



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: J. Winston Krause, Chairman
Carmen Arrieta-Candelaria, Commissioner
Doug Lowe, Commissioner
Peggy A. Heeg, Commissioner
Robert Rivera, Commissioner

From: Mike Fernandez, Administration Division Director *MLH*

Date: December 1, 2016

Re: Report, possible discussion and/or action on agency prime contracts, including the procurement for the risk review and compliance monitoring services.

The following briefing item is to advise the Commission of staff's intent to issue Requests for Proposals for Risk Review and Compliance Monitoring Services.

Service or Goods to be Provided	Risk review and compliance monitoring services
Recommended Term	9/1/2017 – 8/31/2020 with three 1-year extensions
Estimated Annual Cost	\$300,000
Proposed Action	Issue a Request for Proposal
Notice of any potential issue that may arise in the solicitation, purchasing or contractor selection process	none