

**Questions and Answers  
Beyond the Bench 2025  
RFP # CRS AK 455**

**Bidders' Pre-Proposal Conference Call, Friday, February 7, 2025, 10:00 a.m.**

1. **Question:** Is there any flexibility in the number of breakout rooms needed? Any different ways the breakouts can be set up to reduce number of rooms needed?

**Judicial Council Response:** If you can only offer something less than the number of breakouts requested, note how many breakouts you can offer. Or if modifications to the desired set up are needed to make everything fit, present those modifications in your proposal. Include a comment to indicate if the hotel cannot accommodate all the meeting rooms requested and highlight this for JCC's review.

2. **Question:** Can we state only a single termination fee instead of a sliding scale based on date of termination?

**Judicial Council Response:** If possible, propose the termination fee by breaking it down over the remaining months before program. If a breakdown by dates is not possible, state the single termination fee from date of signing to first day of program. Grading or ranking will not go down if hotel cannot propose a sliding scale for termination fees.

3. **Question:** If we have a hotel that can accommodate 600 on peak and needs to do overflow, how would this be reflected in the proposal. Does the grading scale get modified if there is an overflow/second hotel.

**Judicial Council Response:** A self-contained program is preferred; however, proposals that include an additional property for overflow rooms will be considered and evaluated on a case-by-case basis. A self-contained program will generally receive a more favorable score. Since many factors are taken into account, no single element will outweigh other criteria. The host hotel should provide a room block commitment, along with proposed rates and any surcharges for the overflow hotel. Additionally, the contact information for the overflow property must be included in the bid.

4. **Question:** If a DMO incentive is not a credit to the master, is there an ability to provide the incentive direct to JCC? Or is it only accepted as a credit to the master?

**Judicial Council Response:** A DMO incentive is typically applied to the master. For any other method to apply the incentive, we would have to connect with our business services department to learn what is acceptable, which is a more complicated approach.