

HOTEL BID FORM

I. GENERAL INFORMATION.

Hotel/Motel Name		Holiday Inn Express + Suites Des Moines <i>Downtown</i>	
Address		333 S.W. 11th Street	
City, State, Zip/Postal Code		Des Moines, IA 50309	
Telephone	515-657-8181	Fax	515-657-8177
Hotel Website		www.HolidayInnExpress.com Des Moines DTN IA	
Contact Person	Gayla Faylor	Title	DOSM
Contact E-mail	rossie.williams@HIEXdesmoinesdowntown.com		

Total Rooms in Hotel	102	Rooms Committed	60	Additional Rooms Available	62
Distance to Airport	4.2	Blocks/Miles <i>miles</i>	M	Minutes	15
Distance to Convention Center	1.5m	Blocks/Miles <i>miles</i>	M	Minutes	5
2021 Group Flat Rate	139-	When Rate Guaranteed?	6pm	Current Tax Rate - sales plus hotel tax	12%

II. GUEST ROOMS (Indicate Y, N, or R for Yes, No, or Available upon Request)

Continental Breakfast	Y	Cost	Ø	Complimentary	Y
Windows that open	N	Refrigerators in Room	Y	Shampoo, conditioners, Etc.	Y
Hair Dryers	Y	Iron and Ironing Board	Y	Coffee Maker	Y
Non-Smoking Hotel	Y	Non-Smoking Floors <i>all</i>	Y	Percent of Rooms Non-Smoking	100%
Concierge/Club Floor	N	If yes, how many rooms?	4	Upcharge, if any?	N/A
Number of telephones in room?	1	Voice Mail on telephone	Y	Internet Charge	Ø
Number of double/double rooms?	Ø	Number of queen/queen rooms?	43	Number of king rooms?	59
Number of Suites?	31	Number of ADA-compliant Rooms?	9	Number of Handicap accessible rooms?	9
Smoke detectors in guest rooms?	Y	Smoke detectors in hallways?	Y	Smoke detectors in function rooms?	Y
Sprinklers in guest rooms?	Y	Sprinklers in hallways?	Y	Sprinklers in function rooms?	Y
Security cameras in lobby?	Y	Security cameras in hallways?	Y	Security cameras in function areas? <i>outside</i>	N
Date of Construction?	2/16	Date of last renovation?	New	Date of next scheduled renovation?	N/A
Check-in time?	3PM	Check-out time?	Noon	Charge for late check-out? <i>after 3pm</i>	Y

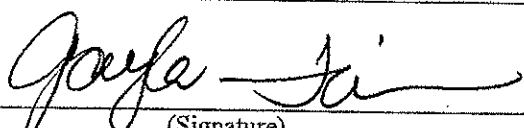
III. HOTEL SERVICES

Number of restaurants on-site?	0	Hours of Operation?	N/A	Room service hours?	N/A
Seating capacity for breakfast?	60	Seating capacity for lunch	N/A	Seating capacity for dinner?	N/A
Public area and lobby wheelchair accessible?	Y	Wheelchair ramps available?	Y	Comments	
Elevators wheelchair accessible?	Y	Public restrooms wheelchair accessible?	Y		
Personal check cashing services available?	N	What credit cards accepted?	All	What credit cards not accepted?	N/A
Gift Shop?	N	Concierge Desk?	N	Airline Desk?	N
Car Rental Desk?	N	Business Center?	Y	Mail/ship services?	Y
Health club or exercise room?	Y	Cost for health club?	0	Beauty shop/spa?	N
Indoor Pool?	Y	Outdoor pool?	N	Whirl pool/hot tub?	Y
Sauna?	N	Tennis courts?	N	Golf facilities?	N
Guest laundry facility?	Y	Valet laundry service?	Y		
On-site parking facility?	Y	Self-park daily cost?	0	Valet-park daily cost?	0
Airport taxicab fare (one way)?	\$15	Airport limo fare (one-way)?	\$30	Airport shuttle fare (one-way)?	0

IV. FUNCTION SPACE

Number of meeting rooms?	1	On-site food and beverage catering?	N
Maximum seating in rounds in largest room?	24	Maximum seating in rounds in smallest room?	N/A
AV and other equipment furnished in meeting rooms?	large screen TV / flipchart tel com phone		

This Hotel has received a copy of the BID SPECIFICATIONS and the SAMPLE HOTEL HOUSING AGREEMENT as they apply to participating and/or headquarters hotels, and will agree to those specifications, terms, and conditions.

	11/29/14
(Signature)	(Date)
Gayla Failor	DOSM
(Print name)	(Title)

THIS FORM MUST BE COMPLETED BY EACH BIDDING HOTEL