



JUDICIAL COUNCIL OF CALIFORNIA

ADMINISTRATIVE DIVISION
ADMINISTRATIVE SUPPORT

Date: January 17, 2018

RE: Q&A – RFP # CRS PD 251 – 22nd Annual Child Support Training Conference

1. Can the General Session room be set in rounds of 10 for the meeting and also be used to serve the meals?
No, the General Session room needs to be set in Crescent Rounds of no more than seven. And we prefer a separate room for meals due to the general flow of the program.
2. Can the General Session room be uses as one of the breakout rooms on the day that the 10 breakout rooms are needed?
Yes, this works well.
3. Can the Breakout rooms be set in other configurations such as rounds of 10, classroom or theater?
No, all breakouts need to be set in crescent rounds of 7 or less.