Questions	Responses
1. Award basis: Will the award be made on a lowest-price, technically-acceptable basis, or on a best-value/tradeoff basis?	Lowest-price technically acceptable using the requirements specified in the solicitation
2. Payment: What are the payment terms and method for the Government-billed services (meeting room, audio visual, and light refreshments)?	The government has 30 days to remit payment after receipt of services or invoice, whichever is the later.
3. Quote validity: The Hotel Requirements form asks that quotes remain valid for 60 days. Please confirm the validity period runs 60 days from the July 9, 2026 due date (through approximately September 7, 2026), so we can secure matching terms from the venue.	Correct July through September
4. The requirement lists two large 7.5 by 10 foot screens with one LCD projector. Because a single projector can feed only one screen, should the second screen also display the presentation (which would require a second projector or feed), or is one projected screen plus a second screen acceptable as listed?	Both screens should reflect the same information. Vendor can elect how to do so.
5. Please confirm whether portable, freestanding fast-fold screens are required, and whether the exact 7.5 by 10 foot fast-fold size is firm or an equivalent large-format screen would be acceptable. This helps us price the correct equipment.	Vendor option as long as staff can view both screens at the same time.
6. Because Monday sessions begin at noon and Friday sessions end at 11:00 a.m., please confirm the days and times AM (10:00 a.m.) and PM (2:00 p.m.) refreshments are required, so we provide service only where needed.	Times are flexible and can be discussed at time of award. However, the light refreshments must be available for at least two hours with the exception of the beverages which are all day.
7. The lodging section does not specify a room type or bed configuration. Please confirm whether a standard, nonsmoking guest room at single occupancy is acceptable, and whether any ADA or accessible rooms are required within the 35-room block.	Preference is to have two double queen beds, non-smoking. No special requirement is noted. However, all hotels should be ADA compliant.

8. Do you have an idea of the minimum square footage you are requesting	No; we are requesting a full ballroom that can be split in two sections to accommodate the requirements specified.
9. Will you accept a 60" permanently mounted screen in lieu of 2 7.5' x 10' fast fold screens? Based on the number of attendees, the 2 screens will add a lot of cost that may not be necessary.	Two screens are required
10. Microphone - Again, based on the number of attendees and the minimum square footage a microphone may not be necessary and will add cost	Microphones requested are required