

Questions and Answers
Supervising Judges Room Block
Request for Proposals #ASU EG-003-SS
Bidders' Conference Call, January 12, 2011
Email Questions Received by January 18, 2011

1. **Question:** Can you please advice of the # of rooms needed on 3/26 & 3/27? Or page reference to find the information.

AOC Response: The date and number of room nights is found on attachment #5 "Submission Form for Technical Proposal."

The number of rooms needed are:

3/26: 50

3/27:50

3/28: 2

Total: 102 room nights

2. **Question:** I was out on vacation and was not able to attend the conference call last week. Is there a way someone can assist me in completing the RFP or the new process unless it is self explanatory?

AOC Response: We encourage that you contact your hotel National Sales Manager for assistance.

3. **Question:** What is the deadline for questions to be submitted?

AOC Response: Tuesday, January 17, 2012

4. **Question:** Is there a specific format to submit the price proposal or is a hotel's standard proposal acceptable?

AOC Response: Attachment 6 "Submission form for Price Proposal" needs to be completed. Hotel sales kits and hotel proposals in lieu of attachment 6 will not be accepted as responsive.

5. **Question:** To confirm, should we send the technical proposal along with attachments #3,4,5 and 7?

AOC Response: Yes, attachments # 3, 4, 5, and 7 should be sent together in one envelope.

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6. **Question:** Where does attachment #2 fit in?

AOC Response: Only send attachment #2 if changes to the contract are proposed for consideration.