

Questions and Answers
Civil Law Institute
Request for Proposals #CRS SP 253
Email Questions Received by February 1, 2018

1. **Question:** Are the dates or day pattern flexible?

JCC Response: No, the dates are based on the faculty availability.

2. **Question:** Is your budget flexible if we unable to offer the state maximum for the sleeping rooms?

JCC Response: Yes, please bid your best available rate for the sleeping rooms.

3. **Question:** Can the rooms be set in rounds of 8 versus rounds of 5 if we use 72” rounds?

JCC Response: Fewer people at the table is preferred, however please bid what you are able to provide.

4. **Question:** Can the General Session be used for breakouts?

JCC Response: We can use the General Session room as one of the breakouts.

5. **Question:** Can Meals be in the General Session?

JCC Response: We need a separate room for lunch.

6. **Question:** Can the General Session be used for meals if it's also being used for breakouts?

JCC Response: No, we cannot have all courses and meals in the same space.

7. **Question:** Can we charge room rental if necessary even if 80-100% of the contracted sleeping room block is utilized?

JCC Response: Yes, complimentary room rental at 80-100% sleeping room pick up is preferred, however we are flexible.