

QUESTION(s) & RESPONSE
Yellow Ribbon Reintegration Program – Atlantic City, NJ 12-17 July 2023
Solicitation# W15QKN-23-Q-5089

1. In 1.5.1.5 and 1.5.1.6 there are up to fifteen (15) breakout rooms but in 5.3.2.1 it states ten (10) rooms. If you add the Parlor Rooms in 5.3.3 as breakouts it would be eighteen (18). What is the correct count for the number of event rooms that should be held for breakouts?

Government Response: PWS paragraphs 1.5.1.5 and 1.5.1.6 have been revised to state: “ten (10)”.

2. 5.2, 5.3, 5.4 specifies to leave space for Government A/V but doesn't provide the dimensions necessary or provide what equipment will be brought in. Could you share more about the space needed for the A/V to best ensure enough capacity for the meeting?

Government Response: Space will be needed for the following:

- 1. (10) Projector Screens (1' width X 12' length) in case; (17' height) projector screen fully extended.*
- 2. (10) “Fender” brand speaker systems with detachable speakers*
- 3. (10) (1-1/2' X 2 1/2' base) tables with removeable legs*
- 4. (8) (1-1/2' X 3 1/2') Tuff boxes*

3. 1.5.1.2 notes Staff Operations Room should accommodate up to twenty (20) staff members but in 5.3.5.3 the capacity notes sixteen (16) attendees. Can you confirm how many people should be accommodated to ensure proper square footage? Also, aside from the printer requirements, are there any additional A/V needs that should be taken into account?

Government Response: PWS paragraph 1.5.1.2 has been revised to state: “sixteen (16)”.

4. In 5.1 it mentions setting the Registration area in the lobby but there is no note about power requirements; would the team need power strips set up at each table?

Government Response: In reference to PWS paragraph 5.1, no additional power strips will need to be provided.

5. Similar programs have set up childcare rooms and brought in babysitting staff for children accompanying their parents to the event. Would you anticipate needing this as well?

Government Response: Childcare rooms and babysitting staff are not a requirement under this Solicitation.

6. For the shuttles, is the only airport attendees are flying into Atlantic City? Or will additional airports such as Philadelphia International Airport be utilized?

Government Response: See PWS paragraph 5.6.1 which discusses Transportation (Shuttles), and states: "To the lodging facility from the airport listed in section 1.11".

7. Since it is the peak travel season in the city hotel rates are more than double – if not triple on some dates – compared to per diem. Thus, given the per diem requirement and demand in the area, there were no hotels immediately interested in bidding on the program. We wanted to ask:

- a. Is there an ability to increase the acceptable guestroom rate for the program?

Government Response: See PWS paragraph 5.2.1. which states, "The cost shall not exceed Government per diem lodging rates for the local ZIP code when calculated on a per person basis. www.gsa.gov/travel/plan-book/per-diem-rates".

- b. Would there be an opportunity to shift the stay to weekdays? They are typically in less demand and may not reach per diem levels but would likely be closer.

Government Response: See PWS paragraph 1.6. The period of performance shall remain as stated in PWS.

- c. Given the limited non-casino hotels in the city, would the notice be amendable to include casino hotels?

Government Response: Casino hotels will be considered as proposed. The NAICS Code will remain the same and will not be amended in Solicitation.

- d. Would alternate venues such as the convention center with the connected hotel or a standalone venue with an adjacent hotel be suitable options?

Government Response: Yes, if a connected or standalone venue adjacent to the hotel is proposed, it will be considered. The venue shall meet all requirements for the event space as stated in PWS.