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VIRGINIA LOTTERY

VA Lottery Board

Procurement Recommendations

October 2, 2024

Recommendations

- We do not recommend any structural changes in the way that the procurement function reports or the operational group in which it sits
- Propose the following revisions to the current Procurement Manual and Lottery Procurement Policy
 - Updates to the Procurement Manual including:
 - For solicitations greater than \$1m the Procurement Team will post the Request for Proposal for no less than 10 calendar days on valottery.com and eVA.virginia.gov websites (day one being the first calendar day after it is posted and day 10 being the earliest day it is due) **and give concurrent notice of such posting to the Lottery Board**. Proposals cannot be opened and unsealed until the due date and time. Procurement Manual (Section M(1) - Competitive Sealed Negotiations
 - All records related to open procurements are confidential until an award has been made.
 - Updates to the Procurement Policy stating that:
 - The Virginia Lottery establishes annual goals for Small, Women-owned and Minority-owned (SWaM) Business participation and reports activity to the Virginia Department of Small Business and Supplier Diversity. The Virginia Lottery Executive Director will provide annual reporting to the Virginia Lottery Board related to SWaM goals and activity for each fiscal year, not later than the date of the second meeting of the Board after the beginning of the calendar year.

Next Steps



- Operations committee meeting to review recommendations for next full board meeting
- Vote on recommendations during next full board meeting