**Questions and Answers**

**16th Annual AB1058 Child Support Training Conference - Full Conference Services**

**Request for Proposals ASU AU-00-LM**

**Bidders’ Conference Call, March 12, 2012**

**Email Questions Received by March 15, 2012**

1. We would like to bid on guest room availability for this program over the dates of September 4-7, 2012. In order to accommodate the meeting space, however, we will need to use a convention center, which is directly attached to our hotel. Please advise if this would be an option you would consider?
2. Please refer to the *RFP,* provision *7.0 Proposals*. We cannot advise that you bid or not bid.
3. Is the rate noted for meals inclusive of tax and gratuity?
4. Our rates are inclusive of tax and gratuity.
5. Is there flexibility in rate and meeting space set-up?
6. Your cost proposal of rate and space should be based on our cost allowance and program needs. Bids will be evaluated based on the criteria set forth in the *RFP, section 7.2 Cost Proposal*.
7. Do we have to keep completing and sending in *Attachment 4 - Darfur Contracting Act Certification* or will you have it on file once we submit it the first time?
8. An *Attachment 4 - Darfur Contracting Act Certification* should be submitted with each proposal.
9. Sometimes the sleeping room rate ranges between $110.00 and $140.00. In this case, it is $140.00 maximum. Why is there no range for sleeping room rates?
10. We are accepting bids for sleeping room cost of up to $140.00 maximum for this program.

*Question #6.*  Whom do we check with if our hotel is able to accept the *Hotel/Motel Transient*

 *Occupancy Tax Waiver* form?

1. Please check with your controller if your hotel is able to waive this tax. If so, this information would be provided in *Attachment 6, Submission Form for Price Proposal.* *The Hotel/Motel Transient Occupancy Tax Waiver* form is located in *Attachments, Exhibit H.*

***END OF DOCUMENT***