NOTICE OF MEETING AND AGENDA

In accordance with G.L. c. 30A, §§ 18-25 and 940 CMR 29.03, but subject to the Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20 issued by Governor Baker on March 12, 2020, notice is hereby given of a meeting of the Massachusetts State Lottery Commission to be held remotely at the following time:

Tuesday, April 28, 2020
10:30 a.m.

Conference Call Meeting with Screen Sharing/Presentation
This meeting is open to the public. To access, please contact the Lottery’s Legal Department at (781) 849-5634 or via email at cwasik@masslottery.com and you will be provided with a Phone Number and Conference ID and/or link.

I. Opening of Meeting

II. Approval of Minutes from March 31, 2020

III. Executive Director’s Report
   a. Sales update
   b. Marketing update

IV. Matters Requiring Approval of the Massachusetts State Lottery Commission

VOTE (1): The Executive Director is authorized to continue to work with the Commonwealth’s Division of Capital Asset Management and Maintenance (DCAMM) and to take necessary action to execute an amendment to the Short-Term Tenancy Agreement and tenancy Extension for the premises at 16-20 Fort Street, Springfield, Massachusetts pursuant to terms that are consistent with those discussed and/or presented at this meeting.

VOTE (2): The Executive Director is authorized to continue to work with the Commonwealth’s Division of Capital Asset Management and Maintenance (DCAMM) and to take necessary action to execute an amendment to the Short-Term Tenancy Agreement and tenancy Extension for the premises at 11 and 28 Cummings Park, Woburn, Massachusetts pursuant to terms that are consistent with those discussed and/or presented at this meeting.

VOTE(3): For the reasons set forth in the attached memorandum dated April 17, 2020, the Executive Director is authorized to encumber and expend up to four hundred thousand dollars
($400,000.00) for the purchase of charity game tickets in Fiscal Year 2020 from the following firms:

**International Gamco, Inc.**
9335 N. 48th Street
Omaha, NE 68152-1541

**Pollard Games, Inc. d/b/a International Gamco and American Games**
504 34th Avenue
Council Bluffs, IA 51501

**Arrow International, Inc.**
9900 Clinton Road
Cleveland, OH 44144

This original award was made pursuant a competitive bid process, RFR LOT # 1604.

The aggregate maximum obligation assumed hereunder for the above referenced contracts for Fiscal Year 2020 shall not exceed four hundred thousand dollars ($400,000.00).

**VOTE (4):** For the reasons set forth in the attached memorandum dated April 21, 2020, the Massachusetts State Lottery Commission is increasing the aggregate maximum obligation for Fiscal Year 2020 an additional one million dollars ($1,000,000.00) for the Lottery’s contracts for instant tickets, game designs and research, and marketing services with the following firms:

**IGT Global Solutions Corporation**
10 Memorial Blvd.
Providence, RI 02903

**Pollard Banknote Limited**
140 Otter Street
Winnipeg, Manitoba, R3T 0MB

**Scientific Games International, Inc.**
1500 Bluegrass Lakes Pkwy.
Alpharetta, GA 30004

This original award was made pursuant a competitive bid process, RFR LOT # 1705.

The aggregate maximum obligation assumed hereunder for the above referenced contracts for Fiscal Year 2020 shall not exceed twenty million dollars ($20,000,000.00).

**VOTE (5):** For the reasons set forth in the attached memorandum dated April 22, 2020, the Executive Director is authorized to utilize ITC47 – IT Hardware and Services Statewide Contract to seek quotes and to encumber and expend up to seven hundred fifty thousand dollars ($750,000.00) for the procurement of hardware upgrades and support for the existing Massachusetts State Lottery Commission mainframe from an approved vendor or vendors on the ITC47 Statewide Contract.

The maximum obligation assumed hereunder shall not exceed seven hundred fifty thousand dollars ($750,000.00).
VOTE (6): For the reasons set forth in the attached memorandum dated April 22, 2020, the Executive Director is authorized enter into contracts through ITS63 with McInnis Consulting Services Inc., located at 100 Prospect Street, Norwell, MA 02061, for the consulting services of subject matter experts with the following firms to provide information technology expertise:

- **NTT Data Services**  
  100 City Square  
  Charlestown, MA 02129

- **Rolta AdvizeX Technologies, LLC**  
  3 Burlington Woods Drive, Suite 206  
  Burlington, MA 01803

- **Gartner, Inc.**  
  125 Summer Street, #4  
  Boston, MA 02110

The aggregate total maximum obligation assumed hereunder for Fiscal Year 2020 shall be six million, five hundred sixty thousand dollars ($6,560,000.00).

VOTE (7): For the reasons set forth in the attached memorandum dated April 21, 2020, the Executive Director is authorized to encumber and expend up to two hundred twenty thousand dollars ($220,000.00) in Fiscal Year 2020 for vehicle maintenance management services and other services from the following vendor pursuant to Statewide Contract VEH84A:

- **Rental Concepts Inc. d/b/a Fleet Response**  
  6450 Rockside Woods Blvd., S, Ste 250  
  Cleveland, OH 44131

The maximum obligation assumed hereunder for Fiscal Year 2020 shall not exceed seven two hundred twenty thousand dollars ($220,000.00).

V. Other Business – Reserved for Matters the Chair did not Reasonably Anticipate at the Time of Posting

Date Posted to Website: Friday, April 24, 2020 prior to 10:30 a.m.
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• MATTERS REQUIRING APPROVAL OF THE MASSACHUSETTS STATE LOTTERY COMMISSION
APPROVAL OF MINUTES
FROM
MARCH 31, 2020
Draft/Unofficial Meeting Minutes

DATE: Tuesday, March 31, 2020
TIME: 10:30 a.m.

All Attendees Participated Remotely through RingCentral Conferencing System

MEMBERS PRESENT: Deborah Goldberg, Treasurer and Receiver General
Meghan Liddy, Commissioner
William J. McNamara, Comptroller
Anthony Salvidio, Commissioner
Spencer Lord, Special Counsel, Executive Office of Public Safety and Security, designee of Secretary Thomas A. Turco III

ALSO PRESENT: Michael Sweeney, Executive Director, Lottery
Edward Farley, Chief Marketing Officer, Lottery
David Falcone, Chief Operating Officer, Lottery
Didier Bertola, Chief Financial Officer, Lottery
Judy Moore, Senior Executive Assistant, Lottery
Gregory Polin, General Counsel, Lottery
Christian Teja, Director of Communications, Lottery
Joshua Fredette, Senior Program Engagement Manager, Overture Partners, LLC
Delwin Dickinson, Senior Consultant Advizex
James MacDonald, First Deputy Treasurer
Sarah Kim, General Counsel, Treasury
Chandra Bork, Chief of Staff, Treasury
Lizandra Gomes, Deputy Chief of Staff, Treasury
Alethea Harney, Communications Director, Treasury
Emily Kowtoniuk, Deputy Legislative Director, Treasury
Andrew Napolitano, Deputy Communications Director, Treasury

James Acton, Lottery Industry Consultant
Brad Mullen, Senate Ways and Means
Chelsea Turner, Connecticut Lottery Corporation
Marlene Warner, Executive Director, Mass Council on Compulsive Gambling
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Colin Young, State House News Service
Phil Wettengel, O'Neill and Associates
Robert Frasca, Interested Member of the Public

I. Opening of Meeting

Treasurer Deborah Goldberg opened the Commission meeting at 10:33 a.m. Treasurer Goldberg stated, “pursuant to the Commonwealth’s Open Meeting Law, Massachusetts General Laws, Chapter 30A, Section 20, as the Chair of the Massachusetts State Lottery Commission, I would like to advise that any person may make a video or audio recording of this open meeting. However, I am obligated to inform attendees of any recording at the beginning of the meeting, so I ask that those who are making any recording identify themselves now as doing so.” Judy Moore, Senior Executive Assistant, Lottery, identified herself as making a recording to assist in the preparation of the meeting minutes. Colin Young, State House News Service, also stated that he would be making such a recording today.

Treasurer Goldberg then made the following statement, “Pursuant to the Massachusetts Open Meeting Law, Massachusetts General Laws, Chapter 30A, section 20, all of the Commissioners will be participating remotely for this meeting because physical attendance is unreasonably difficult.

Normally, the Commissioners are able to participate remotely only when a quorum of the members are physically present at the meeting location, however the Commission is relying on Governor Baker’s March 12th Executive Order that allows remote participation by all members of a public body and suspends the requirement that a quorum of the body and the chair be physically present at the specified meeting location.

Commissioners, we are all participating by a conference call. Commissioners, please let us know if you have having any sort of technical difficulty. The Commissioners may participate in any votes scheduled to take place at today’s meeting. All votes must be taken by roll call.”

II. Approval of the Minutes from February 25, 2020

Treasurer Goldberg asked the Commission to accept the minutes from the Massachusetts State Lottery Commission (“Commission”) meeting held on February 25, 2020. Commissioner Meghan Liddy made a motion to accept the minutes of the meeting and Commissioner Anthony Salvidio seconded the motion.

Treasurer Goldberg, recognizing there was no further discussion, moved the motion to a roll-call vote. Commissioner William McNamara: yes; Commissioner Meghan Liddy: yes; Commissioner Anthony Salvidio: yes; Special Counsel Spencer Lord: yes; and, Treasurer Goldberg: yes.

The minutes were approved at 10:35 a.m.
III. Matters Requiring Approval of the Massachusetts State Lottery Commission

VOTE (1): For the reasons set forth in the attached memorandum dated March 16, 2020, the Executive Director is authorized to utilize statewide contract OFF46 to procure delivery services, including overnight next day delivery services, for Fiscal Year 2021 with:

United Parcel Service
15 Arlington Street
Watertown, MA 02472

The maximum obligation assumed hereunder for Fiscal Year 2021 shall not exceed two million, seven hundred fifty thousand dollars ($2,750,000.00).

Comptroller William McNamara made a motion to authorize the Executive Director utilize statewide contract OFF46 and Special Counsel Spencer Lord seconded the motion.

Executive Director Michael Sweeney reported that this vote is a typical business transaction vote with UPS who has been a longtime delivery provider for the Lottery. This is coming from a state contract and is for a wide range delivery of various Lottery products, including everything from bet slips to instant tickets.

Treasurer Goldberg, recognizing there was no further discussion, moved the motion to a roll-call vote. Commissioner McNamara: yes; Commissioner Liddy: yes; Commissioner Salvidio: yes; Special Counsel Lord: yes; and, Treasurer Goldberg: yes. The Motion carried.

VOTE (2): For the reasons set forth in the attached memorandum dated March 17, 2020, the Executive Director is authorized to enter into the first of two, one-year extension options of its contract for the design and manufacture of extruded plastic bet stations:

Go Plastics LLC
515 Brown Industrial Pkwy.
Canton, GA 30114

This original award was made pursuant a competitive bid process, RFR LOT # 1703.

The maximum obligation assumed hereunder for this one-year period shall not exceed two hundred thousand dollars ($200,000.00).

Commissioner Salvidio made a motion to authorize the Executive Director to enter into the first of two, one-year extension options and Special Counsel Lord seconded the motion.

Treasurer Goldberg, recognizing there was no further discussion, moved the motion to a roll-call vote. Commissioner McNamara: yes; Commissioner Liddy: yes; Commissioner Salvidio: yes; Special Counsel Lord: yes; and, Treasurer Goldberg: yes. The Motion carried.

VOTE (3): For the reasons set forth in the attached memorandum dated March 16, 2020, the Massachusetts State Lottery Commission is increasing the aggregate maximum
obligation an additional one million, sixty thousand dollars ($1,060,000.00) for the Lottery’s three-year contracts with the following firms:

**RMF Printing Technologies, Inc.**
50 Pearl Street
Lancaster, NY 14086

**Total Business Systems d/b/a Deluxe Data Printers**
30800 Montpelier
Madison Heights, MI 48071

**PAP Technologies, Inc.**
1813 Colonial Village Lane
Lancaster, PA 17601

This original award was made pursuant a competitive bid process, RFR LOT # 1714.

The aggregate maximum obligation assumed hereunder for these three-year contracts shall not exceed six million, seventy thousand dollars ($6,070,000.00).

Comptroller McNamara made a motion to authorize the Executive Director to increase the aggregate maximum obligation and Special Counsel Lord seconded the motion.

Treasurer Goldberg, recognizing there was no further discussion, moved the motion to a roll-call vote. Commissioner McNamara: yes; Commissioner Liddy: yes; Commissioner Salvidio: yes; Special Counsel Lord: yes; and, Treasurer Goldberg: yes. The Motion carried.

**VOTE (4):** For the reasons set forth in the attached memorandum dated March 25, 2020 and pursuant to M.G.L. c. 10, § 24 and 961 CMR 2.46, the Executive Director is hereby authorized to amend 961 CMR 2.38 and to promulgate and/or amend any other regulation or part thereof relating to the expiration of the claim period for on-line tickets and instant tickets in response to COVID-19 State of Emergency.

Special Counsel Lord made a motion to authorize the Executive Director to amend 961 CMR 2.38 and to promulgate and/or amend any other regulation or part thereof relating to the expiration of the claim period for on-line tickets and instant tickets in response to COVID-19 State of Emergency and Commissioner McNamara seconded the motion.

Treasurer Goldberg, recognizing there was no further discussion, moved the motion to a roll-call vote. Commissioner McNamara: yes; Commissioner Liddy: yes; Commissioner Salvidio: yes; Special Counsel Lord: yes; and, Treasurer Goldberg: yes. The Motion carried.

**VOTE (5):** For the reasons set forth in the attached memorandum dated March 16, 2020, the Executive Director is hereby authorized to encumber and expend up to one million, nine hundred seventy-six thousand, nine hundred forty dollars ($1,976,940.00) for the provision of programming support for the Lottery’s gaming “Host” system from:

**IGT Global Solutions Corporation**
10 Memorial Boulevard
These services arise from the Massachusetts State Lottery Commission’s Request for Response – Gaming System Software and Hardware (RFR LOT # 1501).

The aggregate total maximum obligation assumed hereunder shall not exceed one million, nine hundred seventy-six thousand, nine hundred forty dollars ($1,976,940.00).

Commissioner Salvidio made a motion to authorize the Executive Director to encumber and expend up to one million, nine hundred seventy-six thousand, nine hundred forty dollars ($1,976,940.00) for the provision of programming support for the Lottery’s gaming “Host” system and Commissioner McNamara seconded the motion.

Executive Director Sweeney reported that this vote will continue to allow the Lottery to make programming changes to the Lottery’s core gaming system. He emphasized that the Lottery has had a long term relationship with IGT through the installation of the new system and ongoing enhancements and adjustments are in the process of being made.

Treasurer Goldberg, recognizing there was no further discussion, moved the motion to a roll-call vote. Commissioner McNamara: yes; Commissioner Liddy: yes; Commissioner Salvidio: yes; Special Counsel Lord: yes; and, Treasurer Goldberg: yes. The Motion carried.

VOTE (6): For the reasons set forth in the attached memorandum dated March 12, 2020, the Executive Director is authorized to enter into a limited term contract for marketing research services with:

**Open the Door, Inc.**
374 Marlborough Street.
Boston, MA 02115

This award is made pursuant to statewide contract PRF60 through a competitive bid process (RFR # 2101). The maximum obligation for these services will not exceed one hundred sixty thousand dollars ($160,000.00).

Comptroller McNamara made a motion to authorize the Executive Director to enter into a limited term contract and Special Counsel Lord seconded the motion.

Executive Director Sweeney described this vote as a marketing initiative that would permit the Lottery to conduct more direct research with players. The company was selected through an RFR process and will allow the Lottery to test out new concepts for potential monitor and draw game modifications. This will result in direct feedback from consumers who engage in these products by using this firm.

Treasurer Goldberg, recognizing there was no further discussion, moved the motion to a roll-call vote. Commissioner McNamara: yes; Commissioner Liddy: yes; Commissioner Salvidio: yes; Special Counsel Lord: yes; and, Treasurer Goldberg: yes. The Motion carried.

VOTE (7): For the reasons set forth in the attached memorandum dated March 30, 2020, the Executive Director is authorized to take necessary action, which includes, but is not limited
to, assenting to or otherwise working with Powerball, to effectuate and implement changes to the minimum jackpots for Powerball and to take other necessary action, as it relates to the rules and practices of Powerball, to address issues raised by the COVID-19 emergency. Commissioner Salvidio made a motion to authorize the Executive Director to take necessary action, which includes, but is not limited to, assenting to or otherwise working with Powerball, to effectuate and implement changes to the minimum jackpots for Powerball and to take other necessary action, as it relates to the rules and practices of Powerball, to address issues raised by the COVID-19 emergency and Special Counsel Lord seconded the motion.

Executive Director Sweeney explained that under normal circumstances the Powerball consortium works with a defined set of rules. He described that anytime a jackpot is hit, it is automatically reset to $40,000,000. This reset was based on several factors aimed to maintain a certain level of public interest as well as minimum roll increases of at least $10,000,000. These roll increases continue as the jackpot grows and sales are at such a point that the directors, who are voting members of Powerball, may set the jackpot at a higher increase than the usual $10,000,000 roll. Referring to the COVID-19 State of Emergency, which is occurring across the country, Executive Director Sweeney informed the Commission of the decrease in sales of most Lottery products. He stated that under an abundance of caution, and a concern of being able to cover the jackpots, the consortium that runs Powerball, in which the Massachusetts State Lottery is a non-voting member, has decided that with the next jackpot hit, instead of resetting the jackpot at $40,000,000, it will be set at a guaranteed $20,000,000 annuity with minimum $2,000,000 increases on each roll. This decision was reached upon the current challenges that all areas of the economy and public are facing. As a participating member, the Massachusetts State Lottery has no choice but to follow these new guidelines. This was brought to the Commission’s attention in order to make any adjustments regarding those changes.

Commissioner McNamara stated that under the current environment this is sensible.

Treasurer Goldberg, recognizing there was no further discussion, moved the motion to a roll-call vote. Commissioner McNamara: yes; Commissioner Liddy: yes; Commissioner Salvidio: yes; Special Counsel Lord: yes; and, Treasurer Goldberg: yes. The Motion carried.

IV. Executive Director’s Report
   a. Sales Update
   b. Marketing Update

   Weekly Sales – March 2020

Executive Director Michael Sweeney updated the Commission on the effects that the COVID-19 State of Emergency situation has had on Lottery sales. Referring to a Weekly Sales chart, Executive Director Sweeney explained that as the month of March has developed, and the situation has continued to manifest, there has been a significant drop off in sales across all products. Two of the biggest engines for economic activity for the Massachusetts State Lottery consists of instant tickets and Keno. With the advent of travel restrictions, stay at home advisories, and restrictions placed upon restaurants and bars, there has been a very significant dip across the board with these two products.

Executive Director Sweeney reported that for the week of March 22nd, instant ticket sales reached $57,767,938, which has been the lowest sales for instant tickets in the last fifteen years.
Executive Director Sweeney stated that all sales are experiencing a significant negative impact during this time period.

Executive Director Sweeney explained that the first full week of March was the last relatively normal week for Lottery sales.

In the second week of March, total Lottery sales were down $1.4 million or just more than 1 percent over the first week of the month. The third week experienced a sales drop of $22.9 million, or 20.6 percent, compared to the first week of March. The fourth full week of March experienced sales that were $32.7 million, or 29.3 percent lower than the first week of the month.

Executive Director Sweeney reported that instant tickets and Keno, which account for roughly 69 percent and 20 percent of the Lottery's daily revenues respectively, have seen the harshest drops. Scratch ticket sales were down about 24 percent between the first and last weeks of March, and Keno sales were down 52 percent. From March 22 to March 28, the Lottery sold $57.8 million worth of scratch tickets, the lowest total for that week in the last 15 years.

In conclusion, some Lottery retailers like grocery stores and convenience stores remain open, but far fewer people are making regular trips out and Lottery products cannot be purchased online, a restriction that the Legislature has kept in place despite calls over the years for it to be lifted. Though Keno can be played at some convenience stores, the bars and restaurants that host the game are all closed.

**Lottery Operations**

Executive Director Sweeney provided an overview of some of the actions that the Lottery has taken. He explained that during the period of March 16th to March 20th, the Lottery modified the operational hours of the regional claims centers to a Monday, Wednesday and Friday schedule with an early closing at 3:00 p.m. Sales at claims centers have been limited to Quick Pick only. There are no monitor game sales at claims centers and monitors have been turned off. In addition, the Lottery limited customer occupancy at claims centers to 8 or fewer at any one time, depending on the square footage at each location. Various Lottery operations such as distribution, account representatives and field service technicians had a schedule reduction to Monday, Wednesday, and Friday. During this time period, Tuesday and Thursday has been limited to essential personnel only including, but not limited to, areas such as computer operations, security and drawing staff. Occasionally, throughout this period, and continuing through the month of March, there are individual members who are coming in, but the efforts are focused on having the majority of the workforce being able to transition into a remote situation. The Lottery has provided as many laptops and Virtual Private Networks (VPNs) as are available.

Executive Director Sweeney provided the following timeline of actions taken by the Lottery: On March 17th, telecommuting began and continues for all employees who are able to work from home; on March 22nd, printable claim forms were made available on the Lottery website; from March 23rd to the present, claim centers were closed to the public with only essential personnel reporting, and field service and distribution schedules were modified with reduced staffing.

**Social Media Messaging**

Executive Director Sweeney explained that because the transmission of accurate information is critical, the Lottery made an early decision to reach out to the Massachusetts Department of Public Health and others to inform them that the Lottery is more than willing to utilize its social media
Lottery Sales Update

Executive Director Sweeney reported that the overall unadjusted sales for February 2020 were up $4.4 million in comparison to February 2019. He noted that the estimated February 2020 net profit and prize payout figures do not include accruals for prizes won that have not yet been paid. Due in part to a $13.5 million decrease in instant ticket grand prizes claimed, the estimated net profit for February 2020 was $82.9 million compared to $77.3 million in February 2019, resulting in an estimated $5.6 million increase in net profit. The estimated prize payout for February 2020 was at 72.54 percent, as compared to 74.05 percent in February 2019.

Executive Director Sweeney reported on the figures for Fiscal Year 2020 (“FY20”). He stated that the estimated FY20 year-to-date net profit and prize payout figures both include accruals for prizes won that have not yet been paid. Due primarily to a combined $95.6 million decrease in Mega Millions and Powerball sales in the first eight months of FY20, compared to the first eight months of FY19 (Mega Millions: $69.1 million decrease, Powerball: $26.5 million decrease) as a result of smaller jackpots, the estimated year-to-date net profit for the first eight months of FY20 is $697.5 million as compared to $739.1 million for the first eight months of FY19. After adding in a 1-day average net profit figure of $2.9 million due to a shift in the calendar that resulted in 1 less day being included in the net profit figure for the first eight months of FY20, the adjusted year-over-year change for the first eight months of FY20 versus the first eight months of FY19 is an estimated $38.7 million decrease in net profit. The estimated year-to-date prize payout for the first eight months of FY20 is 73.61 percent, as compared to 72.63 percent for the first eight months of FY19.

Executive Director Sweeney reported that 4 out of 9 products experienced sales increases in February 2020 as compared to February 2019.

Instant Ticket sales were up $7.7 million, Keno sales were up $2.4 million, Megabucks Doubler sales were up $731,947 (high jackpot of $9.1 million compared to $2.1 million in February 2019), and Mass Cash sales were up $97,951.

Five Year Comparison Chart

Executive Director Sweeney informed the Commission that prize payout as a percentage of sales had pulled back slightly during February to 73.6 percent and remains one of the highest prize payouts over the last couple of years. He stated that the decreased sales for Mega Millions and Powerball are the primary factors.

Gross Sales Results

Discussing the Gross Sales Results February FY20 versus February FY19 Unadjusted Non-Fiscal Year, Executive Director Sweeney noted that overall sales were good and surpassed total record sales that occurred in FY19 and were up 1.1 percent. Instant ticket sales were up 2.8 percent compared to the previous February.
Massachusetts State Lottery Commission
Draft/Unofficial Meeting Minutes for 3/31/2020 Meeting

Reporting on the Gross Sales Results Year-to-Date FY20 versus FY19 Unadjusted by Non-Fiscal Year, Executive Director Sweeney stated that the ongoing theme was the very significant decrease in Mega Millions and Powerball sales. Mega Millions sales were down 57 percent and Powerball sales were down 33 percent. However, the revenues that were generated from the sales increases for both instant tickets and Keno helped to mitigate those losses. Executive Director Sweeney reiterated that through February, compared to a record sales year in FY19, total sales were down just 0.2 percent compared to FY19. He reminded the Commission that these numbers are going to radically change based on the information discussed earlier in the presentation and when the sales for March are fully factored in.

Recent Grand Prize Winners

Executive Director Sweeney provided a snapshot of some of the recent grand prize instant ticket winners as well as a Mass Cash prize winner. He noted that these individuals come from all areas of the Commonwealth, all walks of life, and all manners of backgrounds. Winners include individuals from Belchertown, East Falmouth and the City of Lynn.

Problem Gambling Awareness Month

Executive Director Sweeney highlighted the Lottery’s strong involvement during March’s National Compulsive Gambling Awareness Month. Participation was achieved through several pathways including displaying information throughout the Commonwealth on Keno and All or Nothing monitor screens. Messages were also shown on draw game tickets as well as having signage and information provided by the Mass Council on Compulsive Gambling in the customer service areas in the Dorchester headquarters and regional offices. The Lottery also had a prominent presence on the website, as well as messaging on the Flex terminals and a variety of messaging throughout the month using social media activity.

Executive Director Sweeney expressed that it would be difficult for him to name all the individuals throughout the Lottery who have gone above and beyond the call of duty in an outstanding manner which required enormous amounts of adjustments under extremely difficult circumstances. He wanted the public and the Commission to be aware that members of the Lottery team have performed above and beyond during this time that has no historic precedent on how to perform. The Lottery has developed a playbook around the current circumstances that has required a great deal of flexibility and change by the workforce.

Treasurer Goldberg agreed and added that she is incredibly proud of both the Lottery and all the departments under the Treasury office who have all stepped up and done an amazing job under these unprecedented circumstances. She expounded that the workforce at the Lottery are committed to whatever continuity is possible and most importantly, keeping people safe.

IT Update

Executive Director Sweeney expressed that whether private or public, IT systems and IT personnel make up the backbone and core of the ability to function and to meet the Lottery’s obligations. IT centers weren’t designed with the idea of having extraordinarily large footprints and the Lottery decided early on to divide up the IT members into two locations. This required a lot of work and effort on behalf of the IT assistant executive director as well as the individual members of the IT team. Working and consulting with the outside IT team for over a year, the Lottery has also done its best to perform continuous cleaning of the IT center and security areas. The Lottery has also been aggressive to have as many of those team members as possible join the rest of the
workforce in working remotely. This initiative was done primarily to ensure both the health and safety of those individual team members. This division of teams has worked out successfully, is an ongoing transition and will be continually enhanced.

I. **Other Business – Reserved for matters the Chair did not reasonably anticipate at the time of posting**

Treasurer Goldberg announced that Marlene Warner, Executive Director of the Massachusetts Council on Compulsive Gambling was in attendance and asked her to say a few words about the Council and to provide an update on the activities that took place during the month. Executive Director Warner gave a brief overview of the agency and in doing so, praised the Lottery for their collaborative efforts in helping connect people in need to the Council’s services. She noted that the Council will continue to work in partnership with key Lottery team members and thanked the Treasurer for the opportunity to do so.

Treasurer Goldberg asked if there was anyone who would like to address the Commission. First Deputy Treasurer James MacDonald took this opportunity to praise Executive Director Sweeney noting that his leadership during this time has been phenomenal. Those sentiments were agreed upon between the Commissioners. Executive Director Sweeney thanked First Deputy Treasurer MacDonald and added that it was definitely a team effort.

After asking if there was any other business to discuss, Treasurer Goldberg sought a motion to adjourn the meeting. Commissioner McNamara moved to adjourn and Commissioner Salvidio seconded the motion.

Treasurer Goldberg, moved the motion to a roll-call vote. Commissioner McNamara: yes; Commissioner Liddy: yes; Commissioner Salvidio: yes; Special Counsel Lord: yes; and, Treasurer Goldberg: yes. The Motion carried.

The Commission meeting adjourned at 11:29 a.m.

**List of Documents and Exhibits Used:**

- MSLC March 2020 Commission Meeting Book
- MSLC Meeting Executive Director’s Report, March 31, 2020 – PowerPoint Presentation
- MSLC Meeting 3/31/20 – Agenda
MATTERS REQUIRING APPROVAL OF THE MASSACHUSETTS STATE LOTTERY COMMISSION
VOTE: The Executive Director is authorized to continue to work with the Commonwealth’s Division of Capital Asset Management and Maintenance (DCAMM) and to take necessary action to execute an amendment to the Short-Term Tenancy Agreement and tenancy Extension for the premises at 16-20 Fort Street, Springfield, Massachusetts pursuant to terms that are consistent with those discussed and/or presented at this meeting.

April 28, 2020
VOTE: The Executive Director is authorized to continue to work with the Commonwealth’s Division of Capital Asset Management and Maintenance (DCAMM) and to take necessary action to execute an amendment to the Short-Term Tenancy Agreement and tenancy Extension for the premises at 11 and 28 Cummings Park, Woburn, Massachusetts pursuant to terms that are consistent with those discussed and/or presented at this meeting.

April 28, 2020
VOTE: For the reasons set forth in the attached memorandum dated April 17, 2020, the Executive Director is authorized to encumber and expend up to four hundred thousand dollars ($400,000.00) for the purchase of charity game tickets in Fiscal Year 2020 from the following firms:

**International Gamco, Inc.**
9335 N. 48th Street
Omaha, NE 68152-1541

**Pollard Games, Inc. d/b/a International Gamco and American Games**
504 34th Avenue
Council Bluffs, IA 51501

**Arrow International, Inc.**
9900 Clinton Road
Cleveland, OH 44144

This original award was made pursuant a competitive bid process, RFR LOT # 1604.

The aggregate maximum obligation assumed hereunder for the above referenced contracts for Fiscal Year 2020 shall not exceed four hundred thousand dollars ($400,000.00).

Dated: April 28, 2020
MEMORANDUM

TO: Michael R. Sweeney, Executive Director
FROM: Donna Foley, Manager, Charitable Gaming
RE: RFR LOT # 1604 – Charity Game Tickets & Game Design
DATE: April 17, 2020

The Massachusetts State Lottery Commission (“MSLC”) contracted for charity game tickets and game designs in 2016 with three vendors. The contracts were each for three (3) years with two (2) one-year extension options. The three vendors that the Lottery has contracted with are:

- International Gamco, Inc.
  9335 N. 48th Street
  Omaha, NE 68152-1541

- Pollard Games, Inc. d/b/a International Gamco and American Games
  504 34th Avenue
  Council Bluffs, IA 51501

- Arrow International, Inc.
  9900 Clinton Road
  Cleveland, OH 44144

Charity game tickets are gaming pieces in a game of chance which are made completely of paper or paper products with concealed numbers or symbols. These tickets are sold by the MSLC to licensed Beano organizations who in turn, sell them to players at their Beano games. The sale of these tickets by Beano licensees enables the licensed organizations to support their charitable, religious and educational causes.

In 2019, the Lottery entered into the first of the two (2) one-year extension options with each of the above three vendors. Initially, the Lottery did not anticipate expending more than one hundred fifty thousand dollars ($150,000.00) for these services in Fiscal Year 2020. In light of challenges related to the COVID-19 State of Emergency, the Lottery now seeks to expend up to four hundred thousand dollars ($400,000.00) for these services before the close of Fiscal Year 2020. It is requested that the Commission approve an aggregate maximum obligation not to exceed four hundred thousand dollars ($400,000.00) for Fiscal Year 2020 for the above referenced contracts. This authorization will enable the Lottery to purchase additional Charitable Gaming pull tabs needed to get the Lottery to the next fiscal year and to enable licensed Beano organizations to support their charitable causes by continuing to offer these tickets to their players.
VOTE: For the reasons set forth in the attached memorandum dated April 21, 2020, the Massachusetts State Lottery Commission is increasing the aggregate maximum obligation for Fiscal Year 2020 an additional one million dollars ($1,000,000.00) for the Lottery’s contracts for instant tickets, game designs and research, and marketing services with the following firms:

**IGT Global Solutions Corporation**  
10 Memorial Blvd.  
Providence, RI 02903

**Pollard Banknote Limited**  
140 Otter Street  
Winnipeg, Manitoba, R3T 0MB

**Scientific Games International, Inc.**  
1500 Bluegrass Lakes Pkwy.  
Alpharetta, GA 30004

This original award was made pursuant a competitive bid process, RFR LOT # 1705.

The aggregate maximum obligation assumed hereunder for the above referenced contracts for Fiscal Year 2020 shall not exceed twenty million dollars ($20,000,000.00).

Dated: April 28, 2020
MEMORANDUM

To: Michael Sweeney, Executive Director

From: Edward Farley, Chief Marketing Officer

Copy to: Greg Polin, General Counsel

Date: April 21, 2020

RE: RFR Lot No. 1705 – Instant Tickets, Game Designs and Marketing Services

The MSLC is currently under a one (1) year contract with three (3) instant ticket vendors. The vendors are IGT Global Solutions Corporation, Pollard Banknote, Ltd., and Scientific Games International, Inc. The contracts will expire on October 3, 2020. In June of 2019, the Commission voted to authorize the Lottery to spend up to nineteen million dollars ($19,000,000) to develop, produce and market instant tickets for fiscal year 2020. I respectfully request that the Commission increase the maximum obligation by one million dollars ($1,000,000.00) to twenty million dollars ($20,000,000.00) total.

Respectfully,
Edward J. Farley
Chief Marketing Officer, MSLC
VOTE: For the reasons set forth in the attached memorandum dated April 22, 2020, the Executive Director is authorized to utilize ITC47 – IT Hardware and Services Statewide Contract to seek quotes and to encumber and expend up to seven hundred fifty thousand dollars ($750,000.00) for the procurement of hardware upgrades and support for the existing Massachusetts State Lottery Commission mainframe from an approved vendor or vendors on the ITC47 Statewide Contract.

The maximum obligation assumed hereunder shall not exceed seven hundred fifty thousand dollars ($750,000.00).

April 28, 2020
MEMORANDUM

TO: Michael Sweeney, Executive Director, Massachusetts State Lottery Commission

FROM: Joshua Fredette, MSLC Senior Program Engagement Manager

RE: Massachusetts State Lottery Commission Technology Modernization Program

DATE: April 22, 2020

Request:

It is requested that the Massachusetts State Lottery Commission (MSLC) authorize the Executive Director to utilize ITC47 – IT Hardware and Services Statewide Contract to seek quotes and to encumber and expend up to seven hundred fifty thousand dollars ($750,000.00) for the procurement of hardware upgrades and support for the existing MSLC mainframe from an OSD approved vendor or vendors listed on ITC47. Timing for this procurement is imperative as the existing hardware and support will expire this fiscal year.

This funding will provide a bridge to support the existing MSLC mainframe that hosts critical MSLC business applications such as Instant Ticket packing/distribution, Annuities and Season Tickets, while the Technology Team develops plans to convert the MSLC mainframe.

It is important to note that the IBM mainframe conversion was deferred during the core Central Gaming System (Host) Modernization Project since the Host system had to be converted before the IBM system and its applications could be analyzed and converted.

The team has been conducting the analysis and planning on the conversion in parallel with running the Host System and now that the Host System has been live and stabilizing for over a year, the team will shift their focus to the conversion of the legacy mainframe.

The funding requested will allow MSLC to upgrade and maintain the mainframe that is responsible for critical business functions and revenues while the Technology Team continues the conversion planning process.
VOTE: For the reasons set forth in the attached memorandum dated April 22, 2020, the Executive Director is authorized enter into contracts through ITS63 with McInnis Consulting Services Inc., located at 100 Prospect Street, Norwell, MA 02061, for the consulting services of subject matter experts with the following firms to provide information technology expertise:

**NTT Data Services**  
100 City Square  
Charlestown, MA 02129

**Rolta AdvizeX Technologies, LLC**  
3 Burlington Woods Drive, Suite 206  
Burlington, MA 01803

**Gartner, Inc.**  
125 Summer Street, #4  
Boston, MA 02110

The aggregate total maximum obligation assumed hereunder for Fiscal Year 2020 shall be six million, five hundred sixty thousand dollars ($6,560,000.00).

Dated: April 28, 2020
MEMORANDUM

TO: Michael Sweeney, Executive Director, Massachusetts State Lottery Commission

FROM: Joshua Fredette, MSLC Senior Program Engagement Manager

RE: Massachusetts State Lottery Commission Technology Modernization Program

DATE: April 22, 2020

Request:

It is requested that the Massachusetts State Lottery Commission (MSLC) amend its February 2020 Vote #3 for modernization efforts to add Subject Matter Experts (SME) from an additional firm (Gartner, Inc.) pursuant to the existing OSD ITS63 IT Staff Augmentation Lower Overhead Statewide Contract for the purpose of assessing various projects and risk within the MSLC technology portfolio. The maximum obligation for fiscal year 2020 will remain unchanged at six million, five hundred sixty thousand dollars ($6,560,000.00).

The MSLC is utilizing ITS63 – IT Staff Augmentation Lower Overhead Statewide Contract with the ITS63 approved vendor McInnis Consulting Services, Inc., located at 100 Prospect Street, Norwell, MA 02061, for the services of SME Consultants with the below firms to provide information technology expertise:

- Rolta Advisex Technologies LLC, located at 3 Burlington Woods Drive, Suite 206, Burlington, MA 01803
- NTT Data Services, Located at 100 City Square, Boston, MA 02129

If authorized by the MSLC, SME Consultants from the below firm will also provide information technology expertise pursuant to ITS63 – IT Staff Augmentation Lower Overhead Statewide Contract with the ITS63 approved vendor McInnis Consulting Services, Inc.

- Gartner, Inc., located at 125 Summer Street, #4, Boston, MA 02110

The initial risk assessment project will involve a comprehensive overview of the MSLC mainframe to determine the current state, risks and long term viability of the legacy COBOL code and data structures that are no longer supported by today’s technology industry and have very few resources to support this legacy system. Gartner will also provide future recommendations for converting the MSLC mainframe to platforms that can be supported by current industry technology and resources.

It is important to note that the MSLC mainframe hosts critical business applications and the conversion of the IBM was deferred in order to convert the core, Central Gaming System (Host). The Technology Team has been focused on the Host conversion and stabilization over the last
year to ensure that there were minimal risk the $5 billion dollars in annual revenue that the system is responsible for supporting and can now focus on the MSLC mainframe conversion.
VOTE: For the reasons set forth in the attached memorandum dated April 21, 2020, the Executive Director is authorized to encumber and expend up to two hundred twenty thousand dollars ($220,000.00) in Fiscal Year 2020 for vehicle maintenance management services and other services from the following vendor pursuant to Statewide Contract VEH84A:

**Rental Concepts Inc. d/b/a Fleet Response**
6450 Rockside Woods Blvd., S, Ste 250
Cleveland, OH 44131

The maximum obligation assumed hereunder for Fiscal Year 2020 shall not exceed seven two hundred twenty thousand dollars ($220,000.00).
MEMORANDUM

To: Michael Sweeney Executive Director

From: Matthew DiFrancesco Assistant Executive Director of Operations

CC: Greg Polin – AED Legal Counsel

Date: April 21, 2020

Ref: FY 2020 Funding State Contract VEH84A – Rental Concepts d/b/a Fleet Response

Statewide Contract VEH 84A allows for the following services on all state vehicles:

- All minor repairs such as oil changes, flat tires, tune ups, inspection stickers, etc.
- All major repairs such as brakes, exhausts, transmissions, etc.
- Replacement parts such as headlights, tires, batteries, etc.
- Emergency road service including towing.
- Motor vehicle accident reporting, repair work and subrogation.

At this point in time it is anticipated that the expenses in FY 2020 for the above referenced services will exceed the $150,000.00. Therefore, it is requested that the Massachusetts State Lottery Commission authorize the Executive Director to encumber and expend up to two hundred twenty thousand dollars ($220,000.00) for these services in FY2020.