

**ATTACHMENT A
BID AWARD**

Prior to the Workshops, the DEP and the Contractor shall agree on meal selections from the Contractor's standard menu. Sodas shall be brand names. Exact serving times shall be finalized twenty-four (24) hours prior to events.

Workshop One
Up to sixty (60) attendees
2-3 days
York City, York County, PA

1-A. LUNCH

To be served at 12:00 noon and shall include a minimum of two main dishes, one being vegetarian, two side dishes, a garden and/or Caesar salad, dessert, choice of coffee and tea (regular and decaf.) and milk or soda (diet, regular, and caffeine-free).

\$ _____ per person per day x 60 persons x 3 days = \$ _____

1-B. BEVERAGES

Coffee and tea (regular and decaf.) shall be available from 7:30 a.m. until 3:00 p.m. for each day of the Workshop.

\$ _____ per person per day x 60 persons x 3 days = \$ _____

1-C. MEETING/ BANQUET ROOMS

Unit price shall include all equipment and any miscellaneous charges.

Meeting Room -

\$ _____ per room per day x 3 days = \$ _____

Banquet Room -

\$ _____ per room per day x 3 days = \$ _____

Total Meeting / Banquet Rooms = \$ _____

**1-D. GRAND TOTAL for Workshop One
(Items 1-A through 1-C)**

\$ _____

Workshop Two
Up to sixty (60) attendees
2-3 days
Cranberry Township, Butler County, PA

2-A. LUNCH

To be served at 12:00 noon and shall include a minimum of two main dishes, one being vegetarian, two side dishes, a garden and/or Caesar salad, dessert, choice of coffee and tea (regular and decaf.) and milk or soda (diet, regular, and caffeine-free).

\$ _____ per person per day x 60 persons x 3 days = \$ _____

2-B. BEVERAGES

Coffee and tea (regular and decaf.) shall be available from 7:30 a.m. until 3:00 p.m. for each day of the Workshop.

\$ _____ per person per day x 60 persons x 3 days = \$ _____

2-C. MEETING/ BANQUET ROOMS

Unit price shall include all equipment and any miscellaneous charges.

Meeting Room -

\$ _____ per room per day x 3 days = \$ _____

Banquet Room -

\$ _____ per room per day x 3 days = \$ _____

Total Meeting / Banquet Rooms = \$ _____

2-D. LODGING

Unit price shall include all miscellaneous charges.

\$ _____ per person per day x 10 persons x 4 days = \$ _____

2-E. GRAND TOTAL for Workshop Two
(Items 2-A through 2-D) = \$ _____

Workshop Three
Up to one hundred ten (110) attendees
1-2 days
Harrisburg City, Dauphin County, PA

3-A. LUNCH

To be served at 12:00 noon and shall include a minimum of two main dishes, one being vegetarian, two side dishes, a garden and/or Caesar salad, dessert, choice of coffee and tea (regular and decaf.) and milk or soda (diet, regular, and caffeine-free).

\$_____ per person per day x 110 persons x 2 days = \$_____

3-B. BEVERAGES

Coffee and tea (regular and decaf.) shall be available from 7:30 a.m. until 3:00 p.m. for each day of the Workshop.

\$_____ per person per day x 110 persons x 2 days = \$_____

3-C. MEETING/ BANQUET ROOMS

Unit price shall include all equipment and any miscellaneous charges.

Meeting Room -

\$_____ per room per day x 2 days = \$_____

Banquet Room -

\$_____ per room per day x 2 days = \$_____

Total Meeting / Banquet Rooms

= \$_____

**3-D. GRAND TOTAL for Workshop Three
 (Items 3-A through 3-C)**

= \$_____

Workshop Four

Up to one hundred ten (110) attendees

1-2 days

Cranberry Township, Butler County, PA

4-A. LUNCH

To be served at 12:00 noon and shall include a minimum of two main dishes, one being vegetarian, two side dishes, a garden and/or Caesar salad, dessert, choice of coffee and tea (regular and decaf.) and milk or soda (diet, regular, and caffeine-free).

\$ _____ per person per day x 110 persons x 2 days = \$ _____

4-B. BEVERAGES

Coffee and tea (regular and decaf.) shall be available from 7:30 a.m. until 3:00 p.m. for each day of the Workshop.

\$ _____ per person per day x 110 persons x 2 days = \$ _____

4-C. MEETING/ BANQUET ROOMS

Unit price shall include all equipment and any miscellaneous charges.

Meeting Room -

\$ _____ per room per day x 2 days = \$ _____

Banquet Room -

\$ _____ per room per day x 2 days = \$ _____

Total Meeting / Banquet Rooms = \$ _____

4-D. LODGING

Unit price shall include all miscellaneous charges.

\$ _____ per person per day x 10 persons x 3 days = \$ _____

4-E. GRAND TOTAL for Workshop 4 = \$ _____
(Items 4-A through 4-D)

Workshop Five**Up to one hundred ten (110) attendees****1-2 days****Pottstown Borough, Montgomery County, PA****5-A. LUNCH**

To be served at 12:00 noon and shall include a minimum of two main dishes, one being vegetarian, two side dishes, a garden and/or Caesar salad, dessert, choice of coffee and tea (regular and decaf.) and milk or soda (diet, regular, and caffeine-free).

\$ _____ per person per day x 110 persons x 2 days = \$ _____

5-B. BEVERAGES

Coffee and tea (regular and decaf.) shall be available from 7:30 a.m. until 3:00 p.m. for each day of the Workshop.

\$ _____ per person per day x 110 persons x 2 days = \$ _____

5-C. MEETING/ BANQUET ROOMS

Unit price shall include all equipment and any miscellaneous charges.

Meeting Room -

\$ _____ per room per day x 2 days = \$ _____

Banquet Room -

\$ _____ per room per day x 2 days = \$ _____

Total Meeting / Banquet Rooms = \$ _____

5-D. LODGING

Unit price shall include all miscellaneous charges.

\$ _____ per person per day x 10 persons x 2 days = \$ _____

**5-E. GRAND TOTAL for Workshop 5
(Items 5-A through 5-D)**

= \$ _____

Workshop Six
Up to one hundred ten (110) attendees
1-2 days
Wilkes-Barre City, Luzerne County, PA

6-A. LUNCH

To be served at 12:00 noon and shall include a minimum of two main dishes, one being vegetarian, two side dishes, a garden and/or Caesar salad, dessert, choice of coffee and tea (regular and decaf.) and milk or soda (diet, regular, and caffeine-free).

\$ _____ per person per day x 110 persons x 2 days = \$ _____

6-B. BEVERAGES

Coffee and tea (regular and decaf.) shall be available from 7:30 a.m. until 3:00 p.m. for each day of the Workshop.

\$ _____ per person per day x 110 persons x 2 days = \$ _____

6-C. MEETING/ BANQUET ROOMS

Unit price shall include all equipment and any miscellaneous charges.

Meeting Room -

\$ _____ per room per day x 2 days = \$ _____

Banquet Room -

\$ _____ per room per day x 2 days = \$ _____

Total Meeting / Banquet Rooms = \$ _____

6-D. LODGING

Unit price shall include all miscellaneous charges.

\$ _____ per person per day x 10 persons x 2 days = \$ _____

6-E. GRAND TOTAL for Workshop 6
(Items 6-A through 6-D) = \$ _____

Workshop Seven

Up to one hundred ten (110) attendees

1-2 days

Monroeville Borough, Allegheny County, PA

7-A. LUNCH

To be served at 12:00 noon and shall include a minimum of two main dishes, one being vegetarian, two side dishes, a garden and/or Caesar salad, dessert, choice of coffee and tea (regular and decaf.) and milk or soda (diet, regular, and caffeine-free).

\$ _____ per person per day x 110 persons x 2 days = \$ _____

7-B. BEVERAGES

Coffee and tea (regular and decaf.) shall be available from 7:30 a.m. until 3:00 p.m. for each day of the Workshop.

\$ _____ per person per day x 110 persons x 2 days = \$ _____

7-C. MEETING/ BANQUET ROOMS

Unit price shall include all equipment and any miscellaneous charges.

Meeting Room -

\$ _____ per room per day x 2 days = \$ _____

Banquet Room -

\$ _____ per room per day x 2 days = \$ _____

Total Meeting / Banquet Rooms = \$ _____

7-D. LODGING

Unit price shall include all miscellaneous charges.

\$ _____ per person per day x 10 persons x 3 days = \$ _____

**7-E. GRAND TOTAL for Workshop 7
(Items 7-A through 7-D)**

= \$ _____