

**SPECIFICATIONS**  
**Lodging, Meeting Rooms, and Meals for the**  
**Department of Conservation and Natural Resources (DCNR)**  
**Bureau of Forestry**  
**Attachment A**  
**Cost Breakdown Sheet**

**ATTACHMENT A - ACADEMY OVERVIEW**

Date/Time	Item	Unit	Estimated Quantity
<b>Sunday, June 17, 2018</b>			
5:00 pm - 7:00 pm	Supper	person	87
5:00 pm - 8:00 pm	Office/Logistics Rooms	room	2
	Lodging	person	87
<b>Monday, June 18, 2018</b>			
6:30 am - 8:00 am	Breakfast	person	110
11:00 am - 1:00 pm	Lunch	person	110
5:00 pm - 7:00 pm	Supper	person	110
7:00 am - 5:00 pm	Office/Logistics Rooms	room	2
7:00 am - 5:00 pm	Meeting Rooms (25 person capacity)	room	4
	Lodging	person	110
<b>Tuesday, June 19, 2018</b>			
6:30 am - 8:00 am	Breakfast	person	110
11:00 am - 1:00 pm	Lunch	person	110
5:00 pm - 7:00 pm	Supper	person	133
7:00 am - 5:00 pm	Office/Logistics Rooms	room	2
7:00 am - 5:00 pm	Meeting Rooms (25 person capacity)	room	4
	Lodging	person	133
<b>Wednesday, June 20, 2018</b>			
6:30 am - 8:00 am	Breakfast	person	133
11:00 am - 1:00 pm	Lunch	person	84
5:00 pm - 7:00 pm	Supper	person	153
7:00 am - 5:00 pm	Office/Logistics Rooms	room	2
7:00 am - 5:00 pm	Meeting Rooms (25 person capacity)	room	6
	Lodging	person	153
<b>Thursday, June 21, 2018</b>			
6:30 am - 8:00 am	Breakfast	person	130
11:00 am - 1:00 pm	Lunch	person	130
5:00 pm - 7:00 pm	Supper	person	91
7:00 am - 5:00 pm	Office/Logistics Rooms	room	2
7:00 am - 5:00 pm	Meeting Rooms (25 person capacity)	room	5
	Lodging	person	91
<b>Friday, June 22, 2018</b>			
6:30 am - 8:00 am	Breakfast	person	109
11:00 am - 1:00 pm	Lunch	person	109
5:00 pm - 7:00 pm	Supper	person	135
7:00 am - 10:00 pm	Office/Logistics Rooms	room	2
7:00 am - 5:00 pm	Meeting Rooms (25 person capacity)	room	8
7:00 am - 10:00 pm	Meeting Room (55 person capacity)	room	1
	Lodging	person	204
<b>Saturday, June 23, 2018</b>			
6:30 am - 8:00 am	Breakfast	person	171
11:00 am - 1:00 pm	Lunch	person	171
5:00 pm - 7:00 pm	Supper	person	171
7:00 am - 10:00 pm	Office/Logistics Rooms	room	2
7:00 am - 5:00 pm	Meeting Rooms (25 person capacity)	room	4
7:00 am - 10:00 pm	Meeting Room (55 person capacity)	room	1
	Lodging	person	171
<b>Sunday, June 24, 2018</b>			
6:30 am - 8:00 am	Breakfast	person	171
7:00 am - 12:00 pm	Office/Logistics Rooms	room	2
7:00 am - 12:00 pm	Meeting Rooms (25 person capacity)	room	4
7:00 am - 12:00 pm	Meeting Room (55 person capacity)	room	1