**Attachment 5**

**Submission Form for**

**Technical Proposal**

**(Room Block Only)**

1. Proposer’s name, address, telephone and fax numbers, email and federal tax identification number.

|  |  |
| --- | --- |
| Firm (Legal Name): |  |
| Address: |  |
| Address Line 2: |  |
| City, State, Zip code |  |
| Contact: |  |
| Title: |  |
| Phone Number: |  |
| Fax Number: |  |
| Email Address: |  |
| Web Site: |  |
| Federal Tax ID Number: |  |

1. Please indicate which dates you are offering for the program:

|  |  |  |
| --- | --- | --- |
| **Dates** |  |  |
| Aug 19 – 24, 2012 |  |  |
| October 14 – 19, 2012 |  |  |
| January 13 – 18, 2013 |  |  |
| February 3 – 8, 2013 |  |  |
| March 10 – 15, 2013 |  |  |
| April 14 – 19, 2013 |  |  |
| May 5 – 10, 2013 |  |  |
| June 23 – 28, 2013 |  |  |

1. Propose Sleeping Room schedule. Enter “n/a” for any items that are not applicable.

| Date | Type of Sleeping Room | Estimated Number of Sleeping Rooms | Confirm Number of Rooms able to provide |
| --- | --- | --- | --- |
| Sunday, August 19, 2012 | Single Occupancy | 14 |  |
| Monday, August 20, 2012 | Single Occupancy | 14 |  |
| Tuesday, August 21, 2012 | Single Occupancy | 14 |  |
| Wednesday, August 22, 2012 | Single Occupancy | 14 |  |
| Thursday, August 23, 2012 | Single Occupancy | 14 |  |
| Friday, August 24, 2012 | Check out |  |  |
|  |  | 70 |  |

| Date | Type of Sleeping Room | Estimated Number of Sleeping Rooms | Confirm Number of Rooms able to provide |
| --- | --- | --- | --- |
| Sunday, October 14, 2012 | Single Occupancy | 14 |  |
| Monday, October 15, 2012 | Single Occupancy | 14 |  |
| Tuesday, October 16, 2012 | Single Occupancy | 14 |  |
| Wednesday, October 17, 2012 | Single Occupancy | 14 |  |
| Thursday, October 18, 2012 | Single Occupancy | 14 |  |
| Friday, October 19, 2012 | Check out |  |  |
|  |  | 70 |  |

| Date | Type of Sleeping Room | Estimated Number of Sleeping Rooms | Confirm Number of Rooms able to provide |
| --- | --- | --- | --- |
| Sunday, January 13, 2013 | Single Occupancy | 14 |  |
| Monday, January 14, 2013 | Single Occupancy | 14 |  |
| Tuesday, January 15, 2013 | Single Occupancy | 14 |  |
| Wednesday, January 16, 2013 | Single Occupancy | 14 |  |
| Thursday, January 17, 2013 | Single Occupancy | 14 |  |
| Friday, January 18, 2013 | Check out |  |  |
|  |  | 70 |  |

| Date | Type of Sleeping Room | Estimated Number of Sleeping Rooms | Confirm Number of Rooms able to provide |
| --- | --- | --- | --- |
| Sunday, February 3, 2013 | Single Occupancy | 14 |  |
| Monday, February 4, 2013 | Single Occupancy | 14 |  |
| Tuesday, February 5, 2013 | Single Occupancy | 14 |  |
| Wednesday, February 6, 2013 | Single Occupancy | 14 |  |
| Thursday, February 7, 2013 | Single Occupancy | 14 |  |
| Friday, February 8, 2013 | Check out |  |  |
|  |  | 70 |  |

| Date | Type of Sleeping Room | Estimated Number of Sleeping Rooms | Confirm Number of Rooms able to provide |
| --- | --- | --- | --- |
| Sunday, March 10, 2013 | Single Occupancy | 14 |  |
| Monday, March 11, 2013 | Single Occupancy | 14 |  |
| Tuesday, March 12, 2013 | Single Occupancy | 14 |  |
| Wednesday, March 13, 2013 | Single Occupancy | 14 |  |
| Thursday, March 14, 2013 | Single Occupancy | 14 |  |
| Friday, March 15, 2013 | Check out |  |  |
|  |  | 70 |  |

| Date | Type of Sleeping Room | Estimated Number of Sleeping Rooms | Confirm Number of Rooms able to provide |
| --- | --- | --- | --- |
| Sunday, April 14, 2013 | Single Occupancy | 14 |  |
| Monday, April 15, 2013 | Single Occupancy | 14 |  |
| Tuesday, April 16, 2013 | Single Occupancy | 14 |  |
| Wednesday, April 17, 2013 | Single Occupancy | 14 |  |
| Thursday, April 18, 2013 | Single Occupancy | 14 |  |
| Friday, April 19, 2013 | Check out |  |  |
|  |  | 70 |  |

| Date | Type of Sleeping Room | Estimated Number of Sleeping Rooms | Confirm Number of Rooms able to provide |
| --- | --- | --- | --- |
| Sunday, May 5, 2013 | Single Occupancy | 14 |  |
| Monday, May 6, 2013 | Single Occupancy | 14 |  |
| Tuesday, May 7, 2013 | Single Occupancy | 14 |  |
| Wednesday, May 8, 2013 | Single Occupancy | 14 |  |
| Thursday, May 9, 2013 | Single Occupancy | 14 |  |
| Friday, May 10, 2013 | Check out |  |  |
|  |  | 70 |  |

| Date | Type of Sleeping Room | Estimated Number of Sleeping Rooms | Confirm Number of Rooms able to provide |
| --- | --- | --- | --- |
| Sunday, June 23, 2013 | Single Occupancy | 14 |  |
| Monday, June 24, 2013 | Single Occupancy | 14 |  |
| Tuesday, June 25, 2013 | Single Occupancy | 14 |  |
| Wednesday, June 26, 2013 | Single Occupancy | 14 |  |
| Thursday, June 27, 2013 | Single Occupancy | 14 |  |
| Friday, June 28, 2013 | Check out |  |  |
|  |  | 70 |  |

Are Sleeping rooms compliant with American Disabilities Act (ADA)?

|  |  |
| --- | --- |
| Yes |  |
| No |  |

1. Propose the cut-off date for reservations:

|  |  |
| --- | --- |
| **Dates** | **Proposed cut-off dates** |
| Aug 19 – 24, 2012 |  |
| October 14 – 19, 2012 |  |
| January 13 – 18, 2013 |  |
| February 3 – 8, 2013 |  |
| March 10 – 15, 2013 |  |
| April 14 – 19, 2013 |  |
| May 5 – 10, 2013 |  |
| June 23 – 28, 2013 |  |

1. Other Program Needs (identify if included in other proposed pricing)

| Item No. | Description | Approved (please note if approved) | Alternative |
| --- | --- | --- | --- |
| 1. | Sleeping room group rate availability 2 days pre & post the contracted dates |  |  |
| 2. | Discount hotel parking |  |  |

1. Propose options for transportation to the hotel on public transportation

Discuss the various means of transportation to local airports.

|  |
| --- |
| Discuss the approximate distance from major freeways. |
|  |

**F. Signature (must be completed by proposer):**

|  |  |  |  |
| --- | --- | --- | --- |
| Signed this \_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , 20\_\_\_\_\_\_\_\_. | | | |
| By: |  |  |  |
|  | Signature |  | Print Name |
| Title: |  |  |  |