

Reason Summer Camp 2021

The Reason Foundation

Request for Proposal (RFP)

RFP Details

RFP Name	Reason Summer Camp 2021
Response Due Date	Wed, Nov 11, 2020
Decision Due Date	Mon, Nov 30, 2020
RFP Type	Meeting Space and Guest Rooms
RFP Code	PMNGYWWYFQY
Description	Thank you for reviewing this RFP!
Decision Factors	overall feel, right meeting space
Concession and Contractual Information	waived resort fee 20% discount on audiovisual 15% discount off food & beverage prices. One (1) complimentary room night for each 35 room nights occupied 75% Attrition Staff office with complimentary internet access Five (5) staff rooms per night at 50% off guest room rate Ten (10) complimentary parking passes Complimentary one-night stay for two (2) staff for site inspection Complimentary fitness center Complimentary internet in guest rooms and meeting rooms

Key Contact Information

Contact Name	Mariah Vesotsky	Email Address	mvesotsky@helmsbriscoe.com
Organization	HelmsBriscoe	Phone Number	330-204-5502
Title	Global Account Manager		
Preferred Contact Method	Cvent, Email Address, Phone Number		
Address	Granger Granger, IN USA		

Organization Information

Organization Name	The Reason Foundation
Organization Type	Non-Profit
Address	5737 Mesmer Ave. Los Angeles, CA
Events per Year	0

Event Information

Event Name	Reason Summer Camp 2021
Total Attendees	100
Commission	Yes
Event History	The planner has indicated that this event has been held before.
Dates Flexible	Yes
Event Dates	Thu, May 6, 2021 - Sun, May 9, 2021 + 4 alternate dates

Date Type	Event Date Options	Notes
Planner Preferred	Thu, May 6, 2021 - Sun, May 9, 2021	

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Alternate Date	Thu, May 13, 2021 - Sun, May 16, 2021	
Alternate Date	Thu, May 20, 2021 - Sun, May 23, 2021	
Alternate Date	Thu, Jun 17, 2021 - Sun, Jun 20, 2021	
Alternate Date	Thu, Jun 24, 2021 - Sun, Jun 27, 2021	
Business Objectives Pattern is Thursday- Sunday in May or June (if I did not include a weekend, that is one we are trying to avoid). Please bid all possible weekends of availability.		

View Event History

This event has been held in the following locations:

Venue Name	City	State	Date	Attendees	Room Block	Room Pick-Up	Food and Beverage Spend
Terrenea		California	2017	150	160		
Four Seasons	Palm Springs	Florida	2018	150	160		
Biltmore	Phoenix	Pennsylvania	2019	150			

Guest Room Requirements

Day	Any (Run of House)	Single (1 Bed)	Double (2 Beds)	Suite	Staff
Wed, May 5, 2021	10				5
Thu, May 6, 2021	40			5	5
Fri, May 7, 2021	40			5	5
Sat, May 8, 2021	40			5	5

Check-In Date Wed, May 5, 2021

Total Room Nights 165

Peak Room Nights 50

Additional Information Looking for 40 deluxe type rooms plus 5 suites and 5 staff rooms

Meeting Room Requirements			
Start Date Wed, May 5, 2021			
Day	Time	Agenda Item	Meeting Room Requested
Wed, May 5, 2021	7:00 AM-11:30 PM	Staff Office Office	5 people
Thu, May 6, 2021	7:00 AM-11:30 PM	Staff Office Office	5 people
Thu, May 6, 2021	12:00 PM-6:00 PM	Registration <i>Notes or Exceptions: Can be a foyer or small room with tables. Looking for coffee, sodas, and cookies to be served during registration</i>	75 people
Thu, May 6, 2021	6:00 PM-7:00 PM	Reception <i>Notes or Exceptions: Bar and appetizers</i>	Reception 100 people
Thu, May 6, 2021	7:00 PM-10:00 PM	Dinner <i>Notes or Exceptions: Rounds of 10 with a stage</i>	Rounds for 10 100 people
Thu, May 6, 2021	9:30 PM-12:00 AM	Reception <i>Notes or Exceptions: Post reception with cash bar</i>	75 people
Fri, May 7, 2021	7:00 AM-11:30 PM	Staff Office Office	5 people
Fri, May 7, 2021	8:00 AM-9:00 AM	Breakfast	Rounds for 10 100 people
Fri, May 7, 2021	9:00 AM-12:00 PM	Meeting <i>Notes or Exceptions: classroom with stage and podium for speakers</i>	Classroom 100 people
Fri, May 7, 2021	12:00 PM-2:00 PM	Lunch <i>Notes or Exceptions: rounds of 10 with a stage- buffet lunch</i>	Rounds for 10 100 people
Fri, May 7, 2021	2:00 PM-4:30 PM	Trustee Meeting Breakout Session <i>Notes or Exceptions: also needs snacks, coffee, tea, water, sodas</i>	Conference 20 people
Fri, May 7, 2021	6:00 PM-7:00 PM	Reception <i>Notes or Exceptions: Bar and appetizers</i>	Reception 100 people
Fri, May 7, 2021	7:00 PM-10:00 PM	Dinner <i>Notes or Exceptions: Rounds of 10 with a stage</i>	Rounds for 10 100 people
Fri, May 7, 2021	9:30 PM-12:00 AM	Reception <i>Notes or Exceptions: Post reception with cash bar</i>	75 people
Sat, May 8, 2021	7:00 AM-11:30 PM	Staff Office Office	5 people
Sat, May 8, 2021	8:00 AM-9:00 AM	Breakfast	Rounds for 10 100 people
Sat, May 8, 2021	9:00 AM-12:00 PM	Meeting <i>Notes or Exceptions: classroom with stage and podium for speakers</i>	Classroom 100 people
Sat, May 8, 2021	12:00 PM-2:00 PM	Lunch <i>Notes or Exceptions: rounds of 10 with a stage- buffet lunch</i>	Rounds for 10 100 people

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Sat, May 8, 2021	6:00 PM-7:00 PM	Reception <i>Notes or Exceptions: Bar and appetizers</i>	Reception 100 people
Sat, May 8, 2021	7:00 PM-10:00 PM	Dinner <i>Notes or Exceptions: Rounds of 10 with a stage</i>	Rounds for 10 100 people
Sat, May 8, 2021	9:30 PM-12:00 AM	Reception <i>Notes or Exceptions: Post reception with cash bar</i>	75 people
Sun, May 9, 2021	7:00 AM-1:00 PM	Staff Office Office	5 people
Sun, May 9, 2021	8:00 AM-10:00 AM	Breakfast	Rounds for 10 75 people

Additional Questions

1. Rates quoted are applicable _____ days pre-meeting. (Comment) (Required)
2. Rates quoted are applicable _____ days post-meeting. (Comment) (Required)
3. Web address for meeting space detail? (Comment) (Required)
4. Please select your current Forbes and/or AAA Rating? (Multiple choice) (Required)
 - 1 Star
 - 2 Star
 - 3 Star
 - 4 Star
 - 5 Star
 - Not Rated - Star
 - 1 Diamond
 - 2 Diamond
 - 3 Diamond
 - 4 Diamond
 - 5 Diamond
 - Not Rated - Diamond
5. Will the meeting room rentals be waived? If not, what rates will apply? (Comment) (Required)
6. Do you have internet access available in the rooms? Is it wireless? What is the cost? What is the type and cost of internet access in meeting rooms? Will any internet costs be waived for this group? (Comment) (Required)
7. What meeting space is available? List meeting room names with square footage, ceiling height, and rental charges (if applicable) (Comment) (Required)
8. What are your additional charges (ie Maid, portage, resort fees, etc.)? Please include with amounts and inclusions and note which charges are mandatory. (Comment) (Required)
9. Is there a charge for self and/or valet parking per day? Please indicate amounts. (Comment) (Required)
10. What is your nearest major airport and what is the distance (both miles and time)? What are the round trip shuttle and/or taxi costs? (Comment) (Required)
11. What amenities and activities does your hotel have on or near the property? (Comment) (Required)
12. What renovations have your property either recently completed or has on schedule? (Comment) (Required)
13. HelmsBriscoe will be paid a placement fee which is non-cancelable and non transferable to any other party for the booking of this meeting. HelmsBriscoe is acting with full consent and the client is aware of the placement fee payable to HelmsBriscoe by your organization. (Multiple choice) (Required)
 - I agree that HelmsBriscoe will be paid a placement fee
14. Indicate your agreement to the placement fee by providing your name, title and the date of your response in the area below. (Comment) (Required)
15. Accounts Payable Contact First & Last Name: (Comment) (Required)
16. Accounts Payable Phone Number: (Comment) (Required)
17. Accounts Payable Email Address: (Comment) (Required)
18. Accounts Payable Fax: (Comment) (Required)
19. Please indicate in the space below your contact name, hotel address, phone number, and email address - if it differs from the contact information on the response sheet provided in this RFP. (Comment)