



STATE OF ARKANSAS
**Department of Finance
and Administration**

OFFICE OF THE ARKANSAS LOTTERY

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November 4, 2019

EXHIBIT H-1

The Honorable Joyce Elliot, Co-Chair
The Honorable Chris Richey, Co-Chair
Arkansas Legislative Council Lottery Oversight Subcommittee
One Capitol Mall, Room R-501
Little Rock, AR 72201

RE: Request for Review of Major Procurement Contract Amendment

Dear Senator Elliot and Representative Richey:

The Department of Finance and Administration Office of the Arkansas Lottery (OAL) requests review by the Arkansas Legislative Council Lottery Oversight Subcommittee (ALC LOS) of a First Amendment to its Agreement with Cranford Johnson Robinson Woods (CJRW) for Contractual Services for Advertising, Marketing, and Public Relations Services. I respectfully request that this matter be included on the agenda of the next ALC LOS meeting. The following information provides background on this matter:

1. The Office of State Procurement, on behalf of OAL, issued a Request for Qualifications (RFQ) for Advertising, Marketing, and Public Relations Services on September 15, 2016 (Exhibit A).
2. OAL determined the proposal dated October 13, 2016, met or exceeded each of the requirements of the RFQ and was the successful vendor pursuant to OAL's competitive bid process (CJRW RFQ Response, Exhibit B).
3. On January 26, 2017, the PEER/Review Subcommittee of the Joint Budget Committee reviewed/approved the proposed contract (Exhibit C) and the Agreement was subsequently executed on February 16, 2017 (Exhibit D).
4. OAL and CJRW desire to amend the Agreement as follows (Exhibit E):

AGREEMENTS: The contract as it relates to "Exhibit C" of the original contract (CJRW Cost Schedule) shall be and hereby is amended to conform to the following terms, conditions, and provisions:

Creative Development will be billed at a rate of \$115 per hour.

5. Except as amended by this First Amendment, all other terms and conditions of the Agreement, including but not limited to the Recitals, shall remain in effect set forth therein.
6. The enclosed documents will also be provided in the form of an electronic copy.

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Please call me if you have any questions or need additional information.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Bishop Woosley', with a stylized flourish extending to the right.

Bishop Woosley
Director

Enclosures

cc: Mr. Larry Walther, Secretary of the Department of Finance and Administration