Part IA – Technical Proposal	
RFP Title:	Venues for the Governor's Conference on Tourism
RFP:	3521
Vendor Name:	MontBleu Resort Casino and Spa
Address:	55 Highway 50 Stateline Nv. 89449
Opening Date:	February 5, 2018
Opening Time:	2:00 PM

Table of Contents
Vendor Information Sheet
State Documents
Scope of Work
Company Background and References
Other Informational Material

VENDOR INFORMATION SHEET FOR RFP 3521

Vendor Shall:

A) Provide all requested information in the space provided next to each numbered question. The information provided in Sections V1 through V6 shall be used for development of the contract;

B) Type or print responses; and

C) Include this Vendor Information Sheet in Section III of the Technical Proposal.

V1	Company Name	MontBleu Resort Casino and Spa

V2	Street Address	55 Highway 50

V3	City, State, ZIP	Stateline, Nv. 89449

V4	Telephone Number		
	Area Code: 775	Number: 586-2074	Extension:

V5	Facsimile Number		
	Area Code: 775	Number: 586-2062	Extension:

V6	Toll Free Number		
	Area Code: 800	Number: 367-4554	Extension:

V7	***Contact Person for Questions / Contract Negotiations, including address if different than above***
	Name: Anna Soto-Vopalensky
	Title: F&B Operations, Sales, Catering and Convention Manager
	Address: 55 Highway 50 (P.O. Box 5800) Stateline NV. 89449
	Email Address: avopalensky@montbleuresort.com

V8	Telephone Number for Contact Person		
	Area Code: 775	Number: 586-2074	Extension:

V9	Facsimile Number for Contact Person		
	Area Code: 775	Number: 586-2062	Extension:

V10	***Name of Individual Authorized to Bind the Organization***	
	Name: N/A	Title: N/A

V11	Signature ***(Individual shall be legally authorized to bind the vendor per NRS 333.337)***	
	Signature: N/A	Date:

ATTACHMENT A – CONFIDENTIALITY AND CERTIFICATION OF INDEMNIFICATION

Submitted proposals, which are marked "confidential" in their entirety, or those in which a significant portion of the submitted proposal is marked "confidential" **shall not** be accepted by the State of Nevada. Pursuant to NRS 333.333, only specific parts of the proposal may be labeled a "trade secret" as defined in NRS 600A.030(5). All proposals are confidential until the contract is awarded; at which time, both successful and unsuccessful vendors' technical and cost proposals become public information.

In accordance with the submittal instructions of this RFP, vendors are requested to submit confidential information in separate files marked "**Part IB Confidential Technical**" and "**Part III Confidential Financial**".

The State shall not be responsible for any information contained within the proposal. If vendors do not comply with the labeling and packing requirements, proposals shall be released as submitted. In the event a governing board acts as the final authority, there may be public discussion regarding the submitted proposals that shall be in an open meeting format, the proposals shall remain confidential.

By signing below, I understand it is my responsibility as the vendor to act in protection of the labeled information and agree to defend and indemnify the State of Nevada for honoring such designation. I duly realize failure to so act shall constitute a complete waiver and all submitted information shall become public information; additionally, failure to label any information that is released by the State shall constitute a complete waiver of any and all claims for damages caused by the release of the information.

This proposal contains Confidential Information, Trade Secrets and/or Proprietary information.

Please initial the appropriate response in the boxes below and provide the justification for confidential status.

Part IB – Confidential Technical Information			
YES		NO	x
Justification for Confidential Status			

Part III – Confidential Financial Information			
YES		NO	x
Justification for Confidential Status			

MontBleu Resort Casino and Spa

Company Name

Anna Soto Vopalensky

Signature

Anna Soto Vopalensky

Print Name

2-1-18

Date

This document shall be submitted in Section IV of vendor's technical proposal

ATTACHMENT B – VENDOR CERTIFICATIONS

Vendor agrees and shall comply with the following:

(1) Any and all prices that may be charged under the terms of the contract do not and shall not violate any existing federal, State or municipal laws or regulations concerning discrimination and/or price fixing. The vendor agrees to indemnify, exonerate and hold the State harmless from liability for any such violation now and throughout the term of the contract.

(2) All proposed capabilities can be demonstrated by the vendor.

(3) The price(s) and amount of this proposal have been arrived at independently and without consultation, communication, agreement or disclosure with or to any other contractor, vendor or potential vendor.

(4) All proposal terms, including prices, shall remain in effect for a minimum of 180 days after the proposal due date. In the case of the awarded vendor, all proposal terms, including prices, shall remain in effect throughout the contract negotiation process.

(5) No attempt has been made at any time to induce any firm or person to refrain from proposing or to submit a proposal higher than this proposal, or to submit any intentionally high or noncompetitive proposal. All proposals shall be made in good faith and without collusion.

(6) All conditions and provisions of this RFP are deemed to be accepted by the vendor and incorporated by reference in the proposal, except such conditions and provisions that the vendor expressly excludes in the proposal. Any exclusion shall be in writing and included in the proposal at the time of submission.

(7) Each vendor shall disclose any existing or potential conflict of interest relative to the performance of the contractual services resulting from this RFP. Any such relationship that might be perceived or represented as a conflict shall be disclosed. By submitting a proposal in response to this RFP, vendors affirm that they have not given, nor intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant or any employee or representative of same, in connection with this procurement. Any attempt to intentionally or unintentionally conceal or obfuscate a conflict of interest shall automatically result in the disqualification of a vendor's proposal. An award shall not be made where a conflict of interest exists. The State shall determine whether a conflict of interest exists and whether it may reflect negatively on the State's selection of a vendor. The State reserves the right to disqualify any vendor on the grounds of actual or apparent conflict of interest.

(8) All employees assigned to the project are authorized to work in this country.

(9) The company has a written equal opportunity policy that does not discriminate in employment practices with regard to race, color, national origin, physical condition, creed, religion, age, sex, marital status, sexual orientation, developmental disability or handicap.

(10) The company has a written policy regarding compliance for maintaining a drug-free workplace.

(11) Vendor understands and acknowledges that the representations within their proposal are material and important, and shall be relied on by the State in evaluation of the proposal. Any vendor misrepresentations shall be treated as fraudulent concealment from the State of the true facts relating to the proposal.

(12) Vendor shall certify that any and all subcontractors comply with Sections 7, 8, 9, and 10, above.

(13) The proposal shall be signed by the individual(s) legally authorized to bind the vendor per NRS 333.337.

MontBleu Resort Casino and Spa

Vendor Company Name

Anna Soto Vopelensky

Vendor Signature

Anna Soto Vopelensky

Print Name

2-1-18

Date

This document shall be submitted in Section IV of vendor's technical proposal

1. SCOPE OF WORK

1.1 SUMMIT AND MEGAFAM TIMEFRAME

1.1.1 The Summit will be held over a two (2)-day time frame, with an additional two (2) days for the MegaFAM, between October and November. ***Preferred dates are Oct 1-5 or October 14-19, 2018***

1.1.2 The Summit must be held Monday through Friday, but the FAM may be held on the weekend preceding or following the Summit.

1.1.3 The Division of Tourism will work with the selected host venue to determine the dates for the Summit and for the mega FAM. ***Montbleu will work with the Division on Tourism to determine the best dates and space.***

1.2 ATTENDANCE

1.2.1 Approximately 300-350 delegates will be in attendance.

1.3 ROOM REQUIREMENTS

1.3.1 The following are estimated room nights based on the 2017 program. Room confirmations will be provided ten (10) days prior to the Summit. ***10 day cut off will be extended for hotel rooms.***

1.3.2 Accommodations MUST be available at or below the State per diem rate of $102.00 per night which does not include resort fees and taxes for all rooms listed within the room block and any other state employees in attendance. ***Sunday-Thursday rates will be offered at $69.99 per room per night + resort fee and occupancy tax.***

1.3.3 Delegates will make room reservations directly with the hotel and are responsible for their entire room account. There will be no advance deposits required for attendees. ***Individual call in will be offered and guests will secure payment for their individual rooms, advance deposit will not be asked for.***

1.3.4 Designated conference booking site – all rooms can be reserved either via a website or phone. ***Agreed, an 800 reservations number and a website with a specific group code will be given.***

1.3.5 Tourism will make every attempt to ensure all international guests arrive and depart as scheduled; however, situations may occur that result in a late check-in, early departure or no-show. Charges for any of the above

changes will not apply. ***MontBleu will work with you to the best of our ability to accommodate international travelers and their schedules.***

1.3.6 Host hotel will provide a group code for booking rooms at the group rate. ***agreed***

1.3.7 A ten (10)-day conference cutoff will apply to the room block, after which rooms not reserved may be returned to general inventory. ***agreed***

1.3.8 Room attrition clause will not apply. ***agreed***

1.3.9 Accommodations MUST NOT at any time during the registration process be available to the public through any channel at a lesser rate than the published Summit cost. ***A lower rate will not be offered on our MontBleu Website or through our reservations desk.***

1.3.9.1 Should any rate lower than the conference rate become available through any channel for the same level of room during the time period covering the conference, the lesser rate will be made available to the conference attendees.

1.3.9.2 Tourism MUST be notified in advance of any room discounts that may impact the conference rate.

1.3.10 Twenty (20) upgraded rooms for designated VIPs at group rate will be needed. ***Upgraded room type will be offered and may consist of a lake view higher floor room.***

1.3.11 Two (2) complimentary suites for designated VIPs will be needed. ***Two complimentary suites will be offered for the length of the program.***

1.4 DAY ROOMS

1.4.1 Summit – 3/10 rooms
1.4.2 Summit – 2/20 rooms
1.4.3 Summit – 1/85 rooms
1.4.4 Summit (Opening Day) – 120 rooms
1.4.5 Summit – 50 rooms
1.4.6 Summit +1 – 5 rooms
1.4.7 Total Anticipated Room Nights: 290

1.5 MEETING ROOM REQUIREMENTS

1.5.1 Summit Sessions

General Session Room: Round tables for 8-10, if available, crescent round set-up. Stage centered in the room. A stage riser large enough to accommodate 1-2 standing podiums, a potential panel of presenters, and preferably rear-screen projection with two (2) large screens on either side would be desired.

1.5.2 Break-out Sessions:

Three (3) rooms set classroom style for 30-50 as noted in the agenda with one (1) standing podium and screen.

1.5.3 Sales Marketplace

1.5.3.1 This will require space other than the Exhibitor area.

1.5.3.2 Up to sixty (60) 6' small tables placed around the perimeter of a room and up to four (4) chairs.

1.5.4 Media Marketplace

1.5.4.1 This will require space other than the Exhibitor area.

1.5.4.2 Up to thirty (30) 6' small tables placed around the perimeter of a room and up to four (4) chairs.

1.5.5 Exhibitor Area: Thirty-five (35) 8' or 10' rectangular tables draped and skirted with two (2) chairs at each station, unless otherwise noted by the exhibitor.

1.5.5.1 Exhibits may require electricity and/or Internet.

1.5.5.2 Exhibitor space must be on an exclusive hold throughout the event to ensure the table set-ups may remain intact.

1.5.5.3 Space enough to accommodate meeting breaks.

1.5.5.4 General session audio will be available in the exhibitor area.

1.6 Administration Space

1.6.1 Staff Office

1.6.1.1 Space should be available on a 24-hour basis during conference dates plus one (1) day before and after the conference dates.

1.6.1.2 Lockable area is required.

1.6.2 Registration

Space should have phone and Internet capabilities and be located adjacent to the meeting rooms.

1.6.3 Press Room: Small room located near the conference area with electricity.

1.7 Meals Space

1.7.1 Luncheon

1.7.1.1 The space should allow for round tables for eight (8)-ten (10) people each for an approximate total of 250 allowing space for a stage on riser with one (1) standing podium and a large projection screen.

1.7.1.2 This may be a separate space from the General Session room.

1.7.2 Welcome Reception

1.7.2.1 Buffet style for hors d'oeuvres with 2-3 cocktail bars to accommodate approximately 300 people; or as determined with event staff to make this a fun, energizing, and welcoming event,

1.7.2.2 This welcome reception is generally provided without cost to the conference.

1.7.3 Dinner

1.7.3.1 The space should allow for round tables for eight (8)-ten (10) people each for an approximate total of 250 allowing space for a stage with one (1) standing podium and a large projection screen.

1.7.3.2 This may be a separate space from the General Session room.

1.7.3.3 The dinner may be hosted at an off-site location.

1.7.4 The Division of Tourism will work with the venue to determine the most cost effective way to use the space available for meals and sessions.

1.8 Food and Beverage Requirements

1.8.1 The venue must have onsite food and beverage facilities available to prepare and serve quality meals for approximately 300 delegates. ***MontBleu has a professional catering kitchen and staff to accommodate.***

1.8.2 Final guaranteed number of guests will be provided to the hotel three (3) business days prior to the conference dates. ***Agreed***

1.8.3 Food and beverage minimum expenditure guarantees will be negotiated.

1.8.4 The Division of Tourism team and/or its contracted meeting planner must be able to sample the menu items that will be prepared for the conference prior to making a decision about the menu. ***Agreed with prior notice and scheduling***

1.8.5 The host venue will provide a one (1)-hour, complimentary hosted reception on the opening day of the Summit. Ideally this should include a full-hosted bar and assortment of hors d'oeuvres. ***A complimentary one hour Cocktail and Hors D' Oeuvres reception will be offered by the hotel.***

1.8.5.1 The venue may have an opportunity to welcome/address the attendees during the reception.

1.8.6 <u>Please note:</u> The Division of Tourism cannot pay for alcohol, (e.g. wine at dinner). The host venue must be willing to accommodate payment from a third (3rd)-party organization(s) for alcohol.

1.8.6.1 Alcohol must not be included in the food and beverage guarantees or invoices.

3. COMPANY BACKGROUND AND REFERENCES

3.1 VENDOR INFORMATION

3.1.1 Vendors shall provide a company profile in the table format below.

Question	Response
Company name:	Tropicana Entertainment Inc
Ownership (sole proprietor, partnership, etc.):	Corporation
State of incorporation:	Nevada
Date of incorporation:	4-19-2005
# of years in business:	13 years since
List of top officers:	See attached
Location of company headquarters, to include City and State:	P.O. Box 401120 Las Vegas, Nv. 89140
Location(s) of the office that shall provide the services described in this RFP:	55 Highway 50 Stateline, Nv. 89449
Number of employees locally with the expertise to support the requirements identified in this RFP:	400-500 team Members + Seasonal and On Call team members
Number of employees nationally with the expertise to support the requirements in this RFP:	N/A
Location(s) from which employees shall be assigned for this project:	Stateline, Nv.

3.1.2 A Nevada-based business may apply for a five percent (5%) preference on its proposal. This preference may apply if a business has its principal place of business within Nevada. This preference cannot be combined with any other preference, granted for the award of a contract using federal funds, or granted for the award of a contract procured on a multi-state basis. To claim this preference a business must submit a letter with its proposal showing that it qualifies for the preference.

3.1.3 **Please be advised**, pursuant to NRS 80.010, a corporation organized pursuant to the laws of another state shall register with the State of Nevada, Secretary of State's Office as a foreign corporation before a contract can be executed between the State of Nevada and the awarded vendor, unless specifically exempted by NRS 80.015.

3.1.4 The selected vendor, prior to doing business in the State of Nevada, shall be appropriately licensed by the State of Nevada, Secretary of State's Office pursuant to NRS76. Information regarding the Nevada Business License can be located at http://nvsos.gov.

MONTBLEU RESORT, CASINO & SPA

Credit Information

Name: Columbia Properties Tahoe, LLC
d/b/a Montbleu Resort Casino & Spa

Address: 55 Highway 50
Stateline, NV 89449

Telephone: (775) 586-2001
Fax: (775) 586-2062
Greg Vorreyer, Director of Finance

Limited liability company established in the State of Nevada 4/19/2005; wholly-owned subsidiary of Tropicana Entertainment Inc.

Federal Tax ID Number 32-0323810

Officers: Tony Rodio, President and Chief Executive Officer
Theresa Glebocki, Executive Vice President and Chief Financial Officer
William C. Murtha, Senior Vice President and General Counsel

Bank: Bank of America
Account Number 501001201527

References:

Sysco Sacramento, Inc
ATTN: Prima Slade, Credit Analyst
7062 Pacific Avenue
Pleasant Grove, CA 95668
916.569.7177 (phone)
877.569.5166 (fax)

Andrade Apparel, Inc.
PO Box 4168
Sunland, CA 91041
818.353.7901 (phone)
818.853.4451 (fax)

Alpine Refrigeration
PO Box 550970
Lake Tahoe, CA 96155
513.577.0288 (phone)
530.577.6229 (fax)

A. Carlisle & Co. Printing
P.O. Box 11680
Reno, NV 89510
sally@acarlisle.com
775.323.4195 x11 (phone)

Revised: 6/30/2015

Office pursuant to NRS76. Information regarding the Nevada Business License can be located at http://nvsos.gov.

Question	Response
Nevada Business License Number:	32-0323810
Legal Entity Name:	Columbia Properties Tahoe LLC Tropicana Entertainment

Is "Legal Entity Name" the same name as vendor is doing business as?

Yes		No	x

If "No", provide explanation. – Parent company

1.1.5 Has the vendor ever been engaged under contract by any State of Nevada agency?

Yes		No	x

If "Yes", complete the following table for each State agency for whom the work was performed. Table can be duplicated for each contract being identified.

Question	Response
Name of State agency:	
State agency contact name:	
Dates when services were performed:	
Type of duties performed:	
Total dollar value of the contract:	

1.1.6 Are you now or have you been within the last two (2) years an employee of the State of Nevada, or any of its agencies, departments, or divisions?

Yes		No	x

If "Yes", please explain when the employee is planning to render services, while on annual leave, compensatory time, or on their own time?

If you employ (a) any person who is a current employee of an agency of the State of Nevada, or (b) any person who has been an employee of an

agency of the State of Nevada within the past two (2) years, and if such person shall be performing or producing the services which you shall be contracted to provide under this contract, you shall disclose the identity of each such person in your response to this RFP, and specify the services that each person shall be expected to perform.

1.1.7 Disclosure of any significant prior or ongoing contract failures, contract breaches, civil or criminal litigation in which the vendor has been alleged to be liable or held liable in a matter involving a contract with the State of Nevada or any other governmental entity. Any pending claim or litigation occurring within the past six (6) years which may adversely affect the vendor's ability to perform or fulfill its obligations if a contract is awarded as a result of this RFP shall also be disclosed.

Does any of the above apply to your company?

Yes		No	x

If "Yes", please provide the following information. Table can be duplicated for each issue being identified.

Question	Response	
Date of alleged contract failure or breach:	n/a	
Parties involved:	n/a	
Description of the contract failure, contract breach, or litigation, including the products or services involved:	n/a	
Amount in controversy:	n/a	
Resolution or current status of the dispute:	n/a	
If the matter has resulted in a court case:	Court	Case Number
Status of the litigation:	n/a	

1.1.8 Vendors shall review and provide if awarded a contract the insurance requirements as specified in ***Attachment D, Insurance Schedule for RFP 3521.***

1.1.9 Company background/history and why vendor is qualified to provide the services described in this RFP. Limit response to no more than five (5) pages.

1.1.10 Provide a brief description of the length of time vendor has been providing services described in this RFP to the public and/or private sector.

1.1.11 Financial information and documentation to be included in accordance with ***Section 8.5, Part III – Confidential Financial Information.***

1.1.11.1 Dun and Bradstreet Number ***82-943-3122***

1.1.11.2 Federal Tax Identification Number ***32-0323810***

1.2 SUBCONTRACTOR INFORMATION

Subcontractors are defined as a third party, not directly employed by the contractor, who shall provide services identified in this RFP. This does not include third parties who provide support or incidental services to the contractor.

1.2.1 Does this proposal include the use of subcontractors?

Yes		No	x

If "Yes", vendor shall:

1.2.1.1 Identify specific subcontractors and the specific requirements of this RFP for which each proposed subcontractor shall perform services.

1.2.1.2 If any tasks are to be completed by subcontractor(s), vendors shall:

A. Describe how the work of any subcontractor(s) shall be supervised, channels of communication shall be maintained and compliance with contract terms assured; and

B. Describe your previous experience with subcontractor(s).

1.2.1.3 Provide the same information for any proposed subcontractors as requested in ***Section 3.1, Vendor Information.***

1.2.1.4 Vendor shall not allow any subcontractor to commence work until all insurance required of the subcontractor is provided to the vendor.

1.2.1.5 Vendor shall notify the using agency of the intended use of any subcontractors not identified within their original proposal and provide the information originally requested in the RFP in ***Section 3.2, Subcontractor Information***. The vendor shall receive agency approval prior to subcontractor commencing work.

1.3 BUSINESS REFERENCES

1.3.1 Vendors shall provide three (3) business references from similar projects performed for private and/or public sector clients within the last three (3) years.

1.3.2 Vendors shall submit ***Attachment E, Reference Questionnaire*** to their business references.

1.3.3 It is the vendor's responsibility to ensure that completed forms are received by the Purchasing Division on or before the deadline as specified in ***Section 7, RFP Timeline*** for inclusion in the evaluation process. Reference Questionnaires not received, or not complete, may adversely affect the vendor's score in the evaluation process.

1.3.4 The State reserves the right to contact and verify any and all references listed regarding the quality and degree of satisfaction for such performance.

MONTBLEU
RESORT CASINO & SPA
LAKE TAHOE

February 4, 2018

Annette Morfin
Puchasing Officer
State of Nevada Purchasing Division
515 E Musser Street Suite 300
Carson City, Nv. 89701

RE: RFP: 3521
Governor's Conference on Tourism
October 1-5, 2018 or Oct 14-19, 2018

Dear Annette:

It was a pleasure to learn of your interest in *MontBleu Resort Casino & Spa*. We are delighted at the prospect of hosting your group in Fall of 2019. Currently, we show the following special rates and availability:

	Mon-Thurs	Fri
Group Block	Varies – 250 per night	c/o
Run of House Deluxe King or Deluxe 2 Queen Rooms	$69.99	

These rates are based upon single or double occupancy and exclusive of a prevailing occupancy tax currently at 14%. The hotel has a $22.00 (current) taxable facility fee per day per room.

AREA ACTIVITIES

- Golf at Edgewood or Lake Tahoe Golf Course
- Heavenly Gondola Ride
- Lake Tahoe hiking, biking, and other water activities
- Heavenly Village Shopping within walking distance

CONCESSIONS

- Complimentary Basic Guest Room Wi-Fi
- Complimentary Parking (Valet, Surface Lot & Garage)
- Twenty (20) Complimentary Room Upgrades
- Two (2) Complimentary 1 Bedroom Suite Upgrades for designated VIP's
- Flat rate for King or 2 Queens
- 1/50 complimentary guest room per every 50 paid rooms on a cumulative basis
- $5000.00 credit towards AV
- 10% discounted spa/Salon treatments with advance appointments
- One Hour Cocktail Reception

MEETING ROOM

Below is your tentative Agenda of Events as you have outlined to us.
General Session Room
Breakout Rooms x 3
Sales Marketplace
Media Marketplace
Exhibitor Area
Administration Space
Meals Space
We will work with you to determine the most effective way to use the space available. We will make the following rooms available to use, Showroom, Evergreen A, Evergreen B, Evergreen C/D, Aspen A/b/c/d, Registration desk and Office, Aspen Boardroom, Buffet and Blu

Our current catering prices are as follows: Breakfast $13.95 per person, Lunches $19.95 - $34 per person and Dinners from $37 - $68 per person. Catering sales tax is currently 7.1%, and service charges are currently 18%.

MontBleu Resort Casino & Spa is located just 55 miles from Reno-Tahoe International Airport. Round trip shuttle service from the airport to the resort starts from $56 per person via South Tahoe Airporter.

MontBleu features three separate and unique nightlife venues as well as four distinct restaurants that will satisfy even the most discriminating diner. Additionally, MontBleu is home to Onsen Spa and Salon, one of the region's largest and most luxurious spas, offering services and facilities that round out this chic resort-destination experience.

The resort offers the following amenities for our guests...

- 438 Newly renovated spacious guest rooms with wireless internet access.

- One-stop-shopping at the Concierge Desk. Our friendly and knowledgeable staff can assist with numerous services ranging from reservations for restaurants, massage appointments, Showroom tickets, information on a variety of local golf courses and recreational activities.

- Gourmet cuisine and dining options that will satisfy your every craving, from the Buffet, Café del Sol, Fortune Asian Cuisine & Sushi, to Ciera Steak and Chophouse.

- Onsen Spa, with whirlpool bath, steam and sauna rooms, lagoon style swimming pool, weight room and licensed massage therapy.

- Nightlife in Lake Tahoe's hottest dance spot, Blu and Opal, our Ultra Lounge.

- Over 14,000 square feet of updated flexible meeting and exhibit space with stage, lighting capabilities and state-of-the-art sound system, all serviced by an experienced staff of meeting professionals.

- Audio Visual Department on property to meet all your projection and sound needs.

- Wireless high- speed internet access capabilities in all convention rooms.

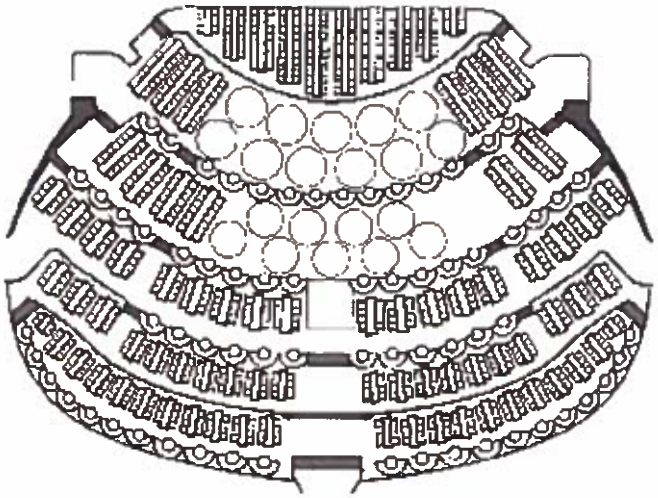
If you have not already done so, please view our website to see our meeting space and facilities at www.montbleuresort.com.

On behalf of the entire staff, we look forward to welcoming your group. Please do not hesitate to contact me should you have any questions or require additional assistance.

Best regards,

Anna Soto-Vopalensky

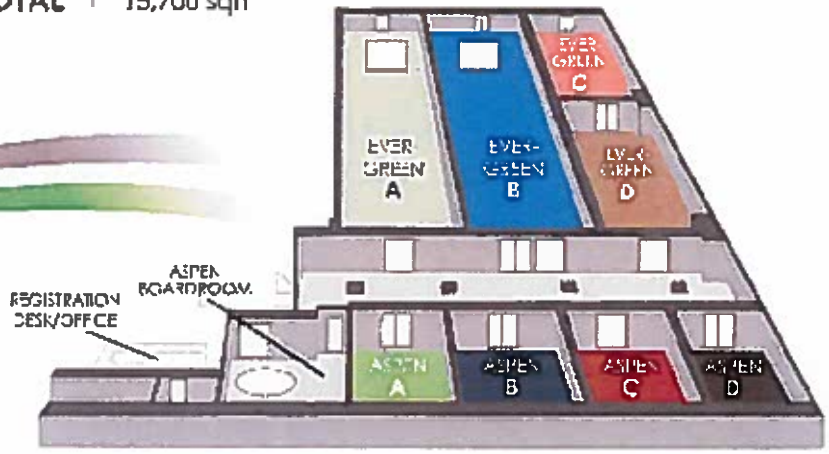
Anna Soto-Vopalensky
F&B Operations, Sales, Catering and Convention Manager
775-586-2074
avopalensky@montbleuresort.com



MONTBLEU SHOWROOM

SEATS	1,500 Theatre Style 950 Banquet Style
STAGE	4,500 sqft
SEATING	11,200 sqft
TOTAL	15,700 sqft

CONVENTION CENTER



EVERGREEN
Banquet - 670
Classroom - 625
Theatre - 60
Reception - 825
9,114sqft / 108.5' x 84'

EVERGREEN A
Banquet - 180
Classroom - 140
Theatre - 240
Reception - 215
2,646sqft / 37.5' x 94'

EVERGREEN C
Banquet - 100
Classroom - 90
Theatre - 130
Reception - 140
1,596sqft / 38' x 42'

EVERGREEN B
Banquet - 240
Classroom - 220
Theatre - 300
Reception - 280
3,276sqft / 39' x 84'

EVERGREEN D
Banquet - 100
Classroom - 90
Theatre - 130
Reception - 140
1,596sqft / 38' x 42'

REG DESK/ OFFICE
400sqft

ASPEN BOARDROOM
Permanent conference table with seating for 18 and additional perimeter seating for 20
600sqft / 22'x28

ASPEN A
Banquet - 50
Classroom - 40
Theatre - 60
Reception - 70
624sqft / 26' x 24'

ASPEN C
Banquet - 60
Classroom - 50
Theatre - 75
Reception - 80
720sqft / 30' x 24'

ASPEN B
Banquet - 60
Classroom - 50
Theatre - 75
Reception - 80
720sqft / 30' x 24'

ASPEN D
Banquet - 40
Classroom - 30
Theatre - 50
Reception - 40
456sqft / 24' x 19'

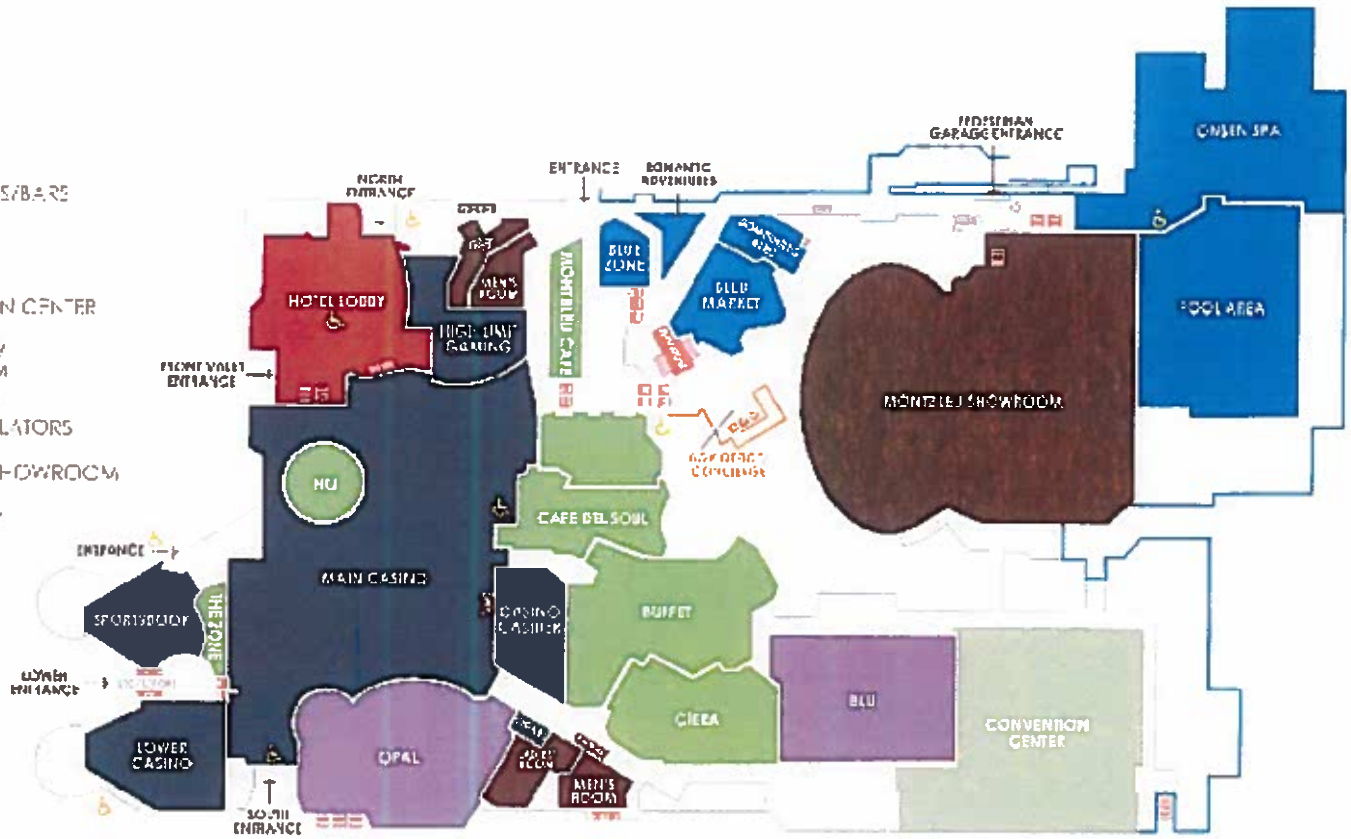
GRAND BALLROOM

TOTAL CONVENTION CENTER
Banquet - 950
Classroom - 900
Theatre - 1,300
Reception - 1,200
Exhibit - 86 - 8' x 10'
71 - 10' x10'
13,745sqft / 109.5' x 123'

MONTBLEU
RESORT CASINO & SPA
LAKE TAHOE

PROPERTY MAP

- LOBBY
- CASINO
- AMENITIES
- RESTAURANTS/BARS
- NIGHTCLUBS
- CONVENTION CENTER
- RESTROOMS/PHONES/ATM
- ELEVATORS/STAIRS/ESCALATORS
- MONTBLEU SHOWROOM
- BOX OFFICE/CONCIERGE
- ADA



State of Nevada
Department of Administration

Purchasing Division

515 E. Musser Street, Suite 300
Carson City, NV 89701

Brian Sandoval
Governor

Patrick Cates
Director

Jeffrey Haag
Administrator

BUSINESS REFERENCE'S RESPONSE TO REFERENCE QUESTIONNAIRE FOR

STATE OF NEVADA REQUEST FOR PROPOSAL (RFP) 3521

VENUES FOR THE GOVERNOR'S CONFERENCE ON TOURISM

PART A – TO BE COMPLETED BY PROPOSING VENDOR – *Please type or print*	
Name of Company Submitting Proposal:	MontBleu Resort Casino and Spa

PART B – IF APPLICABLE, NAME OF COMPANY ACTING AS SUBCONTRACTOR FOR VENDOR IDENTIFIED IN PART A – *Please type or print*	
Name of Subcontractor:	

	PART C – BUSINESS REFERENCE INSTRUCTIONS
1.	This Reference Questionnaire is being submitted to your organization for completion as a business reference for the company listed in Part A or Part B, above.
2.	Business reference is requested to submit the completed Reference Questionnaire via email or facsimile to: State of Nevada, Purchasing Division Subject: ***RFP 3521*** ***Attention:*** ***Purchasing Division*** Email: ***amorfin@admin.nv.gov*** Fax: 775-684-0188 Please reference the RFP number in the subject line of the email or on the fax.
3.	The completed Reference Questionnaire **MUST** be received ***no later than 4:30 PM PT February , 2018***
4.	Do **NOT** return the Reference Questionnaire to the Proposer (Vendor).
5.	In addition to the Reference Questionnaire, the State may contact references by phone for further clarification, if necessary.
6.	Questions regarding the Reference Questionnaire or process should be directed to the individual identified on the RFP cover page.
7.	When contacting the State, please be sure to include the RFP number listed at the top of this page.
8.	We request all questions be answered. If an answer is not known please answer as "U/K". If the question is not applicable please answer as "N/A".
9.	If you need additional space to answer a question or provide a comment, please attach additional pages. If attaching additional pages, please place your company/organization name on each page and reference the RFP # noted at the top of this page.

PART D – COMPANY PROVIDING REFERENCE – *Please type or print* **CONFIDENTIAL INFORMATION WHEN COMPLETED**	
Company Providing Reference:	Tahoe Show, LLC
Contact Name:	Chris Minnes
Title:	Owner
Contact Telephone:	775-267-7564
Contact Email Address:	chris@tahoeshow.com

RATING SCALE:

Where a rating is requested and using the Rating Scale provided below, rate the following questions by noting the appropriate number for each item. Please provide any additional comments you feel would be helpful to the State regarding this contractor.

Category	Rating
Poor or Inadequate Performance	0
Below Average Performance	1 – 3
Average Performance	4 – 6
Above Average Performance	7 – 9
Excellent Performance	10

PART E – QUESTIONS:

1. In what capacity have you worked with this vendor in the past?

I have produced an event called the Tahoe Show at Montbleu since 2011. I utilize the showroom, meeting space, hotel rooms, food and beverage, and entertainment.

2. Rate the firm's knowledge and expertise. **RATING: 10**

Comments: The Events success can be largely attributed to the expertise of the Montbleu team

3. Rate the vendor's flexibility relative to changes in the project scope and timelines. **RATING: 10**

Comments:
The are always willing to accommodate our needs and contribute to improving the event.

4. Rate your level of satisfaction with hard copy materials produced by the vendor. **RATING: 10**

Comments:

5. Rate the dynamics/interaction between the vendor and your staff. **RATING: 10**

Comments:

6. Rate your satisfaction with the products developed by the vendor. **RATING: 10**

Comments: Montbleu is constantly improving the property, spending millions, which creates value for my customers

7. Rate how well the agreed upon, planned schedule was consistently met and deliverables provided on time. *(This pertains to delays under the control of the vendor.)*	**RATING: 10**
Comments: Montbleu staff understands my needs so effectively that it is far and away our easiest property to work with. As a result, requests for contracts, etc are turned around impressively fast.	

8. Rate the overall customer service and timeliness in responding to customer service inquiries, issues and resolutions.	**RATING: 10**
Comments: There are really no issues in the first place.	

9. Rate the knowledge of the vendor's assigned staff and their ability to accomplish duties as contracted.	**RATING: 10**
Comments: Almost all the main staff we have worked with have been there since well before our professional relationship began in 2011. The experience of the team reflects their longevity with the company.	

10. Rate the accuracy and timeliness of the vendor's billing and/or invoices.	**RATING: 10**
Comments:	

11. Rate the vendor's ability to quickly and thoroughly resolve a problem related to the services provided.	**RATING: 10**
Comments:	

12. Rate the vendor's flexibility in meeting business requirements.	**RATING: 10**
Comments: Our event is unique in nature, with 350 athletes performing, it is well outside the scope of a normal performance event. That said, we have always felt as the Montbleu team has gone above and beyond to accommodate us.	

13. Rate the likelihood of your company/organization recommending this vendor to others in the future.	**RATING: 10**
Comments:	

14. With which aspect(s) of this vendor's services are you most satisfied?
Comments: Quality of the property, attentiveness staff, and a "we can" attitude.

15. With which aspect(s) of this vendor's services are you least satisfied?
Comments: I only wish we could fit more seats in the showroom. Since the event is such as success, it sells out every year.

16. Would you recommend this vendor to your organization again?
Comments: Absolutely. We will continue to work with Montbleu for years to come.

PART F – GENERAL INFORMATION:

1. During what time period did the vendor provide these services for your organization?				
Month/Year:	03/2011	TO:	Month/Year:	Current Day