OVERVIEW

The video lottery sales agent (Agent) shall provide and submit a development and construction program of the proposed facility including detailed interior and exterior descriptions, Capital Investment Plan, initial project budget, estimated construction timeline, status of all required governmental and regulatory permits and or approvals, and any conditions thereto, and anticipated opening date (the Plan).

The Ohio Lottery Commission (OLC) and the Ohio State Racing Commission (OSRC) shall review and approve the Plan and monitor the progress of the program using the services of the State Architect's Office (SAO).

REFERENCE DOCUMENTS

Ohio Revised Code 3770.21
Ohio Administrative Code 3770:2-12
Video Lottery Sales Agent Terms and Conditions
Master Facility Plan Checklist issued by DAS, General Services, State Architect

PLAN SUBMISSION AND REVIEW

The Agent will make an initial presentation to the OLC, OSRC and SAO describing the current state of the facility and planned improvements to the gaming and racing facilities. An on-site presentation is preferred.

The Agent shall review the Master Facility Plan Checklist. The Agent may use existing documents and support materials in response to checklist items provided that the Agent prepares a cross-referencing index to the Master Facility Plan Checklist.

The Agent will be required to provide access to these supporting documents. That access may be accomplished electronically through a secure FTP site accessed by authorized personnel where the contents can be reviewed with appropriate security and confidentiality.

MASTER FACILITY PLAN REVIEW AND APPROVAL PROCESSES

The SAO, in concurrence with the OLC and OSRC, will review the Plan and supporting documentation submitted by the Agent for completion and compliance with the requirements of Ohio Administrative Code (OAC) 3770:2-12, the instructions to the applicants from the OLC and the OSRC and the plan review checklist developed by DAS and the Lottery.

The SAO will prepare a written report documenting the review process, endorsements, approvals and/or noncompliance. The SAO will notify the OLC and the OSRC of any concerns within the Plan that require clarification or additional information.

CAPITAL INVESTMENT REVIEW AND APPROVAL PROCESSES

The SAO, in concurrence with the OLC and the OSRC, will review the Capital Investment Plan submitted by the Agent to determine compliance with required criteria established by the OLC and the OSRC.

The SAO will evaluate the estimates provided by the Agent against available market and historical data available and advise the OLC and the OSRC of any areas of concern.

The SAO will prepare a written report documenting the review process, endorsements, approvals, or noncompliance. The SAO will notify the OLC and the OSRC of any concerns within the Plan that require clarification or additional information.

MONITORING AND VERIFICATION

The SAO, in concurrence with the OLC and the OSRC, will review the expense reporting materials provided by the applicant with the Master Facility Plan progress documentation. The SAO will compare expenses reported against work in place and prepare a summary report of the expenses completed and projected.

The SAO will perform document and on-site monitoring of the Facility Plan progress to confirm the commitment to meet the timelines and scope of the Master Facility and Capital Investment Plan. The SAO will review progress reports and perform on-site observations of work in place and prepare a summary report for the OLC and the OSRC.

CONTACT

Questions regarding the Facility and Capital Investments may be directed to
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