management advisory services described in the RFQ? Or are additional unspecified services contemplated for which the proposing firms should provide an hourly rate or time estimate?

**ANSWER 4:**

At this time, no additional services are contemplated that would require and hourly rate or time estimate.

WEST VIRGINIA LOTTERY  
RFQ LOT501  
ADDENDUM #1

MANDATORY SPECIFICATION CLARIFICATION

The successful Bidder **MUST** agree and acknowledge that its employees assigned to the Lottery account and any employee with influence or control [management officials] over those employees and the process as a whole, are restricted from wagering, winning, or participating in any racetrack video lottery or limited video lottery games, traditional games or table games regulated by the State Lottery Commission. The successful Bidder **MUST** agree to convey this restriction to its employees and management officials by obtaining from each a signed statement providing that such management officials or employees **WILL NOT** play, or collect any prize in, any West Virginia regulated video lottery game, traditional game, or table game. The successful Bidder **MUST** use all reasonable resources to exert its best efforts to enforce this restriction. The successful Bidder **MUST** further acknowledge that failure of any employee or management official to comply with this restriction **WILL** result in forfeiture of any winnings, termination of the offending management official or employee, and/or termination of this contract.

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number:

LOT501

Date:

2/12/2013

**PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.**

|                           |  |
|---------------------------|--|
| Firm Name:                | WV LOTTERY                                     |
| Firm Address:             | 900 PENNSYLVANIA AVENUE<br>CHARLESTON WV 25302 |
| Representative Attending: | BECKY JONES                                    |
| Phone Number:             | (304)558-0500 EXT 242                          |
| Fax Number:               | (304)558-4183                                  |
| Email Address:            | bjones@wvlottery.com                           |

|                           |   |
|---------------------------|---|
| Firm Name:                |   |
| Firm Address:             |   |
| Representative Attending: | 02/13/13 09:28:08 AM<br>West Virginia Purchasing Division |
| Phone Number:             |   |
| Fax Number:               |   |
| Email Address:            |   |

|                           |   |
|---------------------------|---|
| Firm Name:                | Balestra, Harr & Scherer, CPAs, LLC           |
| Firm Address:             | 9076 Ohio River Rd.<br>Wheelersburg, OH 45694 |
| Representative Attending: | Brenden Balestra                              |
| Phone Number:             | 740-876-9121                                  |
| Fax Number:               | 800-210-2573                                  |
| Email Address:            | bbalestra@bhscpas.com                         |

|                           |   |
|---------------------------|---|
| Firm Name:                | Gibbons & Kawash, A.C.  |
| Firm Address:             | 300 Chase Tower<br>707 Virginia St., East<br>Charleston, WV 25303 |
| Representative Attending: | Robert Denyer   |
| Phone Number:             | 304.345.8400  |
| Fax Number:               | 304.345.8451  |
| Email Address:            | bdenyer@gandkcpas.com   |

|                           |   |
|---------------------------|---|
| Firm Name:                | Suttle & Stolmaker, PLLC                                  |
| Firm Address:             | 1114 Virginia St., East, Suite 100<br>Charleston WV 25301 |
| Representative Attending: | Hemery Emery  |
| Phone Number:             | 304-343-4126 / 304-726-3103 (fax)                         |
| Fax Number:               | 304-343-8008  |
| Email Address:            | hemery@suttlecpas.com                                     |

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|---------------------------|--|
| Firm Name:                |  |
| Firm Address:             |  |
| Representative Attending: |  |
| Phone Number:             |  |
| Fax Number:               |  |
| Email Address:            |  |

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.:** LOT501

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

|   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1<br><br><input type="checkbox"/> Addendum No. 2<br><br><input type="checkbox"/> Addendum No. 3<br><br><input type="checkbox"/> Addendum No. 4<br><br><input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 6<br><br><input type="checkbox"/> Addendum No. 7<br><br><input type="checkbox"/> Addendum No. 8<br><br><input type="checkbox"/> Addendum No. 9<br><br><input type="checkbox"/> Addendum No. 10 |
|---|--|

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012